

October 6, 2005

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
710 ENCINITAS BLVD., ENCINITAS, CA 92024
BOARD OF TRUSTEES MEETING
BOARD AGENDA COVER SHEET

Welcome to the Board of Trustees Meeting . . .

COMMENTS ON AGENDA ITEMS

If you wish to speak regarding an item on the agenda, please complete a blue speaker slip located at the sign-in desk and present it to the Secretary to the Board prior to the start of the meeting. When the Board President invites you to the podium, state your name, address, and organization before making your presentation.

CONSENT CALENDAR

All matters listed under Consent are those on which the Board has previously deliberated or which can be classified as routine items of business. An administrative recommendation on each item is contained in the agenda supplements. There will be no separate discussion of these items prior to the time the Board of Trustees votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent items.

To address an item on the consent calendar, please follow the procedure described under *Comments on Agenda Items*.

PUBLIC COMMENTS

Persons wishing to address the Board on any school related issue not elsewhere on the agenda are invited to do so under the "Public Comments" item. In the interest of time and order, presentations from the public are limited to three (3) minutes per person and the total time for non-agenda items shall not exceed twenty (20) minutes. An individual speaker's allotted time may not be increased by a donation of time from members of the public in attendance. If you wish to speak under Public Comments, complete a blue speaker's slip and follow the directions for speaking to agenda items. Complaints or charges against an employee are not permitted in an open meeting of the Board of Trustees.

In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.

CLOSED SESSION

The Board will meet in Closed Session to consider qualified matters of litigation, employee negotiations, student discipline, employee grievances, personnel qualifications, or real estate negotiations which are timely.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications, 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 district superintendent by sending a written request to the district office at 710 Encinitas Boulevard, Encinitas, California, 92024, or by faxing the request to (760) 943-3501. Notification by letter or fax 72 hours prior to the meeting will enable the district to make reasonable arrangement 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 this meeting in appropriate alternative formats for persons with a disability.

**AGENDA FOR
REGULAR MEETING
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES**

October 6, 2005

District Office/Board Conference Room 101

6:30 p.m. - Regular Meeting

710 Encinitas Blvd., Encinitas, CA

1. Call to Order – 6:00 p.m.
2. Public Comments Regarding Closed Session Items
3. **Closed Session – 6:05 p.m.**
 - 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").
 - b. To discuss potential litigation, pursuant to Government Code Sections 3549.1 and 54957.6.

6:30 p.m. - REGULAR MEETING

4. Pledge of Allegiance
5. Report Out of Action Taken in Closed Session
6. Approval of Minutes 6A. Moved by _____, second by _____, that the minutes of the Regular Meeting of September 15, 2005, be approved as written.

NON-ACTION ITEMS

- 7A. Correspondence - Communications received by the Board are available for public review at the District Office at 710 Encinitas Boulevard in Encinitas. Board correspondence is distributed to each Board member and the superintendent along with the agenda.
- 7B. Report/Student Board Members
- 7C. Trustee Reports
- 7D. Superintendent's Report and Legislative Update

ACTION AGENDA - CONSENT ITEMS (See supplements)

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

HUMAN RESOURCES

8. PERSONNEL
Approve matters pertaining to employment of personnel, salaries, leaves of absence, resignations, changes in assignments, extra duty assignments, and consultant services as listed in the attached supplement.

SUPERINTENDENT

9. ACCEPTANCE OF GIFTS
Accept gifts, as shown in the attached supplement.
10. APPROVAL OF FIELD TRIPS
Approve field trips, as shown in the attached supplement.

PUPIL SERVICES

11. APPROVAL OF CLASSIFICATION OF SPECIAL EDUCATION RECORDS AS CLASS 3 DISPOSABLE
Approve classifying Special Education records such as access log, health records, Special Education – tests, forms, IEPs, as Class 3 disposable, at which time they may be destroyed, according to the California Code of Regulations.
12. APPROVAL/RATIFICATION OF AGREEMENTS
Approve/ratify entering into the following agreement and authorize Simonetta March to execute the agreement:
 - a) Deaf Community Services of San Diego, Inc. to provide interpreting services for hearing impaired students, during the period September 20, 2005 through June 30, 2006, for an amount not to exceed \$10,000.00, to be expended from the General Fund 06-00/Special Education.

INSTRUCTION

13. APPROVAL OF COMMUNITY-BASED ENGLISH TUTORING (CBET) PROGRAM APPLICATION FORM
Approve the Community-Based English Tutoring (CBET) Program Application Form for the fiscal year 2005-2006, as shown in the attached supplement.

BUSINESS

14. APPROVAL/RATIFICATION OF AGREEMENTS
Approve/ratify entering into the following agreements and authorize Simonetta March to execute the agreements:
 - a) D. A. Hogan & Associates, Inc. to provide engineering and design services for the La Costa Canyon High School Track & Field Renovation, during the period July 1, 2005 through October 30, 2006, for an amount not to exceed \$102,750.00, to be expended from the General Fund 03-00 and reimbursed by the La Costa Canyon High School Foundation.
 - b) Carmel Valley Recreation Center for lease of facilities for the San Dieguito Adult School, during the period September 7, 2005 through November 4, 2005, at no cost to the District.
 - c) Carmel Valley Swimming Pool for lease of facilities for the Torrey Pines High School Boys Water Polo program, during the period September 7, 2005 through November 17, 2005, for an amount not to exceed \$1,716.00, to be expended from the General Fund 03-00 and be reimbursed by the Torrey Pines High School Foundation.

- d) Encinitas Community Center for lease of facilities for the San Dieguito Adult School, during the period September 1, 2005 through June 30, 2006, for an estimated amount of \$8,000.00, to be expended from the Adult Education Fund 11-00.
- e) Fiscal Crisis and Management Assistance Team to perform a study of the San Dieguito Transportation Cooperative, during the period November 7, 2005 through January 31, 2006, for an amount not to exceed \$10,000.00, to be expended from the General Fund/Restricted 06-00 (Transportation Coop).
- f) D. A. Hogan & Associates, Inc. to provide engineering and design services for the Canyon Crest Academy track and field, during the period September 28, 2005 through March 1, 2006, for an amount not to exceed \$31,000.00, to be expended from Mello Roos funds.

15. APPROVAL OF AMENDMENT TO AGREEMENTS

Approve amending the following agreements and authorize Simonetta March to execute the agreements:

- a) NTDSchler Architects to provide additional architectural services regarding the revision to the Theater Rigging, Catwalks, etc. at Canyon Crest Academy, for an amount not to exceed \$22,950.00, to be expended from the State School Building Fund 35-00 and Mello Roos funds.

16. APPROVAL OF CHANGE ORDER

Approve change order number 1 to the following project and authorize Simonetta March to execute the change order:

- a) Fordyce Construction for Purchasing Facility Improvements at Sunset High School project B2005-31, increasing the contract time by 121 calendar days and increasing the contract amount by \$7,626.00, to be expended from Capital Facilities Fund 25-19.

17. ACCEPTANCE OF CONSTRUCTION PROJECT

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

- a) Purchasing Facility Improvements at Sunset High School B2005-31 project, contract entered into with Fordyce Construction.

18. APPROVAL OF 2005-06 BELL SCHEDULES

Approve the 2005-06 bell schedules for Carmel Valley, Diegueno, Earl Warren and Oak Crest Middle Schools, and Canyon Crest Academy, La Costa Canyon, Torrey Pines, San Dieguito Academy and Sunset Continuation High Schools, as shown in the attached supplements.

19. CERTIFICATION OF 2004-05 UNAUDITED ACTUAL INCOME & EXPENDITURES

Certify the 2004-05 unaudited actual income and expenditures, as shown in the attached supplement.

20. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

- a) Purchase Orders
- b) Instant Money

- c) Membership Listing
- d) 2004 Bond Release

Moved by _____, second by _____, that the above Consent Agenda items be approved.

A roll call vote is necessary.

-----END OF CONSENT AGENDA ITEMS-----

DISCUSSION AGENDA/ACTION ITEMS

NAMING OF FACILITY/
SAN DIEGUITO ACADEMY-
VISUAL & PERFORMING
ARTS CENTER
21. Motion by _____, second by _____, that the Board approve the naming of the new theater at the San Dieguito Academy the Clayton E. Liggett Theater, after a former San Dieguito High School teachers, as shown in the attached supplement.

ADOPTION OF RESOLUTION IN
OPPOSITION TO "THE
CALIFORNIA LIVE WITHIN OUR
MEANS ACT" – PROP. 76
22. Motion by _____, second by _____, that the Board adopt the Resolution in Opposition to "The California Live Within Our Means Act," (Proposition 76), as shown in the attached supplement.

APPROVAL OF APPOINTMENT/
PERSONNEL COMMISSION
23. Motion by _____, second by _____, that the Board approve the reappointment of Dr. Joyce Ross for service on the Personnel Commission for the three-year term from December 1, 2005 through November 30, 2008.

ADOPTION OF 2005-06 DISTRICT
GENERAL FUND BUDGET /
FALL REVISION
24. Motion by _____, second by _____, that the Board adopt the 2005-06 District General Fund Budget / Fall Revision, as shown in the attached supplement.

25. CLOSED SESSION

- 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").
- b. Conference with Labor Negotiators, pursuant to Government Code Sections 3549.1 and 54957.6.
Agency negotiators: Superintendent
Associate Superintendent/Instruction and
Associate Superintendent/Human Resources
Associate Superintendent/Business Services

- Employee organizations: San Dieguito Faculty Association/
Classified School Employees Association
- a. To discuss potential litigation, pursuant to Government Code Sections 3549.1 and 54957.6.

INFORMATION ITEMS (see supplements)

- 26. Business Services Update
- 27. Curriculum and Instruction Update
- 28. Human Resources Update
- 29. Policy/Multi Media Technician, SR 41
- 30. Policy/Financial Services Assistant, SR 38
- 31. November 10 Board Meeting
- 32. Organizational Meeting of Governing Board
- 33. PUBLIC COMMENTS
(See *Board Agenda Cover Sheet*)**
- 34. Future Agenda Items
- 35. Adjournment

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
710 ENCINITAS BLVD., ENCINITAS, CA 92024

BOARD OF TRUSTEES MEETING

MINUTES

The meeting of the Board of Trustees of the San Dieguito Union High School District was called to order at 6:00 p.m. on Thursday, September 15, 2005, by President Groth.

PUBLIC COMMENTS There were no public comments.

REGARDING

CLOSED SESSION ITEMS

2

The Board recessed to Closed Session to discuss:

- 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").

- b. Conference with Labor Negotiators, pursuant to Government Code Sections 3549.1 and 54957.6.

Agency negotiators: Superintendent
Associate Superintendent/Instruction and
Associate Superintendent/Human Resources
Associate Superintendent/Business Services

Employee organizations: San Dieguito Faculty Association/
Classified School Employees Association

- c. To discuss potential litigation, pursuant to Government Code Sections 3549.1 and 54957.6.

The Board returned to an Open Session in the District Office Board Room, 710 Encinitas Boulevard, Encinitas, California, at 6:30 p.m.

CALL TO ORDER

President Groth called the regular meeting to order at 6:30 p.m. Members and guests were led in the Pledge of Allegiance to the Flag.

Members Present

Barbara Groth, President
Linda Friedman, Vice President
Deanna Rich, Clerk
Joyce Dalessandro
Beth Hergesheimer

Administrators Present

Peggy Lynch, Ed.D., Superintendent
Penny Cooper-Francisco, Associate. Supt./Instruction
Eric Hall, Associate Superintendent/Business
Terry King, Associate Superintendent/Human Resources
Mike Coy, Director of Educational Technology
Frank Schlueter, Technology Supervisor
Susan D. Gleiforst, Recording Secretary

Student Board Members Present

Kathy Rabii, San Dieguito High School Academy
Danny Belch, Torrey Pines High School
David Uhlmeyer, Sunset High School

Student Board Members Absent

Katie Bendix, La Costa Canyon High School
Kelly Kean, Canyon Crest Academy

Guests

Jim Stewart	Adelle Uhlmeyer
Phyllis Rosenbaum	Marie William
Sharon Strich	Marla Strich

REPORT OF ACTION TAKEN
IN CLOSED SESSION

5.

There was no action taken in closed session.

APPROVAL OF MINUTES

6A.

Moved by Mrs. Rich, seconded by Mrs. Dalessandro, that the minutes of the Regular Meeting of September 15, 2005, be approved as written.

AYES: Dalessandro, Friedman, Hergesheimer, Rich, Groth

ADVISORY VOTE: Belch, Rabii, Uhlmeyer

NOES: None

ABSENT: None

Motion unanimously carried.

NON-ACTION ITEMS

OATH OF OFFICE

7B.

Dr. Lynch administered the oath of office to David Uhlmeyer, the new Student Board Member from Sunset High School.

REPORT/STUDENT
BOARD MEMBER
7B.

Kathy Rabii, San Dieguito Academy, reported on:

- Welcome Back Dance
- Lunch activity - hula hoop and musical chairs
- September 21 – Back to School Night
- Planning a link crew ice cream social
- Picked the architect firm that will be designing the performing arts center

David Uhlmeier, Sunset High School, reported on:

- Sunset has 159 students as of today
- “Sunset Helping Others,” - Sunset students go to junior high and help teachers out
- The school has gotten new computers

Danny Belch, Torrey Pines High School

- ASB room has been remodeled over the summer
- Getting ready for Homecoming, which is November 5
- Joined up with Santa Fe Christian at a football game two weeks ago with a joint effort to collect money for the Hurricane Relief
- September 28 is Back to School Night

TRUSTEE REPORTS
7C.

Mrs. Hergesheimer reported on attending:

- Five Back to School Nights over the past three weeks – CCA, LCC, CVMS, DNO, EWMS
- The architects’ presentations for the Performing Arts Centers at San Dieguito Academy on Saturday
- The MAEGA Scholarship dinner

Mrs. Friedman reported on:

- Thanked the schools for helping with fundraising efforts for hurricane relief and commented that all of the sites are all doing something for the victims of the hurricane.
- Attended a couple of the Back to School Nights

Mrs. Dalessandro reported on attending:

- Five Back to School Nights
- The architects’ presentation on Saturday for the designs for the SDA Performing Arts Center. She commented on how interesting and enlightening to see how they approach problems.

Mrs. Rich reported on attending:

- Three Back to School Nights
- The architects' presentations and echoed Mrs. Dalessandro's comments on the event. The jury made a wonderful choice but all of the choices would have been great
- A meeting yesterday regarding some construction items, with Mrs. Groth
- The CSBA Back to School Conference tomorrow with Mrs. Groth

Mrs. Groth reported on attending the:

- San Diego County Office of Education for the press conference for the Achievement Gap Reduction. All Board members and Dr. Lynch attended. There was a good turnout.
- Back to School Nights
- Visual and Performing Arts competition was very impressive, not just the competition but also the Steering Committee who spent so much time, had a lot of good ideas, and put a lot of work into this process.
- Mrs. Dalessandro thanked Mr. Hall for the idea of the architect competition and stated that it was such a good idea.

SUPERINTENDENT'S REPORT
AND LEGISLATIVE UPDATE
7D.

Dr. Lynch reported on the press conference on Tuesday.

Dr. Lynch reported on the following upcoming activities:

- Meeting of the Solana Beach Education Coalition Youth Services Programs. The district is being represented by Albert Martin and Anna Pedroza. They are unable to attend tomorrow's meeting, but Mrs. Groth and Mrs. Hergesheimer as the Solana Beach representatives, may attend the meeting.
- Del Mar School Dedication is tomorrow afternoon. Mr. Hall will be representing the district.
- Next Tuesday evening is Back to School Night for San Dieguito Academy
- September 22 is Mira Costa College signing ceremony
- September 22 is Back to School Night for Oak Crest M.S.
- September 26th is the Parent Rep./Site Council meeting.

- Encinitas Liaison meeting is also on September 26, at 4:00 p.m. Mrs. Hergesheimer and Mrs. Friedman are the representatives for that meeting.
- There will be a Budget Workshop on September 27 from 1:00 to 3:00 p.m.
- September 28 is Back to School Night for Torrey Pines High School.
- San Dieguito Academy Foundation Fundraiser is on September 28.
- October 8 is the “Salute to Teachers” – the reception Begins at 5:45 p.m. and the ceremony is at 7:00 p.m. Dr. Lynch asked the Trustees to e-mail Sue and let her know who wants to go. Bob Teischer will be the teacher who will be recognized.

TECHNOLOGY REPORT

Mrs.. Cooper-Francisco introduced Mr. Mike Coy, Director of Educational Technology, and Mr. Frank Schlueter, Technology Supervisor.

Mr. Coy reported on the successful move of purchasing to their new facility on the Sunset campus. The transportation move is still in process. The opening of San Dieguito Academy and Canyon Crest Academy went very smoothly.

Mr. Coy reported that reports from staff members and parents is that SIS (Student Information Services) is not delivering everything that the district needs. San Diego County Office Education’s program serves 28 districts and no longer addresses our needs adequately.

The sites are asking for master scheduling tools, online registration, improved student information, more control of data, and parent interface. The staff took a look at popular alternate systems. They looked for user friendly interface, on-line attendance, parent interface, better master scheduling capabilities, and a centralized database.

A committee of 40 people was formed to look at the systems. After reviewing the systems it was discovered that any of the systems would provide a wider scope of services than we are currently getting from San Diego County Office of Education. Eagle Aeries was the favored system to be reviewed.

The process will include a detailed scope of the project, building a data center, purchasing software, additional staff, and training staff to use the new system. Mr. Coy reviewed the costs involved to implement the project. The ideal time to start training staff would be in January in order to meet the timeline for shutting down SIS.

Mr. Coy shared the timeline regarding construction of data center, defined the Data Base Administrator position, test software, training counselors and office staff, training teachers, etc. The goal is to turn off SIS on July 1.

The company sends trainers to train the staff. There will be a need to convert county data into the new system. The company will give the district the conversion software and also do the conversion.

The Trustees thanked Mr. Coy for the report.

**ACTION AGENDA/
CONSENT ITEMS**

Mrs. Groth reported that there is a change to item No. 11A, which should read, "Approve the fourth amendment of the employment contract for the Superintendent with the San Dieguito Union High School District, pending review from legal counsel and final approval by the Board of Trustees."

Dr. Lynch also stated that there is an item No. 11B added which was the recommendation of the jury to select John Sergio Fisher's design and allows the superintendent or designee to begin contract negotiations with that firm. A last minute field trip that came in today also needed to be approved.

Moved by Mrs. Rich, seconded by Mrs. Friedman, that items #8-19 be approved with additions and corrections.

AYES: Dalessandro, Friedman, Hergesheimer, Rich, Groth

ADVISORY VOTE: Belch, Rabii, Uhlmeyer

NOES: None

ABSENT: None

Motion unanimously carried.

HUMAN RESOURCES

CLASSIFIED PERSONNEL
8B.

Employment

Gutierrez, Guadalupe, Instructional Assistant SpEd (SH), effective 8/30/05; Hernandez, Laura, Receptionist-Bilingual (Spanish), effective 8/22/05; Rankin, Marjorie, Office Assistant, effective 8/29/05; Wilson, Gabrielle, Instructional Assistant SpEd, effective 8/30/05; Young, Katherine, Instructional Assistant SpEd (SH), effective 8/24/05

Change in Assignment

Cook, Jerret, from Instructional Assistant SpEd to Instructional Assistant SpEd (SH), effective 8/30/05; Flores, Eulogio, from layoff status to Custodian, effective 8/22/05; Gutierrez, Hector, from Campus Supervisor-Middle School to Media Support Specialist, effective 8/22/05 through 11/05/05; Miller, Dennis, from Maintenance Worker II, to Painter, effective 7/1/05 through 8/12/05; Rey, Eduina, from Office Assistant to Instructional Assistant SpEd (SH), effective 8/30/05; Sleeper, Richard, from Maintenance Worker II, to Painter, effective 7/1/05 through 8/12/05

Resignation

Buck, Curtis, Tutoring Center Specialist, effective 8/25/05; Hoyt, Diane, Receptionist, effective 8/25/05.

SUPERINTENDENT

ACCEPTANCE OF GIFTS
9.

The Board accepted the following gifts

<u>Gift/ Donation</u>	<u>Name of Donor</u>	<u>Donor's Intent For Gift</u>	<u>Dept./ Staff Member</u>	<u>Site</u>
\$5,105.40	TPHS Foundation	Pool rental for Boys' Water Polo	P.E.	TPHS
\$240.00	TPHS Foundation	Ballet bar for dance room	P.E.	TPHS
\$2,976.00	TPHS Foundation	Edline Program		TPHS

\$4,757.00	TPHS Foundation	Mini-grant for Roto Trim, Adobe License	Admin.	TPHS
\$433.86	United Way		DNO - \$69.00 SDA - \$93.00 TPHS-\$127.00 SS - \$21.00 CCA - \$8.00 CVMS0-\$115.00	Various sites
\$30.00	Edison Matching Gift Program			SDA
\$630.00	SDA Foundation	Classroom supplies and materials for Woods class	Applied Tech.	SDA
\$160.00	SDA Foundation	Classroom supplies and materials for Auto class	Applied Tech.	SDA
\$435.00	SDA Foundation	Classroom supplies and materials for the Metals class	Applied Tech.	SDA
\$150.00	SDA Foundation	For Science Department	Science Dept.	SDA
\$1,383.65	SDA Foundation	Classroom supplies for the Art Department	Fine Arts	SDA
\$280.00	SDA Foundation	Facility rental fees for Skate P.E.	P.E. Dept.	SDA
\$197.03	SDA Foundation	For the Library/Media Center	Library/Media Center	SDA
Spray booth/misc electrical equipment, air filter	Julie Robin		Admin.	SDA

APPROVAL OF FIELD TRIPS
10.

The Board approved the following field trips:

<u>Name of Sponsor and Team/Club, etc.</u>	<u>Name and Purpose Of Conference/ Competition</u>	<u>Date of Field Trip</u>	<u>Location</u>
SDA Journalism and Yearbook Sponsor	To attend the National Scholastic Association/ Journalism Education Association Conventions	11/10-11/13/05	Chicago, IL
		4/20-4/23/06	San Fran., CA.
Kerri Leonard SDA Speech & Debate Team Krista deBoer LCC Speech & Debate Team	To attend Speech & Debate Tournaments To attend Speech & Debate Tournaments (Both SDA and LCC Speech & Debate Teams will attend all of these tournaments)	10/1/-10/2/05	CSU, Long Beach
		11/4-11/5/05	USC, L.A.
		11/12-11/13/05	Damien H.S.
		12/9-12/10/05	Cypress College
		1/6-1/8/06	CSU Fullerton
		2/17-2/20/06	UC Berkeley
		3/31-4/1/06	TBA
		4/20-4/23/06	Sierra College
		1/13-1/15/06	Arizona St. Univ.
Brent Thorne TPHS Cross Country Team	To compete at Stanford Cross County Invitational, visit Monterey Bay Aquarium & Stanford campus	9/22-9/25/05	Palo Alto/Monterey

APPROVAL OF AMENDMENT OF EMPLOYMENT CONTRACT
11.

