



Union High School District

**BOARD OF TRUSTEES
REGULAR BOARD MEETING**

Board of Trustees
Joyce Dalessandro
Linda Friedman
Barbara Groth
Beth Hergesheimer
Deanna Rich

Superintendent
Ken Noah

**THURSDAY, AUGUST 20, 2009
6:30 PM**

**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 agenda and 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.

PUBLIC INSPECTION OF DOCUMENTS

In compliance with Government Code 54957.5, agenda-related documents that have been distributed to the Board less than 72 hours prior to the Board Meeting will be available for review on the district website, www.sduhsd.net, and/or at the district office. Please contact the [Office of the District Superintendent](#) for more information.

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](#). 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.

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

AGENDA

**THURSDAY, AUGUST 20, 2009
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 6:00 PM
- 2. **CLOSED SESSION** **6:01 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. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.
Agency Negotiators: Superintendent and Associate Superintendents (3)
Employee Organizations: San Dieguito Faculty Association / California School Employees Association
 - C. To conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Code Sections 54956.9(b)(3)(A), (D), and (E). (2 cases)
 - D. Consideration and/or deliberation of student discipline matters (4 cases)

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

- 4. PLEDGE OF ALLEGIANCE
- 5. REPORT OUT OF CLOSED SESSION
- 6. APPROVAL OF MINUTES OF THE BOARD WORKSHOP AND REGULAR BOARD MEETING OF JULY 16, 2009.
Motion by _____, second by _____, to approve the Minutes of the July 16th Board Meetings, as shown in the attached supplements.

NON-ACTION ITEMS (ITEMS 7 - 10)

- 7. STUDENT BOARD REPORTS AND UPDATES (STUDENTS ADJOURN FOR SUMMER; NO REPORTS PRESENTED)
- 8. BOARD REPORTS AND UPDATES BOARD OF TRUSTEES
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS AND LEGISLATIVE UPDATES KEN NOAH
- 10. EARL WARREN MS / SOLANA BEACH LIBRARY MURAL DESIGN CHRISTIE BENISTON, ARTIST

CONSENT AGENDA ITEMS (ITEMS 11 - 15)

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

Acceptance of Gifts and Donations, as shown in the attached supplement.

B. APPROVAL OF FIELD TRIP REQUESTS

Approval of all Field Trip Requests submitted, as shown in the attached supplement.

12. HUMAN RESOURCES

A. APPROVAL OF PERSONNEL REPORTS

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

1. Certificated and/or Classified Personnel Reports as shown in the attached supplements.

B. APPROVAL OF RATIFICATION OF AGREEMENTS

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

1. San Diego State University for student teaching assignments during the period July 1, 2009 through June 30, 2010.
2. John Calvin Jarboe to conduct a classified employee appeal hearing during the period August 17, 2009 through October 14, 2009, for an amount not to exceed \$5,000.00, to be expended from the General Fund 03-00.
3. Oz Court Reporting to provide court reporting services for a classified employee appeal hearing, during the period August 17, 2009 through October 14, 2009, for an amount not to exceed \$3,500.00, to be expended from the General Fund 03-00.
4. San Dieguito Union High School District to provide a teacher-on-loan to The Regents of the University of California, on behalf of its San Diego Campus Medicine (UCSD) for the teacher to advise a high school student during a grant funded research project, during the period August 1, 2009 through June 30, 2010, for an estimated amount of \$18,000.00 for services performed for UCSD by the teacher.

13. EDUCATIONAL SERVICES

A. APPROVAL/RATIFICATION OF AGREEMENTS

No agreements submitted

B. ADOPTION OF RESOLUTION, SUFFICIENCY OF INSTRUCTIONAL MATERIALS

Adoption of Sufficiency of Instructional Materials Resolution, which declares that sufficient science laboratory equipment, up-to-date textbooks, and instructional materials are present in our district classrooms for use by district staff and students, as shown in the attached supplement.

14. PUPIL SERVICES

A. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL / NON-PUBLIC AGENCY CONTRACTS

No Contracts Submitted

B. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. North Coastal Consortium for Special Education to provide an assistive technology 1-day training to serve San Dieguito Union High School District, during the period July 1, 2009 through June 30, 2010, at the rate of \$606.00 per diem, to be expended from the General Fund/Restricted 06-00.

