

July 21, 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**

July 21, 2005

District Office/Board Conference Room 101

6:30 p.m. - Regular Meeting

710 Encinitas Blvd., Encinitas, CA

1. Call to Order – 5:00 p.m.
2. Public Comments Regarding Closed Session Items
3. **Closed Session – 5:05 p.m.**
 - a. Superintendent's Evaluation
 - b. 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").
 - c. 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 June 23, 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.

INSTRUCTION

10. APPROVAL/RATIFICATION OF AGREEMENTS
Approve/ratify entering into the following agreement and authorize Simonetta March to execute the agreement:
- a) Zulmara Cline, Ph.D. to provide EL Authorization (AB 2913) training to District certified staff, during the period September 29, 2005 through November 10, 2005, for an amount not to exceed \$5,000.00, to be expended from General Fund/Restricted 06-00.
 - b) Walroux Enterprises to provide grant writing, research, and reporting services, during the period July 1, 2005 through June 30, 2006, for an amount not to exceed \$60,000.00, to be expended from General Fund/Restricted.
11. APPROVAL OF 2005-06 REGIONAL OCCUPATIONAL PROGRAM (ROP) AGREEMENT
Approve the 2005-06 Agreement for Participation between the County Superintendent of Schools and the District for operation of the Regional Occupational Program courses and services to be offered in the 2005-06 school year, allow a capital budget reserve of \$60,000.00 to be expended as shown in the attachment, and authorize Peggy Lynch to sign all pertinent documents.

PUPIL SERVICES

12. APPROVAL/RATIFICATION OF NON-PUBLIC AGENCY CONTRACTS
Approve entering into the following non-public school/non-public agency master contracts, to be funded by the General Fund 06-00/Special Education budget, and authorize Simonetta March to execute all pertinent documents pertaining to this contract, contingent upon receipt of the signed documents and verification of insurance coverage:
- a) Shiloh Treatment Center, during the period June 1, 2005 through June 30, 2005.
 - b) Shiloh Treatment Center, during the period July 1, 2005 through June 30, 2006.
13. APPROVAL/RATIFICATION OF AGREEMENTS
Approve/ratify entering into the following agreement and authorize Simonetta March to execute the agreement:
- a) James R. Spievak to provide legal services for Pupil Services and Special Education Issues, for the period July 1, 2005 through June 30, 2006, for an amount not to exceed \$15,000.00, to be expended from General Fund 03-00.

BUSINESS

14. APPROVAL/RATIFICATION OF AGREEMENTS
Approve/ratify entering into the following agreements and authorize Simonetta March to execute the agreements:

- a) Specialty Doors and Automation to provide specialty door maintenance services throughout the District, during the period July 1, 2005 through June 30, 2006, for an amount not to exceed \$6,210.00, to be expended from General Fund 03-00.
- b) Take a Break to provide vending machines and vending services throughout the District, for a period of three years from the date of completed installation with the option to renew for two additional two year periods.
- c) Mira Mesa Lanes for lease of facilities for Torrey Pines High School off campus PE classes, during the period August 29, 2005 through June 17, 2006, for an estimated amount of \$8,580.00, to be expended from General Fund 03-00 to be reimbursed by the Torrey Pines High School Foundation.
- d) Workout4Life, LLC, dba Del Mar Workout for lease of facilities for Torrey Pines High School off campus PE classes, during the period August 29, 2005 through June 17, 2006, for an estimated amount of \$6,000.00, to be expended from General Fund 03-00 to be reimbursed by the Torrey Pines High School Foundation.
- e) Westlake 613 for lease of facilities for Torrey Pines High School off campus PE classes, during the period August 29, 2005 through June 17, 2006, for an estimated amount of \$3,200.00, to be expended from General Fund 03-00 to be reimbursed by the Torrey Pines High School Foundation.
- f) Magdalena Ecke YMCA Skate Park for lease of facilities for Torrey Pines High School off campus PE classes, during the period August 29, 2005 through June 17, 2006, for an estimated amount of \$4,000.00, to be expended from General Fund 03-00 to be reimbursed by the Torrey Pines High School Foundation.
- g) American Rent-a-Fence to provide temporary fences during field renovation projects throughout the District, during the period July 1, 2005 through August 30, 2005, for an amount not to exceed \$10,195.00, to be expended from the General Fund 03-00.
- h) Consulting & Inspection Services to provide DSA inspection services for various projects within the District, during the period June 20, 2005 through September 30, 2005, for an amount not to exceed \$9,900.00, to be expended from Capital Facilities Fund 25-18 and Capital Facilities Fund 25-19.
- i) Murdoch Walrath & Holmes to provide advocacy and consulting services for the District, during the period July 1, 2005 through June 30, 2006, for an amount not to exceed \$27,600.00 plus travel expenses, to be expended from General Fund 03-00, General Fund/Restricted 06-00, and Capital Facilities Fund 25-18.
- j) Inland Inspections & Consulting to provide in factory shade structure DSA inspection, for an amount not to exceed \$756.00, to be expended from General Fund 03-00.

15. APPROVAL OF AMENDMENT TO AGREEMENTS

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

- a) Renew annual service and maintenance agreements for copy machines, typewriters, and fax machines with the companies listed on the attachment, at the listed estimated charges, during the period July 1, 2005 through June 30, 2006.
- b) Goldfield Stage & Co., North County Student Transportation, Sundance Stage Lines, Inc., and Certified Transportation to extend extra curricular transportation services, during the period July 1, 2005 through June 30, 2006, with two companies, Certified Transportation and Sundance Stage Lines, Inc., requesting a 5% increase on certain services, and no other changes in the terms and conditions of the contracts.

- c) Jose Leon for additional DELAC session, increasing the amount by \$400.00, to be expended from the General Fund/Restricted 06-00.
- d) Edusoft Benchmark Module license renewal for the period January 1, 2005 through June 30, 2006, for an amount not to exceed \$26,600.00, to be expended from the General Fund 03-00.
- e) Alliance Engineering of California, Inc. for additional DSA inspection services for the San Dieguito High School Academy MDF/Restroom project, increasing the amount by \$2,837.50, to be expended from the Capital Facilities Fund 25-19.
- f) Christian Wheeler Engineering for additional earthwork observation and testing services for the Canyon Crest Academy project, increasing the amount by \$65,000.00, to be expended from Mello Roos Funds, State School Building Fund 35-00, and Other Building Fund 21-09.
- g) Network Interpreting Service, LLC for additional interpreting services for hearing impaired students, increasing the amount by \$6,000.00, to be expended from the General Fund/Restricted 06-00.
- h) Jeffrey S. Owen, Ph.D. for additional neuropsychological assessments and consulting services, increasing the amount by \$5,100.00, to be expended from the General Fund/Restricted 06-00.
- i) Sowards & Brown for engineering services for Community Facilities District No. 99-1, extending the period from June 30, 2005 to August 30, 2005, at no additional cost to the District.
- j) San Dieguito Boys' & Girls' Club for lease of facilities for summer school special education adaptive PE classes, extending the period from June 30, 2005 to August 5, 2005, increasing the amount by \$1,440.00, to be expended from the General Fund/Restricted 06-00.

16. APPROVAL OF MEMORANDUM OF UNDERSTANDING

Approve entering into an agreement with the City of Carlsbad for a school resource officer at the La Costa Canyon High School campus during the 2005-2006 school year including summer school for an amount of \$42,641.00, to be expended from the School/Law Enforcement Partnership Supplemental Grant Fund 06-00 and authorize Simonetta March to sign the agreement.

17. SURPLUS SALE

Authorize the administration to dispose of surplus property in accordance with Board Policy #3270, and authorize Simonetta March to sign all pertinent documents pertaining to the disposal.

18. AUTHORIZATION TO REDUCE RETENTION WITHHELD

Authorize the administration to reduce the retention being withheld from payments to the following companies for the Canyon Crest Academy project, from 10% to 5%, as authorized under the terms and conditions of the contract.

- a) McMahon Steel Company, bid package #6 (structural steel, metal deck, miscellaneous metals, decorative metal fencing & gates)
- b) New Dimension Masonry, bid package #5 (masonry & veneer system)
- c) Western Tile & Carpet, Inc., bid package #13 (ceramic tile)

19. AWARD OF CONTRACT

Approve/ratify entering into the following contracts and authorize Simonetta March to execute all pertinent documents:

- a) B2005-38 Maintenance/Operations Equipment for Canyon Crest Academy, to be expended from Mello Roos Funds, State School Building Fund 35-00, and Other Building Fund 21-09
Bid item # 10 to Hawthorne Lift Systems for an amount of \$18,862.00
Bid item #'s 20 and 22 to BFJ Company for an amount of \$1,508.50
Bid item #'s 21 and 23 to Mission Janitorial for an amount of \$1,961.05
- b) B2006-06 Underfloor & Drainage Repairs at Sunset High School to Stevens Construction, for an amount of \$115,000.00, to be expended from Capital Facilities Fund 25-18.
- c) B2006-05 Demolish Modular Buildings at TPHS and EWMS to American Wrecking, Inc., for an amount of \$54,700.00, to be expended from Capital Facilities Fund 25-18.

20. APPROVAL OF CHANGE ORDERS

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

- a) B220-23 Remodel Staff Restroom at Oak Crest Middle School, contract entered into with The Peter Williams Company, Inc., dba the Bath and Kitchen Company, increasing the contract time by 79 calendar days.
- b) B2005-21 MDF/Restroom Modernization at San Dieguito High School Academy, contract entered into with Stevens Construction, increasing the contract amount by \$8,730.00, to be expended from Capital Facilities Fund 25-19.
- c) B2005-24 Add HVAC at Torrey Pines High School, contract entered into with Coastal Air, Inc., increasing the contract time by 41 calendar days and the contract amount by \$28.00, to be expended from Capital Facilities Fund 25-19.

21. ACCEPTANCE OF CONSTRUCTION PROJECTS

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

- a) B2005-23 Remodel Staff Restroom at Oak Crest Middle School, contract entered into with The Peter Williams Company, Inc., dba the Bath & Kitchen Company.
- b) B2205-24 Add HVAC at Torrey Pines High School, contract entered into with Coastal Air, Inc.

22. ADOPTION OF RESOLUTIONS LEVYING SPECIAL TAXES FOR 2005-2006 FISCAL YEAR

Adopt the attached resolutions levying Special Taxes Within Community Facilities District No.'s 94-1, 94-2, 94-3, 95-1, 95-2, 99-1, 99-2, 99-3, and 03-1, and authorizing the Auditor of San Diego County to levy taxes on all non-exempt property within each Community Facilities District.

23. ADOPTION OF RESOLUTIONS ESTABLISHING SPECIAL TAXES FOR 2005-2006 FISCAL YEAR

Adopt the attached resolutions establishing Special Taxes Within Community Facilities District No.'s 94-2, 94-3, 95-2, 99-1, 99-2, 99-3, and 03-1, which increases the Alternate

Prepayment Tax for single family, multi-family units, and commercial buildings per Lee Saylor Cost of Construction Index or Engineering News-Record Building Cost Index.

- 24. APPROVAL OF AMENDED MAP BOUNDARIES OF COMMUNITY FACILITIES DISTRICT 99-1
Approve the amended map boundaries of Community Facilities District 99-1.
- 25. APPROVAL OF BUSINESS REPORTS
Purchase Orders
Instant Money
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

- LAYOFF OF CLASSIFIED POSITIONS
26. Motion by _____, second by _____, to adopt the Resolution to eliminate 15 vacant positions due to a lack of work, as shown in the attached supplement.
- 27. 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
Assistant Superintendent/Instruction and Assistant Superintendent/Human Resources
Assistant Superintendent/Business Services
 - Employee organizations: San Dieguito Faculty Association/
Classified School Employees

- 30. Board Policies / Transportation:
 - a) 3540/AR-1, "Transportation"
 - b) 3541, "Transportation Routes and Schedules"
 - c) 3541.2/AR-1, "Transportation for Students with Disabilities or Handicaps"
 - c) 3542/AR-1, "Roles & Duties of Employees"
 - e) 3543/AR-1, "Transportation Safety and Emergencies"
 - f) 3543.1/AR-1, "School Bus Conduct/Student Safety"

- 31. **PUBLIC COMMENTS**
(See *Board Agenda Cover Sheet*)

- 32. Future Agenda Items

- 33. 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 3:00 p.m. on Thursday, June 23, 2005, by President Groth.

PUBLIC COMMENTS
REGARDING
CLOSED SESSION ITEMS
2

There were no public comments.

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. 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 4:00 p.m.

CALL TO ORDER

President Groth called the regular meeting to order at 4:00 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
Margie Bulkin, Exec. Director of Curriculum & Instruction
David Bevilaqua, Executive Director of Finance
Steve Ma, Executive Director of Business Services

Alicia Pitrone, Director of Nutrition Services
Albert Martin, Director of Instructional Support
Michael Taylor, Director of Financial Services,
Stephanie Calcara, Budget Analyst
Joann Redman, Administrative Assistant
Sue Gleiforst, Recording Secretary

Student Board Members Present

Danny Belch, Torrey Pines High School

Student Board Members Absent

Kathy Rabii, San Dieguito High School Academy

Robert Dowling, La Costa Canyon High School

Kelly Kean, Canyon Crest Academy

Eric Kessler, Canyon Crest Academy

Guests

Ann Bush

Ellen Moeller

Adelle Uhlmeyer

Aurora Uhlmeyer

David F. Uhlmeyer

Lacey Gibbs

Michelle Mowad

REPORT OF ACTION TAKEN
IN CLOSED SESSION
5.

There was no action taken in closed session.

APPROVAL OF MINUTES
6A.

Moved by Mrs. Dalessandro, seconded by Mrs. Friedman,
that the minutes of the Regular Meeting of June 2, 2005, be
approved as written.

AYES: Dalessandro, Friedman, Hergesheimer, Rich, Groth

ADVISORY VOTE: Belch

NOES: None

ABSENT: None

Motion unanimously carried.

NON-ACTION ITEMS

REPORT/STUDENT
BOARD MEMBER
7B.

Danny Belch, Torrey Pines High School, reported on:

- STAR testing had a 98.5% attendance
- Torrey Pines was named "Best Sports Program in North County for 2004-05."

TRUSTEE REPORTS
7C.

Mrs. Friedman reported on:

- Mary Bess Holloway's retirement party
- The San Dieguito Academy Awards Night; our Student Board Member from SDA, Kathy Rabii, was awarded the Crystal Star for outstanding excellence in leadership
- Dave Walrath's presentation regarding the state budget
- Several Trustees attended the San Diego County Board of Supervisors meeting regarding a shift in funds again from school district to create a fire protection district
- Oak Crest's promotion, San Dieguito Academy and Torrey Pines graduations
- Mrs. Groth and she attended a workshop at the City of Encinitas regarding a proposed redevelopment project in the city

Mrs. Rich reported on attending:

- Carmel Valley MS promotion and La Costa Canyon graduation
- The County Board of Supervisors meeting and would like to have a letter drafted to the County Office of Education and to the Board of Supervisors regarding basic aid districts
- A Meeting with Councilmember Scott Peters

Mrs. Dalessandro reported on attending:

- The North City West JPA meeting
- The Dave Walrath discussion on the budget
- Mary Bess Holloway's retirement party
- The PIQE graduation ceremony
- The liaison meeting with Councilmember Peters
- The Leadership Team End-of-the-Year Party
- Earl Warren MS promotion and the San Dieguito Academy and Torrey Pines High Schools graduations

Mrs. Hergesheimer reported on attending:

- The meeting with Dave Walrath regarding the budget
- Mary Bess Holloway's retirement party
- The Encinitas Chamber of Commerce Student Award event honoring students from our middle schools and other elementary and public and private schools
- Sunset/North Coast and La Costa Canyon graduations, and the Diegueno promotion ceremonies

Mrs. Groth reported on attending:

- Dave Walrath presentation, Mary Bess Holloway's retirement, County Board of Supervisors, Encinitas Redevelopment Agency Workshop
- Sunset/North Coast and Torrey Pines graduation and Oak Crest promotion ceremonies
- County Mental Health Working Committee meeting
- Education Coalition Meeting today in San Diego which is in response to Governor Schwarzenegger suspension of Proposition 98

SUPERINTENDENT'S REPORT
AND LEGISLATIVE UPDATE
7D.

Dr. Lynch reported that the administration is still waiting to see what the state does in terms of the budget. The staff is working right now to close out the past year and get ready for 2005-06.

Dr. Lynch thanked everyone on the staff and board for their hard work and support for what has been a difficult time in dealing with the budget.

UPDATE/CAHSEE
7E.

Mrs. Bulkin reported on the outstanding results on the CAHSEE exam for the district. One of the criteria for graduation is for a student to pass the California High School Exit Exam in English Language Arts and Math.

Congratulations are in order for the district's 10th grade students as they received a passing rate of 94.5%. Grade 10 English Language Learners scored a 28% in English Language Arts and a 45% passing rate in Math. Redesignated Fluent English Proficient 10th graders received an 89% passing rate in English Language Arts and a 94% in Math. The 10th grade Initially Fluent English Proficient received a 95% in English Language Arts and a 96% in Math. Special Education 10th grader's passing rates were 74% in English Language Arts and 75% in Math.

All students who received a non-passing score will be counseled and enrolled in an English Language Arts and/or Math CAHSEE support course and will take the test again in September, 2005.

Two subgroups that remain at risk that the administration will continue to monitor are EL and Special Education students. In August the district will receive the 2006 retake

results. The administration will immediately identify the non-passing students and give intensive academic support to those seniors next year.

Mrs. Bulkin wanted to thank the Board and the administration for their terrific support for the CAHSEE testing process.

UPDATE/SUMMER SCHOOL
7F.

Mr. Albert Martin, Director of Instructional Support, reported that summer school starts tomorrow. In the north end of the district, summer school will be at La Costa Canyon High School and Oak Crest Middle School. In the south end, it will be at Torrey Pines High School and Earl Warren Middle School. In the north end, there are 1,220 students enrolled and 825 enrolled in the south end of the district. There are 87 summer school teachers, 75% of which are our regular contract teachers in the district.

Classes offered for acceleration are Health, World History, P.E., Art and ESL. Classes offered for remediation are English, Math, Social Sciences, Science. Mr. Martin reported on the incoming Bridge program for 7th graders for math, which is offered at Earl Warren and Oak Crest. There are 60 students participating in this program.

**ACTION AGENDA/
CONSENT ITEMS**

Moved by Mrs. Friedman, seconded by Mrs. Hergesheimer, that items #8-19 be approved as written.

AYES: Dalessandro, Friedman, Hergesheimer, Rich, Groth

ADVISORY VOTE: Belch

NOES: None

ABSENT: None

Motion unanimously carried.

HUMAN RESOURCES

CERTIFICATED PERSONNEL
8A.

Employment

Wendy Ohrn, 60% Temporary Teacher for the 2005-06 school year, effective 8/22/05 through 6/16/06; Sarah Viviano, 100% Temporary Teacher for the 2005-06 school year, effective 8/22/05 through 6/16/06.

Change in Assignment

Susan Lesan, Temporary Teacher, change in assignment from 100% to 80% for the 2005-06 school year, effective 8/22/05 through 6/16/06.

Leave of Absence

Yvonne Del Valle, Teacher, 100% Unpaid Leave of Absence for child-rearing purposes, for the remainder of the 2004-05 school year, effective 5/23/05 through 6/17/05; George Hegarty, Teacher, 20% Unpaid Leave of Absence (80% assignment) for the 2005-06 school year, effective 8/22/05 through 6/16/06; Paulina Nelson, Teacher, 20% Unpaid Leave of Absence (80% assignment) for the 2005-06 school year, effective 8/22/05 through 6/16/06; Carrie L. Smith, Teacher, 100% Unpaid Leave of Absence for child-rearing purposes for the remainder of the 2004-05 school year, effective 4/28/05 through 6/17/05.

Resignation

Frank Chambliss, Teacher, resignation for retirement purposes, effective 7/01/05; Michael Fleischmann, Teacher, resignation from employment, effective 6/17/05.

CLASSIFIED PERSONNEL
8B.

Employment

Beeson, Julie, Campus Supervisor-High School, effective 6/24/05 through 8/5/05, summer employment; Branson, Lori, Campus Supervisor-High School, effective 6/24/05 through 8/5/05, summer employment; Breceda, Mark, Campus Supervisor-High School, effective 6/24/05 through 8/5/05, summer employment; Cummings, Mary Ellen, Office Assistant, effective 6/24/05 through 8/5/05, summer employment; Glausser, Terri, Secretary, effective 6/24/05 through 8/5/05, summer employment; Gutierrez, Hector, Campus Supervisor-High School, effective 6/24/05 through 8/5/05, summer employment; Howe, LeeAnn, Secretary, effective 6/24/05 through 8/5/05, summer employment; Kripalani, Kavita, Student Worker Nutrition Services, effective 9/15/04 through 6/17/05; Meeks, Tom, Campus Supervisor-High School, effective 6/24/05 through 8/5/05, summer employment; Molnar, Marcia, Administrative Secretary, effective 6/24/05 through 8/5/05, summer employment; Mulligan, Joe, Campus Supervisor-High School, effective 6/29/05 through 8/5/05; Secrest, Lauri, Secretary, effective

6/24/05 through 7/15/05, summer employment; Shroyer, Cathy, Secretary, effective 6/24/05 through 8/5/05, summer employment; Ramirez, Monica, Secretary, effective 6/24/05 through 8/5/05, summer employment; Robertson, Judy, Administrative Secretary, effective 6/24/05 through 8/5/05, summer employment; Rock, Courtney, Secretary, effective 6/24/05 through 8/5/05, summer employment; Solomon, Thea, Administrative Secretary, effective 6/24/05 through 8/5/05, summer employment; Stewart, Elizabeth, Nutrition Services Assistant I, effective 5/16/05

The following employees have been employed for the summer as Instructional Assistants Bilingual, effective 6/14/05 through 8/5/05:

<u>Capurso, Mercedes</u>	<u>Magana, Angelica</u>
<u>Corella, Olga</u>	<u>Morton, Christopher</u>
<u>Flores-Cisneros, Alicia</u>	

The following employees have been employed for the summer as Instructional Assistants SpEd and SH, effective 6/14/05 through 8/5/05:

<u>Archiga, Al</u>	<u>Macias, Sandy</u>	<u>Rodriquez, Enrique</u>
<u>Bucher, Patricia</u>	<u>Mc Grath, Cam</u>	<u>Sanchez, Denise</u>
<u>Crosby, Kalani</u>	<u>McKinzie, Kim</u>	<u>Shull, Maureen</u>
<u>Dupree, Janine</u>	<u>McNeal, Jerri</u>	<u>Scott, Michael</u>
<u>Garcia, Suzanne</u>	<u>Nocito, Jason</u>	<u>Symons, Barbara</u>
<u>Irwin, Jackie</u>	<u>Olson, Karen</u>	<u>Vijoe, Massie</u>
		<u>Warren, Holly</u>

Change in Assignment

Gasque, Alex, from Computer Lab Facilitator to Computer Support Technician, effective 5/23/05 through 6/21/05

Resignation

DelVal, Ileana, Health Technician, effective 6/21/05;
Marshall, Jason, Vehicle & Equipment Service Worker, effective 6/03/05; Saucier, Yvette, Nutrition Services Assistant I, effective 5/27/05

SUPERINTENDENT

ACCEPTANCE OF GIFTS

9.

