

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

THURSDAY, FEBRUARY 1, 2007
6:30 PM

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

PRELIMINARY FUNCTIONS(Items 1 – 6)

- 1. Call to Order; Public Comments Regarding Closed Session Items 5:45 PM
- 2. **Closed Session** **5:46 PM**
 - 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 Section 54957.8.
Agency Negotiators: Superintendent and Associate Superintendents (3)
Employee Organizations: San Dieguito Faculty Association / Classified School Employees Association
 - C. To conference with legal counsel – Anticipated Litigation
 - D. Consideration and/or deliberation of student discipline matters
 - E. Superintendent Mid-Year Evaluation
- 3. **Regular Meeting/Open Session**..... **6:30 PM**
- 4. Pledge of Allegiance
- 5. Report Out of Closed Session
- 6. Approval of Minutes of January 18, 2007, (See Attached)
 - A. Special Board Workshop, 4:30 PM
 - B. Regular Meeting, 6:30 PM

NON-ACTION ITEMS.....(Items 7 – 10)

- 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.
- 7. Student Board Member Reports
- 8. Board Member Reports
- 9. Superintendent’s Reports, Briefings and Legislative Updates
- 10. Report to the Board on San Dieguito Academy Barbara Gauthier, Principal

CONSENT AGENDA ITEMS.....(Items 11 – 14)

- Upon invitation by the President, anyone who wishes to discuss a Consent Item should come forward to the lectern, state his/her name and address, and the Consent Item number.
- 11. **SUPERINTENDENT**
 - A. Acceptance of Gifts and Donations (See attached)
 - B. Approval of Field Trips (See attached)

12. HUMAN RESOURCES

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

- A. Approval of Certificated Personnel Report, (See attached)
- B. Approval of Classified Personnel Report, (See attached)

13. PUPIL PERSONNEL

A. APPROVAL / RATIFICATION OF AGREEMENTS

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

- 1. Diana Browning Wright to provide threat assessment training to District Administrators, on February 20, 2007 and February 21, 2007, for an amount not to exceed \$7,200.00 plus mileage expense, to be expended from the General Fund 03-00.

14. BUSINESS

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

- 1. D. A. Hogan & Associates, Inc. to provide design, architectural, and construction consulting services for various improvements to the outdoor sports facilities at Canyon Crest Academy, during the period February 2, 2007 through December 31, 2007, for an amount not to exceed \$10,845.00, to be expended from Mello Roos Funds.
- 2. En Pointe Technologies for Microsoft Share Point Designer (Frontpage replacement) volume license agreement, during the period February 2, 2007 through February 1, 2008, for an amount not to exceed \$3,499.72, to be expended from the General Fund 03-00.
- 3. Laura D. Romano, Attorney at Law, to provide legal advice regarding issues pertaining to Mello Roos Community Facilities Districts, during the period February 2, 2007 until mutual termination, for an amount not to exceed \$5,000.00, to be expended from Mello Roos Funds.

B. APPROVAL OF AMMENDMENT TO AGREEMENTS

Adopt the following resolution and authorize Eric R. Dill or Stephen G. Ma to execute the necessary documents:

- 1. John Sergio Fisher & Associates, Inc. to provide a redesign of the landscape planning for the San Dieguito High School Academy Performing Arts Center project, for an amount not to exceed \$5,500.00, to be expended from Mello Roos Funds.

C. APPROVAL OF CHANGE ORDERS / CCA

Approve Change Order Number 15 to the following bid packages for the Canyon Crest Academy project, to be expended from Mello Roos funds, State School Building Fund 35-00, and Other Building Fund 21-09, and authorize Eric R. Dill to execute the change orders:

1. Package #16 (wood flooring) – ISEC, Inc., increasing the contract time by 547 calendar days and decreasing the contract amount by \$93,206.00.
2. Bid Package #18 (specialties) – Inland Acoustics, Inc., increasing the contract time by 547 calendar days and decreasing the contract amount by \$2,323.00.
3. Bid Package #22 (gymnasium equipment) – ISEC, Inc., increasing the contract time by 547 calendar days and decreasing the contract amount by \$11,747.00.

D. ACCEPTANCE OF CONSTRUCTION PROJECTS/CCA

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

1. Bid Package #16 (wood flooring) – ISEC, Inc.
2. Bid Package #18 (specialties) – Inland Acoustics, Inc.,
3. Bid Package #22 (gymnasium equipment) – ISEC, Inc.

E. APPROVAL OF BUSINESS REPORTS

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

ROLL CALL VOTE FOR CONSENT AGENDA (Items 11 – 14)

<u>Board Members</u>	<u>Student Advisory Board Members</u>
_____ Dalessandro	_____ Jackie Brabyn, LCC
_____ Friedman	_____ Caylee Falvo, Sunset
_____ Groth	_____ Kelly Kean, CCA
_____ Hergesheimer	_____ Kiran Natarajan, TPHS
_____ Rich	_____ Hilary Ross, SDA

DISCUSSION / ACTION ITEMS (Items 15 - 18)

15. Adoption of Policy 6175 and 6175/AR-1 Revisions – *Summer School* (See attached)
16. Adoption of Policy 5116.1/AR-1 Revision – *Intradistrict Open Enrollment* (See attached)
17. Adoption of Policy 7100/AR-1 Revision – *Student Housing Capacity* (See attached)
18. Adoption of 2006-2007 District General Fund Mid-January Budget Revision (See attached)

INFORMATION ITEMS (Items 19 - 24)

19. Business Services Update – Steve Ma, Associate Superintendent
20. Educational Services Update – Rick Schmitt, Associate Superintendent
21. Human Resources Update – Terry King, Associate Superintendent

San Dieguito

Union High School
District

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

Board of Trustees:

Joyce Dalessandro
Linda Friedman
Barbara Groth
Beth Hergesheimer
Deanna Rich

Superintendent:

Peggy Lynch, Ed.D.
(760) 943-3501 FAX

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

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

THURSDAY, FEBRUARY 1, 2007
6:30 P.M.

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

*Welcome to the meeting of the San Dieguito Union High School District
Board of Trustees.*

PUBLIC COMMENTS

If you wish to speak regarding an item on the agenda, please complete a blue 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, please state your name, address, and organization before making your presentation.

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. If you wish to speak under Public Comments, please follow the same directions (above) for speaking to agenda items. Complaints or charges against an employee are not permitted in an open meeting of the Board of Trustees.

In the interest of time and order, presentations from the public are limited to three (3) minutes per person, per topic. 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 others in attendance.

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.

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*.

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.

CELL PHONES/PAGERS

As a courtesy to all meeting attendees, please set cellular phones and pagers to silent mode and engage in conversations outside the meeting room.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications, or accommodations, 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 at (760) 943-3501 Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements 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 the meeting in appropriate alternative formats for persons with a disability.

22. Public Comments

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. (See Board Agenda Cover Sheet)

23. Future Agenda Items

24. Adjournment to Closed Session (if scheduled)

CLOSED SESSION (if required)

- 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 Section 54957.8.
Agency Negotiators: Superintendent and Associate Superintendents (3)
Employee Organizations: San Dieguito Faculty Association / Classified School Employees Association To conference with legal counsel – Anticipated Litigation
 - C. To conference with legal counsel – Potential Litigation
 - D. Consideration and/or deliberation of student discipline matters
 - E. Mid-Year Superintendent Evaluation
25. Report from Closed Session (if required)
26. Adjournment of Meeting

*The next regularly scheduled Board Meeting will be held on **Thursday, February 15th**, at **6:30PM** in the SDUHSD District Office Board Room 101. The District Office is located at 710 Encinitas Blvd., Encinitas, CA, 92024.*

/bb

San Dieguito

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Superintendent:

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San Dieguito HS Academy
Sunset HS
Torrey Pines HS

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
MINUTES OF THE BOARD OF TRUSTEES
SPECIAL BOARD WORKSHOP MEETING
THURSDAY, JANUARY 18, 2007

4:30 PM

DISTRICT OFFICE BOARD ROOM 101

The Board of Trustees of the San Dieguito Union High School District met in a Special Board Workshop on Thursday, January 18, 2007, 4:30PM in the San Dieguito District Office Board Room, 710 Encinitas Boulevard, Encinitas, California.

Board Members Present

Board of Trustees:

Joyce Dalessandro
Linda Friedman
Barbara Groth
Beth Hergesheimer
Deanna Rich

Student Advisory Board:

There were no Student Advisory Board Members present at this meeting.

Administrators Present

Peggy Lynch, Ed.D., Superintendent
Terry King, Associate Superintendent/Human Resources
Steve Ma, Associate Superintendent/Business
Rick Schmitt, Associate Superintendent/Educational Services
Russ Thornton, Executive Director, Facilities
Anna Pedroza, Principal, Earl Warren Middle School
Becky Banning, Recording Secretary

Guests

Anne Marie Oldham, Parent

PRELIMINARY FUNCTIONS

1. Call to Order..... (Agenda Item 1)
President Deanna Rich called the meeting to order at 4:34 PM.

INFORMATION ITEMS

2. High Schools of Choice..... (Agenda Item 2)
Educational Services Associate Superintendent, Rick Schmitt addressed this topic. Mr. Schmitt presented the Board with a report on recent improvements to the student registration and selection process for all four high schools. Among these improvements is a new online registration and selection process, which will be available to students as of February 5, 2007. The deadline for online enrollment will be March 11, 2007. The new process will be presented to students and parents at high school information meetings, which are scheduled at the different sites beginning February 6, 2007 through February 22, 2007.

The website will feature user-friendly links such as a posted parent letter, frequently asked questions, details regarding High School Information Night events, inter-district transfer applications, Special Education information, private school information, and board policies.

Students and parents with limited access to a computer will be offered the use of on-site computer systems in order to register.

An emphasis will be placed on community outreach throughout this process, primarily via school counselors, which will be visiting all the classrooms and explaining the process to all students.

After some discussion, the Board requested some minor revisions be made to the website prior to the deadline and agreed to move ahead with this process.
3. Enhancements to Earl Warren Middle School Programs..... (Agenda Item 3)
Rick Schmitt and Earl Warren Middle School Principal, Anna Pedroza, addressed this topic. After a brief introduction by Mr. Schmitt, Earl Warren Middle School Principal, Anna Pedroza, presented the Board with some suggested educational program improvements aimed to increase enrollment numbers at Earl Warren while improving the balance of enrollment numbers at all middle schools. Some of the suggested improvements included the provision of unique electives on campus as well as PE off-campus classes. Another option presented was the possibility of offering a period 7 flexible optional schedule. Changes to course offerings and an existing strong partnership with the Boys and Girls Club will allow an increase of 4 additional periods of PE (to be held at the Boys and Girls Club facility).

Ms. Pedroza also presented a planning update, which included a list of participating groups, new ideas and a timeline by which to carry out these ideas. A follow-up meeting will take place during the month of February.
4. Transportation Update (Agenda Item 4)

Executive Director of Operations, Mr. Russ Thornton presented suggestions on how to improve transportation services of students in the southern portion of the school district, which is currently challenged by limited resources.

Among these suggestions was a proposed plan for the reconfiguration of some shuttle routes. Another suggestion was the elimination of current multiple stops and the addition of more "mega" stops.

A transition plan and timeline will be developed and presented to the Board at a future Board Workshop.

5. Adjournment..... (Agenda Item 5)
The meeting was adjourned at 6:00 PM.

Joyce Dalessandro, Clerk

_____/_____/_____
Date

Peggy Lynch, Ed.D., Superintendent / Secretary

_____/_____/_____
Date

/bb

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- Beth Hergesheimer
- Deanna Rich

Superintendent:

Peggy Lynch, Ed.D.

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

THURSDAY, JANUARY 18, 2007

SDUHSD DISTRICT OFFICE

BOARD RM 101

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

1. Call to Order / Public Comments..... (Agenda Item 1)
There were no comments from the public presented.

2. CLOSED SESSION(Agenda Item 2)

President Deanna Rich called the meeting to order at 6:01 PM on Thursday, January 18, 2007, to receive public comments on the closed session agenda items. There were no public comments, and the Board convened to closed session in the small board room to discuss:

STUDENT DISCIPLINE, Consideration and/or deliberation of student discipline matters, (two cases).

The closed session was adjourned at 6:26 PM and the Board members reconvened in the large board room for the presentation and to begin their regular meeting and relay any reportable action taken during closed session.

REGULAR MEETING / OPEN SESSION

Members in Attendance

All Board of Trustees members were in attendance.

Student Advisory Members present were: Jackie Brabyn of La Costa Canyon High School, Caylee Falvo of Sunset High School and Hilary Ross of San Dieguito Academy.

Administrators Present

- Peggy Lynch, Ed.D., Superintendent
- Terry King, Associate Superintendent, Human Resources
- Steve Ma, Associate Superintendent, Business
- Rick Schmitt, Associate Superintendent, Educational Services
- Anna Pedroza, Principal, Earl Warren Middle School
- Becky Banning, Recording Secretary

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

3. Reconvene / Call to Order (Agenda Item 3)

The regular meeting of the Board of Trustees was called to order at 6:37 PM by President Deanna Rich.

