



**BOARD OF TRUSTEES
REGULAR BOARD MEETING**

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

Union High School District

Interim Superintendent
Eric R. Dill

**THURSDAY, AUGUST 18, 2016
6:30 PM**

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

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

PUBLIC COMMENTS

If you wish to speak regarding an item on the agenda, please complete a speaker slip located at the sign-in desk and present it to the Secretary to the Board prior to the start of the meeting. When the Board President invites you to the podium, please state your name 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, AUGUST 18, 2016
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
 - A. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS (2A-B)
- 2. **CLOSED SESSION** **6:01 PM**
 - A. To consider and/or deliberate on student discipline matters. (Case #2016-018SD)
 - 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.*

**AT 6:25 PM, FOLLOWING CLOSED SESSION, THE BOARD WILL TEMPORARILY ADJOURN AND CONVENE A 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
 - A. WELCOME / MEETING PROTOCOL REMARKS
 - B. PLEDGE OF ALLEGIANCE
- 4. REPORT OUT OF CLOSED SESSION / ACTION
 - A. REPORT OUT OF CLOSED SESSION
 - B. STUDENT DISCIPLINE
 - Motion by _____, second by _____, to approve the expulsion of Case #2016-018SD, for violation of Education Code sections 48900 (d), 48915 (a)(3), and 48915 (c)(3), during the period August 19, 2016 through August 19, 2017.
 - Roll Call
- 5. APPROVAL OF AGENDA
 - Motion by _____, second by _____, to approve the agenda of August 18, 2016, Regular Board Meeting of the San Dieguito Union High School District.
- 6. APPROVAL OF MINUTES / REGULAR MEETING OF JULY 14, 2016
 - Motion by _____, second by _____, to approve the minutes of the July 14, 2016, Regular Board Meeting, as shown in the attached supplement.

NON-ACTION ITEMS (ITEMS 7 - 10)

- 7. STUDENT UPDATES.....NONE DURING SUMMER BREAK
- 8. BOARD REPORTS AND UPDATE BOARD OF TRUSTEES
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, & LEGISLATIVE UPDATES
..... ERIC DILL, INTERIM SUPERINTENDENT
- 10. SCHOOL / DEPARTMENT UPDATES NONE SCHEDULED

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

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

Approve/ratify entering into the following agreement and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. San Diego State University, for student intern assignments, during the period August 19, 2016 until terminated with 30 days advance written notice, at no cost to the district.
2. San Diego State University, for student teaching assignments, during the period July 1, 2016 through June 30, 2019, at no cost to the district.
3. University of Phoenix, for student teaching assignments, during the period July 29, 2016 until terminated with 90 days advanced written notice, at no cost to the district.
4. American Fidelity Assurance Co., to provide protected health information services, during the period August 19, 2016 until all district protected health information is either returned to the district or destroyed per the terms of the agreement, at no cost to the district.

C. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

Approve/ratify amending the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Digital Schools of California, amending the services-based detailed application software for human resources, budgeting, and payroll management contract to include reporting compliance services for 1094C and 1095C through Digital Schools and American Fidelity Administrative Services for the 2016 reporting period, at the annual rate of \$995.00 plus \$5.00 per form filed, to be expended from the General Fund/Unrestricted 01-00.

13. EDUCATIONAL SERVICES

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. ConnectEd Studios, The California Center for College and Career, to provide an on-line platform allowing teachers, students and others to create school-related assignments and submit and store school work on-line as part of the San Diego County Office of Education (SDCOE) College and Career Readiness Program, and in collaboration with the Linked Learning Alliance, during the period August 19, 2016 until terminated by the district or SDCOE College and Career Readiness Program, at no cost to the district.

2. The Foundation for Community Colleges, to provide the LaunchPath Project aimed at improving the work readiness of high school and college-aged youth by matching them with internships and other work-based learning opportunities through the Linked Learning Alliance and in collaboration with the San Diego County Office of Education (SDCOE) College and Career Readiness Program, during the period August 19, 2016 until terminated by the district or SDCOE College and Career Readiness Program, at no cost to the district.

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 Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Texthelp Inc., to provide a Read & Write for Google domain subscription district wide, during the period September 15, 2016 through September 14, 2017 and then continuing with annual renewals until canceled by the district, in the amount of \$18,750.00, to be expended from the General Fund/Unrestricted 01-00.
2. Edgenuity, Inc. to provide 250 concurrent user Virtual Classroom and Web Administrator licenses for 25 courses and one on-site professional development day, during the period August 1, 2016 through July 31, 2017, in an amount not to exceed \$137,500.00 plus applicable tax and shipping, to be expended from the General Fund/Unrestricted 01-00.
3. Design Science, Inc., to provide a MathType K-12/School site license for 84 math teachers district wide, during the period August 1, 2016 through July 31, 2017 and then renewing automatically until terminated, in an amount not to exceed \$2,500.00 per year, to be expended from the General Fund/Unrestricted, 01-00.
4. WorldBook, Inc., to provide an online advanced reference package, during the period August 1, 2016 through August 1, 2017, in the amount of \$8,190.00, to be expended from the General Fund/Unrestricted 01-00.
5. Sharp Rees-Stealy Medical Centers, to provide a student health and wellness outreach collaboration, launching in October 2016 and then continuing every quarter with the topic rotating at Earl Warren Middle School, Carmel Valley Middle School, and Pacific Trails Middle School, at no cost to the district.

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 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 Douglas B. Gilbert or Eric R. Dill to execute all pertinent documents:

1. Del Mar Union School District (MOU), to provide transportation services to a San Dieguito Union High School District special education student, during the period July 1, 2015 through June 30, 2016, in the amount of \$18,900.00, to be expended from the General Fund/Restricted 01-00.
2. Mingus Mountain (NPS/RTC), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2016 through June 30, 2017, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.

3. Provo Canyon School (NPS/RTC), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2016 through June 30, 2017, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
4. Heritage Schools, Inc. (NPS), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2016 through June 30, 2017, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
5. Oak Grove Institute (NPS/RTC), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2016 through June 30, 2017, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.

D. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

Approve/ratify amending the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Springall Academy (NPS), amending the contract to include a 1:1 Aide with no other changes to the contract, during the period May 1, 2016 through June 30, 2016, at the rate \$17.00 per hour, to be expended from the General Fund/Restricted 01-00.
2. San Dieguito Union High School District (SDUHSD)(MOU), amending the Intra-Selpa MOU with Rancho Santa Fe School District for SDUHSD to provide additional Extended School Year (ESY) services, extending the contract to July 15, 2016, with additional reimbursement in the amount of \$939.88.
3. San Diego Center for Children Academy (NPS/RTC), amending the contract to include additional NCCSE approved 2016-17 rates as shown on the attachment, during the period July 1, 2016 through June 30, 2017, to be expended from the General Fund/Restricted 01-00.
4. Fred Finch Youth Center (NPS/RTC), amending the contract to include additional NCCSE approved 2016-17 rates as shown on the attachment, during the period July 1, 2016 through June 30, 2017, 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. 2016-021PS, for special education related services, in the amount of \$42,000.00.

PUPIL SERVICES

F. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Eric R. Dill or Douglas Gilbert to execute the agreements:

1. Interpreters Unlimited, to provide language interpreting services for students' parents/guardians when required in an educational setting, during the period July 1, 2016 through June 30, 2017, at the rates shown on the attachment, to be expended from the General Fund/Unrestricted 01-00.

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 Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Roesling Nakamura Terada Architects, Inc. to provide small project miscellaneous architectural, engineering and construction administration services for maintenance projects as assigned, during the period July 1, 2016 through June 30, 2017, in an amount not to exceed \$40,000.00 per year, to be expended from the fund to which the project is charged.
2. Nova Services, to provide small project material testing and special inspection services for maintenance projects as assigned, during the period July 1, 2016 through June 30, 2017, in an amount not to exceed \$40,000.00 per year, to be expended from the fund to which the project is charged.
3. Consulting & Inspection Services LLC, to provide small project miscellaneous DSA inspection services for maintenance projects as assigned, during the period July 1, 2016 through June 30, 2017, in an amount not to exceed \$40,000.00 per year, to be expended from the fund to which the project is charged.
4. Harbottle Law Group, to provide legal services, during the period July 1, 2016 until terminated, at the rates of \$195.00 per hour for Owner/Director Mr. Harbottle, \$190.00 per hour for all other attorneys, and up to \$95.00 per hour for paralegals and other assistants, to be expended from the fund to which the project is charged.
5. Affordable Drain Service, Inc., to provide drain repair services district wide, during the period July 1, 2016 through June 30, 2017, in an amount not to exceed \$15,000.00 per year, to be expended General Fund/Unrestricted 01-00.
6. Mobil Construction Sweeping, to provide mobile sweeping services to all district parking lots, during the period July 13, 2016 through June 30, 2017, at the rate of \$287.50 per two and one half hours of sweeping and \$57.50 per each additional half hour thereafter, to be expended from the General Fund/Unrestricted 01-00.
7. Door Service & Repair, Inc. (DSR), to provide preventative maintenance and repairs on 111 various types and sizes of rolling steel doors at 9 different school sites, during the period July 14, 2016 through August 29, 2016, in an amount not to exceed \$3,475.00, to be expended from the General Fund/Unrestricted 01-00.
8. California Agri-Control, Inc., to provide pest & rodent control services district wide, during the period July 21, 2016 through June 30, 2017 and then automatically renewing until terminating with 30 day advance written notice, in an amount not to exceed \$10,000.00 per year, to be expended from the General Fund/Unrestricted 01-00.
9. Guardian Elevator, to provide elevator preventative maintenance and State load tests, during the period August 19, 2016 through June 30, 2017, in an amount not to exceed \$40,000.00, to be expended from the General Fund/Unrestricted 01-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

Approve/ratify amending the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Rancho Santa Fe Security Systems, Inc., amending the contract for weekend patrol services, increasing the hourly rate from \$22.00 per hour to \$25.00 per hour and decreasing the total number of hours required to patrol all district sites from 20 hours per week to 16 hours per week with no other changes to the contract, to be expended from the General Fund/Unrestricted 01-00.
2. Siemens Industry, Inc., amending the Proposition 39 Energy Conservation Program agreement in order to begin the Phase 1 project retrofitting exterior lighting at La Costa Canyon High School, Torrey Pines High School, Canyon Crest Academy, and San Dieguito High School Academy with LED equivalents, during the period August 19, 2016 until project completion, in the amount of \$1,362,945.00, to be expended from the district's pre-approved Proposition 39 funding with an additional contribution of \$52,000.00 to be expended from Capital Facilities Fund 25-19 with partial to complete reimbursement to that fund coming from potential rebates from San Diego Gas & Electric Company (SDG&E).

3. San Diego Scenic Tours, Inc., NCST, Inc., McClintock Hartley Enterprises, Inc. dba: Goldfield Stage & Co., Sundance Stage Lines, Inc., Certified Transportation Services, Inc., WESS Transportation Services, Inc., Sun Diego Charter Co., Grand Pacific Charter, and La Class Transportation, LLC, extending the Extra Curricular Transportation services contract B2016-03, for trips to be scheduled August 21, 2016 through August 20, 2017, with a 1.62% increase in rates as stipulated in the contract, to be expended from the program fund requesting the transportation.
4. SimplexGrinnell, LLP, a Tyco International Company, amending the agreement to provide fire alarm, fire suppression, and life safety monitoring and inspection services to include the systems at the Pacific Trails Middle School, in an additional amount of \$6,535.00 per year, with no other changes to the contract, to be expended from the General Fund/Unrestricted 01-00.
5. PCS Revenue Control Systems, Inc., amending the agreement for Paypams parent/student online lunch payment system to include ApplyNOW and PCSLunchStatus online free and reduced meal application system, during the period August 19, 2016 until terminated, in the annual amount not to exceed \$5,000.00, to be expended from the Cafeteria Fund 13-00.

C. AWARD/RATIFICATION OF CONTRACTS

Award/ratify the following contracts and authorize Douglas B. Gilbert or Eric R. Dill to execute all pertinent documents:

1. Tenancingo, LLC dba Papa John's Pizza and So Cal Dominoids, Inc. dba Domino's Pizza, for Pizza Supplies B2017-02, during the period August 19, 2016 through August 20, 2017, with options to renew two additional one year periods, at the unit prices of \$7.80 per 16 inch pizza and \$1.25 for breadsticks with sauce for Papa John's Pizza to service Earl Warren Middle School, Carmel Valley Middle School, Canyon Crest Academy, Torrey Pines High School, and Pacific Trails Middle School, and \$7.50 per 16 inch cheese or meat and cheese pizza, \$8.00 per 16 inch cheese and vegetable pizza, and \$2.09 for breadsticks with sauce for Domino's Pizza to service La Costa Canyon High School, Diegueno Middle School, Oak Crest Middle School, Sunset High School, and San Dieguito High School Academy, to be expended from the Cafeteria Fund 13-00.
2. Western Flooring, Inc., for the Refinishing Gym Floor Project at La Costa Canyon High School B2017-04, in an amount not to exceed \$32,800.20, to be expended from the La Costa Canyon High School Foundation, in the amount of \$16,300.20, Capital Facilities Fund 25-18, in the amount of \$11,000.00, and the General Fund/Unrestricted 01-00, in the amount of \$5,500.00.

D. APPROVAL OF CHANGE ORDERS

(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

F. ADOPTION OF RESOLUTIONS / COOPERATIVE BID

Adopt the following resolutions, and authorize Douglas B. Gilbert or Eric R. Dill to execute any necessary documents, as shown in the attached supplements:

1. Authorizing purchasing pursuant to bid and award documents from Desert Sands Unified School District for the purchase of Chromebooks and related operating system software per the pricing structure, terms, and conditions stated in the bid documents, to be expended from the fund to which the purchases are charged.
2. Authorizing purchasing pursuant to bid and award documents from Los Angeles County Office of Education for the purchase of computers, laptops, peripherals, and computer-related equipment per the pricing structure, terms, and conditions stated in the bid documents, to be expended from the fund to which the purchases are charged.

G. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

1. Purchase Orders
2. Membership Listing
3. Warrants
4. Revolving Cash Fund

PROPOSITION AA

H. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Class Leasing, LLC, to provide (3) relocatable classroom buildings at Torrey Pines High School, during the period July 1, 2016 through June 30, 2019, in an amount not to exceed \$210,900.00, to be expended from Building Fund Prop 39 – Fund 21-39.
2. Class Leasing, LLC, to purchase (2) 36x40 relocatable classroom buildings for the Adult Transition Program at Earl Warren Middle School, during the period August 19, 2016 through completion, in an amount not to exceed \$426,905.00, to be expended from Capital Facilities Fund 25-19 and Mello Roos Funds.
3. Class Leasing, LLC, to purchase (4) 24x40 relocatable classroom buildings for use in interim housing during construction of the proposed science quad and for future replacement of (4) relocatable classroom buildings known as Building F at Oak Crest Middle School, during the period August 19, 2016 through completion, in an amount not to exceed \$264,219.00, to be expended from Capital Facilities Fund 25-19 and Mello Roos Funds.
4. Davis Demographics & Planning Inc., for demographic analysis, forecasting and planning consulting services district-wide, during the period July 1, 2016 through June 30, 2019, in an amount not to exceed \$56,790.00, to be expended from Capital Facilities Fund 25-19.
5. Hofman Planning & Engineering, for planning and environmental consulting services district-wide, during the period September 4, 2016 through September 3, 2019, in an amount not to exceed \$30,000.00 per year, to be expended from the fund to which the project is charged.
6. Staples Advantage, to purchase furnishings for the Torrey Pines High School student center, during the period August 19, 2016 through completion, in an amount not to exceed \$66,667.00, to be expended from Building Fund Prop 39 – Fund 21-39.

I. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

Approve/ratify amending the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Digital Networks Group, Inc., to amend contract CB2016-08, for multi-media equipment at La Costa Canyon High School, increasing the amount by \$9,447.86, for a new total of \$203,401.51, to be expended from Building Fund Prop 39 – Fund 21-39.

J. APPROVAL OF CHANGE ORDERS

(None Submitted)

K. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

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

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

16. ACCEPTANCE OF OTHER POST-EMPLOYMENT BENEFITS (OPEB) ACTUARIAL REPORT
Motion by _____, second by _____, to accept the Other Post-Employment Benefits (OPEB) Actuarial Report as of June 30, 2015, as shown in the attached supplement.
17. MEMORANDUM OF UNDERSTANDING WITH SOLANA BEACH SCHOOL DISTRICT
Motion by _____, second by _____, to enter into a Memorandum of Understanding with the Solana Beach School District whereby both districts agree to negotiate a lease or reimbursement agreement for future use of temporary housing at Earl Warren Middle School, dependent upon passage of the Solana Beach School District’s facilities improvement bond program, and authorize Eric R. Dill to execute all pertinent documents.
18. APPROVAL/ADOPTION OF SALARY ALLOCATION PLACEMENT, BP #4231 APPENDIX A, “SALARY RANGE DEFINITIONS” / NEW CLASSIFIED JOB CLASSIFICATION “IRRIGATION SPECIALIST”
Motion by _____, second by _____, to approve the salary allocation placement on BP #4231 Appendix A, “Salary Range Definitions”, for the new classified job classification “Irrigation Specialist”, as recommended by the Personnel Commission, and as shown in the attached supplements.

INFORMATION ITEMS..... (ITEMS 19 - 32)

19. PROPOSED REVISED BOARD POLICIES (2) / HUMAN RESOURCES/SUPERINTENDENT
 - A. BP 2520.1;4320.1, *DESIGNATION OF MANAGEMENT POSITIONS (REV)*
 - B. BP 9270, *CONFLICT OF INTEREST (REV)*This item is being submitted as first read and will be resubmitted for action on September 1, 2016.
20. PROPOSED REVISED BOARD POLICY (1) / BUSINESS SERVICES
 - A. BP 5116.2, *ATTENDANCE BOUNDARIES (REV)*This item is being submitted as first read and will be resubmitted for action on September 1, 2016.
21. PROPOSED REVISED/NEW BOARD POLICIES (6) / CHARTER SCHOOLS / SUPERINTENDENT
 - A. BP 0420.4, *CHARTER SCHOOL AUTHORIZATION (REV)*
 - B. AR 0420.4/AR-1, *CHARTER SCHOOL AUTHORIZATION (REV)*
 - C. BP 0420.41, *CHARTER SCHOOL OVERSIGHT (NEW)*
 - D. AR 0420.41/AR-1, *CHARTER SCHOOL OVERSIGHT (NEW)*
 - E. BP 0420.42, *CHARTER SCHOOL RENEWAL (NEW)*
 - F. BP 0420.43, *CHARTER SCHOOL REVOCATION (NEW)*This item is being submitted as first read and will be resubmitted for action on September 1, 2016.
22. UNIFORM COMPLAINT QUARTERLY REPORT, 4TH QUARTER, 2015-16
This item is being submitted as information only, for the 4th Quarter, 2015-16.

23. BP/AR #1330, "PUBLIC USE OF DISTRICT FACILITIES"

This item is being submitted as information only.

24. BUSINESS SERVICES UPDATE ERIC DILL, INTERIM SUPERINTENDENT

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

26. HUMAN RESOURCES UPDATE TORRIE NORTON, ASSOCIATE SUPERINTENDENT

27. ADMINISTRATIVE SERVICES UPDATE MARK MILLER, ASSOCIATE SUPERINTENDENT

28. 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*)

29. FUTURE AGENDA ITEMS

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

A. To consider and/or deliberate on student discipline matters. (Case #2016-018SD)

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.*

31. REPORT FROM CLOSED SESSION (AS NECESSARY)

32. ADJOURNMENT

The next regularly scheduled Board Meeting will be held on [Thursday, September 1, 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.

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

Interim Superintendent
Eric R. Dill



Union High School District

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

JULY 14, 2016

THURSDAY, JULY 14, 2016
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 in the Board Room to receive public comments on Closed Session agenda item 2A-B. No public comments were presented.
- 2. CLOSED SESSION 6:01 PM
Closed Session was held as follows:
 - A. To consider and/or deliberate on student discipline matters. (Case #2016-020SD & #2016-015SD)
 - 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.

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

ATTENDANCE

BOARD OF TRUSTEES AND STUDENT BOARD REPRESENTATIVES

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

DISTRICT ADMINISTRATORS / STAFF

Eric Dill, Interim Superintendent
Mike Grove, Ed.D., Associate Superintendent, Educational Services
Torrie Norton, Associate Superintendent, Human Resources
Mark Miller, Associate Superintendent, Administrative Services (*Absent*)
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

- 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. Ms. Schultz read the meeting protocol instructions.
 - B. President Hergesheimer led the Pledge of Allegiance.
- 4. REPORT OUT OF CLOSED SESSION / ACTION (ITEM 4)
 - A. REPORT OUT OF CLOSED SESSION
There was nothing to report.

ITEM 6

B. STUDENT DISCIPLINE

- 1. Motion by Mr. Salazar, seconded by Ms. Herman, to approve the expulsion of Case #2016-020SD, for violation of Education Code sections 48900 (d) and 48915 (c)(3), effective July 15, 2016 through July 15, 2017. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

- 2. Motion by Mr. Salazar, seconded by Ms. Dalessandro, to approve suspending enforcement of the expulsion order of Case #2016-020SD, for violation of Education Code sections 48900 (d) and 48915 (c)(3), effective July 15, 2016 through July 15, 2017. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

- 3. Motion by Mr. Salazar, seconded by Ms. Herman, to conditionally approve the early re-admission of Case #2016-015SD, for violation of Education Code sections 48900 (d) and 48915 (c)(3), pending completion of the rehabilitation plan. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

5. APPROVAL OF AGENDA.....(ITEM 5)

Motion by Ms. Dalessandro, seconded by Ms. Herman, to approve the agenda of July 14, 2016, Regular Board meeting of the San Dieguito Union High School District, with Community Facilities District No. 95-2 in Items #17 & 18 being voted on separately at the request of Ms. Muir due to a conflict of interest. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

6. APPROVAL OF MINUTES / REGULAR MEETING OF JUNE 30, 2016(ITEM 6)

Motion by Ms. Dalessandro, seconded by Ms. Herman, to approve the minutes of the June 30, 2016, Regular Meeting, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

NON-ACTION ITEMS(ITEMS 7 - 10)

7. STUDENT UPDATES.....NONE DURING SUMMER BREAK

8. BOARD REPORTS AND UPDATES BOARD OF TRUSTEES

Ms. Muir participated in the Ronald McDonald red boot fundraiser, and attended the Hidden Treasures event at the Encinitas Community Center.

Mr. Salazar, Ms. Herman, Ms. Dalessandro and Ms. Hergesheimer had nothing to report.

**9. SUPERINTENDENT’S REPORTS, BRIEFINGS, LEGISLATIVE UPDATES
..... ERIC DILL, INTERIM SUPERINTENDENT**

Interim Superintendent Dill reported that staff is continuing with preparations for the opening of school on August 30th, including hiring and adding staff and programs. The principals will be back on site next week, and there is stability at the school level with two new principals at Canyon Crest Academy and Torrey Pines High School, both returning veterans of the district, and moving up two incredible teachers to become assistant principals. There is consistent stable leadership at the school sites, teachers are going to teach, and students are going to learn.

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

It was moved by Ms. Dalessandro, seconded by Ms. Herman, that Consent Agenda Items 11-15, be approved, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

11. SUPERINTENDENT

A. GIFTS AND DONATIONS

Accept the gifts and donations, as presented.

B. FIELD TRIP REQUESTS

(None Submitted)

12. HUMAN RESOURCES

A. PERSONNEL REPORTS

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

1. Certificated and/or Classified Personnel Reports, as presented.

B. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

13. EDUCATIONAL SERVICES

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Eric R. Dill to execute the agreements:

1. Wolfram Research, Inc. to provide a comprehensive site license for Mathematica science and math software for classroom, student, and faculty use, during the period July 13, 2016 through July 12, 2019, in an estimated annual amount not to exceed \$7,413.41, to be expended from the General Fund/Unrestricted 01-00.

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

(None Submitted)

E. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS

(None Submitted)

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 Eric R. Dill to execute the agreements:

1. State Industrial Products Corp., to provide Drainstar drain clog and smell prevention products and services at La Costa Canyon High School, Canyon Crest Academy, Oak Crest Middle School, Carmel Valley Middle School, Torrey Pines High School, and Pacific Trails Middle School, during the initial period July 15, 2016 through July 14, 2018, and continuing until terminated with 30 day written notice, in an amount not to exceed \$8,000.00 per year, to be expended from the General Fund/Unrestricted 01-00.
2. Stanley Steemer International, Inc., to provide steam cleaning services of La Costa Canyon High School media center and teacher lounge upholstery, on July 12, 2016, in an amount not to exceed \$1,161.00, to be expended from the General Fund/Unrestricted 01-00.
3. Western Flooring, Inc., to scrub, screen, and apply finish to gym floors and dance floors at Torrey Pines High School, San Dieguito High School Academy, Carmel Valley Middle School, and Canyon Crest Academy, and the dance floor at La Costa Canyon High School, during the period July 5, 2016 through August 25, 2016, in an amount not to exceed \$25,051.80, to be expended from the General Fund/Unrestricted 01-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

C. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

D. APPROVAL OF CHANGE ORDERS

(None Submitted)

E. ADOPTION OF RESOLUTION DESIGNATING AUTHORIZED REPRESENTATIVE TO SAN DIEGO COUNTY SCHOOLS RISK MANAGEMENT JOINT POWERS AUTHORITY

Adopt the resolution designating Eric R. Dill, as the authorized representative, and Douglas B. Gilbert, as the alternate representative to the San Diego County Schools Risk Management Joint Powers Authority, as presented.

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

ITEM 6

Approve/ratify entering into the following agreements and authorize Eric R. Dill to execute the agreements:

1. City of Solana Beach, for fair-share cost of improvements to Stevens Avenue as part of the Earl Warren Middle School campus reconstruction project, during the period July 15, 2016 through completion, in an estimated amount not to exceed \$325,000.00, to be expended from Mello-Roos Funds.
2. Fredricks Electric, Inc., to re-route conduit at San Dieguito High School Academy for infrastructure upgrades, during the period July 1, 2016 through completion, in an amount not to exceed \$57,614.00, to be expended from Building Fund Prop 39 – Fund 21-39.
3. Roesling, Nakamura, Terada Architects, to provide architectural design/engineering services for the proposed culinary arts classroom at Torrey Pines High School, during the period July 15, 2016 through completion, in an amount not to exceed \$72,000.00, 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 Eric R. Dill to execute the agreements:

1. Westberg & White, to amend contract CA2013-15, for additional architectural/engineering services for the Science Classroom Building at Oak Crest Middle School, increasing the amount by \$51,600.00 for a new total of \$1,261,875.00, to be expended from Building Fund Prop 39 – Fund 21-39.
2. Siemens Industry, Inc., to amend contract B2009-17, Phase V of the energy conservation related improvements at Canyon Crest Academy, Carmel Valley Middle School, and Torrey Pines High School, as noted in the energy services contract, to be performed upon receipt of a written notice to proceed from the District, during the period July 15, 2016 through completion, in an amount not to exceed \$257,705.00, to be expended from Building Fund Prop 39—Fund 21-39.
3. Interpipe Contracting, Inc., to amend contract CB2016-04 Bid Package #8 for plumbing and utilities at San Dieguito High School Academy Math & Science Building Phase 2, increasing the amount by \$66,289.37 for a new total of \$1,333,289.37, to be expended from Building Fund Prop 39 – Fund 21-39.

I. ADOPTION OF RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF A JOINT EXERCISE OF POWERS AGREEMENT WITH THE COUNTY OFFICE OF EDUCATION FOR ENERGY CONSERVATION SERVICES AND PROJECTS

Adopt the resolution approving and authorizing execution of a Joint Exercise of Powers Agreement for energy conservation services and projects to become a party to the agreement and member of the Joint Powers Authority, as presented.

J. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

DISCUSSION / ACTION ITEMS (ITEMS 16 - 19)

16. APPROVAL OF AMENDMENT TO EMPLOYMENT CONTRACT / ASSOCIATE SUPERINTENDENT OF ADMINISTRATIVE SERVICES

Motion by Ms. Herman, seconded by Ms. Dalessandro, to approve the amendment to the employment contract for Mark Miller, the Associate Superintendent of Administrative Services due to a typographical error, correcting the annual salary amount to be \$195,466.00 from \$195,455.00, with no other changes to the contract, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

ITEM 6

17. ADOPTION OF RESOLUTIONS ESTABLISHING SPECIAL TAXES FOR 2016-17 FISCAL YEAR

Ms. Muir recused herself from voting on Community Facilities District No. 95-2. Board action was taken in separate votes, as follows.

Motion by Mr. Salazar, seconded by Ms. Dalessandro, to adopt the resolutions establishing Special Taxes within Community Facilities District No.'s 94-2, 94-3, 99-1, 99-2, 99-3, and 03-1, which increases the Alternate Prepayment Tax for single family, multi-family units, and commercial buildings per Lee Saylor Cost of Construction Index or Engineering News-Record Building Cost Index, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

Motion by Ms. Dalessandro, seconded by Ms. Herman, to adopt the resolution establishing Special Taxes within Community Facilities District No. 95-2, which increases the Alternate Prepayment Tax for single family, multi-family units, and commercial buildings per Lee Saylor Cost of Construction Index or Engineering News-Record Building Cost Index, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: Muir.

Motion unanimously carried.

18. ADOPTION OF RESOLUTIONS LEVYING SPECIAL TAXES FOR 2016-17 FISCAL YEAR

Ms. Muir recused herself from voting on Community Facilities District No. 95-2. Board action was taken in separate votes, as follows.

Motion by Ms. Herman, seconded by Mr. Salazar, to adopt the resolutions levying Special Taxes within Community Facilities District No.'s 94-1, 94-2, 94-3, 95-1, 99-1, 99-2, 99-3, and 03-1, and authorize the Auditor of San Diego County to levy taxes on all non-exempt property within each Community Facilities District, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

Motion by Ms. Dalessandro, seconded by Ms. Herman, to adopt the resolution levying Special Taxes within Community Facilities District No. 95-2, and authorize the Auditor of San Diego County to levy taxes on all non-exempt property within each Community Facilities District, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: Muir.

Motion unanimously carried.

19. ADOPTION OF RESOLUTION / TAX & REVENUE ANTICIPATION NOTES (TRANS) FOR 2016-17

Motion by Ms. Dalessandro, seconded by Mr. Salazar, to adopt the Resolution for Tax and Revenue Anticipation Notes (TRANS) for fiscal year 2016-17, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

INFORMATION ITEMS.....(ITEMS 21 - 30)

21. PROP AA SERIES C BOND FINANCING UPDATEERIC DILL, INTERIM SUPERINTENDENT

Mr. Dill gave an update on the recent Series C bonds sale in the amount of \$62 million being the most successful sale of bonds issued so far with a 1.64 to 1 net payback cost. The district has now issued \$339 million of the \$449 million authorization which includes projects scheduled out through 2019.

22. BUSINESS SERVICES UPDATEERIC DILL, INTERIM SUPERINTENDENT

Mr. Dill had nothing to report.

23. EDUCATIONAL SERVICES UPDATEMIKE GROVE, ED.D., ASSOCIATE SUPERINTENDENT

Dr. Grove had nothing to report.

ITEM 6

- 24. HUMAN RESOURCES UPDATETORRIE NORTON, ASSOCIATE SUPERINTENDENT
Ms. Norton had nothing to report.
- 25. ADMINISTRATIVE SERVICES UPDATE MARK MILLER, ASSOCIATE SUPERINTENDENT
Mr. Miller was absent.
- 26. PUBLIC COMMENTS –
Nancy Perry-Sheridan with the San Dieguito Alliance for Drug Free Youth made comments and shared information regarding the BILY program. Nancy Lynch made comments about the recent special education committee meeting and thanked the Board for involving parents. Tim Staycer made comments regarding Ms. Muir’s misrepresentations of class size, and regarding Ms. Muir’s and Mr. Salazar’s no vote on the district budget at the June 30th board meeting.
- 27. FUTURE AGENDA ITEMS
Ms. Muir requested an update on the superintendent search and Ms. Hergesheimer stated that updates will be shared with the Board as they are received.
- 28. ADJOURNMENT TO CLOSED SESSION – No closed session was necessary.
- 29. REPORT FROM CLOSED SESSION – Nothing further to report.
- 30. ADJOURNMENT OF MEETING – The meeting adjourned at 6:59 PM.

Amy Herman, Board Clerk

Date

Eric R. Dill, Interim Superintendent

Date

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2016

BOARD MEETING DATE: August 18, 2016

**PREPARED AND
SUBMITTED BY:** Eric R. Dill, Interim Superintendent

SUBJECT: ACCEPTANCE OF GIFTS AND DONATIONS

.....

EXECUTIVE SUMMARY

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

RECOMMENDATION:

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
August 18, 2016

ITEM 11A

| Item # | Donation | Description | Donor | Department | School Site |
|--------|---------------------|-----------------------------|--|----------------|-------------|
| 1 | \$9,500.00 | Supplemental Support Costs | Earl Warren Middle School PTSA | Administration | EWMS |
| 2 | \$31.60 | Supplemental Support Costs | Kroger | Administration | OCMS |
| 3 | \$1,893.37 | Supplemental Support Costs | Torrey Pines High School Foundation | Administration | TPHS |
| 4 | \$905.16 | Supplemental Support Costs | Torrey Pines High School Foundation | Administration | TPHS |
| 5 | \$1,442.59 | Supplemental Support Costs | Torrey Pines High School Foundation | Administration | TPHS |
| 6 | \$3,785.99 | Supplemental Support Costs | Canyon Crest Academy Foundation | Administration | CCHSA |
| 7 | \$7,566.87 | Supplemental Support Costs | Canyon Crest Academy Foundation | Administration | CCHSA |
| 8 | \$16,615.07 | Supplemental Support Costs | Canyon Crest Academy Foundation | Administration | CCHSA |
| 9 | \$4,338.41 | Supplemental Support Costs | Canyon Crest Academy Foundation | Administration | CCHSA |
| 10 | \$10,419.22 | Supplemental Support Costs | Canyon Crest Academy Foundation | Administration | CCHSA |
| 11 | \$333.76 | Supplemental Support Costs | Canyon Crest Academy Foundation | Administration | CCHSA |
| 12 | \$4,377.00 | Supplemental Support Costs | Canyon Crest Academy Foundation | Administration | CCHSA |
| 13 | \$11,389.55 | Supplemental Support Costs | Canyon Crest Academy Foundation | Administration | CCHSA |
| 14 | \$1,021.31 | Supplemental Support Costs | San Dieguito Academy Foundation | Administration | SDHSA |
| 15 | \$903.26 | Supplemental Support Costs | Carmel Valley Middle School Foundation | Administration | CVMS |
| 16 | \$5,000.00 | Supplemental Support Costs | Scholarship America | Administration | CCHSA |
| 17 | \$89.23 | Supplemental Support Costs | Kroger | Administration | CCHSA |
| 18 | \$230.00 | Supplemental Support Costs | The Men's Wearhouse | Administration | CCHSA |
| 19 | \$698.02 | Supplemental Support Costs | Target Take Charge of Education | Administration | CCHSA |
| 20 | \$25,000.00 | TPHS Scoreboard | Torrey Pines High School Foundation | Athletics | TPHS |
| 21 | \$19,379.00 | Supplemental Support Costs | Canyon Crest Academy Foundation | Administration | CCHSA |
| 22 | \$1,824.26 | Supplemental Support Costs | San Dieguito Academy Foundation | Administration | SDHSA |
| 23 | \$1,449.15 | Supplemental Support Costs | Carmel Valley Middle School Foundation | Administration | CVMS |
| 24 | \$424.22 | Supplemental Support Costs | Diegueno Middle School Band Boosters | Administration | DMS |
| | \$128,617.04 | Monetary Donations | | | |
| | | *Donated Items: NONE | | | |
| | \$128,617.04 | TOTAL VALUE | | | |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 15, 2016

BOARD MEETING DATE: August 18, 2016

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

SUBMITTED BY: Eric Dill, Interim 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
August 18, 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 | 08-15-16 - 08-17-16 | Dean | Brennan | TPHS Girls Volleyball | 44 | 4 | Team Building | Julian | CA | None | TPHS Foundation / Parent Donations |
| 2 | 09-15-16 - 09-17-16 | Souikane | Said | LCC Volleyball | 14 | 4 | Volleyball Tournament | Henderson | NV | 2 Days | LCC Foundation / Parent Donations |
| 3 | 10-20-16 - 10-22-16 | Souikane | Said | LCC Volleyball | 14 | 4 | Volleyball Tournament | Santa Barbara | CA | 2 Days | LCC Foundation / Parent Donations |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Torrie Norton
Associate Superintendent/Human Resources

SUBMITTED BY: Eric Dill
Interim Superintendent

SUBJECT: APPROVAL OF CERTIFICATED and
CLASSIFIED PERSONNEL

EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board approval:

Certificated

Employment
Change in Assignment
Leave of Absence
Resignation

Classified

Employment
Change in Assignment
Leave of Absence
Dismissal
Resignation

RECOMMENDATION:

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

FUNDING SOURCE:

General Fund

ITEM 12A

PERSONNEL LIST**CERTIFICATED PERSONNEL****Employment**

1. **Certificated Substitute Teachers and Home Tutors**, employment for the 2016-17 school year, effective July 1, 2016 through June 30, 2017, per attached supplement.
2. **Jennifer Emberger**, 100% Temporary School Psychologist at San Dieguito High School Academy for the 2016-17 school year, effective 8/23/16 through 6/16/17.
3. **Shannon Essrig**, 100% Temporary Teacher (business math/marketing/robotics) at La Costa Canyon High School for the 2016-17 school year, effective 8/23/2016 through 6/16/2017.
4. **Reka Incze**, Temporary Teacher (French) for the 2016-17 school year, 87% assignment Semester I (67% at Canyon Crest Academy & 20% at Carmel Valley Middle School), effective 8/23/16 through 1/27/17; Assignment reduced to 53% Semester II (33% at Canyon Crest Academy & 20% at Carmel Valley Middle School), effective 1/30/17 through 6/16/17.
5. **Megan Ratliff**, 40% Temporary Teacher (music/band) at La Costa Canyon High School for the 2016-17 school year, effective 8/23/16 through 6/16/17.
6. **Gary Roehl**, 100% Temporary Teacher (career technical education – video/film, stage hand technician), 40% at Canyon Crest Academy; 40% at Pacific Trails Middle School; 20% at Sunset High School, for the 2016-17 school year, effective 8/23/16 through 6/16/17.
7. **Kelley Williams**, 20% Temporary Teacher (social science) at Pacific Trails Middle School for the 2016-17 school year, effective 8/23/16 through 6/16/17.

Change in Assignment

1. **Holly Austin**, Temporary Counselor at Canyon Crest Academy, Change in Assignment for Semester I/2016-17 from 40% to 100% assignment, effective 8/10/16 through 1/27/17; reduced Semester II/2016-17 back to 40% assignment, effective 1/30/17 through 6/16/17.
2. **Kaitlin Hildebrand**, Temporary Teacher (math), Change in Assignment from 100% to 20% assignment and transfer from Torrey Pines High School to Pacific Trails Middle School for the 2016-17 school year, effective 8/23/16 through 6/16/17.
3. **Sarah Steele**, Temporary Teacher (English), Change in Assignment from 80% to 100% and transfer from Torrey Pines High School to La Costa Canyon High School for the 2016-17 school year, effective 8/23/16 through 6/16/17.

Leave of Absence

1. **Jayme Cambra**, Counselor, requests an 80% Unpaid Leave of Absence (20% assignment) for the 2016-17 school year, effective 8/10/16 through 6/16/17.

Resignation

1. **David Jaffe**, Principal at Torrey Pines High School, resignation from employment with the district, effective 6/30/2016.

ITEM 12A

2. **Melanie Kiss**, Temporary Teacher (English) at Canyon Crest Academy, resignation from employment with the district, effective 8/08/16.
3. **Carissa Mattison**, Teacher (music) at La Costa Canyon High School, resignation from employment with the district, effective 8/02/16.
4. **Kathleen Oversmith**, Teacher (physical education) at Diegueno Middle School, resignation from employment for retirement purposes, effective 6/11/16.
5. **Kristin Singh**, School Psychologist, resignation from employment with the district, effective 7/07/16.

dr
8/18/2016
bdagenda

ITEM 12A

PERSONNEL LIST

Substitute Teachers

Ali, Andrea
Alicandri, Nikka Lindsay
Antczak, Wesley Barnett
Arnesen III, Carl
Bae, Stacey Jean Ruth
Bargabus, Lisa M
Bell, Alison Nicole
Berglund, Laura
Bleha, Patricia
Bui, Duc Vu
Bramble, May G
Breeding, William Wesley
Brenner, Cynthia
Cabot, Janis M
Castellano, Ann Marie
Clifner, Lisa A
Connolly, Sarah L
Cortese, Caterina Marie
Craig, Kevin Roger
Crocker, Janice
Cruz-Okinczyc, Mary
Cunningham, Trentan Alan Michael
Dadbeh, Peruzan H
Doyle, William
Dumrauf, Stacy Burke
Dunn, Jane S
Edelstein, David Edward
Englund, Adam
Estvold, Krista Ann
Flower, Cora L
Fontaine, Maya Casares
Garrett, Louise L
Garrie, Kevin Matias
Golston, Caleb Jordan
Gonzalez, Katherine Sparks
Goodman, Donald
Graeber, Justin Arthur
Grist, Melissa Yvonne
Grosz, Jacob R
Hailwood, Claudia Yadira
Happ, Justin James
Harper, John
Harry, Herbert "Skip"
Hawkins, Anne
Humann, Lauren Carol
Jacobson, Cheryl
Johnson, Misty G

ITEM 12A

Substitute Teachers

Kanzler, Darlene Clark
Kelso, Richard
Kennedy, Ryan M
Knapp, Elizabeth G
Kohler, Dale
Lackey, Dustin C
Lieberman, Jeffrey
Lumetta-Zelaya, Ariana Jane
Mager, Michelle
Maskevich, Jonathan Daniel
Mason, Sydney Marseille
Mata, Ana Maria
Mazevski, Alexander L
McCormack, Maureen T
Miller, Dena Niccole
Miller, Susan "Brooke"
Mitchell, Scott T
Morris, Robert
Nash, Norman Richard
Noga, Rene
Noonan, Matthew
Nott, William
Overman, Morgan E
Pace, Marlene J
Papciak, Walter W
Parr, Michael J
Parrington, Robert A
Pataki, Eva
Piper Jr, Edwin Merle
Posner, Samuel
Primes, Andrew Jared
Purcell, Christian
Richer, Terri L
Ross, Jacqueline A
Rudin, Benjamin M
Sanjiv, Rema
Sayre, Scott
Senese, Marcelene Maria
Shadoan, James E
Shafer, Jay
Shukla, Ushakiran Vilas
Smith, Christopher Ronald
Smitham, Jane
Steiner, Sharon E
Stevens, Nancy E
Stumm, Kathleen
Swain, Jeffrey Craig
Swindell, Linda J
Szinai, Veronika Bruszt

ITEM 12A

Substitute Teachers

Thomas, Brian A
Thomas, Erin Elizabeth
Tice, Barbara E.
Toyonaga, Barry E
Trestler, Michelle M
Turner, Alex S
Uhlman, Jeffrey J
Vail, Amanda
Valenzuela, Katherine Elizabeth
Wall, Stephanie S
Wilson, David Keone
Wilson, Gregory L
Witzmann, Adam Zachary
Wood, Anastasia L
Woods, Dianna E
Wright, Mayumi I
Young, Steven
Young, Trudy E
Zaikowski, Elizabeth

Home Tutors

Bruns, Jean A
Jensen, Blake William
Metier, Cheri A
Murphy, Christine E
Wilson, Randall S

ITEM 12A

PERSONNEL LIST

CLASSIFIED PERSONNEL**Employment**

1. **Classified A.V.I.D. Tutors**, employment for the 2016-17 school year, effective July 1, 2016 through June 30, 2017, per attached supplement.
2. **Classified Artists in Residence**, employment for the 2016-17 school year, effective July 1, 2016 through June 30, 2017, per attached supplement.
3. **Classified Substitutes**, employment for the 2016-17 school year, effective July 1, 2016 through June 30, 2017, per attached supplement.
4. **Coaches**, employment for the 2016-17 school year, effective July 1, 2016 through June 30, 2017, per attached supplement.
5. **Cobb, Cecilia**, Instructional Assistant-SpEd (SH), SR36, 68.75% FTE, Earl Warren ATP, effective 08/29/16.
6. **Dewitt, Donovan**, Nutrition Services Assistant I, SR25, 28.13% FTE, Earl Warren Middle School, effective 08/29/16.
7. **Dodaro, Cara**, Instructional Assistant-SpEd (SH), SR36, 75.00% FTE, Oak Crest Middle School, effective 08/29/16.
8. **Feraco, Nancy**, Instructional Assistant-SpEd (BI), SR36, 75.00% FTE, Oak Crest Middle School, effective 08/29/16.
9. **Graciano, Lisa**, Administrative Secretary-Middle School, SR38, 100.00% FTE, Pacific Trails Middle School, effective 08/22/16.
10. **Mears, Amy**, Instructional Assistant-SpEd (SH), SR36, 75.00% FTE, Oak Crest Middle School, effective 08/29/16.
11. **Perry, Samantha**, Nutrition Services Assistant I, SR25, 31.25% FTE, Diegueno Middle School, effective 08/29/16.

Change in Assignment

1. **Cavoulas, John**, from Campus Supervisor, SR32, 48.75% FTE, Diegueno Middle School to 100.00% FTE, effective 08/29/16.
2. **Price, Nicole**, from Counseling Secretary, SR36, 100.00% FTE, La Costa Canyon High School to Athletic Secretary, Torrey Pines High School (recall from layoff), effective 08/03/16.
3. **Richards, Jessica**, from Instructional Assistant I, SR34, 75.00% FTE, Torrey Pines Middle School to Learning Commons Technician, SR40, 100.00% FTE, Pacific Trails Middle School, effective 08/22/16.
4. **Villasenor, Andrea**, from Nutrition Services Assistant I, SR25, 37.50% FTE, Carmel Valley Middle School to 43.75% FTE, Canyon Crest Academy, effective 08/29/16.

Leave of Absence

1. **Lim, Ming-Yi**, Nutrition Services Assistant I, SR25, 43.75% FTE, Canyon Crest Academy requests a 100.00% Unpaid Leave of Absence effective 08/29/16 through 01/02/17. Ming-Yi plans to resume her 43.75% assignment on 01/03/17.

ITEM 12A

Dismissal of Probationary Employee

1. **Employee Number 604-041**, Custodian, SR32, 100.00% FTE, Facilities Department, effective 07/22/16.

Resignation

1. **Bohlken, Denise**, School Bus Driver, SR38, 21.75% FTE, Transportation Department, resignation for the purpose of retirement effective 07/15/16.
2. **Chow, Lai Lai**, Nutrition Services Assistant I, SR25, 43.75% FTE, Canyon Crest Academy, resignation effective 07/06/16.
3. **Crozier, Barbara**, Campus Supervisor, SR32, 100.00% FTE, Earl Warren Middle School, resignation effective 08/01/16.
4. **Hein, Gordon**, Plumber/Irrigation Specialist, SR49, 100.00% FTE, Facilities, resignation for the purpose of retirement, effective 08/31/16.
5. **Meanley, Delores**, Secretary, SR36, 100.00% FTE, Torrey Pines High School, resignation for the purpose of retirement, effective 08/02/16.
6. **Wheatley, Dennis**, Custodian Crew Leader, SR38, 100.00% FTE, San Dieguito High School Academy, resignation effective 08/05/16.