The Board accepted the following gifts:

- a) \$1,300.00 for the Apple Tree Project to assist the teachers with instruction/curriculum in their

classrooms/CVMS

- b) \$282.15 for the purchase of music stands for the Music Department/CCA
- c) One Conn 8D French Horn for the Music Department/SDA
- d) \$7,700.00 for technology for the World Lang. Department/TPHS
- e) \$535.00 for payment on balance due for the Art Show for the Art Department/CVMS
- f) \$2,890.00 to cover the costs of the buses to the Forum Music Festival in Anaheim on April 15, 2005 for the Art Department/SDA
- g) \$500.00 for kiln repair/refurbishment for the Art Department/SDA

APPROVAL/RATIFICATION
OF FIELD TRIPS
10.

The Board approved/ratified the following field trips:

- a) Torrey Pines ASB students to attend a Leadership Conference in Palo Alto, California from August 11-14, 2005
- b) La Costa Canyon ASB students to attend a Leadership Conference in Pismo Beach, California, from June 20-22, 2005.

INSTRUCTION

APPROVAL OF CONSOLIDATED
APPLICATION PART 1
11.

The Board approved the Consolidated Application, Part 1.

ADOPTION OF TEXTBOOKS
12.

The Board adopted the textbook, Lifetime Health, for use in the Life Skills Department.

APPROVAL OF GATE
APPLICATION
13.

The Board approved the Gifted and Talented Education (GATE) application.

APPROVAL OF APPLICATION
"ENGLISH LANGUAGE
ACQUISITION PROGRAM"
14.

The Board approved the application for English Language Acquisition Program (ELAP) funds for the 2005-06 school year.

PUPIL SERVICES

APPROVAL/RATIFICATION OF AGREEMENTS

15.

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

- a) Recording for the Blind & Dyslexic to provide audio books for the special education program, during the period June 6, 2005 through June 5, 2006, at no cost to the District for the first year and \$350.00 per year thereafter, depending on the number of audio books required.

BUSINESS

APPROVAL/RATIFICATION OF AGREEMENTS

16.

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

- a) SDCOE Migrant Education for transportation services to be provided by the Transportation Cooperative, on June 24, 2005, to be reimbursed at the rate of \$3.20 per mile plus \$36.43 per hour (or at the applicable overtime rate) for driver standby.

APPROVAL OF AMENDMENT TO AGREEMENTS

17.

The Board approved amending the following agreements and authorized Simonetta March to execute the agreements:

- a) Renew annual service and maintenance agreements with the companies listed on the attachment, at the listed estimated charges, during the period July 1, 2005 through June 30, 2006.
- b) Extending the contract entered into with GE Modular Space for leasing the textbook storage room and temporary media center located at San Dieguito High School Academy, during the period July 21, 2005 through July 22, 2006, and increasing the annual payment from \$18,000.00 to \$18,720.00 to be expended from the Capital Facilities Fund 25-19.

AWARD OF CONTRACT

18.

The Board approved/ratified entering into the following contracts and authorized Simonetta March to execute all pertinent documents:

- a) Nutrition Services Equipment for Canyon Crest Academy, with F.S.E. Inc., San Diego Restaurant

Supply, and Economy Restaurant Supply, as shown in the attachment, to be expended from Mello Roos Funds, State School Building Fund 35-00, and Other Building Fund 21-09.

APPROVAL OF
BUSINESS REPORTS
19.

The Board approved the following business reports:

- a) Purchase Orders - TR5349-750121
- b) Instant Money – 10027-10038
- c) Membership Listing – 5/25/05-6/14/05
- d) 2004 Bond Release – 6/15/05
- e) Replacement Warrants - \$42.89, \$160.83, \$67.89, \$257.32

DISCUSSION AGENDA/ACTION ITEMS

APPROVAL OF PROPOSED 2005-06 ANNUAL BUDGET / GENERAL FUND AND SPECIAL FUNDS
21.

Dr. Lynch reported that Mr. Hall will provide the Trustees with an overview of the budget. After the overview, the Board will discuss the layoff of classified employees and act on that prior to adopting the budget. The administration has faced the challenge all year regarding the budget. The state of California is supposed to have adopted a budget by this time and it hasn't.

Mr. Hall reported that it has been a very challenging six months for the staff. The staff was optimistic that the Governor's May Revise would be good for schools but it wasn't.

Mr. Hall reported that there are four sections to the agenda back-up: (1) the executive summary, (2) Power Point presentation, (3) Budget assumptions for the 2005-06 budget, and (4) the budget.

Mr. Hall reviewed the General Fund Revenue and Expenditures for the 2005-06 proposed budget. The expenditures over income for this budget are (\$6,453,842). The estimated beginning balance for 7/1/05 is \$11,072,556 and the projected ending balance for 6/30/05 is \$4,618,714.

Mr. Hall reviewed the reasons for the budget squeeze which include state budget cuts, low enrollment growth, the opening of Canyon Crest Academy, and salary costs.

Mr. Hall reviewed assumptions that were used in the preparation of the proposed budget for the income and

expenditure side of the budget. He also shared information showing that San Dieguito is very low in equalization funding, third lowest in the state, and the lowest funded in the County. Mr. Hall reported that certificated staffing adjustments have been made by using the classroom staffing at 2nd semester enrollment, Special Ed. staffing at capacity, 7th period math eliminated and staffing reductions which has amounted to a savings of \$1.9 million. Classified staffing adjustments have been made by transfers, layoffs and vacancies in the amount of \$1.5 million. Site budgets are being reduced by 25% for a savings of \$311,000. Encroachments from Special Education, transportation and routine restricted maintenance are estimated at \$5.3 million.

Expenditure budget assumptions include the STRS shift to school districts which for San Dieguito would be \$900,000. Mr. Hall stated that employee health benefits will increase by \$315,000.

The total amount of expenditure reductions amount to \$5.2 million, which still leaves a deficit of \$6 million.

ADOPTION OF RESOLUTION/
LAYOFF OF CLASSIFIED
POSITIONS FOR FISCAL YEAR
2005-2006
20.

Dr. Lynch commented that this entire budget process has been an extremely long and difficult process. The staff has been in negotiations with CSEA to negotiate the effects of layoffs and what this means. The administration has tried very hard to soften as many impacts as possible knowing that that is not completely possible, and has tried to focus on a reduction of workload to determine where the reductions would be made.

The leadership team and the principals have been tremendously cooperative and have helped to determine ways to see how the district can make it through this process and ways that would least impact people.

The process from here is that once action is taken, a letter goes to those people who will be laid off. The positions that have been recommended for layoff have been talked to and provided opportunities to look at other positions that are available in the district.

Mrs. Terry King stated that the managers have looked at all areas of operation and determined where we can reduce the level of service and reduce the amount of work that can be done.

By the time transfers are completed and a number of transfers have been made to positions that were vacant, the staff thinks that the number of people who will be without jobs would be about ten. Even those could take other positions that we have within the district if they choose to. They will have full lay-off rights. As soon as there is an opening in their area, they are immediately rehired and they have the opportunity to turn down that offer twice before they are taken off of the lay-off list. Mrs. King felt that they can probably find positions for almost everyone by the time they are done.

Motion by Mrs. Hergesheimer, second by Mrs. Friedman, to adopt the Resolution/Layoff of Classified Positions for fiscal year 2005-2006, effective June 24, 2005.

Ann Bush, Ellen Moeller, Adelle Uhlmeier, Aurora Uhlmeier, and David Uhlmeier spoke to the Board regarding the layoff of classified positions at Sunset High School.

Mrs. Friedman requested information on student/teacher ratio at Sunset. Mrs. King explained that the ratio for most of the district schools of about 34/1. Historically, the administration has tried to keep the ratio at Sunset at 20 to 24/1. The highest enrollment for Sunset was 180 to 190. The overall enrollment at Sunset has declined over the last couple of years due to the Plato Lab at La Costa Canyon; it has dropped to about an average of 145. The student/teacher ratio will be approximately 20/1 at Sunset next year. Sunset will have seven teachers and they are anticipating 140 students. If enrollment at Sunset should increase during the year, the administration would recommend increasing the staffing accordingly.

Mrs. Rich asked if the other aides in the district were funded through the general fund. Mrs. King stated that all other instructional assistants are funded through Special Ed., Title I, TIIG, and other special funding.

Mrs. Hergesheimer requested information about a statement made during the public comments dealing with the student groups at Sunset being staffed by the aides. Mrs. King reported that teachers and counselors staff the groups and will continue to do so.

Mrs. Dalessandro requested information on the Fresh Start program. Mrs. Cooper-Francisco reported that this is still a concept and that one of the places considered for housing the program is Sunset; however it could be housed at another site. The site has not been determined. If the Fresh Start program is housed at Sunset, staff will go with the program. They would not want to burden another school without the staffing with it.

Mrs. Rich stated that the problem is that we still have a \$6 million deficit even after all of this and it's only going to be more painful next year.

There was a discussion regarding equalization funding stating that we are the lowest in the state of California. The figure that the Governor uses for funding of school districts is \$10,000; San Dieguito is almost half of that amount and also we are \$1,100 below the top school per student.

Motion by Mrs. Hergesheimer, second by Mrs. Friedman, to adopt the Resolution/Layoff of Classified Positions for Fiscal Year 2005-2006, effective June 24, 2005.

AYES: Dalessandro, Friedman, Hergesheimer, Rich, Groth

ADVISORY VOTE: Belch

NOES: None

ABSENT: None

Motion unanimously carried.

APPROVAL OF PROPOSED
2005-2006 ANNUAL BUDGET/
GENERAL FUND AND
SPECIAL FUNDS
21.

Dr. Lynch stated that it's unfortunate that school districts are so dependent upon the state and legislature in terms of funding for schools and, because we have had such a fiscal crisis for so long, we suffer. We only survived because we had a cumulative reserve and we have eaten into our reserves. Dr. Lynch again thanked the staff for their exceptional effort they have put forth to bring a budget to the Trustees that can be legally adopted.

PUBLIC HEARING
21a)

President Groth opened the public hearing at 5:34 p.m.
There being no speakers, the public hearing was closed at 5:35 p.m.

APPROVAL OF PROPOSED
2005-06 ANNUAL BUDGET/
GENERAL FUND
21b)

Motion by Mrs. Dalessandro, second by Mrs. Hergesheimer, to approve the proposed 2005-06 Annual Budget for the General Fund.
AYES: Dalessandro, Friedman, Hergesheimer, Rich, Groth
ADVISORY VOTE: Belch
NOES: None
ABSENT: None
Motion unanimously carried.

APPROVAL OF PROPOSED
2005-06 ANNUAL BUDGET/
SPECIAL FUNDS
21c)

Dr. Lynch reported that these are the district's special funds, such as the Cafeteria Fund, Deferred Maintenance, Capital Facilities Funds, etc. and the administration is recommending adoption of these funds.

Motion by Mrs. Hergesheimer, seconded by Mrs. Friedman, to approve the proposed 2005-06 Annual Budget for all Special Funds.
AYES: Dalessandro, Friedman, Hergesheimer, Rich, Groth
ADVISORY VOTE: Belch
NOES: None
ABSENT: None
Motion unanimously carried.

CLOSED SESSION
22.

There will be no closed session after the regular meeting.

INFORMATION ITEMS

BUSINESS SERVICES UPDATE
23.

Mr. Eric Hall reported on the following items:
° provided a memo listing the summer projects for the Facilities Department, by site.

CURRICULUM AND INSTRUCTION UPDATE
24.

Mrs. Penny Cooper-Francisco reported on the following items:
° Met with Canyon Crest Academy Principal and Assistant Principal and a Mira Costa College representative to see if we could develop a partnership for credit, in visual and performing arts.

HUMAN RESOURCES UPDATE
25.

Mrs. Terry King reported on the following items:

- BTSA support providers are working with all the new teachers and the out-of-district teachers in summer school
- Last night she attended the first annual Job Faire for Adult Ed. Students in the ESL program

PUBLIC COMMENTS
26.

There were no public comments.

FUTURE AGENDA ITEMS
27.

There were no future agenda items.

CLOSED SESSION
22.

There was no closed session.

ADJOURNMENT
28.

There being no further business to come before the Board, the meeting was adjourned at 5:33 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: July 12, 2005

BOARD MEETING DATE: July 21, 2005

PREPARED BY: Terry King JK
Associate Superintendent/Human Resources

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF CERTIFICATED AND
CLASSIFIED PERSONNEL

EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board Approval:

Certificated

Employment
Change in Assignment
Leave of Absence
Resignation

Classified

Employment
Change in Assignment
Resignation

RECOMMENDATION:

It is recommended that the Board approve the attached Certificated Personnel Actions.

FUNDING SOURCE:

General Fund

AGENDA ITEM: 8 A & B

PERSONNEL LIST

CERTIFICATED PERSONNEL

Employment

1. **Ashley Bitner**, 40% Temporary Teacher for the 2005-06 school year, effective 8/22/05 through 6/16/06.
2. **Christopher Drake**, 100% Temporary Teacher for the 2005-06 school year, effective 8/22/05 through 6/16/06.
3. **Alison Garfinkel**, 40% Temporary Teacher for the 2005-06 school year, effective 8/22/05 through 6/16/06.
4. **Jeanne Graf**, 100% Temporary Teacher for the first quarter of the 2005-06 school year, effective 8/22/05 through 11/04/05; Temporary assignment is reduced to 33.33% beginning 2nd quarter and continues for the remainder of the 2005-06 school year, effective 11/07/05 through 6/16/06.
5. **Marcus Herron**, 100% Temporary Teacher for the 2005-06 school year, effective 8/22/05 through 6/16/06.
6. **Gina Marzo**, 100% Temporary Teacher for the 2005-06 school year, effective 8/22/05 through 6/16/06.
7. **Elise Ochenduszko**, 80% Temporary Teacher for the 2005-06 school year, effective 8/22/05 through 6/16/06.
8. **Steven Saylor**, 40% Temporary Teacher for the 2005-06 school year, effective 8/22/05 through 6/16/06.
9. **Jennifer Zark-Peffley**, 100% Temporary Teacher for the 2005-06 school year, effective 8/22/05 through 6/16/06.
10. **Summer School Employees**, Summer/2005, per attached supplement.

Change in Assignment

1. **Dallas Hartley**, Temporary Teacher, Change in Assignment from 80% to 100% for the 2005-06 school year, effective 8/22/05 through 6/16/06.

Leave of Absence

1. **Michele Hershey**, Teacher, 100% Unpaid Leave of Absence for child-rearing purposes for the remainder of the 2004-05 school year, effective 5/27/05 through 6/17/05.
2. **Roz Light**, Teacher, 100% Unpaid Medical Leave of Absence for the 2005-06 school year, effective 8/22/05 through 6/16/06.

Resignation

1. **Michelle Macomber**, Teacher, resignation from employment, effective 7/31/05.
2. **Torrie Norton**, Executive Director of Pupil Personnel, resignation from employment effective 6/30/05.
3. **Julie Wimberley**, Teacher, resignation from employment, effective 7/30/05.

dr
7/21/2005
certbdagenda

PERSONNEL LIST

SUMMER SCHOOL ADMINISTRATION POSITIONS

Earl Warren	Desiree Manuel David Hall Brian Kohn Cara Schuloske
Oak Crest	Jeanne Jones Jerry Jones
La Costa Canyon	Mariah Shrader Doug Kamon Garry Thorton MaryAnne Nuskin Gail Lee
Torrey Pines	Elloise Bennett Brian Kohn Rick Ayala Joe Eldred

Personnel List

Summer School Counseling Positions

Set Up	Patty Hart Angela Miranda
Earl Warren	Adam Camacho Laura Martin
Oak Crest	Laura Martin
La Costa Canyon	Danielle Martinez
Torrey Pines	Marc Trocchio

BTSA Teachers

All Sites	Catherine Close
All sites	Nikki Asbury

La Costa Canyon Summer 2005 Staffing

<u>Course</u>	<u>Semester I</u>	<u>Semester II</u>
<u>Math</u>		
Intro to Algebra I	Don Oestreicher	Reno Medina
Algebra I	Greg Ptaszynski	Michael Freeman
Algebra I	Lisa Gregory	Lisa Gregory
Algebra I	Bob Sisler	Bob Sisler
Algebra II	Brad Wease	Brad Wease
Geometry	Jill Lenc	Laura Vanderburgh
Geometry	Richard Stevens	Richard Stevens
<u>ESL</u>		
ESL I	Vickie Murphy	Vickie Murphy
ESL II	Carmen Bulkin	Carmen Bulkin
ESL III	Derek Thiem	Derek Thiem
<u>English</u>		
English 9	Alison Garfinkel	Alison Garfinkel
English 9	Susan Coppock	
English 10	Kerri Leonard	Kerri Leonard
English 11/12	Suzie VanSteenbergen	Suzie VanSteenbergen
<u>Social Science</u>		
Econ/Gov SPED	Catherine Mintz	Catherine Mintz
US History	Peter Evans	Dennis Hackworth
World History	Dennis Hackworth	
World History	John Digulio	Dallas Hartley
World History	Elise Ochenduszko	Elise Ochenduszko
<u>Special Education</u>		
English/History	Damian Wallace	Damian Wallace
Math/Science	Reno Medina	
READ 180	Nikki DiBartelo	Nikki DiBartelo
Regional Ed.	Mary Pancner	Mary Pancner

Course

Semester I

Semester II

Language Arts

Spanish II

Priscilla Maul

Science

Earth & Space

Tiffany Sejut

Tiffany Sejut

Life Skills

Health
Health

Donald Quinn
James Phillips

Erik Bryan

Physical Education

Tennis/Volleyball/
Aerobics

Adam Marcinowski

Adam Marcinowski

Electives

Computer Applications
Creative Writing
Drawing/Design
PLATO
PLATO

Daniel Salas
Marie Williams
Gwen Wharton
Sarah McNary
Candy Smith

Daniel Salas

Gwen Wharton
Sarah McNary
Candy Smith

Torrey Pines
Summer 2005 Staffing

<u>Course</u>	<u>Semester I</u>	<u>Semester II</u>
<u>Math</u>		
Intro to Algebra I	Behrooz Ziai	Behrooz Ziai
Algebra I	Michael Wahlstrom	Michael Wahlstrom
Algebra II	Darlene Blanchard	Darlene Blanchard
Geometry	Fred Frantz	Fred Frantz
<u>ESL</u>		
ESL I, II	Mana Sajed	Mana Sajed
ESL III	Brenda Robinette	Brenda Robinette
<u>English</u>		
English 9	Paulina Nelson	Paulina Nelson
English 9	Lisa Scott	
English 10	Danielle Schelhorse	Danielle Schelhorse
English 11/12	Craig Fox	Lauren Trown
International Comp.	Kevin Byrne	Kevin Byrne
<u>Social Science</u>		
World History	Doug Gilbert	Doug Gilbert
World History	Kellie Dunkirk	
World History	Matt Chess	Matt Chess
<u>Special Education</u>		
English/History	Bethany Britt	Bethany Britt
Math/Science 9/10	Francisco Lona	
<u>Science</u>		
Earth & Space	Gretchen Schultz	Matt Livingston
<u>Life Skills</u>		
Health	Erik Bryan	
Health	Sam Posner	Kathy Stamer

Course

Semester I

Semester II

Physical Education

Tennis/Volleyball/
Aerobics

Jason Litt

Jason Litt

Electives

Computer Applications
Creative Writing
Drawing/Design
Drawing/Design

Kendal Archer
Carolyn Lee
Robert Petitmermet
Holly Vermilyea

Kendal Archer
Robert Petitmermet
Holly Vermilyea

Earl Warren
Summer 2005 Staffing

Course

Semester I

Semester II

Math

Pre-Algebra 7 (Acc)
Pre-Algebra 7 (Rem)
Pre-Algebra I
Pre-Algebra II
Algebra I
Summer Bridge Math

Jennifer Hennigan
Brian Shay
Eric Schaller
Adam Shinn
Kimberly Walton
Heidi Mellander

Tamara Roberts
Rong Zeng
Eric Schaller
Adam Shinn
Kimberly Walton
Stephanie Lessman

ESL

ESL I, II
ESL III

Ashley Bitner
Megan McCarthy

Ashley Bitner
Megan McCarthy

English

English 7
English 7
English 8
English 8

Serena Pariser
Beverly Victor
Alisa Mitchell
Carlos Baladez

Serena Pariser
Beverly Victor
Alisa Mitchell
Carlos Baradez

Special Education

English/History 7/8
Math/Science 7/8
READ 180
Sev. Handicap. 7/8
Sev. Handicap. 9/12
Sev. Handicap.