15. BUSINESS

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. MTGL, Inc. to provide special DSA testing and inspection services for various miscellaneous small projects, during the period July 1, 2009 through December 21, 2009, at the rate of \$64.00 per hour and \$18.00 per compression test, to be expended from the fund to which the project is charged.
2. Hawthorne Lift Systems to provide preventative maintenance to district Genie lifts as directed, during the period July 1, 2009 through June 30, 2010, at the rate of \$120.00 per hour, to be expended from the General Fund 03-00.
3. Encinitas Community Center for lease of facilities for Adult Education classes during the period July 1, 2009 through June 30, 2010, for an estimated amount of \$10,000.00, to be expended from the Adult Education Fund 11-00.
4. Magdalena Ecke YMCA for lease of facilities for La Costa Canyon High School Boys & Girls Water Polo and Boys & Girls Swim Team programs, during the period August 17, 2009 through April 30, 2010, for an amount not to exceed \$17,100.00, to be paid for by the La Costa Canyon High School Foundation.
5. Western Environmental & Safety Technologies, LLC (WEST) to provide Asbestos Hazard Emergency Response Act (AHERA) three year re-inspection, during the period July 1, 2009 through December 31, 2009, for an amount not to exceed \$1,775.00, to be expended from the General Fund 03-00.
6. Custodial Plus Services to provide gym floor scrubbing and recoating services throughout the District, during the period July 1, 2009 through June 30, 2010, for an amount not to exceed \$37,000.00, to be expended from the General Fund 03-00.
7. San Dieguito Sports Medicine and Scholarship Foundation provide athletic trainers at Torrey Pines High School, La Costa Canyon High School, San Dieguito Academy, and Canyon Crest Academy, during the period July 1, 2009 through June 30, 2012, for an amount of \$106,120.80 for the 09-10 school year, which will be increased 2% annually thereafter, plus certain insurance reimbursements as outlined in the agreement, to be expended from the General Fund 03-00 and reimbursed by the schools' foundations.
8. Tomark Sports to provide maintenance and inspection services to motorized bleacher and basketball structures located throughout the District, during the period July 1, 2009 through June 30, 2010, at the rates of up to \$1,450.00 per bleacher set and \$850 per basketball structure, to be expended from the General Fund 03-00.
9. GMK Enterprises, LLC dba Robeks for 14 oz smoothie supply and 24 oz smoothie supply – south district, during the period from September 1, 2009 through June 18, 2010, at the rate of \$1.50 per 12 oz smoothie and \$1.90 per 24 oz smoothie, to be expended from the Cafeteria Fund 13-00.
10. San Dieguito Union High School District to provide classroom facilities at Earl Warren Middle School to All About Mandarin Academy, Agency for Jewish Education, and German Language Services to conduct after-school language classes of which SDUHSD students may attend free of charge, during the period September 1, 2009 through June 30, 2010.
11. 4-WARD Design, Inc. to provide CAD file upgrade & consolidation services, during the period August 21, 2009 through June 30, 2010, for an amount not to exceed \$25,000.00, to be expended from the General Fund 03-00.

12. Retriever Payment Systems, Inc. to provide credit card processing/merchant services for the San Dieguito Adult School, during the period August 5, 2009 until terminated in writing by either party, at the credit card discount rate of 2.05%, \$0.20 per transaction, and \$14.95 monthly fee, to be expended from the Adult Education Fund 11-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

No Amendments Submitted

C. AWARD OF CONTRACTS

Award the following contracts and authorize Christina M. Bennett, Eric R. Dill or Stephen G. Ma to execute all pertinent documents:

1. Fredricks Electric, Inc. for Cabling Installations-District Wide B2010-01, during the period August 1, 2009 through July 31, 2010, with options to renew two additional one year periods, at the unit prices listed on the attachment, to be expended from the fund to which the project is charged.
2. Ted Company for Miscellaneous Site Improvements at Torrey Pines High School project B2010-02, for an amount not to exceed \$57,000.00, to be expended from the General Fund/Restricted 06-00 (IDEA) and Capital Facilities Fund 25-19.
3. Ted Company for Miscellaneous Site Improvements at Canyon Crest Academy project B2010-03, for an amount not to exceed \$74,000.00, to be expended from the Capital Facilities Fund 25-19.