PERSONNEL LIST

CLASSIFIED PERSONNEL SUPPLEMENT

A.V.I.D. Tutors

Aguiar, Karla
Atempa, Roxana I
Belman, Phillip Jr
Bjaranson, Natara Brieonna
Bulacan, Farrah Jane Piloton
Cardenas, Ana V
Casas, Emmanuel Gabriel
Castillejos Garcia, Belen V
Castillejos Garcia, Juan
Chacon, Sofia
Cortez, Andrea Aylin
Daymude, Taylor S
Diequez, Mariela
Engelbrite, Marcos F
Feeney, Blue Rose
Fernandez, John A
Finley, Remi R
Fritsch, Jenna Marie
Garcia, Jeremy Ernesto
Hassan, Salma Yusuf
Hernandez, Selena C
Hill, Christian S
Jones, Stephanie A
Law, Anthony Zhan Kang
Lopez Gonzalez, Martin
Madariaga, Liz A
Martinez, Cindi S
Matias Ramirez, Lucrecia
McKendree, Alejandrina M
Nieto, Erick
Padilla, Laura T
Perez, Janneth A
Pratt, Jaden Kathleen
Ramirez, Ceasar A
Rodriguez, Leizl Paz Callejas
Ruiz, Laura R
Sanchez, Oscar
Sandoval-Aguilar, Tomas
Strider, Keats McClain
Velazquez, Eunice
Zollars, John Martin

ITEM 12A

Classified – Artists In Residence

Abdul, Sarah E
Atesalp, Michael
Belford, Branden Barnes
Boyer, Anne P
Castro, Guillermo Antonio
Chilton, Kylie Marie
Covell, Tiffany W
Cretton, Destin Y
Dunnan, Nikki J
Ebner, Steven
Gidaley, Max C
Glabe, Heather Goldsmith
Gold, Catherine A
Goldman, Kenneth W
Goldman, Stephanie K
Gornushkin, Sergey
Greenhalgh, Max Anthony
Hawk, Kyle Adam
Janelli, Michele Y
Johnston, Shirley Joy
Kester, Brad P
Knoop, Shaun D
Krumbein, Jean
Laurent, Pamela Susan
Lipinsky, Steven R
Maddy, Jason D
Malmstrom, Seth A
Mandel, Elisabeth Althea
Manriki, Lauren Sue
McCarty, Blake Collins Byer
McClellan, Elise M
McDonald, Adam James
Miller, Scott
Miller-Himmel, Melanie Idroes
Mitchell, Renee
O'Hara, Thomas J
Odonnell, Brian T
Reich, Mary P
Rockwell, Karen E
Rodriguez, Anthony F
Rogers, Michael James
Rousette Johnson, Caroline
Sabin, Stephanie B
Sapper, Katherine Maudean
Sayre, Scott M
Scutti, Nicholas Anthony
Shifren, Robyn M
Somphanh, Souphaphone
Sullivan, Skyler B
Swift, Simone Ray
Taylor, Matthew P
Weed, Mark A.

ITEM 12A

Weinberg, Sadie C
Whittaker, Molly Kathleen

Classified - Substitutes

Ballard, Lorenda J
Bass, Katrina Monique
Bauzon, Soledad Gandia
Belford, Michelle Adams
Benitez Montes, Luis Humberto
Benitez-Montes, Julian Visente
Bucher, Phillip
Burrow, Tina H
Caines, Julie
Carter, Lainie Stefanou
Carver, Melissa Yvette
Chappell, Christina K
Charpentier, Bonnie
Colbert, Linda
Corona, Angelica D
Cox, Monique A
Dalager, Daniel
Delaney, Patricia
DiGiovanni, Sherlyn Kaye
Dube, Catherine A
Eng, Christopher R
Espinoza, Elizabeth E
Formiller, Deborah
Frandsen, Trina M
Ginsberg, Blaze Bennet
Gomez, Higinio Arango
Gonzales, Celia Jasmin
Goodman, Wende Ellen
Graham, Linda
Hankin, Pamela Jane
Hernandez, Tara L
Hill, Eve Marie
Hogate, Jack J.
Hoyle, Amy B
Isaiah IV, Roy
Jenkins, Kristin
Kaufman, Steve E
Kight, Katinka Van Varik
Larsen, Cory Jane
Lee, Joyce
Lemken, Joseph Thomas
Levinson, Margaret
Littles, Elizabeth
Ma, Kam Wun
Malabanan, Maressa
Molina, Fredys A
Montes, Maria V
Munson, Cynthia
Nott, Laura Sue

ITEM 12A

Otten, Ryan James
Paddock, Linley P
Ponce Escobedo, Salvador
Provenzano, Lisa A
Rabasco, Danna Lawrence
Ramos, Vanessa
Rimbach, Elisa Suzanne
Rivera, Rubi Idaly
Ross, Denise
Sanchez-Diaz, Amada Leticia
Schneir, Ieese
Schroeder, Shelli Rae Lucy Elizabeth
Serrano, Marisela
Serrano, Norma I
Sleeper, Richard B
Stowe, Mary Jo
Thangavelu, Indira
Thurston, Marianne Clancy
Villegas, Juan D
Welser, Jean Marie
Westervelt, Brian Michael
Wetzel, Arlene M
Young, Dallin Craig

Coaches

Aiken, Halle
Allen, Jeffrey
Arroyo, Jaime
Atkins, Kevin Jo
Barksdale, Keith
Becker, Damon
Belinsky, Jordan
Belinsky, Lawrence
Bickett, Duane
Bosier, Andre
Casinelli, Patrick
Cataldo, Nick
Chodorow, Suzanne
Cipriani, Chelsea
Cole, Mike
Drawbridge, Hannah
Driver, Jacob
Drumm, Brenna
Dulany, Faith
Duncan, Kiana
Evans, Dana
Fely, Josh
Figueira, Felipe
Fraser, Jeremy
Frausto, Sebastian
Freeman, Clint

ITEM 12A

Gladnick, Ron
Goldberg, Lauren
Graham, Marty
Haas, Ariel
Harrington, Grant
Harrison, Dax
Hartley, Don
Haskett, Gordon
Hayes, Mike
Henry, Dale
Higuchi, Tace
Holman, Jeana
Hughley, Scott
Javelet, Jessica
Jeffrey, Allan
Kawazenuk, Sarah
Kim, Andy
Kling, Scott
L'Abbate, Giovanna
Lusitana, Robert
Miller, Christopher
Montes, Frank
Moorman, Blake
Morgan, Shauna
Morris, Rachel
Munoz, Rachel
Ormsby, Tyler
Petty, Gail
Principi, John
Ragan, JT
Ramos, JP
Ratekin, Nicholas
Reed, Timothy
Savage, Amanda
Savage, David
Scott, Rachel
Sebastian, Jason
Sherman, Robin
Souikane, Said
Spann, John
Stern, Janna
Sullivan, Danny
Thomas, Brian
Thorne, Brent
Tomasi, Joseph
Zamora, Alfred

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Torrie Norton, Associate Superintendent,
Human Resources

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: APPROVAL / RATIFICATION OF
PROFESSIONAL SERVICES CONTRACTS /
HUMAN RESOURCES

EXECUTIVE SUMMARY

The attached Professional Services Report/Human Resources summarizes four contracts.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached list.

ITEM 12B

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

HUMAN RESOURCES - PROFESSIONAL SERVICES REPORT

Board Meeting Date: 08-18-16

| <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> |
|---|---------------------------------|---|----------------------------------|--------------------------|
| 08/19/16 until terminated with 30 day advance written notice | San Diego State University | Student intern assignments | NA | NA |
| 07/01/16 – 06/30/19 | San Diego State University | Student teaching assignments | NA | NA |
| 07/29/16 until terminated with 90 day advance written notice | University of Phoenix | Student teaching assignments | NA | NA |
| 08/19/16 until all district protected health information is either returned to the district or destroyed per the terms of the agreement | American Fidelity Assurance Co. | Provide protected health information services | NA | NA |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Torrie Norton, Associate Superintendent,
Human Resources

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: APPROVAL / RATIFICATION
AMENDMENT TO AGREEMENTS
HUMAN RESOURCES

EXECUTIVE SUMMARY

The attached Professional Services Report/Human Resources summarizes one amendment to agreement.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached list.

ITEM 12C

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

HUMAN RESOURCES - AMENDMENT TO AGREEMENTS REPORT

Board Meeting Date: 08-18-16

| <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> |
|---------------------------------|-------------------------------|--|----------------------------------|--|
| 2016 reporting period | Digital Schools of California | Amending the services-based detailed application software for human resources, budgeting, and payroll management contract to include reporting compliance services for 1094C and 1095C through Digital Schools and American Fidelity Administrative Services | General Fund /Unrestricted 01-00 | Annual rate of \$995.00 plus \$5.00 per form filed |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2016

BOARD MEETING DATE: August 18, 2016

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

SUBMITTED BY: Eric R. Dill
Interim Superintendent

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

EXECUTIVE SUMMARY

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

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached list.

ITEM 13A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

EDUCATIONAL SERVICES - PROFESSIONAL SERVICES REPORTBoard Meeting Date: 08-18-16

| <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> |
|---|---|---|----------------------------------|--------------------------|
| 08/19/16 until terminated by the district or SDCOE College and Career Readiness Program | ConnectEd Studios, The California Center for College and Career | Provide an on-line platform allowing teachers, students and others to create school-related assignments and submit and store school work on-line as part of the San Diego County Office of Education (SDCOE) College and Career Readiness Program, and in in collaboration with the Linked Learning Alliance | NA | NA |
| 08/19/16 until terminated by the district or SDCOE College and Career Readiness Program | The Foundation for Community Colleges | Provide the LaunchPath Project aimed at improving the work readiness of high school and college-aged youth by matching them with internships and other work-based learning opportunities through the Linked Learning Alliance in collaboration with the San Diego County Office of Education (SDCOE) College and Career Readiness Program | NA | NA |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Mark Miller, Associate Superintendent,
Administrative Services

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: APPROVAL / RATIFICATION OF
PROFESSIONAL SERVICES CONTRACTS/
ADMINISTRATIVE SERVICES

EXECUTIVE SUMMARY

The attached Professional Services Report/Administrative Services 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 list.

ITEM 14A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

ADMINISTRATIVE SERVICES - PROFESSIONAL SERVICES REPORT**Board Meeting Date: 08-18-16**

| <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> |
|---|-----------------------------------|--|---|---|
| 09/15/16 – 09/14/17 and then continuing with annual renewals until canceled by the district | Texthelp Inc. | Provide a Read & Write for Google domain subscription district wide | General Fund /Unrestricted 01-00 | \$18,750.00 |
| 08/01/16 – 07/31/17 | Edgenuity, Inc. | Provide 250 concurrent user Virtual Classroom and Web Administrator licenses for 25 courses and one on-site professional development day | General Fund /Unrestricted 01-00 | \$137,500.00 plus applicable tax and shipping |
| 08/01/16 – 07/31/17 and then renewing automatically until terminated | Design Science, Inc. | Provide a MathType K-12/School site license for 84 math teachers district wide | General Fund /Unrestricted 01-00 | \$2,500.00 per year |
| 08/01/16 – 08/01/17 | WorldBook, Inc. | Provide an online advanced reference package | General Fund /Unrestricted 01-00 | \$8,190.00 |
| Launching in October 2016 and then continuing every quarter | Sharp Rees-Stealy Medical Centers | Provide a student health and wellness outreach collaboration with the topic rotating at Earl Warren Middle School, Carmel Valley Middle School, and Pacific Trails Middle School | NA | NA |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 5, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Chuck Adams, Director of Special Education
Mark Miller, Associate Superintendent,
Administrative Services

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: APPROVAL / RATIFICATION OF AGREEMENTS

EXECUTIVE SUMMARY

The attached Special Education Agreements Report summarizes five contracts.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on the attached report.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14C

SPECIAL EDUCATION AGREEMENTSBoard Meeting Date: 08-18-16

| <u>Contract Effective Dates</u> | <u>Contract/Vendor</u> | <u>Description of Services</u> | <u>Department Budget</u> | <u>Current # of Students</u> | <u>Fee Not to Exceed</u> |
|---------------------------------|-------------------------------------|---|---------------------------------|------------------------------|--------------------------------------|
| 07/01/15 – 06/30/16 | Del Mar Union School District (MOU) | Provide transportation services to a San Dieguito Union High School District special education student | General Fund / Restricted 01-00 | 1 | \$18,900.00 |
| 07/01/16 – 06/30/17 | Mingus Mountain (NPS/RTC) | Provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues. | General Fund / Restricted 01-00 | 1 | At the rates shown on the attachment |
| 07/01/16 – 06/30/17 | Provo Canyon School (NPS/RTC) | To provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues. | General Fund / Restricted 01-00 | 1 | At the rates shown on the attachment |
| 07/01/16 – 06/30/17 | Heritage Schools, Inc. (NPS) | To provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues. | General Fund / Restricted 01-00 | 4 | At the rates shown on the attachment |
| 07/01/16 – 06/30/17 | Oak Grove Institute (NPS/RTC) | To provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues. | General Fund / Restricted 01-00 | N/A | At the rates shown on the attachment |

ITEM 14C

2016-17 NCCSE APPROVED RATES FOR NPS/A

| Contract | Vendor | Description of Service | Amount | Quantity |
|----------|------------------|------------------------------------|-----------------|----------|
| NPS | Fred Finch | Residential Treatment Center (L14) | \$ 10,410.00 | Monthly |
| RTC | Heritage Schools | Residential Treatment Center | \$ 7,285.00 | Monthly |
| RTC | Heritage Schools | Educational Day | \$ 115.00 | Daily |
| RTC | Heritage Schools | ERMHS - Counseling | \$ 80.00 | Daily |
| RTC | Heritage Schools | Speech/Language | \$ 80.00 | Hour |
| RTC | Heritage Schools | OT | \$ 100.00 | Hour |
| RTC | Heritage Schools | 1:1 Aide | \$ 20.00 | Hour |
| RTC | Mingus Mountain | Residential Treatment Center | \$ 3,042.73 | Monthly |
| RTC | Mingus Mountain | Educational Day | \$ 125.00 | Daily |
| RTC | Mingus Mountain | ERMHS - Counseling | \$ 3,651.27 | Monthly |
| RTC | Oak Grove | Residential Treatment Center | \$ 9,182.00 | Monthly |
| RTC | Provo Canyon | Residential Treatment Center | \$ 5,766.00 | Monthly |
| RTC | Provo Canyon | Educational Day | \$ 162.00 | Daily |
| RTC | Provo Canyon | ERMHS - Counseling | \$ 92.00 | Daily |
| RTC | Provo Canyon | OT / SLP | \$ 70.00 | Hour |
| RTC | Provo Canyon | 1:1 Aide | \$15.00-\$25.00 | Hour |
| RTC | SDCC | Residential Treatment Center (L12) | \$ 9,182.00 | Monthly |
| RTC | SDCC | Residential Treatment Center (L14) | \$ 10,410.00 | Monthly |
| RTC | SDCC | ERMHS - Counseling | \$ 153.30 | Daily |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 5, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Chuck Adams, Director of Special Education
Mark Miller, Associate Superintendent,
Administrative Services

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: APPROVAL / RATIFICATION OF
AMENDMENTS TO AGREEMENTS

EXECUTIVE SUMMARY

The attached Special Education Amendment to Agreements Report summarizes four amendments to agreements.

RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the amendment to the agreements, 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 REPORTBoard Meeting Date: 08-18-16

| <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> |
|---------------------------------|---|--|--------------------------------------|--------------------------------------|
| 05/01/16 – 06/30/16 | Springall Academy (NPS) | Amending the contract to include a 1:1 Aide with no other changes to the contract. | General Fund/ Restricted 01-00 | \$17.00 per hour |
| 07/01/16 – 07/15/16 | San Dieguito Union High School District (SDUHSD)(MOU) | Amending the Intra-SELPA MOU with Rancho Santa Fe School District for SDUHSD to provide additional Extended School Year (ESY) services, extending the contract to July 15, 2016 with additional reimbursement in the amount of \$939.88. | N/A | N/A |
| 07/01/16 – 06/30/17 | San Diego Center for Children Academy (NPS/RTC) | Amending the contract to include additional NCCSE approved 2016-17 rates as shown on the attachment. | General Fund/ Restricted 01-00 | At the rates shown on the attachment |
| 07/01/16 – 06/30/17 | Fred Finch Youth Center (NPS/RTC) | Amending the contract to include additional NCCSE approved 2016-17 rates as shown on the attachment. | General Fund/ Restricted 01-00 | At the rates shown on the attachment |

ITEM 14D

2016-17 NCCSE APPROVED RATES FOR NPS/A

| Contract | Vendor | Description of Service | Amount | Quantity |
|----------|------------------|------------------------------------|-----------------|----------|
| NPS | Fred Finch | Residential Treatment Center (L14) | \$ 10,410.00 | Monthly |
| RTC | Heritage Schools | Residential Treatment Center | \$ 7,285.00 | Monthly |
| RTC | Heritage Schools | Educational Day | \$ 115.00 | Daily |
| RTC | Heritage Schools | ERMHS - Counseling | \$ 80.00 | Daily |
| RTC | Heritage Schools | Speech/Language | \$ 80.00 | Hour |
| RTC | Heritage Schools | OT | \$ 100.00 | Hour |
| RTC | Heritage Schools | 1:1 Aide | \$ 20.00 | Hour |
| RTC | Mingus Mountain | Residential Treatment Center | \$ 3,042.73 | Monthly |
| RTC | Mingus Mountain | Educational Day | \$ 125.00 | Daily |
| RTC | Mingus Mountain | ERMHS - Counseling | \$ 3,651.27 | Monthly |
| RTC | Oak Grove | Residential Treatment Center | \$ 9,182.00 | Monthly |
| RTC | Provo Canyon | Residential Treatment Center | \$ 5,766.00 | Monthly |
| RTC | Provo Canyon | Educational Day | \$ 162.00 | Daily |
| RTC | Provo Canyon | ERMHS - Counseling | \$ 92.00 | Daily |
| RTC | Provo Canyon | OT / SLP | \$ 70.00 | Hour |
| RTC | Provo Canyon | 1:1 Aide | \$15.00-\$25.00 | Hour |
| RTC | SDCC | Residential Treatment Center (L12) | \$ 9,182.00 | Monthly |
| RTC | SDCC | Residential Treatment Center (L14) | \$ 10,410.00 | Monthly |
| RTC | SDCC | ERMHS - Counseling | \$ 153.30 | Daily |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 5, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Chuck Adams, Director of Special Education
Mark Miller, Associate Superintendent,
Administrative Services

SUBMITTED BY: Eric Dill
Interim Superintendent

SUBJECT: APPROVAL OF PARENT SETTLEMENT
AND RELEASE AGREEMENT

EXECUTIVE SUMMARY

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

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on the attached report.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14E

SPECIAL EDUCATION AGREEMENTSBoard Meeting Date: 08/18/16

| <u>Student #</u> | <u>Description of Services</u> | <u>Date Executed</u> | <u>Budget #</u> | <u>Amount</u> |
|------------------|---|----------------------|---|---------------|
| 2016-021PS | Pursuant to the Settlement Agreement, a negotiated agreement has been reached between the San Dieguito Union High School District and student #2016-021PS for special education related services. | 08/02/2016 | General Fund Special Education 01-00 | \$42,000.00 |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Rick Ayala, Director
Pupil Services and Alternative Programs
Mark Miller, Associate Superintendent,
Administrative Services

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: APPROVAL / RATIFICATION OF AGREEMENTS

EXECUTIVE SUMMARY

The attached Pupil Services Agreements report summarizes one agreement.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on the attached report.

ITEM 14F

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

PUPIL SERVICES AGREEMENTS

Board Meeting Date: 08-18-16

| <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> |
|--|---------------------------------|--|---|--------------------------------------|
| 07/01/16 – 06/30/17 | Interpreters Unlimited | Provide language interpreting services for students' parents/guardians when required in an educational setting | General Fund / Unrestricted 01-00 | At the rates shown on the attachment |



Exhibit A

Document Translation

| Language | Price Per Word | Minimum | Completion Time |
|------------------------------------|----------------|----------|-----------------|
| Spanish | \$0.17 | \$50.00 | 1 - 5 days |
| Marshallese | \$0.30 | \$100.00 | 3 - 7 days |
| Arabic (All Dialects) | \$0.30 | \$100.00 | 3 - 7 days |
| German | \$0.30 | \$100.00 | 3 - 7 days |
| Chinese (Simplified & Traditional) | \$0.30 | \$100.00 | 3 - 7 days |
| Japanese | \$0.30 | \$100.00 | 3 - 7 days |
| Vietnamese | \$0.30 | \$100.00 | 3 - 10 days |
| Most other Asian Languages | \$0.30 | \$100.00 | 3 - 10 days |
| Most other Mid East Languages | \$0.30 | \$100.00 | 3 - 10 days |
| Most other European Languages | \$0.30 | \$100.00 | 3 - 10 days |

Terms & Conditions

- We can offer most languages for translation. The above list is only for the most requested.
- Completion time is based on document size of 1-3 pages and is an approximation only.
- Desktop publishing (DTP) is available and is an additional charge of \$20.00/page.
- Highly technical/medical/legal documents are approximately \$0.02 – \$0.05 extra, depending on language.
- As a guide, on a normal type-written page with 12pt font size and double spaced, there are approximately 300-325 words.

(Remainder of this page intentionally left blank)



Exhibit A

Telephone Interpretation

| Language | Rate |
|-------------------------------|--------|
| Spanish | \$3.00 |
| Marshallese | \$3.00 |
| Arabic | \$3.00 |
| German | \$3.00 |
| Chinese | \$3.00 |
| Japanese | \$3.00 |
| Vietnamese | \$3.00 |
| Most other Asian languages | \$3.00 |
| Most other Mid East languages | \$3.00 |
| Most other European Languages | \$3.00 |

Terms and Conditions

- Available 24 hours a day, 7 days a week.
- Same rate for all languages.
- No first minute connection fee.
- No minimum usage required.
- We offer over 130 languages for telephone interpretation. The above list is only for the most requested.
- Connection time averages 30-60 seconds. Average connection time for Spanish is 20 seconds.
- 3-way calling is available at no extra charge.
- To utilize services, you will be provided with an access code and a toll-free number.
- Dual Handset available for rent (\$20.00 per month) or purchase (\$225.00).

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Exhibit A

On-Site Interpretation

| Language | Minimum Hours | Rate per hour (\$) | Standard Fee |
|------------------------------------|---------------|--------------------|--------------|
| Spanish, non certified medical | 2 | 51.00 | 102.00 |
| Spanish, certified medical | 2 | 115.00 | 230.00 |
| Spanish, commercial | 2 | 75.00 | 150.00 |
| Spanish, certified legal | 3 | 115.00 | 345.00 |
| Exotic, level 1, medical | 2 | 100.00 | 200.00 |
| Exotic, level 1, legal/non medical | 3 | 100.00 | 300.00 |
| Exotic, level 2, medical | 2 | 115.00 | 230.00 |
| Exotic, level 2, legal/non medical | 3 | 115.00 | 345.00 |
| Exotic, level 3, medical | 2 | 140.00 | 280.00 |
| Exotic, level 3, legal/non medical | 3 | 140.00 | 420.00 |
| Certified exotic (see note b) | 3 | 140.00 | 420.00 |
| Conference calls, Spanish (c) | 1 | 51.00 | 51.00 |
| Conference calls, exotic, level 1 | 1 | 100.00 | 100.00 |
| Conference calls, level 2 or 3 | 1 | 115.00 | 115.00 |

Notes

- a) We divide non Spanish languages (“exotic”) into three categories. Please see language list.
- b) Certified Arabic and Japanese interpreter pricing is on a case by case basis.
- c) Spanish conference calls: \$15.00 if call is under 10 minutes and during working hours, otherwise 1 hour minimum.



Mileage

- a) Mileage at the IRS rate (currently \$0.57 cents per mile driven) is only charged if:
 - a non-local interpreter is necessary and
 - the interpreter travels more than 50 miles round trip.

Other Information

- a) All times beyond the minimum billed in half hour increments.
- b) The standard fee is discounted 10% if canceled with less than 24 working hours notice. If the interpreter appears or is already en route then the Standard Fee is billed.
- c) Coordination fee (if we set up the appointments): \$11 for Spanish; \$17 for all others.
- d) Pricing is subject to change without notice.
- e) Interpreters can be certified by the State of California in eight languages: Spanish, Portuguese, Korean, Japanese, Vietnamese, Cantonese, Tagalog and Arabic.

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San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Douglas B. Gilbert, Director of Purchasing/Risk Mgt.

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: APPROVAL / RATIFICATION OF
PROFESSIONAL SERVICES CONTRACTS/
BUSINESS

EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes nine 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 REPORTBoard Meeting Date: 08-18-16

| <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> |
|---------------------------------|---|--|--------------------------------------|---|
| 07/01/16 – 06/30/17 | Roesling Nakamura Terada Architects, Inc. | Provide small project miscellaneous architectural, engineering and construction administration services for maintenance projects as assigned | Fund to which the project is charged | \$40,000.00 per year |
| 07/01/16 – 06/30/17 | Nova Services | Provide small project material testing and special inspection services for maintenance projects as assigned | Fund to which the project is charged | \$40,000.00 per year |
| 07/01/16 – 06/30/17 | Consulting & Inspection Services LLC | Provide small project miscellaneous DSA inspection services for maintenance projects as assigned | Fund to which the project is charged | \$40,000.00 per year |
| 07/01/16 until terminated | Harbottle Law Group | Provide legal services | Fund to which the project is charged | \$195.00 per hour for Owner/Director \$190.00 per hour for all other attorneys, and up to \$95.00 per hour for paralegals and other assistants |
| 07/01/16 – 06/30/17 | Affordable Drain Service, Inc. | Provide drain repair services district wide | General Fund/ Unrestricted 01-00 | \$15,000.00 per year |
| 07/13/16 – 06/30/17 | Mobil Construction Sweeping | Provide mobile sweeping services to all district parking lots | General Fund/ Unrestricted 01-00 | \$287.50 per two and one half hours of sweeping and \$57.50 per each additional half hour thereafter |
| 07/14/16 – 08/29/16 | Door Service & Repair, Inc. (DSR) | Provide preventative maintenance and repairs on 111 various types and sizes of rolling steel doors at 9 different school sites | General Fund/ Unrestricted 01-00 | \$3,475.00 |

ITEM 15A

| | | | | |
|---|--|---|---|---------------------------------|
| <p>07/21/16 – 06/30/17 and then automatically renewing until terminating with 30 day advance written notice</p> | <p>California Agri-Control, Inc.</p> | <p>Provide pest & rodent control services district wide</p> | <p>General Fund/ Unrestricted 01-00</p> | <p>\$10,000.00 per year</p> |
| <p>08/19/16 – 06/30/17</p> | <p>Guardian Elevator</p> | <p>Provide elevator preventative maintenance and State load tests</p> | <p>General Fund/ Unrestricted 01-00</p> | <p>\$40,000.00</p> |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Douglas B. Gilbert, Director of Purchasing/Risk Mgt.

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: APPROVAL / RATIFICATION OF
AMENDMENT TO AGREEMENTS

EXECUTIVE SUMMARY

The attached Amendment to Agreements Report summarizes five amendments to agreements.

RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the amendments to agreements, as shown in the attached Amendment Report.

FUNDING SOURCE:

As noted on attached list.

ITEM 15B

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

BUSINESS SERVICES - AMENDMENT TO AGREEMENTS REPORT**Board Meeting Date: 08-18-16**

| <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> |
|---|--|--|---|---------------------------------|
| NA | Rancho Santa Fe Security Systems, Inc. | Amending the contract for weekend patrol services, increasing the hourly rate from \$22.00 per hour to \$25.00 per hour and decreasing the total number of hours required to patrol all district sites from 20 hours per week to 16 hours per week with no other changes to the contract | General Fund/ Unrestricted 01-00 | NA |
| 08/19/16 until project completion | Siemens Industry, Inc. | Amending the Proposition 39 Energy Conservation Program agreement in order to begin the Phase 1 project retrofitting exterior lighting at La Costa Canyon High School, Torrey Pines High School, Canyon Crest Academy, and San Dieguito High School Academy with LED equivalents | Proposition 39 funding with an additional contribution of \$52,000.00 to be expended from Capital Facilities Fund 25-19 with partial to complete reimbursement to that fund coming from potential rebates from San Diego Gas & Electric Company (SDG&E) | \$1,362,945.00 |
| For trips to be scheduled August 21, 2016 through August 20, 2017 | San Diego Scenic Tours, Inc., NCST, Inc., McClintock Hartley Enterprises, Inc. dba: Goldfield Stage & Co., Sundance Stage Lines, Inc., Certified Transportation Services, Inc., WESS Transportation Services, Inc., Sun Diego Charter Co., Grand Pacific Charter, and La Class Transportation, LLC | Extending the Extra Curricular Transportation services contract B2016-03 with a 1.62% increase in rates as stipulated in the contract | The program fund requesting the transportation | NA |

ITEM 15B

| | | | | |
|---------------------------|--|---|-------------------------------------|---|
| NA | SimplexGrinnell, LLP, a Tyco International Company | Amending the agreement to provide fire alarm, fire suppression, and life safety monitoring and inspection services to include the systems at the Pacific Trails Middle School | General Fund/ Unrestricted 01-00 | An additional amount of \$6,535.00 per year |
| 08/19/16 until terminated | PCS Revenue Control Systems, Inc. | Amending the agreement for Paypams parent/student online lunch payment system to include ApplyNOW and PCSLunchStatus online free and reduced meal application system | Cafeteria Fund 13-00 | \$5,000.00 per year |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Douglas B. Gilbert, Director of Purchasing/Risk Mgmt

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: AWARD / RATIFICATION OF CONTRACTS

EXECUTIVE SUMMARY

On June 14, 2016 district staff advertised for proposals and sent requests for proposals to five pizza providers for the Pizza Supplies contract B2017-02. On June 28, 2016 three proposals were received. The proposals were evaluated based on purchase price, taste and appearance, nutritional value, qualifications, experience, past performance, and the product most likely to create the greatest sales. The proposals were reviewed by District staff for compliance and determination of the best value for the district.

On July 5, 2016 district staff advertised for bids and sent bid notices to four companies for the Refinishing Gym Floor Project at La Costa Canyon High School B2017-04. From the district's solicitations four contractors requested the bid documents. On July 19, 2016 two bids were received. The bid submittals were reviewed by district staff for compliance.

RECOMMENDATION:

Award the following contracts and authorize Douglas B. Gilbert or Eric R. Dill to execute all pertinent documents:

1. Tenancingo, LLC dba Papa John's Pizza and So Cal Dominoids, Inc. dba Domino's Pizza, for Pizza Supplies B2017-02, during the period August 19, 2016 through August 20, 2017, with options to renew two additional one year periods, at the unit prices of \$7.80 per 16 inch pizza and \$1.25 for breadsticks with sauce for Papa John's Pizza to service Earl Warren Middle School, Carmel Valley Middle School, Canyon Crest Academy, Torrey Pines High School, and Pacific Trails Middle School, and \$7.50 per 16 inch cheese or meat and cheese pizza, \$8.00 per 16 inch cheese and vegetable pizza, and \$2.09 for breadsticks with sauce for Domino's Pizza to service La Costa Canyon High School, Digueno Middle School, Oak Crest Middle School, Sunset High School, and San Dieguito High School Academy.

ITEM 15C

2. Western Flooring, Inc., for the Refinishing Gym Floor Project at La Costa Canyon High School B2017-04, for an amount not to exceed \$32,800.20.

FUNDING SOURCE:

1. Cafeteria Fund 13-00
2. La Costa Canyon High School Foundation in the amount of \$16,300.20, Capital Facilities Fund 25-18 in the amount of \$11,000.00, and the General Fund/Unrestricted 01-00 in the amount of \$5,500.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Douglas B. Gilbert, Director of Purchasing/Risk Mgt

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: ADOPTION OF RESOLUTIONS / COOPERATIVE BIDS

EXECUTIVE SUMMARY

Pursuant to District Board Policies 3310 and 3311, Purchasing Procedures and Bids, respectively, and to ensure these policies are being followed, District Staff is requesting the Board adopt the attached resolutions authorizing contracting pursuant to bid and award documents from Desert Sands Unified School District (DSUSD), for the purchase of Chromebooks and related operating system software from CDW Government LLC and bid and award documents from Los Angeles County Office of Education (LACOE), for the purchase of computers, laptops, peripherals, and computer-related equipment per the awarded vendors, pricing structure, terms, and conditions stated in those bid documents:

Desert Sands Unified School District went to bid to obtain competitive pricing for Chromebooks and related operating system software in accordance with public bidding procedures mandated by the State of California and made the bid available for use by any school district or community college district within the State of California. DSUSD's bid allows our District to purchase or contract under that bid at the same price and upon the same terms and conditions as DSUSD.

Los Angeles County Office of Education went to bid to obtain competitive pricing for computers, laptops, peripherals, and computer-related equipment in accordance with public bidding procedures mandated by the State of California and made the bid available for use by any school district or community college district within the State of California. LACOE's bid allows our District to purchase or contract under that bid at the same price and upon the same terms and conditions as LACOE.

ITEM 15F

RECOMMENDATION:

Adopt the attached resolutions authorizing contracting pursuant to bid and award documents from Desert Sands Unified School District, for the purchase of Chromebooks and related operating system software from CDW Government LLC and bid and award documents from Los Angeles County Office of Education, for the purchase of computers, laptops, peripherals, and computer-related equipment per the awarded vendors, pricing structure, terms, and conditions stated in the bid documents, and authorize Douglas B. Gilbert or Eric R. Dill to execute any necessary documents.

FUNDING SOURCE:

Fund to which the purchases are charged.

ITEM 15F

RESOLUTION AUTHORIZING CONTRACTING
PURSUANT TO COOPERATIVE BID AND AWARD
DOCUMENTS FROM DESERT SANDS UNIFIED SCHOOL DISTRICT

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

WHEREAS, the Desert Sands Unified School District (DSUSD) has conducted a bid process in accordance with public bidding procedures mandated by the State of California and made available for use by any school district or community college district within the State of California empowered to expend public funds to purchase or contract under that bid at the same price and upon the same terms and conditions as the Desert Sands Unified School District, and

WHEREAS, said bids were opened and publicly read aloud at the time and place specified in Notice to Bidders, and it was determined that the low bidder for the procurement of Chromebooks and related operating system software was CDW Government LLC, who was thereafter awarded the bid, and

WHEREAS, the San Dieguito Union High School District wishes to procure Chromebooks and related operating system software, and

WHEREAS, this Board has determined it to be in the best interests of the District to procure or contract for the above stated items from the bid awarded by Desert Sands Unified School District, and

NOW THEREFORE IT IS RESOLVED, ORDERED AND DECLARED that the contract for the procurement of Chromebooks and related operating system software from CDW Government LLC at the listed prices on the DSUSD bid price sheet, is hereby authorized and approved and is subject to all terms, conditions, and documents as specified in the Desert Sands Unified School District bid and award documents.

BE IT FURTHER RESOLVED, ORDERED AND DECLARED that Douglas B. Gilbert or Eric R. Dill is hereby authorized to execute the necessary contract documents with CDW Government LLC naming the District as the contracting party.

PASSED AND ADOPTED by the Governing Board of the San Dieguito Union High School District of San Diego, California, this 18th day of August, 2016, by the following vote:

AYES:
ADVISORY VOTES:
NOES:
ABSENT:

Eric R. Dill
Interim Secretary, Board of Trustees
San Dieguito Union High School District

ITEM 15F

RESOLUTION AUTHORIZING CONTRACTING
PURSUANT TO COOPERATIVE BID AND AWARD
DOCUMENTS FROM LOS ANGELES COUNTY OFFICE OF EDUCATION

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

WHEREAS, the Los Angeles County Office of Education (LACOE) has conducted a bid process in accordance with public bidding procedures mandated by the State of California and made available for use by any school district or community college district within the State of California empowered to expend public funds to purchase or contract under that bid at the same price and upon the same terms and conditions as the Los Angeles County Office of Education, and

WHEREAS, said bids were opened and publicly read aloud at the time and place specified in Notice to Bidders, and contracts were awarded to the lowest bidders for the procurement of computers, laptops, peripherals, and computer-related equipment based on the following product lines and awarded vendors; Acer = Data Impressions, Mobile Carts = Anywhere Carts, Asus = EnPointe Technologies, Dell = Arey Jones Educational Solutions, Hewlett Packard = Gold Star Technologies, Microsoft = EnPointe Technologies, Panasonic = CDWG, and Samsung = CDWG, and

WHEREAS, the San Dieguito Union High School District wishes to procure computers, laptops, peripherals, and computer-related equipment, and

WHEREAS, this Board has determined it to be in the best interests of the District to procure or contract for the above stated items from the bid awarded by Los Angeles County Office of Education, and

NOW THEREFORE IT IS RESOLVED, ORDERED AND DECLARED that the contract for the procurement of computers, laptops, peripherals, and computer-related equipment from the awarded vendors at the listed prices on the LACOE bid price sheet, is hereby authorized and approved and is subject to all terms, conditions, and documents as specified in the Los Angeles County Office of Education bid and award documents.

BE IT FURTHER RESOLVED, ORDERED AND DECLARED that Douglas B. Gilbert or Eric R. Dill is hereby authorized to execute the necessary contract documents with the awarded vendors naming the District as the contracting party.

PASSED AND ADOPTED by the Governing Board of the San Dieguito Union High School District of San Diego, California, this 18th day of August, 2016, by the following vote:

AYES:
ADVISORY VOTES:
NOES:
ABSENT:

Eric R. Dill
Interim Secretary, Board of Trustees
San Dieguito Union High School District

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2016

BOARD MEETING DATE: August 18, 2016

**PREPARED &
SUBMITTED BY:** Eric R. Dill
Interim Superintendent

SUBJECT: APPROVAL OF BUSINESS REPORTS

EXECUTIVE SUMMARY

Please find the following business reports submitted for your approval:

1. Purchase Orders
2. Membership Listings
3. Warrants
4. Revolving Cash Fund

RECOMMENDATION:

It is recommended that the Board approve the following business reports: 1) Purchase Orders, 2) Membership Listings, 3) Warrants, and 4) Revolving Cash Fund.

FUNDING SOURCE:

Not applicable

ITEM 15G

| PO REPORT JULY 5, 2016 THROUGH AUGUST 8, 2016 | | | | | | |
|---|-----------|------|--------------------------------|-----|--------------------------------|-------------|
| PO NBR | DATE | FUND | VENDOR | LOC | DESCRIPTION | AMOUNT |
| 000004397 | 7/7/2016 | 0100 | SOUTHERN CA A.P. INSTITUTE,INC | 001 | CONFERENCE,WORKSHOP,SEM | \$795.00 |
| 000004398 | 7/11/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$2,000.00 |
| 000004399 | 7/11/2016 | 0100 | C A S C | 500 | CONFERENCE,WORKSHOP,SEM | \$708.00 |
| | | | | 600 | CONFERENCE,WORKSHOP,SEM | \$259.00 |
| 000004400 | 7/11/2016 | 0100 | CALIFORNIANS DEDICATED TO | 004 | CONFERENCE,WORKSHOP,SEM | \$285.00 |
| 000004401 | 7/11/2016 | 1300 | XEROX CORPORATION | 014 | RENTS & LEASES | \$2,523.00 |
| | | | | | COPIER OVERAGE CHGS | \$699.21 |
| 000004402 | 7/11/2016 | 0100 | XEROX CORPORATION | 007 | RENTS & LEASES | \$1,920.60 |
| | | | | | COPIER OVERAGE CHGS | \$1,028.88 |
| 000004403 | 7/11/2016 | 0100 | STAPLES ADVANTAGE | 500 | DUPLICATING SUPPLIES | \$2,000.00 |
| 000004404 | 7/11/2016 | 0100 | XEROX CORPORATION | 015 | RENTS & LEASES | \$1,631.02 |
| | | | | | COPIER OVERAGE CHGS | \$492.94 |
| | | | | 021 | RENTS & LEASES | \$1,631.02 |
| | | | | | COPIER OVERAGE CHGS | \$492.93 |
| 000004405 | 7/11/2016 | 0100 | XEROX CORPORATION | 010 | RENTS & LEASES | \$1,807.92 |
| | | | | | COPIER OVERAGE CHGS | \$52.49 |
| 000004406 | 7/12/2016 | 0100 | SCHOOL SPECIALTY, INC | 600 | MATERIALS AND SUPPLIES | \$10,032.79 |
| 000004407 | 7/12/2016 | 0100 | ACTIVE NETWORK INC | 011 | COMPUTER LICENSING | \$1,654.00 |
| 000004408 | 7/12/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$7,063.20 |
| | | | | 500 | COPIER OVERAGE CHGS | \$2,897.34 |
| 000004409 | 7/12/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$9,911.76 |
| | | | | 500 | COPIER OVERAGE CHGS | \$7,518.01 |
| 000004410 | 7/12/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$3,112.99 |
| | | | | 500 | COPIER OVERAGE CHGS | \$804.82 |
| 000004411 | 7/12/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$4,111.44 |
| | | | | | COPIER OVERAGE CHGS | \$762.83 |
| 000004412 | 7/12/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$8,619.36 |
| | | | | 500 | COPIER OVERAGE CHGS | \$6,720.80 |
| 000004413 | 7/12/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$12,159.72 |
| | | | | 500 | COPIER OVERAGE CHGS | \$11,983.13 |
| 000004414 | 7/12/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$500.00 |
| 000004415 | 7/12/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$900.00 |
| 000004416 | 7/12/2016 | 0100 | STAPLES ADVANTAGE | 600 | MATERIALS AND SUPPLIES | \$200.00 |
| 000004417 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$500.00 |
| 000004418 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$381.00 |
| 000004419 | 7/13/2016 | 0100 | GOPHER SPORT | 600 | MATERIALS AND SUPPLIES | \$127.01 |
| 000004420 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$625.43 |
| 000004421 | 7/13/2016 | 0100 | LAB AIDS | 500 | MATERIALS AND SUPPLIES | \$91.82 |
| 000004422 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$100.00 |
| 000004423 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$175.00 |
| 000004424 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$100.00 |
| 000004425 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$500.00 |
| 000004426 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$800.00 |
| 000004427 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | DUPLICATING SUPPLIES | \$7,000.00 |
| 000004428 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | OFFICE SUPPLIES | \$800.00 |
| 000004429 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$150.00 |
| 000004430 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$800.00 |
| 000004431 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$250.00 |
| 000004432 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$1,200.00 |
| 000004433 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$750.00 |
| 000004434 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | DUPLICATING SUPPLIES | \$15,000.00 |
| 000004435 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$450.00 |
| 000004436 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$100.00 |
| 000004437 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$500.00 |
| 000004438 | 7/13/2016 | 0100 | PROCURETECH | 500 | COMPUTER SUPPLIES | \$2,000.00 |
| 000004439 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$563.95 |
| 000004441 | 7/13/2016 | 0100 | SOUTHWEST SCHOOL/OFFICE SUPPLY | 500 | MATERIALS AND SUPPLIES | \$36.88 |
| 000004442 | 7/13/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$172.73 |
| 000004443 | 7/14/2016 | 2139 | COUNTY OF SAN DIEGO | 007 | NEW CONSTRUCTION | \$255.00 |
| 000004444 | 7/14/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$261.21 |
| 000004445 | 7/14/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$358.10 |
| 000004446 | 7/14/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$101.95 |
| 000004447 | 7/14/2016 | 0100 | STAPLES ADVANTAGE | 001 | MATERIALS AND SUPPLIES | \$282.90 |
| 000004448 | 7/14/2016 | 0100 | PROCURETECH | 500 | COMPUTER SUPPLIES | \$1,000.00 |
| 000004449 | 7/14/2016 | 0100 | PROCURETECH | 500 | COMPUTER SUPPLIES | \$1,000.00 |
| 000004450 | 7/15/2016 | 0100 | COSD INVESTMENT SYMPOSIUM FUND | 018 | CONFERENCE,WORKSHOP,SEM | \$35.00 |
| 000004451 | 7/15/2016 | 0100 | PROCURETECH | 017 | COMPUTER SUPPLIES | \$20,000.00 |
| 000004452 | 7/15/2016 | 0100 | C D W G.COM | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$10,913.00 |