Leslie Reilly
Diane Dekker
Angela Romano
Susan Armstrong
Julie Wimberley

Brooke Martin

Diane Dekker
Angela Romano
Joyce Christensen
Julie Wimberley

Oak Crest
Summer 2005 Staffing

<u>Course</u>	<u>Semester I</u>	<u>Semester II</u>
<u>Math</u>		
Pre-Algebra 7	Tin Nguyen	Tin Nguyen
Pre-Algebra 7	Emily Coulter	John Dianovsky
Pre-Algebra I	Sean Salehi	Sean Salehi
Pre-Algebra I	Vern Pritchett	Vern Pritchett
Pre-Algebra I	Courtney Molnar	Courtney Molnar
Pre-Algebra II	John Dianovsky	Michael DeVries
Pre-Algebra II	Susan Hooker	
Algebra I	Bonnie Capron	Bonnie Capron
Summer Bridge Math	Angelica Arellano	Angelica Arellano
Summer Bridge Math	Julie Aselstine	Anna Garfinkel
READ 180	Heather Mathe	
<u>ESL</u>		
ESL I, II	Alison Briele	
<u>English</u>		
English 7	Lisa Clark-Burnell	Enid Robert
English 7	Debra Langness	Debra Langness
English 8	Kelly Shafer	
English 8	Dolly Charles	Dolly Charles
English 8	Jennifer Munoz	David Ruiz
International Lit.	Linda Huston	
<u>Special Education</u>		
English/History 7/8	Liz Marshall	Liz Marshall
Math/Science 7/8	Burt Brion	Burt Brion

Mira Costa
Summer 2005 Staffing

Course

Semester I

Semester II

Special Education

Sev. Handicapped

MaryJeanette Lindebak

MaryJeanette Lindebak

CLASSIFIED PERSONNEL

Employment

1. **Delaney, Patricia**, Secretary, effective 7/5/05 through 8/5/05, summer employment
2. **Jones, Michael**, Instructional Assistant SpEd SH, effective 6/24/05 through 8/5/05, summer employment
3. **Laag, Elizabeth**, Instructional Assistant SpEd, effective 7/18/05 through 8/5/05, summer employment
4. **Ramos, Norma**, Instructional Assistant SpEd SH, effective 6/24/05 through 8/5/05, summer employment
5. **Shoecraft, Katherine**, Instructional Assistant SpEd, effective 6/24/05 through 8/5/05, summer employment
6. **Snedeker, Tim**, Instructional Assistant SpEd SH, effective 6/29/05 through 8/5/05, summer employment

Change in Assignment

1. **Crain, Eric**, from Warehouse Delivery Worker to Warehouse Stores Worker, effective 6/20/05 through 7/11/05
2. **Schlueter, Frank**, from Technology Supervisor to Director of Educational Technology, effective 6/21/05 through 7/15/05

Resignation

1. **Jordan, Joanne**, School Bus Driver, resigning for the purpose of retirement effective 6/17/05
2. **Marzo, Gina**, Tutoring Center Specialist, effective 7/5/05


San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 14, 2005

BOARD MEETING DATE: July 21, 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: July 21, 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>
Seven bags of clothing, handbags, and shoes	Phyllis Angelico	For the Theatre Costume Dept.	Mrs. Dasho	SDA
Twelve Gateway Computer Tablets, twelve stylus pens	CCA Foundation			CCA

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 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/
INSTRUCTION

EXECUTIVE SUMMARY

The attached Professional Services Report/Instruction summarizes two contracts in an amount not to exceed \$61,000.00.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached list.

AGENDA ITEM: 10

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

INSTRUCTION - PROFESSIONAL SERVICES REPORT

Date: 07/21/05

<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>
9/29/05 – 11/10/05	Zulmara Cline, Ph.D.	Provide EL Authorization (AB 2913) training to District certified staff	General Fund/Restricted 06-00	\$5,000.00
7/1/05 – 6/30/06	Walroux Enterprises	Provide grant writing, research, and reporting services	General Fund/Restricted 06-00	\$60,000.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 2005

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

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF 2005-06 REGIONAL
OCCUPATIONAL PROGRAM (ROP) AGREEMENT

EXECUTIVE SUMMARY

Attached is the annual Agreement for Participation between the County Superintendent of Schools and the District for operation of the Regional Occupational Program courses and services to be offered in 2005-06. The program is open to district students, other students from across the county, and to adults in the community. Classes are offered both during school and in the evening.

There is a figure of \$60,000 budgeted for capital reserve. This represents a planned capital expenditure that allows the District to carry over dollars in excess of what is normally allowed by the County. The plan for this money, which needs Board approval, is as follows: SDA Auto Shop Lab - \$25,000.00; SDA Welding \$9,000.00; Wireless laptops \$26,000.00.

RECOMMENDATION:

It is recommended that the Board approve the 2005-06 Agreement for Participation between the County Superintendent of Schools and the District for operation of the Regional Occupational Program courses and services to be offered in the 2005-06 school year, allow a capital budget reserve of \$60,000.00 to be expended as shown in the attachment, and authorize Peggy Lynch to sign all pertinent documents.

FUNDING SOURCE:

State ROP funds

AGENDA ITEM: 11

**AGREEMENT FOR PARTICIPATION
SAN DIEGO COUNTY REGIONAL OCCUPATIONAL PROGRAM (ROP)**

THIS AGREEMENT is entered into this _____ day of _____ 2005, by and between the San Diego County Superintendent of Schools, hereinafter called the SUPERINTENDENT and San Dieguito Union High School District, hereinafter called the DISTRICT for a term from July 1, 2005 to June 30, 2006.

RECITAL

- A. Pursuant to Education Code Section 52300 and following, the SUPERINTENDENT has established and is maintaining a Regional Occupational Program within San Diego County for high school students, out-of-school youth and adults; and, pursuant to Education Code Section 52321, the SUPERINTENDENT is authorized to receive state apportionment revenue for ROP ADA: and,
- B. The SUPERINTENDENT pursuant to Education Code Section 52301, wishes to contract with the DISTRICT for operation of certain ROP activities; and,
- C. The SUPERINTENDENT maintains the ROP and consults with Superintendents of participating DISTRICTS concerning issues of mutual concern.
- D. WHEREAS, the DISTRICT wishes to participate in and cooperate with the SUPERINTENDENT in establishing and maintaining Regional Occupational Program activities; NOW THEREFORE, the parties agree as follows:

AGREEMENT

Now therefore, the parties agree as follows:

- A. The DISTRICT shall:
 - 1. Administer, supervise, and conduct the courses and/or services as specified in Addendum A and in supporting course proposal documentation submitted by DISTRICT.
 - 2. Pursuant to Education Code Section 52314, allow residents of San Diego County eligible to attend a high school or adult school to apply for admission to any ROP course.
 - 3. With assistance of the SUPERINTENDENT, recruit and enroll students and maintain attendance as specified for each program/course in Addendum A.
 - 4. Provide properly credentialed and qualified employees with payment for services to be based on district-established salary and benefit plans.
 - 5. Provide the necessary facilities, equipment, instructional supplies, and services--including purchasing, utilities, custodial, and maintenance for each course and/or service at no cost to the SUPERINTENDENT unless provided for in Addendum A.
 - 6. Provide instruction in job-seeking and job-keeping skills to every ROP student per the ROP Expected Student Learning Results adopted by the ROP Steering Committee.

7. Provide general safety instruction and instruction in the safe operation of equipment and safe handling of supplies and hazardous materials to every ROP student.
8. Certify through the execution of this agreement that the activities included within this agreement will not supplant the total current program of vocational education within the DISTRICT.
9. Submit reports and data as requested by the SUPERINTENDENT and the State Department of Education.
10. Provide liability insurance or self-insurance coverage for all courses and/or services as specified in Addendum A, including all equipment and vehicles owned by the SUPERINTENDENT which are used by the DISTRICT in maintaining ROP courses and services.

Provide workers' compensation insurance or self-insurance coverage for DISTRICT Employees supporting ROP courses and services as specified in Addendum A.

Provide to the SUPERINTENDENT certificates of insurance and/or self insurance covering liability and workers' compensation.

NOTE:

The San Diego County and Imperial County Schools Risk Management Joint Powers Authority (JPA) workers' compensation program extends to all ROP employees (not to DISTRICT employees) and to ROP students while students are performing off-campus work experience. The ROP's workers' compensation coverage does not apply to the district's classroom instructors (unless these employees qualify under their respective district's workers' compensation program) or to any student who does not otherwise qualify as an ROP student performing off-campus work experience.

The school district is responsible for workers' compensation and liability coverage for their employees. Such coverage should extend to activities occurring on school district premises or activities under the school district employees' direct control or supervision.

11. Provide instruction to every student as per ROP course of study approved by the SUPERINTENDENT and the State Department of Education.
12. Comply with the provisions of Title VI of the Civil Rights Act of 1964 which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity hereunder.
13. Comply with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act which provides that no otherwise qualified disabled individual in the United States shall, solely by reason of the disability, be excluded from participation in, be denied the benefit of, denied access to, or be subjected to discrimination for any programs, activity receiving federal financial assistance.

14. Provide assurance that facilities provided hereunder are accessible by handicapped persons or provide access to a similar alternative program.
15. Provide for all ROP teachers (full and part time) to be evaluated annually or biannually according to DISTRICT policy and procedures.

B. The SUPERINTENDENT shall:

1. Provide for the overall administration and operation of the ROP.
2. Pay to the DISTRICT an amount equal to the actual costs incurred by the DISTRICT in providing ROP courses and services, plus interprogram (indirect) charges, not to exceed 8% of instructional program costs, specified in Addendum A. Such payment to the DISTRICT shall be made according to General Provisions, Item 9. The DISTRICT shall not charge indirect expenses to capital expenditures in object codes 4400, 6000—64000 and object code 5600 items which for ROP reporting is restricted to leases and rents of equipment and facilities. The DISTRICT shall not charge indirect expenses to administrative services, identified on Addendum A, as direct administration, counseling and guidance and service center. Should courses generate less ADA than specified in Addendum A, reimbursement by the SUPERINTENDENT may be adjusted accordingly.
3. Provide appropriate inventory forms and tags for all capital property purchased by the DISTRICT with ROP funds.

C. General Provisions:

1. Addendum A is attached as a part of this agreement.
2. The DISTRICT may transfer funds within line items in budget categories 1000 through 6000 in an approved Addendum A program budget without prior approval of the SUPERINTENDENT.

The DISTRICT may increase an approved Addendum A program budget by a maximum of 20 percent by transferring funds from other program budgets and applying that increase to line items in budget categories 1000 through 6000 without prior approval of the SUPERINTENDENT. Increases in a program budget in excess of 20 percent must be approved in writing by the SUPERINTENDENT. The total budget in Addendum A may not increase without authorization from the SUPERINTENDENT.

3. In accordance with Education Code Section 1605, the SUPERINTENDENT holds title to all property acquired with ROP funds and has responsibility for approval of location and utilization thereof.
4. Use of equipment and/or facilities acquired by the DISTRICT with ROP funds is limited to ROP courses and services unless use for other purposes with specific conditions is authorized in writing by the SUPERINTENDENT
5. Tobacco-Free Facility: The county is a tobacco-free facility. Tobacco use (smoked or smokeless) is prohibited at all times on all areas of County Office Property.

6. Any of the courses or services specified in Addendum A may be terminated at any time upon mutual consent and may be terminated by the SUPERINTENDENT after consultation with the DISTRICT within three weeks following the opening session of the course if the attendance is below that necessary to provide at least 90 percent of the estimated ADA as specified in Addendum A. Should a course be terminated, the DISTRICT shall be reimbursed for actual cost of operating the course to date of termination. All of the remaining funds in Addendum A for each terminated course or service at date of termination shall be available for transfer to other courses or services without the approval of the SUPERINTENDENT subject to the limitations in item #2 above.
7. Any agreement between the DISTRICT and other agencies entered into for the purpose of conducting any course or service specified in Addendum A must be approved in advance by the SUPERINTENDENT.
8. All funds derived from the sale of goods or services from an ROP course or service shall be abated to the ROP course or service.
9. Reimbursement to the DISTRICT for operating and capital expenditures as specified in Addendum A will be made in the following manner:

a. Advance Apportionments

The advance apportionment system is designed to reflect the actual cash disbursement practices of the ROP operation and minimize any harm or benefit to the DISTRICT's General Fund Programs. Throughout the fiscal year, regular monthly apportionments of ROP funds received by the SUPERINTENDENT shall be made to the DISTRICT. Apportionments consist of all sources of ROP revenue (including lottery funds) and will normally be paid within three working days of receipt from the State. For ROP ADA-apportioned revenue, the approximate monthly percentage of total apportionment received and disbursed per month is:

July	<u>6</u>	January	<u>8</u>
August	<u>12</u>	February	<u>14</u>
September	<u>8</u>	March	<u>7</u>
October	<u>8</u>	April	<u>7</u>
November	<u>8</u>	May	<u>7</u>
December	<u>8</u>	June	<u>7</u>

For ROP lottery revenue, apportionments are received quarterly, approximately 3.5 months after each fiscal year quarter.

b. Apportionment Adjustment

Apportionment adjustments due to starting balance considerations, excess growth ADA revenue, state apportionment modifications, etc., will normally be made by the SUPERINTENDENT in December. If additional adjustments are necessary, they will be made in the May/June period.

c. Audit Documents Required

The DISTRICT shall furnish by September 15 for the previous fiscal year the below-listed documents required for audit purposes:

1. Certification of final expenditures for each approved Addendum A program/service/facility budget on the form provided by the SUPERINTENDENT.
In addition, DISTRICT is to provide a copy of the final summary accounting record (DISTRICT Financial Accounting System) of expenditures for the individual program/courses organized per the California School Accounting Manual.
2. Invoices and Capital Property Inventory Record (Form 19) for each item of capital equipment purchased.
3. A copy of the DISTRICT Annual Financial Report (J-200).

Should the DISTRICT fail to comply with submitting audit documents required, current fiscal year monthly apportionments will be withheld by the SUPERINTENDENT until compliance is attained.

4. End of Year Balance Funds

All end of year balance funds exceeding 15% of the fiscal year expenditures will be returned to the SUPERINTENDENT, except where the DISTRICT notifies the Superintendent by June 1, of the fiscal year it intends to carryover an amount in excess of 15% for the purpose of future capital expenditures for facilities and/or equipment. The DISTRICT will provide for designation of special reserves in accordance with Education Code Sections 4280 through 4283 inclusive.

DISTRICTS must ensure that ROP Funds are included in the total of their district board adoptions for designated reserves if those funds exceed 15% of fiscal year expenditures. Failure to include these funds could expose the district to a loss of those funds through recapture provisions in the education code.

10. Notwithstanding any of the foregoing provisions of the agreement, if at any time during the term of this agreement the state of California fails to appropriate or allocate anticipated funds to the SUPERINTENDENT for Regional Occupational Program for payments stipulated in Addendum A, the SUPERINTENDENT reserves the right to change the budget amounts in Addendum A at any time with 30 days notice to the DISTRICT.


If the DISTRICT is unable to continue current course offerings or to maintain program support levels because of this reduced funding, the DISTRICT, in its sole discretion, may terminate in all or in part course offerings and/or support services necessary to accommodate the reduced funding level.

11. Any of the courses specified in Addendum A may be terminated by the SUPERINTENDENT if the State of California fails to provide course approval.

SAN DIEGUITO UNION HIGH
SCHOOL DISTRICT

SAN DIEGO COUNTY
SUPERINTENDENT OF SCHOOLS

By: _____



Title

Authorized Agent

Authorized by Governing Board on:

Authorized by the San Diego County Board
of Education on:

May 11, 2005

APPROVED AS TO FORM AND LEGALITY FOR SAN DIEGO COUNTY SUPERINTENDENT OF
SCHOOLS BY CHRISTINA L. DYER, COUNSEL, BEST BEST AND KRIEGER, ON JUNE 6, 2002

ADDENDUM A

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
		ROP Budget 05/06																		
06/13/05	District Name	SAN DIEGUITO																		
		Dist/COE	Last																	
Course Description	Program or Course #	Max Approved Hours	Advisory Date	1000	2000	3000	4000	Equipment 4400	5000	Rentals & Leases 5600	Site 6100	Facilities 6200	Equipment 6400	CAP X Summary 4400 & 6000s	7000 Indirect Cost	8000 (Income)	Course Totals	ACTUAL ADA	Oper. Cost per ADA	Total Cost per ADA
AUTO ENGINE PERF.	567805		12/8/04	71833		15253	5000			250				0	7387	0	99723	10.16	9815	9815
AUTO TECHNOLOGY	565513		12/8/04	17361		3000	2558			250				0	1854	0	25023	26.48	945	945
CHILD DEV. OCCUPATIONS	440012		2/15/05	56000	1500	8811	3300							0	5369	0	75180	20.48	3671	3671
COMPUTER APP.	461518		10/28/04	15000	0	1650	1800			800				0	1540	0	20790	20.37	1020	1020
COMPUTER REPAIR	555802		2/11/05	10807	0	2440	2605			0				0	1268	0	17120	15.00	1141	1141
COMPUTER GRAPHICS	575705		2/8/04	4860	0	534	4290	4000						4000	775	0	14459	5.99	1745	2413
DRAFTING/ COMPUTER	570508		2/7/05	24349	0	5283	3000			0	900			0	2611	0	36143	17.08	2063	2116
CULINARY ARTS	442004		2/9/05	42000	1500	9660	6700			0	0			0	4789	0	64649	17.55	3684	3684
PHOTO PROCESSING	576001		11/29/04	26500	0	9020	5000							0	3242	0	43762	6.00	7294	7294
SCREEN PRINTING	576201		2/8/04	26000	2576	3143	4500			900				0	2898	0	40017	41.48	943	965
WELDING & METAL FAB.	561602		1/25/05	32720	2986	5060	10000	7000						7000	4061	0	61827	25.35	2163	2439
COMP. REPAIR/LAN	555822		2/11/05	11307		2440	3500			0				0	1380	0	18627	4.26	4369	4369
CABINETMAKING	552009		12/9/04	29258	0	6450	5215			0				0	3274	0	44197	14.36	3078	3078
STAGEHAND TECH.	552707		5/12/03	12052		2651	2500			0				0	1376	0	18579	3.72	4994	4994
ACCOUNTING, COMPUTER	460016		6/8/04	12000		2640	1000							0	1251	0	16891	7.24	2333	2333
SMALL BUSINESS OP.	412107		7/14/04	5720		569	1000							0	583	0	7872	2.04	3859	3859
Course Totals by Category				\$397,767	\$8,362	\$78,604	\$61,968	\$11,000	\$1,300	\$1,800	\$0	\$0	\$0	\$11,000	\$43,856	\$0	\$604,857	237.57	\$2,492	\$2,546
Counseling & Guidance				4500		475							0	0			\$4,975			
Direct Administration				46700	43000	19649	3220		2770	14250				0			\$129,589			
Area Service Center					9890	2756	5000							0			\$17,646			
Student Int. Survey														0			\$0			
Maintenance & Operations				1000				2000	7000				115825				\$125,825			
Total Admin				\$52,200	\$52,890	\$22,880	\$8,220	\$2,000	\$9,770	\$14,250	\$0	\$0	\$115,825	\$0	\$0	\$0	\$278,035			
Total Program				\$449,967	\$61,452	\$101,484	\$70,188	\$13,000	\$11,070	\$16,050	\$0	\$0	\$115,825	\$11,600	\$43,856	\$0	\$882,892	237.565	\$3,107	\$3,716

ADDENDUM A

ROP Budget 05/06																								
06/13/05	District Name	SAN DIEGUITO																						
	Dist/COE	Max Approved Hours	Last Advisory Date	1000	2000	3000	4000	Equipment 4400	5000	Rentals & Leases 5600	Site 6100	Facilities 6200	Equipment 6400	CAPX Summary 4400 & 6000s	1600-5000 7000 Indirect Cost	8000 (Income)	CALC	CALC	CALC					
Course Description	Program or Course #																							
2005-2006 Estimated ROP Allocations:				2005-2006 Minimum ADA Target																250.23				
Base Funding	\$738,799																							
Growth	\$36,899																							
Lottery	\$29,882																							
Fall Revision	\$14,915																							
Spring Revision Estimated Adjustment	\$49,717																							
Estimated General Reserve	\$70,756																							
Adopted Capital Reserve	\$60,000																							
Total Allocation	\$1,000,968																							
Budgeted Expenses	\$882,892																							
Allocation in excess of Expenses	\$118,076																							
Budgeted General Reserve	\$58,076		6.58%																					
Budgeted Capital Reserve	\$60,000																							
PROOF	\$118,076																							

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 2005

PREPARED BY: Torrie Norton, Executive Director
Pupil Services

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

SUBJECT: Approval/Ratification of Agreements for
Non-Public Schools & Non-Public Agencies

EXECUTIVE SUMMARY

The district administration has recommended that designated special education students attend non-public schools and/or receive non-public agency services for the 2004-05 and 2005-06 school year as listed on the attached sheet.

RECOMMENDATION

The district administration recommends that the Board approve the attached list of agreements for non-public school/non-public agency services, authorize Simonetta March to sign the agreements and forward the appropriate documents to the County Superintendent to reflect the placement of students in non-public schools/non-public agencies.

