

#### **MINUTES**

## OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD OF TRUSTEES

Superintendent Ken Noah

Board of Trustees Joyce Dalessandro

Barbara Groth Beth Hergesheimer

> Amy Herman John Salazar

REGULAR BOARD MEETING

**SEPTEMBER 20, 2012** 

THURSDAY, SEPTEMBER 20, 2012 6:30 PM

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

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

- 1. President Dalessandro called the meeting to order at 6:00 PM to receive public comments on Closed Session agenda items. No public comments were presented.
- 2. CLOSED SESSION .....(ITEM 2)

The Board convened to Closed Session at 6:01 PM to:

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

  Agency Negotiators: Superintendent and Associate Superintendents (3)

  Employee Organizations: San Dieguito Faculty Association / California School Employees Association
- C. To conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Code Sections 54956.9(b)(3)(A), (D), and (E) (1 issue): Guelland v San Dieguito Union High School District (case #37-2010-00061838-CU-PO-NC).

#### **OPEN SESSION / ATTENDANCE**

#### BOARD OF TRUSTEES STUDENT BOARD REPRESENTATIVES

Joyce Dalessandro

Barbara Groth

Beth Hergesheimer

Amy Herman

Zoe Eprile, Torrey Pines High School

Kailey Lawson, Canyon Crest Academy

Cassidy Mayeda, San Dieguito Academy

Kirra Sarguilla, Sunset High School

John Salazar Allison Zimmerman, La Costa Canyon High School

#### DISTRICT ADMINISTRATORS / STAFF

Terry King, Associate Superintendent, Human Resources

(Superintendent Noah was not present; Ms. King served as Superintendent Designee for this meeting.)

Eric Dill, Associate Superintendent, Business Services

Rick Schmitt, Associate Superintendent, Educational Services

Delores Perley, Director, Finance

Becky Banning, Executive Assistant to the Superintendent / Recording Secretary

Bob Croft, President, San Dieguito Faculty Association (SDFA)

Duncan Brown, Vice-President, San Dieguito Faculty Association (SDFA)

Ron Tackett, President, California State Employees Association (CSEA)

- 6. APPROVAL OF MINUTES OF THE REGULAR MEETING OF SEPTEMBER 6, 2012

  It was moved by Ms. Barbara Groth, seconded by Ms. Amy Herman, to approve the Minutes of the September 6<sup>th</sup> meeting as presented. Motion unanimously carried.

At the request of the Trustees, Items 11 – 15, (Consent Agenda) were moved to this portion of the agenda in order to announce the coming retirement of Associate Superintendent, Ms. Terry King. The Board also welcomed Ms. Torrie Norton, from Carlsbad Unified School District, as Associate Superintendent of Human Resources, effective December 19, 2012. The board and Ms. King welcomed Ms. Norton. A revised Personnel Action Report (Item 12A) was distributed to the board and is attached here. \*(For motions on Consent Agenda Items, See "Consent Items" below.)

Trustees Dalessandro and Hergesheimer attended Back-to-School Nights at Earl Warren Middle School, Carmel Valley Middle School, Canyon Crest Academy, and San Dieguito Academy; Ms. Herman attended Back-to-School Nights at Earl Warren Middle School, Carmel Valley Middle School, and San Dieguito Academy.

Ms. Dalessandro participated in the annual "Back-to-School" webcast held earlier that same day presented by California School Boards Association (CSBA). She also attended a City/School Liaison Committee Meeting with the City of Solana Beach.

Ms. Groth attended a San Diego County School Boards Association meeting where she was appointed as the California Interscholastic Federation (CIF) Board Representative for the County of San Diego.

Ms. Hergesheimer participated in the "Back-to-School" webcast earlier this same day.

Ms. Herman participated in CSBA's Back-to-School Webcast; she also attended a Masters in Governance session (also through CSBA) called, "Community Relations and Advocacy".

Mr. Salazar attended the "Community Relations and Advocacy" Masters in Governance session.

For the second part of Mr. Noah's report, Mr. Eric Dill gave an update on the plumbing situation at Torrey Pines High School, where there was a water main break on Tuesday morning. The source was 13 feet deep underground. This was the main water supply for the campus. Portable bathroom facilities and water bottles were provided to students and staff on the campus for two days. The main water supply to the school was restored by the time of this meeting. Mr. Dill commended staff and district administration for the efforts. Costs to fully repair this may require an Emergency Special Board Meeting at which time they would adopt an Emergency Repair Resolution. (24-hour notice as per the Brown Act).