4. Salute to Flag(Agenda Item 4)
President Rich led the salute to the flag.

5. Report Out of Closed Session.....(Agenda Item 5)
It was determined that all readmission conditions for Student #471249 and Student #793046 had been met, therefore making both students eligible to re-enroll in their current district of residence. It was motioned and seconded to allow students to enroll. **Motion unanimously carried.**

6. Approval of Minutes(Agenda Item 6)
It was moved by Mrs. Friedman and seconded by Mrs. Dalessandro that the following minutes be approved:
Special Board Workshop, 3:00 PM
Organizational Meeting, 6:30 PM
Motion unanimously carried.

NON-ACTION ITEMS (AGENDA ITEMS 7 - 10)

7. Student Board Member Reports(Agenda Item 7)
Students Jackie Brabyn of La Costa Canyon High School, Caylee Falvo of Sunset High School and Hilary Ross of Torrey Pines High School reported on events and activities at their respective schools. Highlights included a charity event sponsored by Sunset High School, which provided food and clothing for the homeless. (Hilary Ross and Kiran Natarajan, newly appointed Student Advisory Board Members, will be formally installed at the next meeting; they replace outgoing members, Melissa Sweet and Maggie Roberts.)

8. Board Member Reports.....(Agenda Item 8)
All Board Members reported on their participation at the recent San Dieguito Academy Library Ribbon Cutting Ceremony, as well as the school's 70th birthday celebration.

In addition, board members reported on the following activities:

Mrs. Hergesheimer reported on her recent visit to Earl Warren Middle School.

Mrs. Friedman reported that she attended the City of Encinitas Planning Commission Meeting.

Mrs. Groth reported on her attendance at a recent press conference featuring State Superintendent Jack O'Connell; a planning meeting at North Coastal Consortium of Special Education; the celebration events at San Dieguito Academy; and the San Diego County School Board Association meeting.

Mrs. Dalessandro talked about the District Office Holiday Staff Party, which was well represented by both staff and Board Members.

Mrs. Rich reported on her recent attendance at the California School Board Association Conference in San Francisco and stated that more updates would come in future meetings.

9. Superintendent's Reports, Briefings and Legislative Updates(Agenda Item 9)
District Superintendent, Dr. Peggy Lynch, reported on the recent retirement of Rich Thome, San Diego County Office of Education's Assistant Superintendent of Human Resources. She also provided information about a breakfast meeting invitation, which was extended to all the Board Members, featuring California Assemblyman Martin Garrick. She encouraged the Board's participation at an upcoming conference in Pomona in April, "Money Talks: New Research and Candid Conversations about California School Finance". She addressed the district's pattern of declining enrollment and the unavailability of state mandated funds for the SDUHSD budget next year.
10. Report to the Board on Earl Warren Middle School, Anna Pedroza, Principal...(Agenda Item 10)
Principal Anna Pedroza presented an update to the Board about Earl Warren Middle School. She addressed Academic Excellence as evidenced by a recent increase in API Scores and successful incentive programs such as the Breakfast Club, Family Math Nights, field trips, and Support Classes. She also spoke about ongoing staff discussions prompted by recent Healthy Kids Survey results, including topics such as Internet Safety. Emphasis is being placed on Student Connection, Character Development, Staff Development Integrated Technology and Communication. A strong example was the fact that out of 575 parents, 472 are registered to receive daily bulletins and newsletters electronically.

CONSENT AGENDA ITEMS (AGENDA ITEMS 11 – 14)

It was moved by Mrs. Dalessandro and seconded by Mrs. Hergesheimer that all Consent Agenda Items listed below be approved as written. **Motion unanimously carried.**

11. **SUPERINTENDENT**(Agenda Items 11A – 11B)
A. Acceptance of Gifts and Donations
B. Approval of Field Trips
12. **HUMAN RESOURCES**(Agenda Items 12A – 12B)
Approval of matters pertaining to employment of personnel, salaries, leaves of absence, resignations, changes in assignments, extra duty assignments, and consultant services:
A. Approval of Certificated Personnel Report
B. Approval of Classified Personnel Report
13. **PUPIL SERVICES**(Agenda Item 13)
A. Approval/Ratification Of Non-Public Agency / Non-Public School Contracts
Approve entering into the following non-public school / non-public agency master contracts, to be funded by the General Fund / Restricted 06-00, and authorize Eric R. Dill or Stephen G. Ma to execute all pertinent documents pertaining to this contract, contingent upon receipt of the signed documents and verification of insurance coverage:
1. Schuller & Associates during the period December 15, 2006 through June 30, 2007.
14. **BUSINESS**(Agenda Items 14A – 14G)
A. APPROVAL/RATIFICATION OF AGREEMENTS
Approve/ratify entering into the following agreements and authorize Eric R. Dill or Stephen G. Ma to execute the agreements:

1. San Diego Medical Services Enterprises to provide automatic external defibrillators program maintenance, during the period January 21, 2007 through January 20, 2008, for an amount not to exceed \$320.00, to be expended from the General Fund 03-00.
2. School Services of California, Inc. to provide the District with fiscal and mandated cost claims services and the CADIE and SABRE reports, during the period January 1, 2007 through December 31, 2007, for an amount not to exceed \$3,480.00 plus expenses, to be expended from the General Fund 03-00.
3. Pinnacle Innovations, LLC to provide a school selection/website/database placed on the District website, during the period December 15, 2006 through February 28, 2007, for an amount not to exceed \$5,000.00, to be expended from the General Fund/Restricted 06-00.
4. State of California 22nd District Agricultural Association for lease of facilities for the Torrey Pines High School AP testing, during the period May 7, 2007 through May 18, 2007, for an amount not to exceed \$5,000.00, to be expended from the General Fund 03-00.

B. ADOPTION OF RESOLUTIONS

Adopt the following resolutions and authorize Eric R. Dill or Stephen G. Ma to execute the necessary documents:

1. Authorize contracting pursuant to cooperative bid and award documents from the NuView Union School District for the purchase of new modified relocatable classrooms for the San Dieguito Adult School, for an amount not to exceed \$230,167.00, to be expended from the Adult Education Fund 11-00.
2. Statutory school fees and report for fiscal year 2005-2006, and findings in compliance with Government Code sections 66006 and 66001.

C. AUTHORIZATION TO ADVERTISE FOR BIDS / SAN DIEGUITO ADULT SCHOOL SITE WORK

1. Authorize the Superintendent of Schools to direct the administration to advertise for bids for the San Dieguito Adult School Site Work project.

D. AUTHORIZATION TO ADVERTISE FOR BIDS / TORREY PINES HIGH SCHOOL SPORTS TEAM ROOM

1. Authorize the Superintendent of Schools to direct the administration to advertise for bids for the Torrey Pines High School Sports Team Room Demolition project, the Torrey Pines High School Sports Team Room Modular project, and the Torrey Pines High School Sports Team Room Site Work project.

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

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

1. Electrical Services District Wide project B2004-86, contract entered into with Fredricks Electric, Inc.

F. ACCEPTANCE OF 2005-06 ANNUAL AUDIT REPORT

1. Accept the 2005-06 annual audit of the San Dieguito Union High School District, as prepared by Wilkinson & Hadley, LLP.

G. APPROVAL OF BUSINESS REPORTS

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

DISCUSSION AGENDA / ACTION ITEMS (AGENDA ITEMS 15 – 16)

15. Consolidated Application for Categorical Programs, Part II(Agenda Item 15)
It was motioned by Mrs. Friedman and seconded by Mrs. Groth to approve the 2006-2007 Consolidated Application for Categorical Programs, Part II. **Motion unanimously carried.**
16. CSEA Contract, effective July 1, 2006 – June 30, 2009(Agenda Item 16)
It was motioned by Mrs. Hergesheimer and seconded by Mrs. Dalessandro to approve the CSEA Contract, effective July 1, 2006 through June 30, 2009. **Motion unanimously carried.**

INFORMATION ITEMS.....(AGENDA ITEMS 17 – 25)

17. Business Services Update – Steve Ma, Associate Superintendent(Agenda Item 17)
Mr. Steve Ma presented the Board with an update on TPHS’s need to expand the Music Dept Dance area and said a more detailed update would follow at the pending February 15, 2007 Special Board Workshop Meeting.
He also explained the Policy Revision Proposals submitted for first reading (Items 20 and 21). The Board asked for further clarification of enrollment numbers at San Dieguito Academy and after some discussion the Superintendent proposed a more detailed follow-up at the next meeting. Both items will return to the Board for approval at the Meeting of February 1, 2007.
18. Educational Services Update – Rick Schmitt, Associate Superintendent(Agenda Item 18)
Mr. Rick Schmitt presented the Board with an update on High Schools of Choice, also with a commitment of more details to follow at the Special Board Workshop of February 15, 2007. He also explained key changes in the Policy Revision Proposal being submitted for first reading (Item 19), which will return to the table for approval on February 1, 2007.
19. Human Resources Update – Terry King, Associate Superintendent(Agenda Item 19)
Mrs. Terry King presented the Board with an update on the pending School Principal vacancy at La Costa Canyon High School, stating that advertisement for the position has been posted in various publications and websites. She also spoke briefly about the pending changes in the Counseling Department brought about by parameters as required by a recent state grant.
20. Policy Revision Proposal, First Reading, *Summer School*.....(Agenda Item 20)
This item was submitted for a first reading and will return for approval at a future meeting.
21. Policy Revision Proposal, First Reading, *Intradistrict Open Enrollment*.....(Agenda Item 21)
This item was submitted for a first reading and will return for approval at a future meeting.
22. Policy Revision Proposal, First Reading, *Student Housing Capacity*.....(Agenda Item 22)
This item was submitted for a first reading and will return for approval at a future meeting.

23. Public Comments(Agenda Item 23)
There were no public comments presented at this meeting.
24. Future Agenda Items.....(Agenda Item 24)
A future Special Board Workshop Meeting was scheduled for February 15, 2007. More details will follow.
25. Adjournment to Closed Session.....(Agenda Item 25)
There were no additional items discussed in 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 Section 54957.8.
Agency Negotiators: Superintendent and Associate Superintendents (3)
Employee Organizations: San Dieguito Faculty Association / California School Employees Association to conference with legal counsel – Anticipated Litigation
 - C. To conference with legal counsel – Potential Litigation
26. Report from Closed Session(Agenda Item 26)
There was no report from Closed Session required.
27. Adjournment of Meeting(Agenda Item 27)
The meeting was adjourned at 7:58 PM.

_____,
Joyce Dalessandro, Clerk

_____/_____/_____
Date

_____,
Peggy Lynch, Ed.D., Superintendent / Secretary

_____/_____/_____
Date

/bb

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 22, 2007

BOARD MEETING DATE: February 1, 2007

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

SUBJECT: ACCEPTANCE OF GIFTS AND DONATIONS

EXECUTIVE SUMMARY

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

RECOMMENDATION:

The administration recommends that the Board accept the gifts / donations to the district as shown on the following report.

FUNDING SOURCE:

Not applicable

PL/bb

Item 11-A

**Donations Report
SDUHSD, 02/01/07**

Item 11A

Description		Donor	Donated To: (Teacher, Dept, Site)	
Donation	Purpose	Name / Foundation	Department	School Site
Cybox Glute Machine	Physical Fitness	Magdalena Ecke Family, YMCA	Student Body	SDA
\$500.00	Donation to Music Boosters	Charlie & Marianne Thurston	Music	EWMS
\$150.00	Donation to Music Boosters	Michael & Karen McClune	Music	EWMS
\$100.00	Donation to Music Boosters	Christina & Robert Robinson	Music	EWMS
\$150.00	Donation to Music Boosters	TLF Consulting	Music	EWMS
\$1,000.00	Purchase classroom curriculum & music instruments	CVMS Music Boosters	Music	CVMS
\$6,972.00	Pool Fees - Boys Water Polo for Fall Season 2006	CCA Foundation	PE	CCA
\$1,551.61	Classroom supplies	CCA Foundation	Student Body	CCA
\$79.19	Administrative Supplies	United Way	Administration	CCA
\$2,500.00	Athletic Trainer expenses	SDA Foundation - Athletic Council	PE	SDA
\$941.00	Classroom supplies	SDA Foundation	Student Body	SDA
\$450.00	Counseling Dept. - Random Acts of Kindness Program	SDA Foundation	Counseling	SDA
\$422.75	Staff & Student Use	United Way		SDA
\$10,000.00	Mini-Grant Program	Diegueno MS PTSA		Diegueno MS
\$2,500.00	Athletic Trainer expenses	CCA Foundation	PE	CCA
\$5,000.00	Trainer - Gaspar Physical Therapy 06-07	TPHS Foundation	PE	TPHS

**Donations Report
SDUHSD, 02/01/07**

Item 11A

Description		Donor	Donated To: (Teacher, Dept, Site)	
Donation	Purpose	Name / Foundation	Department	School Site
\$8,055.00	Science & Life Issues curriculum	Biogen Idec Foundation	Science	CVMS
\$1,595.00	Purchase a subscription to Student Resource Center, JR	CVMS PTSA	Student Body	CVMS
\$21,246.86	Mini-Grant Program	LCC Foundation		LCC
\$4,465.00	Cost of Orientation Day '06, August 16, 2006	CVMS ASB	Student Body	CVMS
\$60.00	Staff & Student Use	United Way		SDA
\$100.00	For teacher Rie Tsuboi	Inter. Learning Adv. & Haisei H.S.	Teacher Rie Tsuboi	SDA
\$400.00	Cultural Exchange Club	CVMS PTSA		CVMS
\$14.00	Science Department	Michael & Stephanie Forman	Science	EWMS
\$40.00	Science Department	Scott & Suzanne Morris	Science	EWMS
\$33.34	Staff & Student Use	Orange County's United Way		SDA
\$497.85	Mini-Grant for Science Lab Materials	TPHS Foundation	Science	TPHS
\$961.81	Mini-grants for Classroom Supplies	TPHS Foundation		TPHS
\$669.15	Mini-grants for Classroom Supplies	TPHS Foundation		TPHS
\$591.16	Mini-grant for Science Materials	TPHS Foundation		TPHS
\$730.00	Supplies	Keane Studios		CCA

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 23, 2007

BOARD MEETING DATE: February 1, 2007

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

SUBJECT: APPROVAL / RATIFICATION OF FIELD TRIPS

EXECUTIVE SUMMARY

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

RECOMMENDATION:

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

FUNDING SOURCE:

As listed on attached report.