FUNDING SOURCE

General Fund 06-00/Special Education Budget – Estimated \$34,980.00

PL/ddb
Attachment

AGENDA ITEM: 12 A & B

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

NON-PUBLIC SCHOOLS/AGENCIES 2004-2005 & 2005-2006

Date: July 21, 2005

Contract Effective Dates	Non-Public School NPS	Description of Services	Number of Students (Estimate)	Fee
6-1-05 to 6-30-05	Shiloh Treatment Center, Inc., NPS	Basic Education Program – Inclusive Rate	1	\$159.00/Day Estimate \$1,590.00
7-1-05 to 6-30-06	Shiloh Treatment Center, Inc., NPS	Basic Education Program – Inclusive Rate	1	\$159.00/Day Estimate \$33,390.00
				Estimate Total \$34,980.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 2005

PREPARED BY: Torrie Norton, 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 Pupil Services, 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, to be funded by the General Fund 06-00/Special Education budget, 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 \$15,000.00

PL/ddb
Attachment

AGENDA ITEM: 13

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENTS 2005-2006

Date: July 21, 2005

Contract Effective Dates	Independent Contractor	Description of Services	Number of Students (Estimate)	Fee
7-1-05 to 6-30-06	James R. Spievak Attorney At Law	Legal Services for Pupil Services and Special Education Issues	N/A	\$220.00/hour Estimate \$15,000
				Estimate Total \$15,000.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 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 ten contracts totaling \$76,441.00, 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 A-J

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

BUSINESS - PROFESSIONAL SERVICES REPORT

Date: 07/21/05

<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>
7/1/05 – 6/30/06	Specialty Doors and Automation	Provide specialty door maintenance services throughout the District	General Fund 03-00	\$6,210.00
Three years from completed installation date	Take a Break	Provide vending machines and vending services throughout the District	N/A	N/A
8/29/05 – 6/17/06	Mira Mesa Lanes	Lease of facilities for Torrey Pines High School off campus PE classes	Reimbursed by Torrey Pines High School Foundation	\$8,580.00
8/29/05 – 6/17/06	Workout4Life, LLC, dba Del Mar Workout	Lease of facilities for Torrey Pines High School off campus PE classes	Reimbursed by Torrey Pines High School Foundation	\$6,000.00
8/29/05 – 6/17/06	Westlake 613	Lease of facilities for Torrey Pines High School off campus PE classes	Reimbursed by Torrey Pines High School Foundation	\$3,200.00
8/29/05 – 6/17/06	Magdalena Ecke YMCA Skate Park	Lease of facilities for Torrey Pines High School off campus PE classes	Reimbursed by Torrey Pines High School Foundation	\$4,000.00
7/1/05 – 8/30/05	American Rent-a-Fence	Provide temporary fences during field renovation projects throughout the District	General Fund 03-00	\$10,195.00
6/20/05 – 9/30/05	Consulting & Inspection Services	Provide DSA inspection services for various projects within the District	Capital Facilities Fund 25-18 and Capital Facilities Fund 25-19	\$9,900.00
7/1/05 – 6/30/06	Murdoch Walrath & Holmes	Provide advocacy and consulting services for the District	General Fund 03-00	\$27,600.00
N/A	Inland Inspections & Consulting	Provide in factory shade structure DSA inspection	General Fund 03-00	\$756.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 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 various maintenance and service agreement renewals and nine amendment to agreements totaling \$436,687.98, 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 A-J

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

AMENDMENT TO AGREEMENTS REPORT

Date: 07-21-05

<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>
7/1/05 – 6/30/06	Various Companies	Renew various maintenance and service agreements for copy machines, typewriters, and fax machines as noted on the attachment	N/A	Estimated Annual Cost \$329,310.98
7/1/05 – 6/30/06	Goldfield Stage & Co., North County Student Transportation, Sundance Stage Lines, Inc., and Certified Transportation	Extend extra curricular transportation services, with two companies, Certified Transportation and Sundance Stage Lines, Inc. requesting a 5% increase on certain services with no other changes in the terms and conditions	N/A	N/A
N/A	Jose Leon	Additional DELAC session	General Fund/Restricted 06-00	\$400.00
1/1/05 – 6/30/05	Edusoft	Edusoft Benchmark Module license renewal	General Fund 03-00	\$26,600.00
N/A	Alliance Engineering of California, Inc.	Additional DSA inspection services for the San Dieguito High School Academy MDF/Restroom project	Capital Facilities Fund 25-19	\$2,837.00
N/A	Christian Wheeler Engineering	Additional earthwork observation and testing services for the Canyon Crest Academy project	Mello Roos Funds, State School Building Fund 35-00, Other Building Fund 21-09	\$65,000.00
N/A	Network Interpreting Service, LLC	Additional interpreting services for hearing impaired students	General Fund/Restricted 06-00	\$6,000.00
N/A	Jeffrey S. Owen, Ph.D.	Additional neuropsychological assessments and consulting services	General Fund/Restricted 06-00	\$5,100.00
6/30/05 – 8/30/05	Sowards & Brown	Extending the period for engineering services for Community Facilities District No. 99-1, at no additional cost to the District	N/A	N/A
6/30/05 – 8/5/05	San Dieguito Boys' & Girls' Club	Extending lease of facilities for summer school special education adaptive PE classes	General Fund/Restricted 06-00	\$1,440.00

VENDOR	DESCRIPTION OF SERVICE	ESTIMATED ANNUAL COST
Xerox	Copier maintenance	\$294,961.98
Imagistics	Copier maintenance	\$15,874.00
Diversified Business Solutions	Copier maintenance	\$3,224.00
Riso	Copier maintenance	\$8,928.00
Integrated Office Systems	Typewriter maintenance	\$1,404.00
Scantron	Scanner maintenance	\$2,119.00
Pax Business Systems	Fax machine maintenance	\$2,800.00
	Total	\$329,310.98


San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 1, 2005

BOARD MEETING DATE: July 21, 2005

PREPARED BY: Eric R. Dill, Director of Risk Management 
Eric J. Hall, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF MEMORANDUM OF
UNDERSTANDING WITH CITY OF
CARLSBAD FOR SCHOOL RESOURCE
OFFICER

EXECUTIVE SUMMARY

In its desire to provide a safe and secure teaching and learning environment in its schools, the District has contracted with the City of Carlsbad to provide the presence of a school resource officer at La Costa Canyon High School since 1997. It is the administration's desire to continue with this service.

RECOMMENDATION:

It is recommended that the Board approve entering into an agreement with the City of Carlsbad for a school resource officer at the La Costa Canyon High School campus during the 2005-2006 school year including summer school for an amount of \$42,641 and authorize Simonetta March to sign the agreement.

FUNDING SOURCE:

School/Law Enforcement Partnership Supplemental Grant Fund 06-00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 2005

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

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: SURPLUS SALE

EXECUTIVE SUMMARY

In accordance with Board Policy 3270, the District may dispose of unusable or obsolete personal property. Authorization is requested to dispose of 100+- computer monitors, 100+- cannibalized computers and/or printers, miscellaneous classroom/office furniture/equipment, and a 1988 Toyota Corolla.

RECOMMENDATION:

It is recommended that the Board authorize the administration to dispose of surplus property in accordance with Board Policy #3270, and authorize Simonetta March to sign all pertinent documents pertaining to the disposal.

FUNDING SOURCE:

Not applicable

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 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 TO REDUCE RETENTION

EXECUTIVE SUMMARY

McMahon Steel Company (structural steel, metal deck, miscellaneous metals, decorative metal fencing & gates), New Dimension Masonry (masonry & veneer system), and Western Tile & Carpet, Inc. (ceramic tile) has completed over 50% of the contract for work at Canyon Crest Academy. The District is required to withhold 10% from payments made to the contractor for work performed. The contract allows the contractor to request that this retention be reduced to 5% upon satisfactory completion of 50% of the contract; however, Board approval is required. The Construction Manager, Architect, and district staff is satisfied with the contractors' work and is recommending that this request be granted.

RECOMMENDATION:

It is recommended that the Board authorize the administration to reduce the retention being withheld from payments to the following companies for the Canyon Crest Academy project, from 10% to 5%, as authorized under the terms and conditions of the contract.

- a) McMahon Steel Company, bid package #6 (structural steel, metal deck, miscellaneous metals, decorative metal fencing & gates)
- b) New Dimension Masonry, bid package #5 (masonry & veneer system)
- c) Western Tile & Carpet, Inc., bid package #13 (ceramic tile)

FUNDING SOURCE:

Not applicable

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 11, 2005

BOARD MEETING DATE: July 21, 2005

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

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: AWARD/RATIFICATION OF CONTRACTS

EXECUTIVE SUMMARY

Bids for Maintenance/Operations Equipment for Canyon Crest Academy were opened on June 14, 2005. Attached is a recap of the bids received. Even though vendors were contacted, there was no response for the grounds maintenance equipment. Subsequent to this bid, quotations for the grounds equipment were sought with a good response.

Bids for two summer construction projects were opened on July 6, 2005. Attached is a recap of the bids received. One bidder filed a protest letter with the District stating that the low bid received for the Underfloor & Drainage Repairs at Sunset High School project was non-responsive. Upon review of the documents and inquiry, it was determined that the bid submitted by Stevens Construction was valid. The protestor, Precise Construction Management, has been notified of this decision. Due to the short construction period for this type of a project and, as authorized by the Board of Trustees, the District has entered into a contract with the low bidder. Ratification of this action is being requested at this time.

RECOMMENDATION:

It is recommended that the Board approve entering into the following contracts, and authorize Simonetta March to execute all pertinent documents:

- a) B2005-38 Maintenance/Operations Equipment for Canyon Crest Academy:
Bid item #10 to Hawthorne Lift Systems for an amount of \$18,862.00
Bid Item #'s 20 and 22 to BFJ Company for an amount of \$1,508.50
Bid Item #'s 21 and 23 to Mission Janitorial for an amount of \$1,961.05
- b) B2005-06 Underfloor & Drainage Repairs at Sunset High School to Stevens Construction, for an amount of \$115,000.00.
- c) B2006-05 Demolish Modular Buildings at TPHS and EWMS to American Wrecking, Inc., for an amount of \$54,700.00.

FUNDING SOURCE:

- a) Mello Roos Funds, State School Building Fund 35-00, and Other Building Fund 21-09
- b) Capital Facilities Fund 25-18
- c) Capital Facilities Fund 25-18

MAINTENANCE/OPERATIONS EQUIPMENT BID RECAP FOR CANYON CREST ACADEMY B#B2005-38

Item #	Quantity	Item Description	BFJ Co. Or equal item (state brand name, model #, etc.)	BFJ Co. Unit Price	Hawthorne Lift Or Equal Item (state brand name, model #, etc.)	Hawthorne Lift Unit Price	Mission Janitorial Or Equal Item (state brand name, model #, etc.)	Mission Janitorial Unit Price
1	2 ea.	Sprayer, 3.5 gallon, Birchmeyer						
2	2 ea.	Push spreader, Earthway, model 2150						
3	2 ea.	Back pack blower, Red Max, model EBZ500						
4	2 ea.	Edger, Tru Cut 4 stroke, 4 HP Honda engine required						
5	2 ea.	Trimmer, Shindaiwa Stringline 261						
6	2 ea.	Trimmer, Red Max reciprocating, model SGCZ8500S						
7	1 ea.	Toro Proline 36" walk behind hydrostat/pistol grip, model 30524						
8	1 ea.	Spreader, Lely tow behind, 800 lb., model WFR						
9	1 ea.	Toro Workman 3300-D 2WE, flatbed/sidekit/tailgate/dump, model 07362						
10	1 ea.	Toro Groundsmaster 4100-D 4WD 30411, Milisco seat 30398, deluxe seat suspension kit 30396, and armrest kit 30707						
11	1 ea.	4 Wheel line marker, 100 lb capacity, Jiffy						
12	1 ea.	2 Wheel line marker, 50 lb capacity, Jiffy						
13	1 ea.	J5000 12 gallon line marking striper						
14	1 ea.	Remote valve control #RT-5 RRAD						
15	1 ea.	Classen TA 19D turf aerator						
16	1 ea.	Classen SC 18" sod cutter, 5.5 Honda engine						
17	1 ea.	Shindaiwa hedge trimmer						
18	1 ea.	Forklift, Caterpillar PC4000-G (see attached specifications)				\$17,505.00		
19	1 ea.	Compressor, Speedaire #4XA61						
20	1 ea.	Carpet cleaning machine (3 part machine) Mytee RX20 Speedster 1000cv, 115-AC volts 50-60 cycles, RX20 Hydra master rotary steam extraction with wand		\$1,205.00				
21	2 ea.	Raven Sandia backpack vacuum, quad filtration w/10 lb cap, 10 quart, micro-liner 120 cfm, 122 watts-2 st 115V 9.6 amp.						\$228.00
22	2 ea.	Vacuum, upright, Eureka SC888		\$195.00				
23	2 ea.	Vacuum, Belly Pump model #W571950-291085 Waxie, 115-AC with squeegee on front					Nobles Typhoon EV 1592	\$682.00
24	1 ea.	Steam Extractor carpet spotter, Mytee Lyte 8005/A800 115 vac 17A 50/60 HZ						

DEMOLISH MODULAR BUILDINGS AT TPHS AND EWMS

BID #B2006-05

Bid Opening: 7/6/05

BIDDER	BID AMOUNT	NON-COLLUSION	BID BOND	DESIGNATION OF SUBS
American Wrecking Co.	\$54,700.00	X	X	X
Whillock Contractors	\$69,500.00	X	X	X
TC Construction, Inc.	\$76,000.00	X	X	X
Casper Co.	\$58,870.00	X	X	X
Precision Concrete	\$203,000.00	X	X	X

UNDERFLOOR & DRAINAGE REPAIRS-SUNSET

BID #B2006-06

Bid Opening: 7/6/05

BIDDER	BID AMOUNT	NON-COLLUSION	BID BOND	DESIGNATION OF SUBS
Precise Construction Management	\$151,000.00	X	X	X
Stevens Construction	\$115,000.00	X	X	X
St. Thomas Enterprises	\$231,000.00	X	X	X

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 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/THE PETER
WILLIAMS COMPANY, INC., DBA THE BATH &
KITCHEN COMPANY

EXECUTIVE SUMMARY

The Peter Williams Company, Inc., dba The Bath & Kitchen Company has completed the Remodel Staff Restroom at Oak Crest Middle School project. They completed the work within the allotted time. However, for administrative purposes, the completion date needs to be extended to coincide with the Board acceptance date.

RECOMMENDATION:

It is recommended that the Board approve Change Order Number 1 to bid package B2005-23 Remodel Staff Restroom at Oak Crest Middle School, contract entered into with The Peter Williams Company, Inc., dba The Bath & Kitchen Company, increasing the contract time by 79 calendar days, and authorize Simonetta March to execute the change order.

FUNDING SOURCE:

Not Applicable

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 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/STEVENS
CONSTRUCTION

EXECUTIVE SUMMARY

The MDF/Restroom Modernization at San Dieguito High School Academy project has run into some unforeseen conditions such as unacceptable existing soil conditions, coordination of existing ceiling joist with a new wall, and other, more minor issues. To keep the project moving, the Architect and District Staff directed the Contractor to make the necessary changes to the project. These changes are well below the 10% change order limit stated in the contract.

RECOMMENDATION:

It is recommended that the Board approve Change Order Number 1 to bid package B2005-21 MDF/Restroom Modernization at San Dieguito High School Academy, contract entered into with Stevens Construction, increasing the contract amount by \$8,730.00, and authorize Simonetta March to execute the change order.

FUNDING SOURCE:

Capital Facilities Fund 25-19

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 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/COASTAL AIR,
INC.

EXECUTIVE SUMMARY

Coastal Air, Inc. has completed the addition of an HVAC unit at Torrey Pines High School. They completed the work within the allotted time. The contract included a \$2000.00 allowance for miscellaneous unforeseen conditions. This allowance was used to cover the cost of coating the condenser coils with thermoguard to protect them from the ocean air. The total cost of this coating was \$2028.00. Therefore, the contract amount must be increased by \$28.00. Additionally, for administrative purposes, the completion date needs to be extended to coincide with the Board acceptance date.

RECOMMENDATION:

It is recommended that the Board approve Change Order Number 1 to bid package B2005-24 Add HVAC at Torrey Pines High School, contract entered into with Coastal Air, Inc., increasing the contract time by 41 calendar days and the contract amount by \$28.00, and authorize Simonetta March to execute the change order.

FUNDING SOURCE:

Capital Facilities Fund 25-19

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 12, 2005

BOARD MEETING DATE: July 21, 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/THE PETER WILLIAMS COMPANY,
INC., DBA THE BATH & KITCHEN COMPANY

EXECUTIVE SUMMARY

The Peter Williams Company, Inc., dba The Bath & Kitchen Company has completed the Remodel Staff Restroom at Oak Crest Middle 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 bid package B2005-23 Remodel Staff Restroom at Oak Crest Middle School as complete, contract entered into with The Peter Williams Company, Inc., dba The Bath & Kitchen Company, 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: July 12, 2005

BOARD MEETING DATE: July 21, 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/COASTAL AIR, INC.

EXECUTIVE SUMMARY

Coastal Air, Inc. has completed the Add HVAC at Torrey Pines 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 bid package B2005-24 Add HVAC at Torrey Pines High School as complete, contract entered into with Coastal Air, Inc., 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: July 5, 2005

BOARD MEETING DATE: July 21, 2005

PREPARED BY: John Addleman, Facilities Planning Analyst
Steve Ma, Exec. Dir. of Business Services
Eric J. Hall, Associate Superintendent of Business Services

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: ADOPTION OF RESOLUTIONS LEVYING
SPECIAL TAXES FOR 2005-2006 FISCAL
YEAR

EXECUTIVE SUMMARY

The Board of Trustees has adopted ordinances authorizing the levy of a special tax within Community Facilities District (CFD) 94-1, CFD 94-2, CFD 94-3, CFD 95-1, CFD 95-2, CFD 99-1, CFD 99-2, CFD 99-3, and CFD 03-1. These ordinances authorized the Board of Trustees to provide, by resolution, for the levy of the special tax in accordance with the Rate and Method established. The tax will appear on each property owner's tax bill and is to be collected by the County Assessor's Office, per arrangement.

Attachment A to the attached resolutions is available for inspection in the Facilities Planning Department and will be filed as part of the minutes of this meeting.

RECOMMENDATION:

It is recommended that the Board adopt the attached resolutions levying Special Taxes Within Community Facilities District No.'s 94-1, 94-2, 94-3, 95-1, 95-2, 99-1, 99-2, 99-3, and 03-1, and authorize the Auditor of San Diego County to levy taxes on all non-exempt property within each Community Facilities District.

FUNDING SOURCE:

Community Facilities Districts 94-1, 94-2, 94-3, 95-1, 95-2, 99-1, 99-2, 99-3, and 03-1

Enclosures: 2004/2005 Special Tax Summary

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
COMMUNITY FACILITIES DISTRICTS
2005/2006 EXECUTIVE SUMMARY**

DISTRICT	PARCELS LEVIED	LEVY AMOUNT APPLIED AT COUNTY	LEVY AMOUNT HANDBILLED	TOTAL LEVY AMOUNT
CFD No. 94-1	8	\$6,400	0.00	\$6,400
CFD No. 94-2	2,396	1,731,200	0.00	1,731,200
CFD No. 94-3	877	536,246	0.00	536,246
CFD No. 95-1	1,969	1,972,125	0.00	1,972,125
CFD No. 95-2	303	249,302	0.00	249,302
CFD No. 99-1	316	329,082	0.00	329,082
CFD No. 99-2	31	17,670	0.00	17,670
CFD No. 99-3	98	55,860	0.00	55,860
CFD No. 03-1	342	360,570	0.00	360,570
TOTAL	6,340	\$5,258,455	0.00	\$5,258,455

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
LEVYING SPECIAL TAX FOR 2005-06 FOR
COMMUNITY FACILITIES DISTRICT 94-1 OF
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

WHEREAS, the Board of Trustees (the "Board") of the San Dieguito Union High School District (the "District") has previously completed proceedings pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Section 53311 of the Government Code of the State of California (the "Act") to form Community Facilities District 94-1 of the San Dieguito Union High School District; and

WHEREAS, the Board, acting on behalf of CFD 94-1, has reviewed the financial affairs of CFD 94-1; and

WHEREAS, the Board desires at this time to levy the special taxes at the rates specified herein for the fiscal year for CFD 94-1,

NOW, THEREFORE, the Board of Trustees of the San Dieguito Union High School District, acting as the legislative body of Community Facilities District 94-1, does hereby resolve, determine, and order as follows:

Section 1. That the Clerk of the Board of Trustees of the District is hereby authorized to file a certified copy of this Resolution with the Auditor of the County of San Diego and such other public agencies as may be necessary.

Section 2. Pursuant to Section 53340 of the Act, the Board hereby levies the special taxes on all non-exempt property within CFD 94-1 pursuant to the Rate and Method of Apportionment of the Special Tax for CFD 94-1, and in the amounts and on property within CFD 94-1 for Fiscal Year 2005-06 as set forth on Attachment A attached hereto and incorporated herein by this reference.

ADOPTED, SIGNED, AND APPROVED THIS 21st DAY OF July, 2005.

San Dieguito Union High School District
Acting as the Legislative Body of
Community Facilities District 94-1

By: _____
President of the Board of Trustees

Resolution Levying Special Tax for 2005-06
Page 2

ATTEST:

By: _____
Clerk, Board of Trustees

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, Deanna Rich, Clerk of the Board of Trustees of the San Dieguito Union High School District, do hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees at a regular meeting of said Board held on the 21st day of July, 2005, and that is was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk, Board of Trustees

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
LEVYING SPECIAL TAX FOR 2005-06 FOR
COMMUNITY FACILITIES DISTRICT 94-2 OF
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

WHEREAS, the Board of Trustees (the "Board") of the San Dieguito Union High School District (the "District") has previously completed proceedings pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Section 53311 of the Government Code of the State of California (the "Act") to form Community Facilities District 94-2 of the San Dieguito Union High School District; and

WHEREAS, the Board, acting on behalf of CFD 94-2, has reviewed the financial affairs of CFD 94-2; and

WHEREAS, the Board desires at this time to levy the special taxes at the rates specified herein for the fiscal year for CFD 94-2,

NOW, THEREFORE, the Board of Trustees of the San Dieguito Union High School District, acting as the legislative body of Community Facilities District 94-2, does hereby resolve, determine, and order as follows:

Section 1. That the Clerk of the Board of Trustees of the District is hereby authorized to file a certified copy of this Resolution with the Auditor of the County of San Diego and such other public agencies as may be necessary.

Section 2. Pursuant to Section 53340 of the Act, the Board hereby levies the special taxes on all non-exempt property within CFD 94-2 pursuant to the Rate and Method of Apportionment of the Special Tax for CFD 94-2, and in the amounts and on property within CFD 94-2 for Fiscal Year 2005-06 as set forth on Attachment A attached hereto and incorporated herein by this reference.

ADOPTED, SIGNED, AND APPROVED THIS 21st DAY OF July, 2005.

San Dieguito Union High School District
Acting as the Legislative Body of
Community Facilities District 94-2

By: _____
President of the Board of Trustees

Resolution Levying Special Tax for 2005-06

Page 2

ATTEST:

By: _____
Clerk, Board of Trustees

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, Deanna Rich, Clerk of the Board of Trustees of the San Dieguito Union High School District, do hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees at a regular meeting of said Board held on the 21st day of July, 2005, and that is was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk, Board of Trustees

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
LEVYING SPECIAL TAX FOR 2005-06 FOR
COMMUNITY FACILITIES DISTRICT 94-3 OF
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

WHEREAS, the Board of Trustees (the "Board") of the San Dieguito Union High School District (the "District") has previously completed proceedings pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Section 53311 of the Government Code of the State of California (the "Act") to form Community Facilities District 94-3 of the San Dieguito Union High School District; and

WHEREAS, the Board, acting on behalf of CFD 94-3, has reviewed the financial affairs of CFD 94-3; and

WHEREAS, the Board desires at this time to levy the special taxes at the rates specified herein for the fiscal year for CFD 94-3,

NOW, THEREFORE, the Board of Trustees of the San Dieguito Union High School District, acting as the legislative body of Community Facilities District 94-3, does hereby resolve, determine, and order as follows:

Section 1. That the Clerk of the Board of Trustees of the District is hereby authorized to file a certified copy of this Resolution with the Auditor of the County of San Diego and such other public agencies as may be necessary.