10. SCHOOL / DEPARTMENT UPDATES ......(None Scheduled)

#### <u>CONSENT ITEMS</u>......(ITEMS 11 - 15)

\*It was moved by Ms. Barbara Groth, seconded by Ms. Amy Herman, that all consent Items 11 through 15, be approved as listed below. Motion unanimously carried.

#### 11. SUPERINTENDENT

A. GIFTS AND DONATIONS

Accept the Gifts and Donations, as presented.

B. FIELD TRIP REQUESTS

Approval of Field Trip Requests as presented.

### 12. HUMAN RESOURCES

A. PERSONNEL REPORTS

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

1. Certificated and/or Classified Personnel Reports, as presented. (revision attached)

#### 13. EDUCATIONAL SERVICES

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Walroux Enterprises, to provide grant writing, research, and reporting services, during the period September 1, 2012 through July 31, 2013, at the rate of \$75.00 per hour, to be expended from TUPE Grant Funds and the General Fund/Restricted 06-00.

#### 14. PUPIL SERVICES / SPECIAL EDUCATION

#### SPECIAL EDUCATION

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

Approve entering into the following non-public school / non-public agency master contracts (NPS/NPAs), independent contractor agreements (ICAs), and or memorandums of understanding (MOUs), and authorize Christina M. Bennett or Eric R. Dill to execute all pertinent documents.

- 1. Autism Spectrum Consultants (NPA), during the period July 1, 2012 through June 30, 2013.
- 2. Daniel Davis Optometry, Inc., to provide developmental optometry services, during the period July 1, 2012 through June 30, 2013, at the rate of \$125.00 per hour for therapy and \$280.00 per hour for evaluations, to be expended from the General Fund/Restricted 06-00.
- 3. Encinitas Learning Center (NPA), during the period July 1, 2012 through June 30, 2013.
- 4. Schloyer Audiology (ICA), to provide comprehensive auditory processing assessment services, during the period July 1, 2012 through June 30, 2013, at the rate of \$150.00 per hour, to be expended from the General Fund/Restricted 06-00.
- 5. Jodie K. Schuller & Associates (ICA), to provide Speech/Language developmental, remediation, and transition services, during the period July 1, 2012 through June 30, 2013, at the rate of \$150.00 per hour, to be expended from the General Fund/Restricted 06-00
- 6. Sierra Academy of San Diego (NPS), during the period July 1, 2012 through June 30, 2013.
- 7. Yellowstone Boys & Girls Ranch (NPS), during the period July 1, 2012 through June 30, 2013.
- 8. Family Life Center (NPS), during the period July 1, 2012 through June 30, 2013.
- 9. New Bridge School (NPS), during the period July 1, 2012 through June 30, 2013.

- 10. Susan F. Berkowitz, MS (ICA), to provide speech/language development, remediation, and assessments, during the period July 1, 2012 through June 30, 2013, at the rate of \$130.00 per hour, to be expended from the General Fund/Restricted 06-00.
- 11. West Shield Adolescent Services (ICA), to provide transporting/escorting services for special education students at risk to residential facilities, during the period July 1, 2012 through June 30, 2013, at the rate of \$81.00 per hour, to be expended from the General Fund/Restricted 06-00.
- 12. Teri, Inc. (NPS), during the period July 1, 2012 through June 30, 2013.
- B. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS (None Submitted)

**PUPIL SERVICES** (None Submitted)

#### 15. Business

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

- 1. The Regents of the University of California, for the lease of facilities at the University of California, San Diego, for the Torrey Pines High School Men's Water Polo try outs, practices and games, during the period August 15, 2012 through November 16, 2012, for an amount not to exceed \$8,113.16, to be paid for by the Torrey Pines High School Foundation.
- 2. Steven Smith Landscape, Inc., to provide landscape maintenance services at various sites district wide, during the period September 6, 2012 through June 30, 2013, for an amount not to exceed \$30,000.00, to be expended from the fund to which the project is charged.
- 3. CEPA Operations, Inc., to provide annual laboratory fume hood testing district wide, during the period September 6, 2012, through June 30, 2013 for an annual estimated amount of \$1,505.00, to be expended from the General Fund 03-00.
- 4. Darnell & Associates, Inc., to provide a traffic impact study for the proposed Pacific Highlands Ranch middle school, during the period September 21, 2012 through June 30, 2013, for an amount not to exceed \$18,525.00, to be expended from Mello-Roos Funds and Capital Facilities Fund 25-19.
- 5. Lionakis, to provide coordination services and to process the California Department of Education (CDE) School Facilities Planning Division (SFPD) school site approval applications for the proposed Pacific Highlands Ranch middle school, during the period September 27, 2012 until project completion, for an amount not to exceed \$35,600.00, to be expended from Mello-Roos Funds and Capital Facilities Fund 25-19.
- 6. Pardee Homes, a California corporation, to provide a right of entry permit for the San Dieguito Union High School District to perform activities and testing required by the State of California for land that may be acquired and used for the proposed Pacific Highlands Ranch middle school, during the period September 21, 2012 through July 31, 2013, at no cost to the district.
- 7. Latitude 33 Planning & Engineering, to provide civil engineering boundary and topographic survey and mapping services for Canyon Crest Academy and the proposed Pacific Highlands Ranch middle school, during the period September 21, 2012 until project completion, for an amount not to exceed \$29,500.00 plus reimbursable expenses, to be expended from Mello-Roos Funds and Capital Facilities Fund 25-19.
- B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS (None Submitted)
- C. AWARD/RATIFICATION OF CONTRACTS