PL/bb

Item 11-B

**FIELD TRIP REPORT
SDUHSD BOARD MEETING
FEBRUARY 1, 2007**

Item 11-B

Date(s) of Field Trip	Site	Sponsor, Last Name	First Name	Team / Club	Total # Students	Total # Chaperones	Purpose / Conference Name	City	St	Loss of Class Time	* \$ Cost
03/22/07 - 03/24/07	TPHS	Payne	Marinee	P.E. Dept, Dance (Prds 2,4,6)	27	3	USA National Dance Competition	Anaheim	CA	N/A	N/A
04/12/07 - 04/15/07	LCC	Greenslate	Chris	Journalism Class	2-5	1	National Journalism Convention	Denver	CO	N/A	N/A
04/19/07 - 04/22/07	SDA	Wright	Jeremy	Art Dept	12	4	Alternative Press Expo	San Francisco	CA	N/A	N/A

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

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 24, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: Terry King
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

ITEMS 12A – 12B

PERSONNEL LIST

CERTIFICATED PERSONNEL

Employment

1. **Michelle McNeff**, 100% Temporary Counselor for the remainder of the 2006-07 school year, effective 2/05/07 through 6/15/07.
2. **Stephanie Muh**, 100% Temporary Counselor for Semester II/2006-07 school year, effective 1/25/07 through 6/15/07.

Change in Assignment

1. **Thea Chadwick**, Temporary Teacher, Change in Assignment from 80% to 100% for Semester II/2006-07 school year, effective 1/25/07 through 6/15/07.
2. **Margaret Williams**, Temporary School Psychologist, Change in Assignment from 80% to 100% for the remainder of the 2006-07 school year, effective 12/08/06 through 6/15/07.
3. **Angela Worley**, Temporary Teacher, Change in Assignment from 66.67% to 100% for Semester II/2006-07 school year, effective 1/25/07 through 6/15/07.

Leave of Absence

1. **Jonathan Loeffler**, Teacher, Rescind previously-approved 20% Unpaid Leave of Absence (80% assignment) and resume 100% assignment beginning Semester II/2006-07 school year, effective 1/25/07.

Resignation

1. **Ed Burke**, Teacher, Resignation for Retirement purposes, effective 6/15/07.
2. **William Jernigan**, Teacher, Resignation for Retirement purposes, effective 6/15/07.
3. **James Phillips**, Teacher, Resignation for Retirement purposes, effective 6/30/07.
4. **Ainsley Lenihan**, Teacher currently on Unpaid Leave of Absence, resignation from employment, effective 1/22/07.
5. **William Tapp**, Teacher, Resignation for Retirement purposes, effective 6/18/07.
6. **Judy Van Hespem**, School Nurse, Resignation for Retirement purposes, effective 6/16/07.

PERSONNEL LIST

CLASSIFIED PERSONNEL

Employment

1. **Brown, Zachary**, At-Will Employee, effective 1/17/07 – 6/15/07
2. **Eastman, Karen**, At-Will Employee, effective 1/30/07 – 05/17/07
3. **Jensen, Ann**, Instructional Assistant (Severely Handicapped), effective 1/12/07
4. **Khaw, David**, Student Worker Nutrition Services, effective 11/14/07 – 6/15/07
5. **Soukup, Karl**, At-Will Employee, effective 1/17/07 – 3/17/07

Change in Assignment

1. **Solomon, Thea**, from Administrative Secretary, 10-months to Administrative Assistant, 12-months, effective 1/16/07

Resignation

1. **Diller, Corrine**, Campus Supervisor-Middle School resignation for the purpose of retirement effective 1/9/07

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 24, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: Denise W. Levine, Executive Director
Pupil Services

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

SUBJECT: Approval/Ratification of Independent
Contractor Agreement

EXECUTIVE SUMMARY

The attached Independent Contractor Agreement Report summarizes one contract that provides for Threat Assessment Training to District Administrators, School Psychologists, Counselors and Campus Supervisors. Contractor will share information and systems on how to handle the variety of threats with which school sites and administration are confronted.

RECOMMENDATION

Approve/ratify entering into Independent Contractor Agreement as shown on the attached report and authorize Eric Dill to execute all pertinent documents pertaining to this agreement, contingent upon receipt of the signed documents.

FUNDING SOURCE

General Fund 03-00 – Estimated \$7,200.00 + mileage

PL/ddb
Attachment

ITEM 13

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

INDEPENDENT CONTRACTOR AGREEMENTS 2006-2007

Date: February 1, 2007

Contract Effective Dates	Independent Contractor	Description of Services	Number of Participants (Estimate)	Fee
2-20-07 Thru 2-21-07	Diana Browning Wright, M.A.	Threat Assessment Training	40	\$7,200.00 Plus Mileage

Item 13

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 24, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: Eric R. Dill, Executive Director, Business Services
Steve Ma, 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 three contracts totaling \$19,344.72, or as noted on the attachment.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached list.

Item 14A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

BUSINESS - PROFESSIONAL SERVICES REPORT

Date: 02-01-07

<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>
02/02/07 – 12/31/07	D.A. Hogan & Associates, Inc.	Provide design, architectural, and construction consulting services for various improvements to the outdoor sports facilities at Canyon Crest Academy	Mello Roos Funds	\$10,845.00
02/02/07 – 02/01/08	En Pointe Technologies	Microsoft Share Point Designer (Frontpage replacement) volume license agreement	General Fund 03-00	\$3,499.72
02/02/07 – until mutual termination	Laura D. Romano, Attorney at Law	Provide legal advice regarding issues pertaining to Mello Roos Community Facilities Districts	Mello Roos Funds	\$5,000.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 25, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL/RATIFICATION OF
AMENDMENTS TO AGREEMENTS

EXECUTIVE SUMMARY

The attached Amendment to Agreements Report summarizes one amendment to agreements totaling \$5,500.00 or as listed on the attached report.

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.

Item 14B

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

AMENDMENT TO AGREEMENTS REPORT

Date: 02-01-07

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
N/A	John Sergio Fisher & Associates, Inc.	Provide a redesign of the landscape planning for the San Dieguito High School Academy Performing Arts Center project	Mello Roos Funds	\$5,500.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 24, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: John Addleman, Facilities Planning Analyst
Steve Ma, Assoc. Supt. of Business Services

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: APPROVAL OF CHANGE ORDER #15 /
CANYON CREST ACADEMY

EXECUTIVE SUMMARY

Staff and the construction manager, douglas e. barnhart, continue to close out the Canyon Crest Academy project. Change order #15 finalizes three of the last four bid packages for the project. The wood flooring and gymnasium equipment contractor, ISEC, Inc. (bid packages #16 and 22), and the specialties contractor, Inland Acoustics (bid package #18) have been finalized for a net decrease to the project of \$107,276.00. Value engineering at the gym, and the recovery of OCIP and trash cleanup costs contributed largely to this deductive change order. Of the few added costs, \$953.00 was spent to alter the coach's bathroom at the gym to Division of State Architect standards, and \$2,842.00 for the school site's need to rearrange classroom names and numbers from the original layout.

The final change order is expected in the coming months, as negotiations continue with the last contractor, Control Air.

RECOMMENDATION:

It is recommended that the Board approve Change Order Number 15 to the following bid packages for the Canyon Crest Academy project, and authorize Eric R. Dill to execute the change orders:

- a) Package #16 (wood flooring) – ISEC, Inc., increasing the contract time by 547 calendar days and decreasing the contract amount by \$93,206.00.

- b) Bid Package #18 (specialties) – Inland Acoustics, Inc., increasing the contract time by 547 calendar days and decreasing the contract amount by \$2,323.00.
- c) Bid Package #22 (gymnasium equipment) – ISEC, Inc., increasing the contract time by 547 calendar days and decreasing the contract amount by \$11,747.00.

FUNDING SOURCE:

Mello Roos Funds, State School Building Fund 35-00, and Other Building Fund 21-09

**San Dieguito Union High School District
Canyon Crest Academy
Change Order #15
February 1, 2007**

Item 14C

Item #	FF#	Contractor	Bid Pkg	Description	Reason	Amount
15.0	449/464	ISEC, Inc.	16	Delete Floor Seal Technology and switch to floating floor system at Gym floor areas.	District/Value Engineering.	(\$91,677.00)
15.1	487	ISEC, Inc.	16	Replace damaged backboard in Building B Gym.	Back charge to McMahon Steel. (CO #12)	\$2,442.00
15.2		ISEC, Inc.	16	OCIP credit for alternates #1 and #2	District/Alternates #1 and 2 included the the contractor's own insurance, but OCIP covered them.	(\$3,971.00)
15.3	194/455	Inland Acoustics	18	All signage revisions throughout the project and for all buildings per field file #194 and 455 (ASI #79, 93R2, and 106).	District/Site desired to rearrange classroom names and numbers as required.	\$2,842.00
15.4	467	Inland Acoustics	18	Deleted all Knox Boxes for site, A1 West, and A1 East.	District/Value Engineering.	(\$1,091.00)
15.5	475	Inland Acoustics	18	Extend partitions 4" in the coach's bathrooms of Building B. (RFI #664)	Architect/Alteration was required to meet DSA requirements for bathroom stall dimenstions.	\$953.00
15.6		Inland Acoustics	18	OCIP credit for alternates #1 and #2	Contractor had bid Alternates #1 and #2, as if no OCIP was in place.	(\$5,027.00)
15.7		ISEC, Inc.	22	OCIP credit for alternates #1 and #2 and trash cleanup back charges.	Contractor had bid Alternates #1 and #2, as if no OCIP was in place. Contractor failed to clean up adequately throughout the duration of the project.	(\$11,747.00)
					Change Order #15	(\$107,276.00)

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 24, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Supt./Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: ACCEPTANCE OF CONSTRUCTION PROJECTS

EXECUTIVE SUMMARY

Three prime contractors working on the Canyon Crest Academy project have requested that their work be accepted as complete so that the amounts withheld as retention can be released to them. These three contractors completed their work on time and there are no outstanding issues with them. It is recommended that the Board of Trustees accept the projects as complete.

RECOMMENDATION:

It is recommended that the Board accept the following projects comprising the Canyon Crest Academy project as complete, pending the completion of a punch list, and authorize the administration to file a Notice of Completion with the County Records Office.

- a) Bid Package #16 (wood flooring) – ISEC, Inc.
- b) Bid Package #18 (specialties) – Inland Acoustics, Inc.,
- c) Bid Package #22 (gymnasium equipment) – ISEC, Inc.