Section 2. Pursuant to Section 53340 of the Act, the Board hereby levies the special taxes on all non-exempt property within CFD 94-3 pursuant to the Rate and Method of Apportionment of the Special Tax for CFD 94-3, and in the amounts and on property within CFD 94-3 for Fiscal Year 2005-06 as set forth on Attachment A attached hereto and incorporated herein by this reference.

ADOPTED, SIGNED, AND APPROVED THIS 21st DAY OF July, 2005.

San Dieguito Union High School District
Acting as the Legislative Body of
Community Facilities District 94-3

By: _____
President of the Board of Trustees

ATTEST:

By: _____
Clerk, Board of Trustees

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, Deanna Rich, Clerk of the Board of Trustees of the San Dieguito Union High School District, do hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees at a regular meeting of said Board held on the 21st day of July, 2005, and that is was so adopted by the following vote:

- AYES:

- NOES:

- ABSTAIN:

- ABSENT:

Clerk, Board of Trustees

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
LEVYING SPECIAL TAX FOR 2005-06 FOR
COMMUNITY FACILITIES DISTRICT 95-1 OF
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

WHEREAS, the Board of Trustees (the "Board") of the San Dieguito Union High School District (the "District") has previously completed proceedings pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Section 53311 of the Government Code of the State of California (the "Act") to form Community Facilities District 95-1 of the San Dieguito Union High School District; and

WHEREAS, the Board, acting on behalf of CFD 95-1, has reviewed the financial affairs of CFD 95-1; and

WHEREAS, the Board desires at this time to levy the special taxes at the rates specified herein for the fiscal year for CFD 95-1,

NOW, THEREFORE, the Board of Trustees of the San Dieguito Union High School District, acting as the legislative body of Community Facilities District 95-1, does hereby resolve, determine, and order as follows:

Section 1. That the Clerk of the Board of Trustees of the District is hereby authorized to file a certified copy of this Resolution with the Auditor of the County of San Diego and such other public agencies as may be necessary.

Section 2. Pursuant to Section 53340 of the Act, the Board hereby levies the special taxes on all non-exempt property within CFD 95-1 pursuant to the Rate and Method of Apportionment of the Special Tax for CFD 95-1, and in the amounts and on property within CFD 95-1 for Fiscal Year 2005-06 as set forth on Attachment A attached hereto and incorporated herein by this reference.

ADOPTED, SIGNED, AND APPROVED THIS 21st DAY OF July, 2005.

San Dieguito Union High School District
Acting as the Legislative Body of
Community Facilities District 95-1

By: _____
President of the Board of Trustees

Resolution Levying Special Tax for 2005-06

Page 2

ATTEST:

By: _____
Clerk, Board of Trustees

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, Deanna Rich, Clerk of the Board of Trustees of the San Dieguito Union High School District, do hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees at a regular meeting of said Board held on the 21st day of July, 2005, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk, Board of Trustees

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
LEVYING SPECIAL TAX FOR 2005-06 FOR
COMMUNITY FACILITIES DISTRICT 95-2 OF
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

WHEREAS, the Board of Trustees (the "Board") of the San Dieguito Union High School District (the "District") has previously completed proceedings pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Section 53311 of the Government Code of the State of California (the "Act") to form Community Facilities District 95-2 of the San Dieguito Union High School District; and

WHEREAS, the Board, acting on behalf of CFD 95-2, has reviewed the financial affairs of CFD 95-2; and

WHEREAS, the Board desires at this time to levy the special taxes at the rates specified herein for the fiscal year for CFD 95-2,

NOW, THEREFORE, the Board of Trustees of the San Dieguito Union High School District, acting as the legislative body of Community Facilities District 95-2, does hereby resolve, determine, and order as follows:

Section 1. That the Clerk of the Board of Trustees of the District is hereby authorized to file a certified copy of this Resolution with the Auditor of the County of San Diego and such other public agencies as may be necessary.

Section 2. Pursuant to Section 53340 of the Act, the Board hereby levies the special taxes on all non-exempt property within CFD 95-2 pursuant to the Rate and Method of Apportionment of the Special Tax for CFD 95-2, and in the amounts and on property within CFD 95-2 for Fiscal Year 2005-06 as set forth on Attachment A attached hereto and incorporated herein by this reference.

ADOPTED, SIGNED, AND APPROVED THIS 21st DAY OF July, 2005.

San Dieguito Union High School District
Acting as the Legislative Body of
Community Facilities District 95-2

By: _____
President of the Board of Trustees

Resolution Levying Special Tax for 2005-06
Page 2

ATTEST:

By: _____
Clerk, Board of Trustees

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, Deanna Rich, Clerk of the Board of Trustees of the San Dieguito Union High School District, do hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees at a regular meeting of said Board held on the 21st day of July, 2005, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk, Board of Trustees

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
LEVYING SPECIAL TAX FOR 2005-06 FOR
COMMUNITY FACILITIES DISTRICT 99-1 OF
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

WHEREAS, the Board of Trustees (the "Board") of the San Dieguito Union High School District (the "District") has previously completed proceedings pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Section 53311 of the Government Code of the State of California (the "Act") to form Community Facilities District 99-1 of the San Dieguito Union High School District; and

WHEREAS, the Board, acting on behalf of CFD 99-1, has reviewed the financial affairs of CFD 99-1; and

WHEREAS, the Board desires at this time to levy the special taxes at the rates specified herein for the fiscal year for CFD 99-1,

NOW, THEREFORE, the Board of Trustees of the San Dieguito Union High School District, acting as the legislative body of Community Facilities District 99-1, does hereby resolve, determine, and order as follows:

Section 1. That the Clerk of the Board of Trustees of the District is hereby authorized to file a certified copy of this Resolution with the Auditor of the County of San Diego and such other public agencies as may be necessary.

Section 2. Pursuant to Section 53340 of the Act, the Board hereby levies the special taxes on all non-exempt property within CFD 99-1 pursuant to the Rate and Method of Apportionment of the Special Tax for CFD 99-1, and in the amounts and on property within CFD 99-1 for Fiscal Year 2005-06 as set forth on Attachment A attached hereto and incorporated herein by this reference.

ADOPTED, SIGNED, AND APPROVED THIS 21st DAY OF July, 2005.

San Dieguito Union High School District
Acting as the Legislative Body of
Community Facilities District 99-1

By: _____
President of the Board of Trustees

Resolution Levying Special Tax for 2005-06

Page 2

ATTEST:

By: _____
Clerk, Board of Trustees

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, Deanna Rich, Clerk of the Board of Trustees of the San Dieguito Union High School District, do hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees at a regular meeting of said Board held on the 21st day of July, 2005, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk, Board of Trustees

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
LEVYING SPECIAL TAX FOR 2005-06 FOR
COMMUNITY FACILITIES DISTRICT 99-2 OF
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

WHEREAS, the Board of Trustees (the "Board") of the San Dieguito Union High School District (the "District") has previously completed proceedings pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Section 53311 of the Government Code of the State of California (the "Act") to form Community Facilities District 99-2 of the San Dieguito Union High School District; and

WHEREAS, the Board, acting on behalf of CFD 99-2, has reviewed the financial affairs of CFD 99-2; and

WHEREAS, the Board desires at this time to levy the special taxes at the rates specified herein for the fiscal year for CFD 99-2,

NOW, THEREFORE, the Board of Trustees of the San Dieguito Union High School District, acting as the legislative body of Community Facilities District 99-2, does hereby resolve, determine, and order as follows:

Section 1. That the Clerk of the Board of Trustees of the District is hereby authorized to file a certified copy of this Resolution with the Auditor of the County of San Diego and such other public agencies as may be necessary.

Section 2. Pursuant to Section 53340 of the Act, the Board hereby levies the special taxes on all non-exempt property within CFD 99-2 pursuant to the Rate and Method of Apportionment of the Special Tax for CFD 99-2, and in the amounts and on property within CFD 99-2 for Fiscal Year 2005-06 as set forth on Attachment A attached hereto and incorporated herein by this reference.

ADOPTED, SIGNED, AND APPROVED THIS 21st DAY OF July, 2005.

San Dieguito Union High School District
Acting as the Legislative Body of
Community Facilities District 99-2

By: _____
President of the Board of Trustees

Resolution Levying Special Tax for 2005-06
Page 2

ATTEST:

By: _____
Clerk, Board of Trustees

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, Deanna Rich, Clerk of the Board of Trustees of the San Dieguito Union High School District, do hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees at a regular meeting of said Board held on the 21st day of July, 2005, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk, Board of Trustees

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
LEVYING SPECIAL TAX FOR 2005-06 FOR
COMMUNITY FACILITIES DISTRICT 99-3 OF
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

WHEREAS, the Board of Trustees (the "Board") of the San Dieguito Union High School District (the "District") has previously completed proceedings pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Section 53311 of the Government Code of the State of California (the "Act") to form Community Facilities District 99-3 of the San Dieguito Union High School District; and

WHEREAS, the Board, acting on behalf of CFD 99-3, has reviewed the financial affairs of CFD 99-3; and

WHEREAS, the Board desires at this time to levy the special taxes at the rates specified herein for the fiscal year for CFD 99-3,

NOW, THEREFORE, the Board of Trustees of the San Dieguito Union High School District, acting as the legislative body of Community Facilities District 99-3, does hereby resolve, determine, and order as follows:

Section 1. That the Clerk of the Board of Trustees of the District is hereby authorized to file a certified copy of this Resolution with the Auditor of the County of San Diego and such other public agencies as may be necessary.

Section 2. Pursuant to Section 53340 of the Act, the Board hereby levies the special taxes on all non-exempt property within CFD 99-3 pursuant to the Rate and Method of Apportionment of the Special Tax for CFD 99-3, and in the amounts and on property within CFD 99-3 for Fiscal Year 2005-06 as set forth on Attachment A attached hereto and incorporated herein by this reference.

ADOPTED, SIGNED, AND APPROVED THIS 21st DAY OF July, 2005.

San Dieguito Union High School District
Acting as the Legislative Body of
Community Facilities District 99-3

By: _____
President of the Board of Trustees

Resolution Levying Special Tax for 2005-06

Page 2

ATTEST:

By: _____
Clerk, Board of Trustees

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, Deanna Rich, Clerk of the Board of Trustees of the San Dieguito Union High School District, do hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees at a regular meeting of said Board held on the 21st day of July, 2005, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk, Board of Trustees

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
LEVYING SPECIAL TAX FOR 2005-06 FOR
COMMUNITY FACILITIES DISTRICT 03-1 OF
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

WHEREAS, the Board of Trustees (the "Board") of the San Dieguito Union High School District (the "District") has previously completed proceedings pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Section 53311 of the Government Code of the State of California (the "Act") to form Community Facilities District 03-1 of the San Dieguito Union High School District; and

WHEREAS, the Board, acting on behalf of CFD 03-1, has reviewed the financial affairs of CFD 03-1; and

WHEREAS, the Board desires at this time to levy the special taxes at the rates specified herein for the fiscal year for CFD 03-1,

NOW, THEREFORE, the Board of Trustees of the San Dieguito Union High School District, acting as the legislative body of Community Facilities District 03-1, does hereby resolve, determine, and order as follows:

Section 1. That the Clerk of the Board of Trustees of the District is hereby authorized to file a certified copy of this Resolution with the Auditor of the County of San Diego and such other public agencies as may be necessary.

Section 2. Pursuant to Section 53340 of the Act, the Board hereby levies the special taxes on all non-exempt property within CFD 03-1 pursuant to the Rate and Method of Apportionment of the Special Tax for CFD 03-1, and in the amounts and on property within CFD 03-1 for Fiscal Year 2005-06 as set forth on Attachment A attached hereto and incorporated herein by this reference.

ADOPTED, SIGNED, AND APPROVED THIS 21st DAY OF July, 2005.

San Dieguito Union High School District
Acting as the Legislative Body of
Community Facilities District 03-1

By: _____
President of the Board of Trustees

ATTEST:

By: _____
Clerk, Board of Trustees

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, Deanna Rich, Clerk of the Board of Trustees of the San Dieguito Union High School District, do hereby certify that the foregoing Resolution was duly adopted by the Board of Trustees at a regular meeting of said Board held on the 21st day of July, 2005, and that is was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk, Board of Trustees


San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 5, 2005

BOARD MEETING DATE: July 21, 2005

PREPARED BY: 
John Addleman, Facilities Planning Analyst
Steve Ma, Exec. Dir. of Business Services
Eric J. Hall, Associate Superintendent of
Business Services

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: **ADOPTION OF RESOLUTIONS
ESTABLISHING SPECIAL TAXES FOR
2005-2006 FISCAL YEAR**

EXECUTIVE SUMMARY

The Board of Trustees has adopted ordinances authorizing the levy of a special tax within Community Facilities District 94-2, Community Facilities District 94-3, Community Facilities District 95-2, Community Facilities District 99-1, Community Facilities District 99-2, Community Facilities District 99-3, and Community Facilities District 03-1. These ordinances were adopted pursuant to the Rate and Method of Apportionment of Special Taxes approved in the elections. The Rate and Method of Apportionment of Special Taxes also require the Board to determine the amount for the alternate prepayment to be collected each year. The Lee Saylor Cost of Construction Index can increase this rate for all CFD's except for CFD 99-2 and CFD 99-3 for which the Engineering News-Record Building Cost Index is used.

The 2005-2006 prepayment amounts have been established as follows:

- CFD 94-2 - \$4,955.00 for a single family home and \$1,350.00 for a multi-family home.
- CFD 94-3 - \$7,245.99 for a single family home and \$1,974.18 for a multi-family home.
- CFD 95-2 - \$6,999.68 for a single family home and \$1,907.08 for a multi-family home.

- CFD 99-1 - \$7,207.95 for a single family home and \$1,946.90 for a multi-family home.
- CFD 99-2 – One-Time Special Tax of \$.90 per square foot of assessable space for residential homes and \$.20 per square foot of assessable space for commercial buildings located in the Encinitas School District and \$.12 per square foot of assessable space for commercial buildings located in the Rancho Santa Fe School District.
- CFD 99-3 – One-Time Special Tax of \$.90 per square foot of assessable space for residential homes and \$.20 per square foot of assessable space for commercial buildings.
- CFD 03-1 - \$8,548.66 for a Tax Class A single family home, \$2,309.73 for a Tax Class A multi-family home, \$7,207.95 for a Tax Class B single family home, and \$1,946.90 for a Tax Class B multi-family home.

RECOMMENDATION:

It is recommended that the Board adopt the attached resolutions establishing Special Taxes Within Community Facilities District No.'s 94-2, 94-3, 95-2, 99-1, 99-2, 99-3, and 03-1, which increases the Alternate Prepayment Tax for single family, multi-family units, and commercial buildings per Lee Saylor Cost of Construction Index or Engineering News-Record Building Cost Index.

FUNDING SOURCE:

Community Facilities Districts 94-2, 94-3, 95-2, 99-1, 99-2, 99-3, and 03-1

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
ESTABLISHING SPECIAL TAXES WITHIN
COMMUNITY FACILITIES DISTRICT NO. 94-2
FOR PREPAYMENTS FOR THE 2005-06 FISCAL YEAR**

WHEREAS, on September 22, 1994 the Board of Trustees of the San Dieguito Union High School District (the "Board of Trustees") adopted a resolution entitled "Resolution of Formation of the Board of Trustees of the San Dieguito Union High School District Establishing Community Facilities District No. 94-2 of the San Dieguito Union High School District, Authorizing the Levy of a Special Tax, the Incurrence of Bonded Indebtedness not to Exceed \$50,000,000 within Proposed Community Facilities District 94-2 and Calling an Election" (the "Resolution"), which established Community Facilities District No. 94-2 of the San Dieguito Union High School District (the "District") pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, to finance the construction and acquisition of certain school facilities within the District;

WHEREAS, the Resolution authorized the levy of a special tax on property lying within the District, authorized the issuance of bonds in an aggregate principal amount not to exceed \$50,000,000 and called an election;

WHEREAS, on November 3, 1994, an election (the "Election") was held within the District in which the eligible electors approved by more than two-thirds of the votes cast the propositions of levying a special tax on property within the District, incurring indebtedness in an amount not to exceed \$50,000,000 and establishing an appropriations limit;

WHEREAS, on December 5, 1994, the Board of Trustees adopted an ordinance entitled, "Ordinance of the Board of Trustees of the San Dieguito Union High School District Authorizing the Levy of a Special Tax Within Community Facilities District No. 94-2" (the "Ordinance") authorizing the levy of a special tax within the District pursuant to the rate and method of apportionment of special taxes approved in the Election (the "Rate and Method") which is set forth in Exhibit A attached to the Ordinance (terms used but not defined herein have the meaning provided in the Rate and Method);

WHEREAS, the Ordinance authorized the Board of Trustees to provide, by resolution, for the levy of the special tax in accordance with the Rate and Method;

WHEREAS, pursuant to the Rate and Method, within five (5) business days from the time of issuance of the initial building permit with respect to any Assessor's Parcel, the owner of such Assessor's Parcel of Developed Property may elect to prepay fifty percent of the aggregate Maximum Special Tax obligation attributable to the Assessor's Parcel;

NOW THEREFORE, THE BOARD OF TRUSTEES DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. In accordance with the Rate and Method, the Board of Trustees hereby establishes \$4,955.00 as the Alternate Prepayment Tax for Single-Family units and \$1,350.00 for Multi-Family units with respect to Developed Property for the 2005-06 fiscal year.

Section 2. The Alternate Prepayment Tax with respect to any Assessor's Parcel shall be collected by the District within five (5) business days from the time of issuance of the initial building permit of such Assessor's Parcel of Developed Property in accordance with Section VII of the Rate and Method and Section 5 of the Ordinance.

Section 3. The Board of Trustees hereby ratifies any action taken prior to adoption of this resolution to collect the Alternate Prepayment Taxes with respect to Developed Property for the 2005-06 fiscal year.

Section 4. This Resolution shall take effect immediately on the date of final passage.

ADOPTED, SIGNED AND APPROVED, this 21st day of July, 2005.

BOARD OF TRUSTEES OF THE SAN
DIEGUITO UNION HIGH SCHOOL DISTRICT

By: _____

Title: President, Board of Trustees

ATTEST:

By: _____

Title: Clerk, Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNIONHIGH SCHOOL DISTRICT
ESTABLISHING SPECIAL TAXES WITHIN
COMMUNITY FACILITIES DISTRICT NO. 94-3
FOR PREPAYMENTS FOR THE 2005-06 FISCAL YEAR**

WHEREAS, on March 21, 1996 the Board of Trustees of the San Dieguito Union High School District (the "Board of Trustees") adopted a resolution entitled "Resolution of Formation of the Board of Trustees of the San Dieguito Union High School District Establishing Community Facilities District No. 94-3 of the San Dieguito Union High School District, Authorizing the Levy of a Special Tax, the Incurrence of Bonded Indebtedness not to Exceed \$50,000,000 within Proposed Community Facilities District No. 94-3 and Calling an Election" (the "Resolution"), which established Community Facilities District No. 94-3 of the San Dieguito Union High School District (the "District") pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, to finance the construction and acquisition of certain school facilities within the District;

WHEREAS, on July 18, 1996 the Board amended the Resolution by adopting a resolution entitled "Amendment to Resolutions of Formation of the Board of Trustees of the San Dieguito Union High School District Regarding Establishment of Community Facilities District Nos. 94-3 and 95-2 of the San Dieguito Union High School District" (the "Amending Resolution") changing the date of the election;

WHEREAS, the Resolution authorized the levy of a special tax on property lying within the District, authorized the issuance of bonds in an aggregate principal amount not to exceed \$50,000,000 and called an election;

WHEREAS, on September 10, 1996 an election (the "Election") was held within the District in which the eligible electors approved by more than two-thirds of the votes cast the propositions of levying a special tax on property within the District, incurring indebtedness in an amount not to exceed \$50,000,000 and establishing an appropriations limit;

WHEREAS, on September 19, 1996 the Board of Trustees adopted an ordinance entitled, "Ordinance of the Board of Trustees of the San Dieguito Union High School District Authorizing the Levy of a Special Tax Within Community Facilities District No. 94-3" (the "Ordinance") authorizing the levy of a special tax within the District pursuant to the rate and method of apportionment of special taxes approved in the Election (the "Rate and Method") which is set forth in Exhibit A attached to the Ordinance (terms used but not defined herein have the meanings provided in the Rate and Method);

WHEREAS, the Ordinance authorized the Board of Trustees to provide, by resolution, for the levy of the special tax in accordance with the Rate and Method;

WHEREAS, pursuant to the Rate and Method, within five (5) business days from the time of issuance of the initial building permit with respect to any Assessor's Parcel, the owner of such Assessor's Parcel of Developed Property may elect to prepay fifty percent of the aggregate Maximum Special Tax obligation attributable to the Assessor's Parcel;

NOW THEREFORE, THE BOARD OF TRUSTEES DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. In accordance with the Rate and Method, the Board of Trustees hereby establishes \$7,245.99 as the Alternate Prepayment Tax for Single-Family units and \$1,974.18 for Multi-Family units with respect to Developed Property for the 2005-06 fiscal year.

Section 2. The Alternate Prepayment Tax with respect to any Assessor's Parcel shall be collected by the District within five (5) business days from the time of issuance of the initial building permit of such Assessor's Parcel of Developed Property in accordance with Section VII of the Rate and Method and Section 5 of the Ordinance.

Section 3. The Board of Trustees hereby ratifies any action taken prior to adoption of this resolution to collect the Alternate Prepayment Taxes with respect to Developed Property for the 2005-06 fiscal year.

Section 4. This Resolution shall take effect immediately on the date of final passage.

ADOPTED, SIGNED AND APPROVED, this 21st day of July, 2005.

