

# San Dieguito

Union High School District

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**Board of Trustees:**

Joyce Dalessandro  
Linda Friedman  
Barbara Groth  
Beth Hergesheimer  
Deanna Rich

**Superintendent:**

Peggy Lynch, Ed.D.

Canyon Crest Academy  
Carmel Valley MS  
Diegueno MS  
Earl Warren MS  
La Costa Canyon HS  
North Coast Alternative HS  
Oak Crest MS  
San Dieguito Adult Education  
San Dieguito HS Academy  
Sunset HS  
Torrey Pines HS

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

THURSDAY, DECEMBER 13, 2007

**SDUHSD DISTRICT OFFICE**

**BOARD RM 101**

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

1. Call to Order / Public Comments..... (Agenda Item 1)  
There were no comments from the public presented.
  
2. **CLOSED SESSION** .....(Agenda Item 2)  
President Deanna Rich called the meeting to order at 5:30 PM, to receive public comments on the closed session agenda items. There were no public comments, and the Board convened to closed session in the small board room to discuss:
  - A. Personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline/release, dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless the employee requests a public session
  - B. Labor-related issues with Labor Negotiators, pursuant to Government Code Section 54957.8  
Agency Negotiators: Superintendent and Associate Superintendents  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association
  - C. Consideration and/or deliberation of student discipline matters (3 cases)

**REGULAR MEETING / OPEN SESSION**

**Members in Attendance**

All Board of Trustees members were in attendance.

Student Advisory Members present were Caylee Falvo, Sunset, Kelly Kean, Canyon Crest Academy, Kiran Natarajan, Torrey Pines High School, and Hilary Ross, San Dieguito Academy.

**Administrators Present**

Peggy Lynch, Ed.D., Superintendent  
Terry King, Associate Superintendent, Human Resources  
Steve Ma, Associate Superintendent, Business  
Rick Schmitt, Associate Superintendent, Educational Services  
Bruce Cochrane, Coordinator, Pupil Services  
Becky Banning, Recording Secretary

3. **Reconvene / Call to Order** ..... (Agenda Item 3)  
The regular meeting of the Board of Trustees was called to order at 6:30 PM by President Deanna Rich.
4. Salute to Flag .....(Agenda Item 4)  
Kiran Natarajan led the salute to the flag.
5. Report Out of Closed Session.....(Agenda Item 5)  
The Board met in closed session and unanimously approved stipulated expulsions for students #789821 and #564883. The Board also approved an expulsion recommendation for student #619426.
6. Approval of Minutes .....(Agenda Item 6)  
It was moved by Ms. Dalessandro, seconded by Ms. Friedman, that the Minutes of the Special Board Meeting and Regular Board Meeting of November 8, 2007 be approved.  
**Motion unanimously carried.**

**ORGANIZATION OF THE BOARD**

- 6A. NOMINATION / ELECTION OF BOARD PRESIDENT  
It was moved by Ms. Friedman and seconded by Ms. Dalessandro that nominations for Board President be closed and that Beth Hergesheimer be elected President of the Board for 2008.  
**Motion unanimously carried.**
- 6B. PASSING OF THE GAVEL TO THE NEWLY ELECTED PRESIDENT OF THE BOARD  
Ms. Deanna Rich passed the Gavel to newly elected President, Ms. Hergesheimer.
- 6C. RECOGNITION OF OUTGOING PRESIDENT  
Outgoing President, Ms. Rich, was presented with a bouquet of flowers by Ms. Hergesheimer and an engraved paperweight by Dr. Lynch in recognition of her leadership for the past year. Incoming President, Ms. Hergesheimer, facilitated the remainder of the meeting.
- 6D. ELECTION OF VICE PRESIDENT  
It was moved by Ms. Rich and seconded by Ms. Friedman that nominations be closed and that Joyce Dalessandro be elected as Vice-President of the Board for 2008. **Motion unanimously carried.**
- 6E. ELECTION OF CLERK  
It was moved by Ms. Dalessandro and seconded by Ms. Rich that nominations be closed and that Linda Friedman be elected as Clerk of the Board for 2008. **Motion unanimously carried.**
- 6F. APPOINTMENT OF BOARD REPRESENTATIVE / NORTH CITY WEST JOINT POWERS AUTHORITY  
It was moved by Ms. Dalessandro and seconded by Ms. Friedman that Associate Superintendent Steve Ma be appointed to serve as Board Representative to the North City West Joint Powers Authority, for 2008. **Motion unanimously carried.**
- 6G. APPOINTMENT OF ALTERNATE BOARD REPRESENTATIVE / NORTH CITY WEST JOINT POWERS AUTHORITY  
It was moved by Ms. Rich and seconded by Ms. Dalessandro that Superintendent Dr. Peggy Lynch and Linda Friedman be appointed to serve as Alternate Board Representatives to the North City West Joint Powers Authority for 2008. **Motion unanimously carried.**