FUNDING SOURCE:

N/A

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 24, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: Stephen G. Ma
Associate Superintendent, Business

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

SUBJECT: APPROVAL OF BUSINESS REPORTS

EXECUTIVE SUMMARY

Please find the following business reports submitted for your approval:

- a) Purchase Orders
- b) Instant Money
- c) Membership Listing

RECOMMENDATION:

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

FUNDING SOURCE:

Not applicable

deh
Attachments

Item 14E

SAN DIEGUITO UNION HIGH
 FROM 01/09/07 THRU 01/22/07

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
272643	01/09/07	06	EAGLE SOFTWARE	024	CONFERENCE, WORKSHOP,	\$1,050.00
272644	01/09/07	03	WOLFRAM RESEARCH INC	035	LIC/SOFTWARE	\$6,910.81
272645	01/10/07	06	MCDUGAL LITTEL	014	TEXTBOOKS	\$10,961.70
272646	01/10/07	03	FLINN SCIENTIFIC INC	010	MATERIALS AND SUPPLI	\$2,655.09
272647	01/10/07	03	CAROLINA BIOLOGICAL	010	MATERIALS AND SUPPLI	\$401.98
272648	01/10/07	06	GLENCOE-MACMILLAN/MC	024	TEXTBOOKS	\$763.68
272649	01/10/07	06	MAYER JOHNSON COMPAN	030	LIC/SOFTWARE	\$298.00
272650	01/10/07	03	SUNDIEGO CHARTER COM	028	FLD. TRIPS BY PRV. C	\$10,000.00
272651	01/10/07	03	BARNES&NOBLE.COM	008	MATERIALS AND SUPPLI	\$29.90
272653	01/10/07	06	SAN DIEGO CO SUPERIN	024	CONFERENCE, WORKSHOP,	\$3,850.00
272654	01/10/07	03	WOODWIND & BRASSWIND	004	MATERIALS AND SUPPLI	\$623.66
272655	01/10/07	03	HARCOURT OUTLINES	004	MATERIALS AND SUPPLI	\$192.94
272659	01/11/07	06	SCHOOL COUNSELOR RES	004	MATERIALS AND SUPPLI	\$334.45
272660	01/11/07	06	ALLOY MULTIMEDIA	024	LIC/SOFTWARE	\$4,350.00
272661	01/11/07	03	OFFICE DEPOT	026	MATERIALS AND SUPPLI	\$169.81
272662	01/11/07	03	SK8GUARD, LLC	014	MATERIALS AND SUPPLI	\$1,433.00
272663	01/11/07	06	NETSHOPS, INC.	030	MATERIALS AND SUPPLI	\$155.06
272664	01/11/07	03	OFFICE DEPOT	026	MATERIALS AND SUPPLI	\$124.56
272665	01/11/07	03	OFFICE DEPOT	026	OFFICE SUPPLIES	\$45.58
272666	01/11/07	03	C D W G.COM	005	MATERIALS AND SUPPLI	\$95.90
272667	01/12/07	03	FROST HARDWOOD LUMBE	004	MATERIALS AND SUPPLI	\$600.81
272668	01/12/07	03	HEARLIHY & COMPANY	004	MATERIALS AND SUPPLI	\$251.09
272669	01/12/07	03	HOME DEPOT	004	MATERIALS AND SUPPLI	\$500.00
272670	01/12/07	03	AMERICAN LIBRARY ASS	004	MATERIALS AND SUPPLI	\$79.58
272671	01/12/07	03	SURFACE TECHNOLOGY	025	BLDG.-REPAIR MATERIA	\$1,931.13
272672	01/12/07	03	OFFICE DEPOT	005	MATERIALS AND SUPPLI	\$9.40
272673	01/12/07	03	OFFICE DEPOT	006	MATERIALS AND SUPPLI	\$2.35
272674	01/12/07	03	OFFICE DEPOT	004	MATERIALS AND SUPPLI	\$23.49
272675	01/12/07	03	OFFICE DEPOT	008	MATERIALS AND SUPPLI	\$14.09
272676	01/12/07	03	OFFICE DEPOT	012	MATERIALS AND SUPPLI	\$7.05
272677	01/12/07	03	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$117.45
272678	01/12/07	03	OFFICE DEPOT	003	MATERIALS AND SUPPLI	\$9.40
272679	01/12/07	06	FREDRICKS ELECTRIC I	035	MATERIALS AND SUPPLI	\$4,480.00
272680	01/12/07	03	SAN DIEGUITO UHSD CA	012	MATERIALS AND SUPPLI	\$283.48
272681	01/12/07	06	COSWAY, BOB AND/OR L	030	OTHER SERV.& OPER.EX	\$7,552.98
272682	01/12/07	06	SOPRIS WEST	030	MATERIALS AND SUPPLI	\$1,881.65
272683	01/12/07	03	XEROX CORPORATION	014	DUPLICATING SUPPLIES	\$2,500.00
272684	01/12/07	06	CRISIS PREVENTION IN	030	BOOKS OTHER THAN TEX	\$497.71
272685	01/16/07	06	BARNES & NOBLE BOOKS	024	MATERIALS AND SUPPLI	\$145.46
272686	01/16/07	03	SCHOOL NURSE SUPPLY	012	MEDICAL SUPPLIES	\$92.87
272687	01/16/07	06	BEST COMPUTER SUPPLI	003	MATERIALS AND SUPPLI	\$109.91
272688	01/16/07	03	CATHEDRAL CATHOLIC H	014	RENTS & LEASES	\$6,972.00
272689	01/16/07	03	ROYAL BUSINESS GROUP	030	OFFICE SUPPLIES	\$23.71
272690	01/16/07	03	DELL COMPUTER CORPOR	004	MAT/SUP/EQUIP TECHNO	\$13,937.05
272691	01/16/07	06	DELL COMPUTER CORPOR	010	MAT/SUP/EQUIP TECHNO	\$13,145.77
272692	01/16/07	03	EDUCATIONAL RESOURCE	012	LIC/SOFTWARE	\$247.42
272693	01/16/07	03	G S T, INC.	005	MATERIALS AND SUPPLI	\$115.94
272694	01/16/07	03	DELL COMPUTER CORPOR	010	SOFTWARE/DP SUPPLIES	\$1,982.36
272695	01/16/07	03	C D W G.COM	010	SOFTWARE/DP SUPPLIES	\$95.90
272696	01/16/07	06	XEROX CORPORATION	010	DUPLICATING SUPPLIES	\$171.32
272697	01/16/07	06	RIVERSIDE PUBLISHING	010	MATERIALS AND SUPPLI	\$624.08
272698	01/16/07	06	RIVERSIDE PUBLISHING	030	MATERIALS AND SUPPLI	\$171.92
272699	01/16/07	11	GEOCON INCORPORATED	009	IMPROVEMENT	\$89.00
272700	01/16/07	03	STAPLES STORES	012	MATERIALS AND SUPPLI	\$159.43
272701	01/16/07	03	FROGUTS, INC.	003	LIC/SOFTWARE	\$308.00

SAN DIEGUITO UNION HIGH
FROM 01/09/07 THRU 01/22/07

ITEM 14E-1 2

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
272702	01/16/07	03	COMPUSOURCE/ADB ENTE	030	OFFICE SUPPLIES	\$311.40
272703	01/16/07	06	E T A/ CUISENAIRE	012	MATERIALS AND SUPPLI	\$96.15
272704	01/16/07	03	NEWSWEEK EDUCATION P	014	MATERIALS AND SUPPLI	\$424.80
272705	01/16/07	03	NATIONAL COUNSELING	026	LEGAL EXPENSE	\$275.00
272706	01/17/07	03	XEROX CORPORATION	010	DUPLICATING SUPPLIES	\$601.25
272707	01/17/07	03	SCANTRON SERVICE GRO	010	REPAIRS BY VENDORS	\$381.00
272708	01/17/07	03	AIR GAS WEST	010	MATERIALS AND SUPPLI	\$163.21
272709	01/17/07	03	ABSOLUTELY CUSTOM	010	MATERIALS AND SUPPLI	\$746.71
272710	01/17/07	03	BORDERS, BOOKS AND M	010	MATERIALS AND SUPPLI	\$250.00
272711	01/17/07	03	3-D MOLECULAR DESIGN	010	MATERIALS AND SUPPLI	\$160.85
272712	01/17/07	03	DANCING HELIX	010	MATERIALS AND SUPPLI	\$71.81
272713	01/17/07	03	A AND E HOME VIDEO I	010	MATERIALS AND SUPPLI	\$105.43
272714	01/17/07	03	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$226.19
272715	01/17/07	03	AMAZON.COM	010	MATERIALS AND SUPPLI	\$217.96
272716	01/17/07	03	ONE STOP TONER AND I	010	MATERIALS AND SUPPLI	\$237.03
272717	01/17/07	03	AMAZON.COM	010	MATERIALS AND SUPPLI	\$194.84
272719	01/17/07	03	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$42.28
272720	01/17/07	03	DEMCO INC	010	MATERIALS AND SUPPLI	\$80.80
272721	01/17/07	03	BACH COMPANY	010	MATERIALS AND SUPPLI	\$2,308.01
272722	01/17/07	03	AMAZON.COM	010	MATERIALS AND SUPPLI	\$220.73
272723	01/17/07	03	KIDS TOOLS INC	010	MATERIALS AND SUPPLI	\$207.24
272724	01/17/07	03	P C I EDUCATIONAL PU	010	MATERIALS AND SUPPLI	\$51.57
272725	01/17/07	03	RESEARCH PRESS INC	010	MATERIALS AND SUPPLI	\$204.59
272728	01/17/07	03	OFFICE DEPOT	010	MATERIALS AND SUPPLI	\$176.65
272729	01/17/07	03	TARGET	010	MATERIALS AND SUPPLI	\$103.41
272731	01/17/07	03	CONTINENTAL BOOK CO	010	MATERIALS AND SUPPLI	\$372.49
272733	01/17/07	03	CLASSROOM DIRECT.COM	010	MATERIALS AND SUPPLI	\$49.85
272735	01/17/07	03	TARGET	010	MATERIALS AND SUPPLI	\$250.00
272736	01/17/07	03	AMAZON.COM	010	MATERIALS AND SUPPLI	\$19.25
272738	01/17/07	03	AMAZON.COM	010	MATERIALS AND SUPPLI	\$28.22
272739	01/18/07	03	POSTMASTER	001	COMMUNICATIONS-POSTA	\$868.00
272740	01/19/07	03	BARNES & NOBLE BOOKS	008	MATERIALS AND SUPPLI	\$300.00
272741	01/19/07	03	BARNES & NOBLE BOOKS	008	MATERIALS AND SUPPLI	\$300.00
272742	01/19/07	03	BARNES & NOBLE BOOKS	008	MATERIALS AND SUPPLI	\$300.00
272743	01/19/07	03	BARNES & NOBLE BOOKS	008	MATERIALS AND SUPPLI	\$300.00
272744	01/19/07	03	BARNES & NOBLE BOOKS	008	MATERIALS AND SUPPLI	\$300.00
272745	01/19/07	03	BARNES & NOBLE BOOKS	008	MATERIALS AND SUPPLI	\$300.00
272746	01/19/07	03	22ND DISTRICT AGRICU	005	RENTS & LEASES	\$2,500.00
272749	01/19/07	03	FAIR-PLAY	025	REPAIRS BY VENDORS	\$8,498.31
272750	01/19/07	06	AREY JONES EDUCATION	005	MAT/SUP/EQUIP TECHNO	\$11,117.91
272751	01/19/07	03	ESCONDIDO METAL SUPP	025	BLDG.-REPAIR MATERIA	\$508.58
272752	01/19/07	03	CARDIAC SCIENCE INC	037	MATERIALS AND SUPPLI	\$702.75
272753	01/19/07	03	CART MART INC	010	REPAIRS BY VENDORS	\$65.00
272754	01/19/07	06	ORANGE COUNTY DEPT O	032	TEST SCORING	\$1,925.00
272755	01/19/07	03	BARNES & NOBLE BOOKS	010	MATERIALS AND SUPPLI	\$250.00
272756	01/19/07	11	OFFICE DEPOT	009	MATERIALS AND SUPPLI	\$55.56
272757	01/19/07	03	CORPORATE EXPRESS	037	OFFICE SUPPLIES	\$72.21
272758	01/19/07	11	THOMSON LEARNING DIS	009	BOOKS OTHER THAN TEX	\$824.25
272761	01/19/07	06	TEACHERS' CURRICULUM	008	TEXTBOOKS	\$12,481.50
272762	01/19/07	03	ANNENBERG MEDIA	010	MATERIALS AND SUPPLI	\$458.05
272763	01/19/07	03	AMAZON.COM	010	MATERIALS AND SUPPLI	\$53.82
272764	01/19/07	03	AMAZON.COM	010	MATERIALS AND SUPPLI	\$30.65
272765	01/19/07	03	FLINN SCIENTIFIC INC	010	MATERIALS AND SUPPLI	\$1,393.58
272766	01/19/07	03	EWING IRRIGATION PRO	025	GROUNDS-REPAIR MATER	\$533.03
272767	01/22/07	03	MAGDALENA ECKE FAMIL	010	RENTS & LEASES	\$4,500.00