The Board approved the Fourth Amendment of Employment Contract for the Superintendent with the San Dieguito Union High School District.

BUSINESS

APPROVAL/RATIFICATION OF AGREEMENTS
12.

The Board approved/ratified entering into the following agreements and authorized Simonetta March to execute the agreements:

- a) Save a Life Educators, Inc. to provide CPR/First Aid training to bus drivers, on August 25, 2005, for an amount not to exceed \$1,710.00, to be expended from the General Fund/Restricted 06-00.
- b) UCSD Sports Facilities for lease of facilities for the Torrey Pines High School Boys Water Polo Program, during the period August 17, 2005 through October 6, 2005, for an amount not to exceed \$5,106.00, to be expended from the General Fund 03-00 and reimbursed by the Torrey Pines High School Foundation.
- c) City of Oceanside Parks & Recreation Department for lease of facilities for La Costa Canyon High School Boys Water Polo Program, during the period August 17, 2005 through September 9, 2005, for an amount not to exceed \$1,560.00, to be expended from the General Fund 03-00 and reimbursed by the La Costa Canyon High School Foundation.
- d) Magdalena Ecke YMCA for lease of facilities for La Costa Canyon High School Boys Water Polo Program, during the period September 6, 2005 through November 30, 2005, for an amount not to exceed \$4,400.00, to be expended from the General Fund 03-00 and reimbursed by the La Costa Canyon High School Foundation.
- e) Match Point of San Diego to provide tennis court maintenance services at San Dieguito High School Academy, Torrey Pines High School, and La Costa Canyon High School, during the period September 5, 2005 through June 30, 2006, for an estimated amount of \$3,810.00, to be expended from the General Fund 03-00 and partially reimbursed by the Torrey Pines High School Foundation.

APPROVAL OF CHANGE
ORDERS/CCA
13.

The Board approved Change Order Number 6 to the following bid packages for the Canyon Crest Academy project, to be expended from Mello Roos funds, State School Building Fund 35-00, and Other Building Fund 21-09, and authorized Simonetta March to execute the change orders:

- a) Combination Bid Packages 2 & 24 (site utilities, plumbing) – Peltzer Plumbing, Inc., increasing the contract amount by \$24,546.00.

- b) Bid Package #4 (reinforcing, cast-in-place concrete, precast concrete, membrane waterproofing, chain link fence) – T.B. Penick & Sons, Inc., increasing the contract amount by \$4,070.00.
- c) Bid Package #5 (masonry & veneer system) – New Dimension Masonry, Inc., increasing the contract amount by \$12,410.00.
- d) Bid Package #6 (structural steel, metal deck, miscellaneous metals, decorative metal fencing & gates) – McMahon Steel Co., Inc., increasing the contract amount by \$13,919.00.
- e) Bid Package #7 (rough carpentry) – Rocky Coast Framers, Inc., increasing the contract amount by \$5,844.00.
- f) Bid Package #8 (finish carpentry, plastic laminate and wood casework, laboratory furniture equipment) – K & Z Cabinet Co., Inc., increasing the contract amount by \$40,596.00.
- g) Bid Package #9 (roofing) – J.P. Witherow Roofing Co., Inc., increasing the contract amount by \$2,712.00.
- h) Bid Package #10 (sheet metal & roof accessories) – Challenger Sheet Metal, decreasing the contract amount by \$39.00.
- i) Bid Package #11 (glass and glazing, aluminum store front and pass through windows) – Perfection Glass Company, increasing the contract amount by \$15,239.00.
- j) Combination Bid Packages 12 & 14 (lath & plaster, drywall, metal studs, doors, frames, hardware, coiling doors, insulation, fireproofing, acoustical ceilings, fabric & vinyl wrapped wall panels, marker boards, protective wall covering & operable walls) – Standard Drywall, Inc., increasing the contract amount by \$78,264.00.
- k) Bid Package #15 (flooring-resilient flooring and carpet) – Pro Installations, Inc., d/b/a Spectra Contract Flooring, decreasing the contract amount by \$110.00.
- l) Bid Package #17 (paint & wall coverings) – RBE, increasing the contract amount by \$905.00.
- m) Bid Package #18 (specialties) – Inland Acoustics, Inc., increasing the contract amount by \$1,272.00.

- n) Bid Package #19 (theater equipment) – Inland Acoustics, Inc., increasing the contract amount by \$18,559.00.
- o) Bid Package #21 (food service equipment) – FSE, Inc., increasing the contract amount by \$1,237.00.
- p) Bid Package #25 (HVAC & fire protection) – Control Air Conditioning Corp., increasing the contract amount by \$15,710.00.
- q) Bid Package #26 (electrical) – Steiny & Co., Inc., increasing the contract amount by \$45,259.00.

APPROVAL OF CHANGE ORDERS
14.

The Board approved change order number 1 to the following projects and authorized Simonetta March to execute the change orders:

- r) American Wrecking, Inc. for the demolition of modular buildings at Torrey Pines High School and Earl Warren Middle School project B2006-05, increasing the contract time by 23 calendar days and decreasing the contract amount by \$500.00.

ACCEPTANCE OF CONSTRUCTION PROJECTS
15.

The Board accepted the following projects as complete, pending the completion of a punch list, and authorized the administration to file a Notice of Completion with the County Recorders Office:

- a) Demolition of modular buildings at Torrey Pines High School and Earl Warren Middle School B2006-05 project, contract entered into with American Wrecking, Inc.

ADOPTION OF RESOLUTION AUTHORIZING SALE OF SURPLUS PERSONAL PROPERTY AND INSTRUCTIONAL MATERIALS
16.

The Board adopted a resolution authorizing the administration to sell surplus property on an as needed basis during the course of the 2005-06 fiscal year.

ADOPTION OF RESOLUTION AUTHORIZING THE USE THE SAN DIEGO COUNTY FRINGE BENEFIT CONSORTIUM / TAX SHELTER ANNUITY MASTER VENDOR LIST
17.

The Board adopted a resolution authorizing the use of the San Diego County Schools Fringe Benefits Consortium FBC Master Vendor List.

AUTHORIZATION TO TRANSFER
BANKING ACCOUNT
18.

The Board authorized the following account at Mission Federal Credit Union: San Dieguito High School Academy – Associated Student Body.

APPROVAL OF BUSINESS
REPORTS
19.

The Board approved the following business reports:
a) Purchase Orders – 260818-760030
b) Instant Money – 10058-10059
c) Membership Listing – 8/9/05-9/6/05
d) 2004 Bond Release – 9/7/05

DISCUSSION AGENDA/ACTION ITEMS

Mrs. Friedman complimented Dr. Lynch on her dedicated leadership for the district over the past four years.

RESOLUTION/SUFFICIENCY OF
INSTRUCTIONAL MATERIALS
20.

PUBLIC HEARING/
ADOPTION OF RESOLUTION
SUFFICIENCY OF
INSTRUCTIONAL MATERIALS
20a.

President Groth opened the Public Hearing at 7:36 p.m. There being no speakers, the Public Hearing was closed at 7:37 p.m.

ADOPTION OF RESOLUTION
SUFFICIENCY OF
INSTRUCTIONAL MATERIALS
20b.

Dr. Lynch reported that the district is required by law to do this each year.

Moved by Mrs. Dalessandro, second by Mrs. Friedman, to adopt the resolution determining that the school district has sufficient instructional materials for each pupil in the following areas: Mathematics, Science, History-Social Science, Reading/language arts, including the English language development component of an adopted program, Health, and Foreign Language.

AYES: Dalessandro, Friedman, Hergesheimer,
Rich, Groth

ADVISORY VOTE: Belch, Rabbi, Uhlmeyer

NOES: None

ABSENT: None

Motion unanimously carried.

APPROVAL OF JOINT POWERS
AGENCY / SAN DIEGUITO
TRANSPORTATION
COOPERATIVE AGREEMENT
21.

Moved by Mrs. Hergesheimer, second by Mrs. Friedman, to approve the Joint Powers Agency / San Dieguito Transportation Cooperative Agreement, during the period September 1, 2005 through August 31, 2006, and authorize Peggy Lynch to execute the final agreement in substantially the form presented to the Board with such changes as the superintendent deems necessary.

AYES: Dalessandro, Friedman, Hergesheimer,
Rich, Groth

ADVISORY VOTE: Belch, Rabbi, Uhlmeyer

NOES: None

ABSENT: None

Motion unanimously carried.

APPROVAL OF
SALARY ADJUSTMENT/SDFA
22.

Dr. Lynch reported that the following salary adjustments were per the contract with the San Dieguito Faculty Association (SDFA) and are retroactive to July 1, 2005.

Moved by Mrs. Rich, second by Mrs. Dalessandro, to approve a salary increase of 5.61% for the certificated bargaining unit, as agreed in the Collective Bargaining Agreement with San Dieguito Faculty Association (SDFA), retroactive to July 1, 2005, and to adopt Board Policies 4141, "Certificated Salary Schedule" and 4143, "Extra-Curricular Salaries."

AYES: Dalessandro, Friedman, Hergesheimer,
Rich, Groth

ADVISORY VOTE: Belch, Rabbi, Uhlmeyer

NOES: None

ABSENT: None

Motion unanimously carried.

APPROVAL OF
SALARY ADJUSTMENT/
NON-REPRESENTED GROUPS

- a) Supervisory Employees
- b) Confidential Employees
- c) Management Employees
- d) Superintendents

23.

Dr. Lynch reported that this is a salary adjustment for the groups that are not represented by any association.

Moved by Mrs. Rich, second by Friedman, to approve a salary increase of 5.61% for the following non-represented employees, retroactive to July 1, 2005, and adopt the Board Policies reflecting the above salary increase, as follows:

- a) Policy 4541, "Supervisory Employees' Salary Schedule"

- b) Policy 4241.2, "Confidential Employees' Salary Schedule
 - c) Policy 4341.1, "Management Employees' Salary Schedule"
 - d) Superintendents (per contracts)
- AYES: Dalessandro, Friedman, Hergesheimer, Rich, Groth
- ADVISORY VOTE: Belch, Rabbi, Uhlmeyer
- NOES: None
- ABSENT: None
- Motion unanimously carried.

CLOSED SESSION
24.

There will be no further closed session after the regular meeting.

INFORMATION ITEMS

BUSINESS SERVICES UPDATE
25.

Mr. Hall reported on the following items:

San Dieguito Academy

- ° Meeting at San Dieguito Academy regarding the request for naming of the building after Clayton E. Liggett. They came up with a proposal that will be on the October 6 agenda.

Canyon Crest Academy

- ° Canyon Crest Academy is moving along. This week the City of San Diego energized the signals at the intersections.
- ° The counseling building will open next Monday.
- ° Working on P.E. areas at Canyon Crest for the P.E. teachers.
- ° Completion of the project is scheduled for the new buildings, gymnasium, theater, arts building, etc., on February 21.
- ° Still working on design of the fields to get the lower fields completed so that they can be used by the spring.
- ° Time to move forward with plans for a Dedication Ceremony

San Dieguito Academy

- ° He reported on the San Dieguito Academy Performing Arts Center Design Competition process and how rewarding it was.

District Office

- ° The staff is considering holding a Facilities Workshop in late October.

CURRICULUM AND
INSTRUCTION UPDATE
26.

Ms. Cooper-Francisco reported on the following items:

- The new drug intervention counselor started this week and is putting the program together. He will bring the program to the Trustees after it is developed. She provided the Trustees a draft of the intervention program.
- The high school principals have started planning the application process for next year. Each principal is asking to put on their own information evening and showcase what their individual schools have available. All principals are very supportive of this program. Ms. Cooper-Francisco provided the Trustees with a list of the dates for the evening meetings for each of the high schools. The dates will be posted on the website. The Board was in support of this idea.

HUMAN RESOURCES UPDATE
27.

Ms. King reported on the following items:

- Mrs. King reported on the new drug intervention counselor and shared his qualifications and background with the Trustees.
- The new assistant principals have been accepted to the State School Leadership Network, which is a leadership development program.

RESOLUTION/THE CALIFORNIA
LIVE WITHIN OUR MEANS ACT –
PROPOSITION 76
28.

Dr. Lynch reported that this is an information item. Some corrections have been made to the resolution and the Board has been provided a corrected version. This will be on for action at the next meeting.

PUBLIC COMMENTS
29.

There were no public comments.

FUTURE AGENDA ITEMS
30.

There were no future agenda items.

CLOSED SESSION
24.

There was no closed session.

ADJOURNMENT

President Groth adjourned the meeting to hold a special meeting of the Board of Directors of the San Dieguito Public Facilities Authority at 7:49 p.m.

REOPENED BOARD OF
TRUSTEE MEETING/SDUHSD

President Groth reopened the meeting of the San Dieguito Union High School District Board of Trustees at 7:51 p.m.

ADJOURNMENT
31.

There being no further business to come before the Board,
the meeting was adjourned at 7:52 p.m.

Deanna Rich, Clerk

Peggy Lynch, Ed.D., Superintendent


San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 30, 2005

BOARD MEETING DATE: October 6, 2005

**PREPARED AND
SUBMITTED BY:** Peggy Lynch, Ed.D.,
Superintendent 

SUBJECT: APPROVAL OF CLASSIFIED PERSONNEL

EXECUTIVE SUMMARY

Please find the following personnel actions attached for Board approval:

Classified

Employment
Change in Assignment
Resignation

RECOMMENDATION:

It is recommended that the Board approve the attached classified personnel actions.

PL/sg

AGENDA ITEM: 8

CLASSIFIED PERSONNEL

Employment

1. **Benson, Sonja**, At-Will Employee, effective 9/1/05 through 03/06
2. **Brown, Zachary**, At-Will Employee, effective 9/12/05 through 6/16/06
3. **Janelli, Michele**, At-Will Employee, effective 9/05 through 6/06
4. **Padilla, Alejandro**, At-Will Employee, effective 9/1/05 through 6/16/06
5. **Ramirez, John**, At-will Employee, effective 9/05 through 6/06
6. **Robison, Deanna**, Nutrition Services Assistant I, effective 9/26/05
7. **Soukup, Karl**, At-Will Employee, effective 9/1/05 through 6/06
8. **Weed, Mark**, At-Will Employee, effective 9/2/05 through 6/16/06

Change in Assignment

1. **Garcia, Zoila**, from 48.75% Nutrition Services Assistant I to 100% Nutrition Services-Production, effective 9/6/05 through approximately 12/6/05
2. **McGrath, Cam**, from Instructional Assistant SpEd to Instructional Assistant SpEd (SH), effective 9/19/05
3. **Ortenzo, Joanne**, from Secretary to Administrative Secretary, effective 7/1/05 through 7/31/05 and from 8/8/05 through 8/22/05
4. **Partain, Judy**, from 100% Office Assistant to 50% Office Assistant and 50% Receptionist, effective 8/30/05 through 10/21/05

Resignation

1. **Merrell, David**, Grounds Maintenance Equipment Operator, from resignation to resignation for the purpose of retirement, effective 9/5/05


San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 28, 2005

BOARD MEETING DATE: October 6, 2005

**PREPARED AND
SUBMITTED BY:** Peggy Lynch, Ed.D.,
Superintendent 

SUBJECT: ACCEPTANCE OF GIFTS/DONATIONS

EXECUTIVE SUMMARY

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

RECOMMENDATION:

The administration recommends that the Board accept the gifts/donations to the district, as shown on the attached list.

FUNDING SOURCE:

Not applicable

PL/sg
Attachments

AGENDA ITEM: 9

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

GIFTS/DONATIONS REPORT

Date: October 6, 2005

<u>Gift/Donation</u>	<u>Name of Donor</u>	<u>Donor's Intent for Gift</u>	<u>Department/Staff Member</u>	<u>Site</u>
\$83,407 of architectural services	NTDStickler Arch./ Jon Baker	SDA Modernization Project	Administration	SDA
Purchase of 16 exterior fitness apparatus and create an outdoor fitness/training center	San Diego Chargers Community Foundation	Create an outdoor fitness/training center for SDA's P.E. students, athletic teams and community members	Administration	SDA
Computer, monitor, mouse, keyboard, printer, USB cable	Jan & Duke Drake	For student use for a student that otherwise may not have an opportunity to own/buy a computer-second language learner would be great	Administration	DNO


San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 28, 2005

BOARD MEETING DATE: October 6, 2005

**PREPARED AND
SUBMITTED BY:** Peggy Lynch, Ed.D.,
Superintendent 

SUBJECT: APPROVAL/RATIFICATION OF FIELD TRIPS

EXECUTIVE SUMMARY

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

RECOMMENDATION:

The administration recommends that the Board approve/ratify the out-of-state and overnight field trips, as shown on the attached report.

FUNDING SOURCE:

See attached report.

PL/sg
Attachments

AGENDA ITEM: 10

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

FIELD TRIP REPORT

Date: **October 6, 2005**

<u>Date of Field Trip</u>	<u>School</u>	<u>Name of Sponsor and Team/Club, etc.</u>	<u>Number of Students/Chaperones</u>	<u>Name and Purpose of Conference/Competition</u>	<u>Location</u>	<u>Loss of Class Time</u>	<u>Cost *</u>
10/14-10/15/05	TPHS	Anne Meigs Girls' Tennis	16/4	To attend the Girls' High School Tennis National Tournament	Newport Beach, CA	1 day	N/A
4/20-4/23/06	TPHS	Olaina Anderson & Mia Smith Journalism/Yearbook	50/4	Students will learn journalism skills from professionals & compete in individual and team contests	San Francisco, CA	1 day	N/A
11/9-11/13/05	TPHS	Olaina Anderson & Mia Smith Journalism/Yearbook	50/4	Students will learn journalism skills from professionals & compete in individual and team contests	Chicago, IL	1 day	N/A
9/30-10/2/05	SDA	Carrie Land Journalism/Yearbook	3/1	Students will learn/work on journalism writing, design principals, learn leadership skills, etc.	San Diego, CA	1 day	N/A
11/13-11/16/05	TPHS	Anastasia Kokkinis, Francisco Lona, & Junior Villegas AVID	45/5	Offers the students the opportunity to visit seven universities	Fresno, Sacramento, San Francisco, CA	3 days	N/A
12/26-12/30/05	TPHS	Doug Gilbert Basketball	15/15	Invitation to Nike Tournament of Champions, athletics, enjoyment, etc.	Phoenix, AZ	None	N/A

* Dollar amounts are listed only with district/site funds are being spent. Other activities are paid for by student fees or ASB funds.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 29, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Denise W. Levine
Executive Director Pupil Services
SDUHSD Custodian of Records

SUBMITTED BY: Peggy Lynch, Ed.D.,
Superintendent

SUBJECT: SPECIAL EDUCATION RECORDS

EXECUTIVE SUMMARY

Under California Statutes, special education records are classified as "class 2" or "Mandatory Interim Pupil records." Class 2 records are those which schools are required to compile and maintain for stipulated periods of time and are then destroyed as per California Code of Regulations. Such records, as related to Special Education may include:

- Access Log
- Health Records
- Special Education – tests, forms, IEPs

Class 2 documents are maintained until their usefulness ceases. At such time, the records are classified as Class 3, disposable. Special Education records are maintained for a period of five years following the students' date of graduation.

A letter (sample attached) is sent to each graduate student offering their original records.

AGENDA ITEM: 11

RECOMMENDATION:

It is recommended that the Board of Trustees approve classifying such records as Class 3 disposable; at which time they may be destroyed.

FUNDING SOURCE:

Not applicable.

PL/sg
Attachment

AGENDA ITEM: 11

San Dieguito

Union High School District

710 Encinitas Blvd.
Encinitas, CA 92024-3357
(760) 753-6491
www.sduhsd.net

Board of Trustees:

Joyce Dalessandro
Linda Friedman
Barbara Groth
Beth Hergesheimer
Deanna Rich

Superintendent:

Peggy Lynch, Ed.D.

Instructional Services

Pupil Services

Torrie Norton
FAX (760) 634-0676

DATE: _____

TO: _____

FROM: Denise W. Levine, Executive Director/Pupil Services

SUBJECT: **DESTRUCTION OF SPECIAL
EDUCATION RECORDS**

Your original special education records have been confidentially stored for 5 years since your high school graduation.

When records are no longer useful they are classified as “disposable records” and can be destroyed. Destruction of records is the best protection against improper or unauthorized disclosure, although a record of grades, attendance, name, address and phone number will be kept permanently. Your records are no longer needed to provide educational services.

San Dieguito Union High School District intends to destroy records in 30 calendar days. **Should you wish to obtain your records, a written request should be made prior to September 1, 2005.** Your records will be ready for pickup within five (5) working days of your written request. Proper identification will be required.

Requests for records may be addressed to Denise Levine, Executive Director/Pupil Services, 710 Encinitas Blvd. Suite #105, Encinitas, CA 92024.

Jmo/DWL

Canyon Crest HS Academy

Carmel Valley MS

Diegueño 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

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 28, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Denise Levine, Executive Director
Pupil Services

SUBMITTED BY: Peggy Lynch, Ed. D.,
Superintendent

SUBJECT: Approval/Ratification of Independent
Contractor Agreement

EXECUTIVE SUMMARY

The attached Independent Contractor Agreements Report summarizes one contract that provides services for the Special Education Program and Special Education Students for the 2005-2006 school year.

RECOMMENDATION

Approve/ratify entering into an Independent Contractor Agreement as shown on the attached report and authorize Simonetta March to execute all pertinent documents pertaining to this agreement, contingent upon receipt of the signed documents and verification of insurance coverage.

FUNDING SOURCE

General Fund 06-00/Special Education Budget – Estimated \$10,000.00

PL/ddb
Attachment

AGENDA ITEM: 12

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENTS 2005-2006

Date: October 6, 2005

Contract Effective Dates	Independent Contractor	Description of Services	Number of Students (Estimate)	Fee
9-20-05 to 6-30-06	Deaf Community Services of San Diego	Provide interpreting services for hearing impaired students or the student's parent/guardian when required under special circumstances	2-3	\$55.00 - \$75.00 per hour depending on service

San Dieguito Union High School District


INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 28, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Albert Martin, Director/Instructional Support

SUBMITTED BY: Peggy Lynch, Ed.D.,
Superintendent 

SUBJECT: CBET Application for 2005-2006

EXECUTIVE SUMMARY

The application for San Dieguito Adult School for a CBET (Community-Based English Tutoring Program) grant for 2005-2006 is attached.

RECOMMENDATION:

It is recommended that the Board approve the application to CBET (Community-Based English Tutoring Program) grant for 2005-2006 for San Dieguito Adult School, as shown in the attached supplement.