6H. ESTABLISH DATE, TIME AND PLACE OF REGULAR MEETINGS OF THE BOARD FOR 2008

It was moved by Ms. Friedman and seconded by Ms. Dalessandro that the San Dieguito Union High School District Board Meetings be scheduled as specified on the attached schedule, beginning at 6:30 PM except where noted. **Motion unanimously carried.**

6i. APPOINTMENT OF BOARD SECRETARY AND RE-ADOPTION OF BOARD POLICIES

It was move by Ms. Rich and seconded by Kiran Natarajan that the Board readopt all Board Policies and appoint the Superintendent to serve as Board Secretary, as specified in Bylaw #9320. **Motion unanimously carried.**

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

7. Student Board Member Reports .....(Agenda Item 7)

All students present reported on current events and pending activities at their respective schools.

8. Board Member Reports.....(Agenda Item 8)

All trustees attended the annual CSBA conference in San Diego from Nov 28<sup>th</sup> through December 1<sup>st</sup>.

Ms. Groth attended the CSBA Delegate Assembly meeting held during the annual CSBA conference of November 28<sup>th</sup> through December 1<sup>st</sup>.

Ms. Dalessandro attended an Adaptive PE sports tournament at Carmel Valley Middle School with the Superintendent; attended a San Diego City / School Liaison meeting with Ms. Friedman where there was discussion about a decision to reduce the speed limit on Del Mar Heights Road near Torrey Pines High School; attended a retirement event for district employee Bud Willey; and attended an Encinitas City/School Liaison meeting with Associate Superintendent Steve Ma.

Ms. Friedman visited San Dieguito Academy and Oak Crest Middle School; also attended a meeting with San Diego City Council President Scott Peters; attended a Parent Rep / Site Council meeting with the Superintendent; attended a sports event at San Dieguito Academy where faculty played against the varsity team.

Ms. Rich reported that during the CSBA conference, San Dieguito Union High School District and San Dieguito Academy were honored by the statewide convention by being selected to as a site for school Board members from around the state to visit and tour. Ms. Rich thanked everyone at the site that helped with the tours.

President Hergesheimer also attended Bud Willey's retirement; added that the CSBA conference was very informative and had a well-rounded selection of workshops to attend. She also reported that the Board did not all attend the same workshops and therefore, were able to collectively receive more information; attended a *First Friday* coffee event with parents and the principal at San Dieguito Academy. She also reminded the Board that at last year's organizational meeting everyone had agreed to continue their assignments at liaison meetings through 2008.

9. Superintendent's Reports, Briefings and Legislative Updates .....(Agenda Item 9)

Dr. Lynch introduced Mr. Albert Martin and Members of the DELAC Advisory Committee who gave a short report on activities of the committee during the past year. The committee also addressed concerns about recent electronic communication formats between school and home, stating that many parents do not have quick access to computers and are therefore, not receiving pertinent information in a timely manner.

Dr. Lynch also gave a communications plan update regarding timelines and a recommendation of a branding logo and branding statement for the district, as a result of a communications workshop held earlier this year. This logo and branding statement will be reviewed with the Leadership Team in January and used on district letterhead in the future.

She also presented drafts of letters explaining and soliciting support of the building of the Visual and Performing Arts Center at San Dieguito Academy. The letter of explanation of the project would be distributed by the district, while the support letter would be submitted by local organizations that share support for the project.