SAN DIEGUITO UNION HIGH
FROM 01/09/07 THRU 01/22/07

ITEM 14E-1

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
272768	01/22/07	03	FROST HARDWOOD LUMBE	008	MATERIALS AND SUPPLI	\$100.00
272769	01/19/07	11	COSTCO CARLSBAD	009	MATERIALS AND SUPPLI	\$12.93
272770	01/22/07	03	WOODWIND & BRASSWIND	012	MATERIALS AND SUPPLI	\$540.91
272771	01/22/07	03	G B C - MAINTENANCE	003	REPAIRS BY VENDORS	\$768.00
272772	01/22/07	03	THOMSON/GALE	005	LIC/SOFTWARE	\$53.88
272773	01/22/07	03	COLLEGE BOARD	005	DUES AND MEMBERSHIPS	\$325.00
272775	01/22/07	03	OFFICE DEPOT	014	MATERIALS AND SUPPLI	\$624.44
272776	01/22/07	03	PEARSON & AGS ASSESS	013	MATERIALS AND SUPPLI	\$63.00
272777	01/19/07	03	COSTCO CARLSBAD	037	OFFICE SUPPLIES	\$8.62
670059	01/09/07	03	ONE STOP TONER AND I	001	STORES	\$3,218.28
670060	01/10/07	03	WESCO DISTRIBUTION	001	STORES	\$581.85
670061	01/11/07	03	SOUTHLAND ENVELOPE C	001	STORES	\$2,119.98
670062	01/11/07	03	SCANTRON CORPORATION	001	STORES	\$8,732.60
670063	01/11/07	03	WAXIE SANITARY SUPPL	001	STORES	\$1,781.93
670064	01/11/07	03	SOUTHWEST PLASTIC BI	001	STORES	\$1,115.21
670065	01/11/07	03	CAMEO PAPER	001	STORES	\$819.18
670066	01/11/07	03	CORPORATE EXPRESS	001	STORES	\$280.13
670067	01/12/07	03	ELGIN SCHOOL SUPPLY	001	STORES	\$789.76
670068	01/12/07	03	OFFICE DEPOT	001	STORES	\$3,467.94
670069	01/12/07	03	PIONEER STATIONERS I	001	STORES	\$179.92
670070	01/12/07	03	SUPPLY MASTER INC	001	STORES	\$129.30
670071	01/16/07	03	PIONEER STATIONERS I	001	STORES	\$183.26
670072	01/16/07	03	SOUTHWEST SCHOOL/OFF	001	STORES	\$536.39
670073	01/16/07	03	UNITED HEALTH SUPPLI	001	STORES	\$74.66
670074	01/16/07	03	HENRY SCHEIN	001	STORES	\$448.41
670075	01/17/07	03	UNITED HEALTH SUPPLI	001	STORES	\$99.67
670076	01/17/07	03	WAXIE SANITARY SUPPL	001	STORES	\$1,097.43
670077	01/22/07	03	OFFICE DEPOT	001	STORES	\$1,181.24
670079	01/22/07	03	XEROX CORPORATION	001	STORES	\$20,907.81
770056	01/12/07	03	ONE STOP TONER AND I	035	REPAIRS BY VENDORS	\$245.72
770061	01/12/07	03	ONE STOP TONER AND I	035	REPAIRS BY VENDORS	\$230.61
770062	01/12/07	03	ONE STOP TONER AND I	035	REPAIRS BY VENDORS	\$246.76
870000	01/10/07	06	SAN DIEGO CO SUPERIN	022	CONFERENCE,WORKSHOP,	\$350.00
870001	01/10/07	03	EAGLE SOFTWARE	022	CONFERENCE,WORKSHOP,	\$175.00
870002	01/10/07	06	C L M S/C L H S	022	CONFERENCE,WORKSHOP,	\$1,568.00
870004	01/12/07	03/06	EAGLE SOFTWARE	022	CONFERENCE,WORKSHOP,	\$900.00
870007	01/22/07	03	C A S B O	022	CONFERENCE,WORKSHOP,	\$615.00

REPORT TOTAL \$215,369.66

ITEM 14E-2

INSTANT MONEY REPORT FOR THE PERIOD 12/6/06 THROUGH 1/22/07

<i>Check #</i>	<i>Vendor</i>	<i>Amount</i>
10256	FORTUNE MAGAZINE	\$150.00
10257	FEDEX	\$67.30
10258	C B D A	\$140.00
10259	DHL EXPRESS	\$30.77
10260	FEDEX	\$60.51
10261	FREE FORM CLAY	\$55.00
	<i>Total</i>	<u>\$503.58</u>

ITEM 14E-3

Individual Membership Listings
For the Period of January 9, 2007 through January 22, 2007

January 9, 2007

<u>Staff Member Name</u>	<u>Organization Name</u>	<u>Amount</u>
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None to Report

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 24, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: Albert Martin
Director of Instructional Support

SUBMITTED BY: Peggy Lynch
Superintendent

SUBJECT: REVISION TO BOARD POLICY 6175 and
6175/AR-1 (Summer School)

EXECUTIVE SUMMARY

Summer School administration requests the following changes to Summer School board policy 6175 and its administrative regulation:

- Students may not miss more than 8 hours of instruction. Any accumulation of more than 8 hours of absence including tardies will result in a drop upon the 9th hour, including being tardy more than 15 minutes counting as the 9th hour.
- Transportation for the summer school program will be provided when supplemental categorical funds are available.

RECOMMENDATION:

This item is submitted for adoption and review on February 1, 2007.

FUNDING SOURCE:

Not applicable.

INSTRUCTION

**6175
PROPOSED**

SUMMER SCHOOL

The Governing Board recognizes that summer school provides valuable opportunities for students to improve their skills and make academic progress. When the need is demonstrated and funds are available, the Superintendent or designee, with Board approval, shall establish summer school day and/or evening classes for purposes of remediation, enrichment or acceleration.

Admission for Grades 7-12

First priority to enroll in high school summer classes shall be given to district students who need course credits in order to graduate by September or who do not demonstrate "sufficient progress" toward the statewide exit examination required for high school graduation. For students in the classes of 2000-2003, a student shall not demonstrate "sufficient progress" toward the statewide high school exit exam if the student was assessed as not meeting the district's adopted standards of proficiency in basic skills.

1. The remaining openings shall be offered to district students on a first-come first-serve basis.
2. To the extent that space is available after district students have enrolled, remaining openings in high school summer classes for core academic subjects shall be open to private school students.

Attendance

Because summer courses cover extensive instructional content in a relatively short time period, consistent class attendance is crucial.

- ~~1. Students who have more than three excused absences may not receive credit for their summer session class(es). Students who have more than one unexcused absence may not receive credit for their summer session class(es).~~
1. **Students may not miss more than 8 hours of instruction, 8 hours equates to two full days of summer school. Students will be dropped upon the 9th**

SAN DIEGUITO HIGH SCHOOL DISTRICT

Item 15

Policy Adopted: May 5, 1988

Policy Revised: August 17, 2000

Policy Revision DRAFT: January 18, 2007

1/3

INSTRUCTION

6175
PROPOSED

- hour of absence, including being tardy more than 15 minutes counting as the 9th hour.
2. Tardiness is not acceptable. Any student arriving late will be marked tardy. At the third tardy the teacher will send the student to the Summer School Principal on a referral. A student may be dropped from summer school for excessive tardiness on a case-by-case basis. Any student arrival more than 15 minutes late will be counted as absent for that hour and will be charged one hour towards the maximum 8 hours. Less than 15 minutes is a tardy.
 3. Any accumulation of more than 8 hours of absence, including tardies of more than 15 minutes accumulated towards the hourly total, will result in a drop upon the 9th hour.
 4. Sites for summer school programs may be rotated in an effort to make summer school programs more accessible to all students, regardless of residence or regular attendance area, and to equalize long-term facility and maintenance needs.

Legal Reference:

CALIFORNIA EDUCATION CODE

37252-37253	Summer school programs for students not demonstrating progress toward exit examination
41976.5	Summer school programs, substantially disabled persons or graduating high school seniors
42239	Summer school attendance apportionments
42239.5	Saturday school eligibility for summer school apportionments
42239.6	After-school programs in year-round schools
46010	Total days of attendance; absences excluded in computing attendance
51210	Areas of study
51220	Areas of study for grades 7-12
51730-51732	Powers of governing boards (authorization for elementary summer school classes)

SAN DIEGUITO HIGH SCHOOL DISTRICT

Item 15

Policy Adopted: May 5, 1988

Policy Revised: August 17, 2000

Policy Revision DRAFT: January 18, 2007

INSTRUCTION

**6175
PROPOSED**

54000-54033 Economic impact aid
54035-54036 Back to basics summer school reading
program
58700-58702 Credit towards summer school
apportionments for tutoring and
homework assistance program
58806 Summer school apportionments
60851 Supplemental instruction toward exit
examination

CODE OF REGULATIONS, TITLE 5

3043 Extended School year
11470-11472 Summer Schools

ATTORNEY GENERAL OPINIONS

70 Ops.Cal.Atty.Gen. 282 (1987)

SAN DIEGUITO HIGH SCHOOL DISTRICT

Item 15

Policy Adopted: May 5, 1988

Policy Revised: August 17, 2000

Policy Revision DRAFT: January 18, 2007

3/3

INSTRUCTION

6175
CURRENT

SUMMER SCHOOL

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Admission for Grades 7-12

First priority to enroll in high school summer classes shall be given to district students who need course credits in order to graduate by September or who do not demonstrate "sufficient progress" toward the statewide exit examination required for high school graduation. For students in the classes of 2000-2003, a student shall not demonstrate "sufficient progress" toward the statewide high school exit exam if the student was assessed as not meeting the district's adopted standards of proficiency in basic skills.

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- To the extent that space is available after district students have enrolled, remaining openings in high school summer classes for core academic subjects shall be open to private school students.

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- Students who have more than three excused absences may not receive credit for their summer session class(es). Students who have more than one unexcused absence may not receive credit for their summer session class(es).
- Sites for summer school programs may be rotated in an effort to make summer school programs more accessible to

SUMMER SCHOOL - Continued

SAN DIEGUITO HIGH SCHOOL DISTRICT

ITEM 15

Policy Adopted: May 5, 1988

Policy Revised: August 17, 2000

1/2

INSTRUCTION

6175

CURRENT

all students, regardless of residence or regular attendance area, and to equalize long-term facility and maintenance needs.

Legal Reference:

CALIFORNIA EDUCATION CODE

- 37252-37253 Summer school programs for students not demonstrating progress toward exit examination
- 41976.5 Summer school programs, substantially disabled persons or graduating high school seniors
- 42239 Summer school attendance apportionments
- 42239.5 Saturday school eligibility for summer school apportionments
- 42239.6 After-school programs in year-round schools
- 46010 Total days of attendance; absences excluded in computing attendance
- 51210 Areas of study
- 51220 Areas of study for grades 7-12
- 51730-51732 Powers of governing boards (authorization for elementary summer school classes)
- 54000-54033 Economic impact aid
- 54035-54036 Back to basics summer school reading program
- 58700-58702 Credit towards summer school apportionments for tutoring and homework assistance program
- 58806 Summer school apportionments
- 60851 Supplemental instruction toward exit examination

CODE OF REGULATIONS, TITLE 5

- 3043 Extended School year
- 11470-11472 Summer Schools

ATTORNEY GENERAL OPINIONS

- 70 Ops.Cal.Atty.Gen. 282 (1987)

SAN DIEGUITO HIGH SCHOOL DISTRICT

Policy Adopted: May 5, 1988

Policy Revised: August 17, 2000

ITEM 15

INSTRUCTION

**6175/AR-1
PROPOSED**

SUMMER SCHOOL

The district shall offer summer instructional programs for:

1. High School seniors who need courses for graduation prior to September (Education Code 41976.5)
2. Students enrolled in grades 7 through 12 who do not demonstrate "sufficient progress" toward passing the statewide exit examinations in language arts and mathematics required for high school graduation (Education Code 37252)
3. Courses are available for students who have failed a class required for middle school or high school proficiency and/or for high school graduation
4. There will be limited opportunity for students who desire to take a course for enrichment purposes or acceleration.
 - a. For the purposes of this program, a student shall be considered to be enrolled in a grade immediately upon completion of the preceding grade. (Education Code 37252)
 - b. Students who were enrolled in grade 12 during the prior school year shall be eligible for summer instructional programs. (Education Code 37252)
 - c. The curriculum of the program shall reflect state academic content standards to the extent that the district curriculum is aligned with those state standards, and shall be designed to assist students to succeed on the exit examination. (Education Code 60851)

Transportation

~~The State does not provide funding for the summer. Therefore, no transportation will be available for the summer program.~~

Transportation for the summer school program will be provided when supplemental categorical funds are available.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: May 5, 1988
Administrative Regulation Revised: May 20, 1993
Administrative Regulation Revised: January 11, 1994
Administrative Regulation Revised: February 6, 1997
Administrative Regulation Revised: August 17, 2000
Administrative Regulation Revised DRAFT: January 18, 2007

Item 15
1/2

INSTRUCTION

**6175/AR-1
PROPOSED**

Special Education

Instructional programs for Special Education students will be provided in accordance with their written Individualized Educational Program (IEP). Students not having an extended school year written in their IEP may enroll in the regular summer school program.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: May 5, 1988
Administrative Regulation Revised: May 20, 1993
Administrative Regulation Revised: January 11, 1994
Administrative Regulation Revised: February 6, 1997
Administrative Regulation Revised: August 17, 2000
Administrative Regulation Revised DRAFT: January 18, 2007

Item 15
2/2

INSTRUCTION

**6175/AR-1
CURRENT**

SUMMER SCHOOL

The district shall offer summer instructional programs for:

1. High School seniors who need courses for graduation prior to September (Education Code 41976.5)
2. Students enrolled in grades 7 through 12 who do not demonstrate "sufficient progress" toward passing the statewide exit examinations in language arts and mathematics required for high school graduation (Education Code 37252)
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 - c. The curriculum of the program shall reflect state academic content standards to the extent that the district curriculum is aligned with those state standards, and shall be designed to assist students to succeed on the exit examination. (Education Code 60851)

Transportation

The State does not provide funding for the summer. Therefore, no transportation will be available for the summer program.

