



**Union High School District**

**BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**Board of Trustees**  
Joyce Dalessandro  
Kristin Gibson  
Beth Hergesheimer  
Melisse Mossy  
Maureen "Mo" Muir

**Superintendent**  
Robert A. Haley, Ed.D.

**THURSDAY, JUNE 20, 2019  
5:45 PM / OPEN SESSION AT 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.*

The members of the San Dieguito Union High School District Board of Trustees are locally elected officials, serve four-year terms of office, and are responsible for the schools' educational programs, in grades seven through twelve. The Board is a policy-making body whose actions are guided by the District's vision, mission, and goals. Administration of the District is delegated to a professional administrative staff led by the Superintendent. Board Members are required to conduct the programs of the schools in accordance with the Constitution of the State of California, the California Education Code, and other laws relating to schools enacted by the Legislature, in addition to policies and procedures adopted by the Board of Trustees.

**PUBLIC COMMENTS**

Members of the public are entitled to comment on items listed on the agenda for Board consideration or deliberation. 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. At the discretion of the Board President, members of the public are entitled to speak on agenda items either immediately after the item is called or following background information provided related to the item. Members of the public are entitled to comment on an agenda item only once at any meeting. Although the Board President may seek additional information, participation in debate on any item before the Board shall be limited to the Board and staff. The Board President shall determine the order of speakers, when the Board President calls a member of the public to the podium they are asked, but not required, to provide their names prior to making comments.

Members of the public are entitled to speak on matters within the jurisdiction of the Board, but not on the agenda during the public comment portion of the meeting. The Board President may acknowledge receipt of the information, refer to staff for further study, or refer the matter to a future agenda, but there shall be no discussion or action taken by the Board.

Please note the meeting is video recorded and will be published online. Comments are limited to three (3) minutes per person and may not be increased through donations of time by other members of the public. The total public comment time for agenda and non-agenda items shall not exceed twenty (20) minutes.

**PUBLIC INSPECTION OF DOCUMENTS**

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

**CONSENT CALENDAR**

All matters listed under Consent are those on which the Board has previously deliberated or which can be classified as routine items of business. Members of the public are entitled to comment on items on the consent agenda. Trustees may ask for additional information regarding items on the consent agenda. Items on the consent agenda will be voted on in one motion unless a member of the board, staff or public requests that the item be removed and voted on separately, in which case the Board President will determine when it will be called and considered for action.

**CLOSED SESSION**

The Board may meet in Closed Session to consider qualified matters of litigation, employee negotiations, student discipline, employee grievances, personnel qualifications, and/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.

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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

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**1. CALL TO ORDER** *Please note this meeting will be video recorded.*

**2. APPROVAL OF AGENDA**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the agenda of June 20, 2019, Regular Board Meeting of the San Dieguito Union High School District, as presented.

**3. CLOSED SESSION – public comment, if any**

- a. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (GOV'T CODE SECTIONS 11126 & 54957)
- b. STUDENT MATTERS (CASE #2018-092SD)
- c. CONFERENCE WITH LABOR NEGOTIATORS (GOV'T CODE SECTION 54957.6)  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association  
Agency Designated Representatives: Superintendent and Associate Superintendents (4)  
Employee Organization: Unrepresented Employees - Associate Superintendents  
Agency Designated Representative: Superintendent  
Employee Organization: Unrepresented Employees - Superintendent  
Agency Designated Representative: Board President
- d. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV'T CODE SECTION 54957)

- Superintendent

**4. RECONVENE TO OPEN SESSION**

- a. WELCOME
- b. PLEDGE OF ALLEGIANCE
- c. REPORT OUT OF CLOSED SESSION

**5. REPORTS**

- a. BOARD OF TRUSTEES
- b. SUPERINTENDENT

**6. RECOGNITION – NONE SCHEDULED**

**7. PRESENTATIONS – NONE SCHEDULED**

**8. PUBLIC COMMENT – NON-AGENDA ITEMS**

In accordance with the Brown Act, no discussion or action may be taken by the Board of Trustees on non-agenda items; however, the Board may 1) acknowledge receipt of the information; 2) refer the matter to staff for further study; or 3) refer the matter to a future agenda. (*See Board Agenda Cover Sheet for further information on public comments.*)

**9. CONSENT AGENDA – public comment, if any**

Members of the public are entitled to comment on items on the consent agenda. Trustees may ask for additional information regarding items on the consent agenda. Items on the consent agenda will be voted on in one motion unless a member of the board, staff or public requests that the item be removed and voted on separately, in which case the Board President will determine when it will be called and considered for action.

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the following Consent Agenda Items a-o, as shown in the attached supplements.

- a. APPROVAL OF MINUTES / JUNE 6, 2019 REGULAR MEETING
- b. ACCEPTANCE OF GIFTS & DONATIONS
- c. ACCEPTANCE OF FIELD TRIPS
- d. APPROVAL OF CIF CONTINUING MEMBERSHIP AGREEMENT & DESIGNATION OF SCHOOL REPRESENTATIVES / 2019-20
- e. APPROVAL/RATIFICATION OF PERSONNEL REPORTS
- f. APPROVAL/RATIFICATION OF AGREEMENTS & AMENDMENTS TO AGREEMENTS
- g. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS
- h. APPROVAL OF CHANGE ORDERS
- i. ACCEPTANCE OF CONSTRUCTION PROJECTS
- j. RATIFICATION OF PURCHASE ORDERS LISTING
- k. RATIFICATION OF WARRANTS REPORT LISTING
- l. ADOPTION OF RESOLUTION AUTHORIZING ENTERING INTO SPECIAL EDUCATION NPS, NPA, RTC CONTRACTS
- m. ADOPTION OF RESOLUTION AUTHORIZING SALE OR DISPOSAL OF SURPLUS PERSONAL PROPERTY & INSTRUCTIONAL MATERIALS
- n. AUTHORIZATION TO ADVERTISE FOR BIDS / APPROVE CONTRACTS AND AGREEMENTS
- o. PUPIL SERVICES: APPROVAL OF READMISSION FROM EXPULSION (CASE #2018-092SD)

### **DISCUSSION / ACTION ITEMS**

**10. APPROVAL OF 2018-2019 DISTRICT LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) ANNUAL UPDATE** – public comment, if any

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the 2018-19 District Local Control Accountability Plan (LCAP) annual update, as shown in the attached supplement.

**11. APPROVAL OF SITE PLANS FOR STUDENT ACHIEVEMENT (SPSA)** – public comment, if any

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the individual school site SPSA plans, for the period July, 2019 through June, 2020, as shown in the attached supplements.

**12. ADOPTION OF 2019-20 DISTRICT PROPOSED BUDGET / GENERAL FUND & SPECIAL FUNDS** – public comment, if any

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to adopt the proposed 2019-20 District Annual Budget / General Fund & Special Funds, as shown in the attached supplements.

**13. APPROVAL OF GUARANTEED MAXIMUM PRICE / SUNSET HIGH SCHOOL CAMPUS RECONSTRUCTION PROJECT** – public comment, if any

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the final Guaranteed Maximum Price (GMP) for the Lease-Leaseback Services contract entered into with C.W. Driver, LLC for the Sunset High School Campus Reconstruction Project, authorizing Tina Douglas or Robert A. Haley to execute any and all necessary documents.

**14. ADOPTION OF RESOLUTION TO CONVEY GRANT OF STEEP SLOPE PRESERVATION OPEN SPACE EASEMENT / SUNSET HIGH SCHOOL– public comment, if any**

- PUBLIC HEARING
  - Open Public Hearing
  - Call for Public Comment
  - Close Hearing

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to adopt the Resolution to Convey Grant of Steep Slope Preservation Open Space Easement / Sunset High School, as shown in the attached supplement.

**15. APPROVAL OF REVISED 2019 REGULAR BOARD MEETING SCHEDULE – public comment, if any**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the revised 2019 Regular Board Meeting Schedule, as shown in the attached supplement.

**16. DELETION OF CURRENT BOARD POLICY 4231 ATTACHMENT A, “CLASSIFIED EMPLOYEES SALARY SCHEDULE” & 4231 APPENDIX A, “SALARY RANGE DEFINITIONS”; AND APPROVAL OF THE SALARY RANGE REALLOCATION FOR “PAYROLL TECHNICIAN”, THE CLASSIFIED EMPLOYEES SALARY SCHEDULE AND THE REVISED SALARY RANGE DEFINITIONS – public comment, if any**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to delete current Board Policy 4231 Attachment A, Classified Employees Salary Schedule and Board Policy 4321 Appendix A, Salary Range Definitions, and approve the “Classified Employees Salary Schedule” and the revised “Salary Range Definitions”, as shown in the attached supplements.

**17. APPROVAL OF REVISED JOB DESCRIPTION AND TITLE, STUDENT SUPPORT SPECIALIST – public comment, if any**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the revised job description and title, Student Support Specialist, as shown in the attached supplement.

**18. APPROVAL OF NEW JOB DESCRIPTION / COORDINATOR OF ACCOUNTABILITY, ASSESSMENT AND RESEARCH – public comment, if any**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the new job description, Coordinator of Accountability, Assessment and Research, as shown in the attached supplement.

**19. APPROVAL OF AMENDMENT TO EMPLOYMENT CONTRACTS (4) / ASSOCIATE SUPERINTENDENTS OF ADMINISTRATIVE SERVICES, BUSINESS SERVICES, EDUCATIONAL SERVICES & HUMAN RESOURCES – public comment, if any**

- a. AMENDMENT TO EMPLOYMENT CONTRACT / ASSOCIATE SUPERINTENDENT OF ADMINISTRATIVE SERVICES / MARK MILLER

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the amendment to employment contract entered into with Mark Miller, Associate Superintendent of Administrative Services, extending the contract term through June 30, 2022; increasing the annual salary compensation by 1.0%, for an annual salary amount of \$198,407.00 in accordance with the Executive Cabinet Salary Schedule, effective July 1, 2018.

- b. AMENDMENT TO EMPLOYMENT CONTRACT / ASSOCIATE SUPERINTENDENT OF BUSINESS SERVICES / TINA DOUGLAS

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the amendment to employment contract entered into with Tina Douglas, Associate Superintendent of Business Services, extending the contract term through June 30, 2022; increasing the annual salary compensation by 1.0%, for an annual salary amount of \$198,407.00 in accordance with the Executive Cabinet Salary Schedule, effective July 1, 2018.

- c. AMENDMENT TO EMPLOYMENT CONTRACT / ASSOCIATE SUPERINTENDENT OF EDUCATIONAL SERVICES / BRYAN MARCUS  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the amendment to employment contract entered into with Bryan Marcus, Associate Superintendent of Educational Services, extending the contract term through June 30, 2022; increasing the annual salary compensation by 1.0%, for an annual salary amount of \$198,407.00 in accordance with the Executive Cabinet Salary Schedule, effective January 1, 2019.
- d. AMENDMENT TO EMPLOYMENT CONTRACT / ASSOCIATE SUPERINTENDENT OF HUMAN RESOURCES / CINDY FRAZEE  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the amendment to employment contract entered into with Cindy Frazee, Associate Superintendent of Educational Services, extending the contract term through June 30, 2022; increasing the annual salary compensation by 1.0%, for an annual salary amount of \$198,407.00 in accordance with the Executive Cabinet Salary Schedule, effective July 1, 2018.

**20. APPROVAL OF AMENDMENT TO EMPLOYMENT CONTRACT / SUPERINTENDENT / ROBERT A. HALEY, Ed.D.** – public comment, if any

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the amendment to employment contract entered into with Robert A. Haley, Ed.D., Superintendent, extending the contract term through June 30, 2022; increasing the annual salary compensation by 1.0%, for an annual salary amount of \$261,590.00 in accordance with the Executive Cabinet Salary Schedule, effective November 1, 2018.

**21. APPROVAL OF REVISED MANAGEMENT SALARY SCHEDULE & EXECUTIVE CABINET SALARY SCHEDULE** – public comment, if any

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the revised Management Salary Schedule and Executive Cabinet Salary Schedule, as shown in the attached supplements.

**22. APPROVAL OF DUAL TRACK CREDIT OPTION AT SUNSET HIGH SCHOOL**– public comment, if any

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve a dual track credit option for students who are credit deficient and not on track to graduate on time.

## **INFORMATION ITEMS**

**23. NAMING OF FACILITY / SUNSET CONTINUATION HIGH SCHOOL**

This item is being submitted as information only.

**24. UPDATES**

- a. BUSINESS SERVICES – TINA DOUGLAS, ASSOCIATE SUPERINTENDENT
- b. EDUCATIONAL SERVICES – BRYAN MARCUS, ASSOCIATE SUPERINTENDENT
- c. ADMINISTRATIVE SERVICES – MARK MILLER, ASSOCIATE SUPERINTENDENT
- d. HUMAN RESOURCES – CINDY FRAZEE, ASSOCIATE SUPERINTENDENT
- e. SUPERINTENDENT/DISTRICT – ROBERT A. HALEY, Ed.D., SUPERINTENDENT

**25. FUTURE AGENDA ITEMS**

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

- a. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (GOV'T CODE SECTIONS 11126 & 54957)
- b. STUDENT MATTERS (CASE #2018-092SD)

- c. CONFERENCE WITH LABOR NEGOTIATORS (GOV'T CODE SECTION 54957.6)  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association  
Agency Designated Representatives: Superintendent and Associate Superintendents (4)  
  
Employee Organization: Unrepresented Employees - Associate Superintendents  
Agency Designated Representative: Superintendent  
  
Employee Organization: Unrepresented Employees - Superintendent  
Agency Designated Representative: Board President
- d. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV'T CODE SECTION 54957)
  - Superintendent

**27. RECONVENE TO OPEN SESSION**

- a. REPORT FROM CLOSED SESSION (AS NECESSARY)
- b. ADJOURNMENT

*The next regularly scheduled Board Meeting is tentatively scheduled on [Thursday, August 22, 2019, at 5:00 PM](#) in the SDUHSD District Office Board Room 101. The District Office is located at 710 Encinitas Blvd., Encinitas, CA, 92024.*

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 10, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED &  
SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** APPROVAL OF MINUTES / June 6, 2019  
Regular Board Meeting

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### EXECUTIVE SUMMARY

The minutes of the June 6, 2019 Regular Board meeting are being recommended for approval, as attached.

### RECOMMENDATION:

It is recommended that the Board approve the minutes of the June 6, 2019 Regular Board meeting, as shown in the attached supplement.

### FUNDING SOURCE:

Not applicable



Union High School District

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

Board of Trustees  
Joyce Dalessandro  
Kristin Gibson  
Beth Hergesheimer  
Melisse Mossy  
Maureen "Mo" Muir

Superintendent  
Robert A. Haley, Ed.D.

JUNE 6, 2019

THURSDAY, JUNE 6, 2019  
5:45 PM

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

ATTENDANCE

\*Link to [video-recording](#) of this meeting.

BOARD OF TRUSTEES

Joyce Dalessandro  
Kristin Gibson  
Beth Hergesheimer  
Melisse Mossy  
Maureen "Mo" Muir

DISTRICT ADMINISTRATORS / STAFF

Robert A. Haley, Ed.D., Superintendent  
Tina Douglas, Associate Superintendent, Business Services  
Cindy Frazee, Associate Superintendent, Human Resources  
Bryan Marcus, Associate Superintendent, Educational Services  
Mark Miller, Associate Superintendent, Administrative Services  
Manuel Zapata, Director of Accountability & Special Programs  
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

**1. CALL TO ORDER**

President Hergesheimer called the meeting to order at 5:45 p.m.

**2. APPROVAL OF AGENDA**

Motion by Ms. Muir, seconded by Ms. Dalessandro, to approve the agenda of June 6, 2019, Regular Board Meeting of the San Dieguito Union High School District, *with revised Item 9d, Personnel Reports, and Item 9e, Agreements*, and as presented.

BOARD Ayes: Dalessandro, Gibson, Hergesheimer, Mossy, Muir; Noes: None; Abstain: None.

*Motion unanimously carried.*

**3. CLOSED SESSION**

PUBLIC COMMENTS: Comments were made by Jesus Herrera, and Carlos Magana regarding Item 3c.

The Trustees convened to Closed Session in the Technology Lab/Suite 206 to discuss the following:

- a. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- b. STUDENT MATTERS (CASE #2018-094SD & CASE #2019-117SD)
- c. CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE SECTION 54957.6)  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association  
Agency Designated Representatives: Superintendent and Associate Superintendents (4)  
Employee Organization: Unrepresented Employees - Associate Superintendents  
Agency Designated Representative: Superintendent



Employee Organization: Unrepresented Employees - Superintendent  
Agency Designated Representative: Board President

- d. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
  - Superintendent

#### 4. RECONVENE TO OPEN SESSION

- a. WELCOME / MEETING PROTOCOL REMARKS

President Beth Hergesheimer reconvened the meeting at 6:33 p.m.

- b. PLEDGE OF ALLEGIANCE

President Hergesheimer led in the Pledge of Allegiance.

- c. REPORT OUT OF CLOSED SESSION / ACTION

President Hergesheimer reported out that the Board unanimously took action to approve a resignation agreement and release of all claims with regard to classified employee #422633.

#### 5. REPORTS

- a. BOARD OF TRUSTEES

Ms. Muir attended the Classified School Employees Recognition Ceremony and the Ice Cream Social, the Safety & Wellness Committee meeting, toured the La Costa Canyon HS (LCC) campus, and attended the Encinitas Union School District Math 24 Tournament.

Ms. Dalessandro attended the Honoring Our Own Awards Dinner where Joann Schultz was honored as the 2019 Confidential/Administrative Staff Member by the San Diego County School Boards Association, the Torrey Pines HS (TPHS) Scholarship Fund Awards Ceremony, Canyon Crest Academy (CCA) Opening Reception for the art students, the Classified Employees Ice Cream Social, toured the LCC campus, attended the San Dieguito Academy (SDA) Exhibition Day, the TPHS Awards Night, and the Solana Beach School Relations Committee meeting.

Ms. Mossy attended the Classified Employees Recognition Ceremony and the Ice Cream Social, the TPHS Math Open House, the SDA Exhibition Day, met with the executive team regarding agenda review, attended the Parent Site Representative Council meeting, the Solana Beach School Relations Committee meeting, met with Encinitas City Council Member Kellie Hinze, and attended the Parent Curriculum Advisory Committee meeting.

Ms. Gibson toured the TPHS campus, met with the local board member book club, and attended the Parent Site Representative Council meeting.

Ms. Hergesheimer attended the Honoring Our Own Awards ceremony, toured the CCA campus, attended the board member book club, the Crystal Apple Awards event, the CSBA Delegate Assembly meeting, the BTSA Induction Colloquium, the Ice Cream Social, the Safety & Wellness Committee meeting, and toured the Palm Springs Unified SD District Administration Center.

- b. SUPERINTENDENT

Dr. Haley reported on attending the CCA, LCC and TPHS campus tours, thanked North Coastal Council of PTA for their support of students and attended their recent meeting, attended the Crystal Apple Awards, the Classified Employees Recognition ceremony, the CIF Board of Managers meeting, the CCA art show, the TPHS Math Open House, the NCCSE Excellence in Special Education event, the San Diego Asian Americans For Equality meeting, and toured the Palm Springs USD District Administration Center.

#### 6. RECOGNITION – MELISSA SAGE, COORDINATOR OF STUDENT SERVICES

Mr. Miller, Mr. Marcus and Dr. Haley recognized Melissa Sage for her outstanding performance, dedication and contribution to students, staff and families in support of the Administrative Services and Educational Services divisions, and was presented with a Certificate of Appreciation and a gift.

## 7. PRESENTATIONS

- a. Stormwater Pollution Prevention Program (SWPPP)  
Tina Douglas introduced Patty Diaz, BCK Program instructor, and San Dieguito Academy students presented information on the Stormwater Pollution Prevention Program (SWPPP) (*Presentation available upon request from the Superintendent's Office.*)
- b. Start Smart Program / San Dieguito Alliance for Drug Free Youth  
Judi Strang and Terry-Ann Skelly presented information on the Smart Start program. (*Handout available upon request from the Superintendent's Office*),

## 8. PUBLIC COMMENT – NON-AGENDA ITEMS

No comments were made.

## 9. CONSENT AGENDA

PUBLIC COMMENTS – Comments were made by Wendy Gumb regarding Item 9b (*handout available upon request from the Superintendent's Office*).

Motion by Ms. Gibson, seconded by Ms. Muir, to approve Consent Agenda Items a-l, *with revised Item 9d, Personnel Reports, and Item 9e, Agreements (handouts available upon request from the Superintendent's Office)*, and as presented.

BOARD Ayes: Dalessandro, Gibson, Hergesheimer, Mossy, Muir; Noes: None; Abstain: None.  
*Motion unanimously carried.*

- a. APPROVAL OF MINUTES / MAY 9, 2019 REGULAR MEETING
- b. ACCEPTANCE OF GIFTS & DONATIONS
- c. ACCEPTANCE OF FIELD TRIPS
- d. APPROVAL/RATIFICATION OF PERSONNEL REPORTS, *as revised.*
- e. APPROVAL/RATIFICATION OF AGREEMENTS & AMENDMENTS TO AGREEMENTS, *as revised.*
- f. APPROVAL OF CHANGE ORDERS
- g. ACCEPTANCE OF CONSTRUCTION PROJECTS
- h. RATIFICATION OF PURCHASE ORDERS LISTING
- i. RATIFICATION OF WARRANTS REPORT LISTING
- j. ADOPTION OF ANNUAL RESOLUTIONS / AUTHORIZED SIGNATURES
- k. PUPIL SERVICES: APPROVAL OF READMISSION FROM EXPULSION (CASE #2018-094SD)
- l. PUPIL SERVICES: APPROVAL OF EXPULSION (CASE #2019-117SD)

## DISCUSSION / ACTION ITEMS

### 10. REVIEW OF 2018-2019 LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) ANNUAL UPDATE

Bryan Marcus introduced Manuel Zapata who reviewed the proposed 2018-19 Local Control Accountability Plan (LCAP) Annual Update, as presented. (*Presentation available upon request from the Superintendent's Office.*)

PUBLIC HEARING - President Hergesheimer opened the hearing at 7:38 p.m. There being no comments, the hearing was closed at 7:39 p.m.

This item was submitted for review and public hearing, and will be resubmitted for action on June 20, 2019.

**11. APPROVAL OF LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) FEDERAL ADDENDUM**

Motion by Ms. Muir, seconded by Ms. Dalessandro, to approve the Local Control Accountability Plan (LCAP) Federal Addendum, as presented.

BOARD Ayes: Dalessandro, Gibson, Hergesheimer, Mossy, Muir; Noes: None; Abstain: None.

*Motion unanimously carried.*

**12. REVIEW OF 2019-20 DISTRICT PROPOSED BUDGET / GENERAL FUND & SPECIAL FUNDS**

Tina Douglas reviewed the 2019-20 District Proposed Budget / General Fund & Special Funds, as presented. (*Presentation available upon request from the Superintendent's Office.*)

PUBLIC HEARING – President Hergesheimer opened the hearing at 8:05 p.m. There being no comments, the hearing was closed at 8:06 p.m.

This item was submitted for review and public hearing, and will be resubmitted for action on June 20, 2019.

**13. ADOPTION OF RESOLUTION REGARDING RECEIPT AND EXPENDITURE OF 2019-20 EDUCATION PROTECTION ACCOUNT (EPA) FUNDING**

Motion by Ms. Muir, seconded by Ms. Gibson, to adopt the resolution regarding receipt and expenditure of 2019-20 Education Protection Account (EPA) funds, as presented.

BOARD Ayes: Dalessandro, Gibson, Hergesheimer, Mossy, Muir; Noes: None; Abstain: None.

*Motion unanimously carried.*

**14. ADOPTION OF RESOLUTION OF INTENTION TO CONVEY GRANT OF STEEP SLOPE PRESERVATION OPEN SPACE EASEMENT / SUNSET HIGH SCHOOL**

Motion by Ms. Muir, seconded by Ms. Dalessandro, to adopt the Resolution of Intention to Convey Grant of Steep Slope Preservation Open Space Easement of the Sunset High School Campus, as presented.

BOARD Ayes: Dalessandro, Gibson, Hergesheimer, Mossy, Muir; Noes: None; Abstain: None.

*Motion unanimously carried.*

**15. APPROVAL OF AGREEMENT / AQUATIC DESIGN GROUP, INC.**

Motion by Ms. Muir, seconded by Ms. Mossy, to approve entering into a professional services agreement with Aquatic Design Group, Inc. for an aquatics analysis, during the period June 7, 2019 until project completion, in the amount of \$28,300.00 plus reimbursable expenses, to be expended from Capital Facilities Fund 25-19, and authorize Tina Douglas or Robert A. Haley to execute the agreement, as presented.