ITEM 15G

| PO REPORT JULY 5, 2016 THROUGH AUGUST 8, 2016 | | | | | | |
|---|-----------|------|---|-----|--------------------------------|-------------|
| PO NBR | DATE | FUND | VENDOR | LOC | DESCRIPTION | AMOUNT |
| 0000004453 | 7/15/2016 | 0100 | OFFICE DEPOT, INC | 001 | MATERIALS AND SUPPLIES | \$1,177.09 |
| 0000004454 | 7/15/2016 | 0100 | AMAZON.COM | 001 | MATERIALS AND SUPPLIES | \$538.65 |
| 0000004455 | 7/15/2016 | 0100 | APPERSON | 500 | MATERIALS AND SUPPLIES | \$95.06 |
| 0000004456 | 7/18/2016 | 0100 | AMAZON.COM | 500 | MATERIALS AND SUPPLIES | \$55.28 |
| 0000004457 | 7/18/2016 | 0100 | BLICK, DICK (DICK BLICK) | 500 | MATERIALS AND SUPPLIES | \$1,500.00 |
| 0000004458 | 7/18/2016 | 0100 | SCHOOL NURSE SUPPLY COMPANY | 500 | MATERIALS AND SUPPLIES | \$84.09 |
| 0000004459 | 7/18/2016 | 0100 | HOME DEPOT CREDIT SERVICES | 500 | MATERIALS AND SUPPLIES | \$400.00 |
| 0000004460 | 7/18/2016 | 0100 | RHINO ART COMPANY | 500 | MATERIALS AND SUPPLIES | \$200.00 |
| 0000004461 | 7/18/2016 | 0100 | EMCO SOFTWARE LTD. | 017 | COMPUTER LICENSING | \$278.00 |
| 0000004462 | 7/18/2016 | 0100 | NAPA AUTO PARTS | 500 | MATERIALS AND SUPPLIES | \$500.00 |
| 0000004463 | 7/18/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$3,154.44 |
| | | | | 500 | DUPLICATING SUPPLIES | \$1,379.72 |
| 0000004464 | 7/18/2016 | 0100 | AREY JONES ED SOLUTIONS | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$20,100.62 |
| 0000004465 | 7/18/2016 | 0100 | AREY JONES ED SOLUTIONS | 500 | NON-CAPITALIZED TECH EQUIPMENT | \$14,777.04 |
| 0000004466 | 7/18/2016 | 0100 | STAPLES ADVANTAGE | 022 | MATERIALS AND SUPPLIES | \$150.00 |
| 0000004467 | 7/18/2016 | 0100 | PROCURETECH | 500 | COMPUTER SUPPLIES | \$1,000.00 |
| 0000004468 | 7/18/2016 | 0100 | PROCURETECH | 500 | COMPUTER SUPPLIES | \$1,000.00 |
| 0000004469 | 7/18/2016 | 1300 | STAPLES ADVANTAGE | 014 | OFFICE SUPPLIES | \$1,800.00 |
| 0000004470 | 7/18/2016 | 0100 | PROCURETECH | 500 | COMPUTER SUPPLIES | \$3,000.00 |
| 0000004471 | 7/18/2016 | 0100 | STAPLES ADVANTAGE | 022 | OFFICE SUPPLIES | \$100.00 |
| 0000004472 | 7/18/2016 | 0100 | OGGI'S PIZZA | 022 | REFRESHMENTS | \$200.00 |
| 0000004473 | 7/18/2016 | 0100 | MRC360 AKA MR COPY | 500 | DUPLICATING SUPPLIES | \$700.00 |
| 0000004474 | 7/18/2016 | 0100 | FREE FORM CLAY & SUPPLY | 500 | MATERIALS AND SUPPLIES | \$2,000.00 |
| 0000004475 | 7/18/2016 | 0100 | AREY JONES ED SOLUTIONS | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$45,562.54 |
| 0000004476 | 7/18/2016 | 0100 | AREY JONES ED SOLUTIONS | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$16,671.36 |
| 0000004477 | 7/18/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$54.74 |
| 0000004478 | 7/18/2016 | 0100 | COUNTY OF SAN DIEGO | 018 | FEES - ADMISSIONS, TOURN | \$6,000.00 |
| 0000004479 | 7/18/2016 | 0100 | TCI | 001 | TEXTBOOKS | \$16,315.75 |
| 0000004480 | 7/18/2016 | 1300 | CA DEPT OF EDUCATION | 014 | PURCHASES FOOD | \$6,000.00 |
| 0000004481 | 7/18/2016 | 1300 | S AND S BAKERY INC | 014 | PURCHASES FOOD | \$40,000.00 |
| 0000004482 | 7/18/2016 | 0100 | RALPHS CUSTOMER CHARGES | 022 | REFRESHMENTS | \$200.00 |
| 0000004483 | 7/19/2016 | 0100 | XEROX CORPORATION | 001 | RENTS & LEASES | \$2,729.76 |
| | | | | | COPIER OVERAGE CHGS | \$12,965.36 |
| 0000004484 | 7/19/2016 | 0100 | XEROX CORPORATION | 012 | RENTS & LEASES | \$1,934.40 |
| | | | | | COPIER OVERAGE CHGS | \$465.63 |
| 0000004485 | 7/19/2016 | 2139 | SANTA FE IRRIGATION DISTRICT | 007 | NEW CONSTRUCTION | \$6,436.92 |
| 0000004486 | 7/19/2016 | 2139 | SUBSURFACE SURVEYS & | 007 | NEW CONSTRUCTION | \$590.00 |
| 0000004487 | 7/19/2016 | 2139 | NINYO & MOORE | 007 | IMPROVEMENT | \$14,294.00 |
| 0000004488 | 7/19/2016 | 2139 | San Dieguito Union High School District | 007 | IMPROVEMENT | \$476.00 |
| 0000004489 | 7/19/2016 | 2519 | PC & MACEXCHANGE | 007 | EQUIPMENT | \$1,348.00 |
| 0000004490 | 7/19/2016 | 2139 | ONE DAY SIGNS | 007 | NEW CONSTRUCTION | \$604.80 |
| 0000004491 | 7/19/2016 | 2139 | GEOCON INCORPORATED | 007 | NEW CONSTRUCTION | \$8,500.00 |
| 0000004492 | 7/19/2016 | 0100 | NASCO MODESTO | 001 | MATERIALS AND SUPPLIES | \$346.85 |
| 0000004493 | 7/19/2016 | 2139 | FREDRICKS ELECTRIC INC | 007 | IMPROVEMENT | \$605.00 |
| 0000004494 | 7/19/2016 | 2139 | C D W G.COM | 007 | EQUIPMENT REPLACEMENT | \$4,190.40 |
| 0000004495 | 7/19/2016 | 0100 | PROCURETECH | 013 | COMPUTER SUPPLIES | \$100.00 |
| 0000004496 | 7/19/2016 | 0100 | LAW OFFICE OF PERRY ISRAEL | 007 | LEGAL EXP-BUSINESS | \$750.00 |
| 0000004497 | 7/19/2016 | 0100 | TRIMARK ASSOCIATES, INC. | 007 | DATA PROCESSING CONTRACT | \$1,800.00 |
| 0000004498 | 7/19/2016 | 0100 | STAPLES ADVANTAGE | 007 | OFFICE SUPPLIES | \$1,836.00 |
| 0000004499 | 7/19/2016 | 0100 | CORELOGIC SOLUTIONS, LLC | 007 | COMPUTER LICENSING | \$2,333.60 |
| 0000004501 | 7/19/2016 | 0100 | WESTERN RENEWABLE ENERGY | 007 | DATA PROCESSING CONTRACT | \$350.00 |
| 0000004502 | 7/19/2016 | 0100 | C.A.S.H. | 007 | DUES AND MEMBERSHIPS | \$677.00 |
| 0000004503 | 7/19/2016 | 2139 | RANCHO SANTA FE SEC SYSTEMS | 007 | EQUIPMENT REPLACEMENT | \$14,999.00 |
| 0000004504 | 7/19/2016 | 0100 | STAPLES ADVANTAGE | 012 | MATERIALS AND SUPPLIES | \$2,250.00 |
| 0000004505 | 7/19/2016 | 2139 | GEOCON INCORPORATED | 007 | NEW CONSTRUCTION | \$8,250.00 |
| 0000004506 | 7/19/2016 | 0100 | WILLDAN FINANCIAL SERVICES | 007 | DATA PROCESSING CONTRACT | \$1,250.00 |
| 0000004507 | 7/19/2016 | 2139 | TWINING, INC. | 007 | IMPROVEMENT | \$12,010.00 |
| 0000004508 | 7/19/2016 | 0100 | LAURA ROMANO | 007 | LEGAL EXP-BUSINESS | \$10,000.00 |
| 0000004509 | 7/19/2016 | 2519 | SCHOOL FACILITY CONSULTANTS | 007 | PROF/CONSULT./OPER EXP | \$30,000.00 |
| 0000004510 | 7/19/2016 | 0100 | PERMA BOUND | 001 | BOOKS OTHER THAN TEXTBOOKS | \$37,532.16 |
| 0000004511 | 7/19/2016 | 2519 | AREY JONES ED SOLUTIONS | 007 | EQUIPMENT | \$12,890.40 |
| 0000004512 | 7/19/2016 | 0100 | P C S REVENUE CONTROL SYSTEMS | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$34,379.04 |
| 0000004513 | 7/19/2016 | 2139 | AMAZON.COM | 007 | EQUIPMENT | \$415.05 |
| 0000004514 | 7/19/2016 | 0100 | XEROX CORPORATION | 013 | RENTS & LEASES | \$2,601.96 |
| | | | | | COPIER OVERAGE CHGS | \$763.10 |
| 0000004515 | 7/19/2016 | 0100 | HOUGHTON MIFFLIN HARCOURT | 001 | TEXTBOOKS | \$37,634.87 |
| 0000004516 | 7/19/2016 | 2139 | PALOMAR REPROGRAPHICS, INC. | 007 | LAND IMPROVEMENTS | \$500.00 |
| | | | | | NEW CONSTRUCTION | \$21,500.00 |

ITEM 15G

| PO REPORT JULY 5, 2016 THROUGH AUGUST 8, 2016 | | | | | | |
|---|-----------|------|-------------------------------|-----|--------------------------------|--------------|
| PO NBR | DATE | FUND | VENDOR | LOC | DESCRIPTION | AMOUNT |
| 0000004517 | 7/19/2016 | 0100 | CA DEPT OF EDUCATION | 013 | CONFERENCE,WORKSHOP,SEM | \$2,000.00 |
| 0000004518 | 7/19/2016 | 0100 | CITY OF SOLANA BEACH | 012 | SEWER CHARGES | \$7,735.00 |
| 0000004519 | 7/20/2016 | 0100 | MISSION FEDERAL CREDIT UNION | 022 | MATERIALS AND SUPPLIES | \$560.52 |
| 0000004520 | 7/20/2016 | 0100 | STAPLES ADVANTAGE | 015 | OFFICE SUPPLIES | \$500.00 |
| 0000004521 | 7/20/2016 | 0100 | SAN DIEGO REFRIGERATION | 003 | REPAIRS BY VENDORS | \$292.60 |
| 0000004522 | 7/20/2016 | 0100 | C D L SERVICES INC | 012 | CUSTODIAL SUPPLIES | \$65,000.00 |
| 0000004523 | 7/20/2016 | 0100 | AMERICAN CHEMICAL | 012 | CUSTODIAL SUPPLIES | \$40,000.00 |
| 0000004524 | 7/20/2016 | 0100 | GRAINGER | 012 | NON CAPITALIZED EQUIP | \$539.99 |
| 0000004525 | 7/20/2016 | 0100 | MISSION FEDERAL CREDIT UNION | 012 | CUSTODIAL SUPPLIES | \$32,000.00 |
| 0000004526 | 7/20/2016 | 0100 | LAWNMOWERS PLUS INC | 012 | REPAIRS BY VENDORS | \$8,000.00 |
| 0000004527 | 7/20/2016 | 0100 | MISSION FEDERAL CREDIT UNION | 012 | BLDG.-REPAIR MATERIALS | \$147,000.00 |
| | | | | | RENTS & LEASES | \$13,000.00 |
| | | | | | REPAIRS BY VENDORS | \$20,000.00 |
| 0000004528 | 7/20/2016 | 0100 | SHELL CAR WASH & EXPRESS LUBE | 012 | GASOLINE SUPPLIES | \$11,000.00 |
| 0000004529 | 7/20/2016 | 0100 | VERIZON CELLULAR | 012 | COMMUNICATIONS-TELEPHONE | \$37,000.00 |
| 0000004530 | 7/20/2016 | 1300 | ISITE SOFTWARE LLC | 014 | COMPUTR SOFTWARE SUPPORT | \$695.00 |
| 0000004532 | 7/21/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$20,528.28 |
| | | | | 500 | COPIER OVERAGE CHGS | \$29,846.16 |
| 0000004533 | 7/21/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$15,034.80 |
| | | | | 500 | COPIER OVERAGE CHGS | \$42,259.14 |
| 0000004534 | 7/21/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$31,628.10 |
| | | | | 500 | COPIER OVERAGE CHGS | \$17,927.57 |
| 0000004535 | 7/21/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$16,550.96 |
| | | | | 500 | COPIER OVERAGE CHGS | \$6,030.29 |
| 0000004536 | 7/21/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$19,526.83 |
| | | | | 500 | COPIER OVERAGE CHGS | \$7,840.54 |
| 0000004537 | 7/22/2016 | 2519 | FREDRICKS ELECTRIC INC | 007 | IMPROVEMENT | \$43,580.00 |
| 0000004538 | 7/22/2016 | 2139 | GEOCON INCORPORATED | 007 | NEW CONSTRUCTION | \$14,750.00 |
| 0000004539 | 7/25/2016 | 0100 | OFFICE DEPOT, INC | 500 | MATERIALS AND SUPPLIES | \$61.48 |
| 0000004540 | 7/25/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$100.00 |
| 0000004541 | 7/25/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$100.00 |
| 0000004542 | 7/25/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$1,500.00 |
| 0000004543 | 7/25/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$100.00 |
| 0000004544 | 7/25/2016 | 1300 | DAYMARK SAFETY SYSTEMS INC | 014 | MATERIALS AND SUPPLIES | \$600.00 |
| 0000004545 | 7/25/2016 | 0100 | HOME DEPOT CREDIT SERVICES | 017 | MATERIALS AND SUPPLIES | \$1,500.00 |
| 0000004546 | 7/25/2016 | 0100 | STAPLES ADVANTAGE | 017 | OFFICE SUPPLIES | \$500.00 |
| 0000004547 | 7/25/2016 | 0100 | SITEONE LANDSCAPE SUPPLY | 012 | GROUPS MATERIALS | \$55,000.00 |
| 0000004548 | 7/25/2016 | 0100 | AMAZON.COM | 017 | MATERIALS AND SUPPLIES | \$5,770.93 |
| | | | | | NON CAPITALIZED EQUIP | \$181.41 |
| 0000004549 | 7/25/2016 | 0100 | RASIX COMPUTER CENTER INC | 017 | MATERIALS AND SUPPLIES | \$421.43 |
| 0000004550 | 7/25/2016 | 0100 | OFFICE DEPOT, INC | 500 | MATERIALS AND SUPPLIES | \$86.39 |
| 0000004551 | 7/25/2016 | 0100 | PROCURETECH | 007 | COMPUTER SUPPLIES | \$500.00 |
| 0000004552 | 7/25/2016 | 0100 | PROCURETECH | 012 | COMPUTER SUPPLIES | \$400.00 |
| 0000004553 | 7/25/2016 | 0100 | PROCURETECH | 500 | COMPUTER SUPPLIES | \$2,000.00 |
| 0000004554 | 7/25/2016 | 0100 | AMAZON.COM | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$732.81 |
| 0000004555 | 7/25/2016 | 0100 | PROCURETECH | 017 | MATERIALS AND SUPPLIES | \$8,438.56 |
| 0000004556 | 7/25/2016 | 0100 | EN POINTE TECH SALES INC | 017 | COMPUTER LICENSING | \$9,639.62 |
| 0000004557 | 7/25/2016 | 0100 | C D W G.COM | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$649.96 |
| 0000004558 | 7/25/2016 | 0100 | OFFICE SOLUTIONS BUSINESS | 500 | MATERIALS AND SUPPLIES | \$300.00 |
| 0000004559 | 7/25/2016 | 0100 | MISSION FEDERAL CREDIT UNION | 500 | MATERIALS AND SUPPLIES | \$718.82 |
| 0000004560 | 7/26/2016 | 0100 | XEROX CORPORATION | 002 | RENTS & LEASES | \$2,037.57 |
| | | | | | COPIER OVERAGE CHGS | \$324.00 |
| 0000004561 | 7/26/2016 | 0100 | WILLDAN FINANCIAL SERVICES | 007 | DATA PROCESSING CONTRACT | \$1,100.00 |
| | | | | | BANK CHARGES | \$1,450.00 |
| 0000004562 | 7/26/2016 | 0100 | XEROX CORPORATION | 016 | RENTS & LEASES | \$2,294.97 |
| | | | | | COPIER OVERAGE CHGS | \$1,151.53 |
| | | | | 020 | RENTS & LEASES | \$4,590.63 |
| | | | | | COPIER OVERAGE CHGS | \$2,303.05 |
| 0000004563 | 7/26/2016 | 0100 | WILLDAN FINANCIAL SERVICES | 007 | DATA PROCESSING CONTRACT | \$1,100.00 |
| | | | | | BANK CHARGES | \$1,450.00 |
| 0000004564 | 7/26/2016 | 0100 | XEROX CORPORATION | 003 | RENTS & LEASES | \$2,657.88 |
| | | | | | COPIER OVERAGE CHGS | \$485.35 |
| 0000004565 | 7/26/2016 | 0100 | XEROX CORPORATION | 002 | RENTS & LEASES | \$1,540.52 |
| | | | | | COPIER OVERAGE CHGS | \$388.80 |
| 0000004566 | 7/26/2016 | 0100 | XEROX CORPORATION | 002 | RENTS & LEASES | \$2,009.32 |
| | | | | | COPIER OVERAGE CHGS | \$194.40 |
| 0000004567 | 7/26/2016 | 0100 | XEROX CORPORATION | 002 | RENTS & LEASES | \$4,794.55 |
| | | | | | COPIER OVERAGE CHGS | \$1,360.80 |

ITEM 15G

| PO REPORT JULY 5, 2016 THROUGH AUGUST 8, 2016 | | | | | | |
|---|-----------|------|-------------------------------|-----|--------------------------------|-------------|
| PO NBR | DATE | FUND | VENDOR | LOC | DESCRIPTION | AMOUNT |
| 0000004568 | 7/27/2016 | 0100 | TCR SERVICES | 500 | MATERIALS AND SUPPLIES | \$103.57 |
| 0000004569 | 7/27/2016 | 0100 | TCR SERVICES | 500 | MATERIALS AND SUPPLIES | \$3,000.00 |
| 0000004570 | 7/27/2016 | 1300 | TCR SERVICES | 014 | OFFICE SUPPLIES | \$1,700.00 |
| 0000004571 | 7/27/2016 | 0100 | MISSION FEDERAL CREDIT UNION | 012 | FOUNDATIONS MATERIALS | \$70,000.00 |
| 0000004572 | 7/27/2016 | 0100 | WAXIE SANITARY SUPPLY | 012 | CUSTODIAL SUPPLIES | \$40,000.00 |
| 0000004573 | 7/27/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$1,500.00 |
| 0000004574 | 7/27/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$4,000.00 |
| 0000004575 | 7/27/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$500.00 |
| 0000004576 | 7/27/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$1,025.00 |
| 0000004577 | 7/27/2016 | 0100 | COMM USA INC | 600 | MATERIALS AND SUPPLIES | \$311.40 |
| 0000004578 | 7/27/2016 | 0100 | MISSION FEDERAL CREDIT UNION | 600 | MATERIALS AND SUPPLIES | \$155.52 |
| 0000004579 | 7/27/2016 | 0100 | UNITED PARCEL SERVICE | 010 | COMMUNICATIONS-POSTAGE | \$1,500.00 |
| 0000004580 | 7/27/2016 | 0100 | FEDEX | 010 | COMMUNICATIONS-POSTAGE | \$1,000.00 |
| 0000004581 | 7/27/2016 | 0100 | U S POSTAL SERVICE | 010 | COMMUNICATIONS-POSTAGE | \$40,000.00 |
| 0000004582 | 7/27/2016 | 0100 | NEOPOST USA INC | 010 | RENTS & LEASES | \$788.40 |
| | | | | | OTHER SERV.& OPER.EXP. | \$1,839.00 |
| 0000004583 | 7/27/2016 | 6730 | LOPEZ, ANDREA | 018 | OTHER SERV.& OPER.EXP. | \$1,000.00 |
| 0000004584 | 7/27/2016 | 0100 | SCHOOL HEALTH CORPORATION | 018 | MATERIALS AND SUPPLIES | \$274.73 |
| 0000004585 | 7/28/2016 | 0100 | FLINN SCIENTIFIC INC | 500 | MATERIALS AND SUPPLIES | \$144.93 |
| 0000004586 | 7/28/2016 | 0100 | BLICK, DICK (DICK BLICK) | 500 | MATERIALS AND SUPPLIES | \$495.25 |
| 0000004587 | 7/28/2016 | 0100 | NASCO MODESTO | 500 | MATERIALS AND SUPPLIES | \$208.17 |
| 0000004588 | 7/28/2016 | 0100 | FLINN SCIENTIFIC INC | 500 | MATERIALS AND SUPPLIES | \$383.75 |
| 0000004589 | 7/28/2016 | 0100 | FISHER SCIENTIFIC EMD | 500 | MATERIALS AND SUPPLIES | \$104.83 |
| 0000004590 | 7/28/2016 | 0100 | CAROLINA BIOLOGICAL SUPPLY CO | 500 | MATERIALS AND SUPPLIES | \$129.65 |
| 0000004591 | 7/28/2016 | 0100 | AMAZON.COM | 500 | MATERIALS AND SUPPLIES | \$228.92 |
| 0000004592 | 7/28/2016 | 0100 | SCHOOL SPECIALTY, INC. | 500 | MATERIALS AND SUPPLIES | \$73.76 |
| 0000004593 | 7/28/2016 | 0100 | TCR SERVICES | 500 | MATERIALS AND SUPPLIES | \$4,000.00 |
| 0000004594 | 7/28/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$10,000.00 |
| 0000004595 | 7/28/2016 | 0100 | MACGILL DISCOUNT SCHOOL NURSE | 500 | MATERIALS AND SUPPLIES | \$194.34 |
| 0000004596 | 7/28/2016 | 0100 | MACGILL DISCOUNT SCHOOL NURSE | 500 | MATERIALS AND SUPPLIES | \$249.82 |
| 0000004598 | 7/28/2016 | 0100 | WARD'S SCIENCE | 500 | MATERIALS AND SUPPLIES | \$661.39 |
| 0000004599 | 7/28/2016 | 0100 | RAINBOW RESOURCE CENTER | 500 | MATERIALS AND SUPPLIES | \$700.39 |
| 0000004600 | 7/28/2016 | 0100 | C I F CA INTERSCHOLASTIC | 001 | DUES-CIF | \$5,809.24 |
| 0000004602 | 7/28/2016 | 0100 | AREY JONES ED SOLUTIONS | 002 | NON-CAPITALIZED TECH EQUIPMENT | \$1,397.93 |
| 0000004604 | 7/28/2016 | 2139 | SUBSURFACE SURVEYS & | 007 | NEW CONSTRUCTION | \$1,855.00 |
| 0000004606 | 7/28/2016 | 0100 | PROCURETECH | 002 | COMPUTER SUPPLIES | \$1,000.00 |
| 0000004607 | 7/28/2016 | 0100 | AMAZON.COM | 002 | MATERIALS AND SUPPLIES | \$181.44 |
| 0000004608 | 7/28/2016 | 0100 | AMAZON.COM | 002 | MATERIALS AND SUPPLIES | \$551.25 |
| 0000004609 | 7/28/2016 | 0100 | STAPLES ADVANTAGE | 500 | DUPLICATING SUPPLIES | \$1,000.00 |
| 0000004611 | 7/28/2016 | 0100 | AREY JONES ED SOLUTIONS | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$34,933.70 |
| | | | | 500 | NON-CAPITALIZED TECH EQUIPMENT | \$10,640.68 |
| 0000004612 | 7/28/2016 | 0100 | PROCURETECH | 003 | COMPUTER SUPPLIES | \$200.00 |
| 0000004613 | 7/28/2016 | 0100 | STAPLES ADVANTAGE | 004 | MATERIALS AND SUPPLIES | \$500.00 |
| 0000004614 | 7/28/2016 | 0100 | OFFICE DEPOT, INC | 500 | MATERIALS AND SUPPLIES | \$147.74 |
| 0000004615 | 7/28/2016 | 1300 | EARL WARREN MIDDLE SCHOOL ASB | 014 | OTHER SERV.& OPER.EXP. | \$1,000.00 |
| 0000004616 | 7/28/2016 | 1300 | OAK CREST MIDDLE SCHOOL ASB | 014 | OTHER SERV.& OPER.EXP. | \$1,000.00 |
| 0000004617 | 7/28/2016 | 1300 | DIEGUENO MIDDLE SCHOOL ASB | 014 | OTHER SERV.& OPER.EXP. | \$1,700.00 |
| 0000004618 | 7/28/2016 | 0100 | OFFICE DEPOT, INC | 500 | MATERIALS AND SUPPLIES | \$30.74 |
| 0000004619 | 7/28/2016 | 1300 | MISSION FEDERAL CREDIT UNION | 014 | MATERIALS AND SUPPLIES | \$2,000.00 |
| 0000004620 | 7/28/2016 | 0100 | Follett School Solutions | 500 | MATERIALS AND SUPPLIES | \$82.00 |
| 0000004621 | 7/28/2016 | 1300 | P AND R PAPER SUPPLY CO. | 014 | PURCHASES SUPPLIES | \$35,000.00 |
| 0000004622 | 7/28/2016 | 0100 | AUDIOMETRICS | 004 | REPAIRS BY VENDORS | \$525.00 |
| 0000004623 | 7/28/2016 | 1300 | COUNTY OF SAN DIEGO | 014 | FEES - ADMISSIONS, TOURN | \$3,000.00 |
| 0000004624 | 7/28/2016 | 1300 | SHELL | 014 | FUEL | \$1,100.00 |
| 0000004625 | 7/29/2016 | 0100 | BLICK, DICK (DICK BLICK) | 500 | MATERIALS AND SUPPLIES | \$442.25 |
| 0000004626 | 7/29/2016 | 2139 | UNITED SITE SERVICES | 007 | IMPROVEMENT | \$851.20 |
| 0000004627 | 7/29/2016 | 0100 | OFFICE DEPOT, INC | 500 | MATERIALS AND SUPPLIES | \$210.28 |
| 0000004628 | 7/29/2016 | 0100 | AMAZON.COM | 500 | MATERIALS AND SUPPLIES | \$34.54 |
| 0000004629 | 7/29/2016 | 0100 | PASCO SCIENTIFIC | 500 | MATERIALS AND SUPPLIES | \$657.60 |
| 0000004630 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$173.47 |
| 0000004631 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 004 | MATERIALS AND SUPPLIES | \$200.00 |
| 0000004632 | 7/29/2016 | 0100 | SAN DIEGUITO TROPHY | 015 | MATERIALS AND SUPPLIES | \$150.00 |
| 0000004633 | 7/29/2016 | 0100 | JIM HISSONG &/OR BETH FORMAN | 002 | OTHER SERV.& OPER.EXP. | \$2,240.00 |
| 0000004634 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$647.95 |
| 0000004635 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$500.00 |
| 0000004636 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$1,500.00 |
| 0000004637 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$150.00 |
| 0000004638 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$150.00 |

ITEM 15G

| PO REPORT JULY 5, 2016 THROUGH AUGUST 8, 2016 | | | | | | |
|---|-----------|------|-----------------------------------|-----|--------------------------------|-------------|
| PO NBR | DATE | FUND | VENDOR | LOC | DESCRIPTION | AMOUNT |
| 0000004639 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$200.00 |
| 0000004640 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 600 | MATERIALS AND SUPPLIES | \$500.00 |
| 0000004641 | 7/29/2016 | 0100 | PROCURETECH | 500 | COMPUTER SUPPLIES | \$1,000.00 |
| 0000004642 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | DUPLICATING SUPPLIES | \$10,000.00 |
| 0000004643 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$100.00 |
| 0000004644 | 7/29/2016 | 0100 | WESTERN FLOORING, INC. | 012 | REPAIRS BY VENDORS | \$25,051.80 |
| 0000004645 | 7/29/2016 | 0100 | STANLEY STEEMER | 012 | REPAIRS BY VENDORS | \$1,161.00 |
| 0000004646 | 7/29/2016 | 1300 | PICK UP STIX CATERING | 014 | PURCHASES FOOD | \$50,000.00 |
| 0000004647 | 7/29/2016 | 0100 | AUTISM SPECTRUM | 002 | OTHER CONTR-N.P.A. | \$3,924.00 |
| 0000004648 | 7/29/2016 | 0100 | FRONTIER FENCE COMPANY INC | 012 | REPAIRS BY VENDORS | \$840.00 |
| 0000004649 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | DUPLICATING SUPPLIES | \$4,000.00 |
| 0000004650 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$200.00 |
| 0000004651 | 7/29/2016 | 0100 | WOLFRAM RESEARCH INC | 004 | COMPUTER LICENSING | \$7,413.41 |
| 0000004652 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$400.00 |
| 0000004653 | 7/29/2016 | 0100 | STAPLES ADVANTAGE | 001 | MATERIALS AND SUPPLIES | \$1,320.00 |
| | | | | 004 | MATERIALS AND SUPPLIES | \$680.00 |
| 0000004654 | 7/29/2016 | 0100 | SAFETY KLEEN CORP | 500 | HAZARDOUS WASTE DISPOSAL | \$1,100.00 |
| 0000004655 | 7/29/2016 | 0100 | NORTH COAST SIGNS | 500 | MATERIALS AND SUPPLIES | \$474.22 |
| 0000004656 | 7/29/2016 | 0100 | ALPHA GRAPHICS #469 | 500 | PRINTING | \$458.69 |
| 0000004657 | 7/29/2016 | 0100 | MRC360 AKA MR COPY | 500 | DUPLICATING SUPPLIES | \$500.00 |
| 0000004658 | 7/29/2016 | 0100 | TCR SERVICES | 500 | COMPUTER SUPPLIES | \$500.00 |
| 0000004659 | 7/29/2016 | 0100 | AMERICAN CHEMICAL | 500 | MATERIALS AND SUPPLIES | \$150.00 |
| 0000004660 | 7/29/2016 | 0100 | AMERICAN CHEMICAL | 500 | MATERIALS AND SUPPLIES | \$150.00 |
| 0000004661 | 7/29/2016 | 0100 | AMERICAN CHEMICAL | 500 | MATERIALS AND SUPPLIES | \$622.08 |
| 0000004662 | 7/29/2016 | 0100 | PACWEST AIR FILTER | 012 | BLDG.-REPAIR MATERIALS | \$20,000.00 |
| 0000004663 | 7/29/2016 | 0100 | DUNN EDWARDS CORP | 012 | BLDG.-REPAIR MATERIALS | \$15,000.00 |
| 0000004664 | 8/1/2016 | 0100 | AMAZON.COM | 017 | MATERIALS AND SUPPLIES | \$468.64 |
| 0000004665 | 8/1/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$178.03 |
| 0000004666 | 8/1/2016 | 0100 | M P S | 001 | TEXTBOOKS | \$24,682.06 |
| 0000004667 | 8/1/2016 | 0100 | KANKAKEE SPIKEBALL INC | 600 | MATERIALS AND SUPPLIES | \$829.40 |
| 0000004668 | 8/1/2016 | 0100 | M P S | 001 | TEXTBOOKS | \$10,377.69 |
| 0000004669 | 8/1/2016 | 0100 | FISHER SCIENTIFIC EMD | 500 | MATERIALS AND SUPPLIES | \$166.75 |
| 0000004670 | 8/1/2016 | 0100 | M P S | 001 | TEXTBOOKS | \$8,835.06 |
| 0000004671 | 8/1/2016 | 0100 | M P S | 001 | TEXTBOOKS | \$5,048.60 |
| 0000004672 | 8/1/2016 | 0100 | XEROX CORPORATION | 011 | RENTS & LEASES | \$48.95 |
| | | | | 500 | COPIER OVERAGE CHGS | \$6.48 |
| 0000004673 | 8/1/2016 | 0100 | New Haven Youth & Family Services | 002 | OTHER CONTR-N.P.A. | \$2,270.97 |
| 0000004674 | 8/1/2016 | 0100 | New Haven Youth & Family Services | 002 | OTHER CONTR-N.P.A. | \$1,760.00 |
| 0000004675 | 8/1/2016 | 0100 | New Haven Youth & Family Services | 002 | OTHER CONTR-N.P.A. | \$1,540.00 |
| 0000004676 | 8/1/2016 | 0100 | New Haven Youth & Family Services | 002 | OTHER CONTR-N.P.A. | \$2,838.71 |
| 0000004677 | 8/2/2016 | 0100 | ARBOR SCIENTIFIC | 500 | MATERIALS AND SUPPLIES | \$89.19 |
| 0000004678 | 8/2/2016 | 0100 | C D W G.COM | 600 | NON-CAPITALIZED TECH EQUIPMENT | \$9,195.01 |
| 0000004679 | 8/2/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$146.97 |
| 0000004680 | 8/2/2016 | 0100 | TCR SERVICES | 500 | MATERIALS AND SUPPLIES | \$97.15 |
| 0000004681 | 8/2/2016 | 0100 | PC & MACEXCHANGE | 600 | NON-CAPITALIZED TECH EQUIPMENT | \$1,348.00 |
| 0000004682 | 8/2/2016 | 0100 | SDCSBA, | 015 | DUES AND MEMBERSHIPS | \$240.02 |
| 0000004683 | 8/2/2016 | 0100 | C S B A | 015 | COMPUTER LICENSING | \$3,245.00 |
| 0000004684 | 8/2/2016 | 0100 | C S B A | 015 | DUES AND MEMBERSHIPS | \$15,001.00 |
| 0000004685 | 8/2/2016 | 0100 | SMART AND FINAL STORES CORP | 015 | MATERIALS AND SUPPLIES | \$500.00 |
| 0000004686 | 8/2/2016 | 0100 | AMAZON.COM | 004 | MATERIALS AND SUPPLIES | \$980.82 |
| 0000004687 | 8/2/2016 | 0100 | AREY JONES ED SOLUTIONS | 004 | NON-CAPITALIZED TECH EQUIPMENT | \$1,397.93 |
| 0000004688 | 8/2/2016 | 0100 | M P S | 001 | TEXTBOOKS | \$6,824.95 |
| 0000004689 | 8/2/2016 | 0100 | CENGAGE LEARNING | 001 | TEXTBOOKS | \$23,897.01 |
| 0000004690 | 8/2/2016 | 0100 | CENGAGE LEARNING | 001 | BOOKS OTHER THAN TEXTBOOKS | \$1,132.80 |
| 0000004691 | 8/2/2016 | 0100 | CENGAGE LEARNING | 001 | TEXTBOOKS | \$3,985.45 |
| 0000004692 | 8/2/2016 | 0100 | CENGAGE LEARNING | 001 | TEXTBOOKS | \$563.45 |
| 0000004693 | 8/2/2016 | 0100 | LEUCADIA WASTEWATER DISTRICT | 012 | WATER | \$29,934.53 |
| 0000004694 | 8/2/2016 | 1300 | MINUTEMAN PRESS /ENCINITAS | 014 | PRINTING | \$235.44 |
| 0000004695 | 8/2/2016 | 0100 | BSN SPORTS, INC., | 600 | MATERIALS AND SUPPLIES | \$770.97 |
| 0000004696 | 8/2/2016 | 0100 | OGGI'S PIZZA | 015 | REFRESHMENTS | \$800.00 |
| 0000004698 | 8/2/2016 | 0100 | SMART AND FINAL STORES CORP | 500 | REFRESHMENTS | \$400.00 |
| 0000004699 | 8/2/2016 | 0100 | SMART AND FINAL STORES CORP | 500 | MATERIALS AND SUPPLIES | \$200.00 |
| 0000004700 | 8/2/2016 | 1300 | SMART AND FINAL STORES CORP | 014 | PURCHASES FOOD | \$1,300.00 |
| | | | | | PURCHASES SUPPLIES | \$200.00 |
| 0000004701 | 8/2/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$100.00 |
| 0000004702 | 8/2/2016 | 0100 | STAPLES ADVANTAGE | 500 | MATERIALS AND SUPPLIES | \$75.00 |
| 0000004703 | 8/2/2016 | 0100 | TCR SERVICES | 500 | DUPLICATING SUPPLIES | \$2,500.00 |
| 0000004704 | 8/2/2016 | 0100 | RUBIO'S | 500 | REFRESHMENTS | \$350.00 |

ITEM 15G

| PO REPORT JULY 5, 2016 THROUGH AUGUST 8, 2016 | | | | | | |
|---|-----------|------|--------------------------------------|-----|--------------------------------|-------------|
| PO NBR | DATE | FUND | VENDOR | LOC | DESCRIPTION | AMOUNT |
| 0000004705 | 8/2/2016 | 0100 | AMAZON.COM | 600 | NON CAPITALIZED EQUIP | \$717.00 |
| 0000004706 | 8/2/2016 | 0100 | JERSEY MIKE'S SUBS | 500 | REFRESHMENTS | \$750.00 |
| 0000004707 | 8/2/2016 | 0100 | LUNA GRILL | 500 | REFRESHMENTS | \$700.00 |
| 0000004708 | 8/3/2016 | 0100 | CHICK-FIL-A | 500 | REFRESHMENTS | \$160.00 |
| 0000004709 | 8/3/2016 | 0100 | STAPLES ADVANTAGE | 011 | OFFICE SUPPLIES | \$1,400.00 |
| 0000004710 | 8/3/2016 | 0100 | D S SERVICES OF AMERICA INC | 011 | MATERIALS AND SUPPLIES | \$4,000.00 |
| 0000004711 | 8/3/2016 | 0100 | HOME DEPOT CREDIT SERVICES | 500 | MATERIALS AND SUPPLIES | \$332.64 |
| 0000004713 | 8/3/2016 | 0100 | SAFARI MONTAGE | 004 | COMPUTER LICENSING | \$28,400.00 |
| 0000004714 | 8/3/2016 | 0100 | ACCREDITING COMMIS FOR SCHOOLS | 001 | DUES AND MEMBERSHIPS | \$4,600.00 |
| 0000004715 | 8/3/2016 | 0100 | OFFICE SOLUTIONS BUSINESS | 500 | MATERIALS AND SUPPLIES | \$23.76 |
| 0000004716 | 8/3/2016 | 0100 | AVID CENTER | 004 | CONFERENCE,WORKSHOP,SEM | \$15,447.00 |
| 0000004717 | 8/3/2016 | 0100 | AMERICAN CHEMICAL | 500 | MATERIALS AND SUPPLIES | \$175.00 |
| 0000004718 | 8/3/2016 | 0100 | AMERICAN CHEMICAL | 500 | MATERIALS AND SUPPLIES | \$1,100.00 |
| 0000004719 | 8/3/2016 | 0100 | RAPHAEL'S PARTY RENTALS INC | 500 | RENTS & LEASES | \$282.14 |
| 0000004720 | 8/3/2016 | 0100 | AMAZON.COM | 600 | MATERIALS AND SUPPLIES | \$149.29 |
| 0000004721 | 8/4/2016 | 0100 | AMAZON.COM | 600 | MATERIALS AND SUPPLIES | \$155.21 |
| 0000004722 | 8/4/2016 | 0100 | SHELL CAR WASH & EXPRESS LUBE | 017 | FUEL | \$2,000.00 |
| 0000004723 | 8/4/2016 | 0100 | JRB SOFTWARE LIMITED | 017 | COMPUTER LICENSING | \$400.00 |
| 0000004724 | 8/4/2016 | 0100 | SSID #6036420914 | 002 | OTHER SERV.& OPER.EXP. | \$1,590.00 |
| 0000004725 | 8/4/2016 | 0100 | PALOS SPORTS, INC. | 500 | MATERIALS AND SUPPLIES | \$635.23 |
| 0000004726 | 8/4/2016 | 0100 | DEMCO INC | 600 | MATERIALS AND SUPPLIES | \$60.32 |
| 0000004727 | 8/5/2016 | 0100 | STAPLES ADVANTAGE | 010 | DUPLICATING SUPPLIES | \$3,000.00 |
| | | | | 021 | OFFICE SUPPLIES | \$100.00 |
| 0000004728 | 8/5/2016 | 0100 | OFFICE DEPOT, INC | 500 | PRINTING | \$30.74 |
| 0000004729 | 8/5/2016 | 0100 | SAN DIEGO COUNTY OFFICE OF EDUCATION | 001 | DUES AND MEMBERSHIPS | \$11,083.50 |
| 0000004730 | 8/5/2016 | 0100 | OFFICE DEPOT, INC | 004 | MATERIALS AND SUPPLIES | \$28.46 |
| 0000004731 | 8/5/2016 | 0100 | HOME DEPOT CREDIT SERVICES | 600 | MATERIALS AND SUPPLIES | \$476.24 |
| 0000004732 | 8/5/2016 | 0100 | GETCONNECT | 004 | COMPUTER LICENSING | \$775.00 |
| 0000004733 | 8/5/2016 | 0100 | GRANT-LINK | 003 | COMPUTER LICENSING | \$1,000.00 |
| 0000004734 | 8/8/2016 | 0100 | PROCURETECH | 500 | COMPUTER SUPPLIES | \$500.00 |
| 0000004735 | 8/8/2016 | 0100 | PROCURETECH | 500 | COMPUTER SUPPLIES | \$500.00 |
| 0000004736 | 8/8/2016 | 0100 | C D W G.COM | 500 | NON-CAPITALIZED TECH EQUIPMENT | \$1,379.25 |
| 0000004737 | 8/8/2016 | 0100 | AREY JONES ED SOLUTIONS | 500 | NON-CAPITALIZED TECH EQUIPMENT | \$3,734.93 |
| 0000004738 | 8/8/2016 | 2139 | DIGITAL NETWORKS GROUP, INC. | 007 | EQUIPMENT | \$59,843.39 |
| 0000004739 | 8/8/2016 | 0100 | MOORE MEDICAL, LLC | 004 | MATERIALS AND SUPPLIES | \$852.07 |
| 0000004740 | 8/8/2016 | 0100 | PC & MACEXCHANGE | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$723.96 |
| | | | | 500 | NON-CAPITALIZED TECH EQUIPMENT | \$723.96 |
| 0000004741 | 8/8/2016 | 0100 | C D W G.COM | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$4,597.50 |
| | | | | 500 | NON-CAPITALIZED TECH EQUIPMENT | \$4,597.50 |
| 0000004742 | 8/8/2016 | 0100 | SOLUTION TREE | 004 | CONFERENCE,WORKSHOP,SEM | \$6,490.00 |
| 0000004743 | 8/8/2016 | 0100 | PRO-ED DESIGNS, INC | 500 | COMPUTER LICENSING | \$179.10 |
| 0000004744 | 8/8/2016 | 0100 | GBC DOCUMENT FINISHING | 500 | NON CAPITALIZED EQUIP | \$1,484.20 |
| 0000004745 | 8/8/2016 | 0100 | SOLUTION TREE | 004 | CONFERENCE,WORKSHOP,SEM | \$3,245.00 |
| 0000004746 | 8/8/2016 | 0100 | AREY JONES ED SOLUTIONS | 017 | NON-CAPITALIZED TECH EQUIPMENT | \$5,419.32 |
| | | | | 500 | NON-CAPITALIZED TECH EQUIPMENT | \$4,218.48 |
| 0000004747 | 8/8/2016 | 0100 | STAPLES ADVANTAGE | 020 | MATERIALS AND SUPPLIES | \$250.00 |
| 0000004748 | 8/8/2016 | 0100 | COSTCO CARLSBAD | 020 | REFRESHMENTS | \$500.00 |
| 000003234A | 7/27/2016 | 0100 | SSID # 001209469 | 002 | MEDIATION SETTLEMENTS | \$18,100.00 |
| 000004392A | 7/27/2016 | 2139 | MUSIC AND ARTS CENTER | 007 | EQUIPMENT | \$9,231.84 |
| 000004558A | 7/29/2016 | 0100 | OFFICE DEPOT, INC | 500 | MATERIALS AND SUPPLIES | \$61.47 |
| 770003 | 8/2/2016 | 0100 | RUSSELL SIGLER INC | 012 | NON CAPITALIZED EQUIP | \$864.00 |

REPORT TOTAL

\$2,236,533.98

ITEM 15G

Individual Membership Listings
For the Period of July 5, 2016 through August 8, 2016

| <u>Staff Member Name</u> | <u>Organization Name</u> | <u>Amount</u> |
|--------------------------|---|---------------|
| John Addleman | California's Coalition for Adequate School Housing (C.A.S.H.) | \$677.00 |

ITEM 15G

WARRANT REPORT FROM 07/05/16 THROUGH 08/08/16

| WARRANT NBR | DATE | VENDOR | FUND | DESCRIPTION | AMOUNT |
|-------------|-----------|--|------|---|--|
| 14141154 | 7/6/2016 | SBOC RE: SDA Math/Sci. Bldg Phase 1 | 2139 | New Construction | \$ 21,443.15 |
| 14141155 | 7/6/2016 | New Haven Youth & Family Services | 0100 | Other Contr-N.P.A. | \$ 4,329.03 |
| 14141194 | 7/7/2016 | SSID# 3036418547 | 0100 | Mediation Settlements | \$ 6,400.00 |
| 14141195 | 7/7/2016 | New Haven Youth & Family Services | 0100 | Other Contr-N.P.A. | \$ 15,967.74 |
| 14141460 | 7/12/2016 | Public Storage | 2139 | New Construction | \$ 415.00 |
| 14141461 | 7/12/2016 | WILLIAMS SCOTSMAN, INC. | 2139 | New Construction | \$ 1,812.00 |
| 14141782 | 7/13/2016 | CALIFORNIA CONSTRUCTION MGMT | 2519 | Professional/Consult Svs | \$ 330.00 |
| 14141783 | 7/13/2016 | MOBILE MODULAR MANAGEMENT CORP | 2519 | Rents & Leases | \$ 1,065.00 |
| 14141784 | 7/13/2016 | TWINING, INC. | 2139 | New Construction | \$ 4,715.00 |
| 14142203 | 7/14/2016 | NAPA AUTO PARTS | 0100 | Materials-Vehicle Parts Other Transport.Supplies | \$ 726.24 \$ (10.25) |
| 14142204 | 7/14/2016 | NIKKO ENTERPRISE | 1300 | Purchases Food | \$ 150.00 |
| 14142205 | 7/14/2016 | OLIVENHAIN MUNICIPAL WATER DST | 0100 | Gas & Electric Water | \$ 272.15 \$ 42,342.46 |
| 14142206 | 7/14/2016 | SAN DIEGO CITY TREASURER | 0100 | Sewer Charges Water | \$ 2,745.23 \$ 11,432.41 |
| 14142207 | 7/14/2016 | SAN DIEGUITO WATER DISTRICT | 0100 | Water | \$ 15,285.78 |
| 14142208 | 7/14/2016 | SANTA FE IRRIGATION DISTRICT | 0100 | Water | \$ 2,215.70 |
| 14142209 | 7/14/2016 | TOP OF THE BAGEL | 1300 | Purchases Food | \$ 42.44 |
| 14142210 | 7/14/2016 | XEROX CORPORATION | 0100 | Copy Charges Rents & Leases Repairs & Maintenance | \$ 5,735.68 \$ 7,477.29 \$ 71.73 |
| 14142561 | 7/15/2016 | C A S C | 0100 | Conference,Workshop,Sem. | \$ 967.00 |
| 14142562 | 7/15/2016 | CALIFORNIANS DEDICATED TO | 0100 | Conference,Workshop,Sem. | \$ 285.00 |
| 14142563 | 7/15/2016 | NINYO & MOORE | 2139 | New Construction | \$ 26,066.25 |
| 14142564 | 7/15/2016 | STAPLES ADVANTAGE | 2139 | Equipment | \$ 4,415.29 |
| 14142565 | 7/15/2016 | TORMACH LLC | 0100 | Equipment | \$ 17,560.34 |
| 14142958 | 7/18/2016 | PREPD LLC | 0100 | Dues And Memberships | \$ 165.00 |
| 14142959 | 7/18/2016 | COUNTY OF SAN DIEGO | 2139 | New Construction | \$ 255.00 |
| 14142960 | 7/18/2016 | SAN DIEGO COUNTY SYMPOSIUM FUND | 0100 | Conference,Workshop,Sem. | \$ 35.00 |
| 14142961 | 7/18/2016 | EDCO DISPOSAL CORPORATION | 2139 | Improvements | \$ 374.67 |
| 14143319 | 7/19/2016 | ANNA WEIRATHER | 0100 | Mileage | \$ 174.96 |
| 14143320 | 7/19/2016 | NACAC | 0100 | Dues And Memberships | \$ 105.00 |
| 14143321 | 7/19/2016 | EL NOPALITO RESTAURANT | 0100 | Refreshments | \$ 169.83 |
| 14143322 | 7/19/2016 | TIFFANY HAZLEWOOD | 0100 | Mileage | \$ 234.36 |
| 14143323 | 7/19/2016 | Daily Journal Corporation | 1300 | Advertising | \$ 63.54 |
| 14143324 | 7/19/2016 | DAVID SAMUELSON | 0100 | Mileage | \$ 28.08 |
| 14143325 | 7/19/2016 | CENTER FOR AUTISM AND RELATED DISORDER | 0100 | Other Contr-N.P.A. | \$ 311.30 |
| 14143326 | 7/19/2016 | Sylvan Learning Center | 0100 | Professional/Consult Svs | \$ 3,586.10 |
| 14143327 | 7/19/2016 | 5 Star Tutors LLC | 0100 | Professional/Consult Svs | \$ 306.84 |
| 14143328 | 7/19/2016 | MARY COURTNEY | 0100 | Mileage | \$ 40.50 |
| 14143329 | 7/19/2016 | SUZANNE MANDEL-MOSKO | 0100 | Mileage | \$ 237.60 |
| 14143330 | 7/19/2016 | KIMBERLY GAYLE FISHER | 0100 | Extra Curricular Act. | \$ 93.43 |
| 14143331 | 7/19/2016 | SHAUN KNOOP | 0100 | At Will Classified Emp. | \$ 221.64 |
| 14143332 | 7/19/2016 | Leanne Shih | 1300 | Food Service Sales Cvms | \$ 69.00 |
| 14143333 | 7/19/2016 | A1 GOLF CARS, INC | 0100 | Repairs & Maintenance | \$ 190.08 |
| 14143334 | 7/19/2016 | AT&T LONG DISTANCE | 0100 | Communications-Telephone | \$ 15.99 |
| 14143335 | 7/19/2016 | JOHN ADDLEMAN | 0100 | Mileage | \$ 147.20 |
| 14143336 | 7/19/2016 | ADVANTAGE PAYROLL SERVICES | 0100 | Other Serv.& Oper.Exp. | \$ 299.75 |
| 14143337 | 7/19/2016 | AMERICAN TIME | 2139 | Equipment Replacement | \$ 36,851.50 |
| 14143338 | 7/19/2016 | ANTIMITE TERMITE&PEST CONTROL | 0100 | Pest Control | \$ 200.00 |
| 14143339 | 7/19/2016 | RICHARD AYALA | 0100 | Mileage | \$ 35.64 |
| 14143340 | 7/19/2016 | DRC/CTB | 0100 | Computer Licensing | \$ 2,369.15 |
| 14143341 | 7/19/2016 | CA DEPT OF ED-FOOD DISTR. | 1300 | Purchases Food | \$ 108.91 |
| 14143342 | 7/19/2016 | CANON SOLUTIONS AMERICA, INC | 0100 | Repairs & Maintenance | \$ 56.66 |
| 14143343 | 7/19/2016 | CAROLINA BIOLOGICAL SUPPLY CO | 0100 | Non-Capitalized Equipment | \$ 586.48 |
| 14143344 | 7/19/2016 | CHEVRON & TEXACO BUSINESS | 0100 | Fuel Late fees | \$ 221.72 \$ 79.75 |
| 14143345 | 7/19/2016 | JULIA CHOWDHURY | 0100 | Mileage | \$ 73.44 |