SUMMER SCHOOL - Continued

Special Education

Instructional programs for Special Education students will be provided in accordance with their written Individualized Educational Program (IEP). Students not having an extended school year written in their IEP may enroll in the regular summer school program.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

<u>Administrative Regulation Issued:</u>	May 5, 1988	
<u>Administrative Regulation Revised:</u>	May 20, 1993	
<u>Administrative Regulation Revised:</u>	January 11, 1994	ITEM 15
<u>Administrative Regulation Revised:</u>	February 6, 1997	
<u>Administrative Regulation Revised:</u>	August 17, 2000	1/1

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 23, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: Stephen G. Ma
Associate Superintendent, Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: Adoption of Revised Board Policy -
Intradistrict Open Enrollment 5116.1/AR-1

EXECUTIVE SUMMARY

At the Board Meeting on January 18, 2007, the Board was presented with the revised Board Policy – Intradistrict Open Enrollment 5116.1/AR-1 to reflect application and declaration deadlines. In addition, updated “space available” estimates have been completed. There will be a web link to this board policy on the district’s new online application form.

A few grammatical errors have been corrected from the first draft. In addition, the San Dieguito Academy projected enrollment has been reduced from 1,550 to 1,500. This change has a small ripple affect on La Costa Canyon High School and Torrey Pines High School’s projected enrollment.

RECOMMENDATION:

It is recommended that the Board approve the proposed changes to the district’s Intradistrict Open Enrollment policy, 5116.1/AR-1.

FUNDING SOURCE:

Not applicable.

STUDENTS

**5116.1
PROPOSED**

INTRADISTRICT OPEN ENROLLMENT

The Board of Trustees desires to provide enrollment options that meet the diverse needs and interests of district students and shall annually review these options.

Students who reside within district boundaries may apply for enrollment in any district school. The Superintendent or designee shall determine the capacity of each district school and establish a random, unbiased selection process for the admission of students from outside a school's attendance area. In accordance with law, no student currently residing within a school's attendance area shall be displaced by another student.

The Board retains the authority to maintain appropriate racial and ethnic balances among district schools.

Enrollment Priorities

Schools receiving requests for admission shall give priority for attendance to siblings of children already in attendance in that school.

A student may be given priority for attendance outside his/her current attendance area when special circumstances exist that may be harmful or dangerous to that particular student. Harmful or dangerous special circumstances shall be identified pursuant to law and administrative regulations.

Schools or specialized programs that have a waiting list shall give students on the waiting list priority over students transferring from outside the attendance area.

Once enrolled as an intra-district transfer, a student shall declare on an annual basis his/her intent to either remain at the high school of choice or return to the high school of residence. ~~Once enrolled, a student shall not have to apply for readmission.~~ However, the student may be subject to displacement due to excessive enrollment.

The Superintendent or designee shall inform parents/guardians when certain schools or grade levels within a school are currently, or are likely to be, at capacity and therefore unable to accommodate any new students.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: March 17, 1994

Policy Revised: December 2, 1999

Policy Revised: January 19, 2006

Policy Revision DRAFT: January 18, 2007

Item 16

1/2

STUDENTS

**5116.1
PROPOSED**

Transportation

The district shall not provide transportation outside the school's attendance area.

Legal Reference: CALIFORNIA EDUCATION CODE

35160.5 District policies; rules and regulations
35291 Rules
35351 Assignment of students to particular schools
48980 Notice at beginning of term
Crawford v. Board of Education (1976) 17 Cal.3d 280

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: March 17, 1994
Policy Revised: December 2, 1999
Policy Revised: January 19, 2006

ITEM 16

CURRENT

STUDENTS

5116.1

INTRADISTRICT OPEN ENROLLMENT

The Board of Trustees desires to provide enrollment options that meet the diverse needs and interests of district students and shall annually review these options.

Students who reside within district boundaries may apply for enrollment in any district school. The Superintendent or designee shall determine the capacity of each district school and establish a random, unbiased selection process for the admission of students from outside a school's attendance area. In accordance with law, no student currently residing within a school's attendance area shall be displaced by another student.

The Board retains the authority to maintain appropriate racial and ethnic balances among district schools.

Enrollment Priorities

Schools receiving requests for admission shall give priority for attendance to siblings of children already in attendance in that school.

A student may be given priority for attendance outside his/her current attendance area when special circumstances exist that may be harmful or dangerous to that particular student. Harmful or dangerous special circumstances shall be identified pursuant to law and administrative regulations.

Schools or specialized programs that have a waiting list shall give students on the waiting list priority over students transferring from outside the attendance area.

Once enrolled, a student shall not have to apply for readmission. However, the student may be subject to displacement due to excessive enrollment.

The Superintendent or designee shall inform parents/guardians when certain schools or grade levels within a school are currently, or are likely to be, at capacity and therefore unable to accommodate any new students.

Transportation

The district shall not provide transportation outside the school's attendance area.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: March 17, 1994
Policy Revised: December 2, 1999
Policy Revised: January 19, 2006

ITEM 16

CURRENT

STUDENTS

5116.1

Legal Reference: CALIFORNIA EDUCATION CODE

- 35160.5 District policies; rules and regulations
- 35291 Rules
- 35351 Assignment of students to particular schools
- 48980 Notice at beginning of term
- Crawford v. Board of Education (1976) 17 Cal.3d 280

ITEM 16

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

- Policy Adopted: March 17, 1994
- Policy Revised: December 2, 1999
- Policy Revised: January 19, 2006

STUDENTS

5116.1/AR-1

PROPOSED

INTRADISTRICT OPEN ENROLLMENT

It is the policy of the Governing Board to provide options and meet the diverse needs, potential and interests of district students through an intra-district open enrollment policy on a space available basis limited only by the district's need to maintain appropriate racial and ethnic balances among district schools.

Enrollment Priorities

1. No student currently residing within a school's attendance area shall be displaced by another student as a result of the intra-district open enrollment transfer process.
2. The Governing Board retains the authority to maintain appropriate racial and ethnic balances among district schools. This authority takes precedence over the individual parent/guardian school choice if the two objectives are in conflict.
3. The Governing Board believes that all students are entitled to equity and access to educational support services. Administrative exceptions may be considered by local site staff to address the special instructional needs of individual students. These may include, but are not limited to, English as a Second Language/Bilingual Programs, or specialized programs requiring site facilities.
4. Requests for entrance to the specialized high school programs at Sunset Continuation High School or North Coast Alternative High School will be honored by employing existing criteria and the comprehensive high school administrative recommendations.
5. **Once enrolled as an intra-district transfer, a student shall declare on an annual basis his/her intent to either remain at the high school of choice or return to the high school of residence. ~~Once enrolled as an intra district transfer, a student shall not have to apply for annual readmission.~~** However, the student may be subject to displacement due to excessive enrollment.
6. Students who transfer from one school to another within the district shall be eligible for all athletic competition except varsity level competition in sports in which the student has competed in any level of interscholastic competition during the twelve calendar months preceding the date of such

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

- Administrative Regulation Issued: March 17, 1994
- Administrative Regulation Revised: January 14, 1999
- Administrative Regulation Revised: December 2, 1999
- Administrative Regulation Revised: January 18, 2001
- Administrative Regulation Revised: February 7, 2002
- Administrative Regulation Revised: February 13, 2003
- Administrative Regulation Revised: December 4, 2003
- Administrative Regulation Revised: February 5, 2004
- Administrative Regulation Revised: January 13, 2005
- Administrative Regulation Revised: January 11, 2006
- Administrative Regulation Revision DRAFT: January 18, 2007

Item 16 (AR)

STUDENTS

5116.1/AR-1

PROPOSED

transfer.

- 7. With the exception of athletic eligibility, students approved to attend a school on an intra-district open enrollment transfer shall be entitled to the identical student rights, responsibilities, and expectations as applied to all students living within that school's attendance boundaries. This includes student behavior expectations and equal discipline consequences, positive attendance and academic progress.

Selection Procedures

The submitted application/declaration for the 2007-2008 school year is final after the March 12, 2007 deadline. Students may not switch school choices after the application deadline. Late applicants (filing after the March 12, 2007 deadline) shall not be added to the waiting list for the schools of choice (CCA and SDA).

Canyon Crest Academy

- A. The capacity of Canyon Crest Academy shall be determined by the Board of Trustees. All 9-12 ~~(9th, 10th & 11th grades for the 2006-07 school year)~~ students who reside within district boundaries are eligible to apply for admission to the Canyon Crest Academy. ~~(As grade levels are added, students from that grade level throughout the district will be eligible to apply for enrollment at CCA.)~~ Completed applications are to be **submitted** ~~mailed or delivered~~ directly to the school **district** prior to the designated deadline. If applications for admission exceed the program capacity of the school, a random, unbiased process will be followed to select those applicants eligible to enroll. Those not selected to enroll initially will be placed on a waiting list by grade level in the priority order in which they were selected. A waiting list will remain in force for one full year.

B. San Dieguito High School Academy

The capacity of San Dieguito High School Academy shall be determined by the Board of Trustees. All 9-12 students who reside within district boundaries are eligible to apply for admission to the San Dieguito High School Academy. Completed applications are to be **submitted** ~~mailed or delivered~~ to the school **district** prior to the designated deadline. If applications for admission exceed the program capacity of the school, a random, unbiased process will be followed to select those applicants eligible to enroll. Those not selected to enroll initially will be placed on a waiting list by grade level in the priority order in which they were selected. A

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- Administrative Regulation Revised: February 13, 2003
- Administrative Regulation Revised: December 4, 2003
- Administrative Regulation Revised: February 5, 2004
- Administrative Regulation Revised: January 13, 2005
- Administrative Regulation Revised: January 11, 2006
- Administrative Regulation Revision DRAFT: January 18, 2007

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waiting list will remain in force for one full year.

C. All Other Schools

1. On or before ~~January~~ **February** 15 each year, the Superintendent or designee shall identify those schools within the district that have available capacity for intra-district transfers for the following school year under the district's open enrollment policy. A list of these schools and open enrollment applications shall be available at all school offices.
2. All students who submit applications to the district by March ~~±~~ **12, 2007** shall be eligible for admission to their school of choice the following school year under the district's open enrollment policy if the requested school has not reached capacity and if the district's racial and ethnic balance is maintained. Applications received after the deadline may be considered if further openings exist.
3. Students with siblings currently attending the school of choice may be given priority for attendance.
4. Enrollment in a school of choice shall be determined by lot from the eligible applicant pool, and a waiting list shall be established to indicate the order in which students may be accepted as openings occur. Late applications **shall not** ~~may~~ be added to the waiting list. ~~in the order in which they apply.~~
5. If open enrollment requests exceed capacity, students **must attend their high school of residence.** ~~may select second and third choice options.~~ Students with approved transfer requests are expected to attend the selected school of choice for the duration of the normal academic school year.
6. **Students residing in residential dwelling units that are subject to the district's Mello-Roos tax may be given priority for attendance for only those schools whose construction was financed by the Mello-Roos tax.**
- ~~6. The Superintendent or designee shall inform applicants by mail as to whether their applications have been approved, denied, or placed on a waiting list. If the application is denied, the reasons for denial shall be stated.~~

~~7. Applicants who receive approval must confirm their~~

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~~enrollment within two weeks.~~

The student whose request for intra-district open enrollment transfer has been denied may appeal the decision. All appeals shall be in writing and directed to the **Executive** Director of Pupil Personnel Services **or designee**. A response to the appeal shall be in writing outlining the conditions or factors related to the final disposition of the transfer appeal request.

Space Available

The capacity and available space has been identified for schools throughout the San Dieguito Union High School District for the 20067-20078 school year as follows:

<u>Schools</u>	<u>New Capacity</u>	<u>Projected Enrollment</u> <u>067-078</u>	<u>Space Available</u> <u>067-078</u>
La Costa Canyon ¹	2,802 2,883	2,571 2,357	500 200
San Dieguito Academy	1,427 1,488	1,500 1,500	-0-
Torrey Pines ^{1,2} High School	2,985 3,023	2,901 2,624	350 0
Earl Warren Middle School	872	582 561	300 250
Carmel Valley Middle School	1,306	1,325 1,361	-0-
Oak Crest Middle School	1,000 1,013	909 900	100 90
Diegueño Middle School	1,102 1,217	902 953	250 200
Canyon Crest ³ Academy	1,715 1,812	1,275 1,850	-0- 400

¹ Space available is subject to applications accepted and

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verification of actual enrollment at the two high schools of choice (San Dieguito Academy and Canyon Crest Academy).