**16. ESTABLISHMENT OF A NEW SALARY RANGE ON THE SUPERVISORY SALARY SCHEDULE FOR "NUTRITION SERVICES OPERATIONS SUPERVISOR"; APPROVAL OF PROPOSED REVISED "SUPERVISORY SALARY SCHEDULE"**

Motion by Ms. Muir, seconded by Ms. Dalessandro, to approve the revised "Supervisory Salary Schedule", as presented.

BOARD Ayes: Dalessandro, Gibson, Hergesheimer, Mossy, Muir; Noes: None; Abstain: None.

*Motion unanimously carried.*

**17. DELETION OF CURRENT BOARD POLICY SERIES 7000, CONSTRUCTION, AND ADOPTION OF REVISED BOARD POLICY SERIES 7000**

Motion by Ms. Gibson, seconded by Ms. Dalessandro, to delete the current Board Policy Series 7000, Construction, and replace with adoption of the revised Board Policy Series 7000, as presented.

BOARD Ayes: Dalessandro, Gibson, Hergesheimer, Mossy; Noes: Muir; Abstain: None.

*Motion carried.*

## **INFORMATION ITEMS**

### **18. UPDATES**

- a. BUSINESS SERVICES – TINA DOUGLAS, ASSOCIATE SUPERINTENDENT  
Ms. Douglas thanked Debbie Kelly, Director of Purchasing for organizing the Ice Cream Social for classified employees.
- b. EDUCATIONAL SERVICES – BRYAN MARCUS, ASSOCIATE SUPERINTENDENT  
Mr. Marcus provided an update on the California Healthy Youth Act.
- c. ADMINISTRATIVE SERVICES – MARK MILLER, ASSOCIATE SUPERINTENDENT  
Mr. Miller attended an Adult Transition Program Open House luncheon, facilitated the final Safety & Wellness Committee meeting, facilitated a special education strategic plan meeting where they highlighted work completed this year, and will be attending the Community Practice Forum in Orange County next week.
- d. HUMAN RESOURCES – CINDY FRAZEE, ASSOCIATE SUPERINTENDENT  
Ms. Frazee shared that their Human Resources team are in the process of hiring for the 2019-20 school year, and will be attending a Peoplesoft Community Advisory Board meeting.
- e. SUPERINTENDENT/DISTRICT– ROBERT A. HALEY, ED.D., SUPERINTENDENT  
Dr. Haley provided an update on the following:
  - City of Encinitas / School Crossing Guard Pilot Program
  - District Marketing and Communication

### **19. FUTURE AGENDA ITEMS – Revised Board Meeting Schedule**

### **20. ADJOURNMENT TO CLOSED SESSION**

The Trustees convened to Closed Session in the Technology Lab/Suite 206 to discuss the following:

- a. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- b. STUDENT MATTERS (CASE #2018-094SD & CASE #2019-117SD)
- c. CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE SECTION 54957.6)  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association  
Agency Designated Representatives: Superintendent and Associate Superintendents (4)  
Employee Organization: Unrepresented Employees - Associate Superintendents  
Agency Designated Representative: Superintendent  
Employee Organization: Unrepresented Employees - Superintendent  
Agency Designated Representative: Board President
- d. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
  - Superintendent

### **21. RECONVENE TO OPEN SESSION**

- a. REPORT FROM CLOSED SESSION – Nothing to report.

b. ADJOURNMENT - The meeting adjourned at 9:05 p.m.

\_\_\_\_\_  
Kristin Gibson, Board Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Robert A. Haley, Ed.D., Superintendent

\_\_\_\_\_  
Date

MINUTES ADOPTED: \_\_\_\_\_, 2019

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 10, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED AND SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** ACCEPTANCE OF GIFTS AND DONATIONS

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### EXECUTIVE SUMMARY

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

### RECOMMENDATION:

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

### FUNDING SOURCE:

Not applicable

**GIFTS AND DONATIONS  
SDUHSD BOARD MEETING**

ITEM 9b

June 20, 2019

Item #	Donation	Description	Donor	Department	School Site
1	\$1,750.93	Music Support Costs	Diegueño Middle School PTSA	Music	DMS
2	\$361.98	Music Support Costs	Diegueño Middle School PTSA	Music	DMS
3	\$2,199.80	Supplemental Support Costs	San Dieguito Academy Foundation	Administration	SDHSA
4	\$281.43	Supplemental Support Costs	San Dieguito Academy Foundation	Administration	SDHSA
5	\$940.43	Music Support Costs	La Costa Canyon High School Foundation	Music	LCCHS
6	\$1,914.18	Floater Coaches - Fall 2018-19	La Costa Canyon High School Foundation	Athletics	LCCHS
7	\$761.34	Supplemental Support Costs	La Costa Canyon High School Foundation	Administration	LCCHS
8	\$530.82	Supplemental Support Costs	La Costa Canyon High School Foundation	Administration	LCCHS
9	\$444.00	Supplemental Support Costs	La Costa Canyon High School Foundation	Administration	LCCHS
10	\$72.09	Athletic Support Costs	La Costa Canyon High School Foundation	Athletics	LCCHS
11	\$2,041.88	Supplemental Support Costs	Torrey Pines High School Foundation	Administration	TPHS
12	\$2,160.00	Athletic Support Costs	Torrey Pines High School Foundation	Athletics	TPHS
13	\$6,276.41	Supplemental Support Costs	Torrey Pines High School Foundation	Administration	TPHS
14	\$1,642.64	Supplemental Support Costs	Torrey Pines High School Foundation	Administration	TPHS
15	\$53,424.73	Supplemental Support Costs	Torrey Pines High School Foundation	Administration	TPHS
16	\$1,993.98	Supplemental Support Costs	Torrey Pines High School Foundation	Administration	TPHS
17	\$1,817.86	Floater Coaches - Fall 2018-19	Torrey Pines High School Foundation	Administration	TPHS
18	\$1,355.50	Field Trip - Lacross - Palos Verdes High School	La Costa Canyon High School Foundation	Athletics	LCCHS
19	\$1,472.90	Field Trip - Lacross - Mater Dei High School	La Costa Canyon High School Foundation	Athletics	LCCHS
20	\$235.29	Field Trip - Dance Team - San Diego Airport	Torrey Pines High School Foundation	Athletics	TPHS
21	\$261.10	Field Trip - Dance Team - San Diego Airport	Torrey Pines High School Foundation	Athletics	TPHS
22	\$2,138.83	Field Trip - Dance Team - Rancho Bernardo HS	Torrey Pines High School Foundation	Athletics	TPHS
23	\$2,230.68	Field Trip - Soccer - Cathedral High School	Torrey Pines High School Foundation	Athletics	TPHS
24	\$1,975.78	Field Trip - Dance Team - Esperanza High School	Torrey Pines High School Foundation	Athletics	TPHS
25	\$1,751.82	Music Support Costs	San Dieguito Academy Music Council	Music	SDHSA
26	\$186.36	Music Support Costs	San Dieguito Academy Music Council	Music	SDHSA

**GIFTS AND DONATIONS**  
**SDUHSD BOARD MEETING**  
**June 20, 2019**

ITEM 9b

Item #	Donation	Description	Donor	Department	School Site
27	\$189.43	Supplemental Support Costs	Pacific Trails Middle School PTSA	Administration	PTMS
28	\$805.68	Music Support Costs	Pacific Trails Middle School Music Foundation	Music	PTMS
29	\$509.26	Music Support Costs	Oak Crest Middle School Band Boosters	Music	OCMS
30	\$28,903.76	Floater Coaches - Winter 2018-19	San Dieguito Academy Athletic Council	Athletics	SDHSA
31	\$12.00	Supplemental Support Costs	Your cause.com	Administration	EWMS
		<b>*Donated Items:</b>			
	<b>\$120,642.89</b>	<b>Monetary Donations</b>			
	<b>\$0.00</b>	<b>*Value of Donated Items</b>			
	<b>\$120,642.89</b>	<b>TOTAL VALUE</b>			



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 7, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Bryan Marcus  
Associate Superintendent of Educational Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

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

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### EXECUTIVE SUMMARY

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

### RECOMMENDATION:

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

### FUNDING SOURCE:

As listed on the attached supplement.

**FIELD TRIP REQUESTS**  
**SDUHSD BOARD MEETING**  
**June 20, 2019**

ITEM 9c

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	Total Cost Estimate	Funding Source
1	07-29-19 - 07-31-19	Keillor	Rod	SDHSA ASB/ Leadership	34	7	ASB Leadership Retreat	Cathedral City	CA	None	\$2,500.00	SDHSA ASB
2												
3												
4												
5												
8												
9												
10												

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 10, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED & SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** APPROVAL OF CALIFORNIA INTERSCHOLASTIC FEDERATION (CIF), SAN DIEGO SECTION / CONTINUING MEMBERSHIP AGREEMENT & AUTHORIZATION OF DESIGNATION OF SCHOOL REPRESENTATIVES TO LEAGUES / 2019-20

\*\*\*\*\*

### EXECUTIVE SUMMARY

The attached continuing membership agreement is submitted for annual renewal purposes of the District's application for voluntary membership in the California Interscholastic Federation (CIF) – San Diego Section. CIF requires that participating districts submit renewals annually in order for schools to participate in athletic competitions.

The bylaws of the CIF require that each year the Governing Board of the District identify the individuals who will serve as the schools' representative to the athletic league that presides over the schools' interscholastic athletic program. As in the past, the principal of the school is recommended as the League Representative with the Assistant Principal or Designee designated as the Alternate.

<u>School</u>	<u>League Representative</u>	<u>Alternate</u>
CCA	Brett Killeen	Assistant Principal or Designee
LCCHS	Reno Medina	Assistant Principal or Designee
SDHSA	Adam Camacho	Assistant Principal or Designee
TPHS	Rob Coppo	Assistant Principal or Designee

### RECOMMENDATION:

It is recommended that the Board approve the California Interscholastic Federation (CIF) Continuing Membership Agreement, and authorize the designation of CIF School Representatives to Leagues, for the 2019-20 school year, as shown in the attached supplements.

ITEM 9d



TO: SUPERINTENDENT OF PUBLIC SCHOOLS  
PRINCIPAL OF PRIVATE SCHOOLS

FROM: ROGER L. BLAKE

RE: FORM TO RECORD DISTRICT AND/OR SCHOOL REPRESENTATIVES TO LEAGUES

DATE: APRIL 15, 2019

Enclosed is a form upon which to record your district and/or school representatives to leagues for **next year, 2019-2020**. It is a form sent every year to you in order to obtain the names of league representatives to every league in the state and to make sure that the league representatives are designated by school district or school governing boards. **It is a legal requirement that league representatives be so designated.**

The education code gives the authority for high school athletics to high school governing boards. The code also requires that the boards, after joining CIF, designate their representatives to CIF leagues. This is a necessity! (Ed. Code 33353 (a) (1))

We are asking that, after action by the governing board, you **send the names of league representatives to your CIF Section office**. Obviously, the presumption behind this code section is that the representatives of boards are the only people who will be voting on issues, at the league and section level, that impact athletics.

If a governing board does not take appropriate action to designate representatives or this information is not given to Section offices within the required time frame, CIF is required to suspend voting privileges (CIF Constitution, Article 2, Section 25, p. 18) for the affected schools.

At the State Federated Council level, we will be asking that Sections verify that their representatives are designated in compliance with this Ed. Code section.

I hope this gives you a bit of background. Thank you for all you do to help support high school athletics. It is a valuable program in all high schools, and we appreciate the support you give to the program and to CIF.

**Please return the enclosed form no later than June 28, 2019 directly to your CIF Section Office. Addresses of each section are listed on the back of the form.** Please contact us if we can give you further information.

ITEM 9d

**2019-2020 Designation of CIF Representatives to League**

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 28, 2019.**

San Dieguito Union High School District/Governing Board at its June 20, 2019 meeting,  
(Name of school district/governing board) (Date)

appointed the following individual(s) to serve for the 2019-2020 school year as the school's league representative:

**PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES**

NAME OF SCHOOL Canyon Crest Academy  
 NAME OF REPRESENTATIVE Brett Killeen POSITION Principal  
 ADDRESS 5951 Village Center Loop CITY San Diego ZIP 92130  
 PHONE 858-350-0253 FAX 858-350-0280 E-MAIL brett.killeen@sduhsd.net

\*\*\*\*\*

NAME OF SCHOOL La Costa Canyon High School  
 NAME OF REPRESENTATIVE Reno Medina POSITION Principal  
 ADDRESS 1 Maverick Way CITY Carlsbad ZIP 92009  
 PHONE 760-436-6136 FAX 760-943-3539 E-MAIL reno.medina@sduhsd.net

\*\*\*\*\*

NAME OF SCHOOL San Dieguito High School Academy  
 NAME OF REPRESENTATIVE Adam Camacho POSITION Principal  
 ADDRESS 800 Santa Fe Drive CITY Encinitas ZIP 92024  
 PHONE 760-753-1121 FAX 760-753-8142 E-MAIL adam.camacho@sduhsd.net

\*\*\*\*\*

NAME OF SCHOOL Torrey Pines High School  
 NAME OF REPRESENTATIVE Rob Coppo POSITION Principal  
 ADDRESS 3710 Del Mar Heights Road CITY San Diego ZIP 92130  
 PHONE 858-755-0125 FAX 858-481-0098 E-MAIL robert.coppo@sduhsd.net

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Robert A. Haley Signature \_\_\_\_\_

Address 710 Encinitas Blvd City Encinitas Zip 92024

Phone 760-753-6491 Fax 760-943-3508

**PLEASE MAIL OR FAX THIS FORM DIRECTLY TO THE CIF SECTION OFFICE.  
SEE REVERSE SIDE FOR CIF SECTION OFFICE ADDRESSES.**

## CIF SECTION OFFICES

### **CIF CENTRAL SECTION**

Jim Crichlow, Commissioner  
P.O. Box 1567  
Porterville, CA 93258  
Phone: (559) 781-7586  
Fax: (559) 781-7033

### **CIF CENTRAL COAST SECTION**

Duane Morgan, Commissioner  
333 Piercy Road  
San Jose, CA 95138  
Phone: (408) 224-2994  
Fax: (408) 224-0476

### **CIF LOS ANGELES SECTION**

John Aguirre, Commissioner  
10660 White Oak Avenue, Suite 216  
Granada Hills, CA 91344  
Phone: (818) 767-0800  
Fax: (818) 767-0802

### **CIF NORTH COAST SECTION**

Gil Lemmon, Commissioner  
5 Crow Canyon Court, Suite 209  
San Ramon, CA 94583  
Phone: (925) 263-2110  
Fax: (925) 263-2120

### **CIF NORTHERN SECTION**

Elizabeth Kyle, Commissioner  
2241 St. George Lane, Suite 2  
Chico, CA 95926  
Phone: (530) 343-7285  
Fax: (530) 343-5619

### **CIF OAKLAND SECTION**

Sonjha Phillips, Commissioner  
1000 Broadway, Ste. 150  
Oakland, CA 94607  
Phone: (510) 879-2846  
No fax number

### **CIF SAC-JOQUIN SECTION**

Michael Garrison, Commissioner  
P.O. Box 289  
Lodi, CA 95241  
Phone: (209) 334-5900  
Fax: (209) 334-0300

### **CIF SAN DIEGO SECTION**

Jerry Schniepp, Commissioner  
3636 Camino Del Rio North #200  
San Diego, CA 92108  
Phone: (858) 292-8165  
Fax: (858) 292-1375

### **CIF SAN FRANCISCO SECTION**

Don Collins, Commissioner  
555 Portola Drive, Bungalow 2  
San Francisco, CA 94131  
Phone: (415) 920-5185  
Fax: (415) 920-5189

### **CIF SOUTHERN SECTION**

Rob Wigod, Commissioner  
10932 Pine Street  
Los Alamitos, CA 90720  
Phone: (562) 493-9500  
Fax: (562) 493-6266

ITEM 9d

**2019-2020**  
**CALIFORNIA INTERSCHOLASTIC FEDERATION – SAN DIEGO SECTION**  
**REQUEST FOR CONTINUING MEMBERSHIP AND AGREEMENT**  
**TO CONDITIONS OF MEMBERSHIP**  
**DUE ON OR BEFORE JUNE 30 EACH SCHOOL YEAR**

The superintendent and board of trustees of the school district/private school identified below renew its application for voluntary membership in the California Interscholastic Federation – San Diego Section (CIFSDS) and affirm and agree as follows:

1. That membership in the CIFSDS is voluntary and conditioned upon actual compliance with the conditions of membership as set forth at Article 2 Section 22 of the State CIF Constitution and Bylaws and the CIFSDS application for membership;
2. That the superintendent, board of trustees and each school in the district accept and adopt the “Sixteen Principles of Pursuing Victory with Honor” as operating principles;
3. That membership in the CIFSDS is a privilege, not a right;
4. That student participation in interscholastic athletics is a privilege, not a right;
5. That participation by member schools in the CIFSDS playoffs is a privilege, not a right;
6. That the CIFSDS will adopt bylaws, policies and procedures in accordance with its governance and will enforce those bylaws, policies and procedures consistently and in accordance with the operating principles;
7. That the superintendent, board of trustees, each school in the district **and its employees, to include but not limited to, its coaches, volunteers, team attendants or the like, and booster organizations** for each school will abide by the decisions of the CIFSDS and seek redress of any grievance only through the adopted procedures of the CIFSDS;
8. That the superintendent, board of trustees, school administration, and coaches (**including booster organizations and team attendants and volunteers**) of each school in the district will not take an adverse position to the CIFSDS at any time; or encourage, expressly or impliedly, that a party take any adverse action against the CIFSDS; or benefit from any adverse decision imposed on the CIFSDS that contravenes a bylaw, or the spirit of a bylaw, adopted by the membership;
9. That a failure by the district, site administration or coaching staff to abide by the current rules, regulations or decisions of the CIF or CIFSDS may cause the school district or one of its schools to be subject to discipline up to and including exclusion from membership in the CIFSDS.

AGREED AND ACCEPTED:

Name of Public School District/Private School (please type): San Dieguito Union High

San Dieguito Union High School District Board of Trustees

Reviewed by Governing Board

June 20, 2019

Date

\_\_\_\_\_  
Signature of Superintendent

June 20, 2019

Date

Robert A. Haley

Print name of Superintendent

- Return to: CIFSDS 3636 Camino Del Rio North #200; san Diego, CA 92108 Attn: Compliance

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 14, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Cindy Frazee  
Associate Superintendent/Human Resources

**SUBMITTED BY:** Robert A. Haley, Ed.D.  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF  
CERTIFICATED and CLASSIFIED  
PERSONNEL REPORTS

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### EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board approval:

#### Certificated

Employment  
Change in Assignment  
Resignation

#### Classified

Employment  
Change in Assignment

#### RECOMMENDATION:

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

#### FUNDING SOURCE:

General Fund



## PERSONNEL LIST

### CERTIFICATED PERSONNEL

#### Employment

1. **Daniel Rowe**, 60% Temporary Teacher (Physics) at Torrey Pines High School, for the 19-20 school year, effective 8/20/19 through 6/12/2020.
2. **Jija Tomoko Campbell**, 33% Temporary Teacher (Japanese) at San Dieguito High School Academy, for the 19-20 school year, effective 8/20/19 through 6/12/2020.
3. **Alexandra Anthony**, 100% Temporary Teacher (chemistry) at Torrey Pines High School, for the 19-20 school year, effective 8/20/19 through 6/12/2020.
4. **Janeen Nejame Sanchez**, 20% Temporary Teacher (Spanish) at Diegueno Middle School, for the 19-20 school year, effective 8/20/19 through 6/12/2020.
5. **Caitlin Solomon**, 40% Temporary Teacher (English) at La Costa Canyon High School, for the 19-20 school year, effective 8/20/19 through 6/12/2020.

#### Change In Assignment

1. **Morgan Overman**, 100% Temporary Teacher (PE) at La Costa Canyon High School, transfer to Torrey Pines High School (PE), for the 19-20 school year, effective 8/20/19 through 6/12/2020.
2. **Heidi Robson**, 60% assignment/40% leave of absence Teacher (math) at Earl Warren Middle School, increase assignment to 80% and decrease leave of absence to 20% for the 19-20 school year, effective 8/20/19 through 6/12/2020.

#### Leave of Absence

#### Resignation

1. **I-Fang Wang**, 60% Temporary Teacher (Chinese) at Torrey Pines High School, resignation from employment, effective 6/14/2019.
2. **Marianne Rather**, Teacher (Special Education, ATP) at La Costa Canyon High School, resignation for retirement purposes, effective 6/14/2019.
3. **Christina Holland**, Teacher (Special Education, Mild to Moderate Disabilities), at La Costa Canyon High School, resignation from employment, effective 6/14/2019.

## PERSONNEL LIST

### CLASSIFIED PERSONNEL

#### Employment

1. **Classified Artist in Residence**, employment for the 2018-19 school year per attached supplement through 06/30/19.
2. **Classified Substitutes**, per attached supplement.
3. **Coaches**, employment for the 2019-20 school year per attached supplement through 06/30/20.
4. **Laity, Jennifer**, Human Resources Technician, SR42, 100.00% FTE, District Office – Human Resources, effective 06/07/19.

#### Change in Assignment

1. **Kondragunta, Swarupa**, from Nutrition Services Assistant I, SR25, 31.25% FTE, Carmel Valley Middle School to 37.50% FTE, effective 05/24/19.

ITEM 9e

**Classified Personnel Supplement, June 20, 2019**

**Classified Artist in Residence**

Daniels, Arwen, Torrey Pines High School, Dance, effective 05/14/19.

**Classified Substitutes**

Braganca, Josue, effective 05/23/19.

Geelhoed, Glenn, effective 05/24/19.

**Coaches**

**TPHS – Walk-on**

Malo, Sarah, Cheer, Assistant, Torrey Pines High School, Fall Season, effective 05/01/19.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 10, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Debbie Kelly, Director of Purchasing  
Tina Douglas, Associate Superintendent,  
Business Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** APPROVAL / RATIFICATION OF  
PROFESSIONAL SERVICES AGREEMENTS /  
AMENDMENTS TO AGREEMENTS

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### EXECUTIVE SUMMARY

The attached Report summarizes agreements / amendments to agreements from district departments.

### RECOMMENDATION:

It is recommended that the Board approve/ratify the agreements/amendments to agreements, as shown in the attached Report.

### FUNDING SOURCE:

As noted on the attached report.