BOARD OF TRUSTEES OF THE SAN
DIEGUITO UNION HIGH SCHOOL DISTRICT

By: _____

Title: President, Board of Trustees

ATTEST:

By: _____

Title: Clerk, Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNIONHIGH SCHOOL DISTRICT
ESTABLISHING SPECIAL TAXES WITHIN
COMMUNITY FACILITIES DISTRICT NO. 95-2
FOR PREPAYMENTS FOR THE 2005-06 FISCAL YEAR**

WHEREAS, on March 21, 1996 the Board of Trustees of the San Dieguito Union High School District (the "Board of Trustees") adopted a resolution entitled "Resolution of Formation of the Board of Trustees of the San Dieguito Union High School District Establishing Community Facilities District No. 95-2 of the San Dieguito Union High School District, Authorizing the Levy of a Special Tax, the Incurrence of Bonded Indebtedness not to Exceed \$50,000,000 within Proposed Community Facilities District No. 95-2 and Calling an Election" (the "Resolution"), which established Community Facilities District No. 95-2 of the San Dieguito Union High School District (the "District") pursuant to the Mello-Roos community Facilities Act of 1982, as amended, to finance the construction and acquisition of certain school facilities within the District;

WHEREAS, on July 18, 1996 the Board amended the Resolution by adopting a resolution entitled "Amendment to Resolutions of Formation of the Board of Trustees of the San Dieguito Union High School District Regarding Establishment of Community Facilities District Nos. 94-3 and 95-2 of the San Dieguito Union High School District" (the "Amending Resolution") changing the date of the election;

WHEREAS, the Resolution authorized the levy of a special tax on property lying within the District, authorized the issuance of bonds in an aggregate principal amount not to exceed \$50,000,000 and called an election;

WHEREAS, on September 10, 1996 an election (the "Election") was held within the District in which the eligible electors approved by more than two-thirds of the votes cast the propositions of levying a special tax on property within the District, incurring indebtedness in an amount not to exceed \$50,000,000 and establishing an appropriations limit;

WHEREAS, on September 19, 1996 the Board of Trustees adopted an ordinance entitled, "Ordinance of the Board of Trustees of the San Dieguito Union High School District Authorizing the Levy of a Special Tax Within Community Facilities District No. 95-2" (the "Ordinance") authorizing the levy of a special tax within the District pursuant to the rate and method of apportionment of special taxes approved in the Election (the "Rate and Method") which is set forth in Exhibit A attached to the Ordinance (terms used but not defined herein have the meanings provided in the Rate and Method);

WHEREAS, the Ordinance authorized the Board of Trustees to provide, by resolution, for the levy of the special tax in accordance with the Rate and Method;

WHEREAS, pursuant to the Rate and Method, within five (5) business days from the time of issuance of the initial building permit with respect to any Assessor's Parcel, the owner of such Assessor's Parcel of Developed Property may elect to prepay fifty percent of the aggregate Maximum Special Tax obligation attributable to the Assessor's Parcel;

NOW THEREFORE, THE BOARD OF TRUSTEES DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. In accordance with the Rate and Method, the Board of Trustees hereby establishes \$6,999.68 as the Alternate Prepayment Tax for Single-Family units and \$1,907.08 for Multi-Family units with respect to Developed Property for the 2005-06 fiscal year.

Section 2. The Alternate Prepayment Tax with respect to any Assessor's Parcel shall be collected by the District within five (5) business days from the time of issuance of the initial building permit of such Assessor's Parcel of Developed Property in accordance with Section VII of the Rate and Method and Section 5 of the Ordinance.

Section 3. The Board of Trustees hereby ratifies any action taken prior to adoption of this resolution to collect the Alternate Prepayment Taxes with respect to Developed Property for the 2005-06 fiscal year.

Section 4. This Resolution shall take effect immediately on the date of final passage.

ADOPTED, SIGNED AND APPROVED, this 21st day of July, 2005.

BOARD OF TRUSTEES OF THE SAN
DIEGUITO UNION HIGH SCHOOL DISTRICT

By: _____

Title: President, Board of Trustees

ATTEST:

By: _____

Title: Clerk, Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
ESTABLISHING SPECIAL TAXES WITHIN
COMMUNITY FACILITIES DISTRICT NO. 99-1
FOR PREPAYMENTS FOR THE 2005-06 FISCAL YEAR**

WHEREAS, on May 6, 1999 the Board of Trustees of the San Dieguito Union High School District (the "Board of Trustees") adopted a resolution entitled "Resolution of Formation of the Board of Trustees of the San Dieguito Union High School District Establishing Community Facilities District No. 99-1 of the San Dieguito Union High School District Authorizing the Levy of a Special Tax, the Incurrence of Bonded Indebtedness not to Exceed \$50,000,000 with Proposed Community Facilities District No. 99-1 and Calling an Election" (the "Resolution), which established Community Facilities District No. 99-1 of the San Dieguito Union High School District (the "District") pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, to finance the construction and acquisition of certain school facilities within the District; and

WHEREAS, on August 19, 1999 the Board amended the Resolution by adopting a resolution entitled "Amendment to Resolution of Formation of the Board of Trustees of the San Dieguito Union High School District Regarding Establishment of Community Facilities District No. 99-1 of the San Dieguito Union High School District" (the "Amending Resolution") changing the date of the election; and

WHEREAS, the Resolution authorized the levy of a special tax on property lying within the District, authorized the issuance of bonds in an aggregate principal amount not to exceed \$50,000,000 and called an election; and

WHEREAS, on September 16, 1999 an election (the "Election") was held within the District in which the eligible electors approved by more than two-thirds of the votes cast the propositions of levying a special tax on property within the District, incurring indebtedness in an amount not to exceed \$50,000,000 and establishing an appropriations limit; and

WHEREAS, on September 16, 1999 the Board of Trustees adopted an ordinance entitled, "Ordinance of the Board of Trustees of the San Dieguito Union High School District Authorizing the Levy of a Special Tax Within Community Facilities District No. 99-1" (the "Ordinance") authorizing the levy of a special tax within the District pursuant to the rate and method of apportionment of special taxes approved in the Election (the "Rate and Method") which is set forth in Exhibit A attached to the Ordinance (terms used but not defined herein have the meanings provided the Rate and Method); and

WHEREAS, the Ordinance authorized the Board of Trustees to provide, by resolution, the levy of the special tax in accordance with the Rate and Method; and

WHEREAS, pursuant to the Rate and Method, within five (5) business days from the time of issuance of the initial building permit with respect to any Assessor's Parcel, the owner of such Assessor's Parcel of Developed Property may elect to prepay fifty percent of the aggregate Maximum Special Tax obligation attributable to the Assessor's Parcel;

NOW THEREFORE, THE BOARD OF TRUSTEES DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. In accordance with the Rate and Method, the Board of Trustees hereby establishes \$7,207.95 as the Alternate Prepayment Tax for Single-Family units and \$1,946.90 for multi-Family units with respect to Developed Property for the 2005-06 fiscal year.

Section 2. The Alternate Prepayment Tax with respect to any Assessor's Parcel shall be collected by the District within five (5) business days from the time of issuance of the initial building permit of such Assessor's Parcel of Developed Property in accordance with Section VII of the Rate and Method and Section 5 of the Ordinance.

Section 3. The Board of Trustees hereby ratifies any action taken prior to adoption of this resolution to collect the Alternate Prepayment Taxes with respect to Developed Property for the 2005-06 fiscal year.

Section 4. This Resolution shall take effect immediately on the date of final passage.

ADOPTED, SIGNED AND APPROVED, this 21st day of July, 2005.

BOARD OF TRUSTEES OF THE SAN
DIEGUITO UNION HIGH SCHOOL DISTRICT

By: _____

Title: President, Board of Trustees

ATTEST:

By: _____

Title: Clerk, Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
ESTABLISHING SPECIAL TAXES WITHIN
COMMUNITY FACILITIES DISTRICT NO. 99-2
FOR PREPAYMENTS FOR THE 2005-06 FISCAL YEAR**

WHEREAS, on May 6, 1999 the Board of Trustees of the San Dieguito Union High School District (the "Board of Trustees") adopted a resolution entitled "Resolution of Formation of the Board of Trustees of the San Dieguito Union High School District Establishing Community Facilities District No. 99-2 (The Bridges at Rancho Santa Fe) of the San Dieguito Union High School District, Authorizing the Levy of a Special Tax, the Incurrence of Bonded Indebtedness Not to Exceed \$50,000,000 Within Proposed Community Facilities District No. 99-2 (The Bridges at Rancho Santa Fe) and Calling an Election" (The "Resolution"), which established Community Facilities District No. 99-2 of the San Dieguito Union High School District (the "District") pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, to finance the construction and acquisition of certain school facilities within the District; and

WHEREAS, the Resolution authorized the levy of a special tax on property lying within the District, authorized the issuance of bonds in an aggregate principal amount not to exceed \$50,000,000 and called an election; and

WHEREAS, on May 11, 1999 an election (the "Election") was held within the District in which the eligible electors approved by more than two-thirds of the votes cast the propositions of levying a special tax on property within the District, incurring indebtedness in an amount not to exceed \$50,000,000 and establishing an appropriations limit; and

WHEREAS, on May 20, 1999 the Board of Trustees adopted an ordinance entitled, "Ordinance of the Board of Trustees of the San Dieguito Union High School District Authorizing the Levy of a Special Tax Within Community Facilities District No. 99-2 (The Bridges at Rancho Santa Fe)" (the "Ordinance") authorizing the levy of a special tax within the District pursuant to the rate and method of apportionment of special taxes approved in the Election (the "Rate and Method") which is set forth in Exhibit "A" attached to the Ordinance (terms used but not defined herein have the meanings provided in the Rate and Method); and

WHEREAS, the Ordinance authorized the Board of Trustees to provide, by resolution, for the levy of the special tax in accordance with the Rate and Method; and

WHEREAS, pursuant to the Rate and Method, at or prior to the issuance of a building permit for an Assessor's Parcel of Residential Property, the owner of such

property may elect to exempt his property from the Annual Special Tax by paying the One-Time Special Tax then applicable to such Assessor's Parcel and upon payment of such One-Time Special Tax, such Assessor's Parcel shall thereafter be treated as Exempt Property. If an owner of an Assessor's Parcel of Residential Property does not elect to pay the One-Time Special Tax, then that Assessor's Parcel of Residential Property shall be subject to the Annual Special Taxes and shall not be subject to the One-Time Special Tax.

NOW THEREFORE, THE BOARD OF TRUSTEES DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. In accordance with the Rate and Method, the Board of Trustees hereby establishes \$0.90 per square foot of assessable space for parcels of residential property and \$0.12 per square foot of chargeable covered and enclosed space for assessor's parcels of commercial property located within the boundaries of Rancho Santa Fe USD, or \$0.20 per square foot of chargeable covered and enclosed space for assessor's parcels of commercial property located within the boundaries of Encinitas USD as the One-Time Special Tax for the 2005-06 fiscal year.

Section 2. The One-Time Special Tax with respect to any Assessor's Parcel shall be collected by the District at or prior to the issuance of a building permit of such Assessor's Parcel in accordance with Section C of the Rate and Method and Section C of the Ordinance.

Section 3. The Board of Trustees hereby ratifies any action taken prior to adoption of this resolution to collect the One-Time Special Tax with respect to Developed Property for the 2005-06 fiscal year.

Section 4. This Resolution shall take effect immediately on the date of final passage.

ADOPTED, SIGNED AND APPROVED, this 21st day of July, 2005.

BOARD OF TRUSTEES OF THE SAN
DIEGUITO UNION HIGH SCHOOL DISTRICT

By: _____

Title: President, Board of Trustees

ATTEST:

By: _____

Title: Clerk, Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
ESTABLISHING SPECIAL TAXES WITHIN
COMMUNITY FACILITIES DISTRICT NO. 99-3
FOR PREPAYMENTS FOR THE 2005-06 FISCAL YEAR**

WHEREAS, on October 7, 1999 the Board of Trustees of the San Dieguito Union High School District (the "Board of Trustees") adopted a resolution entitled "Resolution of Formation of the Board of Trustees of the San Dieguito Union High School District Establishing Community Facilities District No. 99-3 of the San Dieguito Union High School District, Authorizing the Levy of a Special Tax, the Incurrence of Bonded Indebtedness Not to Exceed \$50,000,000 Within Proposed Community Facilities District No. 99-3 and Calling an Election" (the "Resolution"), which establishes Community Facilities District No. 99-3 of the San Dieguito Union High School District (the "District") pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, to finance the construction and acquisition of certain school facilities within the District; and

WHEREAS, the Resolution authorized the levy of a special tax on property lying within the District, authorized the issuance of bonds in an aggregate principal amount not to exceed \$50,000,000 and called an election; and

WHEREAS, on October 12, 1999 an election (the "Election") was held within the District in which the eligible electors approved by more than two-thirds of the votes cast the propositions of levying a special tax on property within the District, incurring indebtedness in an amount not to exceed \$50,000,000 and establishing an appropriations limit; and

WHEREAS, on November 4, 1999 the Board of Trustees adopted an ordinance entitled, "Ordinance of the Board of Trustees of the San Dieguito Union High School District Authorizing the Levy of a Special Tax Within Community Facilities District No. 99-3" (the "Ordinance") authorizing the levy of a special tax within the District pursuant to the rate and method of apportionment of special taxes approved in the Election (the "Rate and Method") which is set forth in Exhibit "A" attached to the Ordinance (terms used but not defined herein have the meanings provided in the Rate and Method); and

WHEREAS, the Ordinance authorized the Board of Trustees to provide, by resolution, for the levy of the special tax in accordance with the Rate and Method; and

WHEREAS, pursuant to the Rate and Method, at or prior to the issuance of a building permit for an Assessor's Parcel of Residential Property, the owner of such property may elect to exempt his property from the Annual Special Tax by paying the

One-Time Special Tax then applicable to such Assessor's Parcel and upon payment of such One-Time Special Tax, such Assessor's Parcel of Residential Property shall thereafter be treated as Exempt Property. If an owner of an Assessor's Parcel of Residential Property does not elect to pay the One-Time Special Tax, then that Assessor's Parcel of Residential Property shall be subject to Annual Special Taxes and shall not be subject to the One-Time Special Tax.

NOW THEREFORE, THE BOARD OF TRUSTEES DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. In accordance with the Rate and Method, the Board of Trustees hereby establishes \$0.90 per square foot of Assessable Space for Assessor's Parcels of Residential Property, or \$0.20 per square foot of Chargeable Covered and Enclosed Space for Assessor's Parcels of Commercial Property as the One-Time Special Tax for the 2005-06 fiscal year.

Section 2. The One-Time Special Tax with respect to any Assessor's Parcel shall be collected by the District at or prior to the issuance of a building permit of such Assessor's Parcel in accordance with Section C of the Rate and Method and Section C of the Ordinance.

Section 3. The Board of Trustees hereby ratifies any action taken prior to adoption of this resolution to collect the One-Time Special Tax with respect to Developed Property for the 2005-06 fiscal year.

Section 4. This Resolution shall take effect immediately on the date of final passage.

ADOPTED, SIGNED AND APPROVED, this 21st day of July, 2005.

BOARD OF TRUSTEES OF THE SAN
DIEGUITO UNION HIGH SCHOOL DISTRICT

By: _____

Title: President, Board of Trustees

ATTEST:

By: _____

Title: Clerk, Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
ESTABLISHING SPECIAL TAXES WITHIN
COMMUNITY FACILITIES DISTRICT NO. 03-1
FOR PREPAYMENTS FOR THE 2005-06 FISCAL YEAR**

WHEREAS, on May 1, 2003 the Board of Trustees of the San Dieguito Union High School District (the "Board of Trustees") adopted a resolution entitled "Resolution of Formation of the Board of Trustees of the San Dieguito Union High School District Establishing Community Facilities District No. 03-1 of the San Dieguito Union High School District, Authorizing the Levy of a Special Tax, the Incurrence of Bonded Indebtedness not to Exceed \$75,000,000 within Proposed Community Facilities District 03-1 and Calling an Election" (the "Resolution"), which established Community Facilities District No. 03-1 of the San Dieguito Union High School District (the "District") pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, to finance the construction and acquisition of certain school facilities within the District;

WHEREAS, the Resolution authorized the levy of a special tax on property lying within the District, authorized the issuance of bonds in an aggregate principal amount not to exceed \$75,000,000 and called an election;

WHEREAS, on May 13, 2003, an election (the "Election") was held within the District in which the eligible electors approved by more than two-thirds of the votes cast the propositions of levying a special tax on property within the District, incurring indebtedness in an amount not to exceed \$75,000,000 and establishing an appropriations limit;

WHEREAS, on May 15, 2003, the Board of Trustees adopted an ordinance entitled, "Ordinance of the Board of Trustees of the San Dieguito Union High School District Authorizing the Levy of a Special Tax Within Community Facilities District No. 03-1" (the "Ordinance") authorizing the levy of a special tax within the District pursuant to the rate and method of apportionment of special taxes approved in the Election (the "Rate and Method") which is set forth in Exhibit A attached to the Ordinance (terms used but not defined herein have the meaning provided in the Rate and Method);

WHEREAS, the Ordinance authorized the Board of Trustees to provide, by resolution, for the levy of the special tax in accordance with the Rate and Method;

WHEREAS, pursuant to the Rate and Method, within five (5) business days from the time of issuance of the initial building permit with respect to any Assessor's Parcel, the owner of such Assessor's Parcel of Developed Property may elect to prepay fifty percent of the aggregate Maximum Special Tax obligation attributable to the Assessor's Parcel;

NOW THEREFORE, THE BOARD OF TRUSTEES DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. In accordance with the Rate and Method, the Board of Trustees hereby establishes \$8,548.66 as the Alternate Prepayment Tax for Tax Class A Single-Family units, \$2,309.73 for Tax Class A Multi-Family units, \$7,207.95 for Tax Class B Single-Family units, and \$1,946.90 for Tax Class B Multi-Family units with respect to Developed Property for the 2005-06 fiscal year.

Section 2. The Alternate Prepayment Tax with respect to any Assessor's Parcel shall be collected by the District within five (5) business days from the time of issuance of the initial building permit of such Assessor's Parcel of Developed Property in accordance with Section VI of the Rate and Method and Section 5 of the Ordinance.

Section 3. The Board of Trustees hereby ratifies any action taken prior to adoption of this resolution to collect the Alternate Prepayment Taxes with respect to Developed Property for the 2005-06 fiscal year.

Section 4. This Resolution shall take effect immediately on the date of final passage.

ADOPTED, SIGNED AND APPROVED, this 21st day of July, 2005.

BOARD OF TRUSTEES OF THE SAN
DIEGUITO UNION HIGH SCHOOL DISTRICT

By: _____

Title: President, Board of Trustees

ATTEST:

By: _____

Title: Clerk, Board of Trustees


San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 13, 2005

BOARD MEETING DATE: July 21, 2005

PREPARED BY: 
John Addleman, Facilities Planning Analyst
Steve Ma, Exec. Dir. of Business Services
Eric J. Hall, Associate Superintendent of
Business Services

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF AMENDED MAP
BOUNDARIES OF COMMUNITY FACILITIES
DISTRICT 99-1

EXECUTIVE SUMMARY

In May 2003, the District amended a Mitigation agreement with Pardee Homes. In doing so, it called for the transfer of undeveloped land owned by Pardee and included within the boundaries of Community Facilities District (CFD) 99-1 to be transferred to a new community facilities district, CFD 03-1. In order for the title companies to reflect the correct community facilities district's special tax lien, the District needs to record with the San Diego County Recorder's office an amended map of CFD 99-1, excluding those areas now in CFD 03-1.

RECOMMENDATION:

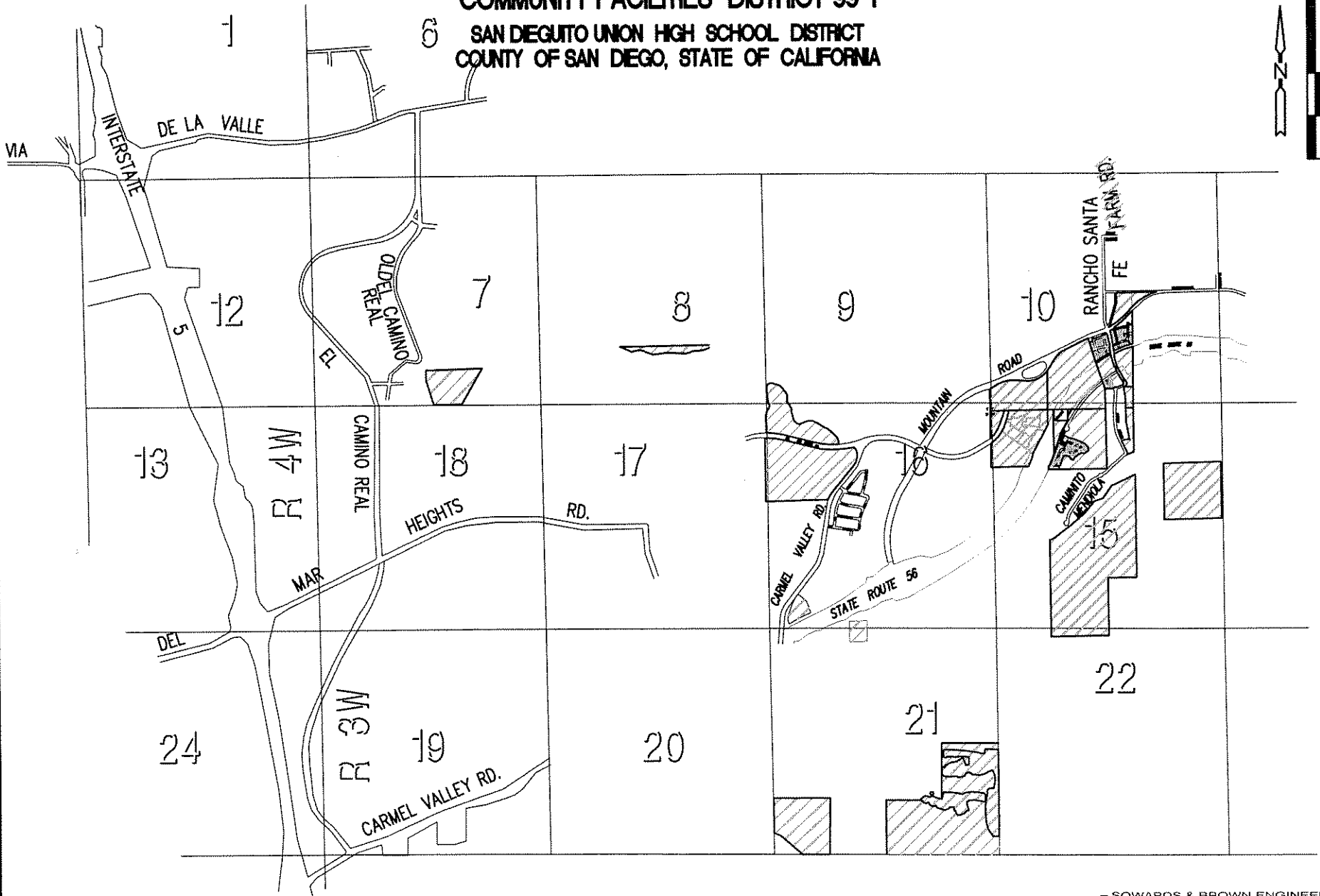
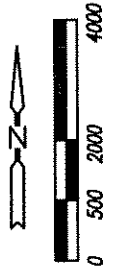
It is recommended that the Board approve the amended map boundaries of Community Facilities District 99-1.