² **Assumes bookroom (190) is converted to music/dance space and custodial and related storage is relocated to rooms 96 and 97.**

~~² Assumes the return of 4 temporary classrooms (P5-P8) and the removal of 6 old portable classrooms (73-75 and 82-84).~~

~~³ Enrollment for 2006-07 limited to 1,275 students based on 9th, 10th and 11th grade program capacity.~~

Notifications

Notifications shall be sent to parents/guardians at the beginning of each year describing all current statutory attendance options and local attendance options available in the district including:

1. All options for meeting residency requirements for school attendance.
2. Program options offered within local attendance areas.
3. A description of any special program options available on both an inter-district and intra-district basis.
4. A description of the procedure for application for alternative attendance areas or programs and the appeals process available, if any, when a change of attendance is denied.
5. A district application form for requesting a change of attendance.
6. The explanation of attendance options under California law as provided by the California Department of Education.

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INTRADISTRICT OPEN ENROLLMENT

It is the policy of the Governing Board to provide options and meet the diverse needs, potential and interests of district students through an intra-district open enrollment policy on a space available basis limited only by the district's need to maintain appropriate racial and ethnic balances among district schools.

Enrollment Priorities

1. No student currently residing within a school's attendance area shall be displaced by another student as a result of the intra-district open enrollment transfer process.
2. The Governing Board retains the authority to maintain appropriate racial and ethnic balances among district schools. This authority takes precedence over the individual parent/guardian school choice if the two objectives are in conflict.
3. The Governing Board believes that all students are entitled to equity and access to educational support services. Administrative exceptions may be considered by local site staff to address the special instructional needs of individual students. These may include, but are not limited to, English as a Second Language/Bilingual Programs, or specialized programs requiring site facilities.
4. Requests for entrance to the specialized high school programs at Sunset Continuation High School or North Coast Alternative High School will be honored by employing existing criteria and the comprehensive high school administrative recommendations.
5. Once enrolled as an intra-district transfer, a student shall not have to apply for annual readmission. However, the student may be subject to displacement due to excessive enrollment.
6. Students who transfer from one school to another within the district shall be eligible for all athletic competition except varsity level competition in sports in which the student has competed in any level of interscholastic competition during the twelve calendar months preceding the date of such transfer.
7. With the exception of athletic eligibility, students approved to attend a school on an intra-district open enrollment

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transfer shall be entitled to the identical student rights, responsibilities, and expectations as applied to all students living within that school's attendance boundaries. This includes student behavior expectations and equal discipline consequences, positive attendance and academic progress.

Selection Procedures

Canyon Crest Academy

A. The capacity of Canyon Crest Academy shall be determined by the Board of Trustees. All 9-12 (9th, 10th & 11th grades for the 2006-07 school year) students who reside within district boundaries are eligible to apply for admission to the Canyon Crest Academy. (As grade levels are added, students from that grade level throughout the district will be eligible to apply for enrollment at CCA.) Completed applications are to be mailed or delivered directly to the school prior to the designated deadline. If applications for admission exceed the program capacity of the school, a random, unbiased process will be followed to select those applicants eligible to enroll. Those not selected to enroll initially will be placed on a waiting list by grade level in the priority order in which they were selected. A waiting list will remain in force for one full year.

B. San Dieguito High School Academy

The capacity of San Dieguito High School Academy shall be determined by the Board of Trustees. All 9-12 students who reside within district boundaries are eligible to apply for admission to the San Dieguito High School Academy. Completed applications are to be mailed or delivered to the school prior to the designated deadline. If applications for admission exceed the program capacity of the school, a random, unbiased process will be followed to select those applicants eligible to enroll. Those not selected to enroll initially will be placed on a waiting list by grade level in the priority order in which they were selected. A waiting list will remain in force for one full year.

C. All Other Schools

1. On or before January 15 each year, the Superintendent or designee shall identify those schools within the district that have available capacity for intra-district transfers for the following school year under the district's open

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enrollment policy. A list of these schools and open enrollment applications shall be available at all school offices.

2. All students who submit applications to the district by March 1 shall be eligible for admission to their school of choice the following school year under the district's open enrollment policy if the requested school has not reached capacity and if the district's racial and ethnic balance is maintained. Applications received after the deadline may be considered if further openings exist.
3. Students with siblings currently attending the school of choice may be given priority for attendance.
4. Enrollment in a school of choice shall be determined by lot from the eligible applicant pool, and a waiting list shall be established to indicate the order in which students may be accepted as openings occur. Late applications may be added to the waiting list in the order in which they apply.
5. If open enrollment requests exceed capacity, students may select second and third choice options. Students with approved transfer requests are expected to attend the selected school of choice for the duration of the normal academic school year.
6. The Superintendent or designee shall inform applicants by mail as to whether their applications have been approved, denied, or placed on a waiting list. If the application is denied, the reasons for denial shall be stated.
7. Applicants who receive approval must confirm their enrollment within two weeks.

The student whose request for intra-district open enrollment transfer has been denied may appeal the decision. All appeals shall be in writing and directed to the Director of Pupil Personnel Services. A response to the appeal shall be in writing outlining the conditions or factors related to the final disposition of the transfer appeal request.

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Space Available

CURRENT

The capacity and available space has been identified for schools throughout the San Dieguito Union High School District for the 2006-2007 school year as follows:

<u>Schools</u>	<u>New Capacity</u>	<u>Projected Enrollment</u> <u>06-07</u>	<u>Space Available</u> <u>06-07</u>
La Costa Canyon ¹	2802	2,571	200
San Dieguito Academy	1,427	1,500	-0-
Torrey Pines ^{1,2} High School	2,985	2,901	-0-
Earl Warren Middle School	872	582	250
Carmel Valley Middle School	1,306	1,325	-0-
Oak Crest Middle School	1,000	909	90
Diegueño Middle School	1,102	902	200
Canyon Crest ³ Academy	1,715	1,275	400

¹ Space available is subject to applications accepted and verification of actual enrollment at the two high schools of choice (San Dieguito Academy and Canyon Crest Academy).

² Assumes the return of 4 temporary classrooms (P5-P8) and the removal of 6 old portable classrooms (73-75 and 82-84).

³ Enrollment for 2006-07 limited to 1,275 students based on 9th, 10th and 11th grade program capacity.

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Notifications

Notifications shall be sent to parents/guardians at the beginning of each year describing all current statutory attendance options and local attendance options available in the district including:

1. All options for meeting residency requirements for school attendance.
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San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 23, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: Stephen G. Ma
Associate Superintendent, Business

SUBMITTED BY: Peggy Lynch, Ed.D.
Superintendent

SUBJECT: Adoption of Revised Board Policy - Student
Housing Capacity 7100/AR-1

EXECUTIVE SUMMARY

At the Board Meeting on January 18, 2007, the Board was presented with the revised policy – Student Housing Capacity 7100/AR-1. Capacity estimates for the high schools has increased because of the elimination of class size reduction. The capacity at Diegueno also increased by 115 because site administration has reclassified a number of rooms currently being used as coach’s offices to being available for regular classroom use.

RECOMMENDATION:

It is recommended that the Board approve the revised board policy 7100/AR-1, Student Housing Capacity.

FUNDING SOURCE:

Not applicable.

SM/deh

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NEW CONSTRUCTION

**7100/AR-1
ATTACHMENT A
PROPOSED**

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
STUDENT HOUSING CAPACITY

I. High Schools - Regular Schedule

The capacity of a senior high school plant is calculated on a space utilization factor of approximately 85% of the teaching stations at 30 students each except for the San Dieguito High School Academy and Canyon Crest Academy, which are calculated on a space utilization factor of approximately 80% of the teaching stations at 30 students each. ~~As a result of class size reduction, a variety of courses, including 9th grade English and geometry, are being taught with a maximum class size of 20 students. Therefore, regular teaching stations being used for class size reduction subjects are loaded at 20 students.~~ The ability to fully utilize available instructional space depends on such factors as properly balanced classes and a class size average close to the maximum.

1. San Dieguito High School Academy has ~~5458~~ regular teaching stations, 4 physical education classes and ~~12~~ special education/~~opportunity~~ teaching stations.

a. ~~49.84~~ **58** regular teaching stations
~~49.84 58 x 30 x 80% = 1,196.16~~ **1392**

~~b. 6.16 class size reduction teaching stations
6.16 x 20 x 80% = 98.56~~

~~eb.~~ 4 P.E. teaching stations
4 x 30 = 120

~~dc.~~ ~~12~~ **2** special education/~~opportunity~~ teaching stations
~~12~~ **2** x 15 x 80% = ~~12~~ **24**

~~ed.~~ Total capacity (a + b + c + ~~d~~) = ~~1,427~~ **1536**

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Attachment Revised: June 5, 1997
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PROPOSED**

2. Torrey Pines has ~~115~~**108** regular teaching stations, 6 physical education classes and ~~11~~**10** special education/opportunity teaching stations.

a. ~~102.35~~ **108** regular teaching stations
~~102.35~~ **108** x 30 x 85% = ~~2,609.93~~ **2754**

b. ~~12.65~~ class size reduction teaching stations
~~12.65~~ x 20 x 85% = ~~215.05~~

eb. 6 P. E. teaching stations
6 x 30 = 180

dc. ~~11~~ **10** special education/opportunity teaching stations
~~11~~ **10** x 15 x 85% = ~~140.25~~ **127.5**

ed. Total capacity (a + b + c + ~~d~~) = ~~3,145~~ **3062**

3. La Costa Canyon has ~~100~~**99** regular teaching stations, 6 physical education classes and ~~13~~**14** special education/opportunity teaching stations.

a. ~~89.00~~ **99** regular teaching stations
~~89.00~~ **99** x 30 x 85% = ~~2269.50~~ **2524.5**

b. ~~11~~ class size reduction teaching stations
~~11~~ x 20 x 85% = ~~187~~

eb. 6 P. E. teaching stations
6 x 30 = 180

dc. ~~13~~ **14** special education/opportunity teaching stations
~~13~~ **14** x 15 x 85% = ~~165.75~~ **178.50**

ed. Total capacity (a + b + c + ~~d~~) = ~~2802~~ **2883**

4. Canyon Crest Academy has ~~69~~**68** regular teaching stations, 5

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PROPOSED**

special education teaching stations, and 4 physical education classes. ~~No special education classrooms have been designated at this time.~~

- a. ~~61~~ **68** regular teaching stations
~~61~~ **68** x 30 x 80% = ~~1473.84~~ **1632**
- b. ~~8 class size reduction teaching stations~~
~~8 x 20 x 80% = 121.44~~ **5 special education teaching stations**
5 x 15 x 80% = 60
- c. 4 P.E. teaching stations
4 x 30 = 120
- d. Total Capacity (a + b + c) = ~~1715~~ **1812**

4. Sunset/NCA (Continuation) provides a highly individualized program that has 9 regular teaching stations and 1 special education teaching stations.

- a. 9 regular teaching stations
9 x 30 x 85% = 230
- b. 1 special education teaching stations
1 x 15 x 85% = 12.75
- c. Total capacity (a + b) = 242

II. Middle School - Regular Schedule

The capacity of a middle school plant is calculated on a space utilization factor of approximately 85% of the teaching stations with 30 students per teaching station.

1. Earl Warren has 27 regular teaching stations, 4 physical education classes and 5 special education/opportunity classes.

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- a. 27 regular teaching stations
 $27 \times 30 \times 85\% = 688.50$
 - b. 4 P. E. teaching stations
 $4 \times 30 = 120$
 - c. 5 special education/opportunity teaching stations
 $5 \times 15 \times 85\% = 63.75$
 - d. Total capacity (a + b + c) = 872
2. Oak Crest has 33 regular teaching stations, 4 physical education classes and ~~34~~ special education/opportunity teaching stations.
- a. 33 regular teaching stations
 $33 \times 30 \times 85\% = 841.50$
 - b. 4 P. E. teaching stations
 $4 \times 30 = 120$
 - c. ~~34~~ special education/opportunity teaching stations
 $\del{34} \times 15 \times 85\% = \del{38.25} \mathbf{51}$
 - d. Total capacity (a + b + c) = ~~1,000~~ **1013**
3. Diegueño has ~~3641~~ regular teaching stations, 4 physical education classes and ~~54~~ special education/opportunity teaching stations.
- a. ~~3641~~ regular teaching stations
 $\del{3641} \times 30 \times 85\% = \del{918} \mathbf{1045.5}$
 - b. 4 P. E. teaching stations
 $4 \times 30 = 120$

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- c. ~~54~~ special education/opportunity teaching stations
~~54~~ x 15 x 85% = ~~63.75~~ **51**
 - d. Total capacity (a + b + c) = ~~1,102~~ **1217**
4. Carmel Valley has 46 regular teaching stations, 4 physical education classes and 1 special education/ opportunity teaching stations.
- a. 46 regular teaching stations
46 x 30 x 85% = 1173
 - b. 4 P. E. teaching stations
4 x 30 = 120
 - c. 1 special education/opportunity teaching stations
1 x 15 x 85% = 12.75
 - d. Total capacity (a + b + c)= 1306

III. Total Capacity

The District's capacity to house students is summarized as follows:

TABLE 1

SCHOOL	TOTAL TEACHING STATIONS	TOTAL CAPACITY 2006/06 2006/07
SAN DIEGUITO ACADEMY	57 60	4427 1536
CANYON CREST ACADEMY	69 73	4745 1812
TORREY PINES	426 118	3,145 3062

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LA COSTA CANYON	113	2,802 2883
SUNSET/NCA	10	242
DIEGUEÑO	41 45	4,102 1217
CARMEL VALLEY	47	1,306
EARL WARREN	32	872
OAK CREST	36 37	4,000 1013
TOTALS		13,614
	534	13,943
	535	

IV. Exceeding Capacity

It is possible to exceed projected capacity at both the high school or middle school level by such procedures as:

1. Schedule modification - extending the school day to permit more students to take advantage of specialized facilities such as shops and laboratories.
2. Facility modification - utilization of space not specifically designed for instruction purposes; i.e., faculty lounges, storage areas, etc.