2018-19 Approval/Ratification of Agreements  
June 20, 2019 Board Meeting

## ITEM 9f

## Agreements Recommended for Board Approval

#	DEPARTMENT	AGREEMENT VENDOR	DESCRIPTION OF SERVICES	FUNDING SOURCE	AMOUNT NOT TO EXCEED	START DATE	END DATE
1	Educational Services	Cardiff School District	To allow district students enrolled in the Teaching and Learning Program (TLP) to participate in work based learning experiences in the elementary school classroom, during the period January 1, 2019 through December 31, 2019, at no cost to the District.	NA	NA	08/27/19	Until terminated with 30 day advance notice
2	Special Education	North Coastal Consortium for Special Education – North County Academy (NCCSE/MOU)	Provide Educational and Mental Health Services through enrollment at the North County Academy for special education students. SDUHSD agrees to pay a proportional amount of the actual expenses incurred by NCCSE based on the number of SDUHSD students enrolled in the program per quarter.	General Fund/ Restricted 01-00	An estimated proportionally based amount of \$280,000.00 for educational costs, and \$57,000.00 for mental health costs	07/01/19	06/30/20
3	Special Education	North Coastal Consortium for Special Education – Case Management (NCCSE/MOU)	Provide case management and support to residential special education students. SDUHSD agrees to pay a proportional amount of the actual expenses incurred by NCCSE based on the number of SDUHSD students enrolled in the program per quarter.	General Fund/ Restricted 01-00	An estimated proportionally based amount of \$35,000.00	07/01/19	06/30/20
4	Special Education	North Coastal Consortium for Special Education – American Sign Language (ASL) Interpretation (NCCSE/MOU)	Provide ASL interpreting and support for residential special education students. SDUHSD agrees to pay a proportional amount of the actual expenses incurred by NCCSE based on SDUHSD service hours for each student provided the services.	General Fund/ Restricted 01-00	An estimated proportionally based amount of \$80,000.00	07/01/19	06/30/20
5	Business Services	Johnson Controls Fire Protection, LP	Under the Provisions of Sourcwell (formerly known as the National Joint Power Authority or NJPA) contract 031517-JHN, providing fire alarm test, inspect, and repair services, sprinkler test and inspect services, fire extinguisher test, inspect, and repair services, kitchen hood test and inspection services, fire alarm monitoring, fire hydrant test and inspect services, fire hose inspection services, and system parts and repairs as needed district wide.	General Fund/ Unrestricted 01-00	\$204,657.00	07/01/19	06/30/20
6	Administrative Services	City of Carlsbad, Alga Norte Pool	Pool rentals for aquatics programs.	General Fund/ Unrestricted 01-00	\$35,000.00	07/01/19	06/30/20
7	Administrative Services	Boys & Girls Club of San Dieguito	Pool rentals for aquatics programs.	General Fund/ Unrestricted 01-00	\$18,000.00	07/01/19	06/30/19
8	Administrative Services	Magdalena Ecke Family YMCA	Pool rentals for aquatics programs.	General Fund/ Unrestricted 01-00	\$34,000.00	07/01/19	06/30/20
9	Administrative Services	The Regents of the University of California, University of California San Diego (UCSD)	Pool rentals for aquatics programs.	General Fund/ Unrestricted 01-00	\$33,000.00	07/01/19	06/30/20
10	Administrative Services	Rosetta Stone, Ltd.	Provide 60 licenses for the Rosetta Stone Language Learning Suite, Rosetta Stone Foundations for K-12 (Silver).	General Fund/ Restricted 01-00	\$8,100.00	06/18/19	06/17/20 and then automatically renewing for additional one year terms unless terminated with 30 day advance notice
11	Business Services	Dannis Woliver Kelley, a professional corporation	Provide legal services as requested.	Fund to which the project is charged	At the rates shown in the attachment	07/01/19	06/30/20 and then continuing until terminated
12	Business Services	Intelligent Technologies and Services, Inc. dba Facilities Protection Systems (FPS)	Provide preventative maintenance on the Fike Corporation fire prevention system at Earl Warren Middle School Network Operations Center (NOC).	General Fund/ Unrestricted 01-00	\$1,150.00	07/01/19	06/30/20
13	Human Resources	The National Association of State Directors of Teacher Education and Certification (NASDTEC)	For participation in the San Diego and Imperial County JPA funded National Identification Clearinghouse (“Clearinghouse”), an electronic repository of adverse actions imposed against educators’ certification and/or licenses by Member Jurisdictions including all 50 states, U.S. Territories and certain Canadian provinces.	NA	NA	Upon execution of of the agreement by both parties	A period of one year subject to annual renewals or termination with 30 day notice

2018-19 Approval/Ratification of Agreements  
June 20, 2019 Board Meeting

## ITEM 9f

#	DEPARTMENT	AGREEMENT VENDOR	DESCRIPTION OF SERVICES	FUNDING SOURCE	AMOUNT NOT TO EXCEED	START DATE	END DATE
14	Business Services	Beacon Technologies, Inc	Provide web hosting services.	General Fund/ Unrestricted 01-00	\$600.00 one time setup fee, travel fees if agreed upon with district, and \$450.00 a month for hosting services	07/01/19	06/30/22
15	Business Services	Hannon Hill Corporation	Provide Cascade CMS 1--25 Concurrent User Cloud Subscription (unlimited named users, unlimited sites, unlimited domain names); Includes license fee, maintenance and support fee, and all hosting fees.	General Fund/ Unrestricted 01-00	\$35,000.00 one time fee for 2 hours of remote training, 120 hours of professional QuickStart services, and 50 hours project profile import script services. \$30,000.00 in recurring annual license fees.	Upon execution of the agreement	One year with automatic renewals or termination with 30 day advance notice
16	Administrative Services	AVID Center	Provide AVID Secondary Membership, licenses, and an AVID Weekly subscription, in order to close the achievement gap and prepare district students for college and success in a global society.	General Fund/ Unrestricted 01-00	\$13,677.00	07/01/19	06/30/20
17	Facilities Planning & Construction	SPV Associates, Inc., dba OnIndus	Provide consulting and software development services to replace existing Community Facilities District (CFD) database.	Mello-Roos Funds	\$63,000 Including Reimbursable Expenses	06/21/19	Completion
18	Facilities Planning & Construction	City of Encinitas	Encroachment Maintenance and Removal Covenant Encroachment Permit No. 14088-PE, Sunset High School Campus Reconstruction Project.	General Fund / Unrestricted 01-00	At the cost of annual maintenance	06/21/19	In perpetuity

**Dannis Woliver Kelley Rate Sheet  
July 1, 2019 - June 30, 2020**

1. Hourly Professional Rates

Associate	\$245 - \$260 per hour
Shareholders, Special Counsel, Of Counsel	\$265 - \$360 per hour
Paralegals and Law Clerks	\$130 - \$180 per hour

2. Costs and Expenses

Photocopies	.10 per page
Postage, beyond \$1	at cost
Overnight Delivery (UPS, FedEx)	at cost
On-line Legal Research Subscriptions	discounted as charged under our contract
Other Expenses	at cost
Mileage	no charge

**2018-19 Approval/Ratification of Amendments to Agreements**  
June 20, 2019 Board Meeting

ITEM 9f

**Amendments to Agreements Recommended for Board Approval**

#	DEPARTMENT	AGREEMENT VENDOR	DESCRIPTION OF SERVICES	FUNDING SOURCE	AMENDED AMOUNT	AMOUNT NOT TO EXCEED	START DATE	END DATE
1	Business Services	Raphael's Party Rentals, Inc.	Provide additional rental equipment for Canyon Crest Academy graduation	General Fund/ Unrestricted 01-00	\$289.14	\$6,480.17	06/14/19	06/14/19
2	Business Services	Loomis Armored US, LLC	Amending the contract for armored services by reducing the automatic renewal term from two years to one year, and eliminating the clause for premise time fees (additional fees for time the armored car has to be on site beyond the seven minute allotment), with no other changes to the contract.	NA	NA	NA	08/01/19	07/31/20 and then continuing with automatic one year extensions until terminated with 60 day advance notice
3	Special Education	Ashley Albers	Increasing the hourly rate for occupational therapy services from \$85.00 per hour to \$90.00 per hour with no other changes to the contract.	General Fund/ Unrestricted 01-00	\$5.00 per hour	\$90.00 per hour	07/01/19	06/30/20 and then continue with automatic one year renewals until terminated with 30 day advance notice
4	Business Services	SoCal Dominoids, Inc. dba Domino's Pizza	Amending the contract for Pizza Supplies B2019-02, combining the district's north and south schools into one unified contract for all schools within the district and extending the contract pricing and terms for an additional year with no other changes to the contract.	Cafeteria Fund 13-00	NA	NA	08/17/19	08/16/20
5	Educational Services	Del Mar Union School District (DMUSD)	Amending the term for the Teaching and Learning Program (TLP) work based learning MOU with no other changes	NA	NA	NA	08/27/19	Until terminated with 30 day advance notice
6	Educational Services	Encinitas Union School District (EUSD)	Amending the term for the Teaching and Learning Program (TLP) work based learning MOU with no other changes	NA	NA	NA	08/27/19	Until terminated with 30 day advance notice
7	Educational Services	Solana Beach School District (SBSD)	Amending the term for the Teaching and Learning Program (TLP) work based learning MOU with no other changes	NA	NA	NA	08/27/19	Until terminated with 30 day advance notice
8	Facilities Planning & Construction	A&A Flooring Inc., dba A&S Flooring	Final change order for bid package #11 Flooring, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	(\$71,723.60)	\$386,250.40	10/23/17	06/20/19
9	Facilities Planning & Construction	Best Interiors, Inc.	Final change order for bid package #9, Metal Stud Framing, Hollow Metal Doors & Frames, Insulation & Final Cleaning, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	(\$1,583.00)	\$2,007,149.00	10/23/17	06/20/19
10	Facilities Planning & Construction	Bradshaw Engineering Corporation	Final change order for bid package #15, Fire Sprinklers, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	(\$1,269.00)	\$193,014.00	10/23/17	06/20/19
11	Facilities Planning & Construction	Bravo Concrete Construction Services, Inc.	Final change order for bid package #20, Concrete Paving, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	\$6,606.00	\$699,426.00	10/23/17	06/20/19



**2018-19 Approval/Ratification of Amendments to Agreements**  
June 20, 2019 Board Meeting

ITEM 9f

#	DEPARTMENT	AGREEMENT VENDOR	DESCRIPTION OF SERVICES	FUNDING SOURCE	AMENDED AMOUNT	AMOUNT NOT TO EXCEED	START DATE	END DATE
12	Facilities Planning & Construction	Dreamscape Landscape, Inc.	Final change order for bid package #21, Landscape & Irrigation, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	(\$9,904.00)	\$362,219.00	10/23/17	06/20/19
13	Facilities Planning & Construction	HPS Mechanical, Inc.	Final change order for bid package #16, Plumbing, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	\$3,829.00	\$545,321.00	10/23/17	06/20/19
14	Facilities Planning & Construction	Pecoraro, Inc.	Final change order for bid package #12, Painting, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	\$0.00	\$185,000.00	10/23/17	06/20/19
15	Facilities Planning & Construction	Queen City Glass Co.	Final change order for bid package #8, Glass & Glazing, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	(\$9,863.00)	\$520,687.00	10/23/17	06/20/19
16	Facilities Planning & Construction	SWCS, Inc., dba Southwest Construction Services, Inc.	Final change order for bid package #13, Specialties, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	(\$7,280.00)	\$126,613.00	10/23/17	06/20/19
17	Facilities Planning & Construction	Sierra Pacific West, Inc.	Final change order for bid package #1, Grading and Earthwork, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	(\$13,272.06)	\$1,000,958.94	10/23/17	06/20/19
18	Facilities Planning & Construction	Chapman Air Systems, Inc., dba W.R. Robbins Co.	Final change order for bid package #17, HVAC, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	(\$8,466.00)	\$719,094.00	10/23/17	06/20/19
19	Facilities Planning & Construction	Williams & Sons Masonry, Inc.	Final change order for bid package #3, Masonry, Torrey Pines High School New Performing Arts Center Project CB2018-01.	Building Fund Prop 39 -- Fund 21-39, Mello-Roos Funds and State School Building Funds	(\$22,077.00)	\$1,946,227.00	10/23/17	06/20/19
20	Business Services	Aeries Software, Inc. dba Eagle Software	Amending the software licenses agreement to include Aeries Communications powered by Signal Kit; a parent, student, teacher, and school administrator announcement and messaging platform	General Fund/ Unrestricted 01-00	\$1,000.00 one time fee for Aeries configuration & project management services and \$39,189.00 annual license fee	\$125,792.20	Upon Execution of the agreement	Automatic annual renewals until terminated by the district
21	Business Services	Glenn Edward Jones dba Glenn Jones Media	Extending the contract an additional six months and increasing the not to exceed amount an additional \$50,000.00	General Fund/ Unrestricted 01-00	\$50,000.00	\$100,000.00	07/01/19	12/30/19

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 14, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Tiffany Hazlewood, Director of School & Student Service  
Mark Miller, Associate Superintendent, Administrative Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

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

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### EXECUTIVE SUMMARY

The attached Special Education Agreement report for Parent Settlement and Release Agreements summarizes one Settlement Agreement that provides services for one special education student.

### RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the contracts 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 9g

SPECIAL EDUCATION AGREEMENTSBoard Meeting Date: 06/20/19

<u>Student #</u>	<u>Description of Services</u>	<u>Date Executed</u>	<u>Budget #</u>	<u>Amount</u>
2019-120PS	Pursuant to the Settlement Agreement, a negotiated agreement has been reached between the San Dieguito Union High School District and student #2019-120PS for educationally related services up to the date of the executed agreement.	06/10/19	General Fund/ Restricted 01-00	\$20,000.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 7, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** John Addleman, Exec. Director, Planning Services  
Tina Douglas, Associate Superintendent,  
Business Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** APPROVAL OF CHANGE ORDERS / FACILITIES  
PLANNING & CONSTRUCTION

-----

### EXECUTIVE SUMMARY

Contracts for construction of the Torrey Pines High School New Performing Arts Center were awarded from bid openings August 17, 2017, September 28, 2017, November 29, 2017 and April 24, 2018.

As the project close-out continues, staff is presenting twelve (12) trade packages this date as complete with a contract extension of ninety-six (96) days. Additionally, nine (9) of those trade packages also have deductive change orders equaling \$135,002.66, which combined with the prior deductive change orders approved result in a total project savings of \$230,240.03.

### RECOMMENDATION:

It is recommended that the Board approve the following change orders and authorize Tina Douglas or Robert A. Haley to execute same:

1. A&A Flooring, Inc., dba A&S Flooring, Bid Package #11 Flooring, Torrey Pines High School New Performing Arts Center Project CB2018-01, decreasing the amount by \$71,723.60 for a new total of \$386,250.40 and extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
2. Best Interiors, Inc., Bid Package #9 Metal Stud Framing, Hollow Metal Doors & Frames, Insulation & Final Cleaning, Torrey Pines High School New Performing Arts Center Project CB2018-01, decreasing the amount by \$1,583.00 for a new total of \$2,007,149.00 and extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
3. Bradshaw Engineering Corporation, Bid Package #15 Fire Sprinklers, Torrey Pines High School New Performing Arts Center Project CB2018-01, decreasing the amount by \$1,269.00

## ITEM 9h

for a new total of \$193,014.00 and extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.

4. Bravo Concrete Construction Services, Inc., Bid Package #20 Concrete Paving, Torrey Pines High School New Performing Arts Center Project CB2018-01, increasing the amount by \$6,606.00 for a new total of \$699,426.00 and extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
5. Dreamscape Landscape, Inc., Bid Package #21 Landscape & Irrigation, Torrey Pines High School New Performing Arts Center Project CB2018-01, decreasing the amount by \$9,904.00 for a new total of \$362,219.00 and extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
6. HPS Mechanical, Inc., Bid Package #16 Plumbing, Torrey Pines High School New Performing Arts Center Project CB2018-01, increasing the amount by \$3,829.00 for a new total of \$545,321.00 and extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
7. Pecoraro, Inc., Bid Package #12 Painting, Torrey Pines High School New Performing Arts Center Project CB2018-01, extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
8. Queen City Glass Co., Bid Package #8 Glass & Glazing, Torrey Pines High School New Performing Arts Center Project CB2018-01, decreasing the amount by \$9,863.00 for a new total of \$520,687.00 and extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
9. SWCS, Inc., dba Southwest Construction Services, Inc., Bid Package #13 Specialties, Torrey Pines High School New Performing Arts Center Project CB2018-01, decreasing the amount by \$7,280.00 for a new total of \$126,613.00 and extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
10. Sierra Pacific West, Inc., Bid Package #1 Grading & Earthwork, Torrey Pines High School New Performing Arts Center Project CB2018-01, decreasing the amount by \$13,272.06 for a new total of \$1,000,958.94 and extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
11. Chapman Air Systems, Inc., dba W.R. Robbins Company, Bid Package #17 HVAC, Torrey Pines High School New Performing Arts Center Project CB2018-01, decreasing the amount by \$8,466.00 for a new total of \$719,094.00 and extending the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
12. Williams & Sons Masonry, Inc., Bid Package #3 Masonry, Torrey Pines High New Performing Arts Center Project CB2018-01, decreasing the amount by \$22,077.00 for a new total of \$1,946,277.00 and increasing the contract date by 96 days, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.

**FUNDING SOURCE:**

The fund to which the project is charged.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 7, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** John Addleman, Exec. Director, Planning Services  
Tina Douglas, Associate Superintendent,  
Business Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** ACCEPTANCE OF CONSTRUCTION PROJECTS

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### EXECUTIVE SUMMARY

Twenty-three (23) contracts for construction of the Torrey Pines High School New Performing Arts Center were awarded from bid openings August 17, 2017, September 28, 2017, November 29, 2017 and April 24, 2018. The project was bid as a multi-prime project with McCarthy Building Companies, Inc., acting as Construction Manager.

As the project close-out continues, district staff is presenting twelve (12) contracts for acceptance this date.

The contract for the Earl Warren Middle School Campus Reconstruction Project was awarded on June 18, 2015. The main campus was completed on time and staff and students have enjoyed their new home. In order to accommodate occupancy by Solana Beach School District at the site's interim campus, the final field and landscape improvements were deferred. That final phase of the project is now complete with a final deductive change order approved by this board on June 6, 2019. Staff is seeking to file the Notice of Completion.

### RECOMMENDATION:

It is recommended that the Board accept the Projects as complete as of this date, and authorize the administration to file the Notices of Completion with the County Recorders' Office and release final retention for the following trade contractors:

1. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #11 Flooring, contract entered into with A&A Flooring Inc., dba A&S Flooring.
2. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #9 Metal Stud Framing, Hollow Metal Doors & Frames, Insulation & Final Cleaning, contract entered into with Best Interiors, Inc.
3. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #15 Fire Sprinklers, contract entered into with Bradshaw Engineering Corporation.

ITEM 9i

4. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #20 Concrete Paving, contract entered into with Bravo Concrete Construction Services, Inc.
5. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #21 Landscape & Irrigation, contract entered into with Dreamscape Landscape, Inc.
6. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #16 Plumbing, contract entered into with HPS Mechanical, Inc.
7. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #12 Painting, contract entered into with Pecoraro, Inc.
8. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #8 Glass & Glazing, contract entered into with Queen City Glass Co.
9. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #13 Specialties, contract entered into with SWCS, Inc., dba Southwest Construction Services, Inc.
10. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #1 Grading & Earthwork, contract entered into with Sierra Pacific West, Inc.
11. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #17 HVAC, contract entered into with Chapman Air Systems, Inc., dba W.R. Robbins Co.
12. Torrey Pines High School New Performing Arts Center Project CB2018-01 Bid Package #3 Masonry, contract entered into with Williams & Sons Masonry, Inc.
13. Earl Warren Middle School Campus Reconstruction Project CA2015-58, contract entered into with McCarthy Building Companies, Inc.

**FUNDING SOURCE:**

Not Applicable.

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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. A&A Flooring, Inc., dba A&S Flooring  
 (Name of Contractor)

3. Developers Surety & Indemnity Company  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #11  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D



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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. Best Interiors, Inc.  
 (Name of Contractor)

3. Fidelity & Deposit Company of Maryland  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #9  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D

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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. Bradshaw Engineering Corporation  
 (Name of Contractor)

3. Specialty Insurance Co.  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #15  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D

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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. Bravo Concrete Construction Services, Inc.  
 (Name of Contractor)

3. North American Specialty Insurance Company  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #20  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D

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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. Dreamscape Landscape Inc.  
 (Name of Contractor)

3. American Contractors Indemnity Company  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #21  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D

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

**ACCEPTANCE OF WORK  
AND  
NOTICE OF COMPLETION**

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

2. HPS Mechanical, Inc.  
(Name of Contractor)

3. Fidelity & Deposit Company of Maryland  
(Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
CB2018-01 Bid Package #16  
3710 Del Mar Heights Road  
San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
10/13/17 ]  
] \_\_\_\_\_ June 20, 2019  
] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
Robert A. Haley, Ed.D

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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. Pecoraro, Inc.  
 (Name of Contractor)

3. SureTec Insurance Co.  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #12  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D

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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. Queen City Glass Co.  
 (Name of Contractor)

3. The Guarantee Company of North America USA  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #8  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D

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

**ACCEPTANCE OF WORK  
AND  
NOTICE OF COMPLETION**

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

2. SWCS, Inc., dba Southwest Construction Services, Inc.  
 (Name of Contractor)

3. Allied World Insurance Company  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #13  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D



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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. Sierra Pacific West, Inc.  
 (Name of Contractor)

3. Western Surety Company  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #1  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D

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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. Chapman Air Systems, Inc., dba W.R. Robbins Co.  
 (Name of Contractor)

3. Hudson Insurance Company  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #17  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D

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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. Williams & Sons Masonry, Inc.  
 (Name of Contractor)

3. The Hanover Insurance Co.  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Torrey Pines High School New Performing Arts Center  
 CB2018-01 Bid Package #3  
 3710 Del Mar Heights Road  
 San Diego, CA 92130

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 10/13/17 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D

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

**ACCEPTANCE OF WORK  
 AND  
 NOTICE OF COMPLETION**

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

2. McCarthy Building Companies, Inc.  
 (Name of Contractor)

3. Federal Insurance Co./Travelers Casualty & Surety Co. of America  
 (Name of Surety)

4. Description of Public Work Involved Sufficient for Identification:

Earl Warren Middle School Campus Reconstruction Project  
 CA2015-58  
 155 Stevens Ave.  
 Solana Beach, CA 92075

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

5. Date of Contract ] 6. Acceptance of the work and materials is recommended  
 6/18/2015 ]  
 ]  
 ] \_\_\_\_\_ June 20, 2019  
 ] (Signature of Recommending Person) (Date)

7. Acceptance of Work and Materials

NOTICE IS HEREBY GIVEN that the above referenced contract and public work to which Chapter 3 of Division 5 of Title 1 of the Government Code (commencing with Section 4200) applies were completed by acceptance by the Governing Board of the above named school district on the 20th day of June, 2019; No. \_\_\_\_\_

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

San Dieguito Union High School District

By \_\_\_\_\_  
 Robert A. Haley, Ed.D

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

VERIFICATION

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

I declare under penalty of perjury that the foregoing is true and correct.  
 Executed on June 20, 2019, of San Diego, California

\_\_\_\_\_  
 Robert A. Haley, Ed.D

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 10, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Tina Douglas, Assoc. Supt. of Business Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** RATIFICATION OF PURCHASE ORDERS LISTING

-----

### EXECUTIVE SUMMARY

Please find the following purchase orders listing submitted for your ratification:

1. Purchase Orders
2. Purchase Orders Increase/Decrease

### RECOMMENDATION:

It is recommended that the Board ratify the purchase orders listing, as shown in the attached supplement.

### FUNDING SOURCE:

Not applicable.

## ITEM 9j

PO REPORT MAY 28, 2019 THROUGH JUNE 9, 2019					
PO NBR	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
0000012847	2139	MISSION JANITORIAL SUPPLIES	007	New Construction	\$2,363.53
0000012848	2109	MRC360 AKA MR COPY	007	Improvements	\$350.00
0000012849	0100	STAPLES ADVANTAGE	500	Materials And Supplies	\$22.08
0000012850	0100	LDP ASSOCIATES, INC.	017	Repairs & Maintenance	\$13,825.00
0000012851	2139	FREDRICKS ELECTRIC INC	007	New Construction	\$8,561.50
0000012852	0100	GREATSOIL LLC	012	Materials And Supplies	\$7,778.69
0000012853	0100	AMERICAN RED CROSS	003	Computer Licensing	\$1,480.00
0000012854	0100	SSID #2162200195	002	Mediation Settlements	\$69,161.29
0000012855	0100	TURF STAR INC	013	Conference,Workshop,Sem.	\$100.00
0000012856	0100	Ashley Albers	002	Professional/Consult Svs	\$2,485.00
0000012857	0100	LAW OFFICES OF SCHWARTZ & STOREY	002	Mediation Settlements	\$9,000.00
0000012858	0100	SSID #9170140061	002	Other Serv.& Oper.Exp.	\$1,000.00
0000012859	0100	LM RASMUSSEN CONSTRUCTION	012	Repairs & Maintenance	\$3,303.00
0000012860	0100	AMERICAN MEDICAL RESPONSE	600	Other Serv.& Oper.Exp.	\$350.00
0000012861	0100	AMERICAN MEDICAL RESPONSE	600	Other Serv.& Oper.Exp.	\$390.00
0000012862	0100	PREMIER FOOD SERVICES, INC	004	Rents & Leases	\$3,390.61
0000012863	2519	SNAP ON INDUSTRIAL	007	Equipment	\$13,006.09
0000012864	2109	CULVER-NEWLIN INC	007	Improvements	\$915.37
0000012865	0100	MOONLIGHT SCREENPRINTING INC	500	Materials And Supplies	\$1,066.04
0000012866	0100	SECRETARY OF STATE	007	Fees - Business, Admission,Etc	\$20.00
0000012867	0100	SUPPLY MASTER INC	020	Materials And Supplies	\$288.77
0000012868	0100	RASIX COMPUTER CENTER INC	020	Materials And Supplies	\$557.08
0000012869	0100	LAB AIDS	001	Professional/Consult Svs	\$3,600.00
0000012870	0100	UNITED SITE SERVICES	500	Rents & Leases	\$123.55
0000012871	2139	SAN DIEGO UNION TRIBUNE	007	New Construction	\$142.03
0000012872	2109	RANCHO SANTA FE SEC SYSTEMS	007	Improvements	\$11,394.00
0000012873	0100	OFFICE DEPOT, INC	007	Office Supplies	\$30.67
0000012874	0100	RASIX COMPUTER CENTER INC	003	Materials And Supplies	\$221.97
0000012875	2519	LM RASMUSSEN CONSTRUCTION	007	Improvements	\$13,339.00
0000012876	2519	FRONTIER FENCE COMPANY INC	007	Land Improvements	\$11,404.00
0000012877	0100	CITY OF SAN DIEGO	021	Other Serv.& Oper.Exp.	\$27,683.66
0000012878	0100	REHABMART LLC	002	Materials And Supplies	\$445.61
0000012879	2519	DEPT OF GENERAL SERVICES		Prepaid Expenditures (Expenses	\$343,981.82
0000012880	0100	AMAZON CAPITAL SERVICES, INC.	003	Materials And Supplies	\$432.97
0000012881	0100	STAPLES ADVANTAGE	011	Office Supplies	\$406.65
0000012882	0100	C I F		Prepaid Expenditures (Expenses	\$5,411.98
0000012883	0100	BSN SPORTS LLC	012	Repairs & Maintenance	\$2,053.47
000009710A	0100	GRIZZLY INDUSTRIAL INC	003	Materials And Supplies	\$388.30
000012273A	0100	SAN DIEGO FITNESS SERVICES	500	Materials And Supplies	\$1,046.00
000012444A	0100	SCHOOL SERVICES OF CALIFORNIA, INC.	021	Professional/Consult Svs	\$11,000.00

SUBTOTAL NEW PURCHASES

\$572,519.73

PURCHASE ORDER INCREASE/DECREASE MAY 28, 2019 THROUGH JUNE 9, 2019					
PO NBR	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
0000010293	0100	PIONEER ATHLETICS	012	Grounds Materials	\$14,000.00
0000010329	0100	STAPLES ADVANTAGE	500	Materials And Supplies	\$260.00
0000010423	0100	STAPLES ADVANTAGE	500	Materials And Supplies	\$1,500.00
0000010452	0100	MRC360 AKA MR COPY	500	Materials And Supplies	\$175.63

## ITEM 9j

0000010596	0100	STAPLES ADVANTAGE	500	Materials And Supplies	\$103.00
0000010607	0100	CA AIR COMPRESSOR COMPANY	012	Repairs & Maintenance	\$2,200.00
0000010685	1300	GOLD STAR FOODS	014	Purchases Food	\$44,000.00
0000011503	2139	NINYO & MOORE	007	New Construction	\$7,532.00
0000011897	0100	NUTRIEN AG SOLUTIONS INC	012	Grounds Materials	\$1,811.00
0000011976	2139	CULVER-NEWLIN INC	007	Equipment	\$147.40
0000012655	0100	HERFF JONES, INC	600	Materials And Supplies	\$153.00

**SUBTOTAL PO CHANGES** \$71,882.03

**REPORT TOTAL** \$644,401.76

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 10, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Tina Douglas, Assoc. Supt. of Business Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** RATIFICATION OF WARRANTS REPORTS LISTING

-----

### EXECUTIVE SUMMARY

Please find the following warrants reports listing submitted for your ratification:

1. Warrants
2. Revolving Cash Fund (none submitted)

### RECOMMENDATION:

It is recommended that the Board ratify the warrants reports listing, as shown in the attached supplements.