D. APPROVAL OF CHANGE ORDERS

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

1. Replace Roofing at Torrey Pines High School Locker Room Building project B2009-28, contract entered into with Roejack Roofing, Inc. extending the contract time by 10 calendar days and increasing the contract amount by \$22,550.00, to be expended from the Deferred Maintenance Fund 14-00.
2. Relocate Eight Portable Classrooms at San Dieguito Academy project B2009-25, contract entered into with Ted Company extending the contract time by 14 calendar days and decreasing the contract amount by \$5,000.00.
3. Removal of Covered Walkways at Earl Warren Middle School project B2009-18, contract entered into with American Wrecking, Inc., extending the contract time by 51 calendar days and increasing the contract amount by \$2,300.00, to be expended from the Capital Facilities Fund 25-19.
4. Install Vapor Recovery System at SDUHSD Transportation Yard project B2009-16, contract entered into with Western Pump, Inc., extending the contract time by 51 calendar days and decreasing the contract amount by \$674.00.

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 Recorder's Office:

1. Replace Roofing at Torrey Pines High School Locker Room Building project B2009-28, contract entered into with Roejack Roofing, Inc.
2. Relocate Eight Portable Classrooms at San Dieguito Academy project B2009-25, contract entered into with Ted Company.
3. Removal of Covered Walkways at Earl Warren Middle School project B2009-18, contract entered into with American Wrecking, Inc.
4. Install Vapor Recovery System at SDUHSD Transportation Yard project B2009-16, contract entered into with Western Pump, Inc.

F. ADOPTION OF RESOLUTION / LINC LIGHTING & ELECTRICAL ENERGY SERVICES CONTRACT

Adopt the attached resolution and authorize Christina M. Bennett, Eric R. Dill, or Stephen G. Ma to execute all necessary documents to enter into an energy services contract with Linc Lighting & Electrical for the replacement of gymnasium lighting for energy efficiency at Canyon Crest Academy, at no cost to the District. In return, Linc Lighting & Electrical shall receive grant funding from SDG&E's Local Nonresidential Energy Savings Bid Program on our behalf.

G. APPROVAL OF BUSINESS REPORTS

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

ROLL CALL VOTE FOR CONSENT AGENDA..... (ITEMS 11 - 15)

- _____Joyce Dalessandro
- _____Linda Friedman
- _____Barbara Groth
- _____Beth Hergesheimer
- _____Deanna Rich

(Student Board Members not present during summer months)

DISCUSSION / ACTION ITEM (ITEMS 16 - 19)

16. BOARD POLICY REVISION PROPOSAL, #6164.6 AND 6164.6/AR, "IDENTIFICATION, EVALUATION AND PLACEMENT UNDER SECTION 504"

Motion by _____, second by _____, to approve Board Policy Revision #6164.6 and 6164.6/AR, "Identification, Evaluation and Placement Under Section 504", as shown in the attached supplement.

17. 2009-10 BOARD MEETING SCHEDULE PROPOSAL

Motion by _____, second by _____, to approve the 2009-10 Board Meeting Schedule, as shown in the attached supplement.

18. RESOLUTION OF INTENTION TO DEDICATE INTEREST IN REAL PROPERTY

Motion by _____, second by _____, to adopt the Resolution of Intention to Dedicate Interest in Real Property to Verizon Wireless over a telecommunications facility constructed on the Torrey Pines High School campus, as described in the attached supplement.

19. RESOLUTION AND/OR REDUCTION OF HOURS AND/OR MONTHS OF CLASSIFIED EMPLOYEES / POSITIONS

Motion by _____, second by _____, to adopt the Resolution and/or Reduction of Hours and/or Months of Classified Employees for Fiscal Year 2009-2010, as shown in the attached supplement.

INFORMATION ITEMS..... (ITEMS 20 - 29)

20. BOARD POLICY REVISION PROPOSAL, #4160.29 AND 4160.29/AR-1, "SCHOOL ASSISTANT PRINCIPAL / ADULT SCHOOL / REGIONAL OCCUPATION PROGRAM (ROP) / CAREER TECHNICAL EDUCATION / CAREER TECHNOLOGY EDUCATION"

This item is being submitted for first read and will be resubmitted for approval on September 3, 2009.

