



Union High School District

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

Board of Trustees
Joyce Dalessandro
Barbara Groth
Beth Hergesheimer
Amy Herman
John Salazar
Superintendent
Rick Schmitt

SEPTEMBER 4, 2014

THURSDAY, SEPTEMBER 4, 2014
6:30 PM

DISTRICT OFFICE BOARD ROOM 10120
710 ENCINITAS BLVD., ENCINITAS, CA. 92024

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

1. CALL TO ORDER

The meeting was called to order when the regular meeting convened at 6:30 PM.

2. CLOSED SESSION

Closed session was not held.

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

ATTENDANCE

BOARD OF TRUSTEES AND STUDENT BOARD REPRESENTATIVES

- Joyce Dalessandro
Barbara Groth
Beth Hergesheimer
Amy Herman
John Salazar
Jaycelin Bert, San Dieguito High School Academy
Melanie Farfel, Canyon Crest Academy - Absent
Renee Haerle, La Costa Canyon High School
Erica Lewis, Torrey Pines High School
Hana Rivera Garza, Sunset Continuation/North Coast Alt. High Schools

DISTRICT ADMINISTRATORS / STAFF

- Rick Schmitt, Superintendent
Eric Dill, Associate Superintendent, Business
Mike Grove, Ed.D., Associate Superintendent, Educational Services
Torrie Norton, Associate Superintendent, Human Resources
Charles Adams, Director, Special Education
Delores Perley, Chief Financial Officer
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

3. CALL TO ORDER (ITEM 3)

The regular meeting of the Board of Trustees was called to order at 6:31 PM by President Joyce Dalessandro.

4. PLEDGE OF ALLEGIANCE (ITEM 4)

President Dalessandro led the Pledge of Allegiance.

5. REPORT OUT OF CLOSED SESSION (ITEM 5)

The Board did not meet in closed session.

6. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 21, 2014

It was moved by Ms. Groth, seconded by Ms. Hergesheimer, to approve the minutes of the August 21, 2014 Regular Board Meeting, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. Motion unanimously carried.

NON-ACTION ITEMS (ITEMS 7 - 10)

7. STUDENT INTRODUCTIONS UPDATES

A. INTRODUCTIONS AND OATH OF OFFICE RICK SCHMITT, SUPERINTENDENT

Superintendent Schmitt introduced four new student board representatives for 2014-15 and administered the "Oath of Office".

B. STUDENT UPDATES STUDENT BOARD REPRESENTATIVES

Students gave updates on events and highlights at their schools.

8. BOARD REPORTS AND UPDATES BOARD OF TRUSTEES

All Board members attended the Board Workshop on Facilities held prior to the regular meeting.

Ms. Hergesheimer attended Encinitas City/School Liaison meeting as well as Mr. Schmitt and Mr. Dill, the MAEGA Scholarship fundraising dinner, Back to School Nights at Carmel Valley and Diegueno Middle Schools.

Mr. Salazar had nothing to report.

Ms. Herman attended the Canyon Crest Academy Foundation Coffee as well as Ms. Groth.

Ms. Groth had nothing further to report.

Ms. Dalessandro attended the MiraCosta College, San Elijo Campus Ribbon Cutting Ceremony for the new science building, and the MAEGA fundraising dinner and shared that the Front Porch Gallery in Carlsbad will have an art show display regarding the Berlin Wall coming down on November 9 through December 5. She reported on Superintendent Schmitt's first year evaluation indicating that the entire board had the highest praise for Mr. Schmitt's performance and accomplishments, and that he earned an outstanding evaluation. Ms. Dalessandro also thanked the Associate Superintendents for their support and performance.

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

Superintendent Schmitt gave an update on his recent evaluation including lessons learned, continuing communication with the board, balancing the Education Plan: Strategic Themes with individual adjustments as needed, and balancing day-to-day work with stepping back and letting the talented administrative team lead their departments. Some accomplishments included engaging and communicating with the greater community, continued year-over-year academic gains, eliminating the structural budget deficit in 2013-14 with conservative budget recovery strategies, and Prop AA projects on time and under budget.