### FUNDING SOURCE:

Not applicable.



## ITEM 9k

## WARRANT REPORT FROM 05/24/19 THROUGH 06/09/19

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14550472	5/24/2019	ANTHEM BLUE CROSS	6717	Retiree Vendor Pmts	\$ 13.96
14550473	5/24/2019	VEBA KAISER	0100	Health & Welfare Benefits, cla	\$ 2,965.00
14550474	5/24/2019	DELTA DENTAL INSURANCE CO.	0100	Health & Welfare Benefits, cla	\$ 107.04
14550475	5/24/2019	FBC DENTAL	0100	Health & Welfare Benefits, cla	\$ 433.36
14550476	5/24/2019	VEBA PACIFICARE- KAISER	0100	Health & Welfare Benefits, cer	\$ 6,434.55
14550477	5/24/2019	MESVision	0100	Health & Welfare Benefits, cla	\$ 30.66
14550478	5/24/2019	VEBA PACIFICARE- CIGNA	0100	Health & Welfare Benefits, cer	\$ 633.00
14550479	5/24/2019	COSTCO CARMEL MTN RANCH	0100	Materials And Supplies	\$ 34.25
				Refreshments	\$ 54.97
14550480	5/24/2019	Chelsea Pest & Termite Control	0100	Pest Control	\$ 750.00
14550481	5/24/2019	DANNIS WOLIVER KELLEY	0100	Legal Expense	\$ 2,436.00
14550482	5/24/2019	ISQUAD REPAIR LLC	0100	Repairs & Maintenance	\$ 565.66
14550483	5/24/2019	POWAY GYMNASTICS	0100	Repairs & Maintenance	\$ 1,508.33
14550484	5/24/2019	DYNAMIC CATHOLIC INSTITUTE, THE	0100	Books Other Than Textbooks	\$ 830.46
14550485	5/24/2019	CEREBELLUM CORP	0100	Materials And Supplies	\$ 35.15
14550486	5/24/2019	REST HAVEN CHILDREN'S HEALTH FUND	0100	All Other Local Revenue	\$ 731.60
14550487	5/24/2019	Mosaic Network, Inc.	0100	Computer Licensing	\$ 83,401.25
14550488	5/24/2019	A1 GOLF CARS, INC	0100	Repairs & Maintenance	\$ 106.24
14550489	5/24/2019	AFFORDABLE DRAIN SERVICE INC	0100	Repairs & Maintenance	\$ 650.00
14550490	5/24/2019	APPERSON	0100	Materials And Supplies	\$ 1,147.97
14550491	5/24/2019	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	0100	Legal Expense	\$ 685.13
14550492	5/24/2019	CART MART INC	0100	Materials And Supplies	\$ 292.74
				Repairs & Maintenance	\$ 1,388.51
14550493	5/24/2019	CUSTOM RADIO CORPORATION	0100	Materials-Vehicle Parts	\$ 142.24
14550494	5/24/2019	MATCH POINT TENNIS COURTS, INC	0100	Other Serv.& Oper.Exp.	\$ 336.00
14550495	5/24/2019	Provo Canyon School	0100	Mental Health Svcs	\$ 9,000.00
				Other Contr-N.P.S.	\$ 3,564.00
				Room & Board	\$ 6,090.00
				Sub/Other Contr-Nps	\$ 6,804.00
				Sub/Room & Board	\$ 12,180.00
14550496	5/24/2019	SAN DIEGO CITY TREASURER	0100	Sewer Charges	\$ 2,109.19
				Water	\$ 6,430.21
14550497	5/24/2019	SCHOOL SERVICES OF CALIFORNIA, INC.	0100	Professional/Consult Svcs	\$ 305.00
14550498	5/24/2019	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 2,058.37
14550499	5/24/2019	STAPLES ADVANTAGE	1300	Office Supplies	\$ 153.41
14550995	5/28/2019	PC & MAC EXCHANGE	0100	Non-Capitalized Tech Equipment	\$ 5,512.49
14550996	5/28/2019	Harbottle Law Group	0100	Legal Expense	\$ 4,762.06
14550997	5/28/2019	Specialized Education of CA	0100	Other Contr-N.P.S.	\$ 6,378.04
				Sub/Other Contr-Nps	\$ 7,429.95
14550998	5/28/2019	Charter Bus Group	0100	Fld. Trips By Prv. Contr	\$ 2,400.00
14550999	5/28/2019	AMERICAN EXPRESS	0100	Hazardous Waste Disposal	\$ 2,478.95
14551000	5/28/2019	SAN DIEGO CENTER FOR CHILDREN	0100	Other Contr-N.P.S.	\$ 1,896.36
				Sub/Other Contr-Nps	\$ 3,391.36
				Sub/Room & Board	\$ 15,384.58
14551001	5/28/2019	AMERICAN EXPRESS	0100	Communications-Telephone	\$ 2,096.41
14551002	5/28/2019	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 1,654.57
14551003	5/28/2019	STAPLES ADVANTAGE	0100	Printing	\$ 656.61
14551004	5/28/2019	WINSTON SCHOOL OF SAN DIEGO	0100	Other Contr-N.P.S.	\$ 8,650.40
				Sub/Other Contr-Nps	\$ 9,440.05
14551005	5/28/2019	XEROX CORPORATION	0100	Copy Charges	\$ 4,353.96
				Rents & Leases	\$ 5,656.17
14551401	5/29/2019	COSTCO CARMEL MTN RANCH	0100	Refreshments	\$ 88.47
14551402	5/29/2019	C D L SERVICES INC	0100	Custodial Materials	\$ 5,793.57
14551403	5/29/2019	Chelsea Pest & Termite Control	0100	Pest Control	\$ 775.00
14551404	5/29/2019	BOYS & GIRLS CLUB OF SAN DIEGUITO	0100	Rents & Leases	\$ 8,000.00
14551405	5/29/2019	MAHNAZ SHAHIDI ASI	1300	Food Service Sales Cca	\$ 36.75
14551406	5/29/2019	AREY JONES ED SOLUTIONS	0100	Non-Capitalized Tech Equipment	\$ 18,483.15
14551407	5/29/2019	ATLAS PUMPING SERVICES	0100	Repairs & Maintenance	\$ 2,185.00
14551408	5/29/2019	BLICK ART MATERIALS	0100	Materials And Supplies	\$ 1,328.16
14551409	5/29/2019	C E D	0100	Bldg.-Repair Materials	\$ 131.45
14551410	5/29/2019	CA AGRI CONTROL INC	0100	Pest Control	\$ 700.00
14551411	5/29/2019	CREATIVE BUS SALES	0100	Materials-Vehicle Parts	\$ 241.15

## ITEM 9k

## WARRANT REPORT FROM 05/24/19 THROUGH 06/09/19

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14551412	5/29/2019	DOOR SERVICE & REPAIR, INC.	0100	Repairs & Maintenance	\$ 354.00
14551413	5/29/2019	DUNN EDWARDS CORP	0100	Bldg.-Repair Materials	\$ 373.24
14551414	5/29/2019	GEM INDUSTRIAL, INC.	2519	Improvements	\$ 5,043.49
14551415	5/29/2019	Provo Canyon School	0100	Mental Health Svcs	\$ 6,900.00
				Other Contr-N.P.S.	\$ 3,402.00
				Room & Board	\$ 8,963.00
				Sub/Mental Health Svcs	\$ 10,800.00
				Sub/Other Contr-Nps	\$ 6,804.00
				Sub/Room & Board	\$ 26,968.00
14551416	5/29/2019	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 1,949.57
14551418	5/29/2019	STAPLES ADVANTAGE	0100	Printing	\$ 2,062.58
14551419	5/29/2019	XEROX CORPORATION	0100	Computer Licensing	\$ 77.13
				Copy Charges	\$ 2,705.80
				Rents & Leases	\$ 5,569.25
14551909	5/30/2019	FERGUSON ENTERPRISES, INC #1350	0100	Bldg.-Repair Materials	\$ 2,015.99
14551910	5/30/2019	PC & MAC EXCHANGE	0100	Non-Capitalized Tech Equipment	\$ 1,378.12
14551911	5/30/2019	ECONO FENCE INC	2519	Land Improvements	\$ 19,480.00
14551912	5/30/2019	MARK MILLER	0100	Conference,Workshop,Sem.	\$ 44.44
14551913	5/30/2019	BARBARA REUER	0100	Professional/Consult Svcs	\$ 858.42
14551914	5/30/2019	Verbal Behavior Associates	0100	Other Contr-N.P.A.	\$ 825.00
14551915	5/30/2019	Aaron Cho	0100	Athletic Post-Season Travel	\$ 382.51
14551916	5/30/2019	JACQUELINE WORKMAN	0100	Athletic Post-Season Travel	\$ 397.00
14551917	5/30/2019	NEWMAN, HEATHER	0100	Mileage	\$ 47.56
14551918	5/30/2019	RYAN ORTIZ	0100	Mileage	\$ 740.08
14551919	5/30/2019	Ro Health, Inc.	0100	Professional/Consult Svcs	\$ 1,878.19
14551920	5/30/2019	CHAPMAN AIR SYSTEMS, INC.	2519	Improvements	\$ 867.16
14551921	5/30/2019	MEDINA, RILEY	0100	Conference,Workshop,Sem.	\$ 87.00
14551922	5/30/2019	PAVLOVICH, ANTHONY	0100	Conference,Workshop,Sem.	\$ 34.80
14551923	5/30/2019	GORDILLO, KIM	0100	Conference,Workshop,Sem.	\$ 1,355.26
14551924	5/30/2019	MOLDOVAN, JASON	0100	Conference,Workshop,Sem.	\$ 64.03
14551925	5/30/2019	ARECHIGA, BRITTANY	0100	Conference,Workshop,Sem.	\$ 87.00
14551926	5/30/2019	AREY JONES ED SOLUTIONS	0100	Non-Capitalized Tech Equipment	\$ 52,071.55
14551927	5/30/2019	BLUE COAST CONSULTING	2139	New Construction	\$ 32,280.00
14551928	5/30/2019	CDW GOVERNMENT	0100	Non-Capitalized Tech Equipment	\$ 30,313.67
14551929	5/30/2019	DATA RECOGNITION CORP	0100	Materials And Supplies	\$ 5,409.50
14551930	5/30/2019	COAST MUSIC THERAPY INC	0100	Other Contr-N.P.A.	\$ 250.00
14551931	5/30/2019	COX COMMUNICATIONS	0100	Communications-Telephone	\$ 407.96
14551932	5/30/2019	FEDEX	0100	Communications-Postage	\$ 58.87
14551933	5/30/2019	FLINN SCIENTIFIC INC	0100	Materials And Supplies	\$ 357.33
14551934	5/30/2019	Fred Finch Youth Center	0100	Sub/Other Contr-Nps	\$ 10,656.45
14551935	5/30/2019	MOBILE MODULAR MANAGEMENT CORP	0100	Rents & Leases	\$ 1,501.00
			2139	New Construction	\$ 1,278.00
14551936	5/30/2019	MRC360 AKA MR COPY	0100	Materials And Supplies	\$ 175.63
14551937	5/30/2019	MRC360 AKA MR COPY	2109	Improvements	\$ 175.00
14551938	5/30/2019	PACIFIC BACKFLOW, INC	0100	Other Serv.& Oper.Exp.	\$ 1,030.00
14551939	5/30/2019	PROCURETECH	0100	Computer Supplies	\$ 40.03
14551940	5/30/2019	RALPHS CUSTOMER CHARGES	0100	Materials And Supplies	\$ 614.60
				Refreshments	\$ 71.30
14551941	5/30/2019	SAN DIEGO COUNTY OFFICE OF EDUCATION	1300	Conference,Workshop,Sem.	\$ 140.00
14551942	5/30/2019	SAN DIEGO FITNESS SERVICES	0100	Materials And Supplies	\$ 1,046.00
14551943	5/30/2019	SCHOOL FACILITY CONSULTANTS	2519	Professional/Consult Svcs	\$ 4,920.00
14551944	5/30/2019	SCHOOL HEALTH CORPORATION	0100	Materials And Supplies	\$ 138.92
14551945	5/30/2019	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 2,283.30
14551946	5/30/2019	LaserCycle USA	0100	Materials And Supplies	\$ 873.38
			1300	Office Supplies	\$ 118.47
14551947	5/30/2019	UNITED SITE SERVICES	0100	Rents & Leases	\$ 1,427.46
14551948	5/30/2019	VISTA HILL	0100	Sub/Mental Health Svcs	\$ 25,584.00
14552637	5/31/2019	MARTHA HUTCHINSON	0100	Refreshments	\$ 90.51
14552638	5/31/2019	OXFORD UNIVERSITY PRESS	0100	Books Other Than Textbooks	\$ 58.76
14552639	5/31/2019	THE FRUTH GROUP INC	0100	Rents & Leases	\$ 136.36
14552640	5/31/2019	Stein Education Center	0100	Sub/Other Contr-Nps	\$ 5,685.68
14552641	5/31/2019	NORMA MAGANA DE SANCHEZ	1300	Conference,Workshop,Sem.	\$ 36.00

## ITEM 9k

## WARRANT REPORT FROM 05/24/19 THROUGH 06/09/19

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14552642	5/31/2019	BARBARA REUER	0100	Professional/Consult Svcs	\$ 643.81
14552643	5/31/2019	Ro Health, Inc.	0100	Professional/Consult Svcs	\$ 919.00
14552644	5/31/2019	PATHFINDERS DESIGN & TECHNOLOGY	0100	Materials And Supplies	\$ 550.00
14552645	5/31/2019	BATTERIES PLUS BULBS	0100	Repairs & Maintenance	\$ 347.04
14552646	5/31/2019	SSID #2162200195	0100	Mediation Settlements	\$ 37,161.29
14552647	5/31/2019	EDCO DISPOSAL CORPORATION	0100	Repairs & Maintenance Rubbish Disposal	\$ 130.00 \$ 7,885.79
14552648	5/31/2019	ENCINITAS FORD	0100	Materials-Vehicle Parts	\$ 115.40
14552649	5/31/2019	FREE FORM CLAY & SUPPLY	0100	Materials And Supplies	\$ 763.46
14552650	5/31/2019	GOPHER SPORT	0100	Materials And Supplies Non-Capitalized Equipment	\$ 3,600.90 \$ 2,203.98
14552651	5/31/2019	LDP ASSOCIATES, INC.	0100	Repairs & Maintenance	\$ 13,825.00
14552652	5/31/2019	SSID #2162200195	0100	Mediation Settlements	\$ 9,000.00
14552653	5/31/2019	LAWNMOWERS PLUS INC	0100	Repairs & Maintenance	\$ 851.18
14552654	5/31/2019	PASCO SCIENTIFIC	0100	Materials And Supplies	\$ 443.55
14552655	5/31/2019	PERMA BOUND	0100	Books Other Than Textbooks	\$ 4,236.50
14552656	5/31/2019	SCHOOL HEALTH CORPORATION	0100	Non-Capitalized Equipment	\$ 3,628.81
14552657	5/31/2019	SCHOOL SPECIALTY, INC.	0100	Materials And Supplies	\$ 142.34
14552658	5/31/2019	SO-CAL DOMINOIDS	1300	Purchases Food	\$ 15,294.25
14552659	5/31/2019	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 4,085.47
14552660	5/31/2019	TURF STAR INC	0100	Conference,Workshop,Sem.	\$ 100.00
14553227	6/3/2019	PIONEER MFG. CO./ PIONEER ATHLETICS	0100	Grounds Materials	\$ 18,325.54
14553228	6/3/2019	Tyler Durman, Inc.	0100	Professional/Consult Svcs	\$ 1,750.00
14553229	6/3/2019	TCG GROUP 403(B)	0100	Other Benefits, certificated p	\$ 825.00
14553230	6/3/2019	SCIENCE FIRST	0100	Materials And Supplies	\$ 66.91
14553231	6/3/2019	HOME DEPOT CREDIT SERVICES	0100	Bldg.-Repair Materials Custodial Materials Grounds Materials Materials And Supplies Non-Capitalized Equipment	\$ 2,574.93 \$ 638.13 \$ 674.98 \$ 4,843.70 \$ 556.27
14553234	6/3/2019	NCS PEARSON, INC	0100	Materials And Supplies	\$ 171.47
14553235	6/3/2019	RIO GRANDE	0100	Materials And Supplies	\$ 487.32
14553236	6/3/2019	SAN DIEGO COUNTY OFFICE OF EDUCATION	0100	Materials And Supplies	\$ 180.23
14553237	6/3/2019	STAPLES ADVANTAGE	0100	Materials And Supplies Office Supplies	\$ 2,833.25 \$ 132.63
14553238	6/3/2019	STAPLES ADVANTAGE	2139	New Construction	\$ 296.19
14553239	6/3/2019	WHEELS OF FREESTYLE INC	0100	Professional/Consult Svcs	\$ 1,197.00
14553688	6/4/2019	BRYAN MARCUS	0100	Mileage	\$ 70.76
14553689	6/4/2019	KRISTINA MARTINEZ	0100	Mileage	\$ 26.22
14553690	6/4/2019	MARY COURTNEY	0100	Mileage	\$ 48.14
14553691	6/4/2019	LAUREN AGUIAR	0100	Mileage	\$ 90.48
14553692	6/4/2019	RUMP, ANN	0100	Athletic Post-Season Travel	\$ 205.67
14553693	6/4/2019	CRISOSTOMO, BARBARA	0100	Mileage	\$ 81.90
14553694	6/4/2019	SUSAN WINGATE	0100	Professional/Consult Svcs	\$ 2,000.00
14553695	6/4/2019	KELLIE MAUL	0100	Mileage	\$ 136.88
14553696	6/4/2019	TURING TUMBLE LLC	0100	Materials And Supplies	\$ 500.00
14553697	6/4/2019	Dynamic Influence	0100	Professional/Consult Svcs 7% State Withholding	\$ 4,500.00 \$ (315.00)
14553698	6/4/2019	DEBBIE KELLY	0100	Materials And Supplies	\$ 30.70
14553699	6/4/2019	MANAGED HEALTH NETWORK	0100	Professional/Consult Svcs	\$ 3,300.00
14553700	6/4/2019	MENDOZA, OMAR	0100	Conference,Workshop,Sem.	\$ 16.82
14553701	6/4/2019	JANE COFFIN	0100	Athletic Post-Season Travel	\$ 3,438.26
14553702	6/4/2019	WILKINSON, ELIZABETH	1300	Materials And Supplies	\$ 12.99
14553703	6/4/2019	CALDES, LJILJANA	1300	Materials And Supplies	\$ 50.00
14553704	6/4/2019	CUNNINGHAM, JUSTIN	0100	Conference,Workshop,Sem.	\$ 127.07
14553705	6/4/2019	JOANNE GEROE	1300	Food Service Sales Cca	\$ 25.00
14553706	6/4/2019	JANET MELUGIN	1300	Food Service Sales Cca	\$ 19.50
14553707	6/4/2019	JOE CAPRICE	1300	Food Service Sales Cca	\$ 52.00
14553708	6/4/2019	FILIFE FIGUEIRA	1300	Food Service Sales Cvms	\$ 171.25
14553709	6/4/2019	AFFORDABLE DRAIN SERVICE INC	0100	Repairs & Maintenance	\$ 1,228.00
14553710	6/4/2019	ALLIED REFRIGERATION INC.	0100	Bldg.-Repair Materials	\$ 496.51
14553711	6/4/2019	SCOTT FROESE	0100	Mileage	\$ 78.88