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

- 1. Fredricks Electric, Inc., for Cabling Installations-District Wide B2013-03, during the period October 1, 2012 through September 30, 2013, with options to renew two additional one year periods, at the unit prices listed on the attachment, to be expended from the fund to which the project is charged.
- D. APPROVAL OF CHANGE ORDERS

Approve Change Order No. 1 to the following projects, and authorize Christina M. Bennett or Eric R. Dill to execute the change orders:

- 1. Replace Roofing at Torrey Pines High School Northwest Portion of Building B project B2012-15, increasing the contract amount by \$1,555.00, to be expended from the Torrey Pines Lease Revenue Bonds 2012.
- E. ACCEPTANCE OF CONSTRUCTION PROJECTS (None Submitted)
- F. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

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

### DISCUSSION / ACTION ITEMS ...... (ITEM 16)

16. ADOPTION OF 2012-13 DISTRICT GENERAL FUND BUDGET / FALL REVISION

It was moved by Ms. Beth Hergesheimer, seconded by Ms. Barbara Groth, to adopt the 2012-13 District General Fund Budget, Fall Revision, as presented. There was a speaker slip submitted by a member of the public and President Dalessandro called for public comments. Mr. Steve McDowell requested further clarification on this item. Mr. Eric Dill responded (addressing the School Board). A roll call followed; Motion unanimously carried.

## <u>INFORMATION ITEMS</u>.....(ITEMS 17 - 26)

17. BOARD POLICY REVISION PROPOSALS (3), #2140, "EVALUATION OF THE SUPERINTENDENT; #9140, "BOARD REPRESENTATIVES"; #9323.2, "ACTIONS BY THE BOARD"

These board revision proposals were presented for first read and will be resubmitted for board action on October 4, 2012.

- 18. SAN DIEGUITO UNION HIGH SCHOOL DISTRICT EDUCATION PLAN, 2012-2013
  - This item was presented for first read and will be resubmitted for board action on October 4, 2012
- 21. Human Resources Update ....... Terry King, Associate Superintendent Ms. King had nothing further to report.
- 23. PUBLIC COMMENTS (No comments presented)
- 24. FUTURE AGENDA ITEMS None discussed.
- 25. ADJOURNMENT TO CLOSED SESSION Not required.

- 26. CLOSED SESSION Nothing further to report out of closed session.
- 27. ADJOURNMENT OF MEETING Meeting adjourned at 8:03 PM.

Ken Noah, Superintendent

APPROVED IN PUBLIC MEETING OF THE BOARD OF TRUSTEES OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

BOARD OF TRUSTEES

Minutes, September 20, 2012 Item #12A, Personnel Action

## San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

**DATE OF REPORT:** September 19, 2012

**BOARD MEETING DATE:** September 20, 2012

PREPARED BY: Terry King
Associate Superintendent/Human Resources

Ken Noah

Superintendent

SUBJECT: APPROVAL OF CERTIFICATED and

**CLASSIFIED PERSONNEL** 

## **EXECUTIVE SUMMARY**

Please find the following Personnel actions attached for Board Approval:

## Certificated

Employment
Change in Assignment
Resolution to Teach Outside Credentialed Area
Resignation

### Classified

Change in Assignment Resignation

SUBMITTED BY:

## **RECOMMENDATION:**

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

**FUNDING SOURCE:** 

General Fund

APPROVED IN PUBLIC MEETING OF THE BOARD OF TRUSTEES OF THE SAN DIEGUITO

UNION HIGH SCHOOL DISTRICT 9-20-12

BECKY BANNING RECORDING SECRETARY
BOARD OF TRUSTEES

## **CERTIFICATED PERSONNEL**

#### **Employment**

- 1. <u>Robbie Chasse</u>, 100% Temporary Teacher (math) at Torrey Pines High for the remainder of the 2012-13 school year, effective 9/18/12 through 6/14/13.
- 2. <u>Megan Clements</u>, 20% Temporary Teacher (biology) at La Costa Canyon for the remainder of the 2012-13 school year, effective 9/14/12 through 6/14/13.
- 3. <u>Kaitlin Hildebrand</u>, 20% Temporary Teacher (math) at Torrey Pines High for the remainder of the 2012-13 school year, effective 9/18/12 through 6/14/13.
- 4. <u>Kerry Kosmicki</u>, 60% Temporary Teacher (Special Ed mild/moderate) at Oak Crest Middle School for the remainder of the 2012-13 school year, effective 9/06/12 to 6/14/13.
- 5. <u>Kelly Lewis</u>, 67% Temporary Teacher (biology) at San Dieguito Academy for the remainder of Semester I only/2012-13 school year, effective 9/04/12 through 1/25/13.
- 6. <u>Torrie L. Norton</u>, Associate Superintendent/Human Resources at the District Office, effective 12/19/2012.

## **Change in Assignment**

- 1. <u>Sarah Dean</u>, Temporary Teacher (Spanish) at Carmel Valley Middle School, change in assignment from 60% to 100% for the remainder of the 2012-13 school year, effective 8/28/12 through 6/14/13.
- 2. <u>Kelly Murphy</u>, Temporary Teacher (social science) at Diegueno Middle School, change in assignment from 20% to 40% for the remainder of the 2012-13 school year, effective 8/28/12 through 6/14/13.
- 3. <u>Carolyn Tedder</u>, 60% Temporary Teacher (Special Ed mild/moderate) at Carmel Valley Middle School, change in assignment to 80% (additional 20% assignment at Torrey Pines High) for the remainder of the 2012-13 school year, effective 9/18/12 through 6/14/13.

Approval of resolutions for the following teachers to teach one period of a competitive sport outside their credentialed area for the 2012-13 school year, effective 8/21/12 through 6/14/13, authorized by Education Code Section 44258.7(b):

David Cassaw

Basketball PE at La Costa Canyon
Scott Chodorow

Pep Squad at Torrey Pines

Charlenne Falcis-Stevens Track & Field and Cross Country at Torrey Pines

Matthew Livingston Baseball PE at Torrey Pines
Justin Machado Baseball PE at La Costa Canyon

#### Resignation

- 1. <u>Debra Brody</u>, Workability Coordinator at San Dieguito Academy, resignation for retirement purposes, effective 10/31/12.
- 2. <u>Terry King</u>, Associate Superintendent/Human Resources at the District Office, resignation for retirement purposes, effective 2/01/13.

dr **9/20/12** certbdagenda

## **PERSONNEL LIST**

## **CLASSIFIED PERSONNEL**

## **Change in Assignment**

 Schoonard, Jeffrey, from Maintenance Worker I, SR34, 100% FTE to Custodian Floater, SR33, 100% FTE, effective 9/10/12

#### Resignation

1. Margiotta, Kathleen, Secretary, Oak Crest MS, resignation effective 9/07/12

09/20/12 classbdagenda

## Minutes, September 20, 2012 Item #21, Educational Services Update **S.D.U.H.S.D.**

## Adult Education Financial History, 2008 – 2012 **Projection for 2012-13**

September, 2012

The challenge for the SDUHSD Adult School is to continue to meet the changing needs of our community by running an effective program while facing the reality of our economic challenges. Our goal is to sustain a cost neutral program with the following constituents and customers as our focus:

2012-13 Estimated AE REVENUE		2012-13 Estimated AE EXPENSES	
Calif. State Revenue	\$0	Salaries & Benefits	\$721,734
Federal Funding	\$150,700	Books, Materials, Supplies	\$27,668
Collected Fees	\$680,000	Services & Operating Expenses	\$108,690
		Indirect Costs to SDUHSD	\$32,608
Total	\$815,700	Total	\$890,700
2011-12 ACTUAL AE REVENUE		2011-12 ACTUAL AE EXPENSES	
Calif. State Revenue	\$0	Salaries & Benefits	\$756,203
Federal Funding	\$142,805	Books, Materials, Supplies	\$29,959
Collected Fees	\$653,165	Services & Operating Expenses	\$119,708
Interest	\$0	Indirect Costs to SDUHSD	\$43,482
Total	\$795,970	Total	\$949,352
2010-11 ACTUAL AE REVENUE		2010-11 ACTUAL AE EXPENSES	
Calif. State Revenue	\$0	Salaries & Benefits	\$801,988
Carryover	\$13,553	Books, Materials, Supplies	\$28,166
Federal Funding	\$269,464	Services & Operating Expenses	\$132,968
Collected Fees	\$578,235	Indirect Costs to SDUHSD	\$33,206
Total	\$847,699	Total	\$996,328
2009-10 ACTUAL AE REVENUE		2009-10 ACTUAL AE EXPENSES	
Calif. State Revenue	\$0	Salaries & Benefits	\$972,525
Federal Funding	\$228,929	Books, Materials, Supplies	\$35,237
Collected Fees	\$626,414	Services & Operating Expenses	\$149,092
Interest	\$2,136	Indirect Costs to SDUHSD	\$35,810
2008-09 Carryover	\$468,000		
Total	\$1,325,479	Total	\$1,192,666
2008-09 ACTUAL AE REVENUE		2008-09 ACTUAL AE EXP	
Calif. State Revenue	\$816,102	Salaries & Benefits	\$1,128,233
Federal Funding	\$193,000	Books, Materials, Supplies	\$105,000
Community Based Eng. Tutor	\$25,000	Services & Operating Expenses	\$142,000
Collected Fees	\$548,728	Indirect Costs to SDUHSD	\$0
Interest	\$10,869		70
Total	\$1,844,148	Total	\$1,610,074

## Minutes, September 20, 2012 Item #21, Educational Services Update

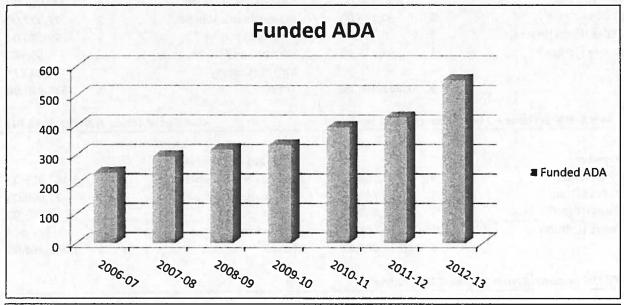
# San Dieguito Regional Occupational Program Budget Revenues and Expenses 2008-2013

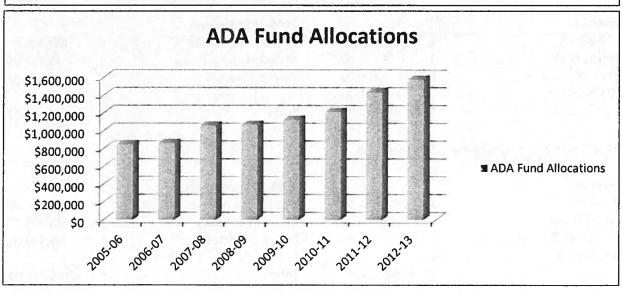
13 Estimated Expenses	
	\$ 1,385,007.0
	\$ 80,000.0
	\$ 124,994.0
and Maintenance	\$11,00
Costs	\$53,00 <b>\$ 1,654,00</b> 1.0
ROP Tier III Transfer \$112	2,576.00
12 Expenses	
	\$ 1,283,031.0
	\$ 77,577.0
	\$ 90,174.0
and Maintenance	\$6,56
Costs	\$80,27
\$	\$ 1,537,629.0
ROP Tier III Actual T	Transfer \$190,2
11 Expenses	
and Benefits \$	\$ 1,162,655.0
s and Supplies \$	
ixpenses \$	
Costs	\$71,46
\$	
LO Expenses	
and Benefits \$	997,899.0
s and Supplies \$	
xpenses \$	
Apenses	05,475.0
\$	1,137,061.0
09 Expenses	
nd Benefits \$	972,690.0
and Supplies \$	
vhenges 2	93,479.0
	1,155,744.0
	penses \$

2008-2009 (54 H.S. Sections, 5 night classes)

SDUHSD
ROP Allocations History 2005-2013

Year	Funded ADA	ADA Fund Allocations
2005-06	230.62	\$846,211
2006-07	239.59	\$859,468
2007-08	295.18	\$1,057,630
2008-09	319.31	\$1,063,940
2009-10	333.06	\$1,122,218
2010-11	394.50	\$1,209,128
2011-12	426.67	\$1,430,494
2012-13	553.83	\$1,575,458





1 ADA = 525 hours of instruction