FUNDING SOURCE:

Not applicable.

PL/sg
Attachment

AGENDA ITEM: 13

**Community-Based English Tutoring (CBET) Program
Application Form, Fiscal Year 2005-2006
(previously known as letter of intent)**

Submission Deadline: May 20, 2005

Please complete the following information to request Community-Based English Tutoring Program funds:

Local Educational Agency (LEA) Information

Name of LEA San Dieguito County/District Code 37168346
 Charter School No. _____

Mailing Address 710 Encinitas Blvd.

City Encinitas State CA Zip Code 92024-3357

Program Contact Person Name Denise Stanley

Title/Office Principal

Telephone Number 760,753-7073x3410 FAX Number 760,436-8376

E-mail Address denise.stanley@sduhsd.net

The LEA listed above hereby **requests** allocation of funds from the California Department of Education to participate in the CBET Program for fiscal year 2005-2006.

Assurances

The signature of the Superintendent or designee of this form acknowledges that the following general assurances will be observed.

1. The conditions established pursuant to *Education Code* sections 300-340, and *California Code of Regulations*, Title 5, sections 11300-11305 will be met by the LEA in the administration of this program.
2. The LEA will use fiscal control and accounting procedures that will ensure proper disbursements and accounting of state funds paid to that agency under the program. The LEA will make records available for audit when requested.
3. Funds may be used for direct program services, community notification processes, transportation services, and background checks related to the tutoring program.
4. The LEA will be responsible for expending these funds to provide free or subsidized adult English-language instruction for parents or community members who have pledged to provide personal English-language tutoring to K-12 English learners.

(continued on reverse side)

- 5. Pledge records will consist of the following information: name of school district, name of school, and the name and signature of parent or community member committed to tutor English learners. These records will be maintained for audit.

Certification and Signature

I certify that: (1) the planned allocation and expenditures of funds for the Community-Based English Tutoring (CBET) Program are for educational services for eligible participants; (2) the expenditures of funds and the programmatic activities will be conducted in accordance with federal and state statutes and regulations, including the assurances contained in this application; and (3) full records of program activities and expenditures will be maintained and made available for review and/or audit by the California Department of Education, and/or the representatives or designees of the department.

I hereby certify that I have read the conditions contained in this document and agree to comply with all requirements as a condition of funding, and that to the best of my knowledge the information contained in this CBET application form is complete and correct.

Penny Cooper - Francisco
 Print Name of Superintendent or Designee

Penny Cooper - Francisco
 Signature of Superintendent or Designee

9-9-05
 Date

Board Approval

 Print Name of Presiding Officer of Governing Board

 Board Approval Date

 Signature of Presiding Officer of Governing Board

 Date

This CBET Application Form, FY 2005-2006 is to be submitted to the California Department of Education and postmarked on or before May 20, 2005. Return this form to:

Jorge Gaj, Education Programs Consultant
 Community-Based English Tutoring (CBET) Program
 Language Policy and Leadership Office
 California Department of Education
 1430 N Street, Suite 4309
 Sacramento, CA 95814-5901

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 28, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Simonetta March, Director of Purchasing/Whs.
Steve Ma, Executive Director of Business Services
Eric Hall, Associate Superintendent/Business

SUBMITTED BY: Peggy Lynch, Ed.D.,
Superintendent

SUBJECT: APPROVAL/RATIFICATION OF
PROFESSIONAL SERVICES CONTRACTS/
BUSINESS

EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes five contracts totaling \$153,466.00, or as noted on the attachment.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached list.

AGENDA ITEM: 14

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

BUSINESS - PROFESSIONAL SERVICES REPORT

Date: 10-06-05

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
7/1/2005 – 10/30/06	D.A. Hogan & Associates, Inc.	Provide engineering and design services for the La Costa Canyon High School Track & Field Renovation	General Fund 03-00 to be reimbursed by the LCC Foundation	\$102,750.00
9/7/05 – 11/04/05	Carmel Valley Recreation Center	Lease of facilities for the San Dieguito Adult School, at no cost to the District	N/A	N/A
9/7/05 – 11/17/05	Carmel Valley Swimming Pool	Lease of facilities for Torrey Pines High School Boys Water Polo Program	General Fund 03-00 to be reimbursed by TPHS Foundation	\$1,716.00
9/01/05 – 06/30/06	Encinitas Community Center	Lease of facilities for San Dieguito Adult School	Adult Ed Fund 11-00	\$8,000.00
11/07/05 – 01/31/06	Fiscal Crisis and Management Assistance Team	Perform a study of the San Dieguito Transportation Cooperative	General Fund/Restricted 06-00 (Transp. Coop)	\$10,000.00
09/28/05 – 03/01/06	D.A. Hogan & Associates, Inc.	Provide engineering and design services for the Canyon Crest Academy Track and Field	Mello Roos Funds	\$31,000.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 27, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Simonetta March, Director of Purchasing/Whs.
Steve Ma, Executive Director of Business Services
Eric Hall, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL/RATIFICATION OF
AMENDMENTS TO AGREEMENTS

EXECUTIVE SUMMARY

The attached Amendment to Agreements Report summarizes one amendment to agreement totaling \$22,950.00, as listed on the attached reports.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached list.

AGENDA ITEM: 15

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

AMENDMENT TO AGREEMENTS REPORT

Date: 10-06-05

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
N/A	NTDStichler Architects	Provide additional architectural services regarding the revision to the Theater Rigging, Catwalks, etc. at Canyon Crest Academy	State School Building Fund 35-00 and Mello Roos Funds	\$22,950.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 27, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Simonetta March, Director of Purch./Whs.
Steve Ma, Executive Director of Business Services
Eric Hall, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF CHANGE ORDER/FORDYCE
CONSTRUCTION

EXECUTIVE SUMMARY

Fordyce Construction has completed the Purchasing Facility Improvements at Sunset High School project. However, it was discovered that a water line point of contact needed to be moved and that additional fill material was required to complete the project. Although the contract had allowances to cover unforeseen conditions, the allowances did not cover the total cost of the necessary changes. Therefore, the contract amount will be increased by \$7,626.00. Additionally, for administrative purposes, the completion date needs to be extended to coincide with the Board's acceptance date.

RECOMMENDATION:

It is recommended that the Board approve Change Order Number 1 to the Purchasing Facility Improvements at Sunset High School project B2005-31, contract entered into with Fordyce Construction, increasing the contract time by 121 calendar days and increasing the contract amount by \$7,626.00, and authorize Simonetta March to execute the change order.

FUNDING SOURCE:

Capital Facilities Fund 25-19



ROESLING
NAKAMURA
Architects, Inc.

RNP SD
363 FIFTH AVENUE
SAN DIEGO
CALIFORNIA 92101
619 233-1023
FAX 619 233-0016
mail@mparch.com

Change Order

- Owner
- Construction Manager
- Architect
- Contractor
- Field
- Other

Project:	Purchasing Facility Improvements at Sunset High School Academy – B2005-31	CO No:	01
To Contractor:	Fordyce Construction 9926 Prospect Ave., Ste. #122 Santee, CA 92071	Initiation Date:	April 8, 2005
		Project No:	319-06
		Contract For:	
		Contract Date:	March 24, 2005

The Contract is changed as follows:

Increase contract amount for:

Change 001-1: Additional import fill material (Minus Allowance No. 2) = \$5806

Change 002-3: Change location of water P.O.C. (Minus Allowance No. 1) = \$4546

See attached breakdowns for cost summaries.

Not valid until signed by the Owner, Construction Manager, Architect, and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was	\$ 158,806.00
Net change by previously authorized Change Orders	\$ 0
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ 158,806.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order	7626.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$ 166,432.00
The Contract Time will be (increased) (decreased) (unchanged) by	(121) days
The date of Substantial Completion as of the date of this Change Order therefore is	October 6, 2005

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT **Roesling Nakamura Architect, Inc.**

ADDRESS 363 5th Avenue, #202, San Diego, CA 92101

BY Joe Mansfield DATE 7/13/05

CONTRACTOR **Fordyce Construction**

ADDRESS 9926 Prospect Ave., Ste. #122, Santee, CA 92071

BY _____ DATE _____

OWNER **San Dieguito Union High School District**

ADDRESS 710 Encinitas Blvd. Encinitas, CA 92024

BY Russell Thornton DATE _____

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 27, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Simonetta March, Director of Purch./Whs.
Steve Ma, Executive Director of Business Services
Eric Hall, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: ACCEPTANCE OF CONSTRUCTION
PROJECT/FORDYCE CONSTRUCTION

EXECUTIVE SUMMARY

Fordyce Construction has completed the Purchasing Facility Improvements at Sunset High School project. In order to file a Notice of Completion with the County Recorder's Office, Board of Trustees' acceptance of the project is required.

RECOMMENDATION:

It is recommended that the Board accept the Purchasing Facility Improvements at Sunset High School project B2005-31, contract entered into with Fordyce Construction, as complete pending the completion of a punch list, and authorize the administration to file a Notice of Completion with the County Recorder's Office.

FUNDING SOURCE:

Not applicable

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 28, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Joann Redman, Executive Assistant
Eric J. Hall, Assoc. Superintendent, Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF 2005-06 BELL SCHEDULES

EXECUTIVE SUMMARY

State law requires local school district boards to approve school bell schedules as part of the instructional calendar. Enclosed are the school bell schedules for the 2005-06 school year for Carmel Valley, Diegueno, Earl Warren, and Oak Crest Middle Schools, and Canyon Crest Academy, La Costa Canyon, San Dieguito Academy, Sunset Continuation and Torrey Pines High Schools.

RECOMMENDATION

It is recommended that the Board approve the 2005-06 school bell schedules for Carmel Valley, Diegueno, Earl Warren, Oak Crest Middle Schools, and Canyon Crest Academy, La Costa Canyon, San Dieguito Academy, Sunset Continuation, and Torrey Pines High Schools.

FUNDING SOURCE

Not applicable.

jr
Enclosures

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 BUSINESS SERVICES
 Carmel Valley Middle School

2005-06 Bell Schedule
 Single - Monday - 28 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	8:30	9:25	0:55	1-2	9:25	9:30	0:05	1:00
2	9:30	10:20	0:50	2-3	10:20	10:25	0:05	0:55
3	10:25	11:15	0:50	3-4	11:15	11:20	0:05	0:55
4	11:20	12:10	0:50				0:00	0:50
Lunch	12:10	12:45	0:00	L-5	12:45	12:50	0:05	0:05
HR	12:50	1:15 PM	0:25				0:00	0:25
5	1:15 PM	2:05 PM	0:50	5-6	2:05 PM	2:10 PM	0:05	0:55
6	2:10 PM	3:05 PM	0:55				0:00	0:55
TOTAL			5:35				0:25	6:00

Block - Tuesdays & Thursday/Per. 1, 3, 5 - Wednesdays & Fridays/Per. 2, 4, 6 - 145 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
Block A	8:30	10:20	1:50	Nutrition	10:20	10:25	0:00	1:50
			0:00	N-B	10:25	10:30	0:05	0:05
Block B	10:30	12:15	1:45				0:00	1:45
Lunch	12:15	12:50	0:00	L-SSR	12:50	12:55	0:05	0:05
SSR/HR	12:55	1:20 PM	0:25				0:00	0:25
Block C	1:20 PM	3:05 PM	1:45				0:00	1:45
TOTAL			5:45				0:10	5:55

Minimum - 6 Days 2005: September 21, October 19, December 16
 2006: March 22, May 3, June 16

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	8:30	9:10	0:40	1-2	9:10	9:15	0:05	0:45
2	9:15	9:50	0:35	2-3	9:50	9:55	0:05	0:40
3	9:55	10:30	0:35				0:00	0:35
Lunch	10:30	10:45	0:00	L-4	10:45	10:50	0:05	0:05
4	10:50	11:25	0:35	4-5	11:25	11:30	0:05	0:40
5	11:30	12:05	0:35	5-6	12:05	12:10	0:05	0:40
6	12:10	12:50	0:40				0:00	0:40
TOTAL			3:40				0:25	4:05

Assembly/Spirit Day - 1 Day

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	8:30	10:10	1:40	Nutrition	10:10	10:15	0:00	1:40
			0:00	N-3	10:15	10:20	0:05	0:05
3	10:20	12:00	1:40				0:00	1:40
Lunch	12:00	12:35	0:00	L-5	12:35	12:40	0:05	0:05
5 -Asbly	12:40	3:05 PM	2:25				0:00	2:25
TOTAL			5:45				0:10	5:55

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 BUSINESS SERVICES
 Carmel Valley Middle School

2005-06 Bell Schedule (cont.)

Annual Instructional Minutes (SDUHSD Minimum = 63,000)

	Class Time	Passing Time	Total	# of Days	Total Minutes
Single Days	335	25	360	28	10,080
Block Days	345	10	355	145	51,475
Minimum Days	220	25	245	6	1,470
Asmbly/ Spirit Day	345	10	355	1	355
Totals	1245	70	1315	180	63,380

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BUSINESS SERVICES
Diegueno Middle School

2005-06 Bell Schedule

Single - Monday, Tuesday & Friday - 104 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	8:30	9:30	1:00	1-2	9:30	9:35	0:05	1:05
2	9:35	10:30	0:55	2-3	10:30	10:35	0:05	1:00
3	10:35	11:30	0:55	3-4	11:30	11:35	0:05	1:00
4	11:35	12:30	0:55				0:00	0:55
Lunch	12:30	1:00 PM	0:00	L-5	1:00 PM	1:05 PM	0:05	0:05
5	1:05 PM	2:05 PM	1:00	5-6	2:05 PM	2:10 PM	0:05	1:05
6	2:10 PM	3:05 PM	0:55				0:00	0:55
TOTAL			5:40				0:25	6:05

Block - Tuesdays & Thursdays - 70 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
Block 1/2	8:30	10:15	1:45	Nutrition	10:15	10:20	0:00	1:45
			0:00	N-3/4	10:20	10:25	0:05	0:05
Block 3/4	10:25	12:10	1:45				0:00	1:45
Lunch	12:10	12:45	0:00	L-SSR	12:45	12:50	0:05	0:05
SSR	12:50	1:20 PM	0:30				0:00	0:30
Block 5/6	1:20 PM	3:05 PM	1:45				0:00	1:45
TOTAL			5:45				0:10	5:55

Minimum - 6 Days

2005 September 20, October 18, December 16
2006 March 21, May 2, June 16

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	8:30	9:10	0:40	1-2	9:10	9:15	0:05	0:45
2	9:15	9:50	0:35	2-3	9:50	9:55	0:05	0:40
3	9:55	10:30	0:35				0:00	0:35
Break	10:30	10:45	0:00	B-4	10:45	10:50	0:05	0:05
4	10:50	11:25	0:35	4-5	11:25	11:30	0:05	0:40
5	11:30	12:05	0:35	5-6	12:05	12:10	0:05	0:40
6	12:10	12:50	0:40				0:00	0:40
TOTAL			3:40				0:25	4:05

Annual Instructional Minutes (SDUHSD Minimum = 63,000):

	Class Time	Passing Time	Total	# of Days	Total Minutes
Single Days	340	25	365	104	37,960
Block Days	345	10	355	70	24,850
Minimum Days	220	25	245	6	1,470
TOTAL	905	60	965	180	64,280

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BUSINESS SERVICES
Earl Warren Middle School

2005-06 Bell Schedule

Single - Monday, Tuesday & Friday - 103 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:40	8:35	0:55	1-2	8:35	8:40	0:05	1:00
2	8:40	9:30	0:50	2-3	9:30	9:35	0:05	0:55
3	9:35	10:25	0:50	3-4	10:25	10:30	0:05	0:55
4	10:30	11:20	0:50				0:00	0:50
Lunch	11:20	11:55	0:00	L-HR	11:55	12:00	0:05	0:05
HR	12:00	12:20	0:20				0:00	0:20
5	12:20	1:15 PM	0:55	5-6	1:15 PM	1:20 PM	0:05	1:00
6	1:20 PM	2:15 PM	0:55				0:00	0:55
TOTAL			5:35				0:25	6:00

Block - Wednesday & Thursday - 70 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
Block 1/2	7:40	9:30	1:50	Nutrition	9:30	9:35	0:00	1:50
			0:00	N-1/2, 3/4	9:35	9:40	0:05	0:05
Block 3/4	9:40	11:30	1:50				0:00	1:50
Lunch	11:30	12:05	0:00	L-SSR	12:05	12:10	0:05	0:05
SSR	12:10	12:30	0:20				0:00	0:20
Block 5/6	12:30	2:15 PM	1:45				0:00	1:45
TOTAL			5:45				0:10	5:55

Minimum - 6 Days

2005 September 20, October 18, December 16
2006 March 21, May 9, June 16

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:40	8:20	0:40	1-2	8:20	8:25	0:05	0:45
2	8:25	9:00	0:35	2-3	9:00	9:05	0:05	0:40
3	9:05	9:40	0:35				0:00	0:35
Lunch	9:40	9:55	0:00	L-4	9:55	10:00	0:05	0:05
4	10:00	10:35	0:35	4-5	10:35	10:40	0:05	0:40
5	10:40	11:15	0:35	5-6	11:15	11:20	0:05	0:40
6	11:20	12:00	0:40				0:00	0:40
TOTAL			3:40				0:25	4:05

Assembly - 1 Day

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1-7th Aply	7:40	8:30	0:50	1-1	8:30	8:35	0:05	0:55
1-8th Aply	8:35	9:20	0:45	1-2	9:20	9:25	0:05	0:50
2	9:25	10:10	0:45	2-3	10:10	10:15	0:05	0:50
3	10:15	11:00	0:45	3-4	11:00	11:05	0:05	0:50
4	11:05	11:50	0:45				0:00	0:45
Lunch	11:50	12:25	0:00	L-HR	12:25	12:30	0:05	0:05
HR	12:30	12:40	0:10	HR-5	12:40	12:45	0:05	0:15
5	12:45	1:30 PM	0:45	5-6	1:30 PM	1:35 PM	0:05	0:50
6	1:35 PM	2:15 PM	0:40				0:00	0:40
TOTAL			5:25				0:35	6:00

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BUSINESS SERVICES
Earl Warren Middle School

2005-06 Bell Schedule (cont.)

Annual Instructional Minutes (SDUHSD Minimum = 63,000):

	Class Time	Passing Time	Total	# of Days	Total Minutes
Single Days	335	25	360	103	37,080
Assembly	325	35	360	1	360
Block Days	345	10	355	70	24,850
Minimum Days	220	25	245	6	1,470
TOTAL	1225	95	1320	180	63,760

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BUSINESS SERVICES
Oak Crest Middle School

2005-06 Bell Schedule
Single - Monday, Tuesday, Friday - 103 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:40	8:35	0:55	1-2	8:35	8:40	0:05	1:00
2	8:40	9:32	0:52	2-3	9:32	9:37	0:05	0:57
3	9:37	10:29	0:52	3-4	10:29	10:34	0:05	0:57
4	10:34	11:26	0:52				0:00	0:52
SSR/HR	11:26	11:46	0:20				0:00	0:20
Lunch	11:46	12:21	0:00	L-5	12:21	12:26	0:05	0:05
5	12:26	1:18 PM	0:52	5-6	1:18 PM	1:23 PM	0:05	0:57
6	1:23 PM	2:15 PM	0:52				0:00	0:52
TOTAL			5:35				0:25	6:00

Block - Wednesday & Thursday - 70 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1 or 2	7:40	9:35	1:55	Break	9:35	9:40		1:55
			0:00	B- 3/4	9:40	9:45	0:05	0:05
3 or 4	9:45	11:40	1:55				0:00	1:55
Lunch	11:40	12:15	0:00	L - 5/6	12:15	12:20	0:05	0:05
5 or 6	12:20	2:15 PM	1:55				0:00	1:55
TOTAL			5:45				0:10	5:55

Minimum - 6 Days 2005: September 20, October 18, December 16
2006: March 21, May 2, June 16

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:40	8:20	0:40	1-2	8:20	8:25	0:05	0:45
2	8:25	9:00	0:35	2-3	9:00	9:05	0:05	0:40
3	9:05	9:40	0:35				0:00	0:35
Lunch	9:40	9:55	0:00	L-4	9:55	10:00	0:05	0:05
4	10:00	10:35	0:35	4-5	10:35	10:40	0:05	0:40
5	10:40	11:15	0:35	5-6	11:15	11:20	0:05	0:40
6	11:20	12:00	0:40				0:00	0:40
TOTAL			3:40				0:25	4:05

Double Assembly - 1 Day

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:40	8:30	0:50	1-2	8:30	8:35	0:05	0:55
2	8:35	10:40	2:05					2:05
8th Assby	8:35	9:30						0:00
7th Assby	9:45	10:40		2-3	10:40	10:45	0:05	0:05
3	10:45	11:20	0:35				0:00	0:35
Lunch	11:20	12:00	0:00	L-4	12:00	12:05	0:05	0:05
4	12:05	12:45	0:40	4-5	12:45	12:50	0:05	0:45
5	12:50	1:30 PM	0:40	5-6	1:30 PM	1:35 PM	0:05	0:45
6	1:35 PM	2:15 PM	0:40				0:00	0:40
TOTAL			5:30				0:25	5:55

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BUSINESS SERVICES
Oak Crest Middle School

2005-05 Bell Schedule (cont.)