## ITEM 9k

## WARRANT REPORT FROM 05/24/19 THROUGH 06/09/19

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14553712	6/4/2019	KASEY GALIK	0100	Mileage	\$ 214.60
14553713	6/4/2019	KAREN GEASLIN	0100	Mileage	\$ 83.52
14553714	6/4/2019	HERNANDEZ, ROSE MARIE	1300	Materials And Supplies	\$ 4.31
				Purchases Supplies	\$ 22.12
14553715	6/4/2019	INDUSTRIAL METAL SUPPLY	0100	Materials And Supplies	\$ 666.65
14553716	6/4/2019	K L M BIOSCIENTIFIC	0100	Materials And Supplies	\$ 64.61
14553717	6/4/2019	MACGILL DISCOUNT SCHOOL NURSE	0100	Materials And Supplies	\$ 72.00
14553718	6/4/2019	MATHESON TRI-GAS INC	0100	Materials And Supplies	\$ 1,849.92
				Non-Capitalized Equipment	\$ 2,803.82
14553719	6/4/2019	JENNIFER MCCLUAN	0100	Mileage	\$ 51.04
14553720	6/4/2019	MCMMASTER-CARR SUPPLY CO.	0100	Materials And Supplies	\$ 115.60
14553721	6/4/2019	NATHAN MOLINA	0100	Conference,Workshop,Sem.	\$ 366.34
14553722	6/4/2019	NO CTY STUDENT TRANSPORTATION	0100	Subagreements For Services	\$ 10,955.70
14553724	6/4/2019	SAN DIEGO CITY TREASURER	0100	Sewer Charges	\$ 727.85
				Water	\$ 5,200.70
14553725	6/4/2019	SAN DIEGUITO WATER DISTRICT	0100	Water	\$ 113.57
14553726	6/4/2019	MARITZA SANTANDER	0100	Conference,Workshop,Sem.	\$ 87.00
14553727	6/4/2019	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 2,410.89
				Office Supplies	\$ 99.10
14553728	6/4/2019	ALBERTSONS SAFEWAY	0100	Materials And Supplies	\$ 1,275.80
14554394	6/5/2019	CW DRIVER LLC	2139	New Construction	\$ 99,008.95
14554395	6/5/2019	VISTA PAINT CORPORATION	0100	Bldg.-Repair Materials	\$ 342.97
14554396	6/5/2019	RUHNAU CLARKE ARCHITECTS	2109	Improvements	\$ 4,780.10
14554397	6/5/2019	UNITED REFRIGERATION INC	0100	Bldg.-Repair Materials	\$ 295.59
14554398	6/5/2019	PACIFIC PLUMBING SPECIALTIES INC	0100	Bldg.-Repair Materials	\$ 3,742.05
14554399	6/5/2019	STUART ENGINEERING	2139	New Construction	\$ 3,105.00
14554400	6/5/2019	Dawn Campbell,Custodian of Revolvng Cash	0100	Bank Charges	\$ 29.86
				Fees - Business, Admission,Etc	\$ 253.00
				Materials And Supplies	\$ 520.04
				Spec Ed Student Stipends	\$ 611.94
14554401	6/5/2019	NUTRIEN AG SOLUTIONS INC	0100	Grounds Materials	\$ 4,202.25
14554402	6/5/2019	VECTOR RESOURCES, INC.	2139	Equipment	\$ 23,610.66
14554403	6/5/2019	PEREZ, ANTONIO	0100	Athletic Post-Season Travel	\$ 244.00
14554404	6/5/2019	AMAZON CAPITAL SERVICES, INC.	0100	Materials And Supplies	\$ 5,669.78
				Non-Capitalized Equipment	\$ 1,049.56
14554406	6/5/2019	BERT'S OFFICE TRAILERS	0100	Rents & Leases	\$ 203.65
14554407	6/5/2019	LIONAKIS	2139	New Construction	\$ 2,890.00
14554408	6/5/2019	MOBILE MODULAR MANAGEMENT CORP	2139	New Construction	\$ 117.13
14554409	6/5/2019	NINYO & MOORE	2139	New Construction	\$ 9,032.00
14554410	6/5/2019	NOVA SERVICES	2139	New Construction	\$ 3,597.00
14554411	6/5/2019	TREETOP PRODUCTS	0100	Materials And Supplies	\$ 903.37
14554412	6/5/2019	PREMIER FOOD SERVICES, INC	0100	Rents & Leases	\$ 3,390.61
14554413	6/5/2019	RANCHO SANTA FE SEC SYSTEMS	0100	Other Serv.& Oper.Exp.	\$ 1,024.00
				Security Guard Contract	\$ 525.00
14554414	6/5/2019	RUBIO'S	0100	Refreshments	\$ 247.83
14554415	6/5/2019	SAN DIEGUITO WATER DISTRICT	0100	Water	\$ 81.85
14554416	6/5/2019	SMART AND FINAL STORES CORP	0100	Materials And Supplies	\$ 2,573.15
				Refreshments	\$ 547.77
14554418	6/5/2019	SOL TRANSPORTATION, INC.	0100	Spec.Ed.Transportation	\$ 49,029.50
14554419	6/5/2019	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 5,482.55
14554420	6/5/2019	TWINING, INC.	2139	New Construction	\$ 2,880.00
14554421	6/5/2019	WESTERN ENVIRONMENTAL & SAFETY	2109	Improvements	\$ 968.00
			2139	New Construction	\$ 1,670.00
14555280	6/6/2019	SITEONE LANDSCAPE SUPPLY	0100	Grounds Materials	\$ 3,323.46
14555281	6/6/2019	VISTA PAINT CORPORATION	0100	Bldg.-Repair Materials	\$ 402.38
14555282	6/6/2019	W WOOD & ASSOCIATES DEVELOPMENT, INC	2519	Professional/Consult Svs	\$ 110.00
14555283	6/6/2019	ERICKSON-HALL CONSTRUCTION CO	2139	New Construction	\$ 3,710.00
14555284	6/6/2019	CORELOGIC SOLUTIONS, LLC	0100	Computer Licensing	\$ 257.50
14555285	6/6/2019	GEM INDUSTRIAL, INC.	2109	Improvements	\$ 588,453.75
14555286	6/6/2019	PROCURETECH	0100	Computer Supplies	\$ 877.35
14555287	6/6/2019	ROESLING NAKAMURA	0100	Other Serv.& Oper.Exp.	\$ 500.00
14555288	6/6/2019	S&K THEATRICAL DRAPERIES INC	0100	Non-Capitalized Imprvmnts	\$ 20,826.52

## ITEM 9k

## WARRANT REPORT FROM 05/24/19 THROUGH 06/09/19

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14555289	6/6/2019	SEASIDE HEATING AND AIR COND	0100	Repairs & Maintenance	\$ 4,090.00
14555290	6/6/2019	SECRETARY OF STATE	0100	Fees - Business, Admission,Etc	\$ 20.00
14555291	6/6/2019	STANDARD ELECTRONICS	0100	Bldg.-Repair Materials	\$ -
				Repairs & Maintenance	\$ 1,023.54
14555292	6/6/2019	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 2,212.97
14555294	6/6/2019	STATE INDUSTRIAL PRODUCTS	0100	Other Serv.& Oper.Exp.	\$ 2,000.00
14555295	6/6/2019	AMERICAN EXPRESS	0100	Communications-Telephone	\$ 1,271.39
14556121	6/7/2019	PATRICIA MACKLE	0100	Athletic Post-Season Travel	\$ 799.08
14556122	6/7/2019	Rigo Paz	0100	Conference,Workshop,Sem.	\$ 733.96
14556123	6/7/2019	SSID #7187107116	0100	Mediation Settlements	\$ 21,300.00
14556124	6/7/2019	KEELER, KATHERINE	0100	Athletic Post-Season Travel	\$ 477.74
14556125	6/7/2019	BENNETT, DAVID	0100	Athletic Post-Season Travel	\$ 816.16
14556126	6/7/2019	AMAZON CAPITAL SERVICES, INC.	0100	Books Other Than Textbooks	\$ 157.88
				Computer Supplies	\$ 236.60
				Materials And Supplies	\$ 17,839.53
14556129	6/7/2019	NO CTY STUDENT TRANSPORTATION	0100	Subagreements For Services	\$ 12,183.08
14556131	6/7/2019	CHARLENNE FALCIS-STEVENS	0100	Conference,Workshop,Sem.	\$ 1,495.46
14556132	6/7/2019	SAN DIEGO FITNESS SERVICES	0100	Repairs & Maintenance	\$ 195.00
14556133	6/7/2019	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 1,172.79
				Office Supplies	\$ 17.26
14556134	6/7/2019	XEROX CORPORATION	0100	Copy Charges	\$ 3,449.69
				Rents & Leases	\$ 4,391.86

Report Total

\$ 1,678,089.86

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 10, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Tiffany Hazlewood, Director of School & Student Service  
Mark Miller, Associate Superintendent, Administrative Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** RESOLUTION AUTHORIZING ENTERING INTO NPS, NPA, RTC CONTRACTS AT THE RATES AND TERMS NEGOTIATED BY NCCSE

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### EXECUTIVE SUMMARY

During the course of every fiscal year the district's Special Education Department enters into contracts with Non Public Schools (NPS), Non Public Agencies (NPA), and Residential Treatment Centers (RTC). The contract terms and conditions as well as the rates and other associated costs are negotiated and finalized between the North Coastal Consortium for Special Education (NCCSE) and the NPS's, NPA's, and RTC's. When using the restricted funds delegated for these student support services the district is bound by these terms, conditions, rates, and associated costs per various Federal and State laws that allow NCCSE to oversee this as part of the function of the Special Education Local Plan Area (SELPA). Authorization is requested for the administration to proceed with entering into contracts/agreements during the period July 1, 2019 through June 30, 2020 at the rates and other associated costs, terms, and conditions negotiated by NCCSE.

### RECOMMENDATION:

It is recommended that the Board adopt the attached resolution authorizing the Administration to enter into NPS, NPA, and RTC contracts at the rates, associated costs, and terms and conditions negotiated by NCCSE and the NPS's, NPA's, and RTC's for the 2019-20 fiscal year, and to complete the contract documents as prescribed by each student's Individual Service Agreements (ISA's).

### FUNDING SOURCE:

General Fund/Restricted 01-00

**SAN DIEGUITIO UNION HIGH SCHOOL DISTRICT**

**RESOLUTION APPROVING ENTERING INTO SPECIAL EDUCATION NON PUBLIC SCHOOL (NPS), NON PUBLIC AGENCY (NPA), AND RESIDENTIAL TREATMENT CENTERS (RTC) CONTRACTS**

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

**WHEREAS**, Title 2, Division 9, Chapter 1 of the California Code of Regulations defines “Interagency responsibilities for providing services to pupils with disabilities” (Title 2); and

**WHEREAS**, Title 2 specifies that a “Special Education Local Plan Area,” hereinafter “SELPA,” is a service area that provides governance under any of the planning options of Section 56200 of the Education Code; and

**WHEREAS**, the North Coastal Consortium for Special Education (NCCSE) is a SELPA that is composed of 14 school districts in North San Diego County, including San Dieguito Union High School District (SDUHSD); and

**WHEREAS**, the NCCSE Local Plan was initiated as a requirement pursuant to Education Code Sections 56195, 56200, 56202, 56205, and the requirements of United States Codes Title 20 USC 1412(a), 20 USC 1413(a)(1), 20 USC 1413, 56203(a)(5) 9.; and

**WHEREAS**, one of the duties of the NCCSE Director is to negotiate with Nonpublic Schools, Nonpublic Agencies, and Residential Treatment Centers (NPS/NPA/RTC) interagency agreements terms and conditions and the costs of services;

**NOW THEREFORE, BE IT RESOLVED** that the Board authorizes district administration to enter into contracts during the 2019-20 fiscal year with NPS, NPA, and RTC at the costs and contract terms and conditions as negotiated by the NCCSE Director and approved by the NCCSE Board of Governors.

**PASSED AND ADOPTED** this 20th day of June, 2019 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

STATE OF CALIFORNIA     )  
   )  
 COUNTY OF SAN DIEGO    )

I, Robert A. Haley, Secretary of the Governing Board of the San Dieguito Union High School District of Encinitas California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by said Board at the regular meeting thereof at the time and place of vote stated, which resolution is on file and of record in the office of said Board.

\_\_\_\_\_  
Secretary of the Governing Board

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 10, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Debra Kelly, Director of Purchasing  
Tina Douglas, Associate Superintendent,  
Business Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** RESOLUTION AUTHORIZING SALE OR DISPOSAL  
OF SURPLUS PERSONAL PROPERTY &  
INSTRUCTIONAL MATERIALS

-----

### EXECUTIVE SUMMARY

During the course of every year personal property items and instructional materials (equipment, supplies, textbooks, etc.) become surplus or obsolete to the District. These items are gathered by warehouse personnel for the purpose of disposal by public sale, bid, or auction in accordance with Education Code. This process will allow for the sale or disposal of personal property and instructional materials on an as needed basis during the course of the fiscal year.

The sale or disposal of personal property is authorized pursuant to Education Code Sections 17540 through 17550 and 60510 for instructional materials.

### RECOMMENDATION:

It is recommended that the Board adopt the attached resolution authorizing the Administration to sell surplus property on an as needed basis during the course of the 2019-20 fiscal year.

### FUNDING SOURCE:

Not Applicable.



**SAN DIEGUITIO UNION HIGH SCHOOL DISTRICT**

**RESOLUTION AUTHORIZING SALE OF SURPLUS PERSONAL PROPERTY AND  
INSTRUCTIONAL MATERIALS**

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

**WHEREAS**, this District, in the County of San Diego, has the need throughout the fiscal year to sell or dispose of personal property that is no longer needed by the District for its use; and

**WHEREAS**, Education Code Section 17540 allows the Governing Board of any school district to sell any personal property or school supplies belonging to the district to the federal government or its agencies, to the state, to any county, city and county, city or special district, or to any other school district or any agency eligible under the federal surplus property law, (40 U.S.C. Sec. 484(j)(3)) and the governing board of another school district may purchase the property, for an amount equal to the cost thereof plus the estimated cost of purchasing, storing, and handling the property, without advertisement for or receipt of bids or compliance with any other provisions of this code; and

**WHEREAS**, Education Code Section 17542 allows the Governing Board of any school district to sell any used personal property belonging to the district to the federal government or its agencies, to the state, to any county, city and county, city or special district, or to any other school district, without advertisement for or receipt of bids, or compliance with any other provisions of this code; and

**WHEREAS**, Education Code Section 17545 allows the Governing Board of any school district to sell for cash any personal property belonging to the district if the property is no longer required for school purposes, or if it is unsatisfactory, or not suitable for school use; the sale shall not be held until notice has been given by posting in at least three public places in the district for not less than two weeks, or by publication for at least once a week for a period of not less than two weeks in a newspaper published in the district and having a general circulation there; the property shall be sold to the highest responsible bidder, or all bids shall be rejected; and

**WHEREAS**, Education Code Section 17545 allows the Governing Board to conduct any sale of personal property by means of a public auction conducted by employees of the district or other public agencies, or by contract with a private auction firm; and

**WHEREAS**, Education Code Section 17546 allows for any item or items of property having previously been offered for sale pursuant to Section 17545, but for which no qualified bid was received, to be donated to any charitable organization deemed appropriate by the Board, sold at a private sale without further advertising, or disposed of in the local public dump; and

**WHEREAS**, Education Code 60510, Disposal of Surplus or Undistributed Obsolete Instructional Materials, allows for the governing board of any school district to donate these materials to (a) any governing board, county free library or other state institution, (b) any public agency of any territory or possession of the United States, (c) any non profit charitable organization, or (d) to children or adults in the State of California, or a foreign country if the purpose is to increase the general literacy of the people, or to sell them for a nominal price,

**NOW THEREFORE, BE IT RESOLVED** that the Board authorizes the Administration to conduct sales, bids, public auctions, donations, or disposals of surplus personal property and instructional materials as allowed by Education Code.

**PASSED AND ADOPTED** by said Governing on June 20, 2019 by the following vote:

AYES:  
NOES:  
ABSENT:

STATE OF CALIFORNIA    )  
                                  )  
COUNTY OF SAN DIEGO   )

I, Robert A. Haley, Secretary of the Governing Board of the San Dieguito Union High School District of Encinitas California, do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by said Board at the regular meeting thereof at the time and place of vote stated, which resolution is on file and of record in the office of said Board.

\_\_\_\_\_  
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:** June 10, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Debra Kelly, Director Purchasing  
Tina Douglas, Associate Superintendent,  
Business Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** AUTHORIZATION TO ADVERTISE FOR BIDS /  
APPROVE CONTRACTS AND AGREEMENTS

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### EXECUTIVE SUMMARY

Periodically, the District needs to acquire equipment, material, and services that exceed the formal bid limits of \$92,600.00 for equipment, material, and maintenance, as prescribed by Public Contract Code §20111 and \$200,000.00 for public works contracts as prescribed by Public Contract Code §22037. In order to complete projects/purchases in a timely manner, annually the Board is requested to authorize the administration to advertise and obtain bids as outlined in board policies and public contract code for the period July 1, 2019 through June 30, 2020.

However, during the summer recess most of the construction/maintenance/bond projects need to be completed and services need to be in place before school begins in the fall. There are times when contracts need to be in place prior to the scheduled board meetings during the summer. Authorization is requested for the administration to proceed with entering into contracts/agreements during the period June 21, 2019 through September 19, 2019, with the understanding that the contracts/agreements will be presented to the Board of Trustees for ratification at the next regularly scheduled meetings.

### RECOMMENDATION:

#### 1. AUTHORIZATION TO ADVERTISE FOR BIDS

It is recommended that the Board Authorize the Superintendent of Schools, or designee to direct the administration to advertise for any necessary bids during the period July 1, 2019 through June 30, 2020.

ITEM 9n

2. AUTHORIZATION TO APPROVE CONTRACTS AND AGREEMENTS

It is recommended that the Board Authorize the Superintendent of Schools, or designee to approve entering into all contracts/agreements, during the period June 21, 2019 through September 19, 2019, and that the contracts/agreements be presented to the Board of Trustees for ratification at the next regularly scheduled meetings.

**FUNDING SOURCE:**

Not Applicable.

# San Dieguito Union High School District

## INFORMATION FOR BOARD OF TRUSTEES

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 12, 2019

**BOARD MEETING DATE:** June 20, 2019

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

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** APPROVAL OF READMISSION FROM  
EXPULSION, CASE #2018-092SD

-----

### EXECUTIVE SUMMARY

Case #2018-092SD has met all requirements as stated in their Rehabilitation Plan imposed upon them by the San Dieguito Union High School District Board of Trustees at the time of their expulsion, July 27, 2018 through July 27, 2019.

### RECOMMENDATION:

It is recommended that the Board of Trustees approve the early readmission from expulsion of Case #2018-092SD who has met all conditions required by the San Dieguito Union High School District Board.

### FUNDING SOURCE:

No financial obligation to the district.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 7, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Manuel Zapata, Director of Accountability and Special Programs

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)  
ANNUAL UPDATE APPROVAL

-----

### EXECUTIVE SUMMARY

Complementing the changes to state funding made by the Local Control Funding Formula (LCFF) is the required Local Control and Accountability Plan (LCAP). The LCAP is LCFF's vehicle for transparency and engagement. It is the way that school districts are expected to share performance data, needs, actions, and anticipated outcomes that guide the use of available LCFF funding.

According to Education Code section 52060, the LCAP must describe for each district and each school within the district the annual goals for all students including calling out details for low-income, English learners and foster youth that address state and local priorities. The LCAP must also describe the specific actions that the district will take to achieve the goals it has identified with budget details that show the level and type of state expenditures made to support these actions.

The state priorities are expressed as metrics for which districts are expected to develop performance measures to demonstrate how LCFF and the LCAP support student outcomes.

**Priority 1:** Basic Services: Demonstrating compliance with Williams Act requirements. This includes reporting appropriate teacher assignment, sufficient instructional materials, and facilities in good repair.

**Priority 2:** Implementation of Common Core Standards: Implementation of the academic content and performance standards adopted by the State Board of Education (SBE), including how the programs and services will enable English learners to access the Common Core academic content standards and the English Language Development standards.

**Priority 3:** Parental Involvement: Parental involvement, including efforts the school district makes to seek parent input in making decisions for the school district and each individual school site, and including how the school district will promote parental participation in programs for economically disadvantaged pupils, English learners, foster youth, and individuals with exceptional needs.

**Priority 4:** Pupil achievement: as measured by multiple indicators including, but not limited to, assessment data, college readiness, and language proficiency.

**Priority 5:** Pupil Engagement: as measured by multiple indicators including, but not limited to, rates associated with attendance, chronic absenteeism, dropout (middle and high school), and high school graduation.

**Priority 6:** School Climate: School climate as measured by multiple indicators including, but not limited to, pupil suspension and expulsion rates as well as other local measures assessing safety and school connectedness.

**Priority 7:** Course Access: The extent to which pupils have access to, and are enrolled in, a broad course of study that includes core subject areas (i.e., English, mathematics, social science, science, visual and performing arts, health, physical education, career and technical education, etc.), including the programs and services developed and provided to economically disadvantaged pupils, English learners, foster youth, and individuals with exceptional needs.

**Priority 8:** Other Student Outcomes: Pupil outcomes, if available, in the subject areas comprising a broad course of study.

Per Education Code Section 52062, the agenda of the LCAP public hearing was posted at least 72 hours before the LCAP public hearing which was held June 6, 2019. The 2017-20 LCAP update is available for public viewing at the San Dieguito Union High School District Office or can be viewed at the following link: [SDUHSD 2018-19 LCAP Annual Update](#)

**RECOMMENDATION:**

It is recommended that the Board approve the Local Control Accountability Plan (LCAP) annual update, as shown in the attached supplement.

**FUNDING SOURCE:**

Not applicable.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 7, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Bryan Marcus, Associate Superintendent /  
Educational Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** APPROVAL OF SCHOOL PLANS FOR STUDENT  
ACHIEVEMENT (SPSA)

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### EXECUTIVE SUMMARY

#### **School Plan for Student Achievement**

State law requires that school-level plans for programs funded through the Consolidated Application\* be consolidated in a School Plan for Student Achievement (Education Code 64001), developed by school-site councils with the advice of any applicable school advisory committees. The content of the school plans include school goals, activities and expenditures for improving the academic performance of all students. The plan delineates the actions that are required for program implementation and serves as the school's guide in evaluating progress toward meeting the goals.

\*The Consolidated Application is the fiscal mechanism used by the California Department of Education to distribute categorical funds from various state and federal programs to county offices, school districts and charter schools throughout California.

All schools in the San Dieguito Union High School District receive some state and federal funding to support teaching and learning opportunities at the site level. A prerequisite for receiving funds is the annual submission of a School Plan for Student Achievement (SPSA) addressing steps to be taken by the school to raise the academic performance of students and improve the school's educational programs. The SPSA must also describe how the site is utilizing these state and federal categorical funds to directly support these goals.



SPSA plans have two or more targets, each of which focuses on the goal to improve learning for each individual student. SPSA targets focus on areas of academic need identified by specific rationale, data, assessments, and instructional practices. Additionally, student impact statements are included for each target that describe how instruction/programs will change and details of evidence the school will accept to verify that the target was met. These targets are written with measurable, achievable, relevant and time-related outcomes. Specifically, targets focus on groups and subgroups of students within the school identified as needing models of intervention to meet standards or acceleration for those students exceeding standards.

Each target outlines specific individuals responsible for completing tasks, resources needed, and timelines for implementation, which are conducted on a yearly or multi-year basis. Each year, schools are asked to revise and update their targets so that the SPSA plans are dynamic and reflect the current academic efforts, and are in line with the Local Control Accountability Plan. Professional growth and continuous improvement efforts are identified in each SPSA plan. Middle schools use SPSA plans to focus their instruction for each academic year. At the high school level, SPSA plans also serve as the focal point for accreditation reviews by the Western Association of Schools and Colleges (WASC). School Site Councils at all levels approve the SPSA plans and accompanying budgets.

Currently, our Title I schools operate as schoolwide programs which is a comprehensive reform strategy designed to upgrade the entire educational program in a Title I school; its primary goal is to ensure that all students, particularly those who are low-achieving, demonstrate proficient and advanced levels of achievement on State academic achievement standards. The emphasis in schoolwide program schools is on serving all students, improving all structures that support student learning, and combining all resources, as allowed, to achieve a common goal. Schoolwide programs maximize the impact of Title I funds. Adopting this strategy should result in an ongoing, comprehensive plan for school improvement that is owned by the entire school community and tailored to its unique needs.

School Plans for Student Achievement will be implemented from July 2019 through June, 2020. In many cases, certain targets are implemented over multiple years. All SPSAs can be viewed at the following link: [SDUHSD SPSAs](#)

**RECOMMENDATION:**

It is recommended that the Board approve each individual school site's School Plan for Student Achievement for the period of July 2019 through June, 2020, as shown in the attached supplements.

**FUNDING SOURCE:**

Consolidated Application Programs (Site Title I, LCFF Supplemental provided to each school site under Local Control Accountability Plan)

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

<b>TO:</b>	<b>BOARD OF TRUSTEES</b>
<b>DATE OF REPORT:</b>	June 12, 2019
<b>BOARD MEETING DATE:</b>	June 20, 2019
<b>PREPARED BY:</b>	Dawn Campbell, Director of Fiscal Services Tina Douglas, Associate Superintendent, Business Services
<b>SUBMITTED BY:</b>	Robert A. Haley, Ed.D., Superintendent
<b>SUBJECT:</b>	<b>ADOPTION OF 2019-20 DISTRICT PROPOSED BUDGET / GENERAL FUND &amp; SPECIAL FUNDS</b>

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### EXECUTIVE SUMMARY

The 2019-2020 Annual Budget is presented for adoption. As required, the budget was presented for review and a public hearing was held June 6, 2019. No changes have been made to the budget since that hearing.

As we informed the Board of Trustees, the budget was prepared using assumptions from the Governor's May Revised State Budget proposal. Any impacts from the final state budget act and associated trailer bills affecting the District budget will be incorporated in the Fall Revision.

- Estimated increase of state aid funding under the LCFF model due to a 3.26% COLA and increase in Property Taxes of 5%
- Removal of any one-time revenue, and other prior year carryover amounts
- Estimated enrollment of 13,205
- Estimated ADA of 12,630

With the above assumptions, the District projects that it will be able to meet its financial obligations for the next 3 years.

Staff expects the adjusted beginning balance to improve as the expenditures are finalized for 2018-19 and savings are realized with existing budgets. Cost-containment and efficiency will continue to be a priority in order to maintain adequate reserves.

The proposed budgets for all 2019-20 special funds of the district are presented to the Board for adoption.

ITEM 12

The Proposed Budget meets and exceeds the 4.5% Board targeted reserve. Detailed information regarding the fund balance was shared at the public hearing on June 6, 2019, and can be viewed at the following link: [2019-20 SDUHSD District Budget](#)

**RECOMMENDATION:**

It is recommended that the Board adopt the proposed 2019-2020 District Budget / General Fund & Special Funds.

**FUNDING SOURCE:**

Not applicable.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 7, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** John Addleman, Exec. Director of Planning Services  
Tina M. Douglas, Associate Superintendent,  
Business Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** APPROVAL OF GUARANTEED MAXIMUM PRICE  
/ SUNSET HIGH SCHOOL CAMPUS  
RECONSTRUCTION PROJECT

-----

### EXECUTIVE SUMMARY

At the January 17, 2019 board meeting, the board adopted the resolution approving and authorizing execution of Site Lease, Sublease Agreement, and Preconstruction & Construction Services Agreement for the Lease-Leaseback Agreement with C.W. Driver, LLC ("Driver") for the Sunset High School Campus Reconstruction Project, at the preliminary Guaranteed Maximum Price ("GMP") of \$15,246,670.00.