21. NEW BOARD POLICY PROPOSAL, #4216.3-11.8,"GROUNDS AND CUSTODIAL SUPERVISOR" AND RECLASSIFICATION OF ONE POSITION AND INCUMBENT

This item is being submitted for first read and will be resubmitted for approval on September 3, 2009.

- 22. BUSINESS SERVICES UPDATE..... STEVE MA, ASSOCIATE SUPERINTENDENT
- 23. HUMAN RESOURCES UPDATE TERRY KING, ASSOCIATE SUPERINTENDENT
- 24. EDUCATIONAL SERVICES UPDATE..... RICK SCHMITT, ASSOCIATE SUPERINTENDENT
- 25. 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)
- 26. FUTURE AGENDA ITEMS
- 27. ADJOURNMENT TO CLOSED SESSION (AS NECESSARY)

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 / California School Employees Association
 - C. To conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Code Sections 54956.9(b)(3)(A), (D), and (E). (2 cases)
 - D. Consideration and/or deliberation of student discipline matters (4 cases)
- 28. REPORT FROM CLOSED SESSION (AS NECESSARY)
 - 29. ADJOURNMENT OF MEETING

*The next regularly scheduled Board Meeting will be held on **Thursday, September 3, 2009, at 6:30 PM** in the SDUHSD District Office Board Room 101. The District Office is located at 710 Encinitas Blvd., Encinitas, CA, 92024.*



Union High School District

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES
BOARD WORKSHOP
MINUTES

THURSDAY, JULY 16, 2009
5:00 PM

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

The Governing Board of the San Dieguito Union High School District held a Board Workshop Session on Thursday, July 16, 2009, at the above location, in the Board Room.

ATTENDANCE

BOARD OF TRUSTEES

Joyce Dalessandro
Linda Friedman
Barbara Groth
Beth Hergesheimer
Deanna Rich

DISTRICT STAFF

Ken Noah, Superintendent
Rick Schmitt, Associate Superintendent
Joann Schultz, Recording Secretary (Interim)

1. CALL TO ORDER

President Joyce Dalessandro called the meeting to order at 5:00 PM.

INFORMATION

2. DISTRICT STRATEGIC PLAN

Superintendent Noah gave an update on the history of the District Strategic Plan and its committee and the process. The objectives of the process were to create a “springboard” for the leadership of the new superintendent; create a vehicle for “*honoring the past, challenging the present and envisioning the future*”; establish a renewed and sharpened focus on student achievement; foster a productive dissatisfaction with present practice; and provide definition, clarity and focus through the mission and overarching parameters of the specific plans of action for district improvement. He also reviewed information about the Strategic Plan components which include the Mission Statement, Values, Priorities, Beliefs,

ITEM 6

Commitments, Areas of Focus and the 2009-10 Action Plans. The District Strategic Plan will be brought back to the Board for approval at the August 20, 2009 Board meeting.

3. ADJOURNMENT

The meeting was adjourned at 5:59 PM.

Barbara Groth, Clerk

Date

Ken Noah, Superintendent

Date

ITEM 6

Board of Trustees
Joyce Dalessandro
Linda Friedman
Barbara Groth
Beth Hergesheimer
Deanna Rich

Superintendent
Ken Noah



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

Telephone (760) 753-6491
www.sduhsd.net

Office of the Superintendent
Fax (760) 943-3501

JULY 16, 2009

710 ENCINITAS BLVD
ENCINITAS, CA 92024

DISTRICT OFFICE
BOARD ROOM #101

PRELIMINARY FUNCTIONS (ITEMS 1 - 6)

1. CALL TO ORDER; PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS (ITEM 1)

President Dalessandro called the meeting to order at 6:00 PM to receive public comments on Closed Session agenda items. No public comments were presented.

2. CLOSED SESSION..... (ITEM 2)

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

- A. 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 and/or California School Employees Association
- C. Conference with legal counsel to discuss current and/or potential litigation, pursuant to Government Code Sections 54956.9(b)(3)(A), (D), and (E).
- D. Superintendent Evaluation

OPEN SESSION / ATTENDANCE

BOARD OF TRUSTEES

Joyce Dalessandro
Linda Friedman
Barbara Groth
Beth Hergesheimer
Deanna Rich

STUDENT BOARD MEMBERS

(Student Board Members not present during summer months)

DISTRICT ADMINISTRATORS

Ken Noah, Superintendent
Rick Schmitt, Associate Superintendent
Russ Thornton, Executive Director, Operations
Joann Schultz, Recording Secretary (Interim)

3. CALL TO ORDER (ITEM 3)

The regular meeting of the Board of Trustees was called to order at 6:30 PM by President

ITEM 6

Dalessandro.