ITEM 15G

WARRANT REPORT FROM 07/05/16 THROUGH 08/08/16

| WARRANT NBR | DATE | VENDOR | FUND | DESCRIPTION | AMOUNT |
|-------------|-----------|-------------------------------------|------|--------------------------------|---------------|
| 14143346 | 7/19/2016 | CLEAN ENERGY | 0100 | Repairs & Maintenance | \$ 1,000.00 |
| 14143347 | 7/19/2016 | COAST MUSIC THERAPY INC | 0100 | Other Contr-N.P.A. | \$ 375.00 |
| 14143348 | 7/19/2016 | CHERYL COOPER | 0100 | Mileage | \$ 12.96 |
| 14143349 | 7/19/2016 | SPARKLETTS | 0100 | Materials And Supplies | \$ 221.80 |
| 14143350 | 7/19/2016 | DUNN EDWARDS CORP | 0100 | Bldg.-Repair Materials | \$ 87.12 |
| 14143351 | 7/19/2016 | EDUCLIME LLC | 0100 | Sub/Prof/Consultnt | \$ 212.50 |
| 14143352 | 7/19/2016 | ELITE SHOW SERVICES INC. | 0100 | Security Guard Contract | \$ 748.03 |
| 14143353 | 7/19/2016 | GRAND PACIFIC CHARTER | 0100 | Subagreements For Services | \$ 394.00 |
| 14143354 | 7/19/2016 | MICHAEL GROVE | 0100 | Conference,Workshop,Sem. | \$ 321.88 |
| 14143355 | 7/19/2016 | HERFF JONES, INC | 0100 | Materials And Supplies | \$ 16.23 |
| 14143356 | 7/19/2016 | INDUSTRIAL ELECTRIC | 0100 | Repairs & Maintenance | \$ 333.00 |
| 14143357 | 7/19/2016 | LEUCADIA PIZZERIA | 0100 | Refreshments | \$ 137.43 |
| 14143358 | 7/19/2016 | LIONAKIS | 2139 | New Construction | \$ 38,657.90 |
| 14143359 | 7/19/2016 | LLOYD PEST CONTROL | 1300 | Other Serv.& Oper.Exp. | \$ 32.00 |
| 14143360 | 7/19/2016 | MISSION LINEN SUPPLY | 0100 | Late fees | \$ 5.15 |
| | | | | Other Serv.& Oper.Exp. | \$ 122.26 |
| 14143361 | 7/19/2016 | NATHAN MOLINA | 0100 | Mileage | \$ 279.18 |
| 14143362 | 7/19/2016 | NCTD | 0100 | Fees - Business, Admission,Etc | \$ 518.00 |
| 14143363 | 7/19/2016 | OMNI SECURITY SERVICES | 0100 | Security Guard Contract | \$ 3,412.25 |
| 14143364 | 7/19/2016 | RACHEL PAGE | 0100 | Mileage | \$ 613.44 |
| 14143365 | 7/19/2016 | DELORES PERLEY | 0100 | Conference,Workshop,Sem. | \$ 122.04 |
| 14143366 | 7/19/2016 | PHYLLIS QUAN/QUAN CONSULTING | 0100 | Professional/Consult Svs | \$ 780.00 |
| 14143367 | 7/19/2016 | RANCHO SANTA FE SEC SYSTEMS | 0100 | Other Serv.& Oper.Exp. | \$ 704.00 |
| 14143368 | 7/19/2016 | MICAH SAMBRANO | 0100 | Mileage | \$ 424.27 |
| 14143369 | 7/19/2016 | SAN DIEGO GAS & ELECTRIC CO | 0100 | Compressed Natrl Gas (Cng) | \$ 767.06 |
| | | | | Gas & Electric | \$ 144,194.45 |
| 14143370 | 7/19/2016 | SCHOOL SERVICES OF CALIFORNIA, INC. | 0100 | Professional/Consult Svs | \$ 295.00 |
| 14143371 | 7/19/2016 | SHELL CAR WASH & EXPRESS LUBE | 0100 | Gasoline Supplies | \$ 374.78 |
| | | | | Transp-Fuel & Gasoline | \$ 86.65 |
| 14143372 | 7/19/2016 | SMART AND FINAL STORES CORP | 0100 | Materials And Supplies | \$ 274.77 |
| 14143373 | 7/19/2016 | SOLANA BEACH PHYSICAL THERAPY | 0100 | Professional/Consult Svs | \$ 1,920.00 |
| 14143374 | 7/19/2016 | STAPLES ADVANTAGE | 0100 | Materials And Supplies | \$ 1,274.39 |
| 14143375 | 7/19/2016 | ARTIANO SHINOFF | 0100 | Legal Exp-Business | \$ 2,600.12 |
| | | | | Legal Expense | \$ 883.21 |
| 14143376 | 7/19/2016 | TURF STAR INC | 0100 | Materials-Vehicle Parts | \$ 206.19 |
| 14143377 | 7/19/2016 | JOEL VAN HOOSER | 0100 | Mileage | \$ 255.96 |
| 14143378 | 7/19/2016 | JILL WECKERLY, PHD | 0100 | Professional/Consult Svs | \$ 2,250.00 |
| 14143379 | 7/19/2016 | SAN DIEGO FRICTION PRODUCTS | 0100 | Materials-Vehicle Parts | \$ 46.90 |
| 14143380 | 7/19/2016 | XEROX CORPORATION | 0100 | Copy Charges | \$ 3,527.52 |
| | | | | Rents & Leases | \$ 9,810.40 |
| | | | | Repairs & Maintenance | \$ 23.91 |
| | | | 1100 | Copy Charges | \$ 20.40 |
| | | | | Rents & Leases | \$ 239.21 |
| 14143382 | 7/19/2016 | JUAN MANUEL ZAPATA | 0100 | Mileage | \$ 123.12 |
| 14143383 | 7/19/2016 | STATE BOARD OF EQUALIZATION | 0100 | Use Tax Payable | \$ 13,931.64 |
| | | | 1100 | Use Tax Payable | \$ 6.19 |
| | | | 1300 | Use Tax Payable | \$ 29.55 |
| | | | 2139 | Use Tax Payable | \$ 1,009.57 |
| | | | 2519 | Use Tax Payable | \$ 146.02 |
| 14143672 | 7/20/2016 | SSID #4635190067 | 0100 | Pay In Lieu Of Transp> | \$ 161.57 |
| 14143673 | 7/20/2016 | SSID # 3168824837 | 0100 | Other Serv.& Oper.Exp. | \$ 660.98 |
| 14143674 | 7/20/2016 | SSID #1139752203 | 0100 | Other Serv.& Oper.Exp. | \$ 711.67 |
| 14143675 | 7/20/2016 | CHELSEA GRIFFIN | 0100 | Conference,Workshop,Sem. | \$ 2,570.41 |
| 14143676 | 7/20/2016 | SSID #2173691845 | 0100 | Mediation Settlements | \$ 13,021.25 |
| 14143677 | 7/20/2016 | Harbottle Law Group | 0100 | Legal Expense | \$ 6,980.23 |
| 14143678 | 7/20/2016 | Carter, Reddy & Associates, Inc. | 0100 | Professional/Consult Svs | \$ 320.18 |
| 14143679 | 7/20/2016 | SSID #8139964678 | 0100 | Mediation Settlements | \$ 4,392.00 |
| 14143680 | 7/20/2016 | SSID #7065160356 | 0100 | Other Serv.& Oper.Exp. | \$ 1,300.00 |
| 14143681 | 7/20/2016 | Real Inspiration, Inc. | 0100 | Professional/Consult Svs | \$ 2,000.00 |

ITEM 15G

WARRANT REPORT FROM 07/05/16 THROUGH 08/08/16

| WARRANT NBR | DATE | VENDOR | FUND | DESCRIPTION | AMOUNT |
|-------------|-----------|---|------|--------------------------------|--------------|
| 14143682 | 7/20/2016 | BRIAN BAUM | 0100 | Athletic Post-Season Travel | \$ 1,159.50 |
| 14143683 | 7/20/2016 | The San Diego Lacrosse Association | 0100 | Bldg/Field Use-Dno | \$ 980.00 |
| | | | | Leases And Rentals | \$ 1,470.00 |
| 14143684 | 7/20/2016 | BRADLEY JAMES LINEBERGER | 1100 | Community Services Sal. | \$ 190.88 |
| 14143685 | 7/20/2016 | AT&T | 0100 | Communications-Telephone | \$ 1,159.55 |
| 14143686 | 7/20/2016 | AREY JONES ED SOLUTIONS | 0100 | Non-Capitalized Tech Equipment | \$ 27,638.48 |
| 14143687 | 7/20/2016 | AREY JONES ED SOLUTIONS | 2139 | Equipment | \$ 29,879.44 |
| 14143688 | 7/20/2016 | AUTISM SPECTRUM | 0100 | Other Contr-N.P.A. | \$ 27,767.88 |
| | | | | Sub/Other Contr-Npa | \$ 13,314.64 |
| 14143689 | 7/20/2016 | AZTEC TECHNOLOGY CORP | 2139 | Improvements | \$ 1,414.00 |
| 14143690 | 7/20/2016 | BANYAN TREE EDUCATIONAL SERVICES, INC. | 0100 | Other Contr-N.P.A. | \$ 893.75 |
| | | | | Other Contr-N.P.S. | \$ 927.50 |
| | | | | Sub/Other Contr-Nps | \$ 23,320.00 |
| 14143691 | 7/20/2016 | C D W G.COM | 1100 | Non-Capitalized Tech Equipment | \$ 2,774.82 |
| 14143693 | 7/20/2016 | COMM USA INC | 0100 | Materials And Supplies | \$ 6,307.59 |
| 14143694 | 7/20/2016 | COX COMMUNICATIONS | 0100 | Communications-Telephone | \$ 318.38 |
| 14143695 | 7/20/2016 | ERIC DILL | 0100 | Conference,Workshop,Sem. | \$ 1,145.44 |
| 14143696 | 7/20/2016 | EMCO SOFTWARE LTD. | 0100 | Computer Licensing | \$ 278.00 |
| 14143697 | 7/20/2016 | EDCO DISPOSAL CORPORATION | 0100 | Rubbish Disposal | \$ 7,875.46 |
| 14143698 | 7/20/2016 | FAGEN FRIEDMAN & FULFROST, LLP | 0100 | Legal Exp-Business | \$ 1,629.75 |
| | | | | Legal Expense | \$ 4,782.50 |
| | | | | Legal Exp-Personnel | \$ 410.50 |
| 14143699 | 7/20/2016 | FERANDELL TENNIS COURTS INC | 0100 | Other Serv.& Oper.Exp. | \$ 2,030.20 |
| 14143700 | 7/20/2016 | PATRICIA GAUL | 0100 | Mileage | \$ 220.18 |
| 14143701 | 7/20/2016 | SSID# 5038144312 | 0100 | Other Serv.& Oper.Exp. | \$ 2,799.00 |
| 14143702 | 7/20/2016 | MICHAEL GROVE | 0100 | Mileage | \$ 1,052.83 |
| 14143703 | 7/20/2016 | HEALTHY WITHIN INC. | 0100 | Professional/Consult Svs | \$ 500.00 |
| 14143704 | 7/20/2016 | HERFF JONES, INC | 0100 | Printing | \$ 12.47 |
| 14143705 | 7/20/2016 | LAW OFFICES OF CARA LUCIER | 0100 | Mediation Settlements | \$ 14,350.00 |
| 14143706 | 7/20/2016 | LIONAKIS | 2139 | New Construction | \$ 19,000.00 |
| 14143707 | 7/20/2016 | MURDOCH, WALRATH & HOLMES | 0100 | Professional/Consult Svs | \$ 2,150.00 |
| 14143708 | 7/20/2016 | NOVA SERVICES | 2139 | New Construction | \$ 54,403.04 |
| 14143709 | 7/20/2016 | DELORES PERLEY REVOLVING CASH | 0100 | Bank Charges | \$ 25.86 |
| | | | | Instr.Aides-Athletics | \$ 7,706.68 |
| | | | | Oth Cert Subs-Illness/Leave | \$ 190.00 |
| | | | | Substitutes-Illness/Leave | \$ 760.00 |
| 14143710 | 7/20/2016 | PROCURETECH | 0100 | Computer Supplies | \$ 795.82 |
| 14143711 | 7/20/2016 | RANCHO SANTA FE SEC SYSTEMS | 0100 | Security Guard Contract | \$ 630.00 |
| 14143712 | 7/20/2016 | STAPLES ADVANTAGE | 0100 | Materials And Supplies | \$ 1,252.37 |
| 14143713 | 7/20/2016 | VERNIER SOFTWARE & TECHNOLOGY | 0100 | Non-Capitalized Tech Equipment | \$ 22,686.31 |
| 14143714 | 7/20/2016 | STATE BOARD OF EQUALIZATION | 0100 | Bldg.-Repair Materials | \$ 413.30 |
| | | | | Custodial Materials | \$ 28.14 |
| | | | | Grounds Materials | \$ 195.14 |
| | | | | Materials And Supplies | \$ 62.95 |
| | | | | Materials-Vehicle Parts | \$ 38.78 |
| | | | | Other Transport.Supplies | \$ 6.60 |
| 14144066 | 7/21/2016 | HERK EDWARDS INC | 0100 | Test Scoring | \$ 4,581.00 |
| 14144067 | 7/21/2016 | ANNA WEIRATHER | 0100 | Mileage | \$ 26.46 |
| 14144068 | 7/21/2016 | San Dieguito Union High School District | 2139 | Improvements | \$ 476.00 |
| 14144069 | 7/21/2016 | CREATIVE BUS SALES | 0100 | Materials-Vehicle Parts | \$ 1,086.81 |
| 14144070 | 7/21/2016 | FRONTIER FENCE COMPANY INC | 2519 | Land Improvements | \$ 11,674.00 |
| 14144071 | 7/21/2016 | MISSION FEDERAL CREDIT UNION | 0100 | Bldg.-Repair Materials | \$ 7,129.74 |
| | | | | Computer Licensing | \$ 200.00 |
| | | | | Custodial Materials | \$ 3,064.04 |
| | | | | Grounds Materials | \$ 2,374.02 |
| | | | | Materials And Supplies | \$ 1,057.49 |
| | | | | Non-Capitalized Equipment | \$ 6,904.00 |
| | | | | Other Serv.& Oper.Exp. | \$ 406.80 |
| | | | | Other Transport.Supplies | \$ 65.71 |

ITEM 15G

WARRANT REPORT FROM 07/05/16 THROUGH 08/08/16

| WARRANT NBR | DATE | VENDOR | FUND | DESCRIPTION | AMOUNT |
|-------------|-----------|--|------|--------------------------------|---------------|
| 14144071 | 42572 | MISSION FEDERAL CREDIT UNION | 0100 | Refreshments | \$ 7.40 |
| | | | | Rents & Leases | \$ 331.10 |
| | | | | Repairs & Maintenance | \$ 2,349.64 |
| | | | | Repairs-Vehicles | \$ 180.00 |
| 14144072 | 7/21/2016 | SSID# 5018539432 | 0100 | Pay In Lieu Of Transp> | \$ 32.14 |
| 14144073 | 7/21/2016 | T E R I INC | 0100 | Other Contr-N.P.S. | \$ 5,395.53 |
| | | | | Sub/Other Contr-Nps | \$ 58,323.11 |
| 14144475 | 7/22/2016 | US BANK NATIONAL ASSOC. | 2139 | New Construction | \$ 60,747.38 |
| 14144476 | 7/22/2016 | SSID #2065154185 | 0100 | Mediation Settlements | \$ 328.86 |
| 14144477 | 7/22/2016 | SAN DIEGO REFRIGERATION | 0100 | Repairs & Maintenance | \$ 292.60 |
| 14144478 | 7/22/2016 | RABEE MCDONALD | 1300 | Food Service Sales Lcc | \$ 144.50 |
| 14144479 | 7/22/2016 | AT&T | 0100 | Communications-Telephone | \$ 6,194.36 |
| 14144480 | 7/22/2016 | ALTERNATIVE TEACHING STRATEGY CTR | 0100 | Sub/Other Contr-Npa | \$ 8,365.00 |
| 14144481 | 7/22/2016 | ARCH ACADEMY, THE | 0100 | Mediation Settlements | \$ 25,706.37 |
| 14144482 | 7/22/2016 | BANYAN TREE EDUCATIONAL SERVICES, INC. | 0100 | Other Contr-N.P.A. | \$ 2,880.00 |
| | | | | Other Contr-N.P.S. | \$ 795.00 |
| 14144483 | 7/22/2016 | BALFOUR BEATTY CONSTRUCTION, | 2139 | New Construction | \$ 383,276.78 |
| 14144484 | 7/22/2016 | COMMUNITY SCHOOL OF SD, THE | 0100 | Sub/Other Contr-Nps | \$ 10,619.00 |
| 14144485 | 7/22/2016 | SSID# 2156968315 | 0100 | Pay In Lieu Of Transp> | \$ 907.20 |
| 14144486 | 7/22/2016 | INST FOR EFFECTIVE EDUCATION | 0100 | Sub/Other Contr-Nps | \$ 58,488.26 |
| 14144488 | 7/22/2016 | PROCURETECH | 0100 | Office Supplies | \$ 285.72 |
| 14144489 | 7/22/2016 | SOL TRANSPORTATION, INC. | 0100 | Spec.Ed.Transportation | \$ 22,861.25 |
| 14144490 | 7/22/2016 | CITY OF SOLANA BEACH | 0100 | Sewer Charges | \$ 7,735.00 |
| 14144491 | 7/22/2016 | AMERICAN EXPRESS | 0100 | Communications-Telephone | \$ 2,018.45 |
| 14144492 | 7/22/2016 | TRIMARK ASSOCIATES, INC. | 0100 | Data Processing Contract | \$ 150.00 |
| 14144493 | 7/22/2016 | WILLDAN FINANCIAL SERVICES | 0100 | Data Processing Contract | \$ 1,250.00 |
| 14144494 | 7/22/2016 | WINSTON SCHOOL OF SAN DIEGO | 0100 | Other Contr-N.P.S. | \$ 44,816.24 |
| | | | | Sub/Other Contr-Nps | \$ 16,775.32 |
| 14144827 | 7/25/2016 | HOFMAN PLANNING & ENGINEERING | 2139 | New Construction | \$ 340.00 |
| 14144828 | 7/25/2016 | ANTHEM BLUE CROSS | 6717 | Retiree Vendor Pmts | \$ 87.31 |
| 14144829 | 7/25/2016 | VEBA KAISER | 0100 | Health & Welfare Benefits, cer | \$ 543.00 |
| | | | | Health & Welfare Benefits, cla | \$ 1,086.00 |
| | | | 6717 | Retiree Vendor Pmts | \$ 15,162.00 |
| 14144830 | 7/25/2016 | VEBA - UNITED HEALTH CARE | 6717 | Retiree Vendor Pmts | \$ 12,043.00 |
| 14144831 | 7/25/2016 | DELTA PMI | 0100 | Health & Welfare Benefits, cla | \$ 27.59 |
| | | | 6717 | Retiree Vendor Pmts | \$ 268.75 |
| 14144832 | 7/25/2016 | FBC DENTAL | 0100 | Health & Welfare Benefits, cla | \$ 60.21 |
| | | | 6717 | Retiree Vendor Pmts | \$ 1,146.25 |
| 14144833 | 7/25/2016 | ANTHEM DENTAL | 0100 | Health & Welfare Benefits, cer | \$ 173.08 |
| | | | 6717 | Retiree Vendor Pmts | \$ 934.04 |
| 14144834 | 7/25/2016 | ANTHEM BC | 0100 | Health & Welfare Benefits, cer | \$ 761.72 |
| | | | 6717 | Retiree Vendor Pmts | \$ 22,952.45 |
| 14144835 | 7/25/2016 | KAISER | 0100 | Health & Welfare Benefits, cer | \$ 494.98 |
| | | | 6717 | Retiree Vendor Pmts | \$ 5,939.76 |
| 14144836 | 7/25/2016 | Public Storage | 0100 | Late fees | \$ 62.25 |
| | | | 2139 | New Construction | \$ 415.00 |
| 14144837 | 7/25/2016 | DAVID SAMUELSON | 0100 | Mileage | \$ 30.24 |
| 14144838 | 7/25/2016 | ATKINSON, ANDELSON, LOYA, RUUD & ROMO | 0100 | Legal Expense | \$ 4,471.41 |
| | | | | Legal Exp-Personnel | \$ 2,535.76 |
| 14144839 | 7/25/2016 | BERT'S OFFICE TRAILERS | 0100 | Rents & Leases | \$ 289.44 |
| 14144840 | 7/25/2016 | PSAT/NMSQT | 0100 | Materials And Supplies | \$ 26,100.00 |
| 14144841 | 7/25/2016 | FAGEN FRIEDMAN & FULFROST, LLP | 0100 | Legal Exp-Business | \$ 172.50 |
| 14144842 | 7/25/2016 | LOURDES HERNANDEZ | 0100 | Mileage | \$ 6.48 |
| 14144843 | 7/25/2016 | JODIE K SCHULLER & ASSOCIATES | 0100 | Sub/Other Contr-Npa | \$ 3,315.00 |
| 14144844 | 7/25/2016 | NINYO & MOORE | 2139 | Improvements | \$ 1,740.00 |
| 14144845 | 7/25/2016 | SAN DIEGUITO WATER DISTRICT | 0100 | Water | \$ 172.92 |
| 14144846 | 7/25/2016 | SHELL CAR WASH & EXPRESS LUBE | 0100 | Gasoline Supplies | \$ 75.13 |
| 14144847 | 7/25/2016 | SOLANA BEACH PHYSICAL THERAPY | 0100 | Professional/Consult Svs | \$ 2,205.00 |
| 14145235 | 7/26/2016 | John Sergio Fisher & Associates, Inc. | 2139 | New Construction | \$ 77,900.00 |

ITEM 15G

WARRANT REPORT FROM 07/05/16 THROUGH 08/08/16

| WARRANT NBR | DATE | VENDOR | FUND | DESCRIPTION | AMOUNT |
|-------------|-----------|-------------------------------------|------|---|--|
| 14145236 | 7/26/2016 | BLUE COAST CONSULTING | 2139 | Improvements New Construction | \$ 10,750.80 \$ 15,259.20 |
| 14145237 | 7/26/2016 | CORELOGIC SOLUTIONS, LLC | 0100 | Computer Licensing | \$ 230.30 |
| 14145238 | 7/26/2016 | MOBILE MODULAR MANAGEMENT CORP | 2139 | New Construction | \$ 10,540.76 |
| 14145239 | 7/26/2016 | NEW BRIDGE SCHOOL | 0100 | Other Contr-N.P.S. Sub/Other Contr-Nps | \$ 10,659.57 \$ 9,721.56 |
| 14145706 | 7/27/2016 | PATRICIA STOREY | 0100 | Materials And Supplies | \$ 50.55 |
| 14145707 | 7/27/2016 | SITEONE LANDSCAPE SUPPLY | 0100 | Grounds Materials | \$ 679.29 |
| 14145708 | 7/27/2016 | SYNCB/AMAZON | 2139 | Equipment | \$ 415.05 |
| 14145709 | 7/27/2016 | PROCURETECH | 0100 | Computer Supplies | \$ 782.44 |
| 14145710 | 7/27/2016 | PROVO CANYON SCHOOL | 0100 | Mental Health Svcs Other Contr-N.P.S. Sub/Other Contr-Nps Sub/Room & Board | \$ 5,490.00 \$ 3,240.00 \$ 3,900.00 \$ 10,370.00 |
| 14145711 | 7/27/2016 | CRAIG J. WILLIAMS | 0100 | Materials And Supplies | \$ 121.08 |
| 14145712 | 7/27/2016 | XEROX CORPORATION | 0100 | Copy Charges Rents & Leases | \$ 3,803.98 \$ 6,182.25 |
| | | | 1300 | Copy Charges Rents & Leases | \$ 103.73 \$ 227.07 |
| 14146116 | 7/28/2016 | SSID # 001209469 | 0100 | Mediation Settlements | \$ 18,100.00 |
| 14146117 | 7/28/2016 | SITEONE LANDSCAPE SUPPLY | 0100 | Grounds Materials | \$ 161.31 |
| 14146118 | 7/28/2016 | PALOMAR REPROGRAPHICS, INC. | 2139 | New Construction | \$ 1,344.54 |
| 14146119 | 7/28/2016 | SANTA FE IRRIGATION DISTRICT | 2139 | New Construction | \$ 6,436.92 |
| 14146120 | 7/28/2016 | SCHOOL FACILITY CONSULTANTS | 2519 | Professional/Consult Svcs | \$ 212.50 |
| 14146121 | 7/28/2016 | SUBSURFACE SURVEYS & | 2139 | New Construction | \$ 365.00 |
| 14146122 | 7/28/2016 | WILLDAN FINANCIAL SERVICES | 0100 | Bank Charges Data Processing Contract | \$ 1,450.00 \$ 1,100.00 |
| 14146514 | 7/29/2016 | TOYS FOR SPECIAL CHILDREN | 0100 | Materials And Supplies | \$ 123.95 |
| 14146515 | 7/29/2016 | SBOC RE: SDA Math/Sci. Bldg Phase 1 | 2139 | New Construction | \$ 5,915.47 |
| 14146516 | 7/29/2016 | SSID #4182057810 | 0100 | Pay In Lieu Of Transp> | \$ 148.18 |
| 14146517 | 7/29/2016 | Stein Education Center | 0100 | Other Contr-N.P.S. | \$ 7,058.88 |
| 14146518 | 7/29/2016 | SITEONE LANDSCAPE SUPPLY | 0100 | Grounds Materials | \$ 87.20 |
| 14146519 | 7/29/2016 | Andrea Lopez | 6730 | Other Serv. & Oper.Exp. | \$ 1,000.00 |
| 14146520 | 7/29/2016 | CURTIS FILLMORE | 0100 | Materials And Supplies | \$ 30.41 |
| 14146521 | 7/29/2016 | CURTIS FILLMORE | 0100 | Materials And Supplies | \$ 19.11 |
| 14146522 | 7/29/2016 | AMANDA J. GRETSCH, INC. | 0100 | Sub/Prof/Consultnt | \$ 1,625.00 |
| 14146523 | 7/29/2016 | ELIZABETH CHRISTENSEN, O.D. | 0100 | Professional/Consult Svcs | \$ 260.00 |
| 14146524 | 7/29/2016 | DIGITAL NETWORKS GROUP, INC. | 2139 | Equipment Replacement | \$ 107,027.41 |
| 14146525 | 7/29/2016 | ERICKSON-HALL CONSTRUCTION CO | 2139 | Improvements New Construction | \$ 578,840.02 \$ 157,380.17 |
| 14146526 | 7/29/2016 | ERICKSON-HALL CONSTRUCTION CO | 2139 | New Construction | \$ 554,640.21 |
| 14146527 | 7/29/2016 | GRAINGER | 0100 | Non-Capitalized Equipment | \$ 539.99 |
| 14146528 | 7/29/2016 | HERITAGE SCHOOLS | 0100 | Mental Health Svcs Other Contr-N.P.S. Sub/Mental Health Svcs Sub/Other Contr-Nps Sub/Room & Board | \$ 20,025.00 \$ 26,380.00 \$ 9,600.00 \$ 1,670.00 \$ 90,060.00 |
| 14146529 | 7/29/2016 | SSID #: 6080442434 | 0100 | Pay In Lieu Of Transp> | \$ 991.12 |
| 14146530 | 7/29/2016 | MCCARTHY BUILDING COMPANY, INC | 2109 | New Construction | \$ 152,921.79 |
| | | | 2139 | New Construction | \$ 998,349.42 |
| 14146531 | 7/29/2016 | PROCURETECH | 0100 | Computer Supplies | \$ 191.66 |
| 14146532 | 7/29/2016 | REGENTS BANK | 2139 | New Construction | \$ 3,768.72 |
| 14146533 | 7/29/2016 | REGENTS BANK | 2139 | Improvements | \$ 47,042.51 |
| 14146534 | 7/29/2016 | SAN DIEGO CITY TREASURER | 0100 | Sewer Charges Water | \$ 6,970.06 \$ 26,269.72 |
| 14146535 | 7/29/2016 | SIERRA ACADEMY | 0100 | Other Contr-N.P.S. Sub/Other Contr-Nps | \$ 7,135.01 \$ 6,765.28 |
| 14146536 | 7/29/2016 | STAPLES ADVANTAGE | 0100 | Materials And Supplies | \$ 96.41 |
| 14146537 | 7/29/2016 | VISTA HILL | 0100 | Sub/Mental Health Svcs | \$ 83,166.00 |

ITEM 15G

WARRANT REPORT FROM 07/05/16 THROUGH 08/08/16

| WARRANT NBR | DATE | VENDOR | FUND | DESCRIPTION | AMOUNT |
|-------------|-----------|--|------|--------------------------------|---------------|
| 14146538 | 7/29/2016 | VISTA HILL | 0100 | Mental Health Svcs | \$ 824.00 |
| 14146888 | 8/1/2016 | Little Diversified Architectural Cons. | 2519 | Professional/Consult Svcs | \$ 886.50 |
| 14146889 | 8/1/2016 | ONE DAY SIGNS | 2139 | New Construction | \$ 604.80 |
| 14146890 | 8/1/2016 | C D W G.COM | 2139 | Equipment Replacement | \$ 4,190.40 |
| 14146891 | 8/1/2016 | COUNTY OF SAN DIEGO | 0100 | Fees - Business, Admission,Etc | \$ 2,038.00 |
| 14146892 | 8/1/2016 | MAXIM HEALTHCARE SERVICES INC | 0100 | Sub/Other Contr-Npa | \$ 14,579.11 |
| 14146893 | 8/1/2016 | Neopost USA Inc. | 0100 | Other Serv.& Oper.Exp. | \$ - |
| | | | | Rents & Leases | \$ 196.02 |
| 14146894 | 8/1/2016 | New Haven Youth & Family Services | 0100 | Other Contr-N.P.A. | \$ 13,486.66 |
| | | | | Sub/Other Contr-Npa | \$ 1,400.00 |
| 14146895 | 8/1/2016 | BENJAMIN TAYLOR | 0100 | Materials And Supplies | \$ 45.36 |
| 14146896 | 8/1/2016 | U S POSTAL SERVICE | 0100 | Communications-Postage | \$ 10,000.00 |
| 14146897 | 8/1/2016 | UNITED PARCEL SERVICE | 0100 | Rents & Leases | \$ 101.03 |
| 14147186 | 8/2/2016 | KEVIN QUEBEDEAUX | 0100 | Mileage | \$ 22.68 |
| 14147187 | 8/2/2016 | NORTH COAST SIGNS | 0100 | Materials And Supplies | \$ 474.22 |
| 14147188 | 8/2/2016 | AREY JONES ED SOLUTIONS | 2139 | Equipment | \$ 45,562.54 |
| 14147189 | 8/2/2016 | AUTISM SPECTRUM | 0100 | Other Contr-N.P.A. | \$ 2,799.60 |
| 14147190 | 8/2/2016 | C.A.S.H. | 0100 | Dues And Memberships | \$ 677.00 |
| 14147191 | 8/2/2016 | C D W G.COM | 0100 | Non-Capitalized Tech Equipment | \$ 10,855.55 |
| 14147192 | 8/2/2016 | C I F CA INTERSCHOLASTIC | 0100 | Dues - Cif | \$ 5,809.24 |
| 14147193 | 8/2/2016 | CONSULTING & INSPECTION SVCS | 2139 | New Construction | \$ 30,502.00 |
| 14147194 | 8/2/2016 | D. A. D. ASPHALT, INC. | 0100 | Repairs & Maintenance | \$ 10,000.00 |
| | | | 2518 | Repairs & Maintenance | \$ 18,926.90 |
| 14147195 | 8/2/2016 | FEDEX | 0100 | Communications-Postage | \$ 36.30 |
| 14147196 | 8/2/2016 | NOVA SERVICES | 2139 | New Construction | \$ 33,347.81 |
| 14147197 | 8/2/2016 | PASCO SCIENTIFIC | 0100 | Materials And Supplies | \$ 5,705.75 |
| 14147198 | 8/2/2016 | PROCURETECH | 0100 | Computer Supplies | \$ 147.99 |
| 14147199 | 8/2/2016 | PROCURETECH | 2139 | Equipment Replacement | \$ 41,283.00 |
| 14147200 | 8/2/2016 | RASIX COMPUTER CENTER INC | 0100 | Materials And Supplies | \$ 421.43 |
| 14147201 | 8/2/2016 | TRIMARK ASSOCIATES, INC. | 0100 | Data Processing Contract | \$ 150.00 |
| 14147202 | 8/2/2016 | WOLFRAM RESEARCH INC | 0100 | Computer Licensing | \$ 7,413.41 |
| 14147519 | 8/3/2016 | AUTISM SPECTRUM | 0100 | Sub/Other Contr-Npa | \$ 4,654.68 |
| 14147520 | 8/3/2016 | BURTON VERN BRION | 0100 | Mileage | \$ 180.90 |
| 14147521 | 8/3/2016 | CA SCHOOL BOARDS ASSN | 0100 | Computer Licensing | \$ 3,245.00 |
| | | | | Dues And Memberships | \$ 15,001.00 |
| 14147522 | 8/3/2016 | TCG ADMINISTRATORS/CALSTRS | 0100 | Professional/Consult Svcs | \$ 624.00 |
| 14147523 | 8/3/2016 | FAGEN FRIEDMAN & FULFROST, LLP | 0100 | Legal Exp-Business | \$ 1,222.84 |
| | | | | Legal Expense | \$ 53.00 |
| | | | | Legal Exp-Personnel | \$ 938.30 |
| 14147524 | 8/3/2016 | FREDRICKS ELECTRIC INC | 2519 | Improvements | \$ 42,701.00 |
| 14147525 | 8/3/2016 | New Haven Youth & Family Services | 0100 | Other Contr-N.P.A. | \$ 8,267.74 |
| 14147526 | 8/3/2016 | SDCSBA, | 0100 | Dues And Memberships | \$ 240.02 |
| 14147527 | 8/3/2016 | SANTA FE IRRIGATION DISTRICT | 0100 | Water | \$ 1,516.98 |
| 14147528 | 8/3/2016 | SIEMENS INDUSTRY, INC. | 2139 | Improvements | \$ 378,511.65 |
| 14147529 | 8/3/2016 | WESTBERG & WHITE, INC. | 2139 | New Construction | \$ 8,821.72 |
| 14147530 | 8/3/2016 | WESTERN ENVIRONMENTAL & SAFETY | 2139 | Improvements | \$ 520.00 |
| 14147531 | 8/3/2016 | WESTERN ENVIRONMENTAL & SAFETY | 2139 | Improvements | \$ 6,440.00 |
| 14147854 | 8/4/2016 | SSID #3216486374 | 0100 | Pay In Lieu Of Transp> | \$ 2,109.46 |
| 14147855 | 8/4/2016 | C D L SERVICES INC | 0100 | Custodial Materials | \$ 4,349.75 |
| 14147856 | 8/4/2016 | SITEONE LANDSCAPE SUPPLY | 0100 | Grounds Materials | \$ 1,512.54 |
| 14147857 | 8/4/2016 | AMERICAN CHEMICAL | 0100 | Custodial Materials | \$ 2,999.87 |
| 14147858 | 8/4/2016 | AUTISM SPECTRUM | 0100 | Other Contr-N.P.A. | \$ 3,409.95 |
| | | | | Sub/Other Contr-Npa | \$ 1,109.91 |
| 14147859 | 8/4/2016 | BLUE COAST CONSULTING | 2139 | Improvements | \$ 3,121.20 |
| | | | | New Construction | \$ 13,872.00 |
| 14147860 | 8/4/2016 | EN POINTE TECHNOLOGIES SALES LLC | 0100 | Computer Licensing | \$ 8,925.57 |
| 14147861 | 8/4/2016 | FRONTIER FENCE COMPANY INC | 0100 | Repairs & Maintenance | \$ 840.00 |
| 14147862 | 8/4/2016 | HERITAGE SCHOOLS | 0100 | Mental Health Svcs | \$ 6,975.00 |
| | | | | Other Contr-N.P.S. | \$ 7,150.00 |

ITEM 15G

WARRANT REPORT FROM 07/05/16 THROUGH 08/08/16

| WARRANT NBR | DATE | VENDOR | FUND | DESCRIPTION | AMOUNT |
|-------------|----------|--|------|--|----------------------------|
| 14147862 | 42586 | HERITAGE SCHOOLS | 0100 | Sub/Room & Board | \$ 21,204.00 |
| 14147863 | 8/4/2016 | LAWNMOWERS PLUS INC | 0100 | Repairs & Maintenance | \$ 627.18 |
| 14147864 | 8/4/2016 | LEUCADIA WASTEWATER DISTRICT | 0100 | Water | \$ 29,934.53 |
| 14147865 | 8/4/2016 | MINUTEMAN PRESS /ENCINITAS | 1300 | Printing | \$ 234.69 |
| 14147866 | 8/4/2016 | SAN DIEGO POLICE DEPARTMENT | 0100 | Security Guard Contract | \$ 495.00 |
| 14147867 | 8/4/2016 | SHELL CAR WASH & EXPRESS LUBE | 0100 | Gasoline Supplies | \$ 122.96 |
| 14147868 | 8/4/2016 | RUSSELL SIGLER INC | 0100 | Non-Capitalized Equipment | \$ 864.00 |
| 14147869 | 8/4/2016 | STAFF PRO | 0100 | Security Guard Contract | \$ 1,342.50 |
| 14147870 | 8/4/2016 | AMERICAN EXPRESS | 0100 | Communications-Telephone | \$ 1,209.42 |
| 14148235 | 8/5/2016 | PC & MAC EXCHANGE | 2519 | Equipment | \$ 1,447.92 |
| 14148236 | 8/5/2016 | AREY JONES ED SOLUTIONS | 2139 | Equipment | \$ 1,397.93 |
| 14148237 | 8/5/2016 | CALIFORNIA CONSTRUCTION MGMT | 2519 | Professional/Consult Svs | \$ 440.00 |
| 14148238 | 8/5/2016 | COUNTY OF SAN DIEGO | 1300 | Fees - Business, Admission,Etc | \$ 618.00 |
| 14148239 | 8/5/2016 | DAYMARK SAFETY SYSTEMS INC | 1300 | Materials And Supplies | \$ 288.93 |
| 14148240 | 8/5/2016 | DUNN EDWARDS CORP | 0100 | Bldg.-Repair Materials | \$ 2,490.92 |
| 14148241 | 8/5/2016 | ISITE SOFTWARE LLC | 1300 | Computr Software Support | \$ 695.00 |
| 14148242 | 8/5/2016 | NASCO MODESTO | 0100 | Materials And Supplies | \$ 300.70 |
| 14148243 | 8/5/2016 | PALOMAR REPROGRAPHICS, INC. | 2139 | New Construction | \$ 1,159.45 |
| 14148244 | 8/5/2016 | SAFARI MONTAGE | 0100 | Computer Licensing | \$ 28,292.01 |
| 14148245 | 8/5/2016 | SIMPLEX GRINNELL LP | 0100 | Repairs & Maintenance | \$ 707.10 |
| 14148246 | 8/5/2016 | TCR SERVICES | 0100 | Materials And Supplies | \$ 92.77 |
| 14148247 | 8/5/2016 | WAXIE SANITARY SUPPLY | 0100 | Custodial Materials | \$ 2,562.05 |
| 14148248 | 8/5/2016 | ACCREDITING COMMIS FOR SCHOOLS | 0100 | Dues And Memberships | \$ 4,600.00 |
| 14148534 | 8/8/2016 | US BANK NATIONAL ASSOC. | 2139 | New Construction | \$ 60,747.38 |
| 14148535 | 8/8/2016 | CENTER FOR AUTISM AND RELATED DISORDER | 0100 | Other Contr-N.P.A. | \$ 348.70 |
| 14148536 | 8/8/2016 | RUDISILL, TROY | 0100 | Mileage | \$ 55.08 |
| 14148537 | 8/8/2016 | MATT MCCULLOUGH | 0100 | Materials And Supplies | \$ 7.98 |
| 14148538 | 8/8/2016 | MATT MCCULLOUGH | 0100 | Materials And Supplies | \$ 87.28 |
| 14148539 | 8/8/2016 | ACTIVE NETWORK, LLC | 0100 | Computer Licensing | \$ 1,654.00 |
| 14148540 | 8/8/2016 | BALFOUR BEATTY CONSTRUCTION, | 2139 | New Construction | \$ 555,281.70 |
| 14148541 | 8/8/2016 | COX COMMUNICATIONS | 0100 | Communications-Telephone | \$ 321.59 |
| 14148542 | 8/8/2016 | TONI DECARLO | 1300 | Conference,Workshop,Sem. | \$ 124.33 |
| 14148543 | 8/8/2016 | DRIFTWOOD DAIRY | 1300 | Purchases Food | \$ 21.29 |
| 14148544 | 8/8/2016 | FEDEX | 0100 | Communications-Postage | \$ 16.27 |
| 14148545 | 8/8/2016 | JRB SOFTWARE LIMITED | 0100 | Computer Licensing | \$ 400.00 |
| 14148546 | 8/8/2016 | LAWNMOWERS PLUS INC | 0100 | Repairs & Maintenance | \$ 142.02 |
| 14148547 | 8/8/2016 | MAKERBOT INDUSTRIES | 0100 | Materials And Supplies Non-Capitalized Tech Equipment | \$ 1,357.33 \$ 2,617.95 |
| 14148548 | 8/8/2016 | MCCARTHY BUILDING COMPANY, INC | 2139 | New Construction | \$ 1,324,594.58 |
| 14148549 | 8/8/2016 | MOBILE MODULAR MANAGEMENT CORP | 2139 | New Construction | \$ 10,540.76 |
| 14148550 | 8/8/2016 | OGGI'S PIZZA | 0100 | Refreshments | \$ 605.90 |
| 14148551 | 8/8/2016 | OLIVENHAIN MUNICIPAL WATER DST | 0100 | Water | \$ 13,804.32 |
| 14148552 | 8/8/2016 | PROCURETECH | 0100 | Computer Supplies | \$ 329.62 |
| 14148553 | 8/8/2016 | SMART AND FINAL STORES CORP | 0100 | Materials And Supplies | \$ 50.42 |
| 14148554 | 8/8/2016 | STAPLES ADVANTAGE | 0100 | Non-Capitalized Equipment | \$ 15,118.32 |
| 14148555 | 8/8/2016 | SVA ARCHITECTS, INC. | 2139 | New Construction | \$ 7,360.00 |
| 14148556 | 8/8/2016 | TCR SERVICES | 1300 | Office Supplies | \$ 338.63 |
| 14148557 | 8/8/2016 | SSID #6036420914 | 0100 | Other Serv.& Oper.Exp. | \$ 1,590.00 |

Report Total

\$ 7,644,913.29

ITEM 15G

RCF REPORT FROM 07/05/16 THROUGH 08/08/16

| CK NBR | DATE | NAME/VENDOR | DESCRIPTION | AMOUNT |
|--------|------------|-------------------|--------------------------|-------------|
| 11381 | 06/30/2016 | SAN DIEGUITO UHSD | TPP, JUNE 2016 BANK FEES | \$ 1,691.44 |

Report Total \$ 1,691.44

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 1, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: John Addleman, Exec. Director Planning Services

SUBMITTED BY: Eric R. Dill, Interim Superintendent

SUBJECT: APPROVAL / RATIFICATION OF AGREEMENTS / PROPOSITION AA

EXECUTIVE SUMMARY

The attached Proposition AA report summarizes 6 agreements:

Three agreements are with Class Leasing, LLC. The first agreement with Class Leasing is for a (3) year lease on (3) relocatable classroom buildings for use as interim housing at Torrey Pines High School during construction of the student center and front entry site work, as well as future construction, including the proposed performing arts center complex. The second agreement is for the purchase of (2) relocatable classroom buildings for use in the Adult Transition Program at Earl Warren Middle School. The third agreement is for the purchase of (4) relocatable classroom buildings for use as interim housing during construction of the proposed science building quad at Oak Crest Middle School. Upon completion of the science building quad, these relocatable buildings will replace (4) existing relocatable classroom buildings which will, as of that estimated completion date, have reached their life expectancy and will need to be removed from the District's building inventory. As you will recall, in an action taken on May 12, 2016, the board approved adopting the Savanna School District's cooperative bid and award of contract to Class Leasing, LLC, in order to secure and/or maintain, Division of State Architect (DSA) approved relocatable classroom buildings. These agreements are priced based on that adopted bid and afford the District a best value opportunity for procuring the necessary buildings.

An agreement with Davis Demographics & Planning, Inc., for demographic analysis, enrollment forecasting and facilities planning services district wide.

An agreement with Hofman Planning & Engineering, for planning and environmental consulting services, including coastal permit processing, for projects district-wide.

ITEM 15H

An agreement with Staples Advantage, to purchase furnishings for the Torrey Pines High School student center.

RECOMMENDATION:

It is recommended that the Board approve and/or ratify the professional services contracts and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements, as noted in the attached supplement.

FUNDING SOURCE:

As noted on the attached chart.

ITEM 15H

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**PROPOSITION AA – AGREEMENTS
FACILITIES PLANNING & CONSTRUCTION****Board Meeting Date: 08-18-16**

| <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> |
|---------------------------------|------------------------------------|---|--|--------------------------|
| 7/01/16 - 6/30/19 | Class Leasing, LLC | For lease of (3) relocatable classroom buildings at Torrey Pines High School | Building Fund Prop 39 – Fund 21-39 | \$210,900.00 |
| 8/19/16 – Completion | Class Leasing, LLC | To purchase (2) 36x40 relocatable classroom buildings for the Adult Transition Program at Earl Warren Middle School | Capital Facilities Fund 25-19 / Mello Roos Funds | \$426,905.00 |
| 8/19/16 – Completion | Class Leasing, LLC | To purchase (4) 24x40 relocatable classroom buildings for interim housing during construction of the proposed science quad and for future replacement of (4) relocatable classroom buildings known as Building F at Oak Crest Middle School | Capital Facilities Fund 25-19 / Mello Roos Funds | \$264,219.00 |
| 7/01/16 – 6/30/19 | Davis Demographics & Planning Inc. | For demographic analysis, forecasting and planning consulting services district-wide. | Capital Facilities Fund 25-19 | \$56,790.00 |
| 9/04/16 – 9/03/19 | Hofman Planning & Engineering | For planning and environmental consulting services district-wide | The Fund To Which The Project Is Charged | \$30,000.00 Annually |
| 08/19/16 – Completion | Staples Advantage | To purchase furnishings for the Torrey Pines High School student center | Building Fund Prop 39 – Fund 21-39 | \$66,667.00 |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 1, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: John Addleman, Exec. Director Planning Services

SUBMITTED BY: Eric R. Dill, Interim Superintendent

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

EXECUTIVE SUMMARY

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

An agreement with Digital Networks Group, Inc., for additional audio-visual equipment necessary to complete the multi-media upgrades in the theater, black box and band rooms at La Costa Canyon High School.