Dr Lynch also gave calendar updates on pending events and reminded the Board of upcoming activities.

10. School Report Update .....(Agenda Item 10)  
No school report was presented at this meeting.

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

Ms. Groth requested that item # 15B be pulled from the consent agenda. All other items were approved as written below.

It was moved by Ms. Rich, seconded by Ms. Dalessandro, that all remaining Consent Agenda Items below be approved as written. ***Motion unanimously carried.***

**11. SUPERINTENDENT**

- A. ACCEPTANCE OF GIFTS AND DONATIONS, AS SHOWN IN THE ATTACHED SUPPLEMENT.
- B. APPROVAL OF FIELD TRIP REQUESTS, AS SHOWN IN THE ATTACHED SUPPLEMENT.

**12. HUMAN RESOURCES**

A. APPROVAL OF PERSONNEL REPORTS

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

- 1. Approval of Certificated Personnel Report, as shown in the attached supplement.
- 2. Approval of Classified Personnel Report, as shown in the attached supplement.

**13. EDUCATIONAL SERVICES (NO ITEMS SUBMITTED)**

**14. PUPIL SERVICES**

A. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL/NON-PUBLIC AGENCY CONTRACTS

Approve entering into the following non-public school/non-public agency master contracts, to be funded by the General Fund/Restricted 06-00, and authorize Eric R. Dill or Stephen G. Ma to execute all pertinent documents pertaining to this contract, contingent upon receipt of the signed documents and verification of insurance coverage:

- 1. Coast Music Therapy, during the period November 1, 2007 through June 30, 2008.

B. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Eric R. Dill, Stephen G. Ma, or Peggy Lynch to execute the agreements:

1. School Options to provide occupational assessment and therapy consultations, during the period December 1, 2007 through June 30, 2008, at the rate of \$150.00 per hour for therapy and \$180.00 per hour for consultation, to be expended from the General Fund/Restricted 06-00.
2. Balance & Hearing Specialty Group, Inc. to provide auditory processing disorders (APD) evaluation services, during the period November 15, 2007 through June 30, 2008, at the estimated rate of \$1,900.00 per evaluation, to be expended from the General Fund/Restricted 06-00.

## 15. BUSINESS

### A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Eric R. Dill, Stephen G. Ma, or Peggy Lynch to execute the agreements:

1. En Pointe Technologies for Microsoft Office master school subscription license agreement for all district computers, during the period December 31, 2007 through December 31, 2008, for an amount of \$104,714.53, to be expended from the General Fund 03-00.
2. State of California's 22<sup>nd</sup> District Agricultural Association for the San Dieguito Union High School District to provide shuttle services and parking facility use for fairground events, during the period January 1, 2008 through December 31, 2012, at the current established rates posted in the SDUHSD Fee Schedule to be paid to the District for Transportation and for General Facility Use with a maximum agreement amount of \$160,000.00 for the 2008 term.
3. Roesling Nakamura Terada, Inc. to provide design, contract document preparation and construction administration support for the Sports Team Room Facility at La Costa Canyon High School, during the period December 14, 2007 through November 30, 2008, for an amount not to exceed \$47,400.00 plus reimbursable expenses, to be expended from the Capital Facilities Fund 25-19 and Mello Roos and possible contribution from the La Costa Canyon High School Foundation.
4. Roesling Nakamura Terada, Inc. to provide design, contract document preparation and construction administration support for the Relocatable Building Quad at San Dieguito Academy, during the period December 14, 2007 through November 30, 2008, for an amount not to exceed \$85,300.00 plus reimbursable expenses, to be expended from the Capital Facilities Fund 25-19 and Mello Roos.
5. Douglas E. Barnhart, Inc., to provide a preliminary construction estimate for the Earl Warren Middle School and Sunset High School Modernization project, during the period December 14, 2007 through January 17, 2008, for an amount not to exceed \$8,500.00, to be expended from the Capital Facilities Fund 25-19, State School Facility Fund 35-00, and Mello Roos Funds.
6. Encinitas Community Center for lease of facilities for San Dieguito Academy on January 14, 2008, for an amount not to exceed \$200.00, to be expended from the General Fund 03-00.
7. Coastal Christian Center for lease of facilities for San Dieguito Academy AP Testing, during the period May 5, 2008 through May 15, 2008, for an amount not to exceed \$2,000.00, to be expended from the General Fund 03-00.
8. Encinitas Community Center for lease of facilities for the San Dieguito Adult School, during the period November 5, 2007 through January 31, 2008, for an amount not to exceed \$2,740.00, to be expended from the Adult Education Fund 11-00.
9. The Regents of the University of California for lease of facilities at the University of California, San Diego, for the Torrey Pines High School Girls Water Polo practice and games, during the period November 10, 2007 through February 15, 2008, for an amount not to exceed \$5,404.95, to be expended from the Torrey Pines High School Foundation.