- 4. PLEDGE OF ALLEGIANCE (ITEM 4)
Mrs. Dalessandro led the Pledge of Allegiance.
- 5. CLOSED SESSION REPORT(S)..... (ITEM 5)
No action was taken during Closed Session.
- 6. APPROVAL OF MINUTES (ITEM 6)
It was moved by Ms. Hergesheimer, seconded by Ms. Friedman, to approve the Minutes of the June 18th and June 30th, 2009, Board Meetings as presented. **Motion unanimously carried.**

NON-ACTION ITEMS.....(ITEMS 7 - 10)

- 7. SCHOOL REPORTS (ITEM 7)
(Students adjourn for summer; no reports presented)
- 8. BOARD OF TRUSTEES UPDATES AND REPORTS(ITEM 8)
Ms. Dalessandro – Attended the San Diego City Schools Liaison Committee Meeting, the NCW JPA meeting on June 25th which will be rescheduled due to not having a quorum, and the meeting with the artist of the mural that will be placed on the Earl Warren Joint Use Library.

Ms. Friedman – Nothing to report.

Ms. Groth – Nothing to report.

Ms. Hergesheimer – The Encinitas Liaison meeting was cancelled, attended the Leadership Team meeting, the June 30th Board workshop, and the Adult Education graduation. She will also be attending the City County Schools meeting in Sacramento tomorrow.

Ms. Rich - Attended the San Diego City Schools Liaison Committee meeting.

- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS AND LEGISLATIVE UPDATES (ITEM 9)
Superintendent Noah reported on the City of San Diego, Water Department water restrictions on our south end schools; the scheduling of a Board Workshop in August on the Long Range Facilities Action Plan; the All District Inservice to be held on August 28, and the Leadership Team Workshop on August 12th and 13th.
- 10. EARL WARREN MIDDLE SCHOOL & SOLANA BEACH LIBRARY MURAL DESIGN Christie Beniston, Artist
Mrs. Dalessandro introduced Ms. Beniston who was selected as the artist of choice for the outside wall at the Earl Warren Joint Use Library. Ms. Beniston shared the proposed artwork, concept and materials with the Board.

CONSENT AGENDA ITEMS.....(ITEMS 11 – 15)

It was moved by Ms. Hergesheimer, seconded by Ms. Rich, that all consent agenda items listed below be approved as presented. **(Roll call) Motion unanimously carried.**

11.SUPERINTENDENT

- A. ACCEPTANCE OF GIFTS AND DONATIONS
Acceptance of Gifts and Donations, as presented.
- B. APPROVAL OF FIELD TRIP REQUESTS

ITEM 6

Approval of all Field Trip Requests submitted, as shown in the attached supplement.

12. HUMAN RESOURCES

A. APPROVAL OF PERSONNEL REPORTS

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

1. Certificated and/or Classified Personnel Reports as shown in the attached supplements.

13. EDUCATIONAL SERVICES

A. APPROVAL/RATIFICATION OF AGREEMENTS

No agreements submitted

14. PUPIL SERVICES

A. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL / NON-PUBLIC AGENCY CONTRACTS

No Contracts Submitted

B. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. North Coastal Consortium for Special Education to provide a Program Specialist/Behavior to serve San Dieguito Union High School District, during the period July 1, 2009 through June 30, 2010, at the rate of \$606.00 per diem plus travel costs and mileage, to be expended from the General Fund/Restricted 06-00.

C. APPROVAL OF INTERDISTRICT ATTENDANCE AGREEMENTS, 2009 / 10

Approve entering into Interdistrict Attendance Agreements for 2009 / 10, with Carlsbad Unified, Escondido Union High, Oceanside Unified, and San Marcos Unified School Districts.