FUNDING SOURCE:

Mello-Roos

Attachment: Amended Map of Boundaries of Community Facilities District 99-1

AMENDED
MAP OF BOUNDARIES OF
COMMUNITY FACILITIES DISTRICT 99-1
SAN DIEGITO UNION HIGH SCHOOL DISTRICT
COUNTY OF SAN DIEGO, STATE OF CALIFORNIA



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San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 13, 2005

BOARD MEETING DATE: July 21, 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) 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

AGENDA ITEM: 25

jr
Attachments

AGENDA ITEM: _____

SAN DIEGUITO UNION HIGH
FROM 06/15/05 THRU 06/30/05

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
TR5352	06/24/05	06	ADVANCED RADIATOR, I	028	MATERIALS-REPAIRS	\$68.50
TR5353	06/29/05	06	ADVANCED RADIATOR, I	028	MATERIALS-REPAIRS	\$305.16
254648	06/16/05	03	PLANT-TEK, INC	025	OTHER SERV.& OPER.EX	\$285.00
254649	06/16/05	03	ONE STOP TONER AND I	023	MATERIALS AND SUPPLI	\$89.42
254650	06/16/05	06	OFFICE DEPOT	004	MATERIALS AND SUPPLI	\$1,159.42
254651	06/16/05	25-18	SAN DIEGO DAILY TRAN	036	NEW CONSTRUCTION	\$400.40
254652	06/16/05	25-19	ALLIANCE ENGINEERING	025	NEW CONSTRUCTION	\$297.50
254653	06/16/05	03	C S B A	020	CONFERENCE,WORKSHOP,	\$762.00
254654	06/17/05	11	CAMBRIDGE UNIVERSITY	009	MATERIALS AND SUPPLI	\$95.38
254655	06/17/05	11	COMPUSOURCE/ADB ENTE	009	MATERIALS AND SUPPLI	\$238.04
254656	06/17/05	03	PEOPLE'S PUBLISHING	010	MATERIALS AND SUPPLI	\$7,972.39
254657	06/17/05	03	HYDRO PLANT INC	025	REPAIRS BY VENDORS	\$4,888.35
254658	06/17/05	06	EDUCATIONAL TESTING	024	MATERIALS AND SUPPLI	\$31.14
254660	06/17/05	21-09	LEES LOCK & SAFE	031	NON CAPITALIZED EQUI	\$1,977.88
254661	06/17/05	21-09	NELLIE'S EXERCISE EQ	014	NON CAPITALIZED EQUI	\$950.00
254662	06/20/05	06	SOFTCHOICE CORPORATI	033	LIC/SOFTWARE	\$3,214.91
254663	06/20/05	25-19	SMITH SHADE OF TEMEC	001	NEW CONSTRUCTION	\$1,450.00
254664	06/20/05	11	THOMSON LEARNING DIS	009	MATERIALS AND SUPPLI	\$1,042.09
254665	06/20/05	03	PACIFIC SALES	004	MATERIALS AND SUPPLI	\$463.33
254666	06/21/05	03	OFFICE DEPOT	005	SOFTWARE/DP SUPPLIES	\$26.59
254667	06/21/05	03	RIVERSIDE PUBLISHING	024	DATA PROCESSING CONT	\$26,600.00
254668	06/22/05	06	GATEWAY BUSINESS	005	MAT/SUP/EQUIP TECHNO	\$1,724.00
254669	06/23/05	03	NORTH COUNTY TIMES	021	MATERIALS AND SUPPLI	\$142.80
254670	06/23/05	03	PAX BUSINESS SYSTEMS	012	REPAIRS BY VENDORS	\$202.57
254671	06/23/05	03	CA DEPT OF GENERAL S	021	LEGAL EXP-PERSONNEL	\$404.00
254672	06/23/05	03	LIPSON & BERLIN, INC	026	PROF/CONSULT./OPER E	\$625.00
254673	06/24/05	25-18	CORPORATE EXPRESS	022	EQUIPMENT	\$52,747.54
254674	06/24/05	06	CROMER, PATRICIA E	030	OTHER SERV.& OPER.EX	\$6,250.00
254675	06/27/05	03	XEROX CORPORATION	014	MATERIALS AND SUPPLI	\$189.64
254676	06/27/05	40	C AND M RELOCATION S	025	IMPROVEMENT	\$2,000.00
254677	06/28/05	21-09	SIMPLEX-GRINNELL	036	NEW CONSTRUCTION	\$75,873.90
254678	06/28/05	25-19	SIMPLEX-GRINNELL	036	NEW CONSTRUCTION	\$70,278.06
254679	06/28/05	14	WESTERN ENVIRONMENTA	037	REPAIRS BY VENDORS	\$1,975.00
254680	06/28/05	03	SAN DIEGUITO UHSD CA	012	MATERIALS AND SUPPLI	\$1,007.29
254681	06/29/05	03	NIXON COMPANY, THE	010	MATERIALS AND SUPPLI	\$760.63
254682	06/29/05	03	SAN DIEGUITO UHSD CA	012	MATERIALS AND SUPPLI	\$186.58
254683	06/29/05	03	SAN DIEGUITO UHSD CA	003	MATERIALS AND SUPPLI	\$280.55
260000	06/24/05	03	XEROX CORPORATION	001	RENTS & LEASES	\$4,137.86
260001	06/30/05	25-18	DELL COMPUTER CORPOR	035	NON CAPITALIZED EQUI	\$44,433.10
750122	06/16/05	03	ONE STOP TONER AND I	004	MATERIALS AND SUPPLI	\$140.06
750123	06/20/05	03	MARK - COSTELLO CO.	025	REPAIRS BY VENDORS	\$350.00
750124	06/24/05	40	GREAT SCOTT TREE SER	025	IMPROVEMENT	\$752.00
750125	06/30/05	03	SHRED-IT	001	OTHER SERV.& OPER.EX	\$758.50
750126	06/29/05	03	ONE STOP TONER AND I	035	REPAIRS BY VENDORS	\$372.85

REPORT TOTAL \$317,909.43

INSTANT MONEY REPORT FOR THE PERIOD 06/15/05 THROUGH 06/30/05

<i>Check #</i>	<i>Vendor</i>	<i>Amount</i>
10038	PHILLIPS SERVICE CENTER	\$104.00
10039	DHL EXPRESS	\$93.60
10040	Firefly Books LTD	\$11.65
10041	DAVIDSON TITLES, INC.	\$106.11
10042	SAN DIEGUITO UHSD	\$3.92
	<i>Total</i>	<hr/> \$319.28

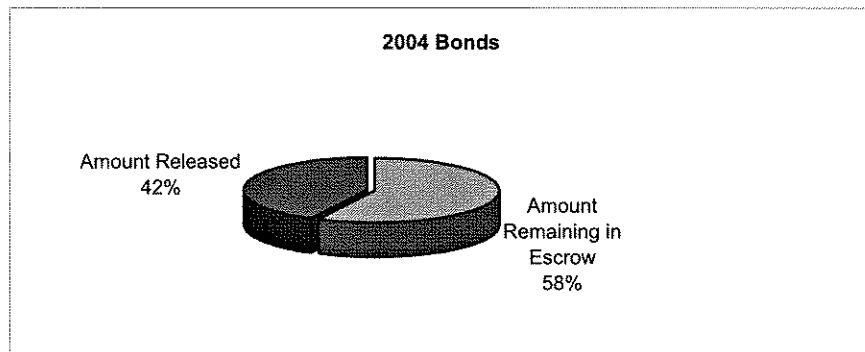
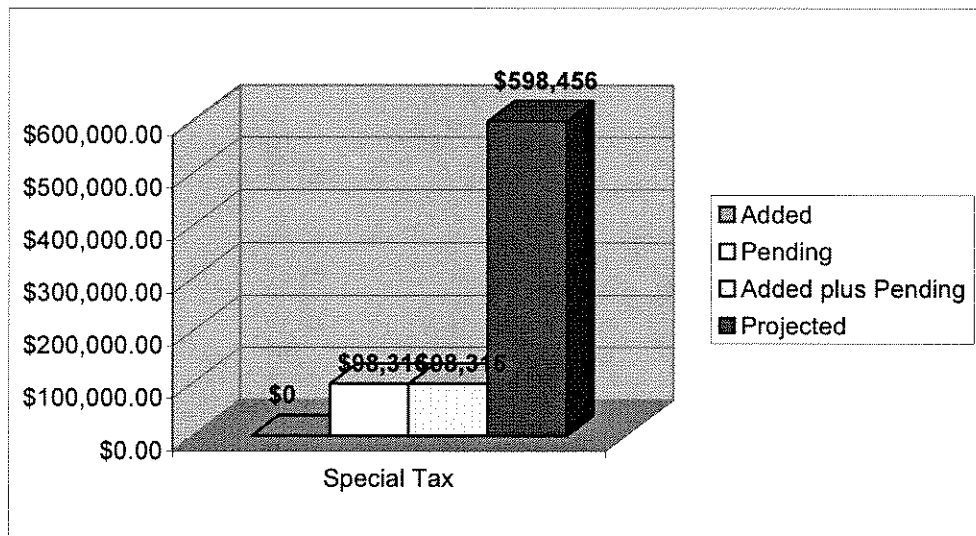
2004 Bond Release Update 7/13/2005

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	0	\$0.00	\$126,610.00	0.0%	\$21,600.00	\$21,600.00
94-3	0	\$0.00	\$2,858.00	0.0%	\$0.00	\$0.00
95-1	0	\$0.00	\$0.00	N/A	\$35,055.00	\$35,055.00
95-2	0	\$0.00	\$6,698.00	0.0%	\$0.00	\$0.00
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	0	\$0.00	\$13,110.00	0.0%	\$3,990.00	\$3,990.00
03-1	0	\$0.00	\$420,110.00	0.0%	\$29,406.00	\$29,406.00
Totals	0	\$0.00	\$598,456.00	0.0%	\$98,316.00	\$98,316.00

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 sign off, but permit not yet pulled



Amount Remaining in Escrow	\$24,860,000.00
Amount Released	\$18,302,491.00

Amount Remaining in the Acquisition and Construction Fund	\$4,351,059.82
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Fiscal Year	CFD	Total	Total Levy	Special Taxes	Amount	Delinquency %
		Parcels Taxed	Special Taxes	Collected	Uncollected	
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	\$726,340.00	\$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%	
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	\$3,714,620.25	\$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%


San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 13, 2005

BOARD MEETING DATE: July 21, 2005

PREPARED BY: Terry King 
Associate Superintendent/Human Resources

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: Layoff of Classified Positions

EXECUTIVE SUMMARY

The state budget crisis has adversely impacted the District's ability to maintain the current level of support for all programs. Although administration has reduced expenditures significantly with conservative staffing and the reduction of positions through attrition, it will need to continue to make reductions in order to weather the state's fiscal crisis.

Administration has evaluated all areas of operations to determine where the current level of service can be reduced. The identified lack of work will result in a reduced number of positions in several program areas. The attached list of 15 **vacant** positions (Resolution A) is recommended to be eliminated due to this lack of work. Where feasible, the District has transferred staff so that this elimination of positions would not affect current employees, with one exception (Resolution B).

The District has discussed this with CSEA.

RECOMMENDATION:

It is recommended that the Board of Trustees approve and adopt the attached resolutions.

Attachment:

BOARD OF TRUSTEES
OF THE
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Resolution A Re: Abolishment of Vacant Classified Positions

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

WHEREAS, due to the lack of work within the District anticipated for the 2005-2006 school year as a result of planned reductions in services to ensure a balanced budget; and

WHEREAS, the Board has made a determination to reduce the number of authorized regular positions by eliminating thirteen vacant positions and reducing the hours of two vacant positions within the classified service;

NOW, THEREFORE, BE IT RESOLVED that this Board hereby initiates the abolishment/reduction of the following positions effective July 1, 2005:

01 Accounting Technician, as follows:

01 position abolished 1.0000 FTE 12 months 00 employees

02 Administrative Secretary, as follows:

01 position abolished 1.0000 FTE 12 months 00 employees

01 position reduced from 1.0000 FTE 12 months 00 employee
to 0.4875 FTE 12 months

01 Campus Supervisor-High School, as follows:

01 positions abolished 1.0000 FTE 10 months 00 employees

02 Computer Lab Facilitator, as follows:

02 positions abolished 2.0000 FTE 10 months 00 employees

01 Job Placement Assistant, as follows:

01 position abolished 0.7500 FTE 9½ months 00 employees

02 Library/Media Technician, as follows:

02 position abolished 2.0000 FTE 10 months 00 employees

01 Office Assistant, as follows:

01 position abolished 0.4875 FTE 10 months 00 employees

01 Painter, as follows:

01 position abolished 1.0000 FTE 12 months 00 employees

04 Secretary, as follows:

03 positions abolished	3.0000 FTE	10 months	00 employees
01 position reduced from	0.7500 FTE	10 months	00 employees
	to 0.4875 FTE	10 months	

PASSED AND ADOPTED by the Board of Trustees of the San Dieguito Union High School District of San Diego County, California on the 21st day of July 2005 by the following vote:

AYES:	_____	_____	NOES:	_____
	_____	_____		_____

BOARD OF TRUSTEES
OF THE
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Resolution B Re: Abolishment of One Classified Position

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

WHEREAS, due to the lack of work within the District anticipated for the 2005-2006 school year as a result of planned reductions in services to ensure a balanced budget; and

WHEREAS, the Board has made a determination to reduce the number of authorized regular positions by eliminating one filled position within the classified service;

NOW, THEREFORE, BE IT RESOLVED that this Board hereby initiates the abolishment of the following position effective July 1, 2005:

01 Secretary, as follows:

01 position abolished 1.0000 FTE 10 months 01 employee

BE IT FURTHER RESOLVED that the Superintendent determine the order of layoff pursuant to Education Code Section 45308, and is hereby authorized to give notice of layoff to affected employees pursuant to the applicable provisions of the Education Code, the Rules and Regulations of the Classified Service, and the Master Contract between CSEA and the District, not later than forty-five (45) days prior to the effective date of layoff as set forth above.

PASSED AND ADOPTED by the Board of Trustees of the San Dieguito Union High School District of San Diego County, California on the 21st day of July 2005 by the following vote:

AYES:	_____	_____	NOES:	_____
	_____	_____		_____

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 1, 2005

BOARD MEETING DATE: July 21, 2005

PREPARED BY: Anni Mallison, Director of Transportation *At*
Eric J. Hall, Associate Superintendent, Business

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

SUBJECT: **REVIEW OF BOARD POLICIES**
3540/AR-1, "Transportation"
3541, "Transportation Routes and Schedules"
3541.2/AR-1, "Transportation for Students with
Disabilities or Handicaps"
3542/AR-1, "Roles and Duties of Employees"
3543/AR-1, "Transportation Safety and
Emergencies"
3543.1/AR-1, "School Bus Conduct/Student
Safety"

EXECUTIVE SUMMARY

The administration is proposing additions, revisions, and deletions related to transportation for Board Policies 3540/AR-1, "Transportation"; 3541, "Transportation Routes and Schedules"; 3541.2/AR-1, "Transportation for Students with Disabilities or Handicaps"; 3542/AR-1, "Roles and Duties of Employees"; 3543/AR-1, "Transportation Safety and Emergencies"; and 3543.1 AR-1, "School Bus Conduct/Student Safety". The policies have been revised to more accurately reflect the language suggested in the CSBA sample documentation and new laws regulating school bus transportation.

These policies are being submitted as a 1st reading and will be returned at the next regularly scheduled board meeting for adoption.

RECOMMENDATION:

It is recommended that the Board review the following Board Policies:

- a) 3540/AR-1, "Transportation"
- b) 3541, "Transportation Routes and Schedules"
- c) 3541.2/AR-1, "Transportation for Students with Disabilities or Handicaps"
- d) 3542/AR-1, "Roles and Duties of Employees"
- e) 3543/AR-1, "Transportation Safety and Emergencies"
- f) 3543.1 AR-1, " School Bus Conduct/Student Safety"

FUNDING SOURCE:

Not applicable.

TRANSPORTATION

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student.

Means of Transportation

To provide transportation services, the Governing Board may purchase, rent or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools.

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts.

In lieu of providing transportation in whole or in part, the district may pay the parents/guardians of special education students who have been identified in individual educational programs (IEP) as needing transportation, either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school.

Legal Reference: CALIFORNIA EDUCATION CODE

- 35330 Excursions and field trips
- 35350 Authority to transport pupils
- 39800-39803 Transportation Services
- 39806-39807 Transportation Services

a

Proposed

TRANSPORTATION ROUTES AND SCHEDULES

~~Junior-high~~ **Middle** school students living beyond two and three quarter miles of the ~~junior-high middle~~ schools will be eligible for school bus transportation to or from school. Home to school transportation to district ~~senior~~ high schools will be limited to special ed students whose I.E.P. calls for transportation. An exception may be made for a "shuttle service" to link a high school with **another high school or** a public bus route **that does not service the school site serving the area.**

Bus stops will be so spaced that those students qualified to ride school buses will walk no farther from their home to the bus stops than the limits provided above for those students who do not qualify for bus transportation. Exceptions may be permitted in either case to ensure the safety of district students.

Bus stops shall be scheduled, so far as possible, to avoid having students cross major highways and thoroughfares except at traffic signals or marked crosswalks.

Buses will be provided for co-curricular activities which are interscholastic and are a part of the educational program, subject to the availability of equipment. Students will be charged to help offset the costs of providing the service.

Buses may be used by Board approved campus organizations for extra curricular or co-curricular activities which are not interscholastic or which cannot be construed as part of the educational program. The costs of the use of the transportation for such activities will be paid for by the users.

The superintendent is authorized to develop school bus routes and schedules to implement the Board's policy and to approve the use of district transportation for out of county trips.

Bus schedules will be coordinated among the school districts of the Cooperative in order to transport students as cost effectively as possible.

Legal Reference: CALIFORNIA EDUCATION CODE

- 39800 Powers of Governing Board to Provide Transportation for Pupils To and From School; Definition of "Municipally Owned Transit System"
- 39830 "Schoolbus"
- 39835 Use for Community Recreation
- CALIFORNIA ADMINISTRATIVE CODE, TITLE 5
- 15241 Minimum Transportation Distances

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

- Policy Adopted: March 3, 1983
- Policy Revised: August 18, 1988
- Policy Revised: August 23, 1990
- Policy Revised: January 16, 1997
- Policy DRAFT: June 8, 2005

b

TRANSPORTATION ROUTES AND SCHEDULES

Junior high school students living beyond two and three quarter miles of the junior high schools will be eligible for school bus transportation to or from school. Home to school transportation to district senior high schools will be limited to special ed students whose I.E.P. calls for transportation. An exception may be made for a "shuttle service" to link a high school with a public bus route serving the area.

Bus stops will be so spaced that those students qualified to ride school buses will walk no farther from their home to the bus stops than the limits provided above for those students who do not qualify for bus transportation. Exceptions may be permitted in either case to insure the safety of district students.

Bus stops shall be scheduled, so far as possible, to avoid having students cross major highways and thoroughfares except at traffic signals or marked crosswalks.

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The superintendent is authorized to develop school bus routes and schedules to implement the Board's policy and to approve the use of district transportation for out of county trips.

Bus schedules will be coordinated among the school districts of the Cooperative in order to transport students as cost effectively as possible.

Legal Reference: CALIFORNIA EDUCATION CODE

- | | |
|--|---|
| 39800 | Powers of Governing Board to Provide Transportation for Pupils To and From School; Definition of "Municipally Owned Transit System" |
| 39830 | "Schoolbus" |
| 39835 | Use for Community Recreation |
| <u>CALIFORNIA ADMINISTRATIVE CODE, TITLE 5</u> | |
| 15241 | Minimum Transportation Distances |

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

- | | |
|------------------------|------------------|
| <u>Policy Adopted:</u> | March 3, 1983 |
| <u>Policy Revised:</u> | August 18, 1988 |
| <u>Policy Revised:</u> | August 23, 1990 |
| <u>Policy Revised:</u> | January 16, 1997 |

Proposed

BUSINESS

3541.2/AR-1

TRANSPORTATION FOR STUDENTS WITH DISABILITIES OR HANDICAPS

IEP teams or Section 504 committees shall authorize appropriate special transportation to and from school for students who have:

1. An orthopedic or other physical disability or handicap that significantly impairs mobility.
2. A severe sensory impairment, such as full or partial blindness or deafness, which puts their safety and well-being at risk.
3. A significant delay in social, emotional or cognitive development, as documented by appropriate assessment data, which puts their safety and well-being at risk.

Students eligible for special transportation for one of the above reasons may receive such transportation to and/or from a child care provider located within the district.

The district shall provide special transportation to and from alternative sites or clinics where the student is scheduled to receive a related service included in the student's IEP.

Special education students who do not meet any of the above criteria may use regular home-to-school transportation. A student who would otherwise not be eligible for special transportation may receive such transportation if assigned to a site other than his/her neighborhood school for the purpose of receiving special education.

Students admitted to a special education program in the district on an interdistrict transfer agreement must, as a condition of attendance, arrange for the district or SELPA of residence to provide any necessary transportation.