10. DEPARTMENT UPDATE / SPECIAL EDUCATION CHARLES ADAMS, DIRECTOR, SPECIAL EDUCATION

Mr. Adams gave his annual Special Education update on providing quality programs and services to students with a reasonable cost to the district. Department goals for 2014-15 include reviewing 1) mediation/settlement process costs, 2) efficient and cost effective staffing of Instructional Assistants, and 3) creating non-public alternative programs and services within the district.

Some 2013-14 highlights include reading instruction provided by district staff, a new Coordinator of Special Education, and Coordinator of Student Services. For 2014-15, a new special education information software system will be implemented for IEPs and staff will continue to work closely with our feeder elementary districts.

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

It was moved by Ms. Groth, seconded by Ms. Hergesheimer, that Consent Agenda Items #11-15, be approved, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

11. SUPERINTENDENT

A. GIFTS AND DONATIONS

(None Submitted)

B. FIELD TRIP REQUESTS

Approve the 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.

B. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

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. LMD, Inc. dba LeadingMD.com, to provide web site design and hosting for the San Dieguito Union High School District Adult Education web site, during the period August 1, 2014 and continuing until terminated in writing, for a one-time fee of \$1,200.00 for a customized web site design and \$20.00 per month for web site hosting, to be expended from the Adult Education Fund 11-00.
2. Susco Media, Inc. dba ZCode Magazines & ZCode Media, to provide advertising for the San Dieguito Union High School District Adult Education program, during the period September 1, 2014 through June 30, 2015, for an amount not to exceed \$1,500.00, to be expended from the Adult Education Fund 11-00.
3. Encinitas Community Center, for lease of facilities for San Dieguito Adult Education classes, during the period July 1, 2014 through June 30, 2015, for an amount not to exceed \$1,500.00, to be expended from the Adult Education Fund 11-00.
4. Carmel Valley Recreation Center, for the lease of facilities for San Dieguito Adult Education classes, during the period July 1, 2014 through June 30, 2015, for an amount not to exceed \$5,500.00, to be expended from the Adult Education Fund 11-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

C. APPROVAL OF MODIFIED PASSING SCORES / CALIFORNIA HIGH SCHOOL EXIT EXAM (CAHSEE), 2014-15

Approve and validate the equivalent of a passing score for eligible students who used allowable modifications outlined in their IEP, and that for these eligible students, the CAHSEE requirement has been satisfied, as presented.

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

1. Rienzi Haytasingh, Psy.D. & Associates, (ICA) to provide neuropsychological, psychoeducational, and behavior assessments and services, during the period July 1, 2014 through June 30, 2015, at the rate of \$200.00 per hour, to be expended from the General Fund/Restricted 06-00.
2. New Haven Youth and Family Services, Inc., (NPA) to provide wraparound services for students transitioning to a less restrictive placement, during the period July 1, 2014 through June 30, 2015, at the rates shown on the attachment, to be expended from the General Fund/Restricted 06-00.

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

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

PUPIL SERVICES

D. APPROVAL/RATIFICATION OF AGREEMENTS
(None Submitted)

15. BUSINESS / PROPOSITION AA

BUSINESS

A. APPROVAL/RATIFICATION OF AGREEMENTS
(None Submitted)

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

C. AWARD/RATIFICATION OF CONTRACTS
(None Submitted)

D. APPROVAL OF CHANGE ORDERS
(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS
(None Submitted)

F. APPROVAL OF BUSINESS REPORTS
Approve the following business reports:

1. Purchase Orders
2. Membership Listing

G. ADOPTION OF RESOLUTION ESTABLISHING GANN LIMIT
Adopt the resolution establishing the Gann Limit, which identifies the estimated appropriations limit for the current year and actual appropriations for the preceding year, as presented.