The lease-leaseback award was made pursuant to the competitive solicitation procedures unanimously adopted by the board on December 14, 2017; and subsequent to a committee evaluating the proposals received based on those adopted guidelines. The preliminary GMP was based on the construction estimate included in the competitive solicitation advertisement.

On May 21, 2019, bids were conducted by Driver under the supervision of District Staff. A total of 31 trade packages were issued for bid with 103 contractors responding and a final GMP of \$18,662,647.00. The final GMP is a result of current market conditions including escalation and the impact of skilled and trained workforce requirements on those market conditions.

Attached, please find the artist rendering, floor plans, and schedule for the Sunset High School Project. As previously discussed, the project includes administrative and student support spaces, a multi-purpose room, 14 classrooms, including classrooms to support the instruction of visual arts, culinary arts, and science. As well, the project includes improvements to storm water, fire/life safety access, and a landscaping pallet that includes native species and increases the numbers of onsite trees to 65 from the 14 existing today, and ultimately provides a warm and inviting space for students to enjoy.

The expected schedule begins June 25, 2019 and is expected to complete mid-August of 2020.

ITEM 13

**RECOMMENDATION:**

It is recommended that the Board approve the final Guaranteed Maximum Price (GMP) for the Lease-Leaseback Services contract entered into with C.W. Driver, LLC for the Sunset High School Campus Reconstruction Project, and authorize Tina Douglas or Robert A. Haley, Ed.D, to execute any and all necessary documents.

**FUNDING SOURCE:**

Building Fund Prop 39 – Fund 21-39.



IDENTIFICATION STAMP  
DIV. OF THE STATE ARCHITECT  
APP. 04-117807 INC.  
REVIEWED FOR  
SS ID PULSED ACHED  
DATE: 05.18.19

OWNER: SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
PROJECT NAME: SUNSET HIGH SCHOOL RECONSTRUCTION PROJECT  
CLIENT ADDRESS: 684 ENCINEZA ST. ENCINITAS, CA 92024



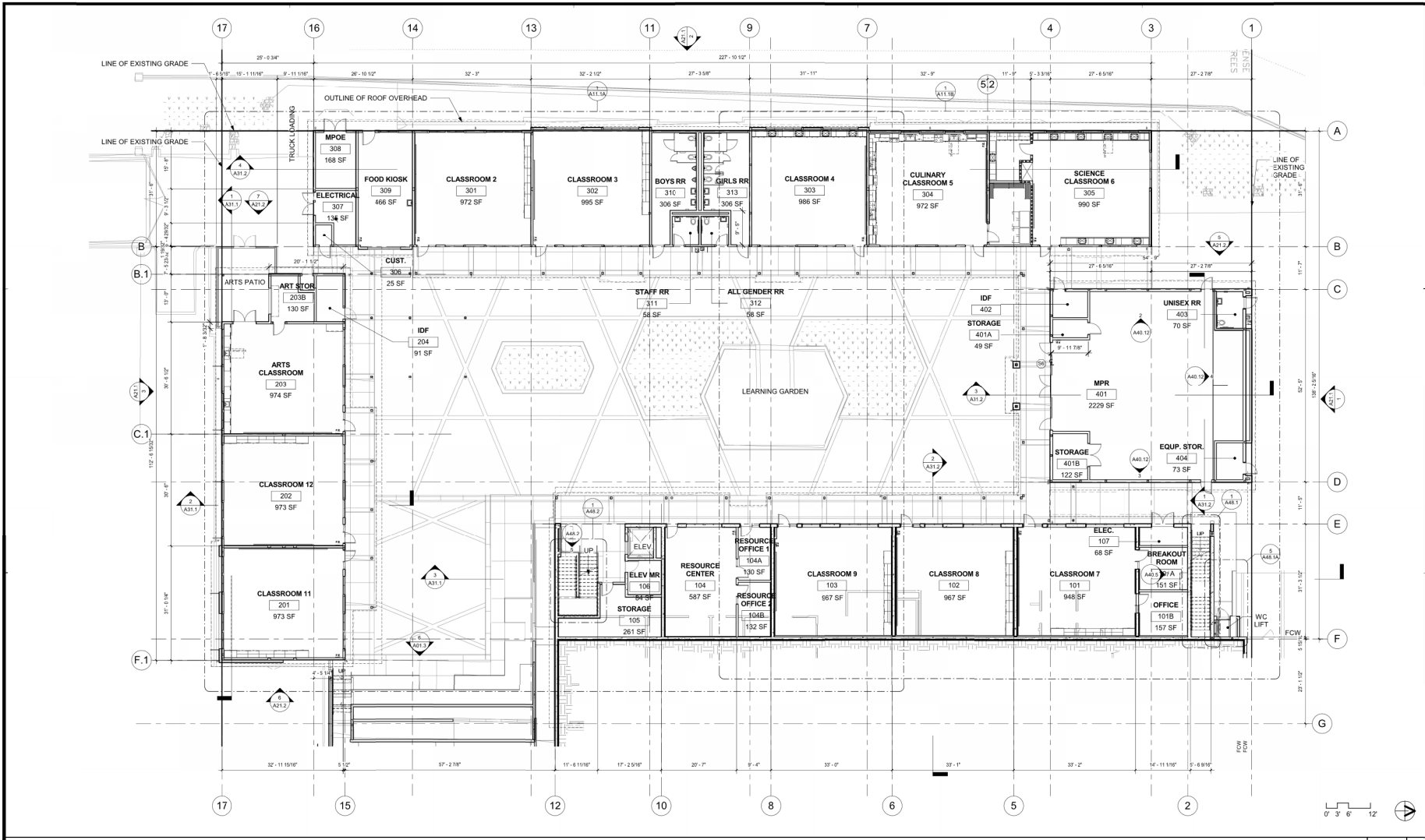
REVISIONS:

DESCRIPTION	DATE

DATE ISSUED: 05.06.2019  
PROJECT NO: 2017-40160  
SCALE: As Indicated

SHEET NUMBER: A11.1  
SHEET TITLE:

FIRST FLOOR COMPOSITE PLAN



FIRST FLOOR COMPOSITE PLAN 3/32" = 1'-0" 1

- 30"x48" MIN. ACCESSIBLE WHEELCHAIR CLEAR FLOOR SPACE
- 60"x60" MIN. ACCESSIBLE WHEELCHAIR CLEAR TURNING SPACE
- NEW CONCRETE WALL PER SHEET A8.1
- NEW WOOD STUD WALL PER SHEET A8.1
- 1-HR RATED WALL
- WALL TYPE ANNOTATIONS, SEE SHEET A8.1 FOR DETAILS
- NUMBER INDICATES DOOR PER SCHEDULE, REFER TO SHEET A8.1
- NUMBER INDICATED WINDOW PER SCHEDULE, REFER TO SHEET A8.1
- FIRE EXTINGUISHER CABINET PER DET. 10A64

FLOOR PLAN GENERAL NOTES:  
1. ALL DIMENSIONS ARE TO GRID LINES OR TO THE FACE OF STUDS, UNLESS NOTED OTHERWISE. ALL WALLS ARE FULL HEIGHT.  
2. UNLESS NOTED OTHERWISE, ALL WALLS ARE FULL HEIGHT.  
3. REFER TO SHEET GEN4 FOR TYPICAL ACCESSIBILITY REQUIREMENTS AND DIMENSIONS.  
4. REFER TO ENLARGED PLANS FOR DIMENSIONS AND CALLOUTS NOT SHOWN HERE.

FLOOR PLAN LEGEND



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CERTIFICATION STAMP  
DIV. OF THE STATE ARCHITECT  
APP. 04-117807 INC.  
REVIEWED FOR  
SS  PLS  AGED   
DATE: 05.18.19

OWNER: SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
PROJECT NAME: SUNSET HIGH SCHOOL RECONSTRUCTION PROJECT  
CLIENT ADDRESS: 684 REQUEZA ST. ENCINITAS, CA 92024



REVISIONS:

DESCRIPTION	DATE

DATE ISSUED: 05.06.2019  
PROJECT NO: 2017-40160  
SCALE: As Indicated

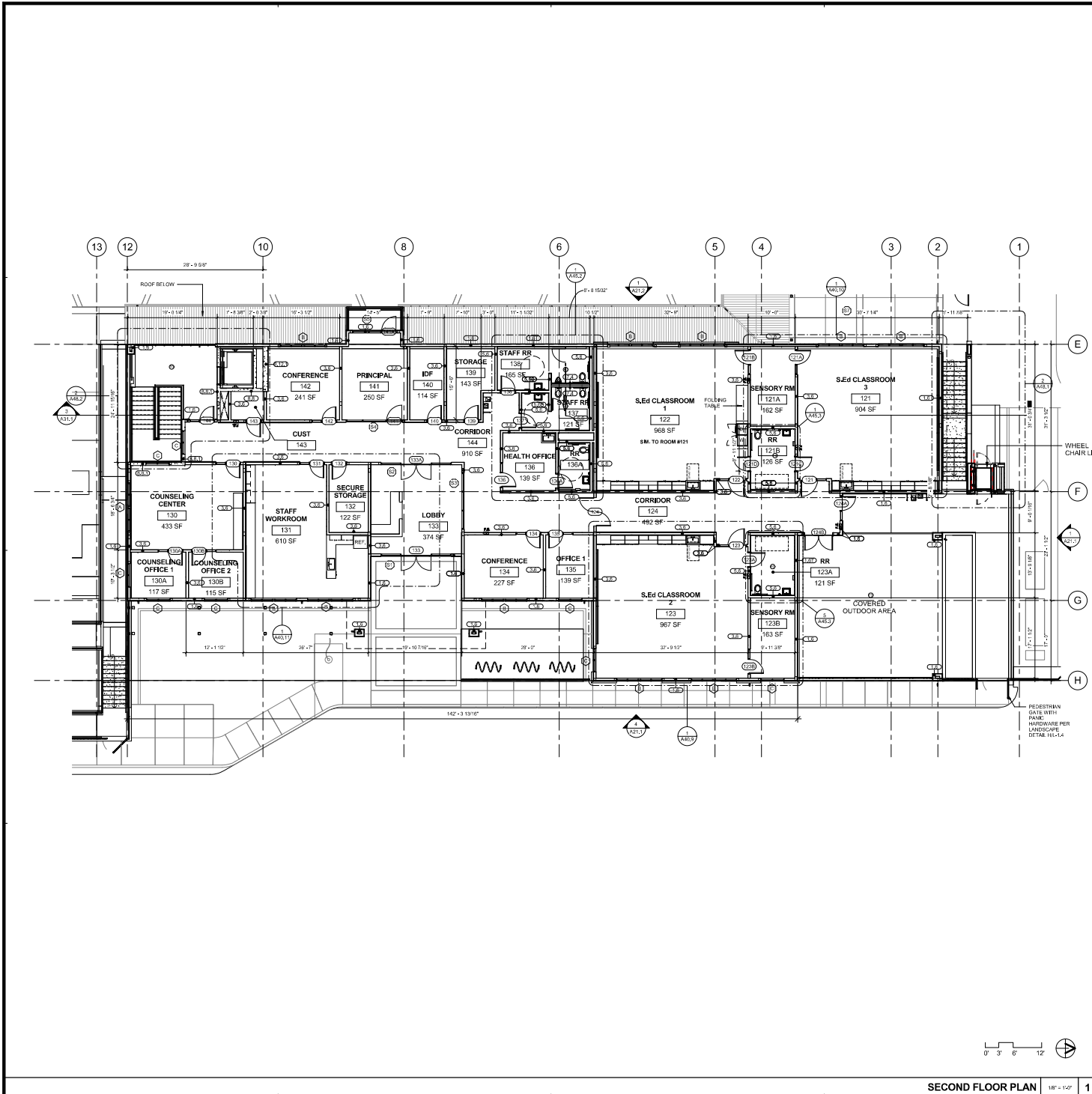
SHEET NUMBER: **A11.2**  
SHEET TITLE:

**SECOND FLOOR PLAN**



6 HUTTON CENTRE DR. SUITE 1100 SANTA ANA, CA 92707  
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DESCRIPTION

KEYNOTES

30"x48" GULF  
60" MIN. ACCESSIBLE WHEELCHAIR CLEAR TURNING SPACE  
NEW CONCRETE WALL PER SHEET 8A6-1  
NEW WOOD STUD WALL PER SHEET 3A6-1  
1/4" BATED WALL PER SHEET 4A6-1  
WALL TYPE ANNOTATIONS, SEE SHEET A6.1 FOR DETAILS  
NUMBER INDICATES DOOR PER SCHEDULE, REFER TO SHEET A6.1  
NUMBER INDICATED WINDOW PER SCHEDULE, REFER TO SHEET A6.1  
FIRE EXTINGUISHER CABINET PER DET. 10A6.4, SURFACE MOUNTED AT CONCRETE WALLS

FLOOR PLAN GENERAL NOTES:  
1. ALL DIMENSIONS ARE TO CENTERLINE OF THE GRID LINES AND/OR TO THE FACE OF STUDS, UNLESS NOTED OTHERWISE.  
2. UNLESS NOTED OTHERWISE, ALL WALLS ARE FULL HEIGHT.  
3. REFER TO SHEET 06-4 FOR TYPICAL ACCESSIBILITY REQUIREMENTS AND DIMENSIONS.  
4. REFER TO ENLARGED PLANS FOR DIMENSIONS AND CALLOUTS NOT SHOWN HERE.

0' 3' 6' 12'

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

FLOOR PLAN LEGEND

## Proposed Schedule for Sunset High School Reconstruction\*

<b>Mobilization, Safe-off, and Abatement:</b> .....	6/25/19
<b>Demolition:</b> .....	7/15/19
<b>Grading:</b> .....	7/29/19
<b>Utility Tie-Ins/ Offsite Improvements:</b> .....	8/1/19 – 9/19/19
<b>Onsite Improvements:</b> .....	8/16/19 – 9/23/19
<b>Exterior Framing:</b> .....	8/13/19 – 5/5/20
<b>Interior Rough-In:</b> .....	12/18/19 – 3/31/20
<b>Interior Finishes:</b> .....	3/3/20 – 5/19/20
<b>Site Improvements:</b> .....	4/1/20 – 7/14/20
<b>Landscape and Irrigation:</b> .....	6/23/20 – 7/22/20
<b>Final Inspections, Punch list, Start-up, and Commissioning:</b> .....	6/10/20 – 8/14/20
<b>Complete:</b> .....	8/15/20

\*Construction dates are estimated and are subject to change.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 7, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Daniel Young, Director of Planning Services  
John Addleman, Exec. Director, Planning Services  
Tina Douglas, Associate Superintendent,  
Business Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** RESOLUTION TO CONVEY GRANT OF STEEP  
SLOPE PRESERVATION OPEN SPACE  
EASEMENT / SUNSET HIGH SCHOOL

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### EXECUTIVE SUMMARY

The Board of Trustees, at the June 6, 2019 meeting adopted a Resolution of Intention To Convey Grant of Steep Slope Preservation Open Space Easement to the City of Encinitas as a part of the Sunset High School Campus Reconstruction Project, such that the steep slopes surrounding the campus may not be used for any purpose except as open space and shall be permanently maintained as such.

Since the June 6<sup>th</sup> action, the necessary posting and publication of the Board's intent has been accomplished in order for the Board of Trustees to hold a public hearing regarding the dedication and subsequent vote on the Resolution To Convey Grant of Steep Slope Preservation Open Space Easement.

### RECOMMENDATION:

It is recommended that the Board:

- a) Hold a public hearing, allowing comments from the public on the Board's intention to convey Grant of Steep Slope Preservation Open Space Easement to the City of Encinitas; and
- b) Adopt the Resolution to Convey Grant of Steep Slope Preservation Open Space Easement to the City of Encinitas for preservation of open space and that the Grantor covenants and agrees for itself and its successors and assigns that it shall not erect, construct, place or maintain, or permit the erection, construction, placement, or

maintenance of any building or structure or other thing whatsoever on the subject land, nor shall grading be performed, other than such buildings, structures, grading, or other things as are permitted by Case No. 18-117 DR/PMW/CDP, or as said permit may be hereinafter amended or modified pursuant to the Municipal Code of the City of Encinitas.

**FUNDING SOURCE:**

Not applicable.

Resolution Conveying)  
Steep Slope Preservation Open Space Easement)

\_\_\_\_\_)

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

WHEREAS, this Board on June 6, 2019, adopted a Resolution of Intention to Convey Steep Slope Preservation Open Space Easement to the City of Encinitas; and

WHEREAS, said resolution of intention provided that a public hearing on the request of making such dedication be held by this Board at 710 Encinitas Boulevard, Encinitas, California on June 20, 2019 at 6:30 o'clock p.m., at which time and place all persons interested therein might appear and show cause why said dedication should not be made; and

WHEREAS, notice of the adoption of said resolution of intention was duly given as provided by law, all of which appears by the affidavits of posting and publication on file in the office of this Board; and

WHEREAS, this Board formally convened at the time and place set forth in said resolution of intention, and no persons appeared to object to or protest either verbally or in writing against the dedication of the property described in said resolution; and

WHEREAS, in the judgement of this Board it is expedient and for the best interests of this District that said dedication be made;

NOW THEREFORE, BE IT RESOLVED AND ORDERED by the Governing Board of the San Dieguito Union High School District of San Diego County that a Steep Slope Preservation Open Space Easement for the purposes described in the resolution adopted by this Board on June 6, 2019, be and is hereby conveyed to the City of Encinitas.

BE IT FURTHER RESOLVED AND ORDERED that the Secretary of this Board be and is hereby authorized and directed to execute and deliver the Grant of Steep Slope Preservation Open Space Easement described in said resolution of intention to said applicant.

PASSED AND ADOPTED by the Governing Board of the San Dieguito Union High School District of San Diego County, California, this 20th day of June, 2019

AYES:  
NOES:  
ABSENT:

STATE OF CALIFORNIA    )  
  ) SS  
COUNTY OF SAN DIEGO    )

I, Robert A. Haley, Ed.D, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting hold of said date.

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Secretary of the Governing Board

Recording Requested By and )  
 When Recorded Mail To: )  
 )  
 )  
 )  
 City Clerk )  
 City of Encinitas )  
 505 S. Vulcan Avenue )  
 Encinitas, CA 92024 )  
 )  
**FOR THE BENEFIT OF THE CITY** )

SPACE ABOVE FOR RECORDER'S USE

**GRANT OF STEEP SLOPE PRESERVATION OPEN SPACE EASEMENT**

Assessor's Parcel No.  
**258-122-36 & 36**

Case No. **18-117 DR/PMW/CDP**

**San Dieguito Union High School District** ("GRANTOR" hereinafter), does hereby grants, conveys, and dedicates an open space easement to the CITY OF ENCINITAS, State of California ("CITY" hereinafter), with terms, covenants and conditions as follows:

An easement over, upon, across, and under the lands hereinafter described on Exhibits "A" attached hereto and as shown on Exhibit "B" attached hereto, hereinafter referred to as the subject land, to wit:

- (1) GRANTOR conveys a perpetual easement for open space over, upon, across and under the subject land consisting of all steep slopes not disturbed by the grading as shown on the approved project drawings for **Case No. 18-117 DR/PMW/CDP**, no building, structure, or other thing whatsoever shall be constructed, erected, placed or maintained on the subject land, nor shall grading be performed. Native plants may be planted and maintained in the steep slope easement. Above ground temporary irrigation may be installed and removed after the planting has been established.
- (2) GRANTOR conveys the perpetual right, but not the obligation to enter upon the subject land and remove any buildings, structures or other things whatsoever constructed, erected, placed or maintained on the subject land contrary to any term, covenant or condition of this easement and to do any work necessary to eliminate the effects of any excavation or grading or placement of sand, soil, rock or gravel or any other material placed on the subject land contrary to any term, covenant or condition of this easement.
- (3) GRANTOR covenants and agrees for itself and its successors and assigns as follows:
  - (A) That it shall not erect, construct, place or maintain, or permit the erection, construction, placement, or maintenance of any building or structure or other thing whatsoever on the subject land, nor shall grading be performed, other than such buildings, structures, grading, or other things as are permitted by **Case No. 18-117 DR/PMW/CDP**, or as said permit may be hereinafter amended or modified pursuant to the Municipal Code of the City of Encinitas. Native plants may be planted and maintained in the steep slope easement. Above ground temporary irrigation may be installed and shall be removed after the planting has been established.
  - (B) That, except as authorized by **Case No. 18-117 DR/PMW/CDP**, it shall not use the

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subject land for any purpose except as open space and to permanently maintain the steep slopes.

- (C) That it shall not excavate or grade or permit any excavating or grading to be done or, place or allow to be placed any sand, soil, rock, gravel or other material whatsoever on the subject land without the written permission of CITY or its successors or assigns; provided, however, that grantor may excavate, grade or place sand, soil, rock or gravel or other material on the subject land as is permitted by **Case No. 18-117 DR/PMW/CDP** or as said permit may be hereinafter amended or modified pursuant to the Municipal Code of the City of Encinitas.
- (D) That the terms, covenants and conditions set forth herein may be specifically enforced or enjoined by proceedings in the Superior Court of the State of California.

It is agreed that the grant of this easement and its acceptance by CITY shall not authorize the public or any members thereof to use or enter upon all or any portion of the subject land, it being understood that the purpose of this easement is solely to restrict the use to which the subject land may be put. This easement shall bind the owner and its successors and assigns.

GRANTOR:

Dated \_\_\_\_\_

by \_\_\_\_\_

Robert A. Haley  
Superintendent  
San Dieguito Union High School District

(Notarization of OWNER signature is attached.)

CITY OF ENCINITAS:

This is to certify that the interest in real property, conveyed by deed or grant to the City of Encinitas, a Municipal Corporation, is hereby accepted by the undersigned agent on behalf of the City Council of the City of Encinitas pursuant to authority conferred by Resolution 94-107 of the City Council of the City of Encinitas adopted on November 9, 1994 and the grantee consents to recordation thereof by its duly authorized officer.

\_\_\_\_\_  
Edward J. Wimmer  
City Engineer  
Development Services Department  
City of Encinitas

\_\_\_\_\_  
Date

(Notarization is attached.)

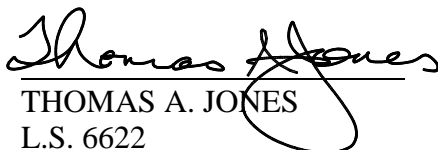


**EXHIBIT "A"****Open Space Easement for Steep slopes****APN 258-122-35-00 and 258-122-36-00**

ALL THOSE PORTIONS OF LOTS 24 AND 25 OF RANCHO RIQUEZA, IN THE CITY OF ENCINITAS, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 2133, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY, NOVEMBER 11, 1928, EXCEPTING THEREFROM THE SOUTHERLY 22.00 FEET, LYING WESTERLY AND NORTHERLY OF THE LINES DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE POINT OF INTERSECTION ON THE WESTERLY LINE OF SAID LOT 24 WITH THE NORTHERLY LINE OF LOT 22 OF SAID RANCHO RIQUEZA; THENCE LEAVING THE WESTERLY LINE OF SAID LOT 24, SOUTH 64° 26' 00" EAST, A DISTANCE OF 5.49 FEET; THENCE NORTH 04° 31' 04" EAST, A DISTANCE OF 5.76 FEET; THENCE NORTH 67° 26' 42" EAST, A DISTANCE OF 10.24 FEET; THENCE NORTH 24° 03' 55" EAST, A DISTANCE OF 73.42 FEET; THENCE NORTH 57° 30' 28" EAST, A DISTANCE OF 13.08 FEET; THENCE SOUTH 88° 48' 35" EAST, A DISTANCE OF 118.27 FEET; THENCE SOUTH 62° 46' 23" EAST, A DISTANCE OF 54.08 FEET; THENCE SOUTH 88° 22' 22" EAST, A DISTANCE OF 45.13 FEET; THENCE NORTH 75° 56' 30" EAST, A DISTANCE OF 10.99 FEET; THENCE SOUTH 88° 44' 55" EAST, A DISTANCE OF 58.14 FEET MORE OR LESS TO A POINT OF INTERSECTION WITH THE EASTERLY LINE OF SAID LOT 25 OF RANCHO RIQUEZA, SAID POINT BEING THE **POINT OF TERMINUS**.