RECOMMENDATION:

It is recommended that the Board approve and/or ratify the amendment to professional services contract, and authorize Douglas B. Gilbert or Eric R. Dill to execute the amendment to agreement, as noted in the attached supplement.

FUNDING SOURCE:

Building Fund-Prop 39 Fund 21-39.

ITEM 15I

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

PROPOSITION AA – AMENDMENTS
FACILITIES PLANNING & CONSTRUCTION

Board Meeting Date: 08-18-16

| <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> |
|---------------------------------|------------------------------|---|------------------------------------|---|
| 2/19/16 – Completion | Digital Networks Group, Inc. | To amend contract CB2016-08 for multi-media equipment at La Costa Canyon High School. | Building Fund Prop 39 – Fund 21-39 | Additional \$9,447.86 for a new total of \$203,401.51 |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 5, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Delores Perley, Chief Financial Officer

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: ACCEPTANCE OF OTHER POST
EMPLOYMENT BENEFITS (OPEB)
ACTUARIAL REPORT

EXECUTIVE SUMMARY

The Governmental Accounting Standards Board (GASB) is an independent organization that establishes and improves governmental accounting standards and financial reporting. Since 2008-2009, GASB 45 has required districts to perform periodic actuarial valuations of their retiree health benefits program. According to this requirement, an updated actuarial report was completed showing costs as of June 30, 2015. The purpose of the report is to measure the district's liability for retiree health benefits and to determine the accounting requirements in regard to unfunded liabilities for benefits.

The district provides retiree medical benefits, including prescription drug benefits to eligible retirees. The obligation is to pay the retiree cost, capped according to the year of retirement, for 10 years, or until age 65. The retiree pays for any amounts above the district's maximum contribution. Retirees also have the option to elect dental coverage for themselves and eligible dependents but must pay the entire cost of coverage.

Updated census, plan and premium information as well as some common assumption changes provide the basis for the updated valuation. There was an increase to the actuarial liability attributed to several factors. Items of note include the following:

- + \$5.6M – lowering the interest rate to 4% on the return of plan assets
- + \$3.2M – inclusion of the rate subsidy on VEBA plans (new requirement)
- + \$1.0M – passage of time
- + \$0.9M – changes in assumptions, average retirement age, employee census
- (\$1.3M) – demographic and healthcare experience gain

ITEM 16

| Description | June 30, 2011 Report | June 30, 2013 Report | June 30, 2015 Report | Difference |
|---|---------------------------------|---------------------------------|---------------------------------|-------------------|
| Actuarial Liability (AL) – <i>The present value of all contributions and benefits projected to be paid for current and future retirees</i> | \$27,815,067 | \$29,823,530 | \$39,184,175 | \$9,360,645 |
| Actuarial Accrued Liability (AAL) – <i>The present value of all benefits attributable to the <u>past</u> service of current employees and retirees as of the valuation date</i> | \$15,210,567 | \$16,153,467 | \$20,746,596 | \$4,593,129 |
| Annual Required Contribution (ARC) – <i>This amount is comprised of the present value of benefits (normal costs) accruing in the fiscal year plus a 25 year amortization of the unfunded actuarial accrued liability (past service liability).</i> | \$ 2,202,052 | \$ 2,404,081 | \$ 3,007,662 | \$ 603,581 |
| Net OPEB Obligation – <i>Obligation amount reported at year-end (accumulated difference between ARC and amounts paid, each year).</i> | \$ 4,164,098 | \$ 6,924,169 | \$ 9,148,229 | \$ 2,224,060 |
| Annual premium costs (pay-as-you-go) | \$ 669,805 10/11 | \$ 627,918 12/13 | \$ 624,631 | (\$ 3,287) |
| Total Retirees receiving benefits | 114 | 99 | 78 | (21) |
| Average age of Retiree | 61.5 | 61.9 | 61.4 | |
| Average Retirement age | 58.4 | 58.2 | 58.3 | |

Staff will present the actuarial report and discuss funding options.

RECOMMENDATION:

It is recommended that the Board accept the Other Post-Employment Benefits (OPEB) Actuarial Report as of June 30, 2015.

FUNDING SOURCE:

Unrestricted/Restricted General Fund 01-00



ITEM 16
530 B Street, Suite 900
San Diego, CA 92101-4404
(p) 619-239-0831
(f) 619-239-0807
www.nyhart.com

July 22, 2016

PRIVATE

Ms. Delores Perley
Chief Financial Officer
San Dieguito Union High School District
710 Encinitas Boulevard
Encinitas, CA 92223

Re: San Dieguito Union High School District Actuarial Valuation

Dear Ms. Perley:

We are presenting our report of the June 30, 2015 actuarial valuation conducted on behalf of San Dieguito Union High School District (the "District") for its retiree health program.

The purpose of the report is to measure the District's liability for retiree health benefits and to determine the District's accounting requirements under the Government Accounting Standard Board Statements No. 43 & 45 (GASB 43 & 45) in regard to unfunded liabilities for retiree health benefits.

The Nyhart Company is an employee owned actuarial, benefits and compensation consulting firm specializing in group health and retiree health and qualified pension plan valuations. We have set forth the results of our valuation in this report.

We have enjoyed working on this assignment and are available to answer any questions.

Sincerely,
NYHART

A handwritten signature in black ink, appearing to read "Marilyn K. Jones". The signature is fluid and cursive, with a long horizontal stroke at the end.

Marilyn K Jones, ASA, MAAA, EA, FCA
Consulting Actuary

MKJ:rl

Enclosure



**San Dieguito Union High School District
GASB Actuarial Valuation
Retiree Health Program
As of June 30, 2015**

July 2016

Prepared By:

Nyhart
530 B Street, Suite 900
San Diego, CA 92101-4404
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www.nyhart.com

· Indianapolis · Chicago · Kansas City · Atlanta ·
· St. Louis · San Diego · Houston · Denver ·

An Alliance Benefit Group Licensee

**San Dieguito Union High School District
GASB Actuarial Valuation
Retiree Health Program
As of June 30, 2015**

Table of Contents

| | <u>Page</u> |
|---|-------------|
| Section I. Executive Summary..... | 1 |
| Section II. Financial Results..... | 4 |
| Section III. Projected Cash Flows..... | 7 |
| Section IV. Funding Analysis..... | 9 |
| Section V. Benefit Plan Provisions..... | 10 |
| Section VI. Valuation Data..... | 13 |
| Section VII. Actuarial Assumptions and Methods..... | 15 |
| Section VIII. Actuarial Certification..... | 21 |
| Section IX. Definitions..... | 22 |

SECTION I. EXECUTIVE SUMMARY

Background

The San Dieguito Union High School District (the "District") selected Nyhart to perform an actuarial valuation of its retiree health program. The purpose of the actuarial valuation is to measure the District's liability for retiree health benefits and to determine the District's accounting requirements for other post-employment benefits (OPEB) under the recently issued Governmental Accounting Standards Board Statements No. 43 & 45 (GASB 43 & GASB 45). GASB 45 requires accrual accounting for the expensing of OPEB. GASB 43 requires additional financial disclosure for funded OPEB Plans.

The District currently provides retiree health benefits to 78 retired employees. There are currently 824 active employees (including hourly and part-time employees who are benefit-eligible) earning service credit towards eligibility for future retiree health benefits. An employee must have at least 10 years of service at retirement to be eligible for retiree medical benefits. The District's financial obligation is to provide for the retiree-only cost for medical coverage up to an annual maximum based on the highest employee only medical premium in effect in the year of retirement until the employee reaches age 65. 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. Section V of the report details the plan provisions that were included in the valuation and the current premium costs for coverage.

As the premiums billed for retiree medical coverage under age 65 are the same as those for active medical coverage, the District is providing a "rate subsidy" to the retirees. GASB 45 requires that when an employer provides benefits to both active employees and retirees through the same plan, the benefits to retirees should be segregated and measured independently. This requires valuing any "rate subsidy" as an additional financial obligation to the District. The obligation gets settled from the payment of premiums for active employees which includes the rate subsidy. This valuation reflects the rate subsidy for the Classified and Management employees (medical coverage provided through the Southern California Schools VEBA) and for the Certificated employees (medical coverage provided through direct insurance contracts). Past valuations excluded the rate subsidy for the medical coverage provided to Classified employees based on the exemption for community-rated plans.

Results of the Retiree Health Valuation

We have determined that the amount of the actuarial liability for the District's retiree health plan, as of June 30, 2015, is \$39,184,175 (including \$26,954,241 for the District's explicit contribution and \$12,229,934 for the implicit rate subsidy). This represents the present value of all contributions or benefits projected to be paid by the District for current and future retirees. If the District were to place this amount in a fund earning interest at the rate of 4.0% per year, and all other actuarial assumptions were met, the fund would have enough to pay all expected benefits. This includes benefits for the current retirees as well as the current active employees expected to retire in the future. The valuation does not consider employees not yet hired as of the valuation date.

If the amount of the actuarial liability is apportioned into past service, current service and future service components; the past service component (actuarial accrued liability) is \$20,746,596 (including \$14,237,289 for the District's explicit contribution and \$6,509,307 for the implicit rate subsidy), the current service component (normal cost or current year accrual) is \$1,549,258 (including \$1,069,824 for the District's explicit contribution and \$479,434 for the implicit rate subsidy) and the future service component (not yet accrued liability) is \$16,888,321 (including \$11,647,128 for the District's explicit contribution and \$5,241,193 for the implicit rate subsidy).

ITEM 16

Changes from Prior Valuation

The valuation reflects updated plan, premium rates and census information. The valuation also reflects updates to demographic (retirement, turnover, mortality) tables, updates to the initial medical trend rates, a lowering of the discount rate to 4.0% and the inclusion of a liability for the implicit rate subsidy. A reconciliation of the approximate change in the actuarial liability from the prior valuation is provided in the following table:

| | |
|---|-----------------------|
| June 30, 2013 Valuation @5.0% | \$29.8 Million |
| Change due to passage of time (interest plus additional accrual less benefits paid) | 1.0 Million |
| Net decrease due to demographic and healthcare experience gain | (1.3 Million) |
| Increase due to new entrants (not included in prior valuation) | 5.1 Million |
| Net decrease due to assumption change (primarily increasing average retirement age) | (4.2 Million) |
| Increase due to inclusion of the implicit rate subsidy for non-Certificated employees | 3.2 Million |
| Increase due to lowering the discount rate to 4.0% | <u>5.6 Million</u> |
| June 30, 2015 Valuation @4.0% | \$39.2 Million |

Annual Required Contribution (ARC)

Based on the June 30, 2015 valuation results, the District's annual required contribution (accrual expense) is \$3,007,662 (including \$2,070,915 for the District's explicit contribution and \$936,747 for the implicit rate subsidy). The annual required contribution amount is comprised of the present value of benefits accruing in the current fiscal year (normal cost) plus a 23 year amortization (on a level-dollar basis) of the unfunded actuarial accrued liability at June 30, 2015. Thus, it represents a means to expense the plan's liabilities in an orderly manner. The net increase in OPEB obligation/(asset) at the end of the fiscal year will reflect any actual contributions made by the District during the period for retiree health benefits including any rate subsidy and pre-funding amounts.

Funding

The District has not informed us of any funds eligible as plan assets under GASB 45. Under GASB 45, assets cannot be considered as employer contributions or plan assets unless they are segregated for exclusive use for retiree health benefit payments and secured from creditors of the District. The District's unfunded actuarial accrued liability (UAAL) at June 30, 2015 is \$20,746,596 (including \$14,237,289 for the District's explicit contribution and \$6,509,307 for the implicit rate subsidy). The UAAL as a percentage of payroll at June 30, 2015 is 40%.

The District also requested the measurement of the liability and annual required contribution using a discount rate to reflect pre-funding the retiree health benefits through the California Employers' Retiree Benefit Trust (CERBT). The CERBT provided participating employers with three investment allocation strategies. The expected rate of return of assets is dependent on the funding strategy of a participating employer and which investment allocation strategy is selected. For employers fully funding their annual required contribution, strategy 1 has an expected yield of 7.28%, strategy 2 has an expected yield of 6.73% and strategy 3 has an expected yield of 6.12%. The discount rates are based on the CERBT's published median rates of return without any additional margin for adverse deviation. Alternative results using these discount rates are provided in Section IV of the report.

Actuarial Basis

The actuarial valuation is based on the assumptions and methods outlined in Section VII of the report. To the extent that a single or a combination of assumptions is not met the future liability may fluctuate significantly from its current measurement. As an example, the healthcare cost increase anticipates that the rate of increase in medical cost will be at moderate levels and decline over several years. Increases higher than assumed would bring larger liabilities and expensing requirements. A 1% increase in the healthcare trend rate for each future year would result in an increase of 12% in the annual required contribution.

ITEM 16

Another key assumption used in the valuation is the discount (interest) rate which is based on the expected rate of return of plan assets. The valuation is based on a discount rate of 4.0%. A 1% decrease in the discount rate would increase the annual required contribution by 9%. A 1% increase in the discount rate would decrease the annual required contribution by 7%.

GASB 45 requires that implicit rate subsidies be considered in the valuation of medical costs. An implicit rate subsidy occurs when the rates for retirees are the same as for active employees. Since pre-Medicare retirees are typically much older than active employees, their actual medical costs are almost always higher than for active employees. The valuation results were determined using an estimate of the expected costs associated with retired employees.

Scheduled to take effect in 2020, the "Cadillac Tax" is a 40% non-deductible excise tax on employer-sponsored health coverage that provides high-cost benefits. For insured plans, the insurance company is responsible for payment of the excise tax. For self-funded plans, the employer is responsible for payment of the excise tax. The valuation does not include any additional liability for the Cadillac Tax.

The valuation is based on the census information provided by the District. To the extent that the data provided lacks clarity in interpretation or is missing relevant information, this can result in liabilities different than those presented in the report. Often missing or unclear information is not identified until future valuations.

ITEM 16

SECTION II. FINANCIAL RESULTSA. Valuation Results as of June 30, 2015

The table below presents the employer liabilities associated with the District's retiree health benefits determined in accordance with GASB 43 & 45. The actuarial liability is the present value of all benefits projected to be paid under the program. The actuarial accrued liability reflects the amount attributable to the past service of current employees and retirees. The normal cost reflects the accrual attributable for the current period.

| | <u>Certificated Employees</u> | <u>Classified Employees</u> | <u>Management & Other Employees</u> | <u>District Total</u> |
|--------------------------------------|-----------------------------------|---------------------------------|---|---------------------------|
| 1. Actuarial Liability (AL) | | | | |
| Actives | \$24,719,306 | \$ 9,468,874 | \$2,209,904 | \$36,398,084 |
| Retirees | <u>1,417,759</u> | <u>1,189,603</u> | <u>178,729</u> | <u>2,786,091</u> |
| Total AL | \$26,137,065 | \$10,658,477 | \$2,388,633 | \$39,184,175 |
| <i>Attributable to Subsidy</i> | \$ 8,213,234 | \$ 3,271,434 | \$745,266 | \$12,229,934 |
| <i>Direct Contribution</i> | \$17,923,831 | \$ 7,387,043 | \$1,643,367 | \$26,954,241 |
| 2. Actuarial Accrued Liability (AAL) | | | | |
| Actives | \$11,071,046 | \$ 5,864,781 | \$1,024,678 | \$17,960,505 |
| Retirees | <u>1,417,759</u> | <u>1,189,603</u> | <u>178,729</u> | <u>2,786,091</u> |
| Total AAL | \$12,488,805 | \$ 7,054,384 | \$1,203,407 | \$20,746,596 |
| <i>Attributable to Subsidy</i> | \$ 3,965,533 | \$ 2,165,484 | \$ 378,290 | \$ 6,509,307 |
| <i>Direct Contribution</i> | \$ 8,523,272 | \$ 4,888,900 | \$ 825,117 | \$14,237,289 |
| 3. Normal Cost | \$ 962,674 | \$ 490,842 | \$ 95,742 | \$ 1,549,258 |
| <i>Attributable to Subsidy</i> | \$ 299,645 | \$ 150,157 | \$ 29,632 | \$ 479,434 |
| <i>Direct Contribution</i> | \$ 663,029 | \$ 340,685 | \$ 66,110 | \$ 1,069,824 |
| No. of Active Employees | 434 | 334 | 56 | 824 |
| Average Age | 43.2 | 51.5 | 46.3 | 46.8 |
| Average Past Service | 11.9 | 11.2 | 11.6 | 11.6 |
| No. of Retired Employees | 37 | 36 | 5 | 78 |
| Average Age | 61.9 | 61.0 | 61.4 | 61.4 |
| Average Retirement Age | 58.2 | 57.4 | 57.7 | 58.3 |

B. Development of Unfunded Actuarial Accrued Liability

The table below presents the development of the unfunded actuarial accrued liability. The unfunded actuarial accrued liability is the excess of the actuarial accrued liability (AAL) over the actuarial value of eligible plan assets.

| | <u>Explicit</u> | <u>Implicit</u> | <u>Total</u> |
|--------------------------------------|-----------------|-----------------|--------------|
| 1. Actuarial Accrued Liability (AAL) | \$14,237,289 | \$6,509,307 | \$20,746,596 |
| 2. Actuarial Value of Assets | <u>(0)</u> | <u>(0)</u> | <u>(0)</u> |
| 3. Unfunded AAL | \$14,237,289 | \$6,509,307 | \$20,746,596 |

* The District has not reported any eligible plan assets under GASB 43 & 45.

ITEM 16

C. Amortization of Unfunded Actuarial Accrued Liability

The amortization of the unfunded actuarial accrued liability component of the annual contribution (ARC) is being amortized over a period of 23 years on a level-dollar method. Under the level-dollar method, the amortization payment is scheduled to remain constant in future years.

| | <u>Explicit</u> | <u>Implicit</u> | <u>Total</u> |
|-------------------------|-----------------|-----------------|--------------|
| 1. Unfunded AAL (UAAL) | \$14,237,289 | \$6,509,307 | \$20,746,596 |
| 2. Amortization Factor | 14.85684 | 14.85684 | 14.85684 |
| 3. Amortization of UAAL | \$ 958,298 | \$ 438,136 | \$ 1,396,434 |

D. Annual Required Contribution (ARC)

The table below presents the development of the annual required contribution (ARC) under GASB 45 for the fiscal year ending June 30, 2016 and estimated for the fiscal year ending June 30, 2017.

FY2015/2016

| | | | |
|---------------------------------------|----------------|----------------|------------------|
| 1. Normal Cost at End of Fiscal Year | \$ 1,112,617 | \$ 498,611 | \$ 1,611,228 |
| 2. Amortization of UAAL | <u>958,298</u> | <u>438,136</u> | <u>1,396,434</u> |
| 3. Annual Required Contribution (ARC) | \$ 2,070,915 | \$ 936,747 | \$ 3,007,662 |

FY2016/2017

| | | | |
|---------------------------------------|----------------|----------------|------------------|
| 1. Normal Cost at End of Fiscal Year | \$ 1,157,122 | \$ 518,556 | \$ 1,675,677 |
| 2. Amortization of UAAL | <u>958,298</u> | <u>438,135</u> | <u>1,396,434</u> |
| 3. Annual Required Contribution (ARC) | \$ 2,115,420 | \$ 956,691 | \$ 3,072,111 |

E. Required Supplementary Information (Funding Progress @June 30, 2015)

The table below presents a sample disclosure of the funding progress as of the beginning of the fiscal year.

| | |
|--------------------------------------|--------------|
| 1. Actuarial Accrued Liability (AAL) | \$20,746,596 |
| 2. Actuarial Valuation of Assets | <u>(0)</u> |
| 3. Unfunded AAL (UAAL) | \$20,746,596 |
| 4. Funded Ratio | 0% |
| 5. Current Payroll | \$51,854,000 |
| 6. UAAL as % of Payroll | 40% |

F. Estimated Net OPEB Obligation/(Asset) at 6/30/2016¹

The table below shows an illustration of the development of the net OPEB obligation/(asset) at June 30, 2016 assuming the net OPEB obligation/(asset) at June 30, 2015 is \$9,148,229.

| | |
|--|----------------------|
| 1. FY2015/2016 Annual Required Contribution | \$ 3,007,662 |
| 2. Interest on Net OPEB Obligation/(Asset) [.040 x F7] | 365,929 |
| 3. Adjustment to ARC [minus F7/C2] | <u>(615,759)</u> |
| 4. Annual OPEB Cost [F1+F2+F3] | \$ 2,757,832 |
| 5. Contributions Made (ARC Inclusive of Benefit Payments and Implicit Rate Subsidy) | <u>(1,036,015)</u> |
| 6. Increase in Net OPEB Obligation/(Asset) | \$ 1,721,817 |
| 7. Net OPEB Obligation/(Asset) – June 30, 2015 | <u>9,148,229</u> |
| 8. Net OPEB Obligation/(Asset) – June 30, 2016 | \$10,870,046 |

¹ Assumes the District makes direct payments for retirees equal to \$1,036,015 (including \$341,049 for the implicit rate subsidy) for the 2015/2016 fiscal year.

ITEM 16

G. Sensitivity Analysis:

The impact of a 1% decrease or increase in the discount (interest) rate and the impact of a 1% increase in future healthcare trend rates on the District's actuarial liability, actuarial accrued liability, unfunded actuarial accrued liability and the annual required contribution is provided below:

| | Dollar (\$) Increase/ (Decrease) | Percentage (%) Increase/ (Decrease) |
|---|---|--|
| <i>1% Decrease in Discount Rate</i> | | |
| - Actuarial Liability | \$6,982,243 | 18% |
| - Actuarial Accrued Liability | \$2,517,327 | 12% |
| - Unfunded Actuarial Accrued Liability | \$2,517,327 | 12% |
| - Annual Required Contribution | \$ 276,587 | 9% |
| <i>1% Increase in Discount Rate</i> | | |
| - Actuarial Liability | (\$5,588,871) | (14%) |
| - Actuarial Accrued Liability | (\$2,113,021) | (10%) |
| - Unfunded Actuarial Accrued Liability | (\$2,113,021) | (10%) |
| - Annual Required Contribution | (\$ 225,469) | (7%) |
| <i>1% Increase in Future Healthcare Trend Rates</i> | | |
| - Actuarial Liability | \$5,966,711 | 15% |
| - Actuarial Accrued Liability | \$2,049,179 | 10% |
| - Unfunded Actuarial Accrued Liability | \$2,049,179 | 10% |
| - Annual Required Contribution | \$ 372,620 | 12% |

SECTION III. PROJECTED CASH FLOWS

The valuation process includes the projection of the expected benefits to be paid under the District's retiree health benefits program. The expected cash flows takes into account the likelihood of each employee reaching age for eligibility to retire and receive health benefits. The projection is performed by applying the turnover assumption to each active employee for the period between the valuation date and early retirement date. Once the employees reach the earliest retirement date, a certain percent are assumed to enter the retiree group each year. All remaining employees are assumed to have retired by age 70 at the latest. Employees already over age 65 as of the valuation date are assumed to retire immediately. The per capita cost as of the valuation date is projected to increase at the applicable healthcare trend rates both before and after the employee's assumed retirement. The projected per capita costs are multiplied by the number of expected future retirees in a given future year to arrive at the cash flow for that year. Also, a certain number of retirees will leave the group each year due to expected deaths or reaching a limit age and this group will cease to be included in the cash flow from that point forward. Because this is a closed-group valuation, the number of retirees dying each year will eventually exceed the number of new retirees, and the size of the cash flow will begin to decrease and eventually go to zero.

The expected employer cash flows for selected future years are provided in the following table.

ITEM 16

Projected Employer Cash Flows – Representative Years

| <u>Fiscal Year</u> | <u>Future Retirees</u> | <u>Retired Employees</u> | <u>Total</u> | <u>Subsidy</u> | <u>District Total</u> |
|--------------------|------------------------|--------------------------|--------------|----------------|-----------------------|
| 2015/16 | \$ 117,241 | \$ 577,725 | \$ 694,966 | \$ 341,049 | \$ 1,036,015 |
| 2016/17 | \$ 328,925 | \$ 457,236 | \$ 786,161 | \$ 370,140 | \$ 1,156,301 |
| 2017/18 | \$ 499,222 | \$ 363,956 | \$ 863,178 | \$ 394,379 | \$ 1,257,557 |
| 2018/19 | \$ 679,974 | \$ 276,308 | \$ 956,282 | \$ 425,349 | \$ 1,381,631 |
| 2019/20 | \$ 818,223 | \$ 150,687 | \$ 968,910 | \$ 422,241 | \$ 1,391,151 |
| 2020/21 | \$ 923,393 | \$ 96,094 | \$ 1,019,487 | \$ 453,619 | \$ 1,473,106 |
| 2021/22 | \$ 1,000,429 | \$ 49,127 | \$ 1,049,556 | \$ 461,832 | \$ 1,511,388 |
| 2022/23 | \$ 1,071,360 | \$ 19,102 | \$ 1,090,462 | \$ 483,471 | \$ 1,573,933 |
| 2023/24 | \$ 1,181,617 | \$ 19,443 | \$ 1,201,060 | \$ 533,160 | \$ 1,734,220 |
| 2024/25 | \$ 1,276,329 | \$ 9,212 | \$ 1,285,541 | \$ 563,063 | \$ 1,848,604 |
| 2025/26 | \$ 1,357,806 | \$ 0 | \$ 1,357,806 | \$ 586,412 | \$ 1,944,218 |
| 2026/27 | \$ 1,397,129 | \$ 0 | \$ 1,397,129 | \$ 608,176 | \$ 2,005,305 |
| 2027/28 | \$ 1,360,766 | \$ 0 | \$ 1,360,766 | \$ 599,263 | \$ 1,960,029 |
| 2028/29 | \$ 1,431,360 | \$ 0 | \$ 1,431,360 | \$ 633,622 | \$ 2,064,982 |
| 2029/30 | \$ 1,599,919 | \$ 0 | \$ 1,599,919 | \$ 712,476 | \$ 2,312,395 |
| 2030/31 | \$ 1,760,179 | \$ 0 | \$ 1,760,179 | \$ 803,483 | \$ 2,563,662 |
| 2031/32 | \$ 1,787,210 | \$ 0 | \$ 1,787,210 | \$ 812,944 | \$ 2,600,154 |
| 2032/33 | \$ 1,764,349 | \$ 0 | \$ 1,764,349 | \$ 792,893 | \$ 2,557,242 |
| 2033/34 | \$ 1,793,213 | \$ 0 | \$ 1,793,213 | \$ 810,152 | \$ 2,603,365 |
| 2034/35 | \$ 1,846,619 | \$ 0 | \$ 1,846,619 | \$ 833,915 | \$ 2,680,534 |
| 2035/36 | \$ 1,795,579 | \$ 0 | \$ 1,795,579 | \$ 797,804 | \$ 2,593,383 |
| 2036/37 | \$ 1,931,277 | \$ 0 | \$ 1,931,277 | \$ 864,911 | \$ 2,796,188 |
| 2037/38 | \$ 2,075,824 | \$ 0 | \$ 2,075,824 | \$ 942,351 | \$ 3,018,175 |
| 2038/39 | \$ 2,125,921 | \$ 0 | \$ 2,125,921 | \$ 955,650 | \$ 3,081,571 |
| 2039/40 | \$ 2,193,532 | \$ 0 | \$ 2,193,532 | \$ 997,473 | \$ 3,191,005 |
| 2040/41 | \$ 2,151,599 | \$ 0 | \$ 2,151,599 | \$ 996,334 | \$ 3,147,933 |
| 2041/42 | \$ 2,074,228 | \$ 0 | \$ 2,074,228 | \$ 971,124 | \$ 3,045,352 |
| 2042/43 | \$ 1,928,442 | \$ 0 | \$ 1,928,442 | \$ 911,107 | \$ 2,839,549 |
| 2043/44 | \$ 1,997,370 | \$ 0 | \$ 1,997,370 | \$ 941,289 | \$ 2,938,659 |
| 2044/45 | \$ 1,822,482 | \$ 0 | \$ 1,822,482 | \$ 858,302 | \$ 2,680,784 |
| 2045/46 | \$ 1,594,921 | \$ 0 | \$ 1,594,921 | \$ 748,019 | \$ 2,342,940 |
| 2050/51 | \$ 873,784 | \$ 0 | \$ 873,784 | \$ 434,845 | \$ 1,308,629 |
| 2055/56 | \$ 81,716 | \$ 0 | \$ 81,716 | \$ 40,061 | \$ 121,777 |
| 2060/61 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| 2065/66 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| 2070/71 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| All Years | \$53,226,058 | \$2,018,890 | \$55,244,948 | \$25,264,815 | \$80,509,763 |

ITEM 16

SECTION IV. FUNDING ANALYSIS

The District also requested the measurement of the liability and annual required contribution using a discount rate to reflect pre-funding the retiree health benefits through the California Employers' Retiree Benefit Trust (CERBT). The discount rates below reflect a policy to fully-fund the annual required contribution through CERBT under the three investment allocation options available effective June 30, 2015. The discount rates are based on the CERBT's published median rates of return without any additional margin for adverse deviation.

| <u>Liabilities</u> | <u>Discount Rate</u> | | |
|---|----------------------|------------------|------------------|
| | <u>7.28%</u> | <u>6.73%</u> | <u>6.12%</u> |
| 1. Actuarial Liability (AL) | | | |
| Actives | \$21,901,100 | \$23,697,149 | \$25,936,821 |
| Retirees | <u>2,603,283</u> | <u>2,632,168</u> | <u>2,665,002</u> |
| Total AL | \$24,504,383 | \$26,329,317 | \$28,601,823 |
| <i>Attributable to Rate Subsidy</i> | \$7,627,820 | \$ 8,198,607 | \$ 8,909,984 |
| 2. Actuarial Accrued Liability (AAL) | | | |
| Actives | \$12,336,980 | \$13,080,936 | \$13,986,397 |
| Retirees | <u>2,603,283</u> | <u>2,632,168</u> | <u>2,665,002</u> |
| Total AAL | \$14,940,263 | \$15,713,104 | \$16,651,399 |
| <i>Attributable to Rate Subsidy</i> | \$4,682,032 | \$ 4,924,811 | \$ 5,219,761 |
| 3. Actuarial Value of Assets | <u>0</u> | <u>0</u> | <u>0</u> |
| 4. Unfunded AAL (UAAL) | \$14,940,263 | \$15,713,014 | \$16,651,399 |
| 5. Amortization Factor (23 years/level dollar) | 11.00768 | 11.53688 | 12.17202 |
| 6. Amortization of UAAL | \$ 1,357,258 | \$ 1,361,990 | \$ 1,368,006 |
| <u>FY2015/16 Annual Required Contribution (ARC)</u> | | | |
| 1. Normal Cost at End of Year | \$ 1,048,946 | \$ 1,120,702 | \$ 1,209,198 |
| 2. Amortization of UAAL at End of Year | <u>1,357,258</u> | <u>1,361,990</u> | <u>1,368,006</u> |
| 3. Annual Required Contribution (ARC) | \$ 2,406,204 | \$ 2,482,692 | \$ 2,577,204 |
| <i>Attributable to Rate Subsidy</i> | \$ 747,802 | \$ 771,759 | \$ 801,396 |
| <u>FY2016/17 Annual Required Contribution (ARC)</u> | | | |
| 1. Normal Cost at End of Year | \$ 1,125,310 | \$ 1,196,126 | \$ 1,283,201 |
| 2. Amortization of UAAL at End of Year | <u>1,357,258</u> | <u>1,361,990</u> | <u>1,368,006</u> |
| 3. Annual Required Contribution (ARC) | \$ 2,482,568 | \$ 2,558,116 | \$ 2,651,207 |
| <i>Attributable to Rate Subsidy</i> | \$ 771,277 | \$ 794,969 | \$ 824,197 |

We have listed below some financial advantages that may be achieved pre-funding retiree health benefits. Of course, pre-funding will have to be weighed against alternative uses of the contribution amounts.

- The earlier contributions are made; the less District contributions in aggregate will have to be made to fulfill its obligations.
- Depending on the investment strategy for funds, higher discount rate may be used for the actuarial valuation resulting in lower OPEB liabilities.
- Pre-funding can mitigate any resulting adverse impact on credit rating that could result from disclosure of OPEB liabilities.
- Pre-funding may provide additional benefit security to current and future retirees.

SECTION V. BENEFIT PLAN PROVISIONS

This study analyzes the postretirement health benefit plans provided by the District. The postretirement health plans and the District's obligation vary by employee group as described below.

Certificated Employees

The District provides retiree medical benefits (including prescription drug benefits) to eligible retirees. The District's financial obligation is to pay for the retiree's medical coverage to age 65. The District pays up to 100% of the retiree only cost up to a maximum which is based on the highest employee only medical premium in effect in the year of retirement.

Retirees also have the option to elect dental coverage for themselves and eligible dependents but must pay the entire cost for coverage. Dependent coverage (except COBRA continuation) ceases upon the death of the retiree or when the retiree reaches age 65. The retiree pays for any amounts above the District's maximum contribution, for the cost of covering any eligible dependents and for the cost of coverage for employee dental.

The District does not provide any retiree health benefits beyond age 65. Eligibility for retiree health coverage requires retirement with at least 10 years of District service on or after age 55.

Classified Employees

The District provides retiree medical benefits (including prescription drug benefits) to eligible retirees. The District's financial obligation is to pay for the retiree's medical coverage to the earlier of age 65 or the end of a period of 10 years. The District pays up to 100% of the retiree only cost up to a maximum which is based on the highest employee only medical premium in effect in the year of retirement.

Retirees also have the option to elect dental coverage for themselves and eligible dependents but must pay the entire cost for coverage. Dependent coverage (except COBRA continuation) ceases upon the death of the retiree or when the retiree reaches age 65. The retiree pays for any amounts above the District's maximum contribution, for the cost of covering any eligible dependents and for the cost of coverage for employee dental.

The District does not provide any retiree health benefits beyond age 65 or after a period of 10 years, if earlier. Eligibility for retiree health coverage requires retirement with at least 10 years of District service on or after age 50.

Management/Confidential/Administrative Employees

The District provides retiree medical benefits (including prescription drug benefits) to eligible retirees. The District's financial obligation is to pay for the retiree's medical coverage to the earlier of age 65 or the end of a period of 10 years. The District pays up to 100% of the retiree only cost up to a maximum which is based on the highest employee only medical premium in effect in the year of retirement.

Retirees also have the option to elect dental coverage for themselves and eligible dependents but must pay the entire cost for coverage. Dependent coverage (except COBRA continuation) ceases upon the death of the retiree or when the retiree reaches age 65. The retiree pays for any amounts above the District's maximum contribution, for the cost of covering any eligible dependents and for the cost of coverage for employee dental.

The District does not provide any retiree health benefits beyond age 65 or after a period of 10 years, if earlier. Eligibility for retiree health coverage requires retirement with at least 10 years of District service.

ITEM 16

Premium Rates

For Certificated medical coverage, the District participates in several partially-experienced rated insurance products. The premiums billed for retiree medical coverage under age 65 are the same as those for active medical coverage. Thus, the District is providing a “rate subsidy” to the retirees based on this blended rate. GASB 45 requires that when an employer provides benefits to both active employees and retirees through the same plan, the benefits to retirees should be segregated and measured independently. This requires valuing any “rate subsidy” as an additional financial obligation to the District for Certificated employees.

For all other employee medical coverage, the District participates in the Southern California Schools VEBA, a community-rated plan. All participating employers receive health coverage for the same premium rates for comparable coverages. In addition to varying by plan coverage, premium rates may vary by coverage tier and Medicare eligibility. GASB 45 provides an exemption for valuing the rate subsidy for Community-rated plans provided a District’s inclusion or exclusion from the “community” does not materially impact the plan costs.

The following tables summarize the current 2015 and 2016 premium rates for coverage that apply to retired employees. All premiums are monthly and are effective January 1 through December 31.

2015*Certificated Employees:*

| 2015 | Kaiser | Anthem BC HMO A | Anthem BC HMO C | Anthem BC PPO |
|-------------------|---------------|----------------------------|----------------------------|--------------------------|
| Employee Only | \$487.53 | \$729.85 | \$711.89 | \$1,016.33 |
| Employee Plus One | \$975.05 | \$1,532.66 | \$1,494.95 | \$2,134.31 |

Classified Employees:

| 2015 | Kaiser | UHC HMO –Net 1 | UHC HMO – Net 2 | UHC HMO – Net 3 |
|-------------------|---------------|---------------------------|----------------------------|----------------------------|
| Employee Only | \$515.67 | \$604.48 | \$795.29 | \$918.91 |
| Employee Plus One | \$1,018.89 | \$1,185.74 | \$1,564.58 | \$1,809.01 |

Management/Confidential/Supervisory Employees:

| 2015 | Kaiser | UHC HMO –Net 1 | UHC HMO – Net 2 | UHC HMO – Net 3 |
|-------------------|---------------|---------------------------|----------------------------|----------------------------|
| Employee Only | \$515.67 | \$604.48 | \$795.29 | \$918.91 |
| Employee Plus One | \$1,018.89 | \$1,185.74 | \$1,564.58 | \$1,809.01 |

ITEM 16

2016

Certificated Employees:

| 2016 | Kaiser | Anthem BC HMO A | Anthem BC HMO C | Anthem BC PPO |
|-------------------|---------------|----------------------------|----------------------------|--------------------------|
| Employee Only | \$494.98 | \$780.94 | \$761.72 | \$1,087.47 |
| Employee Plus One | \$989.96 | \$1,639.95 | \$1,599.60 | \$2,283.71 |

Classified Employees:

| 2016 | Kaiser | UHC HMO –Net 1 | UHC HMO – Net 2 | UHC HMO – Net 3 |
|-------------------|---------------|---------------------------|----------------------------|----------------------------|
| Employee Only | \$543.00 | \$646.67 | \$868.33 | \$1,029.17 |
| Employee Plus One | \$1,072.00 | \$1,267.50 | \$ 1,706.67 | \$2,023.33 |

Management/Confidential/Supervisory Employees:

| 2016 | Kaiser | UHC HMO –Net 1 | UHC HMO – Net 2 | UHC HMO – Net 3 |
|-------------------|---------------|---------------------------|----------------------------|----------------------------|
| Employee Only | \$543.00 | \$646.67 | \$868.33 | \$1,029.17 |
| Employee Plus One | \$1,072.00 | \$1,267.50 | \$ 1,706.67 | \$2,023.33 |

ITEM 16

SECTION VI. VALUATION DATA

The valuation was based on the census furnished to us by the District. The following tables display the age distribution for retirees and the age/service distribution for active employees as of the Measurement Date.

Age Distribution of Eligible Retired Participants & Beneficiaries

| | Certificated | Classified | Management | All Retirees |
|-------------------------|---------------------|-------------------|-------------------|---------------------|
| <55 | 0 | 1 | 0 | 1 |
| 55-59 | 6 | 8 | 1 | 15 |
| 60-64 | 31 | 27 | 4 | 62 |
| 65+ | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Total: | 37 | 36 | 5 | 78 |
| Average Age: | 61.9 | 61.0 | 61.4 | 61.4 |
| Average Retirement Age: | 59.2 | 57.4 | 57.7 | 58.3 |

Age/Service Distribution of Active Eligible Employees

| Age | Service | | | | | | | | | Total |
|-------------------|----------------|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| | 0-4 | 5-9 | 10-14 | 15-19 | 20-24 | 25-29 | 30-34 | 35-39 | 40-44 | |
| 20-24 | 14 | | | | | | | | | 14 |
| 25-29 | 48 | 5 | | | | | | | | 53 |
| 30-34 | 51 | 22 | 10 | | | | | | | 83 |
| 35-39 | 34 | 36 | 38 | 7 | | | | | | 115 |
| 40-44 | 19 | 19 | 34 | 27 | 2 | | | | | 101 |
| 45-49 | 18 | 21 | 27 | 28 | 23 | 2 | 1 | | | 120 |
| 50-54 | 21 | 19 | 23 | 20 | 15 | 11 | 1 | | | 110 |
| 55-59 | 17 | 14 | 26 | 22 | 11 | 12 | 14 | 0 | 1 | 117 |
| 60-64 | 12 | 12 | 19 | 25 | 5 | 5 | 3 | 4 | 0 | 85 |
| 65-69 | 0 | 3 | 4 | 4 | 4 | 3 | 1 | 0 | 0 | 19 |
| 70+ | <u>1</u> | <u>1</u> | <u>0</u> | <u>0</u> | <u>2</u> | <u>2</u> | <u>1</u> | <u>0</u> | <u>0</u> | <u>7</u> |
| Total: | 235 | 152 | 181 | 133 | 62 | 35 | 21 | 4 | 1 | 824 |
| Average Age: | | | 46.8 | | | | | | | |
| Average Service: | | | 11.6 | | | | | | | |
| Average Hire Age: | | | 35.2 | | | | | | | |
| Annual Payroll: | | | \$51,854,000 | | | | | | | |

ITEM 16

Age/Service Distribution of Active Eligible Certificated Employees

| Age | Service | | | | | | | | | Total |
|-------------------|----------|----------|--------------|----------|----------|----------|----------|----------|----------|----------|
| | 0-4 | 5-9 | 10-14 | 15-19 | 20-24 | 25-29 | 30-34 | 35-39 | 40-44 | |
| 20-24 | 3 | | | | | | | | | 3 |
| 25-29 | 38 | 1 | | | | | | | | 39 |
| 30-34 | 44 | 19 | 4 | | | | | | | 67 |
| 35-39 | 19 | 28 | 27 | 2 | | | | | | 76 |
| 40-44 | 10 | 17 | 24 | 22 | | | | | | 73 |
| 45-49 | 5 | 8 | 18 | 20 | 14 | 1 | | | | 66 |
| 50-54 | 4 | 5 | 8 | 8 | 10 | 4 | | | | 39 |
| 55-59 | 1 | 3 | 7 | 9 | 6 | 7 | 13 | | | 46 |
| 60-64 | 1 | 1 | 3 | 4 | 1 | 4 | 3 | 3 | | 20 |
| 65-69 | 0 | 0 | 0 | 0 | 2 | 3 | 0 | 0 | | 5 |
| 70+ | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Total: | 125 | 82 | 91 | 65 | 33 | 19 | 16 | 3 | 0 | 434 |
| Average Age: | | | 43.2 | | | | | | | |
| Average Service: | | | 11.9 | | | | | | | |
| Average Hire Age: | | | 31.3 | | | | | | | |
| Annual Payroll: | | | \$32,891,000 | | | | | | | |

Age/Service Distribution of Active Eligible Classified Employees

| Age | Service | | | | | | | | | Total |
|-------------------|----------|----------|--------------|----------|----------|----------|----------|----------|----------|----------|
| | 0-4 | 5-9 | 10-14 | 15-19 | 20-24 | 25-29 | 30-34 | 35-39 | 40-44 | |
| 20-24 | 11 | | | | | | | | | 11 |
| 25-29 | 10 | 3 | | | | | | | | 13 |
| 30-34 | 4 | 0 | 5 | | | | | | | 9 |
| 35-39 | 8 | 8 | 6 | 5 | | | | | | 27 |
| 40-44 | 6 | 1 | 8 | 5 | 1 | | | | | 21 |
| 45-49 | 13 | 9 | 6 | 8 | 7 | 1 | 1 | | | 45 |
| 50-54 | 15 | 14 | 15 | 11 | 5 | 5 | 1 | | | 66 |
| 55-59 | 16 | 10 | 17 | 12 | 3 | 4 | 1 | | | 63 |
| 60-64 | 10 | 11 | 13 | 20 | 4 | 1 | 0 | | | 59 |
| 65-69 | 0 | 3 | 4 | 4 | 2 | 0 | 1 | 0 | | 14 |
| 70+ | <u>1</u> | <u>1</u> | <u>0</u> | <u>0</u> | <u>1</u> | <u>2</u> | <u>1</u> | <u>0</u> | <u>0</u> | <u>6</u> |
| Total: | 94 | 60 | 74 | 65 | 23 | 13 | 5 | 0 | 0 | 334 |
| Average Age: | | | 51.5 | | | | | | | |
| Average Service: | | | 11.2 | | | | | | | |
| Average Hire Age: | | | 40.3 | | | | | | | |
| Annual Payroll: | | | \$12,632,000 | | | | | | | |

ITEM 16

Age/Service Distribution of Active Eligible Management/Confidential/Supervisory Employees

| Age | Service | | | | | | | | | Total |
|-------------------|----------|-------------|----------|----------|----------|----------|----------|----------|----------|----------|
| | 0-4 | 5-9 | 10-14 | 15-19 | 20-24 | 25-29 | 30-34 | 35-39 | 40-44 | |
| 20-24 | 0 | | | | | | | | | 0 |
| 25-29 | 0 | 1 | | | | | | | | 1 |
| 30-34 | 3 | 3 | 1 | | | | | | | 7 |
| 35-39 | 7 | 0 | 5 | | | | | | | 12 |
| 40-44 | 3 | 1 | 2 | 0 | 1 | | | | | 7 |
| 45-49 | 0 | 4 | 3 | 0 | 2 | | | | | 9 |
| 50-54 | 2 | 0 | 0 | 1 | 0 | 2 | | | | 5 |
| 55-59 | 0 | 1 | 2 | 1 | 2 | 1 | 0 | 0 | 1 | 8 |
| 60-64 | 1 | 0 | 3 | 1 | 0 | 0 | 0 | 1 | 0 | 6 |
| 65-69 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 70+ | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>1</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>1</u> |
| Total: | 16 | 10 | 16 | 3 | 6 | 3 | 0 | 1 | 1 | 56 |
| Average Age: | | | 46.3 | | | | | | | |
| Average Service: | | | 11.6 | | | | | | | |
| Average Hire Age: | | | 34.7 | | | | | | | |
| Annual Payroll: | | \$6,331,000 | | | | | | | | |

ITEM 16

SECTION VII. ACTUARIAL ASSUMPTIONS AND METHODS

The liabilities set forth in this report are based on the actuarial assumptions described in this section.

| | |
|--------------------------|--|
| Fiscal Year: | July 1 st to June 30 th |
| Measurement Date: | June 30, 2015 |
| Funding Policy: | Pay-as-you-go |
| Discount Rate: | 4.0% per annum. This discount rate assumes the District continues to fund for its retiree health benefits on a pay-as-you-go basis. Sensitivity analysis showing a 1% increase or decrease in the discount rate is also provided. <i>[The prior valuation used 5%]</i> |
| Inflation: | 2.8% per annum |
| Payroll Increases: | 3.0% per annum, in aggregate |
| Pre-retirement Turnover: | Termination rates for Classified and Management and other employees in PERS are based on the most recent rates used by CalPERS for the pension valuation. Sample rates are as follows: |

| Service | Entry Age | | | |
|---------|-----------|--------|--------|--------|
| | 20 | 30 | 40 | 50 |
| 0 | 17.30% | 15.25% | 13.19% | 11.14% |
| 5 | 10.94% | 8.70% | 6.46% | 1.07% |
| 10 | 8.01% | 5.72% | 0.74% | 0.25% |
| 15 | 6.52% | 4.18% | 0.32% | 0.02% |
| 20 | 4.93% | 0.38% | 0.02% | 0.02% |
| 25 | 3.28% | 0.10% | 0.02% | 0.02% |
| 30 | 0.15% | 0.02% | 0.02% | 0.02% |

Termination rates for Certificated employees and Management employees in STRS are based on the most recent rates used by the California State Teachers Retirement System (STRS) pension valuation. Sample rates for male and females are as follows:

| Service | Male | Female |
|---------|-------|--------|
| 0 | 16.0% | 15.0% |
| 5 | 3.9% | 3.9% |
| 10 | 1.8% | 1.8% |
| 15 | 0.9% | 0.9% |
| 20 | 0.5% | 0.5% |
| 25 | 0.3% | 0.3% |
| 30 | 0.2% | 0.2% |

ITEM 16

[Prior valuation used following tables:]

| Males: Service | Entry Age | | | | |
|-------------------|-----------|--------|---------|---------|---------|
| | 25 - 29 | 30 -34 | 35 - 39 | 40 - 45 | 45 & Up |
| 0 | 15.3% | 15.3% | 15.3% | 15.3% | 18.0% |
| 5 | 3.6% | 3.0% | 3.0% | 3.0% | 3.0% |
| 10 | 2.0% | 2.0% | 2.0% | 2.0% | |
| 15 | 1.1% | 1.1% | 1.1% | | |
| 20 | 0.6% | 0.6% | | | |
| 25 | 0.5% | | | | |
| 30 | 0.0% | | | | |

| Females: Service | Entry Age | | | | |
|---------------------|-----------|--------|---------|---------|---------|
| | 25 - 29 | 30 -34 | 35 - 39 | 40 - 45 | 45 & Up |
| 0 | 15.3% | 15.3% | 15.3% | 15.3% | 15.3% |
| 5 | 5.3% | 4.5% | 3.8% | 3.3% | 2.5% |
| 10 | 1.8% | 1.6% | 1.3% | 1.3% | |
| 15 | 0.9% | 0.9% | 0.9% | | |
| 20 | 0.5% | 0.5% | | | |
| 25 | 0.4% | | | | |
| 30 | 0.0% | | | | |

Mortality Rates:

Mortality rates are based on the most recent rates used by CalPERS and STRS for the pension valuations. Sample rates are as follows:

| CalPERS Age | Actives | | Retirees | |
|----------------|---------|---------|----------|---------|
| | Males | Females | Males | Females |
| 25 | 0.040% | 0.023% | | |
| 30 | 0.049% | 0.025% | | |
| 35 | 0.057% | 0.035% | | |
| 40 | 0.075% | 0.050% | | |
| 45 | 0.106% | 0.071% | | |
| 50 | 0.155% | 0.100% | | |
| 55 | 0.228% | 0.138% | 0.599% | 0.416% |
| 60 | 0.308% | 0.182% | 0.710% | 0.436% |
| 65 | 0.400% | 0.257% | 0.829% | 0.588% |
| 70 | | | 1.305% | 0.993% |
| 75 | | | 2.205% | 1.722% |
| 80 | | | 3.899% | 2.902% |

[The CalPERS mortality rates have been updated to reflect those reported in the 2014 CalPERS Experience Study]

ITEM 16

| STRS Age | Actives | | Retirees* | |
|-------------|---------|---------|-----------|---------|
| | Males | Females | Males | Females |
| 25 | 0.023% | 0.013% | | |
| 30 | 0.033% | 0.014% | | |
| 35 | 0.034% | 0.018% | | |
| 40 | 0.057% | 0.034% | | |
| 45 | 0.076% | 0.041% | | |
| 50 | 0.103% | 0.063% | | |
| 55 | 0.143% | 0.093% | 0.164% | 0.118% |
| 60 | 0.238% | 0.179% | 0.300% | 0.254% |
| 65 | 0.435% | 0.368% | 0.596% | 0.468% |
| 70 | | | 1.095% | 0.864% |
| 75 | | | 1.886% | 1.451% |
| 80 | | | 3.772% | 2.759% |

*Rates applicable to future retirees include a 2 year setback.