15. BUSINESS

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. FieldTurf USA, Inc. to provide synthetic field turf maintenance at Torrey Pines High School and La Costa Canyon High School, during the period July 1, 2009 through June 30, 2013, for an amount not to exceed \$2,000.00 per year per field, to be expended from the General Fund 03-00.
2. Circle Foods LLC to provide 12" flour tortillas and 10" flour tortillas, during the period July 1, 2009 through June 30, 2010, at the rate of \$1.79 per dozen and \$1.50 per dozen, respectively, to be expended from Cafeteria Fund 13-00.
3. Consulting & Inspection Services LLC to provide small project miscellaneous DSA inspection services, during the period July 1, 2009 through June 30, 2010, with a "not to exceed" written estimate of hours per project, at the rate of \$88.00 per hour, to be expended from the fund to which the project is charged.
4. NvLS Professional Services, LLC to provide E-rate consultation services, during the period July 1, 2009 through June 30, 2010, for an amount not to exceed \$10,500.00, to be expended from the General Fund 03-00.
5. Rancho Santa Fe Security Systems, Inc. to provide weekend mobile patrol security services at San Dieguito Academy, La Costa Canyon High School, and Diegueno MS,

ITEM 6

during the period July 17, 2009 through June 30, 2010, for a total amount not to exceed \$14,940.00, to be expended from the General Fund 03-00.

6. Roesling Nakamura Terada Architects, Inc. to provide design, contract document preparation and construction administration support for the Miscellaneous Site Improvements at Torrey Pines High School project, during the period June 1, 2009 through December 31, 2009, for an amount not to exceed \$13,200.00 plus reimbursable expenses, to expended from the General Fund/Restricted 06-00 (IDEA) and Capital Facilities Fund 25-19.
7. Roesling Nakamura Terada Architects, Inc. to provide design, contract document preparation and construction administration support for the Miscellaneous Site Improvements at Canyon Crest Academy project, during the period June 1, 2009 through December 31, 2009, for an amount not to exceed \$6,000.00 plus reimbursable expenses, to be expended from the Capital Facilities Fund 25-19.
8. San Dieguito Union High School District Transportation Department to provide transportation services for the Olivenhain Municipal Water District on June 20, 2009, to be reimbursed at the rate of \$3.86 per mile plus the driver's hourly rate of \$58.00 per hour.
9. Manatt, Phelps, & Phillips, LLP to provide legal services pursuant to San Dieguito Union High School District's Mello Roos districts and related financings, effective July 1, 2009 at the rate of \$7,000.00 per month for a minimum of three months and thereafter terminable upon 30 days written notice by either party, to be expended from Mello Roos Funds.
10. Geocon, Inc. to provide geotechnical services for the Sunset High School Off-site Improvements project, during the period July 7, 2009 until services are completed, for an amount not to exceed \$5,500.00, to be expended from the Capital Facilities Fund 25-19.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

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

1. US Foodservice, Inc., San Diego Division, for grocery supplies, extending the contract period from July 1, 2009 through June 30, 2010, with increases in the unit pricing, as allowed in the contract, to be expended from the Cafeteria Fund 13-00.

C. AWARD OF CONTRACTS

Award the following contracts and authorize Christina M. Bennett, Eric R. Dill or Stephen G. Ma to execute all pertinent documents:

1. PJ Pizza San Diego, LLC for Pizza Supplies B2009-20 and C.Farrell, Inc. dba Little Caesars for Breadstick Supplies B2009-20 , during the period August 1, 2009 through July 31, 2010, with options to renew two additional one year periods, at the unit prices listed on the attachment, to be expended from the Cafeteria Fund 13-00.
2. Holsum Bakery, Inc. for Bread Supplies Bid B2009-24 and S&S Bakery for Bakery Supplies B2009-24, during the period August 1, 2009 through July 31, 2010, with options to renew two additional one year periods, at the unit prices listed on the attachment, to be expended from the Cafeteria Fund 13-00.
3. American Produce Distributors for Produce Supplies B2009-23, during the period August 1, 2009 through July 31, 2010, with options to renew two additional one year periods, at the unit prices listed on the attachment, to be expended from the Cafeteria Fund 13-00.
4. Campus Foods for Snack and Beverage Supplies B2009-21 and A&R Wholesale Distributors, Inc. for Water and Switch Drink Supplies B2009-21, during the period August 1, 2009 through July 31, 2010, with options to renew two additional one year periods, at the unit prices listed on the attachment, to be expended from the Cafeteria Fund 13-00.