SAID EASEMENT CONTAINS 27,051.75 SQ. FT. (0.621 ACRES) MORE OR LESS

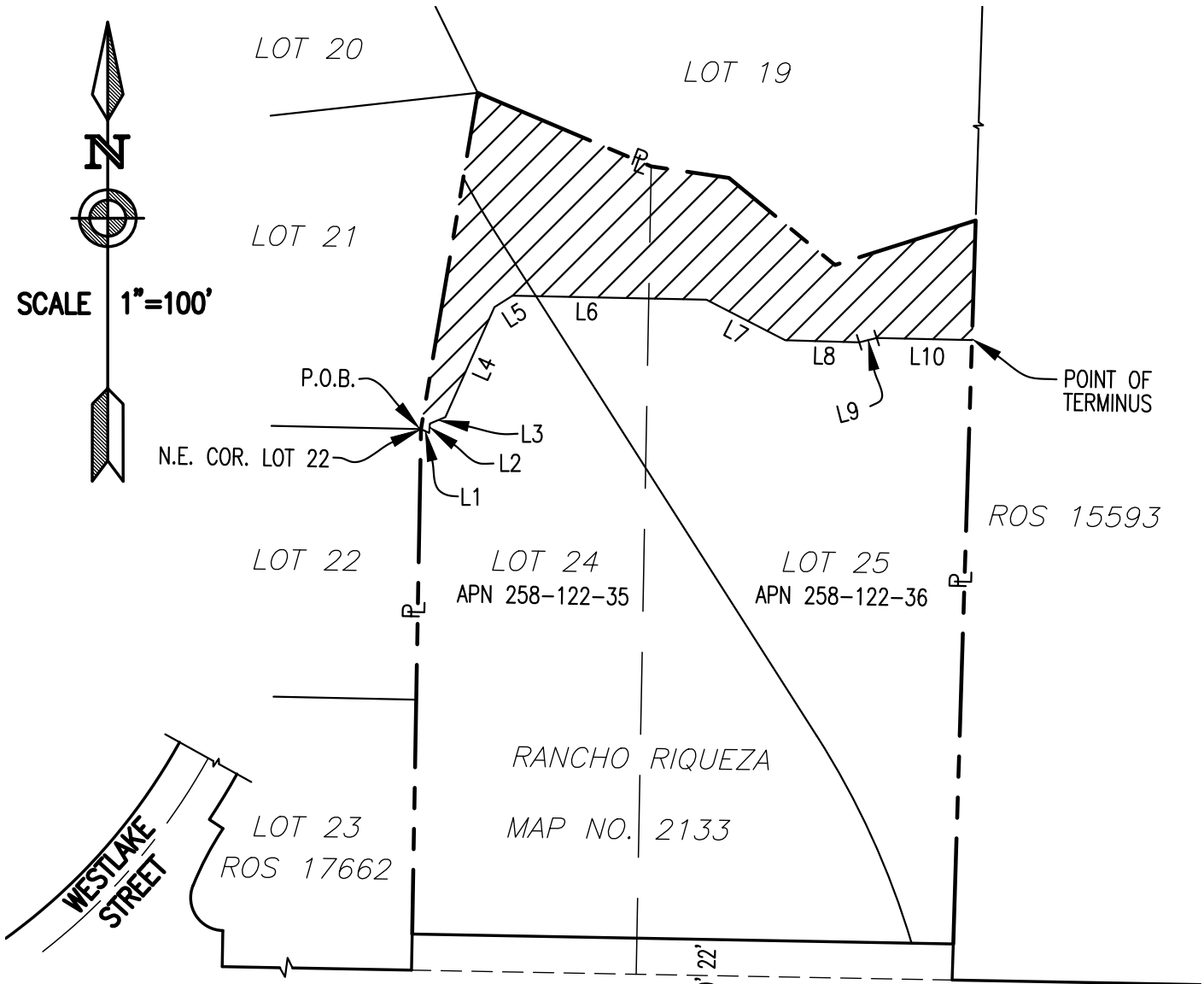
  
THOMAS A. JONES  
L.S. 6622

5/23/2019  
DATE



# EXHIBIT 'B'

## OPEN SPACE EASEMENT FOR STEEP SLOPES



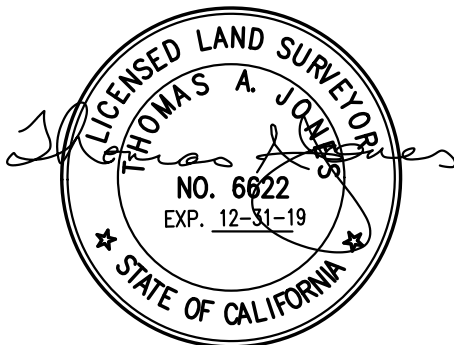
NOTE: SEE SHEET NO. 2 FOR LINE DATA TABLE

- LEGEND**
-  OPEN SPACE EASEMENT FOR STEEP SLOPES GRANTED HEREON
  -  PROPERTY LINE

# EXHIBIT 'B'

## OPEN SPACE EASEMENT FOR STEEP SLOPES

LINE DATA TABLE		
NUMBER	DIRECTION	DISTANCE
L1	S 64°26'00" E	5.49'
L2	N 04°31'04" E	5.76'
L3	N 67°26'42" E	10.24'
L4	N 24°03'55" E	73.42'
L5	N 57°30'28" E	13.08'
L6	S 88°48'35" E	118.27'
L7	S 62°46'23" E	54.08'
L8	S 88°22'22" E	45.13'
L9	N 75°56'30" E	10.99'
L10	S 88°44'55" E	58.14'



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 10, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED &  
SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** ADOPTION OF REVISED 2019 REGULAR BOARD MEETING SCHEDULE

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### EXECUTIVE SUMMARY

The attached revised 2019 Regular Board Meeting Schedule is being provided for your review and action. The schedule is being revised to move the August 15 regular board meeting one week later to August 22 and complies with Education Code section 35143.

### RECOMMENDATION:

It is recommended that the Board adopt the revised 2019 Regular Board Meeting Schedule, as shown in the attached supplement.

### FUNDING SOURCE:

N/A



**Union High School District**

710 Encinitas Boulevard, Encinitas, CA 92024  
Telephone (760) 753-6491  
[www.sduhsd.net](http://www.sduhsd.net)

**ITEM 15**

**Board of Trustees**  
Joyce Dalessandro  
Kristin Gibson  
Beth Hergesheimer  
Melisse Mossy  
Maureen "Mo" Muir

**Superintendent**  
Robert A. Haley, Ed.D.

**Office of the Superintendent**

San Dieguito Union High School District  
School Board Meeting Dates, 2019

***\*Proposed Revision***

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All School Board Meetings are held in the San Dieguito Union High School District Office Board Room 101, located at 710 Encinitas Blvd., Encinitas, California, 92024.

Regular Board Meetings begin at ~~6:00 p.m.~~ **5:00 pm** and are usually scheduled on a Thursday, unless otherwise indicated.

**REVISED MEETING DATES, 2019**

January 17  
February 7  
March 7  
April 4  
May 9  
June 6  
June 20  
~~August 15~~ **August 22**  
September 19  
October 10  
November 7  
December 17 (*Tuesday*)

\*No Board meeting scheduled in July.

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 [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

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 12, 2019

**BOARD MEETING DATE:** June 20, 2018

**PREPARED BY:** Susan Dixon  
Director of Classified Personnel  
Cindy Frazee  
Associate Superintendent Human Resources

**SUBMITTED BY:** Robert A. Haley, Ed.D.  
Superintendent

**SUBJECT:** **Deletion of Current Board Policy 4231 Attachment A, Classified Employees Salary Schedule & 4231 Appendix A, Salary Range Definitions; and Approval of the Salary Range Reallocation for Payroll Technician, the Classified Employees Salary Schedule and the Revised Salary Range Definitions**

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### EXECUTIVE SUMMARY

San Dieguito Union High School District is a member of the California School Boards Association (CSBA). CSBA provides guidance and board policy templates for member districts. The SDUHSD Board Policy 4231 Attachment A, Classified Employees Salary Schedule and Board Policy 4231 Appendix A, Salary Range Definitions, was reviewed and, based on CSBA templates and guidance, is optional; most school districts do not have salary schedules as Board Policy. It is recommended that the Board delete this optional policy.

While salary schedules will not be included in Board Policy, any change to employee salaries/salary schedules must be approved by the Board of Trustees. In addition to the recommendation outlined above, this agenda item is to recommend approval of a salary range reallocation for Payroll Technician. The background is as follows:

At the June 11, 2019 Personnel Commission meeting, the commission took action to revise the job description for "Payroll Technician". The revisions to the job description were prompted by the assignment of higher-level additional duties. Rather than backfill the upcoming Payroll Analyst vacancy, those duties will be redistributed to other staff members including the two Payroll Technicians. Based on the higher-level duties and responsibilities of the Payroll Technician assignment, the Personnel Commission has recommended a salary reallocation of the classification from Range 44 to Range 46 on the Classified Salary Schedule.

**RECOMMENDATION:**

It is recommended that the Board approve deletion of current Board Policy 4231 Attachment A, Classified Employees Salary Schedule and Board Policy 4231 Appendix A, Salary Range Definitions, and approve the Classified Employees Salary Schedule and the revised Salary Range Definitions, as shown in the attached supplements.

**FUNDING SOURCE:**

General Fund

Attachments: Salary Range Definitions  
Payroll Technician job description  
Classified Salary Schedule

## CLASSIFIED

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### PAYROLL TECHNICIAN

#### JOB SUMMARY

Under the direction of the Director of Fiscal Services, the Payroll Technician prepares District payrolls for certificated and classified employees, monitors payment of employee taxes, benefits and voluntary deductions, prepares and maintains payroll records, files and reports.

#### ESSENTIAL FUNCTIONS

The Payroll Technician may perform any combination of the following:

- Coordinates and organizes the monthly payroll and special payroll process, assisting sites with closing payroll.
- Runs reports and audits payroll entries and transmits monthly payroll to the San Diego County Office of Education's (SDCOE) payroll system.
- Coordinates and organizes year-end processes (e.g., audit W2s, corrected W2s, generate year-end rollovers and reports).
- Collects, verifies, documents, and maintains payroll records and files.
- Processes pay adjustments (e.g. late start new hires, early terminations, benefits, retiree benefits, tax withholdings, direct deposits, tax shelters).
- Processes a variety of payroll transactions (e.g., insurance waivers, workers' compensation abatements, supplemental life premiums, longevities, cafe plans, garnishments and liens, benefit premium overrides).
- Tracks and monitors changes in payroll-related data (e.g., absences, leaves, accruals, work schedules).
- Calculates and processes retroactive pay increases.
- Verifies employee information for agencies (e.g., employment verifications, STRS sick leave accrual, PERS buybacks).
- Researches, documents and recovers lost warrants and overage warrants.
- Trains and assists new site staff with data entry and payroll procedures to follow when performing timekeeping tasks (e.g., leaves, creating EWAs and School Business Agreements (SBAs)).
- Provides annual refresher training to site personnel.
- Informs the online HR/position control/payroll/budgeting application system vendor of system issues related to payroll processing to facilitate problem resolutions; provides system support for annual projects.
- Follows payroll practices and policies.
- Explains payroll practices and policies to employees, answers their questions and solves payroll-related issues.
- Researches and applies rules and regulations found in the labor contract, state, federal, and Education Code related to payroll.
- Performs other job-related duties as assigned.

#### JOB REQUIREMENTS: MINIMUM QUALIFICATIONS

##### KNOWLEDGE OF:

- Principles and practices involved in payroll preparation, monitoring, and control.
- Applicable payroll-related sections of the labor agreement, Education Code and federal and state laws.



## CLASSIFIED

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### PAYROLL TECHNICIAN

- District policies and procedures related to payroll.
- Databases and associated procedures for entering data and generating reports.
- Current, up-to-date office practices and procedures.
- Electronic and manual recordkeeping practices.
- Computer-based applications such as word processing, databases, spreadsheets, calendars, and email.
- Workplace math such as arithmetic operations, percents, rounding, and problem solving.
- Correct English usage, grammar, spelling, punctuation and vocabulary.

### ABILITY TO:

- Plan and organize work, meet schedules and timelines.
- Compile and maintain accurate and complete payroll records and reports.
- Follow District payroll policies and procedures.
- Understand, research, reconcile and resolve payroll issues, complaints and problems.
- Serve as a resource to others regarding payroll procedures and entering data into the online system.
- Organize, safeguard, and comply with payroll recordkeeping practices and policies.
- Use current, up-to-date computer-based applications such as word processing, databases, spreadsheets, calendars and e-mail to perform job duties efficiently.
- Use efficient formulas and functions when working with spreadsheet data.
- Maintain confidentiality of sensitive information.
- Work effectively, independently and as part of a team with minimum supervision.
- Establish and maintain cooperative working relationships with others.
- Perform accurate math calculations (e.g., addition, subtraction, division, multiplication and percents) using a calculator and spreadsheet formulas.
- Compose written communications applying correct English usage, grammar, spelling, punctuation and vocabulary.
- Operate a variety of office equipment.
- Exercise appropriate judgment when making decisions.

### EDUCATION AND EXPERIENCE

High School Diploma or equivalent. Courses in accounting and payroll procedures preferred. Two years of payroll processing experience in which researching and resolving payroll issues using an automated payroll system and electronic spreadsheets was a regular part of the assignment. School district payroll experience preferred.

### DISTINGUISHING CHARACTERISTICS

Positions in the fiscal series ensure proper processing of accounting and budgeting data and provide necessary financial information to management. They provide for timely delivery of checks, payroll, billing invoices and other accounting-related records, reports and materials and provide audit trails and assist in resolving accounting-related disputes. The Payroll Technician is a specialized classification that performs responsible and complex functions to generate and account for employee pay, withholdings and voluntary deductions for the monthly payroll cycle in accordance with applicable laws and County pay system policies and procedures. Positions in this class have responsibility for organizing the monthly payroll, ensuring payroll is accurate and paychecks are delivered on time. Positions in this class serve as

## CLASSIFIED

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### **PAYROLL TECHNICIAN**

a resource to other staff at school sites and provide assistance and training related to the payroll system and payroll procedures.

### **REQUIRED TESTING**

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

### **CERTIFICATES**

None.

### **CONTINUING EDUCATION/TRAINING**

Participation in ongoing job-related training as assigned.

### **CLEARANCES**

California Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background (fingerprint) clearance; pre-employment physical examination including tuberculosis (TB) and drug screen clearances.

### **WORKING ENVIRONMENT**

The usual and customary methods of performing the job functions require the physical demands outlined below. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.

Physical Demands: Frequency Definitions Based on an 8-Hour Day:

Never = 0%

Seldom = 1-10% (<45 minutes)

Occasionally = 11-33% (up to 3 hours)

Frequently = 34-66% (up to 6 hours)

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

Seldom	stooping/bending, squatting/crouching, climbing/balancing, kneeling, twisting back
Seldom/Occasionally	pushing and pulling, reach above shoulder, reach at shoulder
Occasionally	walking, standing, lifting 11-25 lbs. at waist height, carrying 11-25 lbs. up to 25 feet, lifting up to 10 lbs. overhead or at shoulder height, carrying up to 10 lbs. up to 25 feet
Occasionally/Frequently	handling/simple grasping, sitting, neck flexion/rotation, fingering/fine manipulation, reach below shoulder

### **AUDITORY OR VISUAL REQUIREMENTS**

Auditory ability is required to communicate with students, staff, parents, and to respond to telephone calls, safety bells and emergencies. Vision ability is required to see near, distant, color, depth and peripherally.

### **ENVIRONMENTAL CONDITIONS**

None.

**CLASSIFIED**

**CLASSIFIED EMPLOYEES SALARY SCHEDULE**  
**Effective 7-1-2017 (.5%)**

RANGE	STEP						
	1	2	3	4	5	6	7
23	28,890	30,311	31,795	33,468	35,181	37,000	38,860
	2,408	2,526	2,649	2,789	2,932	3,083	3,238
	13.89	14.57	15.29	16.09	16.91	17.79	18.68
24	29,537	31,042	32,652	34,240	36,143	37,857	39,760
	2,461	2,587	2,722	2,853	3,012	3,155	3,313
	14.20	14.92	15.70	16.46	17.38	18.20	19.12
25	30,311	31,795	33,468	35,181	37,000	38,756	40,679
	2,526	2,649	2,789	2,932	3,083	3,230	3,390
	14.57	15.29	16.09	16.91	17.79	18.63	19.56
26	31,042	32,652	34,240	36,143	37,857	39,718	41,703
	2,587	2,722	2,853	3,012	3,155	3,309	3,475
	14.92	15.70	16.46	17.38	18.20	19.10	20.05
27	31,795	33,468	35,181	37,000	38,756	40,575	42,602
	2,649	2,789	2,932	3,083	3,230	3,381	3,551
	15.29	16.09	16.91	17.79	18.63	19.51	20.48
28	32,652	34,240	36,143	37,857	39,718	41,787	43,877
	2,722	2,853	3,012	3,155	3,309	3,482	3,656
	15.70	16.46	17.38	18.20	19.10	20.09	21.09
29	33,468	35,181	37,000	38,756	40,575	42,791	44,922
	2,789	2,932	3,083	3,230	3,381	3,566	3,744
	16.09	16.91	17.79	18.63	19.51	20.57	21.60
30	34,240	36,143	37,857	39,718	41,787	43,836	46,031
	2,853	3,012	3,155	3,309	3,482	3,653	3,836
	16.46	17.38	18.20	19.10	20.09	21.07	22.13
31	35,181	37,000	38,756	40,575	42,791	44,839	47,076
	2,932	3,083	3,230	3,381	3,566	3,737	3,924
	16.91	17.79	18.63	19.51	20.57	21.56	22.63
32	36,143	37,857	39,718	41,787	43,836	45,926	48,205
	3,012	3,155	3,309	3,482	3,653	3,827	4,017
	17.38	18.20	19.10	20.09	21.07	22.08	23.18
33	37,000	38,756	40,575	42,791	44,839	47,201	49,564
	3,083	3,230	3,381	3,566	3,737	3,934	4,131
	17.79	18.63	19.51	20.57	21.56	22.69	23.83
34	37,857	39,718	41,787	43,836	45,926	48,246	50,650
	3,155	3,309	3,482	3,653	3,827	4,021	4,221
	18.20	19.10	20.09	21.07	22.08	23.20	24.35

**CLASSIFIED**

RANGE	STEP						
	1	2	3	4	5	6	7
35	38,756	40,575	42,791	44,839	47,201	49,542	52,009
	3,230	3,381	3,566	3,737	3,934	4,129	4,335
	18.63	19.51	20.57	21.56	22.69	23.82	25.00
36	39,718	41,787	43,836	45,926	48,246	50,839	53,368
	3,309	3,482	3,653	3,827	4,021	4,237	4,447
	19.10	20.09	21.07	22.08	23.20	24.44	25.66
37	40,575	42,791	44,839	47,201	49,542	52,009	54,602
	3,381	3,566	3,737	3,934	4,129	4,335	4,551
	19.51	20.57	21.56	22.69	23.82	25.00	26.25
38	41,787	43,836	45,926	48,246	50,839	53,347	56,023
	3,482	3,653	3,827	4,021	4,237	4,446	4,668
	20.09	21.07	22.08	23.20	24.44	25.65	26.93
39	42,791	44,839	47,201	49,542	52,009	54,602	57,339
	3,566	3,737	3,934	4,129	4,335	4,551	4,779
	20.57	21.56	22.69	23.82	25.00	26.25	27.57
40	43,836	45,926	48,246	50,839	53,347	55,856	58,657
	3,653	3,827	4,021	4,237	4,446	4,655	4,888
	21.07	22.08	23.20	24.44	25.65	26.85	28.20
41	44,839	47,201	49,542	52,009	54,602	57,256	60,120
	3,737	3,934	4,129	4,335	4,551	4,772	5,010
	21.56	22.69	23.82	25.00	26.25	27.53	28.90
42	45,926	48,246	50,839	53,347	55,856	58,719	61,667
	3,827	4,021	4,237	4,446	4,655	4,893	5,139
	22.08	23.20	24.44	25.65	26.85	28.23	29.65
43	47,201	49,542	52,009	54,602	57,256	60,141	63,130
	3,934	4,129	4,335	4,551	4,772	5,012	5,261
	22.69	23.82	25.00	26.25	27.53	28.91	30.35
44	48,246	50,839	53,347	55,856	58,719	61,667	64,740
	4,021	4,237	4,446	4,655	4,893	5,139	5,395
	23.20	24.44	25.65	26.85	28.23	29.65	31.12
45	49,542	52,009	54,602	57,256	60,141	63,088	66,245
	4,129	4,335	4,551	4,772	5,012	5,257	5,520
	23.82	25.00	26.25	27.53	28.91	30.33	31.85
46	50,839	53,347	55,856	58,719	61,667	64,802	68,043
	4,237	4,446	4,655	4,893	5,139	5,400	5,670
	24.44	25.65	26.85	28.23	29.65	31.16	32.71

**CLASSIFIED**

RANGE	STEP						
	1	2	3	4	5	6	7
47	52,009	54,602	57,256	60,141	63,088	66,433	69,757
	4,335	4,551	4,772	5,012	5,257	5,537	5,813
	25.00	26.25	27.53	28.91	30.33	31.94	33.54
48	53,347	55,856	58,719	61,667	64,802	68,085	71,471
	4,446	4,655	4,893	5,139	5,400	5,674	5,956
	25.65	26.85	28.23	29.65	31.16	32.73	34.36
49	54,602	57,256	60,141	63,088	66,433	69,777	73,269
	4,551	4,772	5,012	5,257	5,537	5,815	6,105
	26.25	27.53	28.91	30.33	31.94	33.55	35.23
50	55,856	58,719	61,667	64,802	68,085	71,534	75,108
	4,655	4,893	5,139	5,400	5,674	5,962	6,259
	26.85	28.23	29.65	31.16	32.73	34.39	36.11
51	57,256	60,141	63,088	66,433	69,777	73,290	76,948
	4,772	5,012	5,257	5,537	5,815	6,107	6,412
	27.53	28.91	30.33	31.94	33.55	35.24	36.99
52	58,719	61,667	64,802	68,085	71,534	75,108	78,870
	4,893	5,139	5,400	5,674	5,962	6,259	6,573
	28.23	29.65	31.16	32.73	34.39	36.11	37.92
53	60,141	63,088	66,433	69,777	73,290	77,010	80,877
	5,012	5,257	5,537	5,815	6,107	6,418	6,740
	28.91	30.33	31.94	33.55	35.24	37.02	38.88
54	61,667	64,802	68,085	71,534	75,108	78,975	82,927
	5,139	5,400	5,674	5,962	6,259	6,582	6,910
	29.65	31.16	32.73	34.39	36.11	37.97	39.87
55	63,088	66,433	69,777	73,290	77,010	80,877	84,912
	5,257	5,537	5,815	6,107	6,418	6,740	7,076
	30.33	31.94	33.55	35.24	37.02	38.88	40.82
56	64,802	68,085	71,534	75,108	78,975	82,947	87,086
	5,400	5,674	5,962	6,259	6,582	6,912	7,257
	31.16	32.73	34.39	36.11	37.97	39.88	41.87
57	66,433	69,777	73,290	77,010	80,877	84,933	89,177
	5,537	5,815	6,107	6,418	6,740	7,078	7,431
	31.94	33.55	35.24	37.02	38.88	40.83	42.87
58	68,085	71,534	75,108	78,975	82,947	87,086	91,434
	5,674	5,962	6,259	6,582	6,912	7,257	7,620
	32.73	34.39	36.11	37.97	39.88	41.87	43.96

**CLASSIFIED**

RANGE	STEP						
	1	2	3	4	5	6	7
59	69,777	73,290	77,010	80,877	84,933	89,177	93,650
	5,815	6,107	6,418	6,740	7,078	7,431	7,804
	33.55	35.24	37.02	38.88	40.83	42.87	45.02
60	71,534	75,108	78,975	82,947	87,086	91,434	95,992
	5,962	6,259	6,582	6,912	7,257	7,620	8,000
	34.39	36.11	37.97	39.88	41.87	43.96	46.15
61	73,290	77,010	80,877	84,933	89,177	93,608	98,291
	6,107	6,418	6,740	7,078	7,431	7,801	8,191
	35.24	37.02	38.88	40.83	42.87	45.00	47.26
62	75,108	78,975	82,947	87,086	91,434	96,012	100,820
	6,259	6,582	6,912	7,257	7,620	8,001	8,402
	36.11	37.97	39.88	41.87	43.96	46.16	48.47
63	77,010	80,877	84,933	89,177	93,608	98,311	103,224
	6,418	6,740	7,078	7,431	7,801	8,193	8,602
	37.02	38.88	40.83	42.87	45.00	47.27	49.63
64	78,975	82,947	87,086	91,434	96,012	100,799	105,858
	6,582	6,912	7,257	7,620	8,001	8,400	8,822
	37.97	39.88	41.87	43.96	46.16	48.46	50.89
65	80,877	84,933	89,177	93,608	98,311	103,203	108,366
	6,740	7,078	7,431	7,801	8,193	8,601	9,031
	38.88	40.83	42.87	45.00	47.27	49.62	52.10
66	82,947	87,086	91,434	96,012	100,799	105,858	111,147
	6,912	7,257	7,620	8,001	8,400	8,822	9,262
	39.88	41.87	43.96	46.16	48.46	50.89	53.44
67	84,933	89,177	93,608	98,311	103,203	108,387	113,822
	7,078	7,431	7,801	8,193	8,601	9,032	9,485
	40.83	42.87	45.00	47.27	49.62	52.11	54.72