Retirement Rates:

| Age | Percent Retiring* | |
|-----|-------------------|--------|
| | Classic | PEPRA |
| 55 | 25.0% | 20.0% |
| 56 | 10.0% | 7.5% |
| 57 | 10.0% | 10.0% |
| 58 | 10.0% | 10.0% |
| 59 | 15.0% | 15.0% |
| 60 | 15.0% | 15.0% |
| 61 | 20.0% | 15.0% |
| 62 | 35.0% | 25.0% |
| 63 | 35.0% | 25.0% |
| 64 | 35.0% | 25.0% |
| 65 | 45.0% | 35.0% |
| 66 | 35.0% | 30.0% |
| 67 | 30.0% | 30.0% |
| 68 | 30.0% | 30.0% |
| 69 | 30.0% | 30.0% |
| 70 | 100.0% | 100.0% |

* Of those having met eligibility to receive District paid pension benefits. The percentage refers to the probability that an active employee who has reached the stated age will retire within the following year. PERS employees are also assumed to retire at rates of 2% per year from age 50 to 55.

ITEM 16

[The prior valuation used the following table for all employees:]

| Age | Percent Retiring* | |
|-----|-------------------|----------------|
| | STRS Employees | PERS Employees |
| 50 | 0.0% | 2.0% |
| 51 | 0.0% | 2.0% |
| 52 | 0.0% | 2.0% |
| 53 | 0.0% | 2.0% |
| 54 | 0.0% | 2.0% |
| 55 | 25.0% | 25.0% |
| 56 | 15.0% | 15.0% |
| 57 | 10.0% | 10.0% |
| 58 | 10.0% | 10.0% |
| 59 | 10.0% | 10.0% |
| 60 | 50.0% | 50.0% |
| 61 | 35.0% | 35.0% |
| 62 | 50.0% | 50.0% |
| 63 | 25.0% | 25.0% |
| 64 | 25.0% | 25.0% |
| 65 | 100.0% | 100.0% |

Retirement Eligibility Age: The earliest retirement age assumed for employees who participate in STRS is age 55. The earliest retirement age assumed for employees who participate in PERS is age 50.

Participation Rates: 95% of active employees meeting eligibility for retirement are assumed to elect retiree health coverage at retirement. Future retirees are assumed to elect similar coverage as current retirees. Actual coverage is used for current retirees.

Spouse Coverage: Of those electing coverage approximately 10% are assumed to elect coverage for their spouse. Male spouses are assumed to be 3 years older than female spouses. Actual spouse coverage and spouse ages are used for current retirees.

[The prior valuation not applicable except for subsidy for Certificated employees]

Claim Cost Development: The valuation claim costs are based on the premiums paid for medical insurance coverage. The valuation was based on the medical premiums furnished by the District. For Classified and Management employees, the District participates in the Southern California Schools VEBA which was considered a community-rated plan. Past valuations assumed the District was exempt from the valuation of any medical plan implicit rate subsidy for participants in the VEBA. An implicit rate subsidy can exist when the non-Medicare rates for retirees are the same as for active employees. Since non-Medicare eligible retirees are typically much older than active employees, their actual medical costs are typically higher than for active employees. The current valuation contains an estimate of the implicit rate subsidy for all employee groups.

ITEM 16

Medical Trend Rates:

| Year | Trend |
|-------|--------|
| 2016 | Actual |
| 2017 | 7.0% |
| 2018 | 6.5% |
| 2019 | 6.0% |
| 2020 | 5.5% |
| 2021+ | 5.0% |

[The prior valuation assumed that the initial trend rate would be 1% lower]

Actuarial Cost Method:

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 District were included in the valuation.

Actuarial Value of Assets:

The District has joined the California Employers' Retiree Benefit Trust (CERBT) but as of the valuation date reported no GASB eligible plan assets.

Amortization of UAAL:

The unfunded actuarial accrued liability is being amortized over an initial 30 years using a level-dollar amortization method. The remaining amortization period at June 30, 2015 is assumed to be 23 years.

SECTION VIII. ACTUARIAL CERTIFICATION

This report summarizes the GASB actuarial valuation for the results set forth in this report are based on the actuarial valuation of the retiree health benefits program of the San Dieguito Union High School District (the District) as of June 30, 2015. To the best of our knowledge, the report presents a fair position of the funded status of the plan in accordance with GASB Statements No. 43 (Financial Reporting for Post-Employment Benefit Plans Other Than Pension Plans) and No. 45 (Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions). The valuation is also based upon our understanding of the plan provisions as summarized within the report.

The information presented herein is based on the actuarial assumptions and substantive plan provisions summarized in this report and participant information and asset information furnished to us by the Plan Sponsor. We have reviewed the employee census provided by the Plan Sponsor for reasonableness when compared to the prior information provided but have not audited the information at the source, and therefore do not accept responsibility for the accuracy or the completeness of the data on which the information is based. When relevant data may be missing, we may have made assumptions we feel are neutral or conservative to the purpose of the measurement. We are not aware of any significant issues with and have relied on the data provided.

The discount rate and other economic assumptions have been selected by the Plan Sponsor. Demographic assumptions have been selected by the Plan Sponsor with the concurrence of Nyhart. In our opinion, the actuarial assumptions are individually reasonable and in combination represent our estimate of anticipated experience of the Plan. All calculations have been made in accordance with generally accepted actuarial principles and practice.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following:

- plan experience differing from that anticipated by the economic or demographic assumptions;
- changes in economic or demographic assumptions;
- increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period); and
- changes in plan provisions or applicable law.

While some sensitivity analysis was provided in the report, we did not perform an analysis of the potential range of future measurements due to the limited scope of our engagement.

To our knowledge, there have been no significant events prior to the current year's measurement date or as of the date of this report that could materially affect the results contained herein.

Neither Nyhart nor any of its employees has any relationship with the plan or its sponsor that could impair or appear to impair the objectivity of this report. Our professional work is in full compliance with the American Academy of Actuaries "Code of Professional Conduct" Precept 7 regarding conflict of interest. The undersigned meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein.

Certified by:



Marilyn K. Jones, ASA, EA, MAAA, FCA
Consulting Actuary

Date: July 22, 2016

SECTION IX. DEFINITIONS

The definitions of the terms used in GASB actuarial valuations are noted below.

Actuarial Liability (also referred to as Present Value of Future Benefits) – Total projected benefits include all benefits estimated to be payable to plan members (retirees and beneficiaries, terminated employees entitled to benefits but not yet receiving them, and current active members) as a result of their service through the valuation date and their expected future service. The actuarial present value of total projected benefits as of the valuation date is the present value of the cost to finance benefits payable in the future, discounted to reflect the expected effects of the time value (present value) of money and the probabilities of payment. Expressed another way, it is the amount that would have to be invested on the valuation date so that the amount invested plus investment earnings will provide sufficient assets to pay total projected benefits when due.

Actuarial Accrued Liability – That portion, as determined by a particular Actuarial Cost Method, of the Actuarial Present Value of plan benefits and expenses which is not provided for by the future Normal Costs.

Actuarial Assumptions – Assumptions as to the occurrence of future events affecting health care costs, such as: mortality, turnover, disablement and retirement; changes in compensation and Government provided health care benefits; rates of investment earnings and asset appreciation or depreciation; procedures used to determine the Actuarial Value of Assets; characteristics of future entrants for Open Group Actuarial Cost Methods; and other relevant items.

Actuarial Cost Method – A procedure for determining the Actuarial Present Value of future benefits and expenses and for developing an actuarially equivalent allocation of such value to time periods, usually in the form of a Normal Cost and an Actuarial Accrued Liability.

Actuarial Present Value – The value of an amount or series of amounts payable or receivable at various times, determined as of a given date by the application of a particular set of Actuarial Assumptions.

Annual OPEB Cost – An accrual-basis measure of the periodic cost of an employer's participation in a defined benefit OPEB plan.

Annual Required Contribution (ARC) – The employer's periodic required contributions to a defined benefit OPEB plan, calculated in accordance with the parameters.

Explicit Subsidy – The difference between (a) the amounts required to be contributed by the retirees based on the premium rates and (b) actual cash contribution made by the employer.

Funded Ratio – The actuarial value of assets expressed as a percentage of the actuarial accrued liability.

Healthcare Cost Trend Rate – The rate of change in the per capita health claims costs over time as a result of factors such as medical inflation, utilization of healthcare services, plan design, and technological developments.

ITEM 16

Implicit Rate Subsidy – In an experience-rated healthcare plan that includes both active employees and retirees with blended premium rates for all plan members, the difference between (a) the age-adjusted premiums approximating claim costs for retirees in the group (which, because of the effect of age on claim costs, generally will be higher than the blended premium rates for all group members) and (b) the amounts required to be contributed by the retirees.

Net OPEB Obligation – The cumulative difference since the effective date of this Statement between annual OPEB cost and the employer's contributions to the plan, including the OPEB liability (asset) at transition, if any, and excluding (a) short-term differences and (b) unpaid contributions that have been converted to OPEB-related debt.

Normal Cost – The portion of the Actuarial Present Value of plan benefits and expenses which is allocated to a valuation year by the Actuarial Cost Method.

Pay-as-you-go – A method of financing a benefit plan under which the contributions to the plan are generally made at about the same time and in about the same amount as benefit payments and expenses becoming due.

Per Capita Costs – The current cost of providing postretirement health care benefits for one year at each age from the youngest age to the oldest age at which plan participants are expected to receive benefits under the plan.

Select and Ultimate Rates – Actuarial assumptions that contemplate different rates for successive years. Instead of a single assumed rate with respect to, for example, the healthcare trend rate assumption, the actuary may apply different rates for the early years of a projection and a single rate for all subsequent years. For example, if an actuary applies an assumed healthcare trend rate of 6.5% for year 20W0, 6.0% for 20W1, 5.5% for 20W2, then 5.0% for 20W3 and thereafter, then 6.5%, 6% and 5.5% are select rates, and 5% is the ultimate rate.

Substantive Plan – The terms of an OPEB plan as understood by the employer(s) and plan participant.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 1, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: John Addleman, Exec. Director Planning Services

SUBMITTED BY: Eric R. Dill, Interim Superintendent

SUBJECT: APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH SOLANA BEACH SCHOOL DISTRICT

EXECUTIVE SUMMARY

As part of Solana Beach School District's (SBSD) proposed facilities improvement program bond measure (the "Bond"), staff has been working with SBSB staff to develop an interim plan for the proposed reconstruction of the Skyline elementary school site.

Skyline, located at 606 Lomas Santa Fe Drive in Solana Beach, was originally constructed in the 1950s. If the Bond is successful in November 2016, Skyline will be recommended for complete redesign/reconstruction. Construction is projected to commence in the Spring of 2017. The SBSB plans to complete the construction of this facility and open the school the Fall of 2018.

Interim housing will be required during the construction period. The SBSB is proposing to house the grades 4-6 program consisting of approximately 330 students at the Earl Warren Middle School's (EWMS) interim campus for the 2017-18 school year. This would require maintaining parts of the EWMS interim campus (e.g. classrooms, lunch shelter, administration, nurse area, restrooms, etc.). The districts have developed a Memorandum of Understanding indicating the commitment for both districts to work toward a Lease/Reimbursement Agreement should the Solana Beach School District's Bond pass in November 2016.

Skyline and EWMS currently have staggered start times (e.g. Skyline's first bell is 8:55 am) and is proposing to remain the same while occupying the EWMS interim campus. A principal and other general support staff will also be housed at the interim facility by SBSB.

RECOMMENDATION:

It is recommended that the Board approves the Memorandum of Understanding (MOU) with the Solana Beach School District whereby both districts agree to negotiate a lease or

ITEM 17

reimbursement agreement for future use of temporary housing at Earl Warren Middle School, dependent upon passage of the Solana Beach School District's facilities improvement bond program, and authorize Eric R. Dill to execute all pertinent documents.

FUNDING SOURCE:

Building Fund-Prop 39 Fund 21-39.

ITEM 17

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
AND THE SOLANA BEACH SCHOOL DISTRICT
RE: USE OF STUDENT HOUSING AT EARL WARREN MIDDLE SCHOOL

The San Dieguito Union High School District (“SDUHSD”) and the Solana Beach School District (SBSD), both public school districts organized and existing under the Constitution and laws of the State of California, enter into this Memorandum of Understanding (“MOU”) with relation to future use of classrooms at SDUHSD’s Earl Warren Middle School by SBSD students. The purpose of this MOU is for both districts to agree to negotiate a lease agreement or a reimbursement agreement following the successful passage of SBSD’s facilities improvement program bond (the “Bond”) which will be on the November, 2016 ballot. By entering into this MOU, SBSD and SDUHSD commit to entering into a lease agreement or reimbursement agreement prior to the Bond election so that voters can be assured that SBSD has provided adequate housing for students displaced during construction.

The districts agree as follows:

1. Within ninety (90) days of passage of SBSD’s Bond, SDUHSD and SBSD agree to enter into a mutually agreeable lease agreement or a reimbursement agreement with each other to house SBSD students displaced by the construction which will occur as a result of the Bond passage. The terms of the lease agreement or reimbursement agreement will be negotiated after the Bond passes.

2. SDUHSD currently leases several relocatable classrooms located at Earl Warren Middle School which it will no longer need to house its own students as of the Fall 2017 school year. SDUHSD agrees to allow for enough classrooms to remain on the Earl Warren Middle School campus to house students in grades 4 - 6, along with parking, administration, lunch area, play space, and some auxiliary programs.

3. In the event the Bond does not pass, neither party will have any obligations under this MOU.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

By: _____ Date

Title:

SOLANA BEACH SCHOOL DISTRICT

By: _____ Date

Title:

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Susan Dixon
Director of Classified Personnel
Torrie Norton
Associate Superintendent Human Resources

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: Personnel Commission – New Classified Job Salary Allocation “Irrigation Specialist”, Proposed Revised Board Policy #4231 Attachment A, “Classified Salary Schedule”

EXECUTIVE SUMMARY

In response to District needs, the Personnel Commission established the classification of Irrigation Specialist at its meeting on August 9, 2016. Furthermore, the Personnel Commission has recommended a salary allocation of Range 41 on the Classified Salary Schedule. The salary allocation is recommended based on a comparison of comparable classifications in other school districts as well as internal alignment with like positions.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the revised Board Policy #4231 Attachment A, “Classified Salary Schedule,” as shown in the attached supplement.

FUNDING SOURCE:

District General Fund

Attachment

PERSONNEL / CLASSIFIED

ITEM 18
4231 APPENDIX A

SALARY RANGE DEFINITIONS

| | | | |
|----|--|----|--|
| 25 | Nutrition Services Assistant I | | Risk Management Technician |
| 26 | Nutrition Services Assistant-Floater | 43 | Transportation Router/Scheduler |
| 27 | Nutrition Services Assistant II Nutrition Services Assistant-Transporter I | 44 | Administrative Assistant-High School Bus Driver Trainer |
| 29 | Campus Supervisor-Middle School Instructional Assistant Nutrition Services Assistant III Nutrition Services Assistant-Transporter II Nutrition Services Catering Assistant School Bus Attendant | | Construction & Facility Projects Coordinator Information Systems Support Technician Lead Grounds Worker Media Technician/Web Technician Payroll Technician Senior Buyer Warehouse Supervisor |
| 30 | Office Assistant | | |
| 31 | Instructional Assistant-Bilingual | 45 | Planning Finance Technician |
| 32 | Campus Supervisor-High School Custodian Receptionist | 47 | Locksmith Speech/Language Pathology Assistant |
| 33 | Custodian-Floater Nutrition Services Production Assistant Receptionist-Bilingual (Spanish) | 48 | Construction Projects Information Technician Painter |
| 34 | Instructional Assistant SpEd (Non-Severe) Locker Room Attendant/Custodian Maintenance Worker I Testing Assistant-Bilingual (Spanish) | 49 | Electrician HVAC Technician Plumber/Irrigation Specialist Skilled Maintenance Worker Vehicle & Equipment Mechanic |
| 35 | Grounds Maintenance Worker I Health Technician Job Placement Assistant | 51 | Computer Support Technician Telecommunications Technician |
| 36 | Instructional Assistant-SpEd (SED) Instructional Assistant SpEd (Severely Handicapped) Instructional Assistant SpEd (Behavior Intervention) Secretary | 52 | Accounting Specialist Budget Analyst Facilities Construction Planner HR Information Systems Support Analyst Human Resources Analyst Human Resources Benefits Analyst Human Resources Certificated Analyst Information Systems Support Analyst Lead Maintenance Worker Payroll Analyst Vehicle & Equipment Supervisor |
| 37 | Library/Media Technician Warehouse/Delivery Worker | | |
| 38 | Administrative Secretary-Middle School Custodian Crew Leader Purchasing Assistant School Bus Driver | 54 | Information Systems Support Specialist Interpreter for the Hearing Impaired |
| 39 | Grounds/Maintenance Worker II Warehouse/Stores Worker School Plant Supervisor-Middle School | 57 | Interpreter for the Hearing Impaired (NIC) Network Technician |
| 40 | Administrative Secretary Accounting Assistant Accounting Assistant-ASB Buyer Grounds Maintenance Worker/Applicator Human Resources Assistant Learning Commons Technician Maintenance Worker II Registrar Tutoring Center Specialist | 60 | Interpreter for the Hearing Impaired (NIC Adv.) Interpreter for the Hearing Impaired (NIC Adv.) Loss Control Analyst Occupational Therapist |
| 41 | Administrative Secretary-Bilingual (Spanish) Grounds/Maintenance Equipment Operator Irrigation Specialist Lead School Bus Driver School Plant Supervisor-High School Theatre Technician Transportation Dispatcher Translator/Interpreter (Spanish) Vehicle & Equipment Service Worker | 62 | Contracts Analyst Construction Services Analyst Facilities Planning Analyst |
| 42 | Accounting Technician Administrative Assistant Human Resources Technician | 63 | Interpreter for the Hearing Impaired (NIC Master) |
| | | 66 | Network Analyst |

CLASSIFIED**ITEM 18**

IRRIGATION SPECIALIST**OVERALL JOB PURPOSE STATEMENT**

Under the direction of the Grounds and Custodial Supervisor, the Irrigation Specialist maintains irrigation and water conveyance (potable or reclaimed) systems; determines optimal irrigation schedules; maintains required information for future reference and for requirements of outside agencies; ensures the completion of projects in a timely manner and according to specifications; troubleshoots and performs preventative maintenance; assembles, installs and repairs water irrigation systems; prepares designs and blueprints for irrigation systems; and operates a variety of tools and power equipment.

DISTINGUISHING CHARACTERISTICS

This job is distinguished from similar jobs by the following characteristics: The Irrigation Specialist is a journey-level trades class responsible for performing skilled irrigation duties in the maintenance and repair of water and drainage systems and the construction, installation, repair and modification of sprinkler systems.

ESSENTIAL FUNCTIONS

- Installs, maintains, diagnoses, and repairs irrigation systems and equipment.
- Records and documents a variety of activities including preventive maintenance, purchases, and inspections.
- Instructs and orients school personnel on the proper operation of systems and services.
- Researches, engineers and designs irrigation systems and equipment.
- Coordinates and monitors the work of outside contractors to ensure the completion of projects in a timely manner and according to specifications.
- Oversees and directs the performance of assigned workers to ensure the completion of projects in a timely and accurate manner.
- Operates a variety of equipment (e.g., ditchwitch, trencher, solder torch, lathe, pipe cutters, etc.)
- Operates and maintains well systems (e.g. water pressure, computer board, smart flow controller, transducer, gauges).
- Maintains supplies, equipment and tools.
- Inspects water systems and identifies repairs and/or replacement needs.
- Estimates time and material costs for specific jobs.
- Diagnoses problems and/or failures in irrigation and water conservation systems.
- Determines irrigation schedules (e.g., controllers, clocks, GPM/S) to ensure adequate irrigation, appropriate water conservation measures, and adherence to watering regulations.
- Repairs irrigation and water conveying systems (e.g., controllers/clocks, sprinkler heads, impact heads, rotors, etc.)
- Responds to emergency situations such as broken pipes, sprinklers, and drainage problems, and takes necessary action to resolve the situation.
- Assists in the performance of other job-related duties as assigned.

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS**KNOWLEDGE, SKILLS AND ABILITIES**

IRRIGATION SPECIALIST

KNOWLEDGE is required to perform mathematical computations; read technical information, complete required documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge required to satisfactorily perform the functions of the job includes: specialized tools and methods used in the installation and repair of irrigation systems, back flow prevention, use and application of electric controllers, prevention of storm water issues, reclaimed water testing, calculating and applying hydraulic mathematical formulas, various types of pipe and their proper repair and maintenance, watering requirements for lawns, trees and plants and various types of soil; State of California certification requirements for a public school to receive water from a local water district, record-keeping techniques, and health and safety regulations.

SKILLS are required to perform multiple, highly complex, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: adhering to safety practices; operating tools and equipment used in the installation and repair of irrigation and water systems; and preparing and maintaining accurate records.

ABILITY is required to schedule a number of activities, meetings, and/or events; gather and/or collate data; and consider a wide variety of factors when using equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using a variety of processes. Ability is also required to work with a significant diversity of individuals and/or groups; work with a variety of data; and utilize a wide variety of types of job-related equipment. In working with others, problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is significant. Specific abilities required to satisfactorily perform the functions of the job include: understanding and following oral and written directions; communicating effectively with others; working cooperatively with others; analyzing situations accurately and adopting an effective course of action; meeting schedules and time lines; maintaining routine records; working independently with little direction; and reading, interpreting and following rules, regulations, policies and procedures.

RESPONSIBILITY

Responsibilities include: working under limited supervision following standardized practices and/or methods; providing information and/or advising others; and operating within a defined budget. Use of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the Organizations 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)

CLASSIFIED**ITEM 18****IRRIGATION SPECIALIST**

Continuously = 67-100% (more than 6 hours)

| | |
|-------------------------|--|
| Seldom | with assistance: lifting up to 100 lbs. at waist height and carrying up to 100 lbs. up to 20 feet (toilets, urinals, water heaters, drain cleaning machines) |
| Occasionally | lifting up to 75 lbs. at waist height, carrying up to 75 lbs. up to 30 feet, twisting back |
| Occasionally/Frequently | sitting, walking, squatting/crouching, climbing/balancing, kneeling, pushing/pulling, fingering/fine manipulation, handling/simple grasping, power/firm grasping;; reach above, at, and below shoulder, hand and foot controls |
| Frequently | standing, stooping/bending, neck flexion/rotation, lifting up to 25 lbs. at shoulder height, carrying up to 50 lbs. up to 500 feet |
| Frequently/Continuously | pushing and pulling |
| Continuously | lifting up to 10 lbs. overhead/shoulder |

AUDITORY OR VISUAL REQUIREMENTS

Auditory ability to respond to safety buzzers, communicate with coworkers and staff, operate vehicles safely, and react to emergency situations. Vision 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, drive cars, trucks, forklifts or other moving equipment, work near hazardous equipment/machinery, walk on uneven ground, tolerate exposure to dust, gas, fumes, noise (required to wear ear protection), vibration, extremes in temperature and humidity, biohazard materials such as sewage; work at heights. Hazards include exposure to raw sewage.

EXPERIENCE

Three years of job-related experience performing irrigation tasks.

EDUCATION

Targeted job-related education or training that meets organization's prerequisite requirements.

REQUIRED TESTING

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

CERTIFICATES

Valid California Class C driver's license and a record of driving history issued by the California DMV on its Form H-6 less than 30 days prior to applying for the position. Certification in reclaimed water is required. Training in electronic controllers, irrigation clock controller, water conservation and/or materials and practices of water systems is highly desirable.

CLASSIFIED

ITEM 18

IRRIGATION SPECIALIST

CONTINUING EDUCATION/TRAINING

Targeted job-related education and training as needed and maintenance of certifications obtained.

CLEARANCES

Criminal Justice Fingerprint/Background Clearance; TB Clearance

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: Torrie Norton
Associate Superintendent/Human Resources

SUBMITTED BY: Eric R. Dill
Interim Superintendent

SUBJECT: Proposed Revised BP #2420.1/4320.1
“Designation of Management Positions”

EXECUTIVE SUMMARY

On June 30, 2016, the Board approved revisions to job descriptions and new titles to two management positions:

1. *Former Title – Coordinator of Technical Ed., EL & Academic Education*
Renamed – Director of Accountability & Special Programs
2. *Former Title – Coordinator of Student Services*
Renamed – Director of School & Student Services

The Board also approved one new management position entitled, District Mental Health Support Provider at the June 30, 2016 board meeting.

Board Policy #2420.1/4320.1 – Designation of Management Positions needs to be updated to reflect the current positions as it relates to meeting and negotiation in public educational employment, government code and conflict of interest requirements.

RECOMMENDATION:

This item is being submitted for first read and will be resubmitted for action on September 1, 2016.

ADMINISTRATION**2420.1; 4320.1****DESIGNATION OF MANAGEMENT POSITIONS**

The Board of Trustees has investigated the duties and responsibilities of all its employees to determine whether they have significant responsibilities for formulating District policies or administering District programs. The following positions have been determined to have those responsibilities and, therefore, are designated as management:

Superintendent
 Associate Superintendent-Administrative Services
 Associate Superintendent-Educational Services
 Associate Superintendent-Business
 Associate Superintendent-Human Resources
 Director of PPS and Alternative Programs
 Chief Financial Officer
 Chief Facilities Officer
Executive Director of Educational Services
 Executive Director of Planning Services
 Director of Human Resources
 Director of Classified Personnel
 Director of Special Education
District Mental Health Support Provider
 Coordinator of Special Education
~~Coordinator of Student Services~~
 Program Supervisor – Special Education
Director of Accountability & Special Programs
 Director of Information Technology
Director of School & Student Services
 Director of Technology Project Management
 Director of Maintenance, Operations & Transportation
 Director of Student Information Services
 Director of Purchasing and Risk Management
 Director of Nutrition Services
~~Director of CTE, EL, and Community Programs~~
 Construction Project Manager-II
 Construction Project Manager-I
 Principal, Senior High / Middle School
 Assistant Principal, Senior High /Middle School

No person serving in a position designated as management shall be represented by an exclusive representative. In employment relations with the Board of Trustees, any person serving in a management position shall have the right to represent himself/herself individually or by any other group whose membership is composed entirely of employees serving in a position designated as management.

LEGAL REFERENCES**GOVERNMENT CODE**

3540.1(g) Designation of Management Positions
 3543.4 Meeting and Negotiating in Public Educational Employment

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 8, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED & SUBMITTED BY: Eric R. Dill, Interim Superintendent

SUBJECT: PROPOSED REVISIONS TO BOARD POLICY #9270, "CONFLICT OF INTEREST"

EXECUTIVE SUMMARY

Government Code section 87306.5 requires every local government agency to review its Conflict of Interest Code biennially to determine if it is accurate or if the code must be amended. It is then forwarded to the code reviewing body, The County Board of Supervisors, for legal review and approval. Staff has reviewed the current policy and has made proposed revisions to align with CSBA recommendations.

Since the last time the Board approved revisions to the policy on August 21, 2014, several job title additions/changes have been made. The proposed revisions include those changes.

RECOMMENDATION:

This item is being submitted for first read and will be submitted for action on September 1, 2016.

FUNDING SOURCE:

Not applicable.

BYLAWS OF THE BOARD

9270

CONFLICT OF INTEREST

The Governing Board desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the district and the public. In accordance with law, Board members and designated employees shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision. The Board shall adopt a bylaw that specifies the terms of the conflict of interest code, designated positions, and the disclosure categories required for each position.

Upon direction by the code reviewing body, the Board shall review the District's conflict of interest code submit any changes to the code reviewing body. When a change in the District's conflict of interest code is necessitated due to changed circumstances, such as the creation of new designated positions, changes to the duties assigned to existing positions, amendments, or revisions, the amended code shall be submitted to the code reviewing body within 90 days. ~~[Government Code 87306](#)~~

When reviewing and preparing the District's conflict of interest code, the Superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. ~~[Government Code 87311](#)~~

Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the district's conflict of interest code. A Board member who leaves office or a designated employee who leaves district employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or district employment. ~~[Government Code 87302, 87500](#)~~

Statements of economic interests submitted to the District by designated employees in accordance with the conflict of interest code shall be available for public inspection and reproduction. ~~[Government Code 81008](#)~~

CONFLICT OF INTEREST UNDER THE POLITICAL REFORM ACT

A Board member or designated employee shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the Board member's or designated employee's "economic interests," unless the effect is indistinguishable from the effect on the public generally or the Board member's or designated employee's participation is legally required.

A Board member or designated employee makes a governmental decision when, acting within the authority of his/her office or position, he/she votes on a matter, appoints a person, obligates or commits the district to any course of action, or enters into any contractual agreement on behalf of the district.

A Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the Board shall abstain from voting on the matter. He/she may remain on the dais, but his/her presence shall not be counted towards achieving a quorum for that matter. A Board

BYLAWS OF THE BOARD**9270**

member with a disqualifying conflict of interest shall not be present during a closed session meeting of the Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue.

ADDITIONAL REQUIREMENTS FOR BOARDS THAT MANAGE PUBLIC INVESTMENTS

A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following:

1. Publicly identify each financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. The Board member shall not be counted toward achieving a quorum while the item is discussed.

However, the Board member may speak on the issue during the time that the general public speaks on it and may leave the dais to speak from the same area as members of the public. He/she may listen to the public discussion of the matter with members of the public.

3. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters.

If the item is on the consent calendar, the Board member must recuse himself/herself from discussing or voting on that matter, but the Board member is not required to leave the room during consideration of the consent calendar.

4. If the Board's decision is made during closed session, disclose his/her interest orally during the open session preceding the closed session. This disclosure shall be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to Government Code 87100. He/she shall not be present when the item is considered in closed session and shall not knowingly obtain or review a recording or any other nonpublic information regarding the Board's decision.

CONFLICT OF INTEREST UNDER GOVERNMENT CODE 1090

Board members, employees, or district consultants shall not be financially interested in any contract made by the Board on behalf of the district, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. If a Board member has such a financial interest, the district is barred from entering into the contract. ([Government Code 1090; Klistoff v. Superior Court, \(2007\) 157 Cal. App. 4th 469](#))

A Board member shall not be considered to be financially interested in a contract if his/her interest is a "noninterest" as defined in Government Code 1091.5. One such noninterest is when a Board member's spouse/registered domestic partner has been a district employee for at least one year prior to the Board

BYLAWS OF THE BOARD

9270

member's election or appointment. ~~(Government Code 1091.5)~~

A Board member shall not be considered to be financially interested in a contract if he/she has only a "remote interest" in the contract as specified in Government Code 1091 and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. ~~(Government Code 1091)~~

Even if there is not a prohibited conflict of interest, a Board member shall abstain from voting on personnel matters that uniquely affect his/her relatives. However, a Board member may vote on collective bargaining agreements and personnel matters that affect a class of employees to which his/her relative belongs. Relative means an adult who is related to the Board member by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. ~~(Education Code 35107)~~

A relationship within the third degree includes an individual's parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse/registered domestic partner unless the individual is widowed or divorced.

COMMON LAW DOCTRINE AGAINST CONFLICT OF INTEREST

A Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties.

RULE OF NECESSITY OR LEGALLY REQUIRED PARTICIPATION

On a case-by-case basis and upon advice of legal counsel, a Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applies pursuant to Government Code 87101 and 2 CCR 18708.

INCOMPATIBLE OFFICES AND ACTIVITIES

Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the district. ~~(Government Code 1099, 1126)~~

GIFTS

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. ~~(Government Code 89503)~~

Gifts of travel and related lodging and subsistence shall be subject to the current gift limitation except as

BYLAWS OF THE BOARD

9270

described in Government Code 89506.

A gift of travel does not include travel provided by the district for Board members and designated employees. [\(Government Code 89506\)](#)

HONORARIA

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. [\(Government Codes 89501—89502\)](#)

The term honorarium does not include:

[\(Government Code 89501\)](#)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade or profession unless the sole or predominant activity of the business, trade or profession is making speeches.
2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes.

BYLAWS OF THE BOARD

9270

**APPENDIX
DESIGNATED POSITIONS / DISCLOSURE CATEGORIES**

It has been determined that persons occupying the following positions manage public investments and shall file a full statement of economic interests pursuant to Government Code 87200:

Governing Board Members
Superintendent of Schools
Associate Superintendents

1. **Category 1** - Persons occupying the following positions are designated employees in Category 1:
 - Purchasing Director
 - Chief Financial Officer
 - Chief Facilities Officer
 - Executive** Director of Planning Services
 - Director of Technology Project Management
 - Director of Maintenance, Operations & Transportation
 - Construction Projects Manager-I & II
 - Facilities Construction Planner
 - Purchasing Buyer
 - Contracts Analyst
 - Construction Contracts Analyst

Designated persons in this category must report:

- a. Interests in real property located entirely or partly within District boundaries, or within two miles of District boundaries or of any land owned or used by the District. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
- b. Investments or business positions in or income from sources which:
 - (1) Are engaged in the acquisition or disposal of real property within the District,
 - (2) Are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the District, or
 - (3) Manufacture or sell supplies, books, machinery or equipment of the type used by the District.

2. **Category 2** - Persons occupying the following positions are designated employees in Category 2:
 - Director
 - Principal
 - Assistant Principal
 - Executive Director
 - Program Coordinator/**Supervisor**
 - Project Specialist

BYLAWS OF THE BOARD**9270**

Supervisor
Independent Citizens' Oversight Committee (ICOC) Member

Designated persons in this category must report investments or business positions in or income from sources which:

- a. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or
- b. Manufacture or sell supplies, books, machinery or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school. Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

3. DISCLOSURES FOR CONSULTANTS

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

4. A consultant is an individual who, pursuant to a contract with the District, makes a governmental decision whether to:

~~(2 CCR 18701)~~

1. Approve a rate, rule or regulation~~.~~
2. Adopt or enforce a law~~.~~
3. Issue, deny, suspend or revoke a permit, license, application, certificate, approval, order or similar authorization or entitlement~~.~~
4. Authorize the District to enter into, modify or renew a contract that requires District approval~~.~~
5. Grant District approval to a contract or contract specifications which require District approval and in which the District is a party~~.~~
6. Grant District approval to a plan, design, report, study or similar item~~.~~
7. Adopt or grant District approval of District policies, standards or guidelines~~.~~

A consultant is also an individual who, pursuant to a contract with the District, serves in a staff capacity with the District and in that capacity participates in making a

BYLAWS OF THE BOARD**9270**

governmental decision as defined in 2 CCR 18702.2, or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District's Conflict of Interest Code. ~~(2 CCR 18701)~~

LEGAL REFERENCE**EDUCATION CODE**

| | |
|---------------|--|
| 1006 | Qualifications for Holding Office |
| 35107 | School District employees |
| 35230 - 35240 | Corrupt Practices |
| 35233 | Prohibitions Applicable to Members of Governing boards |
| 41000-41003 | Moneys received by school districts |

FAMILY CODE

| | |
|-------|---|
| 297.5 | Rights, protections, and benefits of registered domestic partners |
|-------|---|

GOVERNMENT CODE

| | |
|------------------|---|
| 1090 - 1098 | Prohibitions Applicable to Specified Officers |
| 1125 - 1129 | Incompatible Activities |
| 81000 – 91015 | Political Reform Act of 1974, especially: |
| 82011 | Code Reviewing Body |
| 82019 | Definition of Designated Employee |
| 82028 | Definition of Gifts |
| 82030 | Definition of Income |
| 87100 - 87103.6 | General Prohibitions |
| 87200 - 87210 | Disclosure |
| 87300 - 87313 | Conflict of Interest Code |
| 87500 | Statements of Economic Interests |
| 89501 - 89503 | Honoraria and Gifts |
| 91000 - 91014 | Enforcement |

PENAL CODE

| | |
|-------|--------|
| 85-88 | Bribes |
|-------|--------|

CODE OF REGULATIONS, TITLE 2

| | |
|---------------|--|
| 18110 - 18997 | Regulations of the Fair Political Practices Commission, especially: |
| 18702.5 | Public identification of a conflict of interest for Section 87200 filers |

BYLAWS OF THE BOARD

9270

COURT DECISIONS

Klistoff v. Superior Court, (2007) 157 Cal.App.4th 469

Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th. 655

Kunec v. Brea Redevelopment Agency, (1997) 55 Cal.App.4th 511

ATTORNEY GENERAL OPINIONS

92 Ops.Cal.Atty.Gen. 26 (2009)

92 Ops.Cal.Atty.Gen. 19 (2009)

89 Ops.Cal.Atty.Gen. 217 (2006)

86 Ops.Cal.Atty.Gen. 138(2003)

85 Ops.Cal.Atty.Gen. 60 (2002)

82 Ops.Cal.Atty.Gen. 83 (1999)

81 Ops.Cal.Atty.Gen. 327 (1998)

80 Ops.Cal.Atty.Gen. 320 (1997)

69 Ops.Cal.Atty.Gen. 255 (1986)

68 Ops.Cal.Atty.Gen. 171 (1985)

65 Ops.Cal.Atty.Gen. 606 (1982)

63 Ops.Cal.Atty.Gen. 868 (1980)

~~82 Ops.Cal.Atty.Gen. 83 (1999)~~

~~81 Ops.Cal.Atty.Gen. 327 (1998)~~

~~80 Ops.Cal.Atty.Gen. 320 (1997)~~

~~69 Ops.Cal.Atty.Gen. 255 (1986)~~

~~68 Ops.Cal.Atty.Gen. 171 (1985)~~

~~65 Ops.Cal.Atty.Gen. 606 (1982)~~

MANAGEMENT RESOURCES

CSBA PUBLICATIONS

Conflict of Interest: Overview of Key Issues for Governing Board Members, Fact Sheet, July 2010

FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS

Can I Vote? A Basic Overview of Public Officials' Obligations Under the Conflict-of-Interest Rules, 2005

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

Understanding the Basics of Public Service Ethics: Personal Financial Gain Laws, 2009

Understanding the Basics of Public Service Ethics: Transparency Laws, 2009

WEBSITES

Fair Political Practices Commission: www.fppc.ca.gov

Institute of Local Government: <http://www.ca-ilg.org>

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 1, 2016

BOARD MEETING DATE: August 18, 2016

PREPARED BY: John Addleman, Exec. Director Planning Services

SUBMITTED BY: Eric R. Dill, Interim Superintendent

SUBJECT: PROPOSED REVISION OF BOARD POLICY / BP
5116.2, "ATTENDANCE BOUNDARIES"

EXECUTIVE SUMMARY

The proposed revised board policy, BP 5116.2, updates the existing board policy to reflect the boundary changes adopted on June 5, 2014. The proposed revised board policy updates the narrative to the revised boundaries of Earl Warren Middle School and Carmel Valley Middle School, and adds the narrative for the Pacific Trails Middle School boundary. Particular care was taken in drawing boundaries in order to keep elementary school populations together.

RECOMMENDATION:

This item is being submitted as first read and will be resubmitted for action on September 1, 2016.

FUNDING SOURCE:

N/A

STUDENTS**5116.2****ATTENDANCE BOUNDARIES**

In order to maintain an equitable balance in the enrollment at each campus, the Board shall establish attendance boundaries for each school in the San Dieguito Union High School District. Boundaries of school attendance areas in the District shall be as follows:

1. Canyon Crest Academy shall be open to a limited number of 9-12 grade (9th grade for the 2004-05 school year) students within District boundaries through an open enrollment application process approved by the Board of Trustees. (As grade levels are added, students from that grade level throughout the District will be eligible to apply for enrollment at CCA.)
2. La Costa Canyon High School shall include the boundaries of the Encinitas and Cardiff school districts and the area north of Escondido Creek in Rancho Santa Fe District.
3. San Dieguito High School Academy shall be open to a limited number of 9-12 grade students within District boundaries through an open enrollment application process approved by the Board of Trustees.
4. Torrey Pines High School shall include the boundaries of the Del Mar, Solana Beach and Rancho Santa Fe school districts, with the exception of the area north of Escondido Creek in the Rancho Santa Fe School District.
5. Diegueño Middle School shall include the following portions of the Encinitas Elementary District for grades 7-8:
 - a. East of El Camino Real; south of Olivenhain Road and north of Encinitas Boulevard.
 - b. La Costa east of Rancho Santa Fe Road.
 - c. Leucadia - South of La Costa Avenue; west of El Camino Real; north of Union Street; west of Saxony Road; north of Encinitas Boulevard to the coast; south to Cardiff State Beach and west of Highway 101.
6. Oak Crest Middle School shall include the boundaries of the Cardiff Elementary District and the remainder of the Encinitas Elementary District for grades 7-8.
7. Earl Warren Middle School shall include the boundaries of Del Mar **Elementary School District west of Interstate 5,** and the Solana Beach Elementary School **districts-District for grades 7-8,** **except for that portion of the Solana Beach Elementary School District located in North City West, and the boundary area served by Solana Ranch Elementary.** ~~that area bounded by land east of Interstate 5 extending to the District's easternmost boundary; and land south of the Carmel Valley Planning Area boundary (generally following Gonzales Canyon) extending to the District's southernmost boundary.~~
8. Carmel Valley Middle School shall include the area bounded by land east of Interstate 5 extending to the District's eastern most boundary; and land south of the Carmel Valley Planning Area boundary (generally following Gonzales Canyon) extending to the district's southernmost boundary for grades 7-8, **except the boundary areas served by Ashley Falls Elementary, Sycamore Ridge Elementary, and Solana Ranch Elementary.**
9. Pacific Trails Middle School shall include the boundary areas of the Del Mar Elementary School District served by Ashley Falls Elementary and Sycamore Ridge Elementary, and the boundary area of the Solana Beach Elementary School District served by Solana Ranch Elementary.

ITEM 20

STUDENTS

5116.2

It is the intent of the Board of Trustees to provide equal educational opportunities for all students of the District. In order to avoid duplication of certain costly facilities, some programs will be offered on a single campus and opportunities will be provided for all qualified district students to attend under specified conditions.

The administration is authorized to establish procedures that set forth the conditions under which students may attend classes at a District campus located outside of their assigned attendance boundaries.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 8, 2016

BOARD MEETING DATE: August 18, 2016

**PREPARED &
SUBMITTED BY:** Eric R. Dill, Interim Superintendent

SUBJECT: PROPOSED REVISED / NEW BOARD POLICIES (6) /
CHARTER SCHOOLS / SUPERINTENDENT

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 charter school policies have not been updated since March 6, 2008.

The follow board policies have been revised and/or created to align with the CSBA recommendations:

| Current Policy Number | New Policy Number | Title | Comments |
|------------------------------|--------------------------|------------------------------|--|
| 0420.4 | | Charter School Authorization | Revised to align with CSBA recommendations |
| 0420.4/AR-1 | | Charter School Authorization | Revised to align with CSBA recommendations |
| | 0420.41 | Charter School Oversight | New policy to align with CSBA recommendations |
| | 0420.41/AR-1 | Charter School Oversight | New administrative regulation to align with CSBA recommendations |
| | 0420.42 | Charter School Renewal | New policy to align with CSBA recommendations |
| | 0420.43 | Charter School Revocation | New policy to align with CSBA recommendations |

ITEM 21

RECOMMENDATION:

This item is being submitted for first read and will be resubmitted for action on September 1, 2016.

- A. BP 0420.4, *CHARTER SCHOOL AUTHORIZATION (REV)*
- B. AR 0420.4/AR-1, *CHARTER SCHOOL AUTHORIZATION (REV)*
- C. BP 0420.41, *CHARTER SCHOOL OVERSIGHT (NEW)*
- D. AR 0420.41/AR-1, *CHARTER SCHOOL OVERSIGHT (NEW)*
- E. BP 0420.42, *CHARTER SCHOOL RENEWAL (NEW)*
- F. BP 0420.43, *CHARTER SCHOOL REVOCATION (NEW)*

FUNDING SOURCE:

N/A

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4

CHARTER SCHOOLS AUTHORIZATION

The Governing Board believes that charter schools provide one opportunity to implement school-level reform and to support innovations which improve student learning when such programs are thoughtfully designed to meet local student needs and are professionally delivered by individuals or organizations with expertise in public education. These schools shall operate under the provisions of their charters, federal laws, specified state laws, and general oversight of the Board. Only petitions that reflect a seriousness of purpose and display a level of understanding of the complexities of public education operations will be considered for approval by the Governing Board.