D. Approval of Change Orders

No Change Orders Submitted

ITEM 6

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

No Construction Projects Submitted

F. ADOPTION OF RESOLUTION/SUPPORT OF APPLICATIONS FOR ALLOCATION OF NEW OCEAN RENEWABLE ENERGY BOND VOLUME CAP AND AUTHORIZATION TO SIGN APPLICATIONS AND ASSOCIATED DOCUMENTS

Adopt the attached Resolution in Support of Applications for Allocation of New Clean Renewable Energy Bond Volume Cap, and Authorization to Sign Applications and Associated Documents, designating Stephen G. Ma, Associate Superintendent of Business, and Ken Noah, Superintendent, as District Representatives.

G. ADOPTION OF RESOLUTION/SUPPORT OF APPLICATIONS FOR ALLOCATION OF QUALIFIED SCHOOL CONSTRUCTION BONDS AND AUTHORIZATION TO SIGN APPLICATIONS AND ASSOCIATED DOCUMENTS

Adopt the attached Resolution in Support of Applications for Allocation of Qualified School Construction Bonds, and Authorization to Sign Applications and Associated Documents, designating Ken Noah, Superintendent, as District Representative.

H. ADOPTION OF RESOLUTIONS ESTABLISHING SPECIAL TAXES FOR 2009-10 FISCAL YEAR

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

I. ADOPTION OF RESOLUTIONS LEVYING SPECIAL TAXES FOR 2009-10 FISCAL YEAR

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

J. APPROVAL OF 2009-10 BELL SCHEDULES

Approve the 2009-10 bell schedules for Carmel Valley, Diegueno, Earl Warren, Oak Crest Middle Schools, and Canyon Crest Academy, La Costa Canyon, San Dieguito Academy, Sunset Continuation and Torrey Pines High Schools, as shown in the attached supplements.

K. APPROVAL OF BUSINESS REPORTS

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

DISCUSSION / ACTION ITEM(ITEM 16)

16. SUPERINTENDENT CONTRACT AMENDMENT

It was moved by Ms. Friedman, seconded by Ms. Rich, to approve an Amendment to the Superintendent's Employment Contract, as presented, ***Motion unanimously carried.*** .

INFORMATION ITEMS..... (ITEMS 17 – 26)

17. BOARD POLICY REVISION PROPOSAL, #6164.6 AND 6164.6/AR, "IDENTIFICATION, EVALUATION AND PLACEMENT UNDER SECTION 504"

This item was submitted for first read and will be resubmitted for approval on August 20, 2009.

18. 2009-10 BOARD MEETING SCHEDULE PROPOSAL

This item was submitted for first read and will be resubmitted for approval on August 20, 2009.

ITEM 6

- 19. BUSINESS SERVICES UPDATE.....(NO UPDATE SCHEDULED)
- 20. HUMAN RESOURCES UPDATEKEN NOAH, SUPERINTENDENT
- 21. EDUCATIONAL SERVICES UPDATE..... RICK SCHMITT, ASSOCIATE SUPERINTENDENT
Mr. Schmitt gave an update on interdistrict transfers, Adult Education funding for 2009-10, a Japanese Culture School request for use of facilities at Canyon Crest Academy, and the 2009-10 annual instructional minutes.
- 22. PUBLIC COMMENTS – (None presented)
- 23. FUTURE AGENDA ITEMS– (None presented)
- 24. ADJOURNMENT TO CLOSED SESSION – (No Closed Session was required)
- 25. REPORT FROM CLOSED SESSION – (Nothing further to report)
- 26. ADJOURNMENT OF MEETING – MEETING ADJOURNED AT 7:30 PM.