While both procedures have been utilized to increase plant capacity, they do not provide an optimum learning environment for students.

V. Policy on Mitigating the Impact of New Residential and Commercial Development

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PROPOSED**

The district will work with city and county planning agencies, property owners and developers to anticipate new development and to develop school facility financing plans designed to mitigate the impact of new residential and commercial development on the district based on student generation rates established by district studies.

This will enable the district to plan and construct permanent facilities district-wide to accommodate growth and student enrollment.

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NEW CONSTRUCTION

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CURRENT

AVAILABILITY OF FACILITIES

I. Facility Capacity

The following factors will be considered in determining the availability of facilities to meet the needs of the projected student population:

A. Projected Enrollment

The administration will project the enrollment for each campus for the following school year by the beginning of the second semester. The projections will take into consideration such factors as:

1. Enrollment in the feeder elementary districts.
2. Current enrollment at the secondary level.
3. Projected enrollees as a result of new residential units planned for each attendance area.

B. Current Capacity

The capacity of each campus is determined by the number of students who may be served by the existing facilities. The following factors will be taken into consideration in determining the capacity of a given campus:

1. Number of teaching stations in permanent facilities.
2. Number of teaching stations in temporary facilities.
3. The staffing pattern and level of educational programs offered at the school site.

C. Maximum Capacity

Maximum capacity is deemed to be the greatest number of students who can be provided a quality educational program and school environment on a conventional time schedule. The administration will monitor plan capacity annually and make recommendations to the Board with regard to maximum student enrollment consistent with a proper learning environment.

II. School Availability

Facilities will be determined to be available at a particular

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: December 1, 1977 (effective 12/2/77)

Administrative Regulation Revised: December 11, 1986

Administrative Regulation Revised: January 18, 2001

Administrative Regulation Revised: February 7, 2002

Administrative Regulation Revised: February 13, 2003

Administrative Regulation Revised: February 5, 2004

Administrative Regulation Revised: February 3, 2005

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NEW CONSTRUCTION

school site if one of the following circumstances exist:

- A. Current capacity will accommodate the projected enrollment.
- B. Plant capacity is modified to accommodate the projected enrollment by a procedure acceptable to the Board of Trustees.

If the projected enrollment for the school year is greater than the current capacity but does not exceed the maximum considered acceptable by the Board of Trustees to maintain a proper learning environment, interim steps are possible with developer or other assistance to increase plant capacity.

III. Cooperation with Governmental Agency Responsible for residential Development

The administration is to evaluate the impact of each proposed subdivision, rezone, or special use permit, to determine the impact that will occur on the District's ability to provide adequate school services and facilities for area students.

- A. Sufficient Capacity - If it can be determined that the capacity of the particular school is sufficient to accommodate the projected enrollment, a letter of availability will be provided to the appropriate governmental agency.

IV. Increasing Enrollment Capacity

The administration shall actively pursue State Allocation Board applications for site purchase, new construction, and reconstruction of existing facilities.

In addition, pursuant to State law, the Board shall levy developer fees and/or donations of land to those areas of the district where additional facilities are needed.

V. Monitoring System for Developer Contributions

Any monies that accrue to the District as a result of agreements with developers shall be placed in a special reserve fund for use in mitigating overcrowded conditions in District schools. A report shall be filed with the appropriate governmental agency

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that will account for the funds on an annual basis.

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San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: January 24, 2007

BOARD MEETING DATE: February 1, 2007

PREPARED BY: Steve Ma, Assoc. Superintendent/Business Services & David R. Bevilaqua, Exec. Dir. of Finance

SUBMITTED BY: Peggy Lynch, Ed.D. Superintendent

SUBJECT: ADOPT 2006-07 DISTRICT GENERAL FUND MID-JANUARY BUDGET REVISION

EXECUTIVE SUMMARY

At the Board meeting of December 14, 2006, the General Fund First Interim Budget Revision and Certification [as of October 31, 2006] was approved. Since that time, there have been a couple of significant developments that changed the budget picture.

Budget changes: You will see little change to the income side of the budget. The changes that are included represent adjustments to categorical program funding levels.

There are, however, noteworthy changes to the expenditure side of the budget. At First Interim, contract negotiations with CSEA had not been settled so the budget reflected a line in the Components of the Ending Balance entitled Reserve for Negotiations, 2006-07. Since that contract has now been settled, and salary adjustments have been approved for the non-represented groups [confidential, supervisory and management], the revised salary and benefits have been included in the salary and benefit line items, and the Reserve line has been omitted. In addition, there has been a material shift in salaries and benefits for a portion of five administrative positions from unrestricted to restricted funds.

Another change to the expenditure budget includes the elimination of a placeholder line item for salary schedule column changes for teachers. The last day to submit transcripts for column changes is November 1 of each year causing incomplete information at the time of the First Interim Report. Those changes are being processed, and the estimate has been removed from the budget.

Cont.

Due to the reorganization of the Transportation Department, field trip bus driver positions have been reduced by a total of 7 FTE. Also, changes have been incorporated in the expenditure budget to reflect the changes to income for specially funded projects. As a reminder, still included is a transfer from the General Fund to the Special Reserve fund for the entire amount of Mandated Cost Claim dollars received to date, approximately \$1.9M. Most of the mandated claims are subject to audit review by the State Controllers' Office.

Summary of Changes are included for both income and expenditures.

Effects of changes: The district continues to deficit spend in the unrestricted portion of the budget by about \$1.6M, mostly due to significant encroachment, approximately \$7.6M, by the Special Education instruction program, Special Education transportation, and Routine Restricted Maintenance Requirement. The \$7.6M will not appear on the summary spreadsheet because it was reduced by \$1.3M that was transferred from the Special Reserve Fund (17-42) to the General Fund at the time of budget adoption. [Summary Spreadsheet reflects $7.6M - 1.3M = 6.3M$] Even still, the district is able to not only meet the state required reserve amount of 3%, but also meet the Board approved reserve requirement of 4.5% or almost \$4.6M. The administration's ability to improve the reserve, from that shown in the First Interim, was due in large part to the effective use of categorical monies.

Ongoing: Although the financial picture of the district looks better, diligence is still required. Active participation in the budgeting process is still required of the instructional and specially funded projects staff, in order to continue the most effective use of categorical dollars.

RECOMMENDATION:

It is recommended that the Board adopt the 2006-07 District General Fund Mid-January Budget Revision as presented on the attached pages.

FUNDING SOURCE:

Not Applicable

DRB/trs

General Fund Revenue & Expenditures - 2006-07 Mid January 07

	2006-07 1st Interim			2006-07 Mid January 07			change
	UNRESTRICTED	RESTRICTED	TOTAL	UNRESTRICTED	RESTRICTED	TOTAL	
PROJECTED INCOME							
Revenue Limit	73,763,118	2,000,000	75,763,118	73,763,118	2,000,000	75,763,118	0
Federal Income	6,800	3,058,113	3,064,913	10,813	3,065,873	3,076,686	11,773
Other State Income	3,346,410	8,971,845	12,318,255	3,346,410	9,179,692	12,526,102	207,847
Local Income	2,331,815	6,652,136	8,983,951	2,428,590	6,652,136	9,080,726	96,775
Transfers	(6,279,367)	7,594,367	1,315,000	(6,279,367)	7,594,367	1,315,000	0
TOTAL PROJECTED INCOME	73,168,776	28,276,461	101,445,237	73,269,564	28,492,068	101,761,632	316,395
PROJECTED EXPENDITURES							
Certificated Salaries	41,506,589	7,622,305	49,128,894	41,345,657	7,752,606	49,098,263	(30,631)
Classified Salaries	9,829,688	6,202,000	16,031,688	10,037,929	6,592,189	16,630,118	598,430
Benefits	12,577,697	4,035,248	16,612,945	12,642,181	4,218,281	16,860,462	247,517
Books & Supplies	3,281,701	3,864,545	7,146,246	3,388,154	3,898,027	7,286,181	139,935
Services & Operating Expenses	5,784,731	3,509,007	9,293,738	5,993,293	3,574,099	9,567,392	273,654
Capital Outlay	203,510	153,807	357,317	193,527	142,530	336,057	(21,260)
Other Outgo	1,372,222	920,359	2,292,581	1,372,222	930,223	2,302,445	9,864
TOTAL PROJECTED EXPENDITURES	74,556,138	26,307,271	100,863,409	74,972,963	27,107,955	102,080,918	1,217,509
Estimated Unspent as of June 30	0	0		0		0	
Expenditures (over/under) Revenue	(1,387,362)	1,969,190	581,828	(1,703,399)	1,384,113	(319,286)	(901,114)
FUND BALANCE, RESERVES:							
Beginning Balance - July 1	6,727,393	3,726,428	10,453,821	6,727,393	3,726,428	10,453,821	0
Audit Adjustment/Restatements	0	0	0	0	0	0	
Adjusted Beginning Balance	6,727,393	3,726,428	10,453,821	6,727,393	3,726,428	10,453,821	0
Projected Ending Balance - June 30	5,340,031	5,695,618	11,035,649	5,023,994	5,110,541	10,134,535	(901,114)
COMPONENTS OF THE ENDING BALANCE:							
Revolving Cash Fund 9130	30,000		30,000	30,000		30,000	0
Stores Inventory 9320	80,000		80,000	80,000		80,000	0
Recommended Min Reserve (4.5%)	4,538,853		4,538,853	4,593,641		4,593,641	54,788
Other Commitments	275,000		275,000	275,000		275,000	0
Reserve for negotiations (2006-07)	1,350,000		1,350,000	0		0	(1,350,000)
Reserve for: Categorical Programs (2006-07)	0	5,695,618	5,695,618	0	5,110,541	5,110,541	(585,077)
Total Components	6,273,853	5,695,618	11,969,471	4,978,641	5,110,541	10,089,182	(1,880,289)
RESERVE FOR ECONOMIC UNCERTAINTIES	(933,823)	0	(933,822)	45,352	0	45,353	979,175
	-0.93%	0.00%	-0.93%	0.04%		0.04%	0.97%

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San Dieguito Union High School District
Business Services Division
Finance Department

2006-07 Mid January
Summary of Changes

Income:	<u>1st Interim</u>	<u>Mid January</u>	<u>Summary of Changes</u>
Revenue Limit	75,763,118	75,763,118	0
Federal	3,064,913	3,076,686	11,773 Increase in Categorical Funding; Title IV EIA, PERK VATEA Secondary 131
Other State	12,318,255	12,526,102	207,847 Increase in Categorical Funding; CAHSEE, Inst Mat Blck Grant; Supplemental Prgms; Prof Development Blck Grant
Local	8,983,951	9,080,726	96,775 Gifts, Donations, Carryover
Transfers	1,315,000	1,315,000	0
Total	101,445,237	101,761,632	316,395

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San Dieguito Union High School District
Business Services Division
Finance Department

2006-07 Mid January
Summary of Changes

Expenditures:

	<u>1st Interim</u>	<u>Mid January</u>	<u>Summary of Changes</u>
Certificated Salaries	49,128,894	49,098,263	(30,631) Adjustment to Column changes; Administrator COLA 5.92%
Classified Salaries	16,031,688	16,630,118	598,430 COLA 5.92%; decrease 7 FTE (Field Trip Bus Drivers)
Benefits	16,612,945	16,860,462	247,517 COLA 5.92% statutory benefits; Flex rate increase
Books & Supplies	7,146,246	7,286,181	139,935 Donations
Services & Operating Expenses	9,293,738	9,567,392	273,654 Donations; insurance for prop theft (45K); legal fees for negotiations (20K); Categorical prgms (70K) increase
Capital Outlay	357,317	336,057	(21,260)
Other Outgo	2,292,581	2,302,445	9,864
Total	100,863,409	102,080,918	1,217,509