Annual Instructional Minutes (SDUHSD Minimum = 63,000)

	Class Time	Passing Time	Total	# of Days	Total Minutes
Single	335	25	360	103	37,080
Block	345	10	355	70	24,850
Minimum	220	25	245	6	1,470
Double Assembly	330	25	355	1	355
Totals	1230	85	1315	180	63,755

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BUSINESS SERVICES
Canyon Crest Academy

2005-06 Bell Schedule

Monday, Tuesday, Thursday & Friday - 146 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	8:15	9:45	1:30	1-2	9:45	9:55	0:10	1:40
2	9:55	11:28	1:33				0:00	1:33
Lunch	11:28	11:58	0:00	L-3	11:58	12:08	0:10	0:10
3	12:08	1:38 PM	1:30	3-4	1:38 PM	1:45 PM	0:07	1:37
4	1:45 PM	3:15 PM	1:30				0:00	1:30
TOTAL			6:03				0:27	6:30

Wednesday (Late start - Collaboration) - 30 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	9:13	10:28	1:15	1-2	10:28	10:38	0:10	1:25
2	10:38	11:58	1:20				0:00	1:20
Lunch	11:58	12:28	0:00	L-3	12:28	12:38	0:10	0:10
3	12:38	1:53 PM	1:15	3-4	1:53 PM	2:00 PM	0:07	1:22
4	2:00 PM	3:15 PM	1:15				0:00	1:15
TOTAL			5:05				0:27	5:32

Finals - 4 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1/2	8:15	10:15	2:00	Break	10:15	10:30	0:00	2:00
				B-3/4	10:30	10:40	0:10	0:10
3/4	10:40	12:40	2:00					2:00
TOTAL			4:00				0:10	4:10

Annual Instructional Minutes (SDUHSD Minimum = 64,800):

	Class Time	Passing Time	Total	# of Days	Total Minutes
Regular	363	27	390	146	56,940
Wednesday	305	27	332	30	9,960
Finals	240	10	250	4	1,000
TOTAL	908	64	972	180	67,900

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BUSINESS SERVICES
La Costa Canyon High School

2005-06 Bell Schedule
Block - 159 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
Block A	7:45	9:40	1:55	Break	9:40	9:45	0:00	1:55
			0:00	B-B	9:45	9:55	0:10	0:10
Block B	9:55	11:55	2:00					2:00
Lunch	11:55	12:25	0:00	L-C	12:25	12:35	0:10	0:10
Block C	12:35	2:30 PM	1:55					1:55
TOTAL			5:50				0:20	6:10

Single - 2 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:45	8:35	0:50	1-2	8:35	8:45	0:10	1:00
2	8:45	9:35	0:50	Break	9:35	9:45	0:00	0:50
			0:00	B-3	9:45	9:55	0:10	0:10
3	9:55	10:55	1:00	3-4	10:55	11:05	0:10	1:10
4	11:05	11:55	0:50				0:00	0:50
Lunch	11:55	12:30	0:00	L-5	12:30	12:40	0:10	0:10
5	12:40	1:30 PM	0:50	5-6	1:30 PM	1:40 PM	0:10	1:00
6	1:40 PM	2:30 PM	0:50				0:00	0:50
TOTAL			5:10				0:50	6:00

Finals - 6 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
Block A	7:45	9:45	2:00	Break	9:45	9:50	0:00	2:00
				B-2	9:50	10:00	0:10	0:10
Block B	10:00	12:00	2:00					2:00
TOTAL			4:00				0:10	4:10

Pep Rally - 5 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
Block A	7:45	9:40	1:55					1:55
Pep Rally	9:40	9:55	0:15	P-B	9:55	10:05	0:10	0:25
Block B	10:05	12:00	1:55					1:55
Lunch	12:00	12:30	0:00	L-C	12:30	12:40	0:10	0:10
Block C	12:40	2:30 PM	1:50					1:50
TOTAL			5:55				0:20	6:15

Hour Lunch - 4 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
Block A	7:45	9:30	1:45	Break	9:30	9:35	0:00	1:45
			0:00	B-B	9:35	9:45	0:10	0:10
Block B	9:45	11:35	1:50					1:50
Lunch	11:35	12:35	0:00	L-C	12:35	12:45	0:10	0:10
Block C	12:45	2:30 PM	1:45					1:45
TOTAL			5:20				0:20	5:40

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 BUSINESS SERVICES
 La Costa Canyon High School

2005-06 Bell Schedule (cont.)

Minimum - 4 Days 2005: October 4, December 16
 2006: March 7, May 24

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
Block A	7:45	9:00	1:15	A-B	9:00	9:10	0:10	1:25
Block B	9:10	10:30	1:20					1:20
Lunch	10:30	10:45	0:00	L-C	10:45	10:55	0:10	0:10
Block C	10:55	12:10	1:15					1:15
TOTAL			3:50				0:20	4:10

Annual Instructional Minutes (SDUHSD Minimum = 64,800):

	Class Time	Passing Time	Total	# of Days	Total Minutes
Single	310	50	360	2	720
Block	350	20	370	159	58,830
Minimum	230	20	250	4	1,000
Hour					
Lunch	320	20	340	4	1,360
Pep Rally	355	20	375	5	1,875
Finals	240	10	250	6	1,500
TOTAL	1805	140	1945	180	65,285

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BUSINESS SERVICES
San Dieguito High School Academy

2005-06 Bell Schedule

Monday, Tuesday, Thursday & Friday - 132 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:50	9:20	1:30	1-H/T	9:20	9:25	0:05	1:35
Homeroom/ Tutorial	9:25	9:50	0:25	H/T-2	9:50	9:55	0:05	0:30
2	9:55	11:25	1:30				0:00	1:30
Lunch	11:25	12:00	0:00	L-3	12:00	12:05	0:05	0:05
3	12:05	1:32 PM	1:27	3-4	1:32 PM	1:42 PM	0:05	1:32
4	1:42 PM	3:10 PM	1:28					1:28
TOTAL			6:20				0:20	6:40

Wednesday - 33 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:50	9:20	1:30	1-2	9:20	9:30	0:05	1:35
2	9:30	11:00	1:30					1:30
Lunch	11:00	12:00	0:00	L-3	12:00	12:05	0:05	0:05
3	12:05	1:32 PM	1:27	3-4	1:32 PM	1:42 PM	0:05	1:32
4	1:42 PM	3:10 PM	1:28					1:28
TOTAL			5:55				0:15	6:10

Extended Homeroom/Assembly Schedule -3 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:50	9:15	1:25	1-Asbly	9:15	9:20	0:05	1:30
EHR/ Assembly	9:20	10:05	0:45	A-2	10:05	10:10	0:05	0:50
2	10:10	11:35	1:25				0:00	1:25
Lunch	11:35	12:10	0:00	L-3	12:10	12:15	0:05	0:05
3	12:15	1:38 PM	1:23	3-4	1:38 PM	1:48 PM	0:05	1:28
4	1:48 PM	3:10 PM	1:22					1:22
TOTAL			6:20				0:20	6:40

Minimum - 9 Days

2005: September 22, October 12, November 4, December 7

2006: January 13, January 25, April 5, May 3, June 16

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:50	8:50	1:00	1-2	8:50	8:55	0:05	1:05
2	8:55	9:55	1:00				0:00	1:00
Break	9:55	10:10	0:00	B-3	10:10	10:15	0:05	0:05
3	10:15	11:15	1:00	3-4	11:15	11:20	0:05	1:05
4	11:20	12:15	0:55					0:55
TOTAL			3:55				0:15	4:10

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 BUSINESS SERVICES
 San Dieguito High School Academy

2005-06 Bell Schedule (cont.)

Late Start - 3 days: October 18, November 8, January 10

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	9:30	10:40	1:10	1-2	10:40	10:45	0:05	1:15
2	10:45	11:55	1:10					1:10
Lunch	11:55	12:35		L-3	12:35	12:40	0:05	0:05
3	12:40	1:50 PM	1:10	3-4	1:50 PM	2:00 PM	0:05	1:15
4	2:00 PM	3:10 PM	1:10					1:10
Total			4:40				0:15	4:55

Annual Instructional Minutes (SDUHSD Minimum = 64,800):

	Class Time	Passing Time	Total	# of Days	Total Minutes
Regular	380	20	400	132	52,800
Extended					
HR/Assembly	380	20	400	3	1,200
Minimum	235	15	250	9	2,250
Mustang Hour	355	15	370	33	12,210
Late Start	280	15	295	3	885
TOTAL	1,630	85	1,715	180	69,345

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BUSINESS SERVICES
Torrey Pines High School

2005-06 Bell Schedule
Block - 168 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
Block A	7:45	9:45	2:00	Break	9:45	9:50	0:00	2:00
			0:00	B-B	9:50	10:00	0:10	0:10
Block B	10:00	11:55	1:55					1:55
Lunch	11:55	12:25	0:00	L-C	12:25	12:35	0:10	0:10
Block C	12:35	2:30 PM	1:55					1:55
TOTAL			5:50				0:20	6:10

Single - 2 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	7:45	8:40	0:55	1-3	8:40	8:45	0:05	1:00
3	8:45	9:40	0:55	Break	9:40	9:50	0:00	0:55
				B-5	9:50	9:55	0:05	0:05
5	9:55	10:50	0:55	5-2	10:50	10:55	0:05	1:00
2	10:55	11:50	0:55				0:00	0:55
Lunch	11:55	12:25	0:00	L-4	12:25	12:35	0:10	0:10
4	12:35	1:30 PM	0:55	4-6	1:30 PM	1:35 PM	0:05	1:00
6	1:35 PM	2:30 PM	0:55					0:55
TOTAL			5:30				0:30	6:00

Minimum - 4 Days 2005: September 29 & 30
 2006: March 21 & 22

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1 or 2	7:45	9:05	1:20	1/2-3/4	9:05	9:15	0:10	1:30
3 or 4	9:15	10:30	1:15				0:00	1:15
Lunch	10:30	10:45	0:00	L-5/6	10:45	10:55	0:10	0:10
5 or 6	10:55	12:10	1:15				0:00	1:15
TOTAL			3:50				0:20	4:10

Finals - 6 Days

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
Class	7:45	9:45	2:00	Break	9:45	9:50	0:00	2:00
				B-Class	9:50	10:00	0:10	0:10
Class	10:00	12:00	2:00					2:00
TOTAL			4:00				0:10	4:10

Annual Instructional Minutes (SDUHSD Minimum = 64,800):

	Class Time	Passing Time	Total	# of Days	Total Minutes
Single	330	30	360	2	720
Block	350	20	370	168	62,160
Minimum	230	20	250	4	1,000
Finals	240	10	250	6	1,500
TOTAL	1150	80	1230	180	65,380

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
 BUSINESS SERVICES
 Sunset Continuation High School

2005-06 Bell Schedule

Monday - Friday

Period	Start Time	End Time	Instructional Minutes	Passing	Start Time	End Time	Instructional Minutes	Total Instructional Minutes
1	8:30	9:25	0:55	1-2	9:25	9:30	0:05	1:00
2	9:30	10:25	0:55	Break	10:25	10:45	0:00	0:55
			0:00	B-3	10:45	10:50	0:05	0:05
3	10:50	11:45	0:55	3-4	11:45	11:50	0:05	1:00
4	11:50	12:45	0:55				0:00	0:55
Lunch	12:45	1:00 PM	0:00	L-5	1:00 PM	1:05 PM	0:05	0:05
5	13:05	2:00 PM	0:55				0:00	0:55
TOTAL			4:35				0:20	4:55

Minimum Days:

None

2005-06 Instructional Minutes = 53,100

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 15, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Eric J. Hall, Assoc. Superintendent/Business Services & David R. Bevilaqua, Executive Director of Finance *MT/ak*

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: CERTIFICATION OF THE 2004-05 UNAUDITED ACTUAL INCOME AND EXPENDITURES

EXECUTIVE SUMMARY

On September 27, 2005 the Superintendent sponsored a budget workshop for the Board of Trustees providing an in-depth look into the 04/05 unaudited actuals for both General and Special Funds. The workshop gave the Board members a detailed explanation on the increase in income by \$510K and also the decrease in expenditures by \$689K. The combination of the decreased expenditures and income provided an explanation on why the original projected ending balance ended up approximately \$1.2 Million higher than expected. Subsequently, this increase in the ending balance also contributed to an increase in the Reserve for Economic Uncertainties by approximately \$1.7 Million. Lastly, the Board members were also presented with information on each of the Special Funds and given explanations on significant variances within these funds.

The Board of Trustees approved the Adopted Budget for 2005-06 on June 23, 2005, before the budget for the State of California was approved, and before the books were closed for 2004-05. Since the adoption of the District budget, the state has adopted a budget and we have an ending balance for 2004-05, based on unaudited actuals.

- Attachment A - This shows a comparison for 2004-05 between the General Fund Spring Budget Revision and Unaudited Actual balances for income, expenditures and the ending fund balance. The ending balance for 2004-05 [and the beginning balance for 2005-06] is up \$1.2 million.
- Attachment B – This shows the same comparison as Attachment A, for all the Special Funds of the district.

AGENDA ITEM: 19

With this certification the Board accepts the actual income and expenses before the annual audit is performed.

RECOMMENDATION:

It is recommended that the Board certify the 2004-05 Unaudited Actual Income and Expenditures.

FUNDING SOURCE:

N/A

San Dieguito Union High School District
Business Services Division
Finance Department
2004-05 General Fund Unaudited Actuals
E N D I N G B A L A N C E S
As of September 14, 2005

	Spring Revision Total	U n a u d i t e d A c t u a l s		
		Unrestricted	Restricted	Total
INCOME				
Revenue Limit	64,609,557	63,610,401	1,862,084	65,472,485
Federal	3,524,940	12,404	2,865,423	2,877,827
Other State	7,647,806	2,910,983	4,960,667	7,871,650
Local	7,757,768	2,324,504	5,494,792	7,819,295
Transfers Out/In	25,500	(4,684,962)	4,719,337	34,375
Total Income	83,565,571	64,173,330	19,902,303	84,075,633
PROJECTED EXPENDITURES				
Certificated Salaries	42,212,061	36,944,649	5,676,150	42,620,800
Classified Salaries	15,963,084	10,347,693	5,593,436	15,941,129
Employee Benefits	15,952,263	12,824,253	3,645,780	16,470,033
Books & Supplies	9,410,769	2,250,397	1,775,747	4,026,144
Services & Operating Expenses	7,647,345	5,400,269	1,399,347	6,799,616
Capital Outlay	415,155	46,514	196,348	242,862
Other Outgo	149,556	(547,136)	507,893	(39,243)
Estimated Unspent	(5,000,000)	0	0	0
Total Expenditures	86,750,233	67,266,640	18,794,701	86,061,341
Income (-) Expenditures	(3,184,662)	(3,093,310)	1,107,602	(1,985,709)
FUND BALANCE, RESERVES:				
Beginning Balance - July 1	14,257,218	12,269,351	1,987,867	14,257,218
Audit Adjustment	0	0	0	0
Actual Beginning Balance	14,257,218	12,269,351	1,987,867	14,257,218
Ending Balance - June 30	11,072,556	9,176,041	3,095,469	12,271,510
COMPONENTS OF ENDING BALANCES:				
Revolving Cash Fund	30,000	30,000	0	30,000
Stores Inventory	80,000	63,205	0	63,205
Recommended Reserve - 4.5%	4,128,760	3,872,724	0	3,872,724
Lease Purchase Commitments	0	0	0	0
Other Commitments *	275,000	0	0	0
RESERVE FOR ECONOMIC UNCERTAINTIES	6,558,796	5,210,112	3,095,469	8,305,580
	7.15%			9.65%

* Other Commitments include designated funds unavailable for current expenditures district-wide; this includes carry-over balances for site formulas budgets, gifts and donations.

**San Dieguito Union High School District
Business Services Division
Finance Department**

SPECIAL FUNDS

2004-2005 BALANCE SUMMARY

	Adult Ed. Fund 11-00 Estimated	Adult Ed. Fund 11-00 Unaudited Actual	Cafeteria Fund 13-00 Estimated	Cafeteria Fund 13-00 Unaudited Actual	Deferred Maint. Fund 14-00 Estimated	Deferred Maint. Fund 14-00 Unaudited Actual	Sp. Res. w/o Cap. Out. Fund 17-42 Estimated	Sp. Res. w/o Cap. Out. Fund 17-42 Unaudited Actual
INCOME	1,592,097	1,397,169	2,808,730	2,769,865	444,409	450,938	20,000	24,982
EXPENDITURES	1,643,730	1,477,238	2,914,061	2,809,468	936,951	937,926	0	0
Expenditures (over)/under Revenue	(51,633)	(80,069)	(105,331)	(39,603)	(492,542)	(486,989)	20,000	24,982
FUND BALANCE, RESERVES: Beginning Balance - July 1	327,578	327,578	305,174	305,174	1,175,702	1,175,702	1,221,314	1,221,314
Ending Balance - June 30 Reserve for economic uncertainty	275,945	247,509	199,843	265,571	683,160	688,713	1,241,314	1,246,296

	Building Fund 21-09 Estimated	Building Fund 21-09 Unaudited Actual	Cap. Fac. Fund 25-18 Estimated	Cap. Fac. Fund 25-18 Unaudited Actual	Cap. Fac. Fund 25-19 Estimated	Cap. Fac. Fund 25-19 Unaudited Actual	SSBF & Lease/Purch Fund 30-00 Estimated	SSBF & Lease/Purch Fund 30-00 Unaudited Actual
INCOME	200,000	206,923	508,669	496,999	970,000	1,399,627	0	0
EXPENDITURES	16,281,060	15,156,581	1,133,216	1,039,512	3,717,911	2,746,717	0	0
Expenditures (over)/under Revenue	(16,081,060)	(14,949,658)	(624,547)	(542,513)	(2,747,911)	(1,347,090)	0	0
FUND BALANCE, RESERVES: Beginning Balance - July 1	17,672,558	17,672,558	2,941,861	2,941,861	3,918,547	3,918,547	936	936
Ending Balance - June 30 Reserve for economic uncertainty	1,591,498	2,722,900	2,317,314	2,399,348	1,170,636	2,571,457	936	936

	SSF Fund 35-00 Estimated	SSF Fund 35-00 Unaudited Actual	Spec Res Cap. Proj Fund 40-00 Estimated	Spec Res Cap Proj Fund 40-00 Unaudited Actual	Self Ins. Fund 67-16 Estimated	Self Ins. Fund 67-16 Unaudited Actual	Deduct. Ins. Loss Fund 67-30 Estimated	Deduct. Ins. Loss Fund 67-30 Unaudited Actual
INCOME	150,000	236,601	500,200	29,526	0	0	25,000	3,708
EXPENDITURES	17,661,177	18,697,745	20,200	37,582	0	0	30,000	36,528
Expenditures (over)/under Revenue	(17,511,177)	(18,461,145)	480,000	(8,056)	0	0	(5,000)	(32,820)
FUND BALANCE, RESERVES: Beginning Balance - July 1	21,789,840	21,789,840	9,147	9,147	0	0	183,001	183,001
Ending Balance - June 30 Reserve for economic uncertainty	4,278,663	3,328,695	489,147	1,091	0	0	178,001	150,181

6

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 28, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Eric J. Hall, Associate Superintendent, Business

SUBMITTED BY: Peggy Lynch, Ed.D., Superintendent

SUBJECT: APPROVAL OF BUSINESS REPORTS

EXECUTIVE SUMMARY

Please find the following business reports submitted for your approval:

- a) Purchase Orders
- b) Instant Money
- c) Membership Listing
- d) 2004 Bond Release

RECOMMENDATION:

It is recommended that the Board approve the following business reports: a) Purchase Orders, b) Instant Money, c) Membership Listing, and d) 2004 Bond Release.

FUNDING SOURCE:

Not applicable

jr
Attachments

AGENDA ITEM: 20 A-D

SAN DIEGUITO UNION HIGH
FROM 09/07/05 THRU 09/27/05

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
261021	09/07/05	06	ROMAN'S TRUCK BODY &	028	REPAIRS BY VENDORS	\$3,310.38
261022	09/07/05	03	ONE STOP TONER AND I	008	MATERIALS AND SUPPLI	\$310.31
261023	09/07/05	03	ROYAL BUSINESS CARDS	026	MATERIALS AND SUPPLI	\$28.02
261024	09/07/05	03	OFFICE DEPOT	026	MATERIALS AND SUPPLI	\$15.51
261025	09/07/05	06	ROMAN'S TRUCK BODY &	028	REPAIRS BY VENDORS	\$2,855.38
261026	09/07/05	03	COSTCO SAN MARCOS	008	MEDICAL SUPPLIES	\$19.40
261027	09/07/05	03	OFFICE DEPOT	012	MATERIALS AND SUPPLI	\$384.74
261028	09/07/05	03	PAX BUSINESS SYSTEMS	003	REPAIRS BY VENDORS	\$169.08
261029	09/07/05	06	PRENTICE HALL/REGENT	005	TEXTBOOKS	\$61.09
261030	09/07/05	03	XEROX CORPORATION	003	RENTS & LEASES	\$17,324.88
261031	09/07/05	03	TROXELL COMMUNICATIO	013	NON CAPITALIZED EQUI	\$2,078.43
261032	09/07/05	03	GOLDEN RULE BINDERY	008	REPAIRS BY VENDORS	\$132.21
261033	09/07/05	03	XEROX CORPORATION	010	DUPLICATING SUPPLIES	\$379.28
261034	09/07/05	03	DEMCO INC	010	MATERIALS AND SUPPLI	\$117.25
261035	09/07/05	03	APPLIED TECHNOLOGIES	010	MATERIALS AND SUPPLI	\$144.07
261036	09/07/05	03	FILMS FOR THE HUMANI	010	MATERIALS AND SUPPLI	\$103.67
261037	09/07/05	03	CAMEO PAPER	008	CUSTODIAL SUPPLIES	\$43.09
261038	09/07/05	03	CONTINENTAL MATHEMAT	008	MATERIALS AND SUPPLI	\$177.01
261039	09/07/05	03	OFFICE DEPOT	008	MATERIALS AND SUPPLI	\$51.70
261040	09/07/05	03	CHEAP JOE'S ART STUF	008	MATERIALS AND SUPPLI	\$302.09
261041	09/07/05	03	BLICK, DICK (DICK BL	013	MATERIALS AND SUPPLI	\$359.78
261045	09/07/05	03	N C S PEARSON	003	RENTS & LEASES	\$444.00
261046	09/07/05	03	PERINO, CAROLYN	024	PROF/CONSULT./OPER E	\$6,000.00
261047	09/07/05	03	CARMEL VALLEY POOL	014	RENTS & LEASES	\$5,516.00
261048	09/08/05	06	STAPLES STORES	033	MATERIALS AND SUPPLI	\$247.81
261049	09/08/05	03	STAPLES STORES	006	MATERIALS AND SUPPLI	\$247.81
261050	09/08/05	03	RISO INC (LEASE)	004	RENTS & LEASES	\$7,154.52
261051	09/08/05	03	AUDIOMETRICS	030	REPAIRS BY VENDORS	\$803.75
261052	09/08/05	03	SAN DIEGUITO UHSD CA	020	MATERIALS AND SUPPLI	\$50.00
261053	09/08/05	03	SAN DIEGUITO UHSD CA	006	MATERIALS AND SUPPLI	\$83.78
261054	09/08/05	03	NATL NOTARY ASSOCIAT	020	DUES AND MEMBERSHIPS	\$40.00
261055	09/08/05	03	JRB SOFTWARE LIMITED	035	LIC/SOFTWARE	\$484.88
261056	09/08/05	06	ROMAN'S TRUCK BODY &	028	REPAIRS BY VENDORS	\$3,130.38
261057	09/08/05	03	EXPRESS PRINT	005	PRINTING	\$2,155.00
261058	09/08/05	06	CORPORATE EXPRESS	013	MATERIALS AND SUPPLI	\$346.89
261059	09/08/05	06	HOUGHTON MIFFLIN COM	012	TEXTBOOKS	\$167.13
261060	09/08/05	06	PRENTICE HALL/REGENT	005	TEXTBOOKS	\$618.67
261062	09/08/05	06	DELL COMPUTER CORPOR	024	MAT/SUP/EQUIP TECHNO	\$17,193.99
261063	09/08/05	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$2,644.38
261064	09/08/05	03	CALUMET PHOTOGRAPHIC	013	MATERIALS AND SUPPLI	\$1,500.00
261065	09/08/05	11	MCGRAW HILL ORDER SE	009	BOOKS OTHER THAN TEX	\$269.36
261066	09/08/05	11	ADCENTIVE GROUP	009	PRINTING	\$469.82
261067	09/08/05	03	ONE STOP TONER AND I	007	MATERIALS AND SUPPLI	\$32.31
261068	09/08/05	03	HOME DEPOT	008	MATERIALS AND SUPPLI	\$160.00
261069	09/08/05	06	BRICKLEY, LORI	010	PROF/CONSULT./OPER E	\$350.00
261070	09/08/05	06	SEHI-PROCOMP COMPUTE	010	MAT/SUP/EQUIP TECHNO	\$574.31
261071	09/08/05	11	OFFICE DEPOT	009	MATERIALS AND SUPPLI	\$46.06
261072	09/08/05	03	FREE FORM CLAY & SUP	008	MATERIALS AND SUPPLI	\$146.22
261073	09/08/05	03	OFFICE DEPOT	008	MATERIALS AND SUPPLI	\$60.12
261074	09/08/05	03	PROQUEST	008	MATERIALS AND SUPPLI	\$353.23
261075	09/08/05	03	PROQUEST	008	MATERIALS AND SUPPLI	\$450.00
261076	09/08/05	03	BEST COMPUTER SUPPLI	008	MATERIALS AND SUPPLI	\$63.77
261077	09/08/05	03	SOUTHLAND TECHNOLOGY	008	MATERIALS AND SUPPLI	\$301.70
261078	09/08/05	06	BRODINGS BATTERY WHS	028	MATERIALS-REPAIRS	\$1,000.00
261079	09/08/05	03	CYBERGUYS (E-FILLIAT	035	MATERIALS AND SUPPLI	\$435.07