One or more persons may submit a petition for a start-up charter school to be established within the district. In addition, an existing district school may be converted to a charter school when deemed beneficial by the district and community or when state or federal law requires restructuring of the school because of low performance.

Any petition for a start-up charter school or conversion charter school shall include all components and signatures required by law and shall be submitted to the Board.

The Superintendent or designee may work with charter school petitioners prior to the formal submission of the petition in order to ensure compliance of the petition with legal requirements. As needed, he/she also may meet with the petitioners to establish workable plans for technical assistance or contracted services which the district may provide to the proposed charter school.

Within 30 days of receiving a petition to establish a charter school, the Board shall hold a public hearing to determine the level of support for the petition by teachers, other employees of the district, and parents/guardians.

Within 60 days of receiving a petition, or within 90 days with mutual consent of the petitioners and the Board, the Board shall either approve or deny the request to establish the charter school.

The approval or denial of a charter petition shall not be controlled by collective bargaining agreements nor subject to review or regulation by the Public Employment Relations Board.

~~Consistent with applicable federal and state law and Administrative Regulation 0420.4/AR 1, the Superintendent or designee shall coordinate with District staff to review a submitted petition and the supporting documentation. District staff may evaluate the completeness of the proposal, the merits of the proposed educational program, the level of community support, and any concerns that should be addressed by the petitioners. The Superintendent or designee may also consult with legal counsel as appropriate regarding compliance of the proposal with legal requirements.~~

~~In determining whether to grant or deny a charter, the Board shall carefully review the proposed charter and any supplementary information, consider public and staff input, and determine whether the charter petition adequately addresses all the provisions required by law. The Board shall not deny a charter school petition unless specific written factual findings are made pursuant to law and administrative regulation.~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4

The Board shall approve the charter petition if doing so is consistent with sound educational practice. In granting charters, the Board shall give preference to schools best able to provide comprehensive learning experiences for academically low-achieving students according to standards established by the California Department of Education (CDE) under Education Code 54032.

The Board may initially grant a charter for a specified term not to exceed five years.

The Board may approve one or more Memoranda of Understanding (MOU) to clarify the financial and operational agreements between the District and the charter school. Any such MOU may be reviewed on an ongoing basis by the Board and charter school and adjusted as necessary.

The District shall not require any student to attend a charter school and shall not require any District employee to work at a charter school.

The Board shall ensure that any charter granted by the Board contains adequate processes and measures for holding the school accountable for fulfilling the terms of its charter. These shall include, but not be limited to, fiscal accountability systems, multiple measures for evaluating the educational program, and regular reports to the Board.

The Board shall monitor each charter school to determine whether it makes "adequate yearly progress" as defined by the State Board of Education and federal Title I accountability requirements. If a charter school fails to make adequate yearly progress for two or more consecutive years, the Board shall take action for program improvement in accordance with law, Board policy, and administrative regulations.

It shall be the responsibility of the petitioners to provide written notice of the Board's approval and a copy of the charter to the County Superintendent of Schools, the CDE, and the State Board of Education (SBE).

The Board may consider converting an existing school to a charter school when state or federal law requires restructuring of the school because of low-performance or when otherwise deemed beneficial by the District and community.

The Board shall deny any petition to authorize the conversion of a private school to a charter school or that proposes to serve students in a grade level that is not served by the district, unless the petition proposes to serve students in all the grade levels served by the district.

Any other charter petition shall be denied only if the Board presents written factual findings specific to the petition that one or more of the following conditions exist:

1. The charter school presents an unsound educational program for the students to be enrolled in the charter school.
2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
3. The petition does not contain the number of signatures required.

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4

4. The petition does not contain an affirmation of each of the conditions described in Education Code 47605(d).
5. The petition does not contain reasonably comprehensive descriptions of the charter provisions in Education Code 47605(b).

The Board shall not deny a petition based on the actual or potential costs of serving students with disabilities, nor shall it deny a petition solely because the charter school might enroll disabled students who reside outside the special education local plan area in which the district participates.

If the Board denies a petition, the petitioners may choose to submit the petition to the County Board of Education and, if then denied by the County Board, to the SBE.

LEGAL REFERENCES

EDUCATION CODE

| | |
|---------------------|---|
| 220 | Nondiscrimination |
| 17078.52-17078.66 | Charter schools facility funding; state bond proceeds |
| 17280-17317 | Field Act |
| 17365-17374 | Field Act, Fitness for Occupancy |
| 33054 | Waivers |
| 41365 | Charter School Revolving Loan Fund |
| 42100 | Annual Statement of Receipts and Expenditures |
| 42238.51 - 42238.53 | Funding for Charter Districts |
| 44237 | Criminal Record Summary |
| 44830.1 | Certificated Employees, Conviction of a Violent or Serious Felony |
| 45122.1 | Classified Employees, Conviction of a Violent or Serious Felony |
| 46201 | Instructional Minutes |
| 47600 - 47666 | Charter Schools Act of 1992 |
| 47640 - 47647 | Special Education Funding for Charter Schools |
| 47652 | Funding of First-year Charter Schools |
| 48000 | Minimum Age of Admission (kindergarten) |
| 48010 | Minimum Age of Admission (first grade) |
| 48011 | Minimum Age of Admission from Kindergarten or Other School |
| 51745 - 51749.3 | Independent Study |
| 52052 | Numerically significant student subgroup, definition |
| 53300-53303 | Parent Empowerment Act |
| 54032 | Limited English or Low-achieving Pupils |
| 56026 | Special Education |
| 56145 - 56146 | Special Education Services in Charter Schools |
| 60600 - 60649 | Assessment of Academic Achievement, including: |
| 60605 | Academic Content and Performance Standards, Assessments |
| 60640 - 60647 | Standardized Testing and Reporting Program |

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4

60850 - 60859 High School Exit Examination

CORPORATIONS CODE

5110-6910 Nonprofit public benefit corporations

GOVERNMENT CODE

1090 & 1091 Conflict of Interest
3540 - 3549.3 Educational Employment Relations Act
6250 Public Records Act
54950 - 54963 Ralph M. Brown Act
87000 et seq. Political Reform Act

PENAL CODE

667.5 Definition of Violent Felony
1192.7 Definition of Serious Felony

CODE OF REGULATIONS, TITLE 5

4800-4808 Parent Empowerment Act
11700.1 - 11705 Independent Study
11960 - 11969 Charter Schools

CODE OF REGULATIONS, TITLE 24

101 et seq. California Building Standards Code

UNITED STATES CODE, TITLE 20

6311 Adequate Yearly Progress
6316 Program Improvement
6319 Qualifications of Teachers and Professionals
7223 - 7225 Charter Schools

CODE OF FEDERAL REGULATIONS, TITLE 34

200.1 - 200.78 Accountability
300.18 Highly Qualified Special Education Teachers

COURT DECISIONS

- Desert Sands Unified School District and Washington Charter School v. Public Employment Relations Board and California School Employees Association and its Desert Sands Chapter #106, No. BC126357, Superior Court, County of Los Angeles
- Wilson v. State Board of Education, (1999) 75 Cal. App.4th 1125; 89 Cal.Rptr.2d 745
- Sequoia Union High School District v. Aurora Charter School, (2003) 42 Cal.App.4th 185; 5 Cal.Rptr3d 86
- Environmental Charter High School v. Centinela Valley High School District, (2004) 122 Cal.App.4th 139

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4

- Ridgecrest Charter School v. Sierra Sands School District, (2005) 130 Cal.App.4th 496
Knapp v. Palisades Charter High School, (2006) 46 Cal.Rptr3d 295

ATTORNEY GENERAL OPINIONS

- 78 Ops.Cal.Atty.Gen.253 (1995)
- 78 Ops.Cal.Atty.Gen.297 (1995)
- 80 Ops.Cal.Atty.Gen. 52 (1997)
- 81 Ops.Cal.Atty.Gen.140 (1998)
- 89 Ops.Cal.Atty.Gen. 166 (2006)

Management Resources:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course
Charter Schools: A Manual for Governance Teams, rev. 2009
Charter School Facilities and Proposition 39: Legal Implications for School Districts, 2005

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Sample Copy of a Memorandum of Understanding
Special Education and Charter Schools: Questions and Answers, September 10, 2002

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Charter Schools Program, July 2004
The Impact of the New Title I Requirements on Charter Schools, July 2004

WEB SITES

CSBA: <http://www.csba.org>
California Charter Schools Association: <http://www.calcharters.org>
California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>
National Association of Charter School Authorizers: <http://www.charterauthorizers.org>
• U.S. Department of Education: <http://www.ed.gov>

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

CHARTER SCHOOLS SCHOOL AUTHORIZATION

CHARTER SCHOOL PETITIONS

It is the intent of the Governing Board (Board) to fully comply with the Charter Schools Act of 1992 as amended and other applicable state and federal law by providing opportunities for the establishment of independent charter schools. The Board shall grant charter petitions that present a sound educational program in a format that is demonstrably likely to be implemented successfully.

At his/her discretion, the Superintendent or designee may establish a staff advisory committee to evaluate the completeness of a petition or the merits of a proposed educational program and to identify any concerns that should be addressed by the petitioners. The Superintendent or designee shall also consult with legal counsel, as appropriate, regarding compliance of the charter proposals with legal requirements

In order to implement state law while providing guidance to petitioners and direction to staff, the Board adopts the following:

PETITION

To be considered by the Board, a petition for the establishment of a charter school shall minimally include affirmations of the conditions described in Education Code 47605(d) as well as the following:

1. A completed signature page pursuant to Education Code Section 47605 that includes at least one-half of the number of teachers estimated to be employed at the charter school during its first year of operation or at least one-half of the number of parents/guardians estimated to enroll students at the charter school for the first year of operation. The signature page shall include assurances that a copy of the proposed charter was attached to the signature page and that potential signors had an opportunity to review the complete petition prior to signing.
 - A. If the petitioner provides signatures from potential teachers, the petition shall state that teachers are meaningfully interested in teaching in the proposed charter school, and hold a valid California teaching credential. The interested teachers shall also print their names, addresses, phone numbers and credentials held.
 - B. If the petition provides signatures from parents of potential student(s), the petition shall state that the parents are meaningfully interested in enrolling their child(ren) in the proposed charter school. The interested parents shall also print their names, addresses, phone numbers, children's names, current grade, school and district of residence.
2. In the case of petitions for establishment of a charter school by converting an existing public school, the petition shall be signed by at least 50% of the permanent status teachers currently employed at the public school to be converted.
3. Financial statements that include a proposed first year operational budget, including start up costs and cash flow and financial projections for the first three years of operation.
4. The manner in which administrative services of the school are to be provided, including, if

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

applicable, the name, address and qualifications of any consultants and/or management company that the petitioner has engaged or proposes engaging.

5. Adequate processes and measures for holding the charter school accountable for fulfilling the terms of its charter and complying with all applicable laws.
6. Reasonably comprehensive descriptions of those elements outlined in Education Code Sections 47605(b)(5)(A-P). The descriptions shall include:
 - A. The educational program of the school designed, among other things, to identify those whom the school is attempting to educate, what it means for a student to be educated for the 21st century, and how learning best occurs. The goals identified shall include the objective of enabling pupils to become self-motivated, competent, and lifelong learners. If the proposed school will serve high school students, the manner in which the charter school will inform parents/**guardians** about the transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements. Courses offered by the charter school that are accredited by the Western Association of School and Colleges may be considered transferable and courses approved by the University of California or California State University as creditable under the "A" to "G" admission criteria may be considered to meet college entrance requirements.
 - B. The measurable pupil outcomes identified for use by the **charter** school. Pupil outcomes means the extent to which all pupils of the school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the school's educational program, **including outcomes that address increases in student academic achievement both schoolwide and for each numerically significant subgroup of students served by the charter school. The student outcomes shall align with the state priorities identified in Education Code 52060 that apply for the grade levels served or the nature of the program operated by the charter school.**
 - C. The method by which pupil progress in meeting those pupil outcomes is to be measured. **To the extent practicable, the method for measuring student outcomes for state priorities shall be consistent with the way information is reported on a school accountability report card.** Charter schools shall meet all statewide standards and conduct the pupil assessments required pursuant to Section 60605 and any other statewide standards authorized in statute or pupil assessments applicable to pupils in non-charter public schools.
 - D. A detailed discussion of the proposed governance structure of the charter school, including:
 - 1) Status of the school as a non-profit public benefit corporation or a public school, including copies of the Articles of Incorporation and Bylaws. All records of the non-profit public benefit corporation shall be public.
 - 2) Assurance of compliance with the Brown Act.
 - 3) District representation on the governing board.

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

- 4) Role of parents, students, staff and community in the governance structure.
 - 5) Measures for limiting conflicts of interest.
- E. The qualifications to be met by individuals to be employed by the school.
 - F. The procedures that the school will follow to ensure the health and safety of the pupils and staff. These procedures shall include the requirement that each employee of the school furnish the school with a criminal record summary as described in Section 44237.
 - G. The means by which the school will achieve a racial and ethnic balance among its pupils that is reflective of the general population residing within the territorial jurisdiction of the District.
 - H. Admission requirements, if applicable.
 - I. The manner in which annual, independent, financial audits shall be conducted, which shall employ generally accepted accounting principles and the manner in which audit exceptions and deficiencies shall be resolved to the satisfaction of the Board.
 - J. The procedures by which pupils can be suspended or expelled.
 - K. The manner in which staff members of the charter school will be covered by the State Teachers' Retirement System, the Public Employees' Retirement System, or federal social security.
 - L. The public school attendance alternatives for pupils residing within the school district who choose not to attend charter schools.
 - M. A description of the rights of any employee of the school district upon leaving the employment of the school district to work in a charter school, and of any rights of return to the school district after employment at a charter school, **subject to District policies, regulations and any applicable collective bargaining agreements. A statement that the charter school shall require its employees to enter into an employment contract that includes the following substance: charter school employees are not District employees and do not accrue any rights, benefits, or status with the District.**
 - N. The procedures to be followed by the charter school and the entity granting the charter school to resolve disputes relating to provisions of the charter. The dispute resolution process shall not establish additional procedures to revoke a charter nor limit the Board's authority to revoke a charter.
 - O. A declaration whether the charter school shall be deemed the public school employer for purposes of the Educational Employment Relations Act, Government Code Sections 3540 et. seq.
 - P. **The procedures to be used if the charter school closes, including, but not limited to: A description of the procedures to be used if the charter school closes including final audit to determine disposition of all assets and liabilities of the charter school,**

**PHILOSOPHY / GOALS / OBJECTIVES
AND COMPREHENSIVE PLANS**

0420.4 / AR-1

~~including plans for disposing of any net assets and for maintenance and transfer of pupil records.~~

- 1) Designation of a responsible entity to conduct closure-related activities
- 2) Notification to parents/guardians, the Board, the county office of education, the special education local plan area in which the school participates, the retirement systems in which the school's employees participate, and the California Department of Education, providing at least the following information:
 - A. The effective date of the closure
 - B. The name(s) and contact information of the person(s) to whom reasonable inquiries may be made regarding the closure
 - C. The students' districts of residence
 - D. The manner in which parents/guardians may obtain copies of student records, including specific information on completed courses and credits that meet graduation requirements
- 3) Provision of a list of students at each grade level, the classes they have completed, and their districts of residence to the responsible entity designated in accordance with item #P1 above
- 4) Transfer and maintenance of all student records, all state assessment results, and any special education records to the custody of the responsible entity designated in accordance with item #P1 above, except for records and/or assessment results that the charter may require to be transferred to a different entity
- 5) Transfer and maintenance of personnel records in accordance with applicable law
- 6) Completion of an independent final audit within six months after the closure of the school that includes an accounting of all financial assets and liabilities pursuant to 5 CCR 11962 and an assessment of the disposition of any restricted funds received by or due to the school
- 7) Disposal of any net assets remaining after all liabilities of the school have been paid or otherwise addressed pursuant to 5 CCR 11962
- 8) Completion and filing of any annual reports required pursuant to Education Code 47604.33
- 9) Identification of funding for the activities identified in item #P 1-8 above

P.

- Q. A discussion of how the charter school will meet all statewide standards and assessment requirements, including passage of the High School Exit Examination for

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

graduation as required.

R. A discussion of annual goals for all students and for each numerically significant subgroup of students identified pursuant to Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. These goals shall be aligned with the state priorities listed in Education Code 52060 that apply to the grade levels served or the nature of the program operated by the charter school. The petition shall describe:

1) Specific annual actions to achieve those goals and additional priorities established by the charter school, goals aligned with those priorities, and specific annual actions to achieve those goals.

2) ~~how~~How the charter school intends to meet the needs of individuals with disabilities including compliance with the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973.

A. This discussion shall include descriptions of the means of providing services and ensuring compliance with state and federal law.

~~R.~~B. Unless the charter school has been accepted as a local education agency member of another Special Education Local Plan Area, this shall include that the charter school shall comply with the charter school requirements contained in the Plan of the Special Education Local Plan Area (SELPA), the North Coastal Consortium for Special Education (NCCSE).

7. Assurances that the charter school shall be nonsectarian in its programs, admission policies, employment practices, and all other operations. Assurances that the charter school shall not charge tuition or discriminate against any person on the basis of ethnicity, national origin, gender or disability.

8. A description of the proposed charter school facilities and where the charter school intends to locate within the District.

~~9. A description of any reemployment rights granted to District employees that seek employment with the charter school, subject to District policies, regulations and any applicable collective bargaining agreements. A statement that the charter school shall require its employees to enter into an employment contract that includes the following substance: charter school employees are not District employees and do not accrue any rights, benefits, or status with the District.~~

~~109.~~ Recognition that although generally exempt from state laws pertaining to school districts, charter schools are still a part of the public school system and must comply with certain laws. These may include, but are not limited to, the Federal Constitution and Federal Laws, the No Child Left Behind Act, the State Constitution, and certain California laws; i.e., the Brown Act (Public Meeting Law), the Public Records Act, conflict of interest laws, Government Code §1090 and the Political Reform Act, Government Code §§87000 et. seq., laws relating to the minimum age for public school attendance and fingerprinting of employees. The charter school shall

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

comply with all the provisions set forth in its charter.

~~1110.~~ A description of the potential civil liability effects, if any, upon the school and District. In order to minimize such effects, the Board recommends that charter schools should be operated as or by nonprofit corporations that comply with laws applicable to public entities.

~~1211.~~ The proposed school calendar, staff development procedures, ~~assurances that the school will provide appropriate services for English Language Learners,~~ and any other information that will assist the Board in understanding the charter school proposal.

LOCATION OF CHARTER SCHOOL

Unless otherwise exempted by law, any charter petition submitted to the Board shall identify a single charter school that will operate within the geographic boundaries of the District. A charter school may propose to operate at multiple sites within the District as long as each location is identified in the petition.

A charter school that is unable to locate within the District's jurisdictional boundaries may establish one site outside district boundaries but within the county, provided that:

1. The District is notified prior to approval of the petition.
2. The County Superintendent of Schools and Superintendent of Public Instruction (SPI) are notified before the charter school begins operations.
3. The school has attempted to locate a single site or facility to house the entire program but such a facility or site is unavailable in the area in which the school chooses to locate, or the site is needed for temporary use during a construction or expansion project.

A charter school may establish a resource center, meeting space, or other satellite facility located in an adjacent county if both of the following conditions are met:

1. The facility is used exclusively for the educational support of students who are enrolled in non classroom-based independent study of the charter school.
2. The charter school provides its primary educational services in, and a majority of the students it serves are residents of, the county in which the school is authorized.

~~RECOMMENDED~~ CHARTER PETITION REVIEW

SUBMISSION PROCEDURE AND TIMEFRAME

Charter petitioners shall present petitions to the Board at a public meeting of the Board. Petitions shall be submitted in final form and shall contain all of the information the charter petitioners intend for consideration by the District. Information or documentation provided after the original submission may not be accepted or considered as part of the petition review process, at the sole discretion of the District.

For purposes of this regulation, submission and receipt of a petition means the date of presentation of the petition to the Board at a public meeting.

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

The Board recommends that a complete petition be submitted no later than December 31 for consideration to open a charter school on or after July 1 of the next school year. Petitions received between January 1 and April 15 shall generally be deemed more suitable for consideration for a starting date in the subsequent school year. For example, the Board recommends that a petition received by December 31, 2002 propose a starting date on or after July 1, 2003 while a petition received between January 1, 2003 and April 15, 2003, propose a starting date on or after July 1, 2004.

To structure review and analysis of charter petitions, the Board recommends generally that petitions not be submitted between April 15th and August 1st.

GENERAL PROCEDURE FOR DISTRICT REVIEW OF CHARTER PETITION

The District shall conduct a comprehensive review of all charter petitions presented for compliance with the law.

Upon receipt of a charter school petition at a public meeting of the Board, the District shall date stamp the cover page of the submitted application and forward the application to the superintendent or designee.

The Board, Superintendent, and District staff shall generally follow the procedures below for review of charter petitions:

1. Within five days of submission, the Superintendent's designee shall review the application for completeness. The petition shall minimally include the items listed in this regulation and as required by Education Code Section 47605. Any petition that does not include all required elements may be returned to the petitioner with a description of the missing elements, and a copy of Board Policy and Administrative Regulation 0420.4.
2. Within ten (10) days of receipt of a complete petition, the Superintendent's designee shall transmit a copy of the petition for review by the business, ~~curriculum/instruction~~ **educational services, administrative services,** and ~~special education~~ **human resources** departments. Legal counsel may also be engaged to review the petition.
3. Within thirty (30) days of receipt of a complete petition, the Board shall hold a public hearing on the provisions of the charter. Notice of the public hearing shall be provided five (5) days in advance to the petitioner and each bargaining unit representing employees of the District. At the public hearing, the Board shall consider the level of support for the petition addressed by teachers of the District, other employees of the District and parents. The charter petitioner may be asked to make a brief presentation to the Board at this time.
4. Within sixty (60) days of receipt of a complete petition, District staff shall analyze the petition based on compliance with Board Policy, Administrative Regulation, The Charter Schools Act, as amended, and other applicable state and federal law. District staff shall draft a recommendation regarding approval or denial of the petition with specific reasons thereof.
5. During the time in which a petition is being evaluated, District staff and petitioners may draft a Memorandum of Understanding that shall clarify matters in the charter, address those matters not provided in the charter, and set forth the charter school's and District's responsibilities

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

regarding the operation of the charter school.

6. Within sixty (60) days of receipt of a complete petition, the Board shall consider staff recommendation and determine whether to grant the charter petition or deny the petition. With mutual consent, a 30-day extension may be granted for this decision making process. If the petition is granted, the petitioner shall provide written notice of the approval and a copy of the petition to the County Superintendent of Schools, the California Department of Education, and the State Board of Education who may issue a charter school number. The petitioner shall also notify the State Board of Education.

COMPONENTS FOR REVIEW BY DISTRICT STAFF AND BOARD

1. Verify authenticity of signatures.
2. Verify that proposed charter school is not an impermissible conversion of a private school.
3. Analyze each required component of the petition.
4. Verify required assurances.
5. Evaluate whether the proposed charter school presents a sound educational program for the pupils it intends to educate.
6. Evaluate whether petitioners are demonstrably likely to successfully implement the program set forth in the petition.
7. Draft written recommendations.

CRITERIA FOR APPROVAL

All charters must meet requirements of the following laws and regulations in order to be considered for approval:

1. ~~Charter Schools Act of 1992 as revised.~~
2. ~~Those applicable parts of Title V, section 11967, "Criteria for the Review and Approval of Charter School Petitions by the State Board of Education," the standards of which shall serve as a minimum for a charter petition.~~
3. ~~All other applicable laws and regulations, including Board policies and regulations.~~

CHARTER APPROVAL

~~The Board shall only grant a petition for establishment of a charter school to a petitioner that provides substantial evidence that the proposed school presents a sound educational program and that the petitioners are demonstrably likely to successfully implement the program as set forth in the petition.~~

~~Upon approval, petitioner shall provide written notice of approval and a copy of the petition to the County Superintendent of Schools, the California Department of Education; and to the State Board of Education, who may issue a charter school number.~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

CHARTER TERM

~~An initial approval of a charter petition shall be for a term not to exceed five years.~~

MEMORANDUM OF UNDERSTANDING

~~The District recognizes the benefits and importance of memorializing agreements with charter schools regarding the provision of administrative services, where applicable, and respective operational responsibilities. The charter school petitioner shall be required to enter into a Memorandum of Understanding (MOU) with the District. The MOU shall clarify matters in the charter, address those matters not provided for in the charter, and set forth the charter school's and District's responsibilities regarding the operation of the charter. If the Superintendent is recommending approval of the charter, the MOU may be presented at the Board meeting when charter approval is under consideration. The term of the MOU shall coincide with the term of a charter.~~

FACILITIES

~~The District and charter school shall comply with the requirements of Education Code §§47614 et. seq. and the regulations at 5 Cal. Code Regs 11969 et. seq. regarding charter school use of a District facility. Any agreement for the provision of a District facility, where applicable, shall memorialize the expectations and legal responsibilities of the parties and contain the information required by 5 Cal. Code Regs 11969.9.~~

INSURANCE, INDEMNITY AND HOLD HARMLESS

~~The charter school shall provide liability insurance in a form acceptable to the District naming the District as an additional insured, and provide a hold harmless and indemnification agreement.~~

CHARTER DENIAL

~~A petition shall be denied only if the Board makes written factual findings, specific to the particular petition, of one or more of the following:~~

- ~~A. The charter petition presents an unsound educational program for the pupils to be enrolled in the charter school.~~
- ~~B. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.~~
- ~~C. The signatures attached to the petition do not meet minimum requirements.~~
- ~~D. The petition does not contain an affirmation of each of the conditions set forth in Education Code Section 46705(d).~~
- ~~E. The petition does not contain reasonably comprehensive descriptions of all the information required by Education Code Section 47605 (b)(5)(A-P).~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

~~The Board shall not grant any charter that authorizes the conversion of a private school to a charter school.~~

~~The Board shall not approve any charter petition that proposes to serve students in a grade level that is not served by the District, unless the petition proposes to serve students in all the grade levels served by the District.~~

~~The Board shall not deny a petition based on the actual or potential costs of serving students with disabilities, nor shall it deny a petition solely because the charter school might enroll disabled students who reside outside the special education local plan area (SELPA) in which the District participates.~~

~~The approval or denial of a charter petition shall not be controlled by collective bargaining agreements or subject to review or regulation by the Public Employment Relations Board.~~

~~In granting charter petitions, the Board shall give preference to schools best able to provide comprehensive learning experiences for academically low-achieving students according to standards established by the California Department of Education (CDE) under Education Code 54032.~~

~~If the Board denies a petition, petitioners may submit the petition to the County Board of Education for review pursuant to Education Code Section 47605, (j).~~

MATERIAL REVISION TO CHARTER

~~Material revisions to a charter shall only be made with District Board approval and shall be consistent with the same criteria and procedures that apply to new charter petitions as set forth in Education Code Section 47605 and this regulation. These criteria shall include, but not be limited to, a reasonably comprehensive description of any new requirement of charter schools enacted into law after the charter was originally granted or last renewed.~~

~~If, after receiving approval of its petition, a charter school proposed to establish operations at one or more additional sites within the District's boundaries, the charter school shall request a material revision to its charter and shall notify the Board of those additional locations. The Board shall consider approval of the additional locations at an open meeting.~~

CHARTER RENEWAL

~~A charter school seeking renewal shall submit a written request to the Board at least 180 days before the term of the charter is due to expire. Unless otherwise agreed to by the parties, at least 120 days prior to the expiration, the Board shall conduct a public hearing regarding the renewal. At least 90 days before the expiration date, the Board shall grant or deny the renewal. The grounds for renewal or denial shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code Section 47605 and shall include, but not be limited to, a reasonably comprehensive description of any new requirement of charter schools enacted into law after the charter was originally granted or last renewed. Renewal petitions should not merely restate the information provided in the original petition. A renewal petition shall also contain sufficient academic performance data to enable the District to ascertain whether the charter school has met applicable performance criteria, as required by Education Code section 47607.~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

~~When a charter seeks renewal, the Board shall evaluate the charter school's performance and determine whether to renew the charter for an additional term. The Board shall review the school's ability to demonstrate reasonable progress toward the goals specified in its charter, including but not limited to, evidence of student achievement and other student outcomes; compliance with legal requirements; fiscal management; parent/guardian, student and staff satisfaction with the program; and the ability of the school's governance structure to provide access and accountability to the public. The Board may require that the school amend its charter to address new issues before granting renewals. An operational history that evidences consistent or serious failure to meet requirements of the charter, the MOU, or any other agreement between the charter and the District shall be grounds for non-renewal of the charter, notwithstanding academic performance and high levels of parental and community interest in the program.~~

~~Commencing January 1, 2005, or after a charter school has been in operation for four (4) years, whichever is later, a charter school shall meet at least one of the following criteria prior to renewal:~~

- ~~A. Attained its Academic Performance Index (API) growth target in the prior year or in two of the last three years, or in the aggregate for the prior three years; or~~
- ~~B. Ranked in deciles 4-10 inclusive on the API in the prior year or in two of the last three years; or~~
- ~~C. Ranked in deciles 4-10 inclusive on the API for a demographically comparable schools in the prior year or in two of the last three years; or~~
- ~~D. Received the Board's determination that the academic performance of the charter school is at least equal to the academic performance of the public schools that the charter school students would otherwise have been required to attend, as well as the academic performance of District schools, taking into account the composition of the student population that is served at the charter school. The Board's determination shall be based on documented, clear, and convincing data; student achievement data from the Standardized Testing and Reporting Program, and any other available assessments, for demographically similar student populations in comparison schools; and information submitted by the charter school. The Board shall submit to the Superintendent of Public Instruction copies of supporting documentation and a written summary of the basis for its determination. Pursuant to Education Code Section 47605, the Superintendent of Public Instruction will make recommendations to the District following a review of materials submitted. The Superintendent of Public Instruction's review may be the basis for a revocation of the charter by the State Board of Education. A charter renewal may not be granted prior to 30 days after the charter school submits materials pursuant to this paragraph; or~~
- ~~E. Qualified for an alternative accountability system pursuant to Education Code Section 52052, Subdivision (h).~~

~~Each renewal shall be for a period of five years.~~

~~If the Board does not grant a renewal, the charter school may submit its application for renewal to the County Board of Education pursuant to Education Code Section 47605, (j).~~

CHARTER REVOCATION

San Dieguito Union High School District

Administrative Regulation Issued: April 18, 2002

Administrative Regulation Revised: March 6, 2008

Administrative Regulation Draft: August 18, 2016 (1st read)

Page 11 of 19

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

~~Before revoking a charter, the Board shall notify the charter school of any violations listed in items A-D below and give the school a reasonable opportunity to correct the violation(s) unless the Board determines, in writing, that the violation(s) constitutes a severe and imminent threat to the health or safety of the students. (Education Code Section 47607) A charter may only be revoked if the Board finds in writing, through a showing of substantial evidence, that the charter did any of the following:~~

- ~~A.—Committed a material violation of any of the conditions, standards, or procedures set forth in the charter.~~
- ~~B.—Failed to meet or pursue any of the pupil outcomes identified in the charter.~~
- ~~C.—Failed to meet generally accepted accounting principles or engaged in fiscal mismanagement.~~
- ~~D.—Violated any provision of law.~~

~~If the charter school does not successfully remedy the above violation(s) after the Board notification referenced above, prior to revocation the Board shall provide the charter school with a written notice of intent to revoke the charter and notice of facts in support of revocation. No later than 30 days after providing the notice of intent to revoke the charter, the Board shall hold a public hearing, in the normal course of business, on the issue of whether evidence exists to revoke the charter. No later than 30 days after the public hearing, unless the Board and the charter school agree to a 30-day extension, the Board shall issue its final decision as to whether or not to revoke the charter. The Board shall not revoke a charter unless the action is supported by written factual findings supported by substantial evidence specific to the charter school. A decision to revoke a charter shall be reported to the County Board of Education and the CDE.~~

~~Pursuant to Education Code Section 47607, the charter school may appeal the revocation to the County Board within 30 days of the Board's final decision. The County Board may reverse the revocation if it determines that the District's findings are not supported by substantial evidence, in which case the District may appeal the reversal to the SBE. If the County Board upholds the District's revocation or does not issue a decision within 90 days of receipt, the charter school may appeal to the SBE. If either the County Board or the SBE reverses the revocation, the District remains the chartering authority.~~

~~While an appeal is pending, a charter school whose revocation is based on items A-B above will continue to qualify as a charter school for funding and all other purposes of the Charter School Act and may continue to hold all existing grants, resources, and facilities in order to ensure that the education of students enrolled in the school is not disrupted.~~

~~Pursuant to Education Code section 47604.5, the State Board of Education may revoke a charter, whether or not the State Board is the chartering authority, if it finds any of the following:~~

- ~~1.—Gross financial mismanagement that jeopardizes the financial stability of the charter school.~~
- ~~2.—Illegal or substantially improper use of charter school funds for the personal benefit of any officer, director or fiduciary of the charter school.~~
- ~~3.—Substantial and sustained departure from measurably successful practices such that continued departure would jeopardize the educational development of the school's students.~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

REQUIREMENTS FOR CHARTER SCHOOLS

~~In providing general oversight of a charter school, the Board shall determine whether the school meets the legal requirements applicable to charter schools. Each charter school shall:~~

- ~~1. Be nonsectarian in its programs, admission policies, employment practices, and all other operations.~~
- ~~2. Not charge tuition.~~
- ~~3. Not discriminate against any student on the basis of ethnicity, national origin, gender, sexual orientation or disability.~~
- ~~4. Adhere to all laws establishing minimum age for public school attendance.~~
- ~~5. Serve students who are California residents and who, if over 19 years of age, are continuously enrolled in a public school and making "satisfactory progress" toward a high school diploma as defined in 5 CCR 11965.~~
- ~~6. Serve students with disabilities in the same manner as such students are served in other public schools.~~
- ~~7. Admit all students who wish to attend the school, according to the following criteria and procedures:~~
 - ~~A. Admission to the charter school shall not be determined according to the student's place of residence, or that of his/her parents/guardians, within this state, except that any existing public school converting partially or entirely to a charter school shall adopt and maintain a policy giving admission preference to students who reside within the school's former attendance area.~~
 - ~~1) However, if a charter school will be physically located in a public elementary school attendance area in which 50 percent or more of the student enrollment is eligible for free or reduced price meals, it may also establish an admissions preference for students who are currently enrolled in the public elementary school and for students who reside in the public school attendance area.~~
- ~~8. If the number of students who wish to attend the charter school exceeds the school's capacity, attendance shall be determined by a public random drawing, except that preferences shall be extended to students currently attending the charter school and students who reside in the District, except as provided for in Education Code 47614.5. In the event of a drawing, the Board shall make reasonable efforts to accommodate the growth of the charter school and shall not take any action to impede the charter school from expanding enrollment to meet student demand.~~
- ~~9. Other admissions preferences may be permitted by the Board on an individual school basis as consistent with law.~~
- ~~10. Require its teachers to hold a Commission on Teacher Credentialing certificate, permit, or other document equivalent to that which a teacher in other public schools would be required to hold.~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

- ~~11. Require its teachers of core academic subjects to satisfy requirements for "highly qualified teachers" as defined by the SBE.~~
- ~~12. Not hire any person, in either a certificated or classified position, who has been convicted of a violent or serious felony except as otherwise provided by law, nor retain in employment any temporary, substitute or probationary employee who has been convicted of a violent or serious felony.~~
- ~~13. Meet the requirements of Education Code 47611 regarding the State Teachers' Retirement System.~~
- ~~14. Meet the requirements of Government Code 3540 3549.3 related to collective bargaining in public education employment.~~
- ~~15. If applicable, meet federal requirements for qualifications of paraprofessionals working in programs supported by Title I funds.~~
- ~~16. Meet all statewide standards and conduct the student assessments required by Education Codes 60605 and 60851 and any other statewide standards or student assessments applicable to non-charter public schools.~~
- ~~17. Offer at least the number of instructional minutes set forth in Education Code 47612.5 for the grade levels provided by the charter school.~~
- ~~18. Meet the requirements of Education Code 51745 51749.3 if it provides independent study, except that it may be allowed to offer courses required for graduation solely through independent study as an exception to Education Code 51745(e).~~
- ~~19. Identify and report to the SPI any portion of its average daily attendance that is generated through non-classroom based instruction, including, but not limited to, independent study, home study, work study, and distance and computer based education.~~
- ~~20. On a regular basis, consult with parents/guardians and teachers regarding the school's educational programs.~~
- ~~21. Maintain written contemporaneous records that document all student attendance and make these records available for audit and inspection.~~
- ~~22. If a student subject to compulsory full-time education is expelled or leaves the charter school without graduating or completing the school year for any reason, notify the Superintendent of the school district of the student's last known address within 30 days and, upon request, provide that district with a copy of the student's cumulative record, including a transcript of grades or report card, and health information.~~
- ~~23. Comply with the California Building Standards Code as adopted and enforced by the local building enforcement agency with jurisdiction over the area in which the charter school is located, unless the charter school facility meets either of the following conditions:
 - ~~A. The facility complies with the Field Act pursuant to Education Code 17280 17317 and 17365 17374.~~~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

- ~~B. The facility is exclusively owned or controlled by an entity that is not subject to the California Building Standards Code, including, but not limited to, the federal government.~~
- ~~24. Promptly respond to all reasonable inquiries from the District, the county office of education, or the SPI, including, but not limited to, inquiries regarding its financial records.~~
- ~~25. Annually prepare and submit financial reports to the District Board and the County Superintendent in accordance with the following reporting cycle:~~
- ~~A. By July 1, a preliminary budget for the current fiscal year. For a charter school in its first year of operation, financial statements submitted with the charter petition pursuant to Education Code 47605(g) will satisfy this requirement.~~
- ~~B. By December 15, an interim financial report for the current fiscal year reflecting changes through October 31.~~
- ~~C. By March 15, a second interim financial report for the current fiscal year reflecting changes through January 31.~~
- ~~D. By September 15, a final unaudited report for the full prior year. The report submitted to the Board shall include an annual statement of all the charter school's receipts and expenditures for the preceding fiscal year.~~
- ~~E. By December 15, a copy of the charter school's annual, independent financial audit report for the preceding fiscal year, unless the charter school's audit is encompassed in the District's audit. The audit report shall also be submitted to the state Controller and the CDE.~~

~~ADMINISTRATIVE AND OTHER DISTRICT SERVICES~~

~~The District may charge for the actual costs of supervisorial oversight of a charter school not to exceed one percent of the charter school's revenue. If the District is able to provide substantially rent-free facilities to the charter school, the District may charge actual costs up to three percent of the charter school's revenue for supervisorial oversight.~~

~~The charter school may separately purchase administrative or other services from the District or any other source.~~

~~At the request of a charter school, the Superintendent or designee shall create and submit any reports required by the State Teachers' Retirement System and the Public Employees' Retirement System on behalf of the charter school. The charter school may be charged for the actual costs of the reporting services, but shall not be required to purchase payroll processing services from the District as a condition for creating and submitting these reports.~~

~~Pursuant to Education Code Section 41365, if a charter school defaults on a loan made directly to the school through the revolving loan fund, the charter school shall be solely liable for repayment of the loan.~~

~~WAIVERS~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

~~If a charter school submits to the District an application for a waiver of any state Education Code provisions, the Board shall hold a public hearing on the waiver request no later than 90 days following receipt of the request.~~

~~The Superintendent or designee shall subsequently prepare a summary of the public hearing to be forwarded with the waiver request to the State Board of Education. If the Board recommends against approval of the waiver request, it shall set forth the reasons for its disapproval in written documentation that shall be forwarded to the State Board of Education.~~

DISTRICT OVERSIGHT

~~For each charter school under the Board's authority, the Superintendent shall:~~

- ~~1. Identify at least one staff member as a contact person for the charter school; and~~
- ~~2. Visit the charter school at least annually; and~~
- ~~3. Ensure that the charter school complies with all reports required of charter schools by law; and~~
- ~~4. Monitor the fiscal condition of the charter school based on any financial information obtained from the charter school, including, but not limited to, the reports listed above in "Requirements for Charter Schools;" and~~
- ~~5. Provide timely notification to the CDE if a renewal of the charter is granted or denied, the charter is revoked, or the charter school will cease operation for any reason.~~

~~The Board and the Superintendent or designee may inspect or observe any part of the charter school at any time.~~

~~The District shall not be liable for the debts or obligations of charter schools operated by or as nonprofit public benefit corporations, or for claims arising from the performance of acts, error, or omissions by the charter schools, if the District has complied with all oversight responsibilities required by law, including, but not limited to those required by Education Code Section 47604.32 and subdivision (m) of Education Code Section 47605.~~

EMPLOYER-EMPLOYEE RELATIONSHIP

~~If the charter school is not deemed the exclusive public school employer of the charter school employees for purposes of Government Code Section 3540.1, the District shall be deemed the employer for those purposes. If the District is deemed the exclusive employer of the charter school's employees, such employees would not become members of any District employee associations without formal recognition of such membership of the Public Employment Relations Board.~~

LEGAL REFERENCES

EDUCATION CODE

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

~~17280-17317—Field Act~~

~~17365-17374—Field Act, Fitness for Occupancy~~

~~33054—Waivers~~

~~41365—Charter School Revolving Loan Fund~~

~~42100—Annual Statement of Receipts and Expenditures~~

~~42238.51–42238.53—Funding for Charter Districts~~

~~44237—Criminal Record Summary~~

~~44830.1—Certificated Employees, Conviction of a Violent or Serious Felony~~

~~45122.1—Classified Employees, Conviction of a Violent or Serious Felony~~

~~46201—Instructional Minutes~~

~~47600–47666—Charter Schools Act of 1992~~

~~47640–47647—Special Education Funding for Charter Schools~~

~~47652—Funding of First-year Charter Schools~~

~~48000—Minimum Age of Admission (kindergarten)~~

~~48010—Minimum Age of Admission (first grade)~~

~~48011—Minimum Age of Admission from Kindergarten or Other School~~

~~51745–51749.3—Independent Study~~

~~52052—Alternative Accountability System~~

~~54032—Limited English or Low-achieving Pupils~~

~~56026—Special Education~~

~~56145–56146—Special Education Services in Charter Schools~~

~~60600–60649—Assessment of Academic Achievement, including:~~

~~60605, Academic Content and Performance Standards, Assessments~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

~~60640 – 60647, Standardized Testing and Reporting Program~~

~~60850 – 60859 High School Exit Examination~~

~~GOVERNMENT CODE~~

~~1090 & 1091 — Conflict of Interest~~

~~3540 – 3549.3 Educational Employment Relations Act~~

~~6250 — Public Records Act~~

~~54950 – 54963 Ralph M. Brown Act~~

~~87000 et seq. — Political Reform Act~~

~~PENAL CODE~~

~~667.5 — Definition of Violent Felony~~

~~1192.7 Definition of Serious Felony~~

~~CODE OF REGULATIONS, TITLE 5~~

~~11700.1 – 11705 — Independent Study~~

~~11960 – 11969 Charter Schools~~

~~CODE OF REGULATIONS, TITLE 24~~

~~101 et seq. — California Building Standards Code~~

~~UNITED STATES CODE, TITLE 20~~

~~6311 — Adequate Yearly Progress~~

~~6319 — Qualifications of Teachers and Professionals~~

~~7223 – 7225 — Charter Schools~~

~~CODE OF FEDERAL REGULATIONS, TITLE 34~~

~~200.1 – 200.78 Accountability~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.4 / AR-1

~~300.18 Highly Qualified Special Education Teachers~~

~~COURT DECISIONS~~

- ~~• Desert Sands Unified School District and Washington Charter School v. Public Employment Relations Board and California School Employees Association and its Desert Sands Chapter #106, No. BC126357, Superior Court, County of Los Angeles~~
- ~~• Wilson v. State Board of Education, (1999) 75 Cal. App.4th 1125; 89 Cal.Rptr.2d 745~~
- ~~• Sequoia Union High School District v. Aurora Charter School, (2003) 42 Cal.App.4th 185; 5 Cal.Rptr3d 86~~
- ~~• Environmental Charter High School v. Centinela Valley High School District, (2004) 122 Cal.App.4th 139~~
- ~~• Ridgecrest Charter School v. Sierra Sands School District, (2005) 130 Cal.App.4th 496~~
- ~~• Knapp v. Palisades Charter High School, (2006) 46 Cal.Rptr3d 295~~

~~ATTORNEY GENERAL OPINIONS~~

- ~~• 78 Ops.Cal.Atty.Gen.253 (1995)~~
- ~~• 78 Ops.Cal.Atty.Gen.297 (1995)~~
- ~~• 80 Ops.Cal.Atty.Gen. 52 (1997)~~
- ~~• 81 Ops.Cal.Atty.Gen.140 (1998)~~
- ~~• 89 Ops.Cal.Atty.Gen. 166 (2006)~~

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.41

CHARTER SCHOOL OVERSIGHT

The Governing Board recognizes its ongoing responsibility to ensure that any charter school authorized by the Board is successfully fulfilling the terms of its charter and is providing a high-quality educational program for students enrolled in the charter school.

The Superintendent or designee shall identify at least one staff member to serve as a contact for each charter school.

The Board and Superintendent or designee may inspect or observe any part of the charter school at any time. The Superintendent or designee shall visit each charter school at least annually.

Whenever a charter school operates as or is operated by a nonprofit public benefit corporation as authorized by Education Code 47604, the Superintendent shall recommend and the Board shall appoint a district representative, who may be the district's charter school contact, on the corporation's board of directors.

WAIVERS

If the charter school wishes to request a general waiver of any state law or regulation, it shall request that the district submit a general waiver request to the State Board of Education (SBE) on its behalf. Upon approval of the Board, the Superintendent or designee shall apply for the waiver.

PROVISION OF DISTRICT SERVICES

The charter school may purchase administrative or other services from the district or any other source.

Whenever the district agrees to provide administrative or support services, the district and charter school shall develop a memorandum of understanding which clarifies the financial and operational agreements between the district and charter school.

At the request of a charter school, the Superintendent or designee shall create and submit any reports required by the State Teachers' Retirement System or Public Employees' Retirement System on behalf of the charter school. The charter school may be charged for the actual costs of the reporting services, but shall not be required to purchase payroll processing services from the district as a condition for creating and submitting these reports.

MATERIAL REVISIONS TO CHARTER

Material revisions to a charter may be made only with Board approval. Material revisions shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605 and shall include, but not be limited to, a reasonably comprehensive description of any new requirement for charter schools enacted into law after the charter was originally granted or last renewed.

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.41

If an approved charter school proposes to expand operations to one or more additional sites within the district's boundaries, the charter school shall request a material revision to its charter and shall notify the Board of those additional locations. The Board shall consider approval of the additional locations at an open meeting.

The Board shall have the authority to determine whether a proposed change in charter school operations constitutes a material revision.

MONITORING CHARTER SCHOOL PERFORMANCE

The Superintendent or designee shall monitor the charter school to determine whether it complies with all legal requirements applicable to charter schools, including making all reports required of charter schools in accordance with Education Code 47604.32. Any violations of law shall be reported to the Board.

The Board shall monitor each charter school to determine whether it is achieving, both schoolwide and for all groups of students served by the school, the measurable student outcomes set forth in the charter. This determination shall be based on the measures specified in the approved charter and shall include, at a minimum, a consideration of whether the school is meeting its Academic Performance Index growth targets established pursuant to Education Code 52052 and is making "adequate yearly progress" (AYP) pursuant to 20 USC 6311, as applicable.