PROPOSITION AA

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

1. Aztec Container Inc., to provide district wide rental containers as temporary storage for school site items while under construction, during the period September 5, 2014 to September 5, 2015, in an amount not to exceed \$30,000.00, to be expended from Building Fund–Prop 39 Fund 21-39.
2. LA Construction Photo Documentation, Inc., to provide exact built photos of mechanical, electrical, and plumbing systems at New Middle School #5, during the period September 5, 2014 to September 5, 2015, in an amount not to exceed \$3,738.28, to be expended from Building Fund–Prop 39 Fund 21-39.
3. LB Concrete, to provide new concrete pad for relocated transformer at San Dieguito High School Academy, during the period of August 4, 2014 to August 7, 2014, in an amount not to exceed \$6,918.00, to be expended from Building Fund–Prop 39 Fund 21-39.
4. LB Concrete, to remove existing asphalt and replace with a new concrete slab at Earl Warren Middle School, during the period of August 7, 2014 to August 8, 2014, in an amount not to exceed \$3,916.00, to be expended from Building Fund–Prop 39 Fund 21-39.
5. D.A.D. Asphalt, Inc., to provide asphalt repairs at Earl Warren Middle School, during the period of August 8, 2014 through completion, in an amount not to exceed \$5,716.00, to be expended from Building Fund–Prop 39 Fund 21-39.
6. D.A.D. Asphalt, Inc., to install asphalt and guard sealer for new hard court at Earl Warren Middle School, during the period of August 8, 2014 through completion, in an amount not to exceed \$20,439.24, to be expended from Building Fund–Prop 39 Fund 21-39.

I. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

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

1. SVA Architects, Inc., amend contract A2013-167 to provide street striping and signage plan at the La Costa Valley site, during the period September 5, 2014 through December 31, 2014, increasing the amount by \$5,580.00 for a new total of \$614,045.00, to be expended from Building Fund–Prop 39 Fund 21-39.
2. Creative Alliance Group, LLC, amend contract CA2014-04 for an additional Executive Partnering workshop for construction collaboration in regard to Proposition AA, extending the contract through September 30, 2014, increasing cost in the amount of \$4,900.00 for a new total of \$14,700.00, to be expended from Building Fund–Prop 39 Fund 21-39.
3. SVA Architects, Inc., amend contract CA2014-20 for corporate name change to SVA Architects, Inc. the organization was formerly known as MVE Institutional, Inc., at no cost to the District.
4. SVA Architects, Inc., amend contract A2013-166 for corporate name change to SVA Architects, Inc. the organization was formerly known as MVE Institutional, Inc., at no cost to the District.
5. SVA Architects, Inc., amend contract A2013-167 for corporate name change to SVA Architects, Inc. the organization was formerly known as MVE Institutional, Inc., at no cost to the District.
6. Dudek, amend contract CB2013-31 to provide district wide Storm Water Pollution Prevention Plan Services, during the period September 19, 2014 through June 30, 2015, increasing the amount by \$100,000.00 on a time and material basis for a new total cumulative amount of \$200,000.00, to be expended from Building Fund–Prop 39 Fund 21-39.
7. Nolte Associates, Inc., amend contract CB2013-31 to provide district wide Storm Water Pollution Prevention Plan Services, during the period September 19, 2014 through June 30, 2015, increasing the amount by \$100,000.00 on a time and material basis for a new total cumulative amount of \$200,000.00, to be expended from Building Fund–Prop 39 Fund 21-39.
8. Twining Inc., amend contract CB2013-31 to provide district wide Storm Water Pollution Prevention Plan Services, during the period September 19, 2014 through June 30, 2015, increasing the amount by \$100,000.00 on a time and material basis for a new total cumulative amount of \$200,000.00, to be expended from Building Fund–Prop 39 Fund 21-39.