SAN DIEGUITO UNION HIGH
FROM 09/07/05 THRU 09/27/05

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
261080	09/08/05	06	METROCALL	030	RENTS & LEASES	\$140.00
261081	09/08/05	25-19	STAPLES STORES	005	MATERIALS AND SUPPLI	\$40.00
261082	09/08/05	03	DEL MAR OFFICE PRODU	030	PRINTING	\$323.25
261083	09/08/05	25-19	TARGET	005	MATERIALS AND SUPPLI	\$107.75
261084	09/08/05	06	SPROTTE, MAGGIE OR J	030	OTHER SERV. & OPER.EX	\$2,500.00
261085	09/08/05	06	FLOURIE, TRACEY	030	OTHER SERV. & OPER.EX	\$600.00
261086	09/08/05	06	LONG, CAROLINE	030	OTHER SERV. & OPER.EX	\$2,500.00
261087	09/08/05	06	CINTAS	028	OTHER SERV. & OPER.EX	\$8,500.00
261088	09/08/05	03	CINTAS	005	OTHER SERV. & OPER.EX	\$1,300.00
261089	09/08/05	03	GUNTHER'S ATHLETIC S	005	REPAIRS BY VENDORS	\$15,000.00
261090	09/08/05	03/06	XEROX CORPORATION	033	RENTS & LEASES	\$3,200.04
261091	09/08/05	03	XEROX CORPORATION	006	RENTS & LEASES	\$4,374.48
261092	09/08/05	03	XEROX CORPORATION	006	RENTS & LEASES	\$4,374.48
261093	09/08/05	03	XEROX CORPORATION	008	RENTS & LEASES	\$24,300.00
261094	09/08/05	03	XEROX CORPORATION	014	RENTS & LEASES	\$6,467.20
261095	09/08/05	03	XEROX CORPORATION	014	RENTS & LEASES	\$4,367.11
261096	09/09/05	03	EXPRESS PRINT	005	PRINTING	\$525.00
261097	09/09/05	11	E T S - GED ESSAY SC	009	TEST SCORING	\$2,000.00
261098	09/09/05	03	COURT CONCEPTS	025	REPAIRS BY VENDORS	\$12,128.00
261099	09/09/05	11	COURT CONCEPTS	025	REPAIRS BY VENDORS	\$5,000.00
261100	09/09/05	25-18	COURT CONCEPTS	025	IMPROVEMENT	\$5,800.00
261101	09/09/05	03	TROXELL COMMUNICATIO	013	MATERIALS AND SUPPLI	\$65.38
261102	09/09/05	06	SAN DIEGO CO SUPERIN	005	CONFERENCE, WORKSHOP,	\$75.00
261103	09/09/05	11	A C S A/FOUNDATION F	009	CONFERENCE, WORKSHOP,	\$220.00
261104	09/09/05	03	BOOTH INDUSTRIES, IN	025	REPAIRS BY VENDORS	\$3,652.00
261105	09/09/05	06	A V I D PROGRAM - SD	032	CONFERENCE, WORKSHOP,	\$30.00
261106	09/09/05	21-09	APEX DRUM CO INC	025	MATERIALS AND SUPPLI	\$633.75
261107	09/09/05	21-09	HIGHSMITH CO INC	001	MATERIALS AND SUPPLI	\$50,887.09
261108	09/09/05	06	SILVA, SIMON	024	PROF/CONSULT./OPER E	\$5,150.00
261109	09/09/05	06	XEROX CORPORATION	033	RENTS & LEASES	\$3,664.68
261110	09/09/05	03	XEROX CORPORATION	010	RENTS & LEASES	\$32,325.00
261111	09/12/05	03	A S C D	008	DUES AND MEMBERSHIPS	\$189.00
261112	09/12/05	03	TRI BEST VISUAL DISP	008	MATERIALS AND SUPPLI	\$1,015.01
261113	09/12/05	03	SAN DIEGUITO UHSD CA	008	MATERIALS AND SUPPLI	\$374.39
261114	09/12/05	06	NATL ASSESSMENT & TE	010	MATERIALS AND SUPPLI	\$215.50
261115	09/12/05	03	SAN DIEGO CO SUPERIN	013	MATERIALS AND SUPPLI	\$193.95
261117	09/12/05	03	TOMARK SPORTS	010	MATERIALS AND SUPPLI	\$555.45
261118	09/12/05	03	COSTCO CARLSBAD	010	MATERIALS AND SUPPLI	\$500.00
261119	09/12/05	03	STATER BROS MARKETS	010	MATERIALS AND SUPPLI	\$2,000.00
261120	09/12/05	03	SEW HUT	010	MATERIALS AND SUPPLI	\$540.00
261121	09/12/05	03	XEROX CORPORATION	024	RENTS & LEASES	\$4,929.44
261122	09/12/05	03	XEROX CORPORATION	004	RENTS & LEASES	\$14,670.00
261123	09/12/05	03	INTEGRATED OFFICE SY	003	REPAIRS BY VENDORS	\$117.00
261124	09/12/05	11	IMAGISTICS	009	REPAIRS BY VENDORS	\$2,800.00
261125	09/12/05	11	PAX BUSINESS SYSTEMS	009	REPAIRS BY VENDORS	\$84.54
261126	09/12/05	21-09	HAWTHORNE LIFT SYSTE	025	EQUIPMENT	\$500.00
261127	09/12/05	21-09	APPLE COMPUTER INC	014	NON CAPITALIZED EQUI	\$21,806.12
261128	09/12/05	03	AREY JONES EDUCATION	013	MAT/SUP/EQUIP TECHNO	\$5,314.18
261129	09/12/05	03/06	BEST COMPUTER SUPPLI	014	MATERIALS AND SUPPLI	\$180.72
261130	09/12/05	03	OFFICE DEPOT	014	MATERIALS AND SUPPLI	\$306.83
261131	09/12/05	21-09	SOUTHLAND TECHNOLOGY	014	MATERIALS AND SUPPLI	\$6,788.25
261132	09/12/05	21-09	GRAINGER, WW INC	014	MATERIALS AND SUPPLI	\$3,722.33
261133	09/12/05	06	SAN DIEGUITO UHSD CA	028	MATERIALS AND SUPPLI	\$450.00
261134	09/13/05	21-09	BEARCOM	014	MATERIALS AND SUPPLI	\$3,736.77
261135	09/13/05	03	OFFICE DEPOT	014	MATERIALS AND SUPPLI	\$350.02

SAN DIEGUITO UNION HIGH
FROM 09/07/05 THRU 09/27/05

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
261136	09/13/05	21-09	FLAGSHIP FLAGS	014	MATERIALS AND SUPPLI	\$269.38
261137	09/13/05	03	ALPHA GRAPHICS	005	PRINTING	\$372.71
261138	09/13/05	03	WARDS NATURAL SCIENC	005	NON CAPITALIZED EQUI	\$751.56
261139	09/13/05	03	C S B A	020	CONFERENCE, WORKSHOP,	\$360.00
261140	09/13/05	03	C S B A	020	CONFERENCE, WORKSHOP,	\$170.00
261141	09/13/05	03	SAN DIEGO CO SUPERIN	020	CONFERENCE, WORKSHOP,	\$200.00
261142	09/13/05	21-09	CHARIOT SOFTWARE GRO	014	NON CAPITALIZED EQUI	\$1,598.00
261143	09/13/05	06	ALLDATA	028	LIC/SOFTWARE	\$1,050.56
261144	09/14/05	06	FOLLETT EDUCATIONAL	010	TEXTBOOKS	\$2,273.53
261145	09/14/05	11	WHIDDEN, PAMELA	009	OTHER SERV. & OPER.EX	\$530.00
261146	09/14/05	03	SOUTHLAND INSTRUMENT	012	MATERIALS AND SUPPLI	\$3,090.79
261147	09/14/05	03	FISHER SCIENTIFIC EM	012	MATERIALS AND SUPPLI	\$2,074.19
261148	09/14/05	03	OFFICE DEPOT	022	OFFICE SUPPLIES	\$925.22
261149	09/14/05	03	ROYAL BUSINESS CARDS	030	OFFICE SUPPLIES	\$11.85
261150	09/14/05	06	V H P S	010	TEXTBOOKS	\$142.71
261153	09/14/05	03	ART VIDEO WORLD	004	MATERIALS AND SUPPLI	\$223.38
261154	09/14/05	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$1,892.02
261155	09/14/05	03	SPIRAL BINDING CO IN	008	MATERIALS AND SUPPLI	\$80.75
261156	09/14/05	03	SOUTHLAND TECHNOLOGY	008	MATERIALS AND SUPPLI	\$256.45
261157	09/14/05	03	BEARCOM	013	MATERIALS AND SUPPLI	\$820.62
261158	09/14/05	03	ROYAL BUSINESS CARDS	030	OFFICE SUPPLIES	\$78.08
261159	09/14/05	06	CORPORATE EXPRESS	010	MATERIALS AND SUPPLI	\$48.51
261160	09/14/05	06	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$219.64
261161	09/14/05	06	SAN DIEGUITO UHSD CA	024	MATERIALS AND SUPPLI	\$500.00
261162	09/14/05	06	SAN DIEGUITO UHSD CA	024	MATERIALS AND SUPPLI	\$750.00
261163	09/14/05	21-09	DELL COMPUTER CORPOR	035	NON CAPITALIZED EQUI	\$1,736.41
261164	09/15/05	03	SOFTCHOICE CORPORATI	035	LIC/SOFTWARE	\$272.14
261165	09/15/05	03	BANG, DAVE ASSOCIATE	025	NON CAPITALIZED EQUI	\$5,020.10
261166	09/15/05	25-19	COLOR RICH SIGNS	001	NEW CONSTRUCTION	\$768.71
261167	09/15/05	25-19	SAN DIEGO POSTAL	001	EQUIPMENT	\$25,878.97
261168	09/15/05	03	HASLER INC	001	COMMUNICATIONS-POSTA	\$600.00
261169	09/15/05	03	SHELL CAR WASH & EXP	025	GASOLINE SUPPLIES	\$2,200.00
261170	09/15/05	03	APPLIED TECHNOLOGIES	010	MATERIALS AND SUPPLI	\$144.69
261171	09/15/05	03	FILMS FOR THE HUMANI	010	MATERIALS AND SUPPLI	\$104.42
261172	09/15/05	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$1,890.64
261173	09/15/05	06	FOLLETT EDUCATIONAL	010	TEXTBOOKS	\$237.86
261174	09/15/05	06	PRENTICE HALL/REGENT	008	TEXTBOOKS	\$2,912.73
261175	09/15/05	06	FOLLETT EDUCATIONAL	010	TEXTBOOKS	\$1,784.08
261177	09/15/05	03	CORPORATE EXPRESS	008	MATERIALS AND SUPPLI	\$91.58
261180	09/15/05	03	COUNTY BURNER & MACH	025	REPAIRS BY VENDORS	\$142.50
261181	09/15/05	03	SPECIALTY DOORS & AU	025	REPAIRS BY VENDORS	\$1,759.23
261182	09/15/05	03	INDEPENDENT FOUNDRY	013	MATERIALS AND SUPPLI	\$803.00
261183	09/15/05	03	SCHOLASTIC	004	MATERIALS AND SUPPLI	\$465.83
261184	09/15/05	03	HIGHSMITH CO INC	004	MATERIALS AND SUPPLI	\$19.93
261185	09/15/05	03	STATER BROS MARKETS	004	MATERIALS AND SUPPLI	\$1,400.00
261186	09/15/05	03	RALPHS GROCERY COMPA	004	MATERIALS AND SUPPLI	\$400.00
261187	09/15/05	03	OFFICE DEPOT	010	OFFICE SUPPLIES	\$120.48
261188	09/15/05	03	OFFICE DEPOT	025	OFFICE SUPPLIES	\$218.32
261189	09/15/05	03	DAWN BREAKER SYSTEMS	022	CONFERENCE, WORKSHOP,	\$356.00
261190	09/15/05	03	NATL GEOGRAPHIC SOCI	008	MATERIALS AND SUPPLI	\$53.26
261192	09/15/05	06	AMAZON.COM	003	MATERIALS AND SUPPLI	\$383.86
261193	09/15/05	06	MAS ARTE	024	MATERIALS AND SUPPLI	\$646.50
261194	09/15/05	06	SCHOLASTIC INC	024	MATERIALS AND SUPPLI	\$454.81
261195	09/15/05	03	US BANK	022	CONFERENCE, WORKSHOP,	\$845.60
261196	09/15/05	06	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$53.88

SAN DIEGUITO UNION HIGH
FROM 09/07/05 THRU 09/27/05

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
261197	09/08/05	06	TROXELL COMMUNICATIO	008	MATERIALS AND SUPPLI	\$409.97
261198	09/15/05	21-09	COMPANION CORPORATIO	014	NON CAPITALIZED EQUI	\$7,360.88
261199	09/15/05	03	RESOURCE NETWORK INC	035	LIC/SOFTWARE	\$2,248.00
261200	09/15/05	03	SOFTCHOICE CORPORATI	035	LIC/SOFTWARE	\$504.27
261201	09/16/05	03	ALPHA GRAPHICS	010	PRINTING	\$269.38
261203	09/16/05	03	SCHOLASTIC MAGAZINES	010	MATERIALS AND SUPPLI	\$96.44
261204	09/16/05	03	OFFICE DEPOT	006	MATERIALS AND SUPPLI	\$49.07
261205	09/16/05	21-09	VERNIER SOFTWARE & T	014	NON CAPITALIZED EQUI	\$28,149.36
261206	09/16/05	03	UCSD SPORTS FACILITI	005	RENTS & LEASES	\$5,105.40
261207	09/16/05	21-09	ACADEMIC SUPERSTORE	014	MATERIALS AND SUPPLI	\$158.45
261208	09/16/05	25-19	BARNHART, DOUGLAS E	036	IMPROVEMENT	\$9,145.37
261209	09/16/05	11	ENCINITAS COMMUNITY	009	RENTS & LEASES	\$8,000.00
261210	09/16/05	03	RALPHS GROCERY COMPA	005	MATERIALS AND SUPPLI	\$1,500.00
261211	09/16/05	03	SMART AND FINAL CORP	005	MATERIALS AND SUPPLI	\$1,500.00
261212	09/16/05	03	CYBERGUYS (E-FILLIAT	005	SOFTWARE/DP SUPPLIES	\$86.72
261214	09/16/05	03	ROYAL BUSINESS CARDS	026	PRINTING	\$112.06
261215	09/16/05	03	GOPHER SPORT	005	MATERIALS AND SUPPLI	\$356.87
261216	09/16/05	03	DAWN BREAKER SYSTEMS	022	CONFERENCE,WORKSHOP,	\$89.00
261217	09/16/05	03	US BANK	022	CONFERENCE,WORKSHOP,	\$204.40
261219	09/20/05	03	AMAZON.COM	005	MATERIALS AND SUPPLI	\$215.45
261220	09/20/05	03	XEROX CORPORATION	014	RENTS & LEASES	\$8,713.27
261221	09/20/05	03	OFFICE DEPOT	014	MATERIALS AND SUPPLI	\$143.50
261222	09/21/05	03	BUDGE-IT SIGN & LIGH	005	OTHER SERV.& OPER.EX	\$4,550.00
261223	09/21/05	03	SPIRAL BINDING CO IN	005	MATERIALS AND SUPPLI	\$269.16
261224	09/21/05	21-09	J AND R KEY HARDWARE	014	MATERIALS AND SUPPLI	\$1,293.00
261225	09/21/05	03	AZTEC TECHNOLOGY COR	014	RENTS & LEASES	\$3,070.88
261226	09/21/05	21-09	HOME DEPOT	014	NON CAPITALIZED EQUI	\$3,602.52
261227	09/22/05	03	C M C PUBLISHING/CLA	026	ADVERTISING	\$25.00
261228	09/22/05	03	ED SOURCE	020	MATERIALS AND SUPPLI	\$250.00
261229	09/22/05	06	ROMAN'S TRUCK BODY &	028	REPAIRS BY VENDORS	\$3,315.38
261230	09/22/05	06	ROMAN'S TRUCK BODY &	028	REPAIRS BY VENDORS	\$2,990.38
261231	09/22/05	06	EMPOWER PROGRAM, THE	032	CONFERENCE,WORKSHOP,	\$2,765.00
261232	09/22/05	03	SAN DIEGO CO SUPERIN	020	CONFERENCE,WORKSHOP,	\$50.00
261233	09/22/05	06	INSTITUTE FOR EDUCAT	013	CONFERENCE,WORKSHOP,	\$185.00
261234	09/22/05	03	SAN DIEGO CO SUPERIN	014	CONFERENCE,WORKSHOP,	\$90.00
261235	09/22/05	03	C A S H	025	CONFERENCE,WORKSHOP,	\$165.00
261236	09/22/05	06	STAFF DEVELOPMENT FO	004	CONFERENCE,WORKSHOP,	\$185.00
261237	09/22/05	03	OFFICE DEPOT	014	MATERIALS AND SUPPLI	\$244.56
261238	09/22/05	03	CORPORATE EXPRESS	036	OFFICE SUPPLIES	\$64.08
261239	09/22/05	03	CAROLINA BIOLOGICAL	005	MATERIALS AND SUPPLI	\$767.68
261240	09/22/05	03	CORPORATE EXPRESS	005	MATERIALS AND SUPPLI	\$35.27
261241	09/22/05	03	CORPORATE EXPRESS	005	MATERIALS AND SUPPLI	\$36.85
261242	09/23/05	21-09	VIRCO MANUFACTURING	014	MATERIALS AND SUPPLI	\$6,942.45
261243	09/23/05	13	WAXIE SANITARY SUPPL	031	MATERIALS AND SUPPLI	\$45.26
261244	09/23/05	03	MOORE MEDICAL GROUP	005	MATERIALS AND SUPPLI	\$63.08
261245	09/23/05	03	UNITED HEALTH SUPPLI	005	MATERIALS AND SUPPLI	\$68.23
261246	09/23/05	03	L R P PUBLICATIONS	030	MATERIALS AND SUPPLI	\$189.00
261247	09/23/05	06	OFFICE DEPOT	012	MATERIALS AND SUPPLI	\$131.35
261248	09/23/05	21-09	SOUTHLAND TECHNOLOGY	014	MATERIALS AND SUPPLI	\$5,872.38
261249	09/23/05	03	VOLLEYBALLUSA.COM	014	MATERIALS AND SUPPLI	\$154.08
261250	09/23/05	03	C I F CA INTERSCHOLA	014	DUES AND MEMBERSHIPS	\$215.35
261251	09/23/05	21-09	HIGHWAY SAFETY	014	MATERIALS AND SUPPLI	\$337.13
261252	09/23/05	21-09	GATEWAY BUSINESS	014	MATERIALS AND SUPPLI	\$1,797.27
261253	09/26/05	03	OFFICE DEPOT	036	DUPLICATING SUPPLIES	\$97.07
261254	09/26/05	03	SOFTCHOICE CORPORATI	004	LIC/SOFTWARE	\$581.85