BARBARA GROTH, BOARD CLERK

DATE

KEN NOAH, SUPERINTENDENT

DATE

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 11, 2009

BOARD MEETING DATE: August 20, 2009

**PREPARED AND
SUBMITTED BY:** Ken Noah, 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 reports.

RECOMMENDATION:

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

FUNDING SOURCE:

Not applicable

KN/bb

ITEM 11A

**DONATIONS REPORT
SDUHSD BOARD MEETING
AUGUST 20, 2009**

Donation	Purpose	Donor	Donated To: (Teacher, Dept, Site)	
		Name / Foundation	Department	School Site
\$18,654.80	Donation check to help cover the costs of computers for the World Language Lab & a white board for a classroom	CCA Foundation	World Language	CCA
\$5,000.00	Donation check for Science Curriculum Writing	CCA Foundation	Science	CCA
\$10,000.00	Donation check for 4 sets of document cameras/laptops/projectors & 3 more document cameras	EWMS PTSA		EWMS
\$1,500.00	Donation check for the DNO Music fund	DNO	Music	DNO
\$1,410.50	Donation check for the SDA Special Ed Dept.	Ke Polani Ohana E Kai		SDA
\$49.09 (\$37.15 & \$11.94)	2 donation checks totaling \$49.09 for administrative supplies	Supervalu	Administration	EWMS
\$50.65	Donation check for miscellaneous educational supplies	United Way		CCA
\$925.00	Donation check for educational supplies for the Art Department	Del Mar Highlands TC Marketing Fund	Art	EWMS

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 11, 2009

BOARD MEETING DATE: August 20, 2009

**PREPARED AND
SUBMITTED BY:** Ken Noah, 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 reports.

RECOMMENDATION:

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

FUNDING SOURCE:

As listed on attached reports.

KN/bb

ITEM 11B

**FIELD TRIP REPORT
SDUHSD BOARD MEETING
AUGUST 20, 2009**

Date(s) of Field Trip	Site	Sponsor, Last Name	First Name	Team / Club	Total # Students	Total # Chaperones	Purpose / Conference Name	City	State	Loss of Class Time	* \$ Cost
4/15/10-04/18/10	SDA	Roberts	Tim	Journalism & Yearbook	20	3	Attend the Journalism Education Association/National Scholastic Press Association convention.	Portland	OR	2 days	N/A
11/11/09-11/15/09	SDA	Roberts	Tim	Journalism & Yearbook	20	3	Attend the Journalism Education Association/National Scholastic Press Association convention.	Washington, D.C.		2 days	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: August 11, 2009

BOARD MEETING DATE: August 20, 2009

**PREPARED AND
SUBMITTED BY:** Terry King
Associate Superintendent/Human Resources

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

RECOMMENDATION:

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

FUNDING SOURCE:

General Fund

PERSONNEL LIST

CERTIFICATED PERSONNEL

Employment

1. **Scott Drechsel**, 80% Temporary Teacher at Earl Warren and Torrey Pines (Music) for the 2009-10 school year, effective 8/25/09 through 6/18/10.
2. **Kaitlin Richardson**, 100% Temporary Teacher/ASB Director at La Costa Canyon (English) for the 2009-10 school year, effective 8/25/09 through 6/18/10.
3. **Rayna Stohl**, 67% Temporary Teacher at Canyon Crest Academy (Dance) for Semester I of the 2009-10 school year, effective 8/25/09 through 1/29/10.
4. **Takeshi Takakura**, 67% Temporary Teacher at San Dieguito Academy (Foreign Language: Japanese) for Semester I of the 2009-10 school year, effective 8/25/09 through 1/29/10; Assignment decreases to 33% for Semester II, effective 2/01/10 through 6/18/10.
5. **Angela Willden**, 20% Temporary Teacher at Torrey Pines (Chemistry) for the 2009-10 school year, effective 8/25/09 through 6/18/10.
6. **Sara Zook**, 100% Temporary Teacher at La Costa Canyon (Special Ed – Mild/Moderate) for the 2009-10 school year, effective 8/25/09 through 6/18/10.

Change in Assignment

1. **Scott Jordon**, Temporary Teacher at La Costa Canyon (Digital Media), change in assignment from 40% to 80% for the 2009-10 school year, effective 8/25/09 through 6/18/10.

Leave of Absence

1. **Anne Briscoe**, Teacher at Oak Crest, revise previously-approved request for unpaid leave from 40% to 60% (40% assignment) for the 2009-10 school year, effective 8/25/09 through 6/18/10.

Resignation

1. **Andrew Saltsman**, Teacher/ASB Director at La Costa Canyon, resignation from employment, effective 7/30/09.

PERSONNEL LIST

CLASSIFIED PERSONNEL

Employment

1. Blaquiere, Jason, At Will Employee, effective 9/1