9. David Beckwith & Associates, Inc., amend contract CB2013-31 to provide district wide Storm Water Pollution Prevention Plan Services, during the period September 19, 2014 through June 30, 2015, increasing the amount by \$100,000.00 on a time and material basis for a new total cumulative amount of \$200,000.00, to be expended from Building Fund—Prop 39 Fund 21-39.
10. BDS Engineering, Inc., amend contract CB2013-32 to provide district wide On Call Land Surveying Services, during the period October 3, 2014 through June 30, 2015, increasing the amount by \$100,000.00 on a time and material basis for a new total cumulative amount of \$200,000.00, to be expended from Building Fund—Prop 39 Fund 21-39.
11. RBF Consulting, Inc., A Company of Michael Baker Corporation, amend contract CB2013-32 to provide district wide On Call Land Surveying Services, during the period October 3, 2014 through June 30, 2015, increasing the amount by \$100,000.00 on a time and material basis for a new total cumulative amount of \$200,000.00, to be expended from Building Fund—Prop 39 Fund 21-39.
12. Gold Coast Surveying, Inc., amend contract CB2013-32 to provide district wide On Call Land Surveying Services, during the period October 3, 2014 through June 30, 2015, increasing the amount by \$100,000.00 on a time and material basis for a new total cumulative amount of \$200,000.00, to be expended from Building Fund—Prop 39 Fund 21-39.
13. American Fence Company, Inc., amend contract CA2015-05 to adjust perimeter of temporary Construction Fence at San Dieguito High School Academy, during the period August 22, 2014 through completion, increasing amount by \$425.00 for a new total of \$1,284.00, to be expended from Building Fund—Prop 39 Fund 21-39.

J. AWARD/RATIFICATION OF CONTRACTS
(None Submitted)

K. APPROVAL OF CHANGE ORDERS
(None Submitted)

L. ACCEPTANCE OF CONSTRUCTION PROJECTS
(None Submitted)

DISCUSSION / ACTION ITEMS (ITEMS 16 - 25)

16. ADOPTION OF PROPOSED REVISED BOARD POLICIES (4): #1312.3 & AR-1, “UNIFORM COMPLAINT PROCEDURES”, #1312.3/AR-1 ATTACHMENTS A & B, “UNIFORM COMPLAINT FORM” & “UNIFORM COMPLAINT PROCEDURES NOTICE TO PARENTS/GUARDIANS, COMPLAINT RIGHTS”
Motion by Ms. Groth, seconded by Ms. Herman, to adopt the proposed revised board policies (4): #1312.3 & AR-1, “Uniform Complaint Procedures”, #1312.3/AR-1 Attachments A & B, “Uniform Complaint Form” & “Uniform Complaint Procedures Notice to Parents/Guardians, Complaint Rights”, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*
17. ADOPTION OF PROPOSED REVISED BOARD POLICY (1): #3260.1, “STUDENT PARKING FEES”
Motion by Ms. Hergesheimer, second by Ms. Groth, to adopt the Proposed Revised Board Policy (1): #3260.1, “Student Parking Fees”, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*
18. ADOPTION OF PROPOSED NEW BOARD POLICY (1): #4216.3-11.9, “CUSTODIAL SUPERVISOR I” & REVISED BOARD POLICY (1): #4541 ATTACHMENT A, “SUPERVISORY EMPLOYEES SALARY SCHEDULE”
Motion by Ms. Groth, seconded by Ms. Herman, to adopt the Proposed New Board Policy (1): #4216.3-11.9, “Custodial Supervisor I” & Revised Board Policy (1): #4541 Attachment A, “Supervisory Employees Salary Schedule”, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*
19. ADOPTION OF PROPOSED NEW BOARD POLICY (1): #0410/4100.1/4200.2/5145.3, AR-2, “REQUEST FOR COMMUNICATION ACCOMMODATIONS”