SAN DIEGUITO UNION HIGH
FROM 09/07/05 THRU 09/27/05

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
261255	09/26/05	03	LEAGUEMINDER	005	MATERIALS AND SUPPLI	\$218.95
261256	09/26/05	03	SAN DIEGUITO UHSD CA	037	MATERIALS AND SUPPLI	\$500.00
261257	09/26/05	06	CA MATHEMATICS LEAGU	010	MATERIALS AND SUPPLI	\$75.00
261258	09/26/05	06	THOMSON LEARNING	005	TEXTBOOKS	\$2,870.16
261259	09/26/05	06	TRIUMPH LEARNING	024	TEXTBOOKS	\$381.22
261260	09/26/05	06	TOWNSEND PRESS	024	TEXTBOOKS	\$276.71
261261	09/26/05	06	GLENCOE-MACMILLAN/MC	024	TEXTBOOKS	\$382.40
261262	09/26/05	03	ACOUSTIC WORKS	025	BLDG.-REPAIR MATERIA	\$153.01
261263	09/26/05	03	COLLINS PACIFIC PLUM	025	REPAIRS BY VENDORS	\$262.50
261264	09/26/05	03	ROYAL BUSINESS CARDS	013	PRINTING	\$26.94
261265	09/26/05	03	COLLINS PACIFIC PLUM	025	REPAIRS BY VENDORS	\$1,634.37
261266	09/26/05	03	SETON - DEPT BW-3	025	BLDG.-REPAIR MATERIA	\$471.00
261267	09/26/05	06	MAA AMERICAN MATHEMA	010	MATERIALS AND SUPPLI	\$193.00
261268	09/26/05	03	SURFACE TECHNOLOGY	025	BLDG.-REPAIR MATERIA	\$858.28
261269	09/26/05	21-09	FORERUNNER TELECOM	025	MATERIALS AND SUPPLI	\$2,095.06
261270	09/26/05	14	WESTERN ENVIRONMENTA	025	REPAIRS BY VENDORS	\$2,530.00
261271	09/26/05	03	BANG, DAVE ASSOCIATE	025	BLDG.-REPAIR MATERIA	\$768.01
261272	09/26/05	03	SIMPLEX-GRINNELL	025	REPAIRS BY VENDORS	\$1,000.00
261273	09/26/05	11	GLENCOE-MACMILLAN/MC	009	BOOKS OTHER THAN TEX	\$529.88
261274	09/26/05	03	VERIZON CELLULAR - S	030	MATERIALS AND SUPPLI	\$188.56
261275	09/26/05	06	SAN DIEGUITO UHSD CA	024	MATERIALS AND SUPPLI	\$500.00
261276	09/26/05	03	WAXIE SANITARY SUPPL	036	CUSTODIAL SUPPLIES	\$168.41
261277	09/26/05	03	FOX VALLEY SYSTEMS	025	BLDG.-REPAIR MATERIA	\$3,152.99
261279	09/26/05	03	GUNTHER'S ATHLETIC S	010	CLEANING/REPAIRS ATH	\$4,000.00
261280	09/26/05	03	SOCIAL STUDIES SCHOO	013	MATERIALS AND SUPPLI	\$1,244.60
261281	09/26/05	03	EXPRESS PRINT	005	PRINTING	\$603.40
261282	09/26/05	03	TRANE PARTS	025	NON CAPITALIZED EQUI	\$727.35
261283	09/26/05	11	LONGMAN PUBLISHING	009	BOOKS OTHER THAN TEX	\$456.00
261284	09/26/05	03	SOUTHLAND TECHNOLOGY	008	MATERIALS AND SUPPLI	\$512.89
261285	09/26/05	03	COSTCO CARLSBAD	008	MATERIALS AND SUPPLI	\$258.60
261286	09/26/05	03	A L A	008	MATERIALS AND SUPPLI	\$309.09
261287	09/26/05	03	BEST COMPUTER SUPPLI	010	MATERIALS AND SUPPLI	\$49.14
261288	09/26/05	21-09	GRAINGER, WW INC	025	MATERIALS AND SUPPLI	\$912.55
261289	09/26/05	21-09	COSTCO CARLSBAD	025	MATERIALS AND SUPPLI	\$91.59
261290	09/26/05	03	ADOLPH KIEFER AND AS	013	MATERIALS AND SUPPLI	\$141.26
261291	09/26/05	03	TROXELL COMMUNICATIO	013	NON CAPITALIZED EQUI	\$1,039.22
261292	09/26/05	03	KLM BIOSCIENTIFIC	010	MATERIALS AND SUPPLI	\$261.04
261293	09/26/05	03	EDUCATIONAL INNOVATI	010	MATERIALS AND SUPPLI	\$27.50
261294	09/26/05	03	SARGENT WELCH SCIENT	010	MATERIALS AND SUPPLI	\$11.44
261295	09/26/05	03	WARDS	010	MATERIALS AND SUPPLI	\$92.13
261296	09/26/05	03	KEY CURRICULUM PRESS	013	MATERIALS AND SUPPLI	\$28.65
261297	09/26/05	03	GLENCOE-MACMILLAN/MC	013	MATERIALS AND SUPPLI	\$248.38
261299	09/26/05	03	VISUAL SYSTEMS	025	BLDG.-REPAIR MATERIA	\$135.90
261300	09/26/05	06	HAMPTON BROWN	003	TEXTBOOKS	\$38.66
261301	09/26/05	06	HAMPTON BROWN	012	TEXTBOOKS	\$639.82
261302	09/26/05	06	AMAZON.COM	005	TEXTBOOKS	\$27.96
261303	09/26/05	06	TOWNSEND PRESS	024	TEXTBOOKS	\$276.71
261304	09/26/05	06	GLENCOE-MACMILLAN/MC	024	TEXTBOOKS	\$588.75
261305	09/26/05	03	MC MASTER-CARR SUPPL	025	BLDG.-REPAIR MATERIA	\$63.34
261306	09/26/05	03	SIEMANS BLDG TECHNOL	025	REPAIRS BY VENDORS	\$475.04
261307	09/26/05	25-18	CREATIVE FENCE COMPA	025	BUILDING & IMPROVMNT	\$2,700.00
261308	09/26/05	03	INDIANA PLUMBING SUP	025	BLDG.-REPAIR MATERIA	\$459.54
261309	09/26/05	25-19	GRAINGER, WW INC	001	MATERIALS AND SUPPLI	\$126.87
261310	09/26/05	03	SHIFFLER EQUIPMENT S	025	BLDG.-REPAIR MATERIA	\$2,232.41
261311	09/26/05	03	SAN DIEGO CO MUSIC E	004	NON CAPITALIZED EQUI	\$1,613.86

SAN DIEGUITO UNION HIGH
FROM 09/07/05 THRU 09/27/05

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
261312	09/26/05	06	WAYSIDE PUBLISHING	010	TEXTBOOKS	\$1,308.20
261313	09/26/05	03	SAN DIEGO CO SUPERIN	024	PRINTING	\$612.02
261315	09/26/05	06	GRAYBAR ELECTRIC CO	024	MATERIALS AND SUPPLI	\$576.35
261316	09/26/05	06	OFFICE DEPOT	033	MATERIALS AND SUPPLI	\$24.78
261317	09/26/05	06	HOME DEPOT	033	MATERIALS AND SUPPLI	\$700.00
261318	09/26/05	06	TOOL DEPOT	033	MATERIALS AND SUPPLI	\$1,000.00
261319	09/26/05	06	COMPUSOURCE/ADB ENTE	033	SOFTWARE/DP SUPPLIES	\$64.60
261320	09/26/05	06	M F A S C O	013	MATERIALS AND SUPPLI	\$157.77
261321	09/26/05	03	SAN DIEGO CO MUSIC E	008	MATERIALS AND SUPPLI	\$322.77
261322	09/26/05	03	SAN DIEGO CO MUSIC E	008	MATERIALS AND SUPPLI	\$483.20
261323	09/26/05	03	SAN DIEGO CO MUSIC E	008	MATERIALS AND SUPPLI	\$539.35
261324	09/26/05	06	WOODS, WAYNE AND/OR	030	OTHER SERV. & OPER.EX	\$2,000.00
261325	09/26/05	06	EDDINGTON, JAMES AND	030	OTHER SERV. & OPER.EX	\$2,000.00
261326	09/26/05	06	SCHLEIMER, JOHN OR M	030	OTHER SERV. & OPER.EX	\$13,700.00
261327	09/27/05	06	SCHOOL SERVICES OF C	022	CONFERENCE, WORKSHOP,	\$465.00
261328	09/27/05	40	WESTERN ENVIRONMENTA	028	IMPROVEMENT	\$2,175.00
261329	09/27/05	25-18	WESTERN ENVIRONMENTA	037	BUILDING & IMPROVMNT	\$6,125.00
261330	09/27/05	25-19	N T D ARCHITECTS	036	IMPROVEMENT	\$11,377.47
261331	09/27/05	03	A L A	005	MATERIALS AND SUPPLI	\$102.67
261332	09/27/05	03	RANCHO SANTA FE PROT	025	SECURITY GUARD CONTR	\$1,215.00
261333	09/27/05	06	DMR DEVELOPMENT CORP	028	OTHER TRANSPORT. SUPP	\$47.71
261334	09/27/05	03	CORPORATE EXPRESS	005	MATERIALS AND SUPPLI	\$82.64
261335	09/27/05	03	TIME CLOCK SALES & S	005	MATERIALS AND SUPPLI	\$53.88
261336	09/27/05	03	AMAZON.COM	005	MATERIALS AND SUPPLI	\$404.01
261337	09/27/05	03	WESTERN ASSOCIATION	024	DUES AND MEMBERSHIPS	\$3,000.00
261338	09/27/05	06	COMPUSOURCE/ADB ENTE	005	SOFTWARE/DP SUPPLIES	\$496.24
261339	09/27/05	03	FILE FAX	010	REPAIRS BY VENDORS	\$580.00
261340	09/27/05	03	FILE FAX	005	REPAIRS BY VENDORS	\$560.00
261341	09/27/05	25-19	FLINN SCIENTIFIC INC	005	IMPROVEMENT	\$9,301.22
261342	09/27/05	21-09	AUDIO VIDEO SUPPLY I	014	NEW CONSTRUCTION	\$25,597.09
261343	09/27/05	21-09	AUDIO DYNAMIX INC	014	NEW CONSTRUCTION	\$4,784.10
261344	09/27/05	25-19	FISHER SCIENTIFIC EM	005	MATERIALS AND SUPPLI	\$114.52
261345	09/27/05	03	LANE STANTON VANCE L	005	MATERIALS AND SUPPLI	\$1,282.44
261346	09/27/05	03	L B CONCRETE	025	REPAIRS BY VENDORS	\$8,900.00
261347	09/27/05	03	L B CONCRETE	025	REPAIRS BY VENDORS	\$5,100.00
261348	09/27/05	03	XEROX CORPORATION	010	REPAIRS BY VENDORS	\$344.80
261349	09/27/05	03	XEROX CORPORATION	010	RENTS & LEASES	\$1,244.56
261350	09/26/05	03	GOPHER SPORT	008	MATERIALS AND SUPPLI	\$381.22
261351	09/27/05	03	ROYAL BUSINESS CARDS	005	MATERIALS AND SUPPLI	\$33.67
261352	09/27/05	03	TRANSCENDER LLC	025	BLDG. -REPAIR MATERIA	\$337.24
261353	09/27/05	21-09	SARGENT WELCH SCIENT	014	MATERIALS AND SUPPLI	\$199.12
261354	09/27/05	21-09	B S N/SPORT SUPPLY G	014	MATERIALS AND SUPPLI	\$869.87
261355	09/27/05	03	PEARSON EDUCATION	005	MATERIALS AND SUPPLI	\$51.22
261356	09/27/05	03	SIMMONS & ASSOCIATES	005	MATERIALS AND SUPPLI	\$52.99
261357	09/27/05	03	WEEKLY READER CORPOR	008	MATERIALS AND SUPPLI	\$178.20
261358	09/27/05	03	CART MART INC	005	REPAIRS BY VENDORS	\$150.00
261359	09/27/05	25-18	SAN DIEGO DAILY TRAN	036	NEW CONSTRUCTION	\$501.60
660027	09/26/05	03	OFFICE DEPOT	001	STORES	\$1,562.28
660028	09/14/05	03	WAXIE SANITARY SUPPL	001	STORES	\$1,101.96
660029	09/14/05	03	BEST COMPUTER SUPPLI	001	STORES	\$3,889.93
660030	09/14/05	03	CAMEO PAPER	001	STORES	\$581.85
660031	09/14/05	03	UNISOURCE MAINTENANC	001	STORES	\$628.14
660032	09/14/05	03	WESCO DISTRIBUTION	001	STORES	\$1,196.03
660033	09/14/05	03	PIONEER STATIONERS I	001	STORES	\$1,258.48
660034	09/14/05	03	SOUTHWEST SCHOOL/OFF	001	STORES	\$386.09

SAN DIEGUITO UNION HIGH
FROM 09/07/05 THRU 09/27/05

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
660035	09/16/05	03	SOUTHLAND ENVELOPE C	001	STORES	\$897.02
660036	09/23/05	03	WAXIE SANITARY SUPPL	001	STORES	\$248.51
660037	09/26/05	03	BEST COMPUTER SUPPLI	001	STORES	\$3,110.74
660039	09/26/05	03	GARWIN & CHAN ASSOCI	001	STORES	\$88.09
660040	09/26/05	03	PIONEER STATIONERS I	001	STORES	\$861.57
760018	09/08/05	06	VALENCIA'S	028	REPAIRS BY VENDORS	\$175.00
760025	09/08/05	03	XEROX CORPORATION	014	OTHER SERV. & OPER.EX	\$377.00
760027	09/08/05	06	CUMMINS CAL PACIFIC	028	MATERIALS-REPAIRS	\$327.02
760031	09/08/05	03	ONE STOP TONER AND I	035	REPAIRS BY VENDORS	\$374.10
760032	09/08/05	06	CUMMINS CAL PACIFIC	028	REPAIRS BY VENDORS	\$2,579.27
760035	09/27/05	03	TURF STAR INC	025	REPAIRS BY VENDORS	\$1,964.68
760036	09/26/05	06	ENTERPRISE CAR RENTA	028	THEFT/VANDALISM	\$3,000.00
760037	09/14/05	21-09	GRAINGER, WW INC	025	MATERIALS AND SUPPLI	\$1,189.56
760038	09/22/05	06	AMIS AUTOMOTIVE INC	028	REPAIRS BY VENDORS	\$456.63
760039	09/22/05	03	ONE STOP TONER AND I	035	REPAIRS BY VENDORS	\$55.00
760040	09/15/05	03	FRAZEE PAINT & WALLC	025	BLDG.-REPAIR MATERIA	\$989.95
760041	09/26/05	06	TURNER'S TRUCK FLEET	028	REPAIRS BY VENDORS	\$8,151.82
760042	09/26/05	06	TURNER'S TRUCK FLEET	028	REPAIRS BY VENDORS	\$2,837.19
760044	09/14/05	03	TRANE PARTS	025	BLDG.-REPAIR MATERIA	\$283.60
760045	09/27/05	03	SAN DIEGO REFRIGERAT	025	REPAIRS BY VENDORS	\$500.00

REPORT TOTAL \$727,119.81

INSTANT MONEY REPORT FOR THE PERIOD 09/07/05 THROUGH 09/27/05

<i>Check #</i>	<i>Vendor</i>	<i>Amount</i>
10060	EDITH FINE	\$99.95
10061	M C I RESIDENTIAL	\$9.57
10062	FEDEX	\$56.66
10063	US POSTAL SERVICE	\$200.00
10064	EXPRESS MAGAZINE	\$149.00
	<i>Total</i>	<hr/> \$515.18

INDIVIDUAL MEMBERSHIP LISTINGS
FOR THE PERIOD SEPTEMBER 7, 2005 – SEPTEMBER 27, 2005

September 28, 2005

<u>Staff Member Name</u>	<u>Organization</u>	<u>Amount</u>
Sue Gleiforst, Superintendent Office	National Notary Assn.	\$ 40.00
Marilyn Pugh, Principal, Diegueno	Assoc. Supervision & Curric. Development	189.00
TOTAL		\$229.00

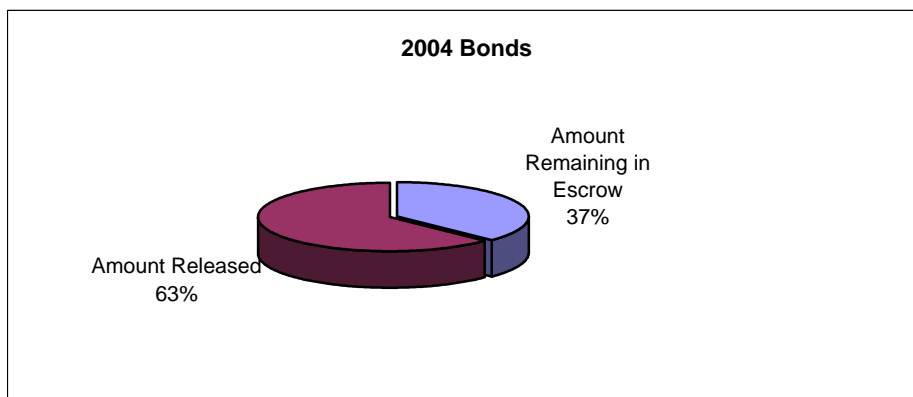
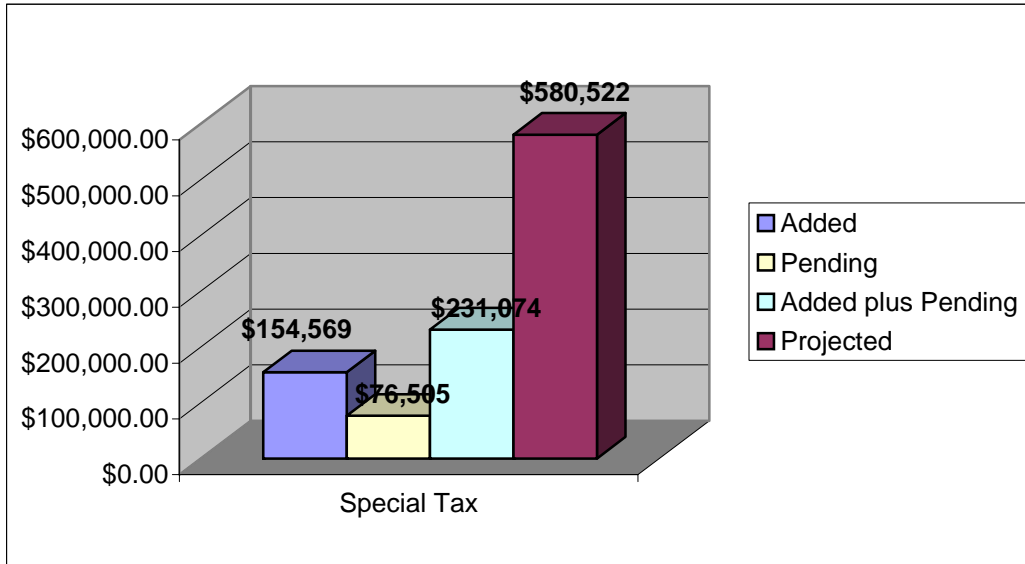
2004 Bond Release Update 9/28/2005

CFD	Number of Units Permitted ¹	Special Tax Revenue being added to tax roll in FY 05/06	Target Revenue Needed for Projected Draw of \$6.5M ²	% Collected	Pending Permit Revenue ³	Pending plus added Special Tax revenue
94-2	27	\$21,600.00	\$126,610.00	17.1%	\$21,600.00	\$43,200.00
94-3	0	\$0.00	\$2,858.00	0.0%	\$0.00	\$0.00
95-1	39	\$33,345.00	\$0.00	N/A	\$39,330.00	\$72,675.00
95-2	0	\$0.00	\$6,698.00	0.0%	\$5,600.00	\$5,600.00
99-1	0	\$0.00	\$0.00	N/A	\$7,695.00	\$7,695.00
99-2	0	\$0.00	\$29,070.00	0.0%	\$570.00	\$570.00
99-3	4	\$2,280.00	\$11,400.00	20.0%	\$1,710.00	\$3,990.00
03-1	96	\$97,344.00	\$403,886.00	24.1%	\$0.00	\$97,344.00
Totals	166	\$154,569.00	\$580,522.00	26.6%	\$76,505.00	\$231,074.00

¹Includes multifamily

² Per Morgan Stanley/Meyers Group. Also, 95-1 & 99-1 have previously collected enough in 04/05 to meet target goals in 05/06, therefore their target revenue is \$0.00

³District signed off, but permit not yet pulled



Amount Remaining in Escrow	\$16,845,000.00
Amount Released	\$28,472,570.00

Amount Remaining in the Acquisition and Construction Fund	\$9,126,008.02
---	-----------------------

San Dieguito Union High School District Special Tax History

Fiscal Year	CFD	Total Parcels Taxed	Total Levy Special Taxes	Special Taxes Collected	Amount Uncollected	Delinquency %
1995-96	94-1	8	\$6,400.00	\$6,400.00	\$0.00	0.00%
	94-2	94	\$37,600.00	\$37,600.00	\$0.00	0.00%
	Total	102	\$44,000.00	\$44,000.00		0.00%
1996-97	94-1	8	\$6,400.00	\$6,400.00	\$0.00	0.00%
	94-2	117	\$47,600.00	\$47,400.00	\$200.00	0.42%
	Total	125	\$54,000.00	\$53,800.00	\$200.00	0.37%
1997-98	94-1	8	\$6,400.00	\$6,400.00	\$0.00	0.00%
	94-2	332	\$162,800.00	\$160,600.00	\$2,200.00	1.35%
	94-3	15	\$17,158.00	\$15,522.00	\$1,636.00	9.53%
	95-1	118	\$162,450.00	\$115,425.00	\$47,025.00	28.95%
	Total	473	\$348,808.00	\$297,947.00	\$50,861.00	14.58%
1998-99	94-1	8	\$6,400.00	\$6,400.00	\$0.00	0.00%
	94-2	782	\$464,400.00	\$460,400.00	\$4,000.00	0.86%
	94-3	120	\$57,714.00	\$51,319.00	\$6,395.00	11.08%
	95-1	392	\$400,995.00	\$377,910.00	\$23,085.00	5.76%
	95-2	24	\$19,200.00	\$19,200.00	\$0.00	0.00%
	Total	1326	\$948,709.00	\$915,229.00	\$33,480.00	3.53%
1999-00	94-1	8	\$6,400.00	\$6,400.00	\$0.00	0.00%
	94-2	1,127	\$718,400.00	\$706,000.00	\$12,400.00	1.73%
	94-3	307	\$120,886.00	\$106,242.00	\$14,644.00	12.11%
	95-1	724	\$739,455.00	\$728,340.00	\$11,115.00	1.50%
	95-2	131	\$104,800.00	\$104,000.00	\$800.00	0.76%
	Total	2,297	\$1,689,941.00	\$1,650,982.00	\$38,959.00	2.31%
2000-01	94-1	8	\$6,400.00	\$6,400.00	\$0.00	0.00%
	94-2	1,449	\$973,600.00	\$957,600.00	\$16,000.00	1.64%
	94-3	455	\$173,686.00	\$169,069.00	\$4,617.00	2.66%
	95-1	1,143	\$1,325,256.00	\$1,317,561.00	\$7,695.00	0.58%
	95-2	159	\$128,000.00	\$124,000.00	\$4,000.00	3.13%
	99-1	8	\$3,420.00	\$3,420.00	\$0.00	0.00%
	99-3	19	\$10,830.00	\$10,830.00	\$0.00	0.00%
	Total	3,241	\$2,621,192.00	\$2,588,880.00	\$32,312.00	1.23%

San Dieguito Union High School District Special Tax History

2001-02	94-1	8	\$6,400.00	\$6,400.00	\$0.00	0.00%
	94-2	1,712	\$1,184,000.00	\$1,161,800.00	\$22,200.00	1.88%
	94-3	509	\$218,886.00	\$215,251.00	\$3,635.00	1.66%
	95-1	1,534	\$1,653,804.00	\$1,632,001.50	\$21,802.50	1.32%
	95-2	220	\$176,800.00	\$172,000.00	\$4,800.00	2.71%
	99-1	24	\$23,940.00	\$20,092.50	\$3,847.50	16.07%
	99-2	8	\$4,560.00	\$3,990.00	\$570.00	12.50%
	99-3	69	\$39,330.00	\$38,475.00	\$855.00	2.17%
	Total	4084	\$3,307,720.00	\$3,250,010.00	\$57,710.00	1.74%
2002-03	94-1	8	\$6,400.00	\$6,400.00	\$0.00	0.00%
	94-2	1,794	\$1,249,600.00	\$1,226,400.00	\$23,200.00	1.86%
	94-3	702	\$366,704.00	\$362,668.00	\$4,036.00	1.10%
	95-1	1,696	\$1,747,260.00	\$1,722,037.50	\$25,222.50	1.44%
	95-2	268	\$214,400.00	\$211,200.00	\$3,200.00	1.49%
	99-1	153	\$135,456.00	\$133,104.75	\$2,351.25	1.74%
	99-2	10	\$5,700.00	\$5,700.00	\$0.00	0.00%
	99-3	85	\$48,450.00	\$47,310.00	\$1,140.00	2.35%
	Total	4716	\$3,773,970.00	\$3,714,820.25	\$59,149.75	1.57%
2003-04	94-1	8	\$6,400.00	\$6,400.00	\$0.00	0.00%
	94-2	1,956	\$1,379,200.00	\$1,369,000.00	\$10,200.00	0.74%
	94-3	855	\$492,704.00	\$483,868.00	\$8,836.00	1.79%
	95-1	1,775	\$1,813,095.00	\$1,795,567.50	\$17,527.50	0.97%
	95-2	283	\$226,400.00	\$222,000.00	\$4,400.00	1.94%
	99-1	283	\$249,019.50	\$244,317.00	\$4,702.50	1.89%
	99-2	12	\$6,840.00	\$6,840.00	\$0.00	0.00%
	99-3	88	\$50,160.00	\$48,450.00	\$1,710.00	3.41%
	Total	5260	\$4,223,818.50	\$4,176,442.50	\$47,376.00	1.12%
2004-05	94-1	8	\$6,400.00	\$6,000.00	\$400.00	6.25%
	94-2	2,169	\$1,549,600.00	\$1,534,600.00	\$15,000.00	0.97%
	94-3	877	\$536,246.00	\$528,683.00	\$7,563.00	1.41%
	95-1	1,853	\$1,872,945.00	\$1,755,232.50	\$117,712.50	6.28%
	95-2	285	\$240,800.00	\$233,600.00	\$7,200.00	2.99%
	99-1	294	\$257,569.50	\$252,867.00	\$4,702.50	1.83%
	99-2	21	\$11,970.00	\$11,400.00	\$570.00	4.76%
	99-3	90	\$51,300.00	\$50,160.00	\$1,140.00	2.22%
	03-1	161	\$163,254.00	\$161,733.00	\$1,521.00	0.93%
		5,758	\$4,690,084.50	\$4,534,275.50	\$155,809.00	3.32%


San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 29, 2005

BOARD MEETING DATE: October 6, 2005

**PREPARED AND
SUBMITTED BY:** Peggy Lynch, Ed.D.
Superintendent 

SUBJECT: APPROVAL OF NAME FOR THE SDA
VISUAL AND PERFORMING ARTS CENTER

EXECUTIVE SUMMARY

Attached is information regarding the request to name the San Dieguito Academy Performing Arts Center after Clayton E. Liggett, former San Dieguito High School teacher. It is the committee's recommendation that the theater building within the center be named the Clayton E. Liggett Theater.