Guide dogs, signal dogs and service dogs trained to provide assistance to disabled persons may be transported in a school bus when accompanied by disabled students, disabled teachers or persons training the dogs.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: January 16, 1997

Administrative Regulation DRAFT: June 8, 2005

c

TRANSPORTATION FOR STUDENTS WITH DISABILITIES OR HANDICAPS

IEP teams or Section 504 committees shall authorize appropriate special transportation to and from school for students who have:

1. An orthopedic or other physical disability or handicap that significantly impairs mobility.
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Students admitted to a special education program in the district on an interdistrict transfer agreement must, as a condition of attendance, arrange for the district or SELPA of residence to provide any necessary transportation.

Proposed

BUSINESS

3542/AR-1

ROLES AND DUTIES OF EMPLOYEES

Authority of School Bus Drivers

Students transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway, or road.

A bus driver shall have the authority to discontinue the operation of a school bus whenever he/she determines that it is unsafe to continue.

Administrative regulations related to bus driver authority shall be made available to parents/guardians, students, teachers and other interested parties.

School Bus Driver Qualifications and Training

- A. All school bus drivers employed by the district for the transportation of students shall possess, at a minimum:
1. A valid license for the appropriate class of vehicle, issued by the State Department of Motor Vehicles.
 2. A current Red Cross First Aid Certificate or certified completion of the first aid test given by the California Highway Patrol.
 3. A current medical certificate as required by law.
 4. A California special driver certificate valid for driving a school bus.
- B. The Superintendent or designee shall ensure that school bus drivers receive training, which includes:
1. The proper actions to be taken in the event that a school bus is hijacked.
 2. The proper installation of mobile seating devices in the bus securement systems.

All bus drivers shall receive training as mandated by 1a also shall be familiar with and adhere to district poli regulations relating to student transportation.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: January 16, 1997

Administrative Regulation DRAFT June 8, 2005

d

The Superintendent or designee shall notify the Department of Motor Vehicles within five days whenever any school bus driver is dismissed for a cause related to student transportation safety, or whenever a driver so dismissed has been reinstated.

School bus drivers shall be subject to drug and alcohol testing in accordance with Governing Board policy and the requirements of federal law.

The Superintendent or designee may use an electronic fingerprinting system, managed by the California Department of Justice, to fingerprint an applicant for an original certificate to drive a school bus or student activity bus.

School Bus Driver Duties

School bus drivers shall report all school bus accidents immediately to the California Highway Patrol and the district.

Drivers shall not require any student to leave the bus en route between home and school or other destinations.

The school bus driver's major responsibility is to safely transport students to and from school and school activities. He/she shall follow procedures contained in the district's transportation safety plan.

Drivers shall stop to load or unload students only at a school bus stop designated by the Superintendent or designee, or authorized by the Superintendent or designee for school activity trips. (Vehicle Code 22112)

When loading or unloading, drivers shall escort all students in grades ~~prekindergarten through eight~~ 7 through 12 across the street, except at locations controlled by a traffic control signal.

~~The driver will may hold an 18 inch, octagonal stop sign while escorting students across the street. The driver shall first ensure that it is safe to cross. Students shall cross in front of the bus, between the bus and the driver. The driver shall make sure all students have crossed safely before setting the bus in motion.~~

School bus drivers shall report to the Director of Transportation or designee on the following:

1. Recurring and serious student misbehavior.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: January 16, 1997

Administrative Regulation DRAFT June 8, 2005

2. Parental and student complaints.
3. All accidents involving students or school vehicles.
4. All traffic violations, which endanger students.
5. Consistently late school dismissals, which cause transportation delays. (Such occurrences must also be brought to the attention of the school principal.)
6. Overloads
7. Mechanical or other problems with buses and equipment.

When the bus is stopped on a highway or private road to load or unload students and traffic is not controlled by a traffic officer or official traffic control system, the driver shall activate the flashing amber light warning system, if the bus is so equipped, beginning 200 feet before any bus stop where students are loading or unloading. They shall operate the flashing red signal lights and stop signal arm at all times when the bus is stopped to load or unload students. The flashing amber warning lights, flashing red signal lights and stop signal arm shall not be operated at any other time, or at any place where traffic is controlled by a traffic officer.

Drivers must:

1. Escort all students in grades 7 through 12 who need to cross the highway or private road, using an approved hand-held 18-inch octagonal "STOP" sign while doing so.
2. Require all students to walk in front of the bus as they cross the road or highway.
3. Ensure that all students who need to cross the road or highway have crossed safely and that all other unloaded students and pedestrians are a safe distance from the bus before setting the bus in motion.

Exceptions when loading or unloading students at a location where students must cross a highway or private road upon which the bus is stopped, the flashing red signal lights and stop signal arm requirements do not apply at any of the following locations:

1. School bus loading zones on or adjacent to school grounds or during an activity trip, if the school bus is lawfully parked
2. Where the school bus is disabled due to mechanical breakdown
3. Where students require assistance to board or leave the school bus
4. Where the roadway surface on which the bus is stopped is partially or completely covered by snow or ice and requiring traffic to stop would pose a safety hazard
5. On a state highway with a posted speed limit of 55 miles per hour or higher where the school bus is completely off the main traveled portion of the highway
6. Any location determined by the Superintendent or designee, with the approval of the California Highway Patrol, to prevent a traffic or safety hazard

State regulation limits bus idling. School buses and commercial motor vehicles are required to turn off the engine upon arriving at a school and restart no more than thirty seconds before departing. If a bus is beyond 100 feet from a school the bus may not idle for more than 5 minutes. These locations are described as school bus stops or school activity destinations. (CCR Section 2480)

Legal Reference: CALIFORNIA EDUCATION CODE

<u>39830.1</u>	Drivers of school pupil activity buses
<u>39831</u>	Training in proper actions in event of hijacking
<u>39831.5</u>	Student instruction in bus safety
<u>39833</u>	Operating bus in violation of order or regulation or without operator's qualification
<u>39842</u>	School bus; unauthorized entry
<u>40080-40090.5</u>	Training required to obtain or renew bus driver certificate
<u>45125.1</u>	Criminal background checks for contractors
<u>56195.8</u>	Adoption of policies
<u>PENAL CODE</u>	
<u>241.3</u>	Assault against school bus driver
<u>243.3</u>	Battery against school bus driver

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: January 16, 1997

Administrative Regulation DRAFT June 8, 2005

VEHICLE CODE

1808.8 Dismissal for safety-related cause
2570-2575 Transportation of students
12517-12517.4 Certification requirements
12522 First aid training for school bus drivers
13376 Driver certificates; revocation or
suspension; sex offense prosecution
22112 School bus signals; roadway crossings
25257 School bus; flashing light signal system
25257.2 School bus used for transportation of
developmentally disabled person
34501.6 School buses; reduced visibility
34508.5 Investigation of accidents
CODE OF REGULATIONS, TITLE 5
14103 Authority of the driver
14104 School bus driver instructor
CODE OF REGULATIONS, TITLE 13
1200-1228 General provisions, school bus regulations
CODE OF FEDERAL REGULATIONS, TITLE 49
571.222 Federal motor vehicle safety standard #222

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: January 16, 1997

Administrative Regulation DRAFT June 8, 2005

ROLES AND DUTIES OF EMPLOYEES

Authority of School Bus Drivers

Students transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway, or road.

School Bus Driver Qualifications and Training

All school bus drivers employed by the district for the transportation of students shall possess, at a minimum:

1. A valid license for the appropriate class of vehicle, issued by the State Department of Motor Vehicles.
2. A current Red Cross First Aid Certificate or certified completion of the first aid test given by the California Highway Patrol.
3. A current medical certificate as required by law.
4. A California special driver certificate valid for driving a school bus.

All bus drivers shall receive training as mandated by law. They also shall be familiar with and adhere to district policies and regulations relating to student transportation.

The Superintendent or designee shall notify the Department of Motor Vehicles within five days whenever any school bus driver is dismissed for a cause related to student transportation safety, or whenever a driver so dismissed has been reinstated.

School Bus Driver Duties

School bus drivers shall report all school bus accidents immediately to the California Highway Patrol and the district.

Drivers shall not require any student to leave the bus en route between home and school or other destinations.

When loading or unloading, drivers shall escort all students in grades prekindergarten through eight across the street, except at locations controlled by a traffic control signal.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: January 16, 1997

The driver may hold an 18-inch, octagonal stop sign while escorting students across the street. The driver shall first ensure that it is safe to cross. Students shall cross in front of the bus, between the bus and the driver. The driver shall make sure all students have crossed safely before setting the bus in motion.

School bus drivers shall report to the Director of Transportation or designee on the following:

1. Recurring and serious student misbehavior.
2. Parental and student complaints.
3. All accidents involving students or school vehicles.
4. All traffic violations which endanger students.
5. Consistently late school dismissals which cause transportation delays. (Such occurrences must also be brought to the attention of the school principal.)

Legal Reference: CALIFORNIA EDUCATION CODE

39833	Operating bus in violation of order or regulation or without operator's qualification
40080-40090.5	Specialized vehicle driver training courses
<u>VEHICLE CODE</u>	
1808.8	Dismissal for safety-related cause
12200-12206	Transportation of school pupils
12517	School bus and pupil activity bus driver qualifications; certificates; fees
12522	First aid examination for school bus driver
12804	Examination and driving test
<u>CODE OF REGULATIONS, TITLE 5</u>	
14103	Authority of the driver
<u>CODE OF REGULATIONS, TITLE 13</u>	
1202	General provisions
1219	School bus regulations
1227	School bus stops

BUSINESS

TRANSPORTATION SAFETY AND EMERGENCIES

Transportation Safety Plan

The Superintendent or designee shall develop a transportation safety plan to address student safety, which includes all of the following:

1. Procedures for determining if students in grades 7 through 12 require escort to cross a private road or highway at a bus stop pursuant to Vehicle Code 22112
2. Procedures for all students in grades 7 through 12 to follow as they board and exit the bus at their bus stops.
3. Procedures for boarding and exiting a school bus at a school or other trip destination.

A copy of the plan shall be kept at each school site and made available upon request to the California Highway Patrol.

Safe Bus Operations

School buses and school student activity buses shall also not be operated whenever the number of passengers exceeds bus-seating capacity, except when necessary in emergency situations, which require that students be moved immediately to ensure their safety.

School bus drivers have the discretionary authority to discontinue home-to-school, or any activity trips, if conditions become unsafe when visibility is reduced to 200-feet or less. If, in the opinion of the bus driver, conditions are so hazardous that the safe operation of the bus is not possible, the driver shall pull off the roadway and, if possible, onto the shoulder of the road.

Driver instructors will be responsible to help driver's recognize the 200-foot limit.

If the driver is unsure that there is adequate visibility to drive the bus safely, the driver will:

1. Reduce speed
2. Increase following distance
3. Call dispatch to inform them of the concern and school that the route or trip will be delayed.

e

If a driver must stop the bus, the driver will look for a location approximately ten feet off of the roadway. With headlights off and hazard lights on, the driver shall erect the warning reflectors and place them on the roadway in the appropriate fashion for added visibility. The driver will turn off the hazard lights and the clearance lights. Lights are turned off to prevent other drivers from being attracted and following those lights.

When the driver has notified dispatch of the poor visibility conditions, dispatch will send, if available, an instructor or supervisor to further assist the driver and other drivers at the location of the poor visibility.

In poor visibility conditions, the students shall remain on the bus under the direction and supervision of the driver.

When a school bus or student activity bus is equipped with a passenger restraint system, all passengers shall be required to be properly restrained by that system while the bus is in motion.

Bus drivers shall be informed of procedures to be followed to reasonably ensure that all passengers are so restrained.

The Superintendent or designee may place a notice at bus entrances that warns against unauthorized entry. The driver or another school official may order any person to disembark if that person enters a bus without prior authorization and has intent to commit a crime.

Each school bus shall be equipped with at least one fire extinguisher located in the driver's compartment, which meets the standards specified in law.

The Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.

Student Instruction

All students who are transported in a school bus or student activity bus shall receive instruction in school bus emergency procedures and passenger safety which shall include the following:

1. Each school year, the Superintendent or designee shall provide appropriate instruction in safe riding practices and emergency evacuation drills. Each student who receives home-to-school transportation in a school bus shall be required to receive this instruction. (5 CCR 14102)

2. At least once each year, all students in grades 7 through 12 who receive home-to-school transportation shall receive safety instruction, which includes, but is not limited to:
 - a. Proper loading and unloading procedures, including escorting by the driver
 - b. How to safely cross the street, highway or private road
 - c. The use of passenger restraint systems, including but not limited to the proper fastening and release of the passenger restraint system, acceptable placement of passenger restraint systems on students, times at which the passenger restraint systems should be fastened and released, and acceptable placement of the passenger restraint systems when not in use
 - d. Proper passenger conduct
 - e. Bus evacuation
 - f. Location of emergency equipment.

Practice drills are in the interest of safety for all concerned in the event it becomes necessary to evacuate a bus. A well-planned procedure rather than a disorderly evacuation will reduce panic.

At least one bus evacuation drill shall be conducted each school year at each school site for riders of school buses.

As part of this instruction, students shall evacuate the school bus through emergency exit doors. Instruction also may include responsibilities of passengers seated next to an emergency exit.

Each time the above instruction is given, the following information shall be documented:

- a. District name
- b. School name and location
- c. Date of instruction
- d. Names of supervising adults
- e. Number of students participating

- f. Grade levels of students
- g. Subjects covered in instruction
- h. Amount of time taken for instruction
- i. Bus driver's name
- j. Bus number
- k. Additional remarks

This documentation shall be kept on file at the district office or the school for one year and shall be available for inspection by the California Highway Patrol.

- 3. Before departing on a school activity trip, all students riding on a school bus or student activity bus shall receive safety instruction, which includes, but is not limited to:
 - a. Location of emergency exits
 - b. Location and use of emergency equipment

This instruction also may include responsibilities of passengers seated next to an emergency exit.

Legal Reference: CALIFORNIA EDUCATION CODE

39830-39842	Transportation, school buses, especially:
39831.5	Student instruction in bus safety, notifications
39834	Excess of seating capacity
39838	Fire extinguisher on school buses
39842	School bus, unauthorized entry
51202	Instruction in personal and public health and safety

PENAL CODE

241.3	Assault against school bus driver
243.3	Battery against school bus driver

VEHICLE CODE

545-546	Definition of school bus and school pupil activity bus
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22112 Loading and unloading passengers
27316 Passenger restraint systems
34500 California Highway Patrol responsibility to regulate safe operation of school buses
34501.5 California Highway Patrol responsibility to adopt rules re: safe operation of school buses
34501.6 School buses; reduced visibility
34508 California Highway Patrol responsibility to adopt rules re: equipment and operations of school buses
34508.5 Investigation of accidents
CODE OF REGULATIONS, TITLE 5
14102 Instruction in bus safety and evacuation
14103 Authority of the driver
CODE OF REGULATIONS, TITLE 13
1200-1293 Motor carrier safety

MANAGEMENT RESOURCESWeb Sites:

California Department of Education, Office of School Transportation: www.cde.ca.gov/ls/tn
California Highway Patrol: www.chp.ca.gov
National Coalition for School Bus Safety: www.ncsbs.org
National Transportation Safety Board: www.nts.gov

Delete

BUSINESS

3542/AR-2

ROLES AND DUTIES OF EMPLOYEES

School Buses/Hazardous Driving Conditions

The California Vehicle Code requires school districts to develop and adopt policies with procedures for the operation of school buses when atmospheric conditions reduce visibility to 200 feet or less.

School bus drivers have the discretionary authority to discontinue home-to-school, or any activity trips, if conditions become unsafe when visibility is reduced. If, in the opinion of the bus driver, conditions are so hazardous that the safe operation of the bus is not possible, the driver shall pull off the roadway and, if possible, onto the shoulder of the road.

Driver instructors will be responsible to help driver's recognize the 200 foot limit.

If the driver is unsure that there is adequate visibility to drive the bus safely, the driver will:

1. Reduce speed
2. Increase following distance
3. Call dispatch to inform them of the concern and to notify the school that the route or trip will be delayed.

If a driver must stop the bus, the driver will look for a location approximately ten feet off of the roadway. With headlights off and hazard lights on, the driver shall erect the warning reflectors and place them on the roadway in the appropriate fashion for added visibility. The driver will turn off the hazard lights and the clearance lights. Lights are turned off to prevent other drivers from being attracted and following those lights.

When the driver has notified dispatch of the poor visibility conditions, dispatch will send, if available, an instructor or supervisor to further assist the driver and other drivers at the location of the poor visibility.

In poor visibility conditions, the students shall remain on the bus under the direction and supervision of the driver.

References:

34501.5 California Vehicle Code

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: February 3, 1994

Administrative Regulation Revised: January 16, 1997

1/1

Delete

BUSINESS

3543

BUS EVACUATION DRILLS

Practice drills are in the interest of safety for all concerned in the event it becomes necessary to evacuate a bus. A well-planned procedure rather than a disorderly evacuation will reduce panic.

At least one bus evacuation drill shall be conducted each school year at each school site for riders of school buses.

Bus evacuation drills shall be conducted on all field trips.

Legal Reference: CALIFORNIA EDUCATION CODE

- 39830-39841 Transportation, school buses
- 51202 Instruction in personal and public health and safety

CODE OF REGULATIONS, TITLE 5

- 14102 Bus evacuation instructions
- 14103 Authority of the driver

Proposed

BUSINESS

3543.1/AR-1

5131.2/AR-1

SCHOOL BUS CONDUCT/STUDENT SAFETY

The San Dieguito Union High School District provides transportation for its students in accordance with the provisions of Education Code 16801. In order to provide this service with maximum safety for all pupils and to insure their bus riding privileges, the following standards for bus conduct are established. Failure to meet these standards may result in loss of riding privileges.

1. The bus driver is responsible for the safety and well-being of all passengers. The drivers directions must be followed at all times.
2. Students are to respect the property at bus stops and conduct themselves in an orderly manner while waiting for the bus and while returning home from the bus stop.
3. Students should not arrive at their bus stops more than five minutes before the bus arrives.
4. ~~Students are required to use the same bus stop each day, and to return to the same stop. Elementary students are not permitted to ride any other bus to a friend's house, music lesson, scout meeting, etc., without written parent permission. This privilege shall be granted on a space available basis only.~~
5. The person in charge of loading the bus will determine the order of pupil entrance.
6. Bus windows are to be operated by the driver only, and are not to be lowered below the second notch (on most bus models this is approximately 6 inches.)
7. Unnecessary noise in the bus, such as loud talking, shouting, singing, and other rowdyism may distract the attention of the driver, and therefore is prohibited for the safety of all passengers.
8. Transporting animals on the school bus is contrary to State Law and not permitted, **except for service animals.**
9. Eating on the bus is prohibited.
10. Any item considered dangerous to the health, safety o of riders may be prohibited by the bus driver.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: March 3, 1983

Administrative Regulation Issued: January 16, 1997

Administrative Regulation DRAFT: June 8, 2005

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BUSINESS

3543.1/AR-1

5131.2/AR-1

Automobiles must stop when a school bus is flashing its red lights. Pupils crossing the street must do so in front of the bus, as directed by the driver.

Failure to comply with school bus regulations or acting in any manner that creates an unsafe condition in or around the school bus will result in students' bus riding privilege being suspended or denied in accordance with Section 14263 of Title V of the California Administrative Code.

Noncompliance with bus riders rules will result in the following:

Incidents of misconduct on the bus shall be reported to the building principal for appropriate action. Such action may include, but is not limited to, contact with parents to discuss possible solutions, denial of bus riding privileges or suspension from school.

It shall be the principal's responsibility to communicate, with all parties concerned, the results of his action regarding each referral from a bus driver.

~~No later than the second referral, the parents will be notified that there is a problem and it is possible that their child's school bus riding privileges may be terminated if the problem is not resolved. On receipt of the third referral, school bus riding privileges shall be denied or suspended for a period of time as may be prescribed by the principal.~~

Disciplinary action for students will be implemented in the following manner:

1. First offense - Student counseled, parents notified
2. Second offense - Three (3) day suspension
3. Third offense - Two (2) week suspension
4. Fourth offense - Suspension for entire school year
5. Exception - Threat of bodily harm or violence or severe unsafe behavior is cause for immediate suspension.

The referral form will indicate the type of misconduct, time, place, bus driver, school and other pertinent information concerning the problem. Disposition of the referral form after the principal's action will be the original sent to the parents, the duplicate for the school file, the triplicate returned to the transportation department.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

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Current

BUSINESS

3543.1/AR-1 ✓

5131.2/AR-1

SCHOOL BUS CONDUCT/STUDENT SAFETY

The San Dieguito Union High School District provides transportation for its students in accordance with the provisions of Education Code 16801. In order to provide this service with maximum safety for all pupils and to insure their bus riding privileges, the following standards for bus conduct are established. Failure to meet these standards may result in loss of riding privileges.

1. The bus driver is responsible for the safety and well-being of all passengers. The drivers directions must be followed at all times.
2. Students are to respect the property at bus stops and conduct themselves in an orderly manner while waiting for the bus and while returning home from the bus stop.
3. Students should not arrive at their bus stops more than five minutes before the bus arrives.
4. Students are required to use the same bus stop each day, and to return to the same stop. Elementary students are not permitted to ride any other bus to a friend's house, music lesson, scout meeting, etc., without written parent permission. This privilege shall be granted on a space available basis only.
5. The person in charge of loading the bus will determine the order of pupil entrance.
6. Bus windows are to be operated by the driver only, and are not to be lowered below the second notch (on most bus models this is approximately 6 inches.)
7. Unnecessary noise in the bus, such as loud talking, shouting, singing, and other rowdyism may distract the attention of the driver, and therefore is prohibited for the safety of all passengers.
8. Transporting animals on the school bus is contrary to State Law and not permitted.
9. Eating on the bus is prohibited.
10. Any item considered dangerous to the health, safety or welfare of riders may be prohibited by the bus driver.

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It shall be the principal's responsibility to communicate, with all parties concerned, the results of his action regarding each referral from a bus driver.

No later than the second referral, the parents will be notified that there is a problem and it is possible that their child's school bus riding privileges may be terminated if the problem is not resolved. On receipt of the third referral, school bus riding privileges shall be denied or suspended for a period of time as may be prescribed by the principal.

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