10. School Services of California, Inc. to provide the District with fiscal and mandated cost claims services and the CADIE and SABRE reports, during the period January 1, 2008 through December 31, 2008, for an amount not to exceed \$3,600.00 plus expenses, to be expended from the General Fund 03-00.

B. APPROVAL OF AGREEMENT (ITEM TO BE RESUBMITTED FOR APPROVAL AT A FUTURE BOARD MEETING)

C. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

Approve/ratify amending the following agreements and authorize Eric R. Dill or Stephen G. Ma to execute the agreements:

1. EDCO Waste & Recycling Services for district wide recycling and waste disposal services, extending the contract period from January 1, 2008 through December 31, 2008, with no increase in the unit pricing.
2. The Pepsi Bottling Group amending the anticipated vend price of water, 20 ounce plastic bottle, to the unit price of \$1.00, and the marketing support dollars from \$5,000.00 to \$0.00 per year.

D. AWARD OF CONTRACTS (No contracts to award).

E. AUTHORIZATION TO ENTER INTO CONTRACTS

Authorize the administration to enter into contracts for the Canyon Crest Academy Baseball Backstop Improvement project, during the period December 14, 2007 through January 31, 2008, pending confirmation letter and funding commitment from Canyon Crest Academy Foundation, and that the contracts/agreements be presented to the Board of Trustees for ratification at the next regularly scheduled Board meeting.

F. APPROVAL OF CHANGE ORDERS

Approve Change Orders to the following projects, and authorize Eric R. Dill or Stephen G. Ma to execute the change orders:

1. Change Order No. 1 – Earl Warren Middle School Field & Track Improvements B2007-24, contract entered into with Palm Engineering and Construction Co., Inc., extending the contract time by 94 calendar days and increasing the contract amount by \$11,740.98, to be expended from the Capital Facilities Fund 25-19.

G. ACCEPTANCE OF CONSTRUCTION PROJECTS

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

1. Earl Warren Middle School Field & Track Improvements project B2007-24, contract entered into with Palm Engineering and Construction Co., Inc.

H. APPROVAL OF BUSINESS REPORTS

1. Purchase Orders
2. Instant Money
3. Membership Listing

**ROLL CALL VOTE FOR CONSENT AGENDA ..... (Items 11 – 15)**

<u>Board of Trustees:</u>	<u>Student Advisory Board Members:</u>
____ Joyce Dalessandro	____ Meredith Adams, La Costa Canyon
____ Linda Friedman	____ Caylee Falvo, Sunset
____ Barbara Groth	____ Kelly Kean, Canyon Crest Academy
____ Beth Hergesheimer	____ Kiran Natarajan, Torrey Pines
____ Deanna Rich	____ Hilary Ross, San Dieguito Academy