RECOMMENDATION:

It is recommended that the Board approve naming the theater building with the Performing Arts Center at San Dieguito Academy the "Clayton E. Liggett Theater," as shown in the attached supplement.

FUNDING SOURCE:

Not applicable.

PL/sg
Attachment

AGENDA ITEM: 21

San Dieguito

Union High School District

710 Encinitas Blvd.
Encinitas, CA 92024-3357
(760) 753-6491
www.sduhsd.net

Board of Trustees:

Joyce Dalessandro
Linda Friedman
Barbara Groth
Beth Hergesheimer
Deanna Rich

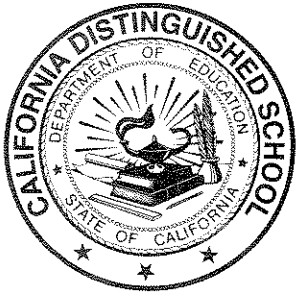
Superintendent:

Peggy Lynch, Ed.D.



**SAN DIEGUITO
HIGH SCHOOL ACADEMY**

800 Santa Fe Drive
Encinitas, CA 92024
(760) 753-1121
FAX (760) 753-8142



Canyon Crest HS Academy
Carmel Valley MS
Diegueño 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

September 28, 2005

Dr. Peggy Lynch, Superintendent
San Dieguito Union High School District
710 Encinitas Blvd.
Encinitas, CA 92024

Dear Peggy:

Attached are the minutes of the Visual and Performing Arts Center,
Naming Committee meeting on September 15, 2005.

It is the committee's recommendation that the theatre building within
the center be named after deceased teacher, Clayton E. Liggett and be
called the Clayton E. Liggett Theatre.

Thank you for your consideration.

Sincerely,

Barbara Gauthier
Principal

ld

**Visual & Performing Arts Center
Naming Committee meeting
September 15, 2005**

Present: Barbara Gauthier, principal; Eric Hall, associate superintendent-business services; David Hall, assistant principal; Jeanne Jones, assistant principal; Jeremy Wuertz, music teacher; Sharon Dasho, drama teacher; Miriam Loesgen, parent; Rachel Woolf, music student; Lauren Lerager, drama student; Lois Delanty, principal's assistant, and by telephone conference call, Joe Drago, alumni of San Dieguito High School.

The purpose of this meeting was to discuss the possibility of naming the new Visual & Performing Arts Center after a deceased teacher, Clayton E. Liggett. Mr. Liggett was a drama teacher at San Dieguito High School in the 1970's and 1980's.

Barbara Gauthier provided the committee with the background of where we are to this point in the process of naming the theatre after Mr. Liggett:

- Barbara Gauthier gave the history of how San Dieguito High School alumni Joe Drago got involved in the proposed naming of the new theater after his mentor and drama teacher at SDHS, Clayton E. Liggett.
- Barbara Gauthier, Jeanne Jones, David Hall, and Joe Drago met over the summer to discuss how this could be accomplished and what needed to be done to begin the process.
- Steve Ma, director of facilities, contacted former superintendent, Mr. Bill Berrier to get background information on former teacher, Clayton Liggett. Mr. Berrier was effusive in his praise for Mr. Liggett and his dedication and professionalism as a teacher at San Dieguito High School as were many alumni students who e-mailed Barbara with positive and inspiring e-mails about Mr. Liggett.
- In late August, Jeanne Jones and Barbara Gauthier wrote a proposal to the Board of Trustees in support of naming the theater after Mr. Clayton Liggett. The Board was very receptive to this idea.
- In August/September a design competition was held. Twenty-two architects expressed interest in creating a design for the new facility. Five finalists were chosen and a jury heard presentations and reviewed designs on September 10. The jury recommended architect Sergio Fisher to the Board of Trustees.
- As per Board Policy 7310, a committee was then formed to discuss the next steps in the naming process and ensure there is site support for the proposal to name the new VPA building.

After the background information, Eric Hall discussed the next steps. He reviewed Board Policy 7310 and Board Policy 7310/AR-1 Naming of Facility with the committee.

Board Policy 7310 states that we would be able to name the facility and/or the theatre after Mr. Liggett and further states that the review committee shall include: a student from the school site, a site staff member, an administrator from the school site, a district level business services administrator, and a parent from the school site. All were present at this meeting.

Board Policy also states that the committee shall meet with representatives of the group proposing the memorial represented at this meeting by Joe Drago.

The type and size of the memorial was discussed. Some ideas about how to memorialize Mr. Liggett were as follows: a kiosk in the lobby with former students on video or recordings talking about Mr. Liggett and how he inspired them; a bust of Mr. Liggett in the lobby; a history of Mr. Liggett using pictures and video in the lobby or somewhere in the complex, etc. Miriam Loesgen likes the idea of the tie in with the alumni and how this would bring together SDHS and SDA. The committee agreed that they loved the wording: "Keeping Mr. Liggett's legacy alive." It was stated that #6 through #10 on Board Policy #7310/AR-1 would be worked out with the architect.

The committee then focused on whether to name the whole center after Mr. Liggett or the theatre only, the type of memorial, and the identification of appropriate design for the memorial. The committee felt that they preferred to name the theater only after Clayton E. Liggett and not name the whole complex. However, they felt strongly that any contributions should be put towards the whole center and not just the theatre. It was felt that this could gain school and community support and would also garner support from former students for Mr. Liggett. The idea of tying San Dieguito High School and San Dieguito Academy with this tribute could gain monetary as well as sentimental support throughout the community and the school community. The committee also felt that because this is an educational structure first and a performing arts center second, it was appropriate to name the theatre after a teacher.

There was some discussion about fundraising ideas such as selling seats. The committee felt that the fundraising efforts should include both the music building and the theatre and they should not have separate fundraising efforts. A fundraising group will be established and they will determine how best to raise money for tiles, plaques, seats, etc.

In brief, the committee decided:

- To name the theatre after Mr. Liggett – the Clayton E. Liggett Theatre
- To establish something that brings his legacy alive
- The fundraising efforts will include the whole center, not just the theatre or the music center
- To bring together the history of San Dieguito High School with the current San Dieguito Academy
- That it would be an instructional building first and then a performance building
- That it would bring alumni back to the school and make them feel connected
- That Sergio Fisher would come up with rich ideas on how to properly designate the memorial and where this would be within the whole complex and how it exemplifies the strength and character of what we do at San Dieguito Academy.

The meeting was adjourned at 12:45 p.m.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 29, 2005

BOARD MEETING DATE: October 6, 2005

**PREPARED AND
SUBMITTED BY:** Peggy Lynch, Ed.D.,
Superintendent

SUBJECT: RESOLUTION IN OPPOSITION TO
"THE CALIFORNIA LIVE WITHIN
OUR MEANS ACT" – PROPOSITION 76

EXECUTIVE SUMMARY

Attached is a resolution in opposition to "The California Live Within Our Means Act" – Proposition 76. The resolution describes the negative effects on education should this proposition be approved by the voters in November, 2005.

RECOMMENDATION:

It is recommended that the Board adopt the Resolution In Opposition to "The California Live Within Our Means Act" – Proposition 76, as shown in the attached supplement.

PL/sg

AGENDA ITEM: 22

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
SAN DIEGUITO HIGH SCHOOL DISTRICT IN OPPOSITION TO THE
CALIFORNIA LIVE WITHIN OUR MEANS ACT-PROPOSTION 76**

WHEREAS, California's 6 million students deserve high-quality schools with well-trained educators, small class sizes, quality instructional materials, up-to-date textbooks and dynamic parental support; and

WHEREAS, The California Live Within Our Means Act (Proposition 76) would upset the balance of power between the governor and the legislature by giving the governor the power to both create and declare a fiscal emergency and then to take unilateral budget actions; and

WHEREAS, These actions include multiple mid-year across-the board cuts for all programs including education, thus violating the constitutional priority given to K-12 by the voters of California and placing K-12 funding at the mercy of the politics of the moment; and

WHEREAS, Proposition 76 would also eliminate basic provisions and guarantees as provided by voters when they passed Proposition 98, including making the 2004-05 reductions to school funding permanent rather than temporary, and eliminating the requirement to restore any reductions to the funding guarantee; and

WHEREAS, Proposition 76 would seriously undermine the continuity and quality of instructional programs by exposing schools to unstable funding and the constant threat of mid year cuts, making it impossible to plan and budget for ongoing spending commitments because of the possibility of spending increases in one year and reductions the next year; and

WHEREAS, Proposition 76 would severely impact the funding base for schools – resulting in as much as \$4 billions (\$600 per student) per year below the minimum funding base required by current law; and

WHEREAS, if Proposition 76 is approved, California would continue its downward spiral from ranking in the top ten in per pupil funding to one of the lowest states in the nation (a recent "Quality Counts 2005" report by Education Week ranks California 44th in the nation); and

WHEREAS, California schools have already suffered \$9.8 billion in cuts and deferrals in the last several years resulting in school closures, increases in class size, layoffs of teachers and support staff, and a shameful shortage of librarians, counselors, nurses, custodians and groundskeepers throughout the state; and

WHEREAS, Proposition 76 breaks several promises made by Governor Schwarzenegger and the legislature to repay and restore minimum Proposition 98 base funding and settle-up funds; and

WHEREAS, the San Dieguito Union High School District has suffered more than \$12 million in cuts over the last four years, including certificated and classified staffing and site funding for materials and supplies; and

WHEREAS, The California Live Within Our Means Act (Proposition 76) is unsound public policy, and unfairly punishes schools and students and undermines the education funding protections voters say they want; now therefore,

BE IT RESOLVED that the Board of Trustees of the San Dieguito Union High School District strongly opposes Proposition 76 on the November 8 special election ballot.

PASSED AND ADOPTED by the Board of Trustees of the San Dieguito Union High School District, Encinitas, California, at a public meeting thereof duly called and held this 15th day of September, 2005.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 20, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Frederick Labib-Wood
Director Classified Personnel

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: Personnel Commission Appointment

EXECUTIVE SUMMARY

The San Dieguito Union High School District's Personnel Commission consists of three members who serve three-year staggered terms. On November 30, 2005 the term of Dr. Joyce Ross will expire. Dr. Ross, who is the Board's appointee to the Personnel Commission, has served with distinction for 20 years and has been a very active Commissioner. Dr. Ross holds a Ph.D. in Public Administration and is a consultant in human resource management specializing in performance evaluations, selection issues and organizational development (see attached information summary). She has indicated her interest in continuing service for the Board and the District for the term December 1, 2005 through November 30, 2008.

RECOMMENDATION: It is recommended that the Board of Trustees reappoint Dr. Ross for service on the Personnel Commission for the three-year term from December 1, 2005 through November 30, 2008.

About Joyce D. Ross, Ph.D.

Dr. Joyce Ross, a co-founder of Ross Partners, is a highly respected organization consultant specializing in organizational change, team development and building high performance systems. Her academic background is in the field of public administration and human resources, earning her Ph.D. from the University of Southern California. Having served as Associate Director of the University of Southern California's Center for Training and Development and Professor of Public Administration at San Diego State University, Joyce combines a strong applied perspective with her academic experience. She has numerous publications in the human resources field.

With over 20 years of consulting experience in the private and not-for profit sector, Joyce's expertise is recognized in such areas as strategy formulation and implementation, personnel selection, developing customer focus and assisting individuals and groups in working more effectively with each other. She works closely with her clients in designing programs and processes which are tailor-made to their unique needs.

Some of the firms Joyce has consulted to are: Avon International, KPMG/Peat Marwick, Australian Tax Office, Industrial Indemnity Insurance Company, Precision Castparts, Bonneville Power Administration, The Columbian Newspaper, Cleveland Clinic, Women's Healthcare Associates, Southwest Washington Medical Center, Texas Water Commission, San Diego County and Orange County Credit Unions, the Government of Malaysia, California cities of San Diego, Long Beach, Santa Monica, Inglewood, Santa Fe Springs, Chino, St. Louis County, Minnesota and Olympia, Washington to name a few.

Examples of Joyce's consulting have included: implementing a comprehensive service enhancement and organizational development program in seven organizations, team building and executive coaching activities in cities, medical centers, credit unions and manufacturing organizations, serve as on-going advisor to top leadership team of a small, family run organization in areas of development and implementation of a major new training program on the learning organization, assisted a major medical center in implementing their new Mission and Service Credo, created the redesign of two personal/human resource departments, designed and conducted executive selections processes and strategic planning workshops for private and public firms and assisted in the development of management training programs for two high tech companies.

Dr. Ross resides in the City of Encinitas, California where she has served on the San Dieguito Union High School District's Classified Personnel Commission and the City's Housing Commission. She is also a member of the Academy of Management and the International Personnel Management Association.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 15, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Eric J. Hall, Assoc. Superintendent/Business Services & David R. Bevilaqua, Executive Director of Finance *MT/ak*

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: **ADOPT 2005-06 DISTRICT GENERAL FUND FALL REVISION**

EXECUTIVE SUMMARY

On September 27, 2005 the Superintendent sponsored a budget workshop for the Board of Trustees providing an in-depth look into the 05/06 General Fund Fall Revision Budget. A detailed explanation and discussion occurred regarding the variances in revenue and expenditures since the 05/06 General Fund Adopted Budget of June 23, 2005. In particular, a detailed explanation occurred on how these variances as well as the 04/05 ending balance have affected the Reserve for Economic Uncertainties in 05/06. The 05/06 actual enrollment figures were presented providing an explanation on how these enrollment numbers have impacted 05/06 revenue. Lastly, the Board members were shown a list of alternatives to help in eradicating the current 05/06 budget deficit of \$6.2 Million.

The Board of Trustees approved the Adopted Budget for 2005-06 on June 23, 2005, before the budget for the State of California was approved, and before the books were closed for 2004-05. At that time certain assumptions were made and reviewed in the executive summary for the Adopted Budget. Some of these "guesstimates" included projected Average Daily Attendance [ADA], COLA applied to the Revenue Limit, the amount of the deficit reduction, estimates for salary and benefit increases, staffing for projected enrollment, and an anticipated increase in the district rate for STRS. Included in the Fall Budget Revision for 2005-06, are the major changes since Board action of June 23, 2005.

- Attachment A – The enrollment projection prepared March 2005 anticipated 12,154. This attachment shows the enrollment numbers as of September 16, 2005 at 12,176, an increase of 22 students. After review of enrollment, there has been no adjustment to the anticipated P-2 ADA, of 11,636.

AGENDA ITEM: 24

- Attachment B – This is the General Fund Summary for the Fall Revision, 2005. Included in this Summary are changes to revenue and expenditures. The major changes are:
 - Income - Revenue Limit has been adjusted to reflect COLA and deficit reduction of 5.61%, an increase of 0.37% over the adopted budget, 5.24%. State income has been decreased by \$656,000 due to technical corrections.
 - Expenditures - COLA for salaries has been increased by 0.37%, from 5.24% to 5.61% for all employees. Other major changes:
 - Certificated salaries (1000) – increase about 3.0 FTE, \$250,000
 - Benefits (3000) – reduced by \$900,000 due to reduction in projected STRS rate from 10.25% to 8.25%
 - Ending balance as of June 30, 2006 - \$6,112,493.
 - The First Interim Budget Report and Certification will be presented to the Board at the December 2005, board meeting. Changes that occur between the Fall Revision and October 31, 2005, will be included.

Summary:

Events have occurred since the district budget was adopted June 23, 2005: the State Budget has been approved; district books are closed as of June 30, 2005, giving an unaudited beginning balance for 2005-06; enrollment projections have been reviewed; salary and benefit estimates for 2005-06 have been updated.

RECOMMENDATION:

It is recommended that the Board adopt the 2005-06 District General Fund Fall Revision.

FUNDING SOURCE:

N/A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BUSINESS SERVICES
2005-06 ENROLLMENT (UNDUPLICATED)

SCHOOL/DATE	Enrollment Projection	30-Aug	31-Aug	1-Sep	2-Sep	9-Sep	16-Sep
Carmel Valley	1,262	1,261	1,254	1,269	1,262	1,264	1,266
Diegueno	940	942	943	946	950	959	962
Earl Warren	559	563	561	568	564	571	570
Oak Crest	993	969	968	979	980	981	982
Canyon Crest Academy	879	849	851	856	856	859	859
La Costa Canyon	2,590	2,584	2,615	2,601	2,612	2,666	2,671
North Coast	175	82	84	86	85	88	94
San Dieguito Academy	1,500	1,501	1,473	1,467	1,487	1,491	1,491
Sunset	160	129	133	140	142	150	154
Torrey Pines	3,096	3,204	3,173	3,176	3,183	3,169	3,127
TOTAL	12,154	12,084	12,055	12,088	12,121	12,198	12,176

Enrollment By Grade as of September 16, 2005 (THIRD WEEK)

SCHOOL/GRADE	7th	8th	9th	10th	11th	12th	TOTAL
Carmel Valley	646	620					1,266
Diegueno	456	506					962
Earl Warren	277	293					570
Oak Crest	469	513					982
Canyon Crest Academy			441	418			859
La Costa Canyon			645	651	718	657	2,671
North Coast			11	31	20	32	94
San Dieguito Academy			407	371	367	346	1,491
Sunset			18	52	52	32	154
Torrey Pines			662	709	937	819	3,127
TOTAL	1848	1932	2184	2232	2094	1886	12,176

DATE	Opening Day	3rd Week	DATE	Opening Day	3rd Week
September 8, 1980	5,290	5,609	7-Sep-93	7,298	7,412
September 14, 1981	5,251	5,685	8-Sep-94	7,521	7,729
September 13, 1982	5,654	5,875	5-Sep-95	7,793	8,045
September 12, 1983	5,865	6,034	5-Sep-96	8,709	8,845
September 4, 1984	6,111	6,228	3-Sep-97	9,164	9,242
September 3, 1985	6,250	6,447	8-Sep-98	9,363	9,561
September 2, 1986	6,329	6,673	7-Sep-99	9,865	9,976
September 8, 1987	6,601	6,781	5-Sep-00	10,187	10,430
September 6, 1988	6,521	6,683	4-Sep-01	10,671	10,912
September 5, 1989	6,590	6,759	3-Sep-02	11,081	11,345
September 4, 1990	6,728	6,935	2-Sep-03	11,480	11,689
September 3, 1991	6,814	7,003	30-Aug-04	11,844	11,978
September 8, 1992	7,126	7,269	30-Aug-05	12,084	12,176

SAN DIEGUITO ADULT SCHOOL - THIRD WEEK ENROLLMENT

1979 - 1,179	1987	2,973	1995	3,142	2003	3,521
1980 - 1,527	1988	4,026	1996	3,203	2004	2,936
1981 - 1,702	1989	3,650	1997	2,932	2005	2,450
1982 - 1,881	1990	3,800	1998	3,133		
1983 - 1,553	1991	3,820	1999	3,112		
1984 - 1,194	1992	3,305	2000	3,282		
1985 - 1,431	1993	3,638	2001	3,725		
1986 - 1,776	1994	3,423	2002	3,759		

A

General Fund Revenue & Expenditures - 2005-06 Fall Revision Budget

	2004-05 Unaudited Actual TOTAL	2005-06 Adopted TOTAL	2005-06 Fall Revision		
			UNRESTRICTED	RESTRICTED	TOTAL
PROJECTED INCOME					
Revenue Limit	65,472,485	68,822,667	67,281,310	1,900,000	69,181,310
Federal Income	2,877,826	2,734,190	0	2,734,190	2,734,190
Other State Income	7,871,650	7,161,946	2,452,538	4,135,058	6,587,596
Local Income	7,819,297	7,858,014	1,778,479	6,121,514	7,899,993
Transfers	34,375	25,500	(6,082,288)	6,107,788	25,500
TOTAL PROJECTED INCOME	84,075,633	86,602,317	65,430,039	20,998,550	86,428,589
PROJECTED EXPENDITURES					
Certificated Salaries	42,620,800	45,504,599	39,845,232	5,912,758	45,757,990
Classified Salaries	15,941,129	16,132,867	10,469,806	5,612,439	16,082,245
Benefits	16,470,033	17,612,344	13,023,471	3,596,832	16,620,303
Books & Supplies	4,026,144	5,187,558	2,881,477	2,389,757	5,271,234
Services & Operating Expenses	6,799,616	8,089,721	6,111,894	2,204,870	8,316,764
Capital Outlay	242,862	446,181	167,502	288,679	456,181
Other Outgo	(39,243)	82,889	(505,976)	588,865	82,889
TOTAL PROJECTED EXPENDITURES	86,061,341	93,056,159	71,993,406	20,594,200	92,587,606
Estimated Unspent as of June 30, 2005	0	0	0	0	0
Expenditures (over/under) Revenue	(1,985,708)	(6,453,842)	(6,563,367)	404,350	(6,159,017)
FUND BALANCE, RESERVES:					
Beginning Balance - July 1	14,257,218	11,072,556	9,176,041	3,095,469	12,271,510
Audit Adjustment/Restatements	0	0	0	0	0
Adjusted Beginning Balance	14,257,218	11,072,556	9,176,041	3,095,469	12,271,510
Projected Ending Balance - June 30	12,271,510	4,618,714	2,612,674	3,499,819	6,112,493
COMPONENTS OF THE ENDING BALANCE:					
Revolving Cash Fund 9130	30,000	30,000	30,000		30,000
Stores Inventory 9320	80,000	80,000	80,000		80,000
Recommended Min Reserve (4.5%)	3,872,760	4,187,527	4,166,442		4,166,442
Other Commitments	275,000	275,000	275,000		275,000
Total Components	4,257,760	4,572,527	4,551,442		4,551,442
RESERVE FOR ECONOMIC UNCERTAINTIES	8,013,750	46,187	(1,938,768)	3,499,819	1,561,051
	9.31%	0.05%			1.69%

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 26, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Frederick Labib-Wood *FLW*
Director Classified Personnel

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: **First Reading of proposed New Board Policy to establish the classification Multi-Media Technician, SR 41**

EXECUTIVE SUMMARY

Four positions in the District play an important facilitating role in the application and use of media content and technical skills in the educational programs at the high schools. In reviewing the needs for staffing the new position at Canyon Crest Academy, it was identified that jobs formerly assigned to different classifications more appropriately belong in the same classification. The work of the Media Production Specialists at La Costa Canyon and Torrey Pines, the work of the Multi-Media Information Technician at San Dieguito Academy, and the work proposed for the position at Canyon Crest Academy, a site whose programs include a significant technology emphasis, are merging to the point that a single classification of Multi-Media Technician would more adequately reflect the wide-ranging duties and responsibilities of this function at all sites. Additionally, the Safari media/broadcast system installed at Canyon Crest Academy and planned for the San Dieguito Academy is even farther along the continuum merging media with technology, warranting assignment of these positions to the technology program.