**PERSONNEL / CLASSIFIED**

**4231 APPENDIX A**

**SALARY RANGE DEFINITIONS**

25	Nutrition Services Assistant I	42	Accounting Technician
26	Nutrition Services Assistant-Floater		Administrative Assistant III
27	Nutrition Services Assistant II		Human Resources Technician
	Nutrition Services Assistant-Transporter I		Risk Management Technician
29	Instructional Assistant	43	Learning Commons Technician II
	Nutrition Services Assistant III		Transportation Router/Scheduler
	Nutrition Services Assistant-Transporter II	44	Administrative Assistant IV
	Nutrition Services Catering Assistant		Bus Driver Trainer
	School Bus Attendant		Construction & Facility Projects Coordinator
30	Office Assistant		Information Systems Support Technician
31	Instructional Assistant-Bilingual		Lead Grounds Worker
32	Campus Supervisor		Media Technician/Web Technician
	Custodian		Payroll Technician
	Receptionist		Senior Buyer
33	Custodian-Floater	45	Warehouse Supervisor
	Nutrition Services Production Assistant	46	Planning Finance Technician
	Receptionist-Bilingual (Spanish)	47	Payroll Technician
34	Instructional Assistant SpEd (Non-Severe)		Locksmith
	Locker Room Attendant/Custodian		Speech/Language Pathology Assistant
	Maintenance Worker I	48	Construction Projects Information Technician
	Testing Assistant-Bilingual (Spanish)		Painter
35	Grounds Maintenance Worker I	49	Electrician
	Health Technician		HVAC Technician
36	Instructional Assistant–SpEd (SED)		Plumber
	Instructional Assistant SpEd (Severe)	51	Skilled Maintenance Worker
	Instructional Assistant SpEd (Behavior Intervention)		Vehicle & Equipment Mechanic
	Secretary	52	Computer Support Technician
37	Library/Media Technician		Telecommunications Technician
	Vocational Developer		Accounting Specialist
	Warehouse/Delivery Worker		Budget Analyst
38	Administrative Assistant I		Facilities Construction Planner
	Custodian Crew Leader		Human Resources Analyst
	Purchasing Assistant		Human Resources Certificated Analyst
	School Bus Driver		Information Systems Support Analyst
39	Grounds/Maintenance Worker II		Lead Maintenance Worker
	Warehouse/Stores Worker		Payroll Analyst
	School Plant Supervisor-Middle School		Vehicle & Equipment Supervisor
40	Administrative Assistant II	54	Workers' Compensation, Benefits & HRIS Specialist
	Accounting Assistant		Information Systems Support Specialist
	Accounting Assistant-ASB	57	Interpreter for the Hearing Impaired
	Buyer		Interpreter for the Hearing Impaired (NIC)
	Grounds Maintenance Worker/Applicator	60	Network Technician
	Human Resources Assistant		Interpreter for the Hearing Impaired (NIC Adv.)
	Learning Commons Technician I		Interpreter for the Hearing Impaired (NIC Adv.)
	Maintenance Worker II		Loss Control Analyst
	Registrar	62	Occupational Therapist
	Tutoring Center Specialist		Contracts Analyst
41	Administrative Secretary-Bilingual (Spanish)		Construction Services Analyst
	Grounds/Maintenance Equipment Operator	63	Facilities Planning Analyst
	Irrigation Specialist		Interpreter for the Hearing Impaired (NIC Master)
	Lead School Bus Driver	66	Network Analyst
	School Plant Supervisor-High School		
	Theater Technician		
	Transportation Dispatcher		
	Translator/Interpreter (Spanish)		
	Vehicle & Equipment Service Worker		

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 12, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Cindy Frazee  
Associate Superintendent, Human Resources

**SUBMITTED BY:** Robert A. Haley, Ed.D.  
Superintendent

**SUBJECT:** APPROVAL OF REVISED JOB DESCRIPTION AND  
TITLE, STUDENT SUPPORT SPECIALIST

\*\*\*\*\*

### EXECUTIVE SUMMARY

The Board approved the job description of School Social Worker in June, 2016. After utilizing the services of social workers for the past three years it has been determined there is a need to update and revise the job description to reflect the current job responsibilities for this position. The revision to the job description will also allow the District to assign professionals who possess any Pupil Services credential, social workers, counselors and school psychologists to this position.

### RECOMMENDATION:

It is recommended that the Board approve the revised job description and title, Student Support Specialist, as shown in the attached supplement.

### FUNDING SOURCE:

General Fund

Attachment: Student Support Specialist



## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**STUDENT SUPPORT SPECIALIST****DEFINITION**

Under direction, the Student Support Specialist serves students who are not making adequate progress as identified through screening and progress monitoring measures despite proactive school-wide prevention efforts at the Tier 1 level. Interventions provided by the Support Specialist will be designed to match the needs of students and are considered Tier 2 instruction, which is supplemental, individual or small group instruction, targeting approximately 15% of students in a Multi-Tiered Support System.

**EXAMPLES OF DUTIES**

1. Provide direct, short term, educationally-related counseling services to identified students within the scope of a PPS credential. Counsel identified students to assist them in developing decision-making, time management, and coping skills, formulate social-emotional goals, and monitor progress.
2. Gather intake information relative to identified student's personal, environmental, social-emotional, and/or behavioral needs by reviewing applicable records and feedback from students, parents and school staff in order to determine needs and assist in the recommendation of a Tier 2 support plan.
3. Act as liaison between District and community agencies in support of students.
4. Assist students and families in accessing and utilizing community resources; make referrals to appropriate community resources and services.
5. Assist in the development and facilitation of support groups for identified students.
6. Maintain confidential student information according to current laws, policies and educational codes.
7. Maintain logs, notes and summaries of services provided.
8. Assist in collecting and maintaining data related to service provisions and associated outcomes before, during and after serving identified/targeted students.
9. Participate in professional development to keep abreast of laws, policies and educational codes and to facilitate continued growth and development in services for students.
10. Participate in safety assessment teams and provide crisis intervention to students in need.
11. Act as a supporting member of school-wide crisis response teams, when needed, under the direction of direct supervisors.
12. Participate in meetings (i.e. Student Study Team, Intervention Team, Section 504, etc.)
13. Provide consultation, supervision and support, including best practices with identified populations or student groups, to schools.
14. Oversee and train interns; oversee cases managed by any interns.
15. Assist in the development and delivery of site or district professional development, as needed.

Board Approved: *pending*

16. Assist in the development and implementation of a multi-tiered drug, alcohol, and tobacco intervention and prevention program.
17. Assist in the development of policy and procedure, coordination and implementation of a district-wide Multi-Tiered System of Support (MTSS).
18. Perform other duties as assigned by direct supervisors.

**QUALIFICATIONS:****Knowledge of:**

Principles, research, theories, methods, techniques, and strategies pertaining to emotional, social and behavioral characteristics of secondary students; behavior management and multi-tiered system of supports (MTSS), crisis intervention; conflict resolution procedures; socio-economic and cultural background differences of the school population.

**Ability to:**

Plan, organize, develop and conduct educationally related counseling for students at the secondary level; provide appropriate intervention for pupils from a wide range of socio-economic levels and cultural backgrounds; collaborate with other professionals; effectively communicate orally and in writing; research and develop supports pertaining to MTSS; comply with the District's customer service standards, Education Code and Board Policy; Maintains confidentiality.

**Experience:** Evidence of successful work experience in crisis intervention, behavioral intervention, social-emotional intervention, MTSS and other student supports.

**Education:** Possess a Bachelor's degree in a related field; Master's degree preferred.

**Certification Requirement:** A California Pupil Personnel Services Credential.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 12, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Cindy Frazee  
Associate Superintendent, Human Resources

**SUBMITTED BY:** Robert A. Haley, Ed.D.  
Superintendent

**SUBJECT:** APPROVAL OF NEW JOB DESCRIPTION,  
COORDINATOR OF ACCOUNTABILITY,  
ASSESSMENT AND RESEARCH

\*\*\*\*\*

### EXECUTIVE SUMMARY

The Coordinator of Accountability, Assessment and Research will plan, organize and synthesize pertinent information to guide and implement the Local Control Accountability Plan (LCAP), School Plan for Student Achievement (SPSA) and California Dashboard; work directly with internal and external committees to guide data-driven instruction. This work was previously done by a teacher on special assignment (TOSA), however, the responsibility, decision-making and leadership skills required for these duties have been determined to be at the administrative level. One of the TOSA positions will be eliminated as a result of this new administrative position. The position will be placed at the Coordinator level on the Management Salary Schedule.

### RECOMMENDATION:

It is recommended that the Board approve the new job description, Coordinator of Accountability, Assessment and Research, as shown in the attached supplement.

### FUNDING SOURCE:

50% LCAP  
20% Title I  
30% General Fund

Attachment: Coordinator of Accountability, Assessment and Research

## ITEM 18

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**COORDINATOR OF ACCOUNTABILITY, ASSESSMENT AND RESEARCH****DEFINITION**

Under the supervision of Associate Superintendent of Educational Services supports the educational programs of the District by directing, managing, supervising and coordinating the implementation of State and District policies, procedures, and requirements regarding district local and state student assessment, accountability, and research.

**EXAMPLES OF DUTIES**

1. Coordinate, plan and facilitate Local Control Accountability Plan (LCAP) stakeholder involvement meetings to gather and organize stakeholder input
2. Coordinate, plan, organize, and participate in the drafting and implementation of the Local Control Accountability Plan (LCAP)
3. Coordinate with all district office departments regarding implementation and progress monitoring of LCAP goals and actions
4. Design and deliver presentations to various stakeholder groups on the LCAP cycle, LCAP 3-year plan, progress towards goals, and effectiveness of actions/services in the LCAP.
5. Coordinate, develop and maintain resources for schools to help support compliant and meaningful SPSA development, implementation, and evaluation
6. Develop and deliver training for administrators and other stakeholder groups on a variety of topics.
7. Coordinate with district and school personnel on developing a compliant school improvement plan.
8. Coordinate and facilitate Federal Program Monitoring reviews.
9. Coordinate the ongoing development, maintenance, administration and evaluation of the District's assessment systems, analyze resulting data, and produces related parent, teacher, school, and district reports and communications.
10. Coordinate administration of post-secondary assessments (i.e. Advanced Placement, Scholastic Aptitude Test (SAT), American College Testing (ACT), etc.), and prepares related reports of school and District results.
11. Assist in monitoring and assessing District progress toward the implementation of short and long term Educational Services priorities to inform decisions and practices.
12. Collaborate with staff and the community to establish data points, manage and report accountability results.
13. Present student achievement reports to all stakeholders.
14. Conduct educational research to assist in curricular and management decision-making.
15. Plan, coordinate, and administer the California Healthy Kids Survey
16. Prepare and maintain a variety of reports, records and files related to assigned activities and personnel.
17. Attend professional learning and conference opportunities regarding District business and other topics relevant to this position, and other professional meetings.
18. Perform other duties as assigned

Board Approved:

## ITEM 18

COORDINATOR, ACCOUNTABILITY, ASSESSMENT, AND RESEARCH Page 2

**QUALIFICATIONS**

**Knowledge of:** Education Code and other applicable laws and collective bargaining agreements; practices and procedures of efficient organization and supervision; practices, procedures, techniques, and strategies for determining operational effectiveness; principles and practices of supervision and training; human relations, conflict resolution strategies and team building principles and techniques; record-keeping and report preparation techniques; effective oral and written communication skills; assessment, evaluation, and research methodologies; qualitative and quantitative methodologies; online research techniques, computer networks; statistical and computer-based analysis techniques; databases and computerized report preparation; general curriculum and instructional strategies, Common Core Standards, SBA, county, state, and federal testing and accountability guidelines and systems, Western Associations of Schools and Colleges (WASC) data needs and process, and other State and national assessment programs.

**Ability to:** Direct, manage and lead the activities and functions related to assessment, research and accountability; demonstrate effective, organizational, and administrative leadership; read, interpret, apply, and explain rules, regulations, policies, and procedures; supervise, evaluate and discipline subordinates; establish, maintain and nurture professional relationships with management, colleagues, staff, and school related outside agencies; analyze and evaluate data for specific use; demonstrate organizational, time management, analytical and problem solving skills; communicate effectively both orally and in writing using tact and diplomacy; train and instruct others in performance of their duties; understand and carry out oral and written instructions; use interpersonal skills with tact, patience and courtesy; maintain confidentiality; prioritize workload and conflicting demands; establish and maintain records; translate complex statistical data into understandable and useable information; organize and plan assessment and research programs; lead and train on implementation of an assessment system, analyze and interpret data and communicate results in visual and verbal terms; design research studies and conduct data analysis; utilize programs such as Aeries, Illuminate, etc.; strategize and provide support to school and District decision-making; comply with the District's community relations standards, as outlined in Board Policy.

**Experience:** Professional experience in conducting data assessments and evaluations including three years of successful experience in a management or supervisory position. Experience in public sector or educational environment preferred.

**Education:** Bachelor's Degree is required from an accredited college or university in a related field. Master's degree is highly preferred.

**Certification Requirement:** California Administrative Services Credential.

Board Approved:

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 12, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Cindy Frazee,  
Associate Superintendent, Human Resources

**SUBMITTED BY:** Robert Haley, Ed.D., Superintendent

**SUBJECT:** APPROVAL OF AMENDMENT TO  
EMPLOYMENT CONTRACTS (4) /  
ASSOCIATE SUPERINTENDENTS OF  
ADMINISTRATIVE SERVICES, BUSINESS  
SERVICES, EDUCATIONAL SERVICES &  
HUMAN RESOURCES

\*\*\*\*\*

### EXECUTIVE SUMMARY

The Board of Trustees is asked to approve individual amendments to the existing Employment Contracts between San Dieguito Union High School District Board of Trustees and the four (4) Associate Superintendents.

The amendment to the contracts is identified in “Section 1, Term of Employment”, extending the terms of the contracts to June 30, 2022; “Section 5, Compensation”, increasing the annual salary compensation by 1.0%, for an annual salary amount of \$198,407.00 in accordance with the Executive Cabinet Salary Schedule, effective as indicated below per each Associate Superintendent.

### RECOMMENDATION:

It is recommended that the Board approve the individual amendment to the Employment Contracts for the four (4) Associate Superintendents as follows:

1. Approve the amendment to employment contract entered into with Mark Miller, Associate Superintendent of Administrative Services, extending the contract term through June 30, 2022; increasing the annual salary compensation by 1.0%, for an annual salary amount of \$198,407.00 in accordance with the Executive Cabinet Salary Schedule, effective July 1, 2018.

## ITEM 19

2. Approve the amendment to employment contract entered into with Tina Douglas, Associate Superintendent of Business Services, extending the contract term through June 30, 2022; increasing the annual salary compensation by 1.0%, for an annual salary amount of \$198,407.00 in accordance with the Executive Cabinet Salary Schedule, effective July 1, 2018.
3. Approve the amendment to employment contract entered into with Bryan Marcus, Associate Superintendent of Educational Services, extending the contract term through June 30, 2022; increasing the annual salary compensation by 1.0%, for an annual salary amount of \$198,407.00 in accordance with the Executive Cabinet Salary Schedule, effective January 1, 2019.
4. Approve the amendment to employment contract entered into with Cindy Frazee, Associate Superintendent of Human Resources, extending the contract term through June 30, 2022; increasing the annual salary compensation by 1.0%, for an annual salary amount of \$198,407.00 in accordance with the Executive Cabinet Salary Schedule, effective July 1, 2018.

**FUNDING SOURCE:**

General Fund/Restricted & Unrestricted.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 12, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Cindy Frazee  
Associate Superintendent, Human Resources

**SUBMITTED BY:** Beth Hergesheimer  
Board President

**SUBJECT:** APPROVAL OF AMENDMENT TO  
EMPLOYMENT CONTRACT /  
SUPERINTENDENT / ROBERT A. HALEY,  
Ed.D.

\*\*\*\*\*

### EXECUTIVE SUMMARY

The Board of Trustees is asked to approve an amendment to the existing Employment Contract between San Dieguito Union High School District Board of Trustees and Robert A. Haley Ed.D., Superintendent.

The amendment to the contract is identified in "Section 2, Term of Employment", extending the terms of the contract to June 30, 2022; "Section 7, Compensation", increasing the annual salary compensation by 1.0%, for an annual salary amount of \$261,950.00 in accordance with the Executive Cabinet Salary Schedule, effective November 1, 2018.

### RECOMMENDATION:

It is recommended that the Board approve the amendment to the employment contract entered into with Robert A. Haley, Ed.D., Superintendent, extending the contract term through June 30, 2022; increasing the annual salary compensation by 1.0%, for an annual salary amount of \$261,590.00 in accordance with the Executive Cabinet Salary Schedule, effective November 1, 2018.

### FUNDING SOURCE:

General Fund/Restricted & Unrestricted.



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 12, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Cindy Frazee  
Associate Superintendent, Human Resources

**SUBMITTED BY:** Robert A. Haley, Ed.D.  
Superintendent

**SUBJECT:** APPROVAL OF REVISED MANAGEMENT  
SCHEDULE & EXECUTIVE CABINET SALARY  
SCHEDULE

\*\*\*\*\*

### EXECUTIVE SUMMARY

The Management Salary Schedule needs to be revised to include the new position of Coordinator of Accountability, Assessment and Research. A new Executive Cabinet Salary Schedule has been created separately from the Management Salary Schedule.

### RECOMMENDATION:

It is recommended that the Board approve the revised Management Salary Schedule and Executive Cabinet Salary Schedule, as shown in the attached supplements.

### FUNDING SOURCE:

General Fund

Attachments: Management Salary Schedule  
Executive Cabinet Salary Schedule

**San Dieguito Union High School District  
Management Employees - Salary Schedule  
Effective July 1, 2018  
Board Approved: May 9, 2019**

ITEM 21

**Certificated Management**

Group	Range	Title	Step 1	Step 2	Step 3	Step 4	Work Days
4	3	Principal, Sr. High School	150,093	156,913	164,064	171,585	220
4	4	Principal, Middle School	137,124	143,316	149,814	156,635	220
4	5	Asst.Principal, Sr. High School	129,127	134,938	141,043	147,453	210
4	6	Asst.Principal, Middle School	116,655	121,894	127,390	133,162	200
4	6	Program Supervisor - Special Education	116,655	121,894	127,390	133,162	200
4	17	Director of Accountability & Special Programs	137,124	143,316	149,814	156,635	220
4	8	Executive Director of Educational Services	153,586	160,752	168,274	176,173	222
4	10	Director of PPS and Alternative Programs	141,254	147,647	154,286	161,399	220
4	13	Coordinator of Special Education	126,464	132,276	138,370	144,769	220
4	13	Coordinator of Student Support Services	126,464	132,276	138,370	144,769	220
4	13	Coordinator of Accountability, Assessment, and Research	126,464	132,276	138,370	144,769	220
4	10	Director of School & Student Services	141,254	147,749	154,286	161,399	220
4	17	Director of Special Education	137,124	143,316	149,814	156,635	220
4	20	District Mental Health Support Provider	113,327	118,463	123,846	129,504	196

**Classified Management**

Group	Range	Title	Step 1	Step 2	Step 3	Step 4	Work Year
5	2	Director of Fiscal Services	127,403	133,049	138,981	145,210	12 MO
5	2	Director of Classified Personnel	127,403	133,049	138,981	145,210	12 MO
5	2	Director of Human Resources	127,403	133,049	138,981	145,210	12 MO
5	2	Director of Planning Services	127,403	133,049	138,981	145,210	12 MO
5	2	Director of Technology Project Management	127,403	133,049	138,981	145,210	12 MO
5	2	Director of Maintenance, Operations, & Trans.	127,403	133,049	138,981	145,210	12 MO
5	2	Director of Information Technology	127,403	133,049	138,981	145,210	12 MO
5	3	Construction Project Manager - II	101,002	105,536	110,297	115,297	12 MO
5	4	Director of Nutrition Services	111,162	116,203	121,499	127,058	12 MO
5	4	Director of Purchasing & Risk Management	111,162	116,203	121,499	127,058	12 MO
5	4	Director of Student Information Services	111,162	116,203	121,499	127,058	12 MO
5	8	Chief Facilities Officer	150,093	156,913	164,064	171,585	12 MO
5	8	Executive Director of Planning Services	150,093	156,913	164,064	171,585	12 MO
5	9	Construction Project Manager - I	89,208	93,153	97,295	101,645	12 MO
5	10	Director of Purchasing	107,898	112,646	117,602	122,778	12 MO

246 days = 12 month employee

Credit for previous management experience will be given consideration toward initial placement on the management salary schedule. Twelve days of sick leave for each year shall be allowed each full-time manager during the period of time under active contract with the District.

All classified managers are governed by the Personnel Commission's Rules and Regulations for the Classified Service (merit system).

As of January 1, 2016, the District's Health and Welfare benefits contribution has been embedded into salaries. The District makes a minimal contribution for eligible employees' health and welfare benefits as noted on the

[Benefits at a Glance](#) webpage

The employee is responsible for paying the difference, tenths, for their selected health and welfare benefits. The amount of the health care credit shall increase annually using the same method health and welfare benefits are increased in the collective bargaining agreement with SDFA.

**Longevity Benefits**

An increment of \$3,136 for a 12 month, 8 hours per day full-time employee at the end of 10, 15, 20, 25 and 30 years in the District shall be added to the employee's annual salary. The longevity increment of those employees employed less than 12 months or less than 8 hours per day will be prorated in accordance with the number of months and/or hours or regular employment.

## ITEM 21

**San Dieguito Union High School District  
Executive Cabinet Salary Schedule  
Effective July 1, 2018 (+1.0%)  
Board Approved:**

<b>Title</b>	<b>Salary</b>
Superintendent	\$261,590
Associate Superintendent - Educational Services	\$198,407
Associate Superintendent - Administrative Services	\$198,407
Associate Superintendent - Human Resources	\$198,407
Associate Superintendent - Business	\$198,407

As of January 1, 2016, the District's Health and Welfare benefits contribution has been embedded into salaries. The District makes a minimal contribution for eligible employees' health and welfare benefits as noted on the [Benefits at a Glance](#) webpage.

The employee is responsible for paying the difference, tenths, for their selected health and welfare benefits. The amount of the health care credit shall increase annually using the same method health and welfare benefits are increased in the collective bargaining agreement with SDF.A.

**Longevity Benefits**

An increment of \$3,136 for a 12 month, 8 hours per day full-time employee at the end of 10, 15, 20, 25 and 30 years in the District shall be added to the employee's annual salary. The longevity increment of those employees employed less than 12 months or less than 8 hours per day will be prorated in accordance with the number of months and/or hours or regular employment.

# San Dieguito Union High School District

## INFORMATION FOR BOARD OF TRUSTEES

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 12, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED BY:** Rick Ayala, Director  
Pupil Services & Alternative Programs

Mark Miller, Associate Superintendent  
Administrative Services

**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** APPROVAL OF DUAL TRACK CREDIT  
OPTION AT SUNSET H.S.

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### EXECUTIVE SUMMARY

The minimum state high school graduation requirement is 130 credits. SDUHSD requires 230 credits. Students who are credit deficient and not on track to graduate on time are often referred to an adult education high school diploma program at one of the local community colleges. These community college programs require the completion of 170 credits to earn an adult education high school diploma. Sunset High School offers the same courses that students may complete at community college to earn an adult education high school diploma. Students would be required complete 170 credits to earn an adult education high school diploma through SDUHSD. It would allow students to stay enrolled at SDUHSD and give them a better opportunity to earn a diploma. In order to be eligible for this students must be in their fourth year of high school, they must be enrolled at Sunset High School for a minimum of 90 days, and they must complete a minimum of four semester-length courses at Sunset High School during that time.

### RECOMMENDATION:

It is recommended that the Board approve a dual track credit option for students who are credit deficient and not on track to graduate on time.

### FUNDING SOURCE:

No additional financial obligation to the district.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** June 11, 2019

**BOARD MEETING DATE:** June 20, 2019

**PREPARED &  
SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** NAMING OF FACILITY / SUNSET CONTINUATION  
HIGH SCHOOL

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### EXECUTIVE SUMMARY

Staff will provide information at the Board meeting.

### RECOMMENDATION:

This item is being provided as information only.

### FUNDING SOURCE:

N/A