**DISCUSSION / ACTION ITEMS ..... (Items 16- 23)**

- 16. Board Policy Revision Proposal, #1220 & 1220/AR-1, *Community Relations, Citizen Advisory Committees*, as shown in the attached supplements.  
It was moved by Ms. Friedman, seconded by Ms. Rich, to adopt the Board Policy Revisions #1220 & 1220/AR-1, as proposed. **Motion unanimously carried.**
- 17. Board Policy Revision Proposal, #6200 & 6200/AR-1, *High School Graduation Requirements*, as shown in the attached supplements.  
It was moved by Ms. Rich, seconded by Ms. Dalessandro, to adopt the Board Policy Revisions #7200 & 6200/AR-1, as proposed. **Motion unanimously carried.**
- 18. Ratification of Personnel Commission Reappointment, as shown in the attached supplement.  
It was moved by Ms. Friedman, seconded by Ms. Rich, to ratify the employees' nominee to the Personnel Commission and reappoint Ms. Susan Mickey for Commission service for the three-year term from December 1, 2007 through November 20, 2010, as proposed. **Motion unanimously carried.**
- 19. Nominations of CSBA Delegate Assembly Candidates, as shown in the attached supplement.  
It was moved by Ms. Friedman, seconded by Ms. Rich, to nominate Ms. Groth for Delegate Assembly as proposed. **Motion unanimously carried.**
- 20. COMMUNITY FACILITIES DISTRICT NO. 95-2/ ANNEXATION NO. 13 / ADOPTION OF RESOLUTION CERTIFYING ELECTION RESULTS (QUAIL POINTE / A 12-LOT SINGLE FAMILY HOME SUBDIVISION / BARRATT AMERICAN - ENCINITAS)  
It was moved by Ms. Rich, seconded by Ms. Friedman, to adopt the attached Resolution Certifying the Results of the Election with Respect to Community Facilities District No. 95-2, Annexation No. 13 of the San Dieguito Union High School District. **Motion unanimously carried.**
- 21. ADOPTION OF 2007-08 DISTRICT GENERAL FUND FIRST INTERIM BUDGET  
It was moved by Ms. Groth, seconded by Ms. Friedman, to adopt the 2007-08 District General Fund First Interim Budget and Certification, as shown in the attached supplements. **Motion unanimously carried.**
- 22. APPROVAL OF EXTRA-CURRICULAR SALARY SCHEDULE REVISION  
It was moved by Ms. Friedman, seconded by Ms. Groth, to approve the Extra-Curricular Salary Schedule Revision, per the District's Master Contract with San Dieguito Faculty Association, as shown in the attached supplement. **Motion unanimously carried.**
- 23. ADOPTION OF RESOLUTION RECOMMENDING LAYOFF OF ONE CLASSIFIED EMPLOYEE POSITION FOR FISCAL YEAR 2007-2008  
It was moved by Ms. Rich, seconded by Ms. Friedman, to adopt the attached Resolution recommending the Layoff of One Classified Employee Position for Fiscal Year 2007-2008, as shown in the attached supplement. **Motion unanimously carried.**

**INFORMATION ITEMS.....(Items 24 - 31)**

- 24. Business Services Update ..... Steve Ma, Associate Superintendent
  - A. 2006/07 Report on Statutory Schools Fees and Findings – Mr. Ma presented the Board with a copy of the 2006 / 07 Report on Statutory School Fees and Findings.
  - B. District Certification of SDFAs Collective Bargaining Unit Agreement / AB 1200 – Mr. Ma presented the Board with a copy of this document, which was submitted to the County Office of Education, and reported that the County Office has since replied and in acceptance of this agreement.
- 25. Educational Services Update ..... Rick Schmitt, Associate Superintendent  
Mr. Schmitt gave an update on high school registration and distributed a report describing dates, time, choice periods, and selection deadlines. He also discussed the lottery schedule, and deadline for class enrollment and class selections.
- 26. Human Resources Update ..... Terry King, Associate Superintendent
  - A. Extra-Curricular Assignment Stipends – Ms. King gave an update on the Earl Warren Middle School Assistant Principal application process. She also addressed NCLB compliance by the district, which was 99.2% due to the great work of our principals and teachers in placing students appropriately.
- 27. Public Comments – There were no public comments presented.
- 28. Future Agenda Items – No further future agenda items were discussed.
- 29. Adjournment to Closed Session – There was no closed session required.
- 30. Report from Closed Session – There were no further reports presented.
- 31. The meeting was adjourned at 7:40 PM.

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Linda Friedman, Board Clerk

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

\_\_\_\_\_  
Peggy Lynch, Ed.D., Superintendent / Secretary

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date