The recommendation is to establish the new classification Multi-Media Technician, salary range 41, staff the new position at Canyon Crest Academy with this class, and reclassify the two Media Production Specialists, SR 40, at La Costa Canyon and Torrey Pines, and the Multi-Media Information Technician, SR 41, at San Dieguito Academy to the proposed new classification. All positions will be part of the District Technology department similar to the Computer Support Technicians currently assigned at various sites.

Development of the proposed job description included input from the affected departments. At its monthly meeting on September 12, 2005, the Personnel Commission reviewed and approved the recommended job description and salary placement of the Multi-Media Technician class within the classification plan. The District and CSEA have agreed to an effective date of July 1, 2005.

RECOMMENDATION:

This item is submitted for information and review on October 6, 2005. Item will be resubmitted for action at the Board's regular meeting on October 20, 2005.

FUNDING SOURCE:

District General Fund.

Attachment

MULTI-MEDIA TECHNICIAN**OVERALL JOB PURPOSE STATEMENT:**

Under the direction of the Director of Educational Technology and in coordination with the assigned on-site supervisor, the job of Multi-Media Technician is for the purposes of operating, maintaining, and assisting with the instructional activities and applications relating to a variety of digital and analog equipment (e.g. Dynacom; Safari; music-midi lab; etc.); directing and producing a wide variety of instructional technology projects; providing technical guidance and assistance to students, faculty and staff; performing a variety of technical duties in the operation of specialized classroom display apparatus, video capture and distribution hardware, program content creation, etc.; performing skilled electronics and mechanical installation, repair and maintenance of audio/visual equipment and related electronic systems.

DISTINGUISHING CHARACTERISTICS

The Multi-Media Technician supports a wide variety of functions associated with site multi-media production and instruction activities, including systems such as Safari, Dynacom, multi-media music lab, and other specialized equipment. The specific equipment and type of support provided may vary by site, but the overall focus is on support of technical issues in the application of electronic/digital media to the instructional process. The class differs from Computer Support Technician which is responsible for the installation, maintenance, and repair of computer hardware, software and networks for both Intel-based and Macintosh-based installed technology and requires knowledge of operating tools and advanced electronic hardware and software analysis equipment for diagnosing, repairing and resolving computer hardware and software problems on individual workstations and peripheral equipment as well as network systems.

ESSENTIAL FUNCTIONS

- * Assists students and faculty for the purpose of providing technical support, training, demonstration and supervision in the proper and potential application and use of equipment for a variety of applications.

MULTI-MEDIA TECHNICIAN

- * Assesses, diagnoses and determines most efficient and cost effective modes for repair and maintenance of assigned equipment for the purpose of resolving problems and maintaining equipment in conformance with district contracts and within budget.
- * Directs/produces a wide variety of specialized media projects in the TV studio, classroom or on location (e.g. videotape special events and classroom instruction, prepare slide-tape-DVD shows, etc.) for the purpose of providing technical expertise and/or instruction on use and operation of site media equipment.
- * Installs/monitors/maintains a multi-channel closed-circuit television system (CCTV), color TV studio and editing systems for the purpose of ensuring the availability of equipment as needed.
- * Performs a variety of responsible technical duties in the scheduling, operation and distribution of technologically advanced audio/visual, TV, and/or computer-based equipment and materials for the purpose of ensuring the effectiveness of media programs and services.
- * Confers with administrators, faculty, staff and students for the purpose of providing technical expertise and information, planning and scheduling equipment use, training and supervising students and staff in the use of audio/visual, TV, and digital media equipment, and providing technical advice as needed in the selection and operation of all media equipment.
- * Produces slide-tape programs, duplicates books-on-tape, performs camera copy work for the purpose of producing, duplicating, dubbing and editing audio and video programs in conformance to establish production standards and/or facilitating point-to-point live broadcast within campus.
- * Maintains current knowledge of trends and developments in technical equipment for the purpose of making recommendations and preparing requisitions regarding audio/visual, TV, multi-media equipment and related software as directed.

MULTI-MEDIA TECHNICIAN

- * Maintains circulation, production and inventory record control via computer system for the purpose of organizing and monitoring the videotape library and TV studio.
- * Projects future audio/visual, TV, multi-media equipment and related software needs based on curriculum for the purpose of preparing the annual budget for submission and approval.
- * Recommends selection and procurement of items upon collection of vendor bids for audio/visual, multi-media or other electronic equipment, videos and related materials for the purpose of maintaining AV and other systems at appropriate levels.
- * Works with instructional staff on specific media titles and subjects to be purchased and added to the existing Media Center catalog.
- * Communicates with school and district personnel, vendors, outside organizations and agencies for the purpose of coordinating work activities and to provide and receive technical information and services as required.
- * Coordinates the collection of technical information for use by the Purchasing Department in relation to solicitations for bid proposals to construct, maintain and/or repair fiber optic and other components of closed circuit television system.
- * Coordinates closely with the District Technology Department and with system vendors on new installation and on repair of proprietary fiber optics and television components. Coordinate repair and installation schedules with subcontractors involved with repair and new construction projects.
- * Co-develops with teachers, curriculum projects relating to studied subject using current generation software (e.g. web-page development, graphic design, office applications, movie editing, etc.) for the purpose of providing practical applications that develop subject-matter understanding and expertise.
- * Establishes a system of preventive maintenance of media equipment for the purpose of ensuring equipment is in proper working condition.

MULTI-MEDIA TECHNICIAN

- * Performs minor maintenance and adjustments on assigned equipment for the purpose of maintaining equipment in proper working condition and/or arranging for repair of damaged or malfunctioning equipment.

OTHER FUNCTIONS

- * Performs other related duties as assigned.

JOB REQUIREMENTS: Minimum QualificationsSkills, Knowledge and Abilities

SKILLS are required to perform multiple, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: operating a variety of office and media equipment including, typewriters, calculators, copiers, microfiche reader/printer, audio-visual equipment, closed circuit broadcast and recording equipment; synthesizers; and related software.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge required to satisfactorily perform the functions of the job include: operating and performing maintenance on sophisticated and technologically advanced audio/visual, TV (excluding TV tubes) and Media Center equipment; audio/visual and TV production techniques; rules and regulations of the Federal Communications Commission concerning copyright laws; operation and maintenance of specialized and technologically advanced audio/visual, TV, and digital media equipment and materials; graphics production and television recording techniques; related electronic circuits and electrical wiring; record keeping techniques; principles and practices of supervision and training; technical aspects of field of specialty; oral written communication skills; scheduling, circulation and distribution of education media materials; methods, techniques, tools and equipment used in the repair, servicing and cleaning of audio/visual equipment; cable and audio systems; interpersonal skills using tact, patience and

MULTI-MEDIA TECHNICIAN

courtesy; safety regulations; various computer hardware and software programs.

ABILITY is required to schedule activities; gather and/or collate data; and consider a variety of factors when using equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and utilize equipment under a variety of conditions for multiple purposes. Ability is also required to work with a diversity of individuals and/or groups; work with a variety of data; and utilize a variety of types of job-related equipment. In working with others, independent problem solving is required to analyze issues and create action plans. Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is moderate to significant. Specific abilities required to satisfactorily perform the functions of the job include: training and supervising students and staff in the use and applications of audio/visual, TV, computer software and other media equipment and materials; providing technical assistance, editing expertise and advice to others; communicating effectively both orally and in writing; maintaining records and preparing reports; establishing and maintaining cooperative and effective working relationships with others; evaluating equipment repair needs; planning and organizing equipment repair, inventory and cost control techniques; analyzing situations accurately and adopting an effective course of action; and working independently.

Responsibility

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

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; some climbing and balancing; significant stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 60% sitting, 20% walking and 20% standing. The job

MULTI-MEDIA TECHNICIAN

is performed under minimal temperature variations, some hazardous conditions, and in a clean atmosphere.

Experience

Job-related experience within specialized field.

Education

Community College and/or Vocational School coursework with study in job-related area.

Required Testing

Pre-employment Proficiency Test field is required.

Certificates

Valid California driver's license.

Continuing Education/Training

None Specified.

Clearances

Criminal Justice Fingerprint/Background Clearance; TB Clearance.


San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: September 26, 2005

BOARD MEETING DATE: October 6, 2005

PREPARED BY: Frederick Labib-Wood 
Director Classified Personnel

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: First Reading of proposed New Board
Policy to establish the classification
Financial Services Assistant, SR 38

EXECUTIVE SUMMARY

Beginning January 3, 2005 one of the District's two Payroll Assistant positions was transferred from the Human Resources Department to the Finance Department.

The incumbent no longer performs the duties previously assigned. The new duties are not typical of those associated with the District's payroll functions, but do fall within the scope of the financial support area. Development of the proposed job description included input from the affected departments. At its monthly meeting on September 12, 2005, the Personnel Commission reviewed and approved the recommended job description and placement of the Financial Services Assistant within the classification plan. The recommended action changes the position title but not the salary range.

This recommendation will not impact the General Fund.

RECOMMENDATION:

This item is submitted for information and review on October 6, 2005. Item will be resubmitted for action at the Board's regular meeting on October 20, 2005.

FUNDING SOURCE:

District General Fund.

FINANCIAL SERVICES ASSISTANT**OVERALL JOB PURPOSE STATEMENT:**

Under the direction of the Director of Financial Services, the job of "Financial Services Assistant" is for the purpose of performing a range of accounting and purchasing clerical work preparing, checking, verifying and maintaining financial and vendor records, support documents necessary for processing vendor payments within clearly established policies and procedures and financial and statistical reports of purchasing activities; and assisting with a variety of financial, accounting, and budgeting activities in support of departmental operations.

DISTINGUISHING CHARACTERISTICS:

The Financial Services Assistant assists in the preparation, maintenance and processing of a variety of documents and records, the proper processing of accounting and budgeting data, and the necessary supporting information to ensure accurate and timely vendor payments and preparation of data and reports. This is a specialized class that performs a variety of standard and non-routine financial, budgeting, accounting and clerical duties of moderate complexity, processing and communicating data within established policies, procedures and guidelines in support of financial, budget and accounts payable functions. This class differs from the Accounting Assistant which is a journey-level classification that performs responsible and varied accounting and related clerical functions requiring independent judgment over District accounts and funds as assigned such as accounts payable. Accounting Assistants work directly with District department personnel to provide orientation in the collection, handling and processing of District funds.

ESSENTIAL JOB FUNCTIONS:

- * Reviews outstanding invoices and purchase orders for the purpose of ensuring timely and accurate payments to vendors.
- * Verifies encumbrances of daily purchase order activity to ensure

FINANCIAL SERVICES ASSISTANT

that adequate object account balances will be maintained to pay for purchases.

- * Coordinates/maintains records, files, inventories and other financial, accounting, and budgeting records by assembling, matching, sorting, tabulating and checking data, for the purpose of ensuring proper processing of data and providing necessary information.
- * Processes documents (e.g. purchase orders, receipts for delivery, invoices, salary and benefit documents), data, and payments, for the purpose of timely payment of invoices to vendors.
- * Contacts vendors and district staff, as appropriate, for the purpose of identifying and researching problems and recommending solutions as appropriate.
- * Assists in the preparation and completion of documents (e.g., spreadsheets, databases, charts, graphs, power point displays, memos, letters, etc.) as directed for the purpose of organizing and presenting financial and other departmental information.
- * Assists in organizing and entering budget data (e.g., adjustments, benefit cost data, salary information, etc.) into the budgeting and financial systems as directed for the purpose of aiding in the collection, compilation, and preparation of accurate budget and financial details and reports.
- * Assists individuals, school districts, county, state and others for the purpose of providing information and facilitating accounting operations (e.g. request for W-4's, direct deposit forms, copies of invoices, etc.).
- * Documents activities/actions for the purpose of providing accurate record/s and an audit trail.
- * Monitors files, purchase orders and invoices for the purpose of verifying computations, and assuring proper authorization and

FINANCIAL SERVICES ASSISTANT

appropriate accounting coding.

- * Researches account and budget files, documents, records, etc., as assigned. for the purposes of obtaining, compiling and organizing data to assist in the development and presentation of information for decision-making.

OTHER JOB FUNCTIONS:

- * Performs other related duties as assigned.

ESSENTIAL JOB REQUIREMENTS - QUALIFICATIONS:

Skills, Knowledge and/or Abilities Required:

Knowledge of:

- Basic accounting practices and procedures especially related to account payable functions.
- Modern office practices, procedures and equipment.
- Record keeping techniques.
- District organization, operations, policies and objectives.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Oral and written communication skills.
- Interpersonal skills using tact, patience and courtesy.
- Technical aspects of field of specialty.
- Basic math.
- Operation of a computer terminal and accounting/financial applications software.

Ability to

- Interpret applicable sections of State Education Codes.
- Apply purchasing bookkeeping principles to the maintenance of routine fiscal and purchasing records.
- Perform clerical work of average difficulty.
- Make arithmetic computations with speed and accuracy.
- Operate standard office machines such as typewriter, calculators, copiers computer terminals and purchasing/ accounting/financial applications software.

FINANCIAL SERVICES ASSISTANT

Learn office and district policies, rules and practices.
Understand and follow oral and written directions.
Type at 40 words net per minute from clear copy.
Meet schedules and time lines.
Plan and organize work.
Establish and maintain cooperative and effective working relationships with others.
Communicate effectively both orally and in writing.
Work confidentially with discretion.
Maintain records and prepare reports.

Education and Experience:

Any combination of education and experience to demonstrate ability to perform successfully the assigned duties (typically this would include the equivalent to one year clerical experience involving financial, statistical or purchasing record keeping).

General Working Conditions:

Typical office environment.



SAN DIEGO COUNTY OFFICE OF EDUCATION

6401 LINDA VISTA ROAD, SAN DIEGO, CALIFORNIA 92111-7399 (858) 292-3500

Superintendent of Schools
Rudy M. Castruita, Ed.D.

RECEIVED
AUG 30 2005
SDUHSD SUPERINTENDENT

August 26, 2005

To: Clerks of Governing Boards
Chief Administrative Officers

From: Rudy M. Castruita
County Superintendent of Schools

Re: Organizational Meetings of Governing Boards

The Education Code requires that governing boards hold an annual organizational meeting for the purpose of establishing meeting dates and electing officers. The following information and the attached forms are provided to assist you in fulfilling your district's legal requirements in connection with this meeting. Please note that regular business of the Board may also be conducted at the annual organizational meeting.

Date of Annual Organizational Meeting

Education Code sections 35143 and 72000 provide that:

- The governing board of each school and community college district shall hold an annual organizational meeting. In 2005, the meeting shall be held between **December 2 and December 16**, inclusive.
- The day and time of the annual organizational meeting shall be selected by the board at its regular meeting held immediately prior to December 2, unless otherwise provided by rule of the governing board.
- Within 15 days prior to the date of the annual organizational meeting, the clerk of the board shall notify all members in writing of the date and time selected for the meeting.
- If the board fails to select a day and time for the annual organizational meeting, the County Superintendent of Schools shall designate the day and time of the meeting and shall notify all members in writing.
- The board shall notify the County Superintendent of Schools of the day and time selected.

Please complete and return to the San Diego County Office of Education the *Notice of December 2005 Organizational Meeting of the Governing Board* provided on page 4.

Board of Education

AGENDA ITEM:

31

Nick Aguilar Ernest J. Dronenburg, Jr. Susan Hartley Robert J. Watkins John Witt

SERVICE AND LEADERSHIP

Election of Board Officers

- Education Code section 35022 provides that every school district governing board consisting of five or more members shall elect at its organizational meeting a president from among its members. The governing board of a school district shall also elect one of its members as clerk of the district.
- Education Code section 72000 states that the governing board of a community college district shall organize by electing a president, from its members, and a secretary.

Board Meeting Dates

- Education Code sections 35140 and 72000 require that the governing board shall fix the time and place for its regular governing board meetings.
- In 2006, the annual organizational meeting must be held between December 1 and December 15, inclusive.
- Government Code sections 6700 and 6702 establish the following holidays in California:
 1. Every Sunday
 2. January 1st, New Years Day
 3. The third Monday in January known as Dr. Martin Luther King, Jr. Day
 4. February 12th, known as Lincoln Day
 5. The third Monday in February, Washington Day
 6. March 31st known as Cesar Chavez Day
 7. The last Monday in May, Memorial Day
 8. July 4th, Independence Day
 9. First Monday in September, Labor Day
 10. September 9th, known as Admission Day
 11. The second Monday in October known as Columbus Day
 12. November 11th, known as Veterans Day
 13. December 25th
 14. Good Friday from 12 noon until 3:00 p.m. *
 15. Every day appointed by the President or Governor for a public fast, thanksgiving, or holiday
 16. Every Saturday from noon to midnight
- Government Code section 6701 provides that if January 1, February 12, March 31, July 4, September 9, November 11, or December 25 falls upon a Sunday, the Monday following is a holiday. If November 11 falls upon a Saturday, the preceding Friday is a holiday.

Please complete and return to the County Office of Education the *Notice of Regular Governing Board Meetings* provided on page 5.

*Subsection was declared unconstitutional in case of *Mandel v. Hodges* (1976).

Statement of Facts, Roster of Public Agencies Filing

- Government Code section 53051 requires that the Secretary of State and the clerk of each county establish and maintain a Roster of Public Agencies.
- The *Statement of Facts, Roster of Public Agencies Filing* must be completely filled out, dated, signed, and filed as follows:
 - **annually** with the Assessor/Recorder/County Clerk even if there is no change in the governing board or district information, but does not need to be filed with the Secretary of State's office unless there is a change.
 - within ten days with the Secretary of State and the San Diego Assessor/Recorder/County Clerk **whenever there is a change** in the officers of the board or the names or addresses of governing board members or school districts. The Secretary of State requires that the specific nature of the update be stated, to indicate a change of officers, new board member, etc. (not "annual update" or "organizational meeting").
 - copy to the San Diego County Office of Education.

Please complete and submit the *Statement of Facts, Roster of Public Agencies Filing* according to the instructions on page 6. This form is provided as page 7 of this letter and is also available online at <www.ss.ca.gov/business/sf/forms/np-sf-405.pdf>.

This letter and its attachments are available on the San Diego County Office of Education Web site at <www.sdcoe.net/business/legal>. If you have questions regarding any of the information provided above, contact Peg Marks, legal services analyst, at (858) 292-3746.

Attachments

**NOTICE OF DECEMBER 2005
ORGANIZATIONAL MEETING OF THE GOVERNING BOARD**

Please complete after selection of date for organizational meeting and send to:

Peg Marks
Legal Services, Room 609
San Diego County Office of Education

School District: _____

Date of Organizational Meeting: _____
(date between December 2 and December 16 inclusive)

Time of Meeting: _____

Clerk/Secretary to the Governing Board

Date

DRAFT

DATES FOR 2006 BOARD MEETINGS

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD OF TRUSTEES

Following are the dates for the regularly scheduled meetings of the Board of Trustees of the San Dieguito Union High School District for the 2006 calendar year:

January 19

February 2 and 23 (2/17 is Lincoln Day)

March 2 and 16

April 6 (Spring Break is 4/9 through 4/13)

May 4 and 18

June 8 and 29 or June 1 and 22

July 20

August 17

September 7 and 21

October 5 and 19

November 16

* December 14 (CSBA is Nov. 30 to Dec. 2 in S.F.)

* The December meeting is moved to accommodate the Annual CSBA Conference and the adoption of the First Interim Budget Report.

/sdg
Revised 9/26/05

NOTICE OF REGULAR GOVERNING BOARD MEETINGS

Please complete after selection of regular meeting dates and send to:

Peg Marks
Legal Services, Room 609
San Diego County Office of Education

Listed below are the regular governing board meetings scheduled for 2005-2006:

School District: _____

Dates of regular governing board meetings: _____
(provide all dates or attach list)

Meeting times: _____

Meeting location(s): _____

Clerk/Secretary to the Governing Board

Date