Motion by Ms. Hergesheimer, seconded Ms. Herman, to adopt the Proposed New Board Policy (1): #0410/4100.1/4200.2/5145.3, AR-2, "Request for Communication Accommodations", as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

20. CERTIFICATION OF THE 2013-14 UNAUDITED ACTUAL INCOME AND EXPENDITURES

Motion by Ms. Groth, second by Ms. Hergesheimer, to certify the 2013-14 Unaudited Actual Income and Expenditures, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

21. APPROVAL OF AMENDMENT TO EMPLOYMENT CONTRACT / SUPERINTENDENT

Motion by Ms. Groth, second by Ms. Herman, to approve the amendment to the Employment Contract for the Superintendent, for the term commencing July 1, 2014 through June 30, 2017, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman; Noes: Salazar. *Motion carried.*

22. APPROVAL OF AMENDMENT TO EMPLOYMENT CONTRACTS (3) / ASSOCIATE SUPERINTENDENTS

Motion by Ms. Hergesheimer, second by Ms. Groth, to approve the amendment to the Employment Contracts (3) for the Associate Superintendents of Business Services, Educational Services, and Human Resources, for the term commencing July 1, 2014 through June 30, 2018, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman; Noes: Salazar. *Motion carried.*

23. ADOPTION OF REVISED 2014 BOARD MEETING SCHEDULE

Motion by Ms. Groth, second by Ms. Hergesheimer, to adopt the revised 2014 Board Meeting Schedule, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

24. APPROVAL OF PERSONNEL COMMISSION APPOINTMENT

Motion by Ms. Herman, second by Ms. Groth, to appoint Mrs. Terry King to serve on the Personnel Commission, effective December 1, 2014, for a three-year term to end on December 1, 2017, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

25. ADOPTION OF RESOLUTION / SUFFICIENCY OF INSTRUCTIONAL MATERIALS, 2014-15

- PUBLIC HEARING – President Dalessandro opened the hearing at 7:28 PM and called for public comments. There being no comments presented, the hearing closed at 7:29 PM.
- Motion by Ms. Groth, second by Ms. Herman, to adopt the Resolution, *Sufficiency of Instructional Materials, 2014-15*, making determination that every pupil has sufficient textbooks or instructional materials, as presented. Ayes: Dalessandro, Groth, Hergesheimer, Herman, Salazar; Noes: None. *Motion unanimously carried.*

INFORMATION ITEMS..... (ITEMS 26 - 34)

26. MATH INSTRUCTIONAL MATERIALS UPDATE

Dr. Grove gave an update on the status of the math instructional materials development. He introduced two Teachers on Special Assignment, Katie Martinez and Melissa Griffen, who provided an update on the middle school and high school math curriculum created this summer that is fully Common Core aligned. They also reviewed a new district created website for teachers, students, and parents to use as resources.

27. BUSINESS SERVICES UPDATE ERIC DILL, ASSOCIATE SUPERINTENDENT

Mr. Dill gave an update on the athletic trainer position at Torrey Pines High School.

28. HUMAN RESOURCES UPDATE TORRIE NORTON, ASSOCIATE SUPERINTENDENT

Ms. Norton gave an update on the certificated evaluation training for new administrators recently held.

29. EDUCATIONAL SERVICES UPDATE MIKE GROVE, ASSOCIATE SUPERINTENDENT

Dr. Grove had nothing further to report.

30. PUBLIC COMMENTS – Comments were made by Maureen "Mo" Muir regarding safety of athletics, and Paul Gaspar regarding athletic training contracts.

31. FUTURE AGENDA ITEMS – None presented.

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

33. CLOSED SESSION – Nothing further to report.

34. ADJOURNMENT OF MEETING - Meeting adjourned at 8:02 PM.


Beth Hergesheimer, Board Clerk

Oct 2, 2014
Date


Rick Schmitt, Superintendent

Oct 2, 2014
Date