The Board shall monitor the fiscal condition of the charter school based on any financial information obtained from the charter school, including, but not limited to, the charter school's preliminary budget; an annual update, aligned to the template adopted by the SBE, of school goals, actions, and related expenditures; first and second interim financial reports; and final unaudited report for the full prior year.

The district may charge up to one percent of a charter school's revenue for the actual costs of supervisory oversight of the school. However, if the district is able to provide substantially rent-free facilities to the charter school, the district may charge actual costs of supervisory oversight up to three percent of the charter school's revenue.

TECHNICAL ASSISTANCE/INTERVENTION

If a charter school receiving federal Title I funding fails to make AYP, as defined pursuant to 20 USC 6311, for two or more consecutive years, the school shall be identified for program improvement and shall implement improvement strategies in accordance with 20 USC 6316.

If, in three out of four consecutive school years, a charter school fails to improve outcomes for three or more student subgroups identified in Education Code 52052, or for all of the student subgroups if the school has fewer than three, in regard to one or more state or school priorities identified in the charter, the district:

1. Shall provide technical assistance to the charter school using an evaluation rubric adopted by the SBE pursuant to Education Code 52064.5

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.41

2. May request that the Superintendent of Public Instruction (SPI), with SBE approval, assign the California Collaborative for Educational Excellence to provide advice and assistance to the charter school pursuant to Education Code 52074

In accordance with law, the Board may deny a charter's renewal petition or may revoke a charter based on the charter school's poor performance, especially with regards to the academic achievement of all numerically significant subgroups of students served by the charter school.

COMPLAINTS

Each charter school shall maintain processes to enable any person to file a complaint, in accordance with the uniform complaint procedures as specified in 5 CCR 4600-4687, alleging the school's noncompliance with Education Code 47606.5 or 47607.3.

A complainant who is not satisfied with the decision may appeal the decision to the SPI.

If the charter school finds merit in the complaint or the SPI finds merit in an appeal, a remedy shall be provided to all affected students and parents/guardians.

SCHOOL CLOSURE

In the event that the Board revokes or denies renewal of a charter or the school closes for any other reason, the Superintendent or designee shall, when applicable in accordance with the charter and/or a memorandum of understanding, provide assistance to facilitate the transfer of the charter school's former students and to finalize financial reporting and close-out.

The Superintendent or designee shall provide notification to the California Department of Education, within 10 calendar days, if the charter school will cease operation for any reason.

Such notification shall include, but not be limited to, a description of the circumstances of the closure, the effective date of the closure, and the location of student and personnel records.

LEGAL REFERENCE:

EDUCATION CODE

| | |
|-------------|---|
| 220 | Nondiscrimination |
| 221.9 | Sex equity in competitive athletics |
| 222 | Lactation accommodations for students |
| 17280-17317 | Field Act |
| 17365-17374 | Field Act, fitness for occupancy |
| 35330 | Field trips and excursions; student fees |
| 38080-38086 | School meals |
| 42100 | Annual statement of receipts and expenditures |
| 44030.5 | Reporting change in employment status due to alleged misconduct |

**PHILOSOPHY / GOALS / OBJECTIVES
AND COMPREHENSIVE PLANS**

0420.41

| | |
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| 44237 | Criminal record summary |
| 44691 | Information on detection of child abuse |
| 44830.1 | Certificated employees, conviction of a violent or serious felony |
| 45122.1 | Classified employees, conviction of a violent or serious felony |
| 46201 | Instructional minutes |
| 47600-47616.7 | Charter Schools Act of 1992 |
| 47634.2 | Nonclassroom-based instruction |
| 47640-47647 | Special education funding for charter schools |
| 48000 | Minimum age of admission for kindergarten; transitional kindergarten |
| 48010-48011 | Minimum age of admission (first grade) |
| 48850-48859 | Educational placement of foster youth and homeless students |
| 48907 | Students' exercise of free expression; rules and regulations |
| 48950 | Student speech and other communication |
| 49011 | Student fees |
| 49061 | Student records |
| 49110 | Authority of issue work permits |
| 49414 | Epinephrine auto injectors |
| 49475 | Health and safety, concussions and head injuries |
| 51224.7 | Mathematics placement policy |
| 51745-51749.3 | Independent study |
| 52051.5-52052 | Academic performance index, applicability to charter schools |
| 52060-52077 | Local control and accountability plans |
| 52075 | Uniform complaint procedures |
| 56026 | Special education |
| 56145-56146 | Special education services in charter schools |
| 60600-60649 | Assessment of academic achievement |
| 60850-60859 | High school exit examination |
| 69432.9 | Cal Grant program; notification of grade point average |

CORPORATIONS CODE

| | |
|-----------|---------------------------------------|
| 5110-6910 | Nonprofit public benefit corporations |
|-----------|---------------------------------------|

GOVERNMENT CODE

| | |
|-------------|---|
| 1090-1099 | Prohibitions applicable to specified officers |
| 3540-3549.3 | Educational Employment Relations Act |
| 54950-54963 | The Ralph M. Brown Act |
| 81000-91014 | Political Reform Act of 1974 |

LABOR CODE

| | |
|--------|--|
| 1198.5 | Personnel records related to performance and grievance |
|--------|--|

PENAL CODE

| | |
|--------|------------------------------|
| 667.5 | Definition of violent felony |
| 1192.7 | Definition of serious felony |

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.41

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system
Article 16, Section 8.5 Public finance; school accountability report card

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures
11700.1-11705 Independent study
11960-11969 Charter schools
15497.5 Local control and accountability plan template

CODE OF REGULATIONS, TITLE 24

101 et seq. California Building Standards Code

UNITED STATES CODE, TITLE 20

6311 Adequate yearly progress
6319 Qualifications of teachers and paraprofessionals
7223-7225 Charter schools

UNITED STATES CODE, TITLE 42

11431-11435 McKinney-Vento Homeless Assistance Act

CODE OF FEDERAL REGULATIONS, TITLE 34

200.1-200.78 Accountability
300.18 Highly qualified special education teachers

COURT DECISIONS

Ridgecrest Charter School v. Sierra Sands Unified School District, (2005) 130 Cal.App.4th 986

ATTORNEY GENERAL OPINIONS

89 Ops.Cal.Atty.Gen. 166 (2006)
80 Ops.Cal.Atty.Gen. 52 (1997)
78 Ops.Cal.Atty.Gen. 297 (1995)

CALIFORNIA OFFICE OF ADMINISTRATIVE HEARINGS DECISIONS

Student v. Horizon Instructional Systems Charter School, (2012) OAH Case No. 2011060763

Management Resources:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course
Charter Schools: A Manual for Governance Teams, rev. 2009

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual
Sample Copy of a Memorandum of Understanding
Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory 12-02, April 24, 2013

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.41

Special Education and Charter Schools: Questions and Answers, September 10, 2002

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Charter Schools Program: Title V, Part B of the ESEA, April 2011

The Impact of the New Title I Requirements on Charter Schools, July 2004

WEB SITES

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

California Charter Schools Association: <http://www.calcharters.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>

National Association of Charter School Authorizers: <http://www.qualitycharters.org>

U.S. Department of Education: <http://www.ed.gov>

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.41/AR-1

CHARTER SCHOOL OVERSIGHT

REQUIREMENTS FOR CHARTER SCHOOLS

Charter schools shall be subject to the terms of their charters, any memorandum of understanding with their chartering authority, and other legal requirements that expressly include charter schools, including, but not limited to, requirements that each charter school:

1. Be nonsectarian in its programs, admission policies, employment practices, and all other operations
2. Not discriminate against any student on the basis of the characteristics listed in Education Code 220
3. Not charge tuition
4. Not charge student fees for any activity that is an integral component of the educational program, except as authorized by those Education Code provisions that explicitly apply to charter schools
5. Adhere to all laws establishing the minimum age for public school attendance
6. Serve students who are California residents and who, if over 19 years of age, are continuously enrolled in a public school and making "satisfactory progress" toward a high school diploma as defined in 5 CCR 11965
7. Serve students with disabilities in the same manner as such students are served in other public schools
8. Admit all students who wish to attend the school, according to the following criteria and procedures:
 - a. Admission to the charter school shall not be determined according to the student's place of residence, or that of his/her parents/guardians, within the state, except that any existing public school converting partially or entirely to a charter school shall adopt and maintain a policy giving admission preference to students who reside within the school's former attendance area.

If a charter school will be physically located in a public elementary school attendance area in which 50 percent or more of the student enrollment is eligible for free or reduced-price meals, it may also establish an admissions preference for students who are currently enrolled in the public elementary school and for students who reside in the public school attendance area.

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.41/AR-1

- b. If the number of students who wish to attend the charter school exceeds the school's capacity, attendance shall be determined by a public random drawing. However, preference shall be extended to students currently attending the charter school and students who reside in the district, except as provided for in Education Code 47614.5.
 - c. Other admissions preferences may be permitted by the chartering district on an individual school basis consistent with law.
9. Immediately enroll a homeless student, except where such enrollment would conflict with Education Code 47605(d)
10. Comply with the requirements of Education Code 48850-48859 regarding the enrollment and placement of foster youth
11. If the school offers a kindergarten program:
 - a. Offer a transitional kindergarten (TK) program to students whose fifth birthday is from September 2 through December 2
 - b. Ensure that any credentialed teacher first assigned to teach a TK class after July 1, 2015 meets the qualifications specified in Education Code 48000 by August 1, 2020
12. Require its teachers to hold a certificate, permit, or other document issued by the Commission on Teacher Credentialing (CTC) equivalent to that which a teacher in other public schools would be required to hold
13. Provide annual training on child abuse and neglect reporting requirements to employees and persons working on their behalf who are mandated reporters, within the first six weeks of each school year or within six weeks of employment
14. Not hire any person, in either a certificated or classified position, who has been convicted of a violent or serious felony except as otherwise provided by law
15. Report to the CTC any change in a certificated employee's employment status (dismissal, nonreelection, resignation, suspension, unpaid administrative leave for more than 10 days, retirement, or other decision not to employ or reemploy) as a result of an allegation of misconduct or while an allegation of misconduct is pending
16. Meet the requirements of Education Code 47611 regarding the State Teachers' Retirement System
17. Meet the requirements of Government Code 3540-3549.3 related to collective bargaining in public education employment

**PHILOSOPHY / GOALS / OBJECTIVES
AND COMPREHENSIVE PLANS****0420.41/AR-1**

18. If the school serves students in grade 9, adopt a fair, objective, and transparent mathematics placement policy, with specified components
19. Meet all statewide standards and conduct any statewide assessments applicable to noncharter public schools
20. Until July 31, 2018, grant a high school diploma to any student who completed grade 12 in the 2003-04 school year or a subsequent school year and who has met all applicable graduation requirements other than the passage of the high school exit examination
21. Offer at least the number of instructional minutes required by law for the grade levels provided by the charter school
22. If the school provides independent study, meet the requirements of Education Code 51745-51749.3, except that the school may be allowed to offer courses required for graduation solely through independent study as an exception to Education Code 51745(e)
23. Identify and report to the Superintendent of Public Instruction (SPI) any portion of its average daily attendance that is generated through nonclassroom-based instruction, including, but not limited to, independent study, home study, work study, and distance and computer-based education
24. If the school offers competitive athletics, annually post on the school's web site or on the web site of the charter operator the total enrollment of the school classified by gender, the number of students who participate in competitive athletics classified by gender, and the number of boys' and girls' teams classified by sport and by competition level
25. If the school offers an athletic program, annually provide an information sheet about concussion and head injury to athletes and their parents/guardians, which must be signed and returned to the school before the athlete initiates practice or competition. In the event that an athlete is suspected of sustaining a concussion or head injury in an athletic activity, he/she shall be immediately removed from the activity for the remainder of the day and shall not be permitted to return to the activity until he/she is evaluated by a licensed health care provider and receives written clearance to return to the activity.
26. On a regular basis, consult with parents/guardians and teachers regarding the school's educational programs
27. Provide students the right to exercise freedom of speech and of the press including, but not limited to, the use of bulletin boards; the distribution of printed materials or petitions; the wearing of buttons, badges, and other insignia; and the right of expression in official publications

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.41/AR-1

28. Maintain written contemporaneous records that document all student attendance and make these records available for audit and inspection
29. If a student subject to compulsory full-time education is expelled or leaves the charter school without graduating or completing the school year for any reason, notify the Superintendent of the school district of the student's last known address within 30 days and, upon request, provide that district with a copy of the student's cumulative record, including a transcript of grades or report card, and health information
30. Electronically submit the grade point average of all students in grade 12 to the Student Aid Commission each academic year for use in the Cal Grant program, after notifying the students and their parents/guardians as applicable, by October 15 of each year, of the opportunity to opt out of being deemed a Cal Grant applicant within a specified period of time of at least 30 days
31. Comply with the California Building Standards Code as adopted and enforced by the local building enforcement agency with jurisdiction over the area in which the charter school is located, unless the charter school facility meets either of the following conditions:
 - a. The facility complies with the Field Act pursuant to Education Code 17280-17317 and 17365-17374.
 - b. The facility is exclusively owned or controlled by an entity that is not subject to the California Building Standards Code, including, but not limited to, the federal government.
32. Provide reasonable accommodations on campus to a lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding
33. Ensure the availability and proper use of emergency epinephrine auto-injectors by:
 - a. Providing school nurses or other voluntary, trained personnel with at least one regular and one junior device for elementary schools and, for secondary schools, one regular device if there are no students who require a junior device
 - b. Distributing a notice at least once per school year to all staff requesting volunteers and describing the training that volunteers will receive
 - c. Providing defense and indemnification to volunteers for any and all civil liability from such administration
34. Promptly respond to all reasonable inquiries from the district, the county office of education, or the SPI, including, but not limited to, inquiries regarding the school's financial records

**PHILOSOPHY / GOALS / OBJECTIVES
AND COMPREHENSIVE PLANS****0420.41/AR-1**

35. Annually prepare and submit financial reports to the district Governing Board and the County Superintendent of Schools in accordance with the following reporting cycle:
- a. By July 1, a preliminary budget for the current fiscal year. For a charter school in its first year of operation, financial statements submitted with the charter petition pursuant to Education Code 47605(g) will satisfy this requirement.
 - b. By July 1 each year, an update of the school's goals and the actions to achieve those goals as identified in the charter, developed using the local control and accountability plan template in 5 CCR 15497.5. This report shall include a review of the progress toward the goals, an assessment of the effectiveness of the specific actions toward achieving the goals, a description of changes the school will make to the specific actions as a result of the review and assessment, and a listing and description of expenditures for the fiscal year implementing the specific actions.
 - c. When conducting this review, the governing body of the school may consider qualitative information including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code 52052 or any other reviews. To the extent practicable, data shall be reported in a manner consistent with how information is reported on a school accountability report card. The update shall be developed in consultation with teachers, principals, administrators, other school personnel, parents/guardians and students.
 - d. By December 15, an interim financial report for the current fiscal year reflecting changes through October 31.
 - e. By March 15, a second interim financial report for the current fiscal year reflecting changes through January 31.
 - f. By September 15, a final unaudited report for the full prior year. The report submitted to the Board shall include an annual statement of all the charter school's receipts and expenditures for the preceding fiscal year.
 - g. By December 15, a copy of the charter school's annual, independent financial audit report for the preceding fiscal year, unless the charter school's audit is encompassed in the district's audit. The audit report shall also be submitted to the state Controller and the California Department of Education.
36. If a direct-funded charter school, adopt and implement uniform complaint procedures to resolve complaints of unlawful discrimination or alleged violation of a state or federal law or regulation governing educational programs, in accordance with 5 CCR 4600-4670
37. Annually adopt a school accountability report card

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.41/AR-1

38. In addition, charter schools shall comply with the state and federal constitutions, applicable federal laws, and state laws that apply to governmental agencies in general, such as the Brown Act requirements in Government Code 54950-54963 and the conflict of interest laws in Government Code 1090-1099 and 87100-91014.

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.42

CHARTER SCHOOL RENEWAL

The Governing Board believes that the ongoing operation of a charter school established within the district should be dependent on the school's effectiveness in achieving its mission and goals for student learning and other student outcomes. Whenever a charter school submits a petition for renewal of its charter, the Board shall review the petition thoroughly and in a timely manner.

Each renewal granted by the Board shall be for a period of five years.

SUBMISSION OF RENEWAL PETITION

A charter school seeking renewal of its charter is encouraged to submit its petition for renewal to the Board sufficiently early before the term of the charter is due to expire.

The signature requirement applicable to new charter petitions is not applicable to petitions for renewal.

The petition for renewal shall include a reasonably comprehensive description of how the charter school has met all new charter school requirements enacted into law after the charter was originally granted or last renewed. The petition also shall include documentation that the charter school meets at least one of the criteria for academic performance specified in Education Code 47607(b), as listed in item #5 in the section "Criteria for Granting or Denying Renewal" below.

CRITERIA FOR GRANTING OR DENYING RENEWAL

Renewals shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605. The Board shall consider the past performance of the charter school's academics, finances, and operations in evaluating the likelihood of future success, along with plans for improvement, if any.

In determining whether to grant a charter renewal, the Board shall consider increases in academic achievement for all "numerically significant" groups of students served by the charter school, as defined in Education Code 52052, as the most important factor.

The Board shall deny a renewal petition only if it makes a written factual finding setting forth specific facts to support one or more of the following grounds:

1. The charter school presents an unsound educational program for the students enrolled in the school.
2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
3. The petition does not contain an affirmation of each of the conditions described in Education Code 47605(d).

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.42

4. The petition does not contain reasonably comprehensive descriptions of the charter provisions in Education Code 47605(b).
5. The charter school has failed to meet at least one of the following criteria of academic performance:
 - a. Attainment of its Academic Performance Index (API) growth target in the prior year or in two of the last three years, both schoolwide and for all numerically significant groups of students served by the charter school as defined in Education Code 52052.
 - b. An API ranking in deciles 4-10 in the prior year or in two of the last three years.
 - c. An API ranking in deciles 4-10 for a demographically comparable school in the prior year or in two of the last three years.
 - d. Academic performance at least equal to the academic performance of the public schools that the charter school students would otherwise have been required to attend as well as the academic performance of district schools, taking into account the composition of the student population that is served at the charter school. In determining whether the charter school satisfies this criterion, the Board shall base its decision on:
 - i. Documented clear and convincing data
 - ii. Student achievement data from assessments, including, but not limited to, the Standardized Testing and Reporting Program, for demographically similar student populations in comparison schools
 - iii. Information submitted by the charter school
 - e. Whenever the Board makes a determination based on this criterion, the Superintendent or designee shall submit copies of supporting documentation and a written summary of the basis for the Board's determination to the Superintendent of Public Instruction.
 - f. Qualification for an alternative accountability system pursuant to Education Code 52052(h)

TIMELINES FOR BOARD ACTION

Within 30 days of receiving the renewal petition, the Board shall hold a public hearing to review documentation submitted by the charter school and obtain public input.

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.42

If the charter school submits documentation pursuant to item #5d in the section "Criteria for Granting or Denying Renewal" above, the Board shall not grant a renewal until at least 30 days after the submission of such documentation.

Within 60 days of receiving the renewal petition, or within 90 days if extended by mutual written agreement of the Board and the charter school, the Board shall either grant or deny the request to renew the charter.

If the Board fails to make a written factual finding pursuant to items #1-5 in the section "Criteria for Granting or Denying Renewal" above within the required time period, the absence of a written factual finding shall be deemed an approval of the renewal petition.

The Superintendent or designee shall provide notification to the California Department of Education, within 10 calendar days of the Board's action, whenever a renewal of the charter is granted or denied.

If the Board denies a renewal petition, the charter school may submit its application for renewal to the County Board of Education within 30 days of the Board's written factual findings supporting the denial. If the County Board then fails to deny or grant the petition within 60 days of receiving the petition, or within 90 days if extended by written mutual agreement of the charter school and the County Board, the charter school may submit the petition to the State Board of Education.

LEGAL REFERENCE:

EDUCATION CODE

47600-47616.7 Charter Schools Act of 1992

52052 Alternative accountability system; definition of numerically significant student subgroup

56145-56146 Special education services in charter schools

60600-60649 Assessment of academic achievement

CODE OF REGULATIONS, TITLE 5

11960-11969 Charter schools

UNITED STATES CODE, TITLE 20

7223-7225 Charter schools

Management Resources:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course

Charter Schools: A Manual for Governance Teams, rev. 2012

WEB SITES

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

California Charter Schools Association: <http://www.calcharters.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>

National Association of Charter School Authorizers: <http://www.charterauthorizers.org>

ITEM 21

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.42

U.S. Department of Education: <http://www.ed.gov>

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.43

CHARTER SCHOOL REVOCATION

The Governing Board expects any charter school it authorizes to provide a sound educational program that promotes student learning and to carry out its operations in a manner that complies with law and the terms of its charter.

The Board may revoke a charter before the date it is due to expire whenever the Board makes a written factual finding, supported by substantial evidence, that the charter school has done any of the following:

1. Committed a material violation of any of the conditions, standards, or procedures set forth in the charter
2. Failed to meet or pursue any of the student outcomes identified in the charter
3. Failed to meet generally accepted accounting principles or engaged in fiscal mismanagement
4. Violated any provision of law

The Board shall also consider revocation of a charter whenever the California Collaborative for Educational Excellence (CCEE), after providing advice and assistance to the charter school pursuant to Education Code 47607.3, submits to the Board either of the following findings:

1. That the charter school has failed or is unable to implement the recommendations of the CCEE
2. That the inadequate performance of the charter school, as based on an evaluation rubric adopted by the State Board of Education (SBE), is so persistent or acute as to require revocation of the charter

In determining whether to revoke a charter, the Board shall consider increases in student academic achievement for all "numerically significant" groups of students served by the charter school, as defined in Education Code 52052, as the most important factor.

At least 72 hours prior to any Board meeting at which the Board will consider issuing a Notice of Violation, the Board shall provide the charter school with notice and all relevant documents related to the proposed action.

If the Board takes action to issue a Notice of Violation, it shall deliver the Notice of Violation to the charter school's governing body. The Notice of Violation shall identify:

1. The charter school's alleged violation(s).

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.43

2. All evidence relied upon by the Board in determining that the charter school committed the alleged violation(s), including the date and duration of the alleged violation(s). The Notice shall show that each alleged violation is both material and uncured and that it occurred within a reasonable period of time before the Notice of Violation is issued.
3. The period of time that the Board has concluded is a reasonable period of time for the charter school to remedy or refute the identified violation(s). In identifying this time period, the Board shall consider the amount of time reasonably necessary to remedy each identified violation, which may include the charter school's estimation as to the anticipated remediation time.

By the end of the remedy period identified in the Notice of Violation, the charter school's governing body may submit to the Board a detailed written response and supporting evidence addressing each identified violation, including the refutation, remedial action taken, or proposed remedial action.

Within 60 calendar days of the conclusion of the remedy period, the Board shall evaluate any response and supporting evidence provided by the charter school's governing body and shall take one of the following actions:

1. Discontinue revocation of the charter and provide timely written notice of such action to the charter school's governing body
2. If there is substantial evidence that the charter school has failed to remedy a violation identified in the Notice of Violation or to refute a violation to the Board's satisfaction, continue revocation of the charter by issuing a Notice of Intent to Revoke to the charter school's governing body

If the Board issues a Notice of Intent to Revoke, it shall hold a public hearing concerning the revocation on the date specified in the notice, which shall be no later than 30 days after providing the notice. Within 30 calendar days after the public hearing, or within 60 calendar days if extended by written mutual agreement of the Board and the charter school, the Board shall issue a final decision to revoke or decline to revoke the charter.

If the Board fails to meet the timelines specified above for issuing a Notice of Intent to Revoke or a final decision, the revocation process shall be deemed terminated.

Within 10 calendar days of the Board's final decision, the Superintendent or designee shall provide a copy of the final decision to the California Department of Education (CDE) and the County Board of Education.

SEVERE AND IMMINENT THREAT

The procedures specified above shall not be applicable when the Board determines, in writing, that any

PHILOSOPHY / GOALS / OBJECTIVES AND COMPREHENSIVE PLANS

0420.43

violation under Education Code 47607 constitutes a severe and imminent threat to the health or safety of students. In such circumstances, the Board may immediately revoke the school's charter by approving and delivering a Notice of Revocation by Determination of a Severe and Imminent Threat to Pupil Health or Safety to the charter school's governing body, the County Board, and the CDE.

APPEALS

If the Board revokes a charter, the charter school may, within 30 days of the Board's final decision, appeal the revocation to the County Board. Either the charter school or the district may subsequently appeal the County Board's decision to the SBE. However, a revocation based upon the findings of the CCEE pursuant to Education Code 47607.3 may not be appealed.

LEGAL REFERENCE:

EDUCATION CODE

47600-47616.7 Charter Schools Act of 1992, especially:
47607 Charter renewals and revocations
52052 Numerically significant student subgroups; definition

CODE OF REGULATIONS, TITLE 5

11960-11969 Charter schools, especially:
11968.5-11968.5.5 Charter revocations

COURT DECISIONS

Today's Fresh Start, Inc. v. Los Angeles County Office of Education, (2013) 57 Cal.4th 197

MANAGEMENT RESOURCES:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course
Charter Schools: A Manual for Governance Teams, rev. 2012

WEB SITES

CSBA: <http://www.csba.org>
California Charter Schools Association: <http://www.calcharters.org>
California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>
National Association of Charter School Authorizers: <http://www.qualitycharters.org>
U.S. Department of Education: <http://www.ed.gov>

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 21, 2016

BOARD MEETING DATE: August 18, 2016

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

SUBMITTED BY: Eric Dill, Interim Superintendent

SUBJECT: UNIFORM COMPLAINT QUARTERLY REPORT,
4th QUARTER, APRIL – JUNE, 2016

EXECUTIVE SUMMARY

State law requires school districts to submit reports to the San Diego County Office of Education (SDCOE) and to the district governing board on the number of complaints each district has received related to the Williams Settlement, i.e., instructional materials sufficiency, emergency facilities issues, and teacher vacancies and misassignments.

Attached is the report for the fourth quarter, 2015-16, from April through June, 2016.

RECOMMENDATION:

It is recommended that the Board review and accept the attached Uniform Complaint Report for the fourth quarter, from April through June, 2016, as shown in the attached supplement.

FUNDING SOURCE:

Not applicable.

ITEM 22

COMMUNITY RELATIONS

1312.3/AR-1, ATTACHMENT C

UNIFORM COMPLAINT PROCEDURES
QUARTERLY UNIFORM COMPLAINT REPORT SUMMARY

For submission to School District Governing Board and County Office of Education

District Name: **San Dieguito Union High School District**

Quarter covered by this report (ex. Jan.-Mar. 2005): April, 2016 through June, 2016

Please fill in the following table; enter 0 in any cell that does not apply.

| DESCRIPTION | NUMBER OF COMPLAINTS RECEIVED IN QUARTER | NUMBER OF COMPLAINTS RESOLVED | NUMBER OF COMPLAINTS UNRESOLVED EXPLANATION ATTACHED |
|--|--|-------------------------------|--|
| Instructional Materials | 0 | 0 | 0 |
| Facilities | 0 | 0 | 0 |
| Teacher Vacancy and Misassignment | 0 | 0 | 0 |
| TOTAL | 0 | 0 | 0 |

Submitted by: Michael Grove, Ed.D.
(Print Full Name)

Associate Superintendent
(Title)

Signature: 

Date: July 7, 2016

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 11, 2016

BOARD MEETING DATE: August 18, 2016

**PREPARED &
SUBMITTED BY:** Eric R. Dill, Interim Superintendent

SUBJECT: REVIEW OF BOARD POLICY 1330 &
ADMINISTRATIVE REGULATION
1330/AR-1, "PUBLIC USE OF
DISTRICT FACILITIES"

EXECUTIVE SUMMARY

Trustees Salazar and Muir have asked for a discussion of Board Policy 1330, "Public Use of District Facilities" and its associated Administrative Regulation.

Staff will provide information on the purpose and application of the regulations district-wide.

RECOMMENDATION:

This item is being submitted as information only.

FUNDING SOURCE:

N/A

COMMUNITY RELATIONS

1330

PUBLIC USE OF DISTRICT FACILITIES

The Board of Trustees recognizes that district facilities and grounds are a community resource whose primary purpose is to be used for school programs and activities. The Board authorizes the use of school facilities and grounds by community groups for purposes provided for in the Civic Center Act when such use does not interfere with school activities.

All school-sponsored programs and activities (clubs, class events, athletics, etc.) shall be given priority in the use of facilities or grounds under the Civic Center Act. Thereafter, the use of facilities or grounds shall be available to community groups, organizations, and citizens.

The Board shall grant the use of school facilities or grounds without charge to school-sponsored organizations whose activities are directly related to or for the benefit of district schools. School-sponsored activities are those that are organized/advised and supervised by District staff who are being paid by the District for organizing/advising and supervising the activity. Activities sponsored by groups and organizations other than the District are considered to be outside activities, even if the organizer is employed by the District in another capacity.

The Board believes that the use of school facilities or grounds by community groups and organizations should not result in costs to the District. Community groups requesting the use of school facilities or grounds under the Civic Center Act shall be charged at least direct costs. In lieu of direct-cost use, the District may enter into a written agreement with local public agencies or non-profit organizations on a reciprocal basis.

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students.

The Superintendent shall develop regulations to ensure facility use is granted according to this and other applicable Board Policies.

LEGAL REFERENCES**EDUCATION CODE**

10900 - 10914.5 Community Recreation Programs
38130 - 38138 Civic Center Act: use of school property for public purposes

COURT DECISIONS

Lamb's Chapel v. Center Moriches Union Free School District, (1993) 113 S.Ct. 2141
Cole v. Richardson, (1972) 405 U.S. 676, 92 S.Ct. 1332
Connell v. Higgenbotham, (1971) 403 U.S. 207, 91 S.Ct. 1772
ACLU of So. Calif. v. Board of Education of San Diego, (1963) 59 Cal .2d 224
ACLU of So. Calif. v. Board of Education of Los Angeles, (1963) 59 Cal .2d 203
ACLU of So. Calif. v. Board of Education of San Diego, (1961) 55 Cal .2d 906
ACLU of So. Calif. v. Board of Education of Los Angeles, (1961) 55 Cal .2d 167

ATTORNEY GENERAL OPINIONS

79 Ops.Cal.Atty.Gen 248 (1996)

COMMUNITY RELATIONS

1330

ITEM 23

MANAGEMENT RESOURCES

CDE LEGAL ADVISORIES

School District Liability and "Hold Harmless" Agreements, LO: 4-89

PUBLIC USE OF DISTRICT FACILITIES

The following procedures and regulations regarding public use of District facilities are created in order to:

1. Encourage and assist groups desiring to use school facilities for approved activities.
2. Preserve order in school buildings and on school grounds, and protect school facilities. If necessary, a person may be designated to supervise this task.
3. Ensure that the use of facilities or grounds is not inconsistent with the use of the school facilities or grounds for school purposes and does not interfere with the regular conduct of schoolwork.

Subject to Board Policies and Administrative Regulations, school facilities and grounds shall be available as a civic center to citizens residing in the District and community groups located in or whose membership includes District residents. As used in this regulation, "community group" is defined as a group of citizens, parent-teacher associations, parent foundations, scouting organizations, farmers' organizations, school-community advisory councils, senior citizens' organizations, clubs, and associations formed for recreational, educational, political, economic, artistic, or moral activities whose membership is comprised of residents of the District.

COMMUNITY GROUPS MAY USE SCHOOL FACILITIES AND GROUNDS FOR THE FOLLOWING PURPOSES:

1. Public, literary, scientific, recreational, educational or public agency meetings.
2. The discussion of matters of general or public interest.
3. The conduct of religious services for temporary periods, on a one-time or renewable basis, by any church or religious organization.
4. Child care programs to provide supervision and activities for children of preschool and elementary school age.
5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies.
6. Supervised recreational activities including, but not limited to, sports league activities that are arranged for and supervised by entities, including religious organizations or churches, and in which youths may participate regardless of religious belief of denomination.
7. A community youth center.
8. Mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare.
9. Other purposes deemed appropriate by the Governing Board.

SCHOOL FACILITIES AND GROUNDS MAY NOT BE USED FOR ANY OF THE FOLLOWING ACTIVITIES:

1. Use by an individual or group for the commission of any crime or any act prohibited by law.

COMMUNITY RELATIONS

1330 / AR-1 ITEM 23

2. Any use of school facilities or grounds which is inconsistent with their use for school purposes or interferes with the regular conduct of school or school work.
3. Any use which is discriminatory in the legal sense or according to Board Policy.
4. Any use which involves the possession, consumption, or sale of alcoholic beverages or any restricted substances on school property.
5. Any use of school facilities in areas, such as offices or computer rooms, containing records and confidential information.
6. Use of science rooms and other rooms containing hazardous chemicals or equipment that cannot be used safely without special knowledge or skills.

Each school Principal is responsible for scheduling the use of its school facilities and grounds for internal and foundation events. The Executive Director of Operations administers the facilities rental program and schedules and/or authorizes the scheduling of all external events for facilities and grounds. A calendar of activities scheduled for all school facilities and grounds is maintained at each school site. The purpose of the calendar is to provide meaningful information and to facilitate effective scheduling.

RESERVATION OF FACILITIES AND GROUNDS

When not in use for school programs, or undergoing maintenance, school facilities and grounds will generally be reserved for community use on a first-come, first-served basis.

In order to reserve the use of district-owned facilities or grounds, application must be made in writing on the approved form. Any persons applying for use of school property on behalf of any society, group or organization shall be either an officer or president of the Applicant organization or shall present a written authorization from the group to make the application.

APPLICATION PROCEDURE FOR INDIVIDUAL SCHOOL USE

An Applicant may request the use of a facility by phone or in person at each school site. The following procedure is observed when a request is made:

1. Determine eligibility of the Applicant under Board Policy and ensure that the use of facilities or grounds is not inconsistent with the use of the school facilities or grounds for school purposes and does not interfere with the regular conduct of school work.
2. Determine the availability of the facility by checking the calendar of activities and reserving it for use.
3. Inquire of Applicant the services and equipment required with use.
4. Inform Applicant of charges, insurance requirements, or any special requirements needed and secure a completed application. An application will be considered complete when it has been signed by the Applicant or an authorized representative of an Applicant organization, a certificate of insurance is attached, and all fees have been collected.
5. Application will be forwarded to the Principal for internal and/or foundation events or to the Executive Director of Operations external events, for consideration and permit authorization.
6. When permit is granted, a copy must be carried at all times by the user and presented

COMMUNITY RELATIONS

1330 / AR-1 ITEM 23

upon demand. Failure to present a valid permit may result in immediate revocation of facility use privileges.

School groups are to utilize a school facility request form for scheduling the use of school facilities or grounds after regular school hours. This form, signed by the faculty sponsor or chaperon, is to be submitted to the school principal or his/her designee who checks the school calendar of events to see if the facility is available.

CONFLICTS

Should there be any conflict of facility use between community organizations, every effort will be made to make alternative arrangements. If alternate accommodations are not possible, the principal or designee may use his/her discretion to resolve disputes. If each group has presented a complete application for facility use and is able to comply with the Use Fee Schedule and insurance requirements, the following additional factors may be taken into consideration:

1. Potential benefit to the school, the District, its students, or the community
2. The intended use of the facility and reasonable anticipated wear and tear
3. Ability to provide adequate custodial, grounds, technical, or other staff to comply with the request
4. Each group's history of using the facility, including, but not limited to:
 - Compliance with or abuse of the District's policies, procedures, rules, and regulations concerning facility use
 - Wear and tear on the facility
 - Timely payment of fees
 - Consecutive years of use

Any permit may be revoked without previous notice where conflicting dates have resulted or where need of the property for public school purposes has subsequently developed. For other causes, permits may be revoked at any time upon reasonable notice.

CONDITIONS OF USE

All rules and regulations of the Board and provisions of the Education Code are to be observed strictly by those using school property and facilities and grounds.

1. In the event of a change of plans, notice of cancellation must be given to the school 48 hours before the date of intended use in order to avoid financial obligation for all charges involved. A \$25 cancellation fee will apply.
2. Refunds are not issued for rain-outs or other inclement weather conditions, except for the reserved use of baseball fields. In the event of a baseball rain-out, make-up dates will be offered, space permitting, at the discretion of the District, providing the make-up date is scheduled within 48 hours of the rained-out event. It is the responsibility of the renter to notify the renting office within 48 hours of the rained-out event. A \$25 processing fee will apply.
3. Upon receipt of notice that a permit has been issued to a non-school group for use, a regular employee will be assigned to open the building, etc., be in charge during the use, and to close the building after the use. (Staffing requirements cannot be waived and

COMMUNITY RELATIONS

1330 / AR-1 ITEM 23

shall be charged at the prevailing rates published herein. Weekend and holiday staffing rates will be charged at the prevailing overtime rate.) The school district employee in charge of the building or grounds within or upon which any meeting may be held is empowered to take all necessary means to enforce the policies of the Board of Trustees, Administrative Regulations, and any applicable school rules.

4. An organization granted the use of school buildings or grounds may be permitted to use district equipment which is integral to the facility; i.e., projection screen, scoreboard, public address system.
5. Persons or organizations using school premises, including a stage or stage equipment, shall not be permitted to remove or displace furniture, apparatus or equipment except when premises are under supervision of the school custodian in charge. Full details of equipment and personnel needed must be furnished in advance on the request for facilities or grounds.
6. The school district employee in charge shall not permit any individual or group to use any room or part of the school, which is not requested and reserved in advance.
7. School facilities shall not be used for commercial purposes on Sundays or holidays without special authorization by the Board.
8. Organizations, groups, or individuals granted the use of school buildings or grounds ("Renter") are required to comply with the State Water Resources Control Board (State Water Board), Water Quality Order No. 2003-0005-DWQ National Pollutant Discharge Elimination System ("NPDES"), General Permit No. CAS000004 (the "Permit") and are responsible for being fully familiar with the Permit. Failure to comply with the Permit is a violation of federal and state law. Renter hereby agrees to indemnify and hold harmless District, its officials, officers, agents, employees and authorized volunteers from and against any and all Notices of Violation ("NOV"), claims, demands, losses or liabilities of any kind or nature which District, its officials, officers, agents, employees and authorized volunteers may sustain or incur for Renters' noncompliance with the Permit, except for liability resulting from the sole established negligence or willful misconduct of the District, its officials, officers, agents, employees or authorized volunteers.

CAFETERIA USE

When the cafeteria cooking facilities are requested, the cafeteria supervisor will be notified in order that appropriate personnel may be assigned to open the kitchen and supervise the use of the equipment. (Staffing requirements cannot be waived and shall be charged at the prevailing rates published herein. Weekend and holiday staffing rates will be charged at the prevailing overtime rate.) Commercial caterers are not allowed the use of lunchroom facilities. Any breakage, damage or loss of equipment shall be paid for by the organization using the kitchen facilities. Cost shall be established, and the organization invoiced by the Business Office. No children shall be allowed in the kitchen area. The cash registers cannot be used to record sales.

PAYMENT FOR USE

Charges shall be determined from the Use Fee Schedule at the time the permit is issued. Fees must be paid at the school office at the time the application is made unless other arrangements have been made.

USE FEE SCHEDULE

The Use Fee Schedule shall apply to groups for which charges are applicable for the use of district facilities and grounds as provided by Board policy. Use of all district facilities and grounds are subject to a 2-hour minimum reservation, except where otherwise noted.

1. The use of school facilities is granted without charge for school-sponsored activities and to student clubs whose activities are directly related to or for the benefit of District schools. School-sponsored activities are those that are organized/advised and supervised by District staff who are being paid by the District for organizing/advising and supervising the activity.
2. The District recognizes and appreciates the fundraising activities conducted by School-Connected Organizations on behalf of District schools. Use of school facilities is granted without charge to School Connected Organizations for their official activities, except as noted in Section 3 below.
 - a. School-Connected Organizations are the official, recognized parent groups and educational foundations organized and operating under District oversight as provided for in Board Policies 1230 and 1231. School-Connected Organizations exist solely for the benefit of District schools. The official School-Connected Organizations are:
 - Canyon Crest Academy Foundation
 - La Costa Canyon High School Foundation
 - San Dieguito Academy Foundation
 - Torrey Pines High School Foundation
 - Carmel Valley Middle School Parent-Teacher-Student Association
 - Diegueño Middle School Parent-Teacher-Student Association
 - Earl Warren Middle School Parent-Teacher-Student Association
 - Oak Crest Middle School Foundation
 - b. School-Connected Organization activities are those which are organized, supervised, and insured by the organization, and its employees, contractors, and volunteers with any revenue from the activity collected by the organization's representatives and deposited in its private bank accounts.
3. School-Connected Organizations will be subject to the following charges:
 - a. All custodial expenses incurred as a result of the activity according to rates listed in the official Facility Use Fee Schedule.
 - b. In accordance with California Interscholastic Federation San Diego Section bylaw 600.2, all use of school athletic facilities and equipment by School-Connected Organizations for the purpose of Outside Season of Sport camps, clinics, tournaments, etc conducted in CIF sports in which the school competes are subject to the same charges and fees applicable to all outside groups. No special treatment or favoritism must be shown to applicant School-Connected Organizations, coaches or athletes, and all applicable

procedures for facility use rental as described in this administrative regulation must be followed.

4. Activities sponsored by groups and organizations other than the District, its student clubs, or official School-Connected Organizations are considered to be outside activities and subject to the charges identified below, even if the organizer is employed by the District in another capacity.
5. All groups granted facility use under the Civic Center Act shall be charged for the District's direct costs, as determined by the Superintendent or designee. If the group granted facility use will charge an admission or solicit contributions and the net receipts are not to be expended for charitable purposes or for the welfare of the District's students, then it shall be charged Fair Rent Use as defined below. As used in this section, "direct costs" include those costs of supplies, utilities, custodial services, services of any other District employees, and salaries paid District employees necessitated by the organization's use of school facilities and grounds.
6. Groups granted facility use under the Civic Center Act shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the District's students. Fair rent value shall include the direct costs as defined above, plus the amortized costs of the school facilities or grounds used for the duration of the activity authorized.
7. Any group, corporation, or organization not entitled to use under the Civic Center Act may be charged fair rental value when use of school facilities or grounds is granted.
8. A change fee of \$25 per requested schedule change shall be applied to all invoiced events.

PROTECTION OF DISTRICT ASSETS

Community groups, School-Connected Organizations, or persons using school facilities or grounds shall be liable for any injury, death, or other damages resulting from its negligent acts, errors or omissions, or willful or malicious actions during such use and shall defend and indemnify the District from any loss, claim, suit, action, demand, or expense, including attorney's fees and costs. The community group or person shall bear the cost of insuring against this risk and defending itself against claims arising from this risk.

Prior to the approval of the application and Permit for Use of School the applicant shall submit to the Superintendent or designee, a certificate of insurance for comprehensive general liability insurance with a minimum limit of \$1,000,000 per occurrence. Except where exempt by law, groups shall be required to include the "San Dieguito Union High School District, its Board of Trustees, officers, employees, and agents, both individually and collectively" as additional insured by endorsement on their liability policies.

The Superintendent or designee may require a hold harmless agreement and/or higher insurance limits when warranted by the type of activity or the specific facility being used.

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
FEE SCHEDULE FOR GENERAL FACILITY USE**

| FACILITY USE | DIRECT COST | COMMERCIAL USE | COMMENTS |
|---|--|--|--|
| Classroom (Basic) | \$35/hr 2 Hr Min | \$80/hr | |
| Classroom (Specialty) | \$45/hr 2 Hr Min | \$100/hr | |
| Multi-Purpose Room (Crest Hall, Mustang Center, etc.) | \$75/hr 2 Hr Min | \$175/hr | Custodial charged at actual rental hours + one |
| Kitchen w/Nutrition Services Staff | \$80/hr 4 Hr Min | \$150/hr 4 Hr Min | Must be operated & sanitized by district personnel |
| Performing Arts / Theaters | | | |
| PAC - MS House Lights/Microphone Only | \$125/hr 2 Hr Min | \$250/hr | Plus minimum custodial charge of 3 hours |
| PAC - MS With Theater Tech | \$125/hr 2 Hr Min | \$250/hr | Plus minimum custodial charge of 3 hours and Theater Tech for sound board/lights operation |
| VPAC - HS House Lights/Microphone Only Plus \$300 Day of Production | \$150/hr 2 Hr Min | \$400/hr 2 Hr Min | Plus minimum custodial charge of 3 hours |
| VPAC - HS Requires Theater Tech Plus \$300 Day of Production | \$150/hr 2 Hr Min | \$400/hr 2 Hr Min | Plus minimum custodial charge of 3 hours and Theater Tech for sound board/lights operation |
| Amphitheater (Outdoor) | \$75/hr 2 Hr Min | \$175/hr 2 Hr Min | Plus minimum custodial charge of 3 hours |
| Black Box Theater Requires Theater Tech | \$100/Hr 2 Hr Min | \$200/hr 2 Hr Min | Plus minimum custodial charge of 3 hours |
| Athletics (Fields & Courts) | | | |
| Multi-Purpose Fields | \$50/hr \$250/Day | \$100/hr \$500/Day | Plus minimum custodial charge of 3 hours & field lining costs |
| Baseball (Varsity) | \$75/hr \$350/Day | \$125/hr \$1000/Day | Plus minimum custodial charge of 3 hours |
| Gymnasium | \$125/hr \$600/Day | \$300/hr \$3000/Day | Plus minimum custodial charge of 3 hours |
| Auxiliary Gymnasium | \$75/hr \$350/Day | \$175/hr \$1750/Day | Plus minimum custodial charge of 3 hours |
| Stadium (Grass) Daylight Use 4 Hr Min | \$100/hr \$650/Day Daylight Use | \$250/hr \$1500/Day Daylight Use | Plus minimum custodial charge of 3 hours |
| Stadium (Grass) with Lights 4 Hr Min | \$175/hr | \$300/hr 4 Hr Min | Plus minimum custodial charge of 3 hours |
| Stadium (Turf) Daylight Use 4 Hr Min | \$175/hr \$1200/Day Daylight Use | \$550/hr \$3000/Day Daylight Use | Plus minimum custodial charge of 3 hours |
| Stadium (Turf) with Lights | \$225/hr | \$575/hr | Plus minimum custodial charge of 3 hours |
| Concession Stands | \$25/hr \$200/Day | \$100/hr \$750/Day | |
| Hard Courts | \$50/Half Day \$100/Day | \$100/Half Day \$200/Day | |
| Tennis Courts (Per Court) | \$25/hr/court | \$50/hr/court | Group rentals are 2 hour minimum (# courts x rate) |
| Parking Lots | \$100/Half Day \$200/Day | \$200/Half Day \$350/Day | |

COMMUNITY RELATIONS

1330 / AR-1 ITEM 23

CHANGE OF SCHEDULE FEES

A change fee of \$25 per requested schedule change shall be applied to all invoiced events.

CANCELLATIONS

Notice of cancellation must be given to the reserving office 48 hours before the date of intended use in order to avoid financial obligation for all charges involved. A \$25 processing fee will apply.

Refunds are not issued for rain-outs or other inclement weather conditions, except for the reserved use of baseball fields. In the event of a baseball rain-out, make-up dates will be offered at the discretion of the District, space permitting, providing the make-up date is rescheduled within 48 hours of the rained-out event. It is the responsibility of the renter to notify the renting office within 48 hours of the rained-out event. A \$25 processing fee will apply.

STAFFING CONDITIONS/CHARGES

Staffing requirements for facilities use cannot be waived. Rates are as follows:

| | |
|--------------------|---------|
| Custodian | \$42/hr |
| Grounds Keeper | \$48/hr |
| Nutrition Services | \$44/hr |
| Theater Tech | \$43/hr |

Facility use permits must be carried by the renter at all times while on campus and presented on demand. Failure to present permits upon demand may result in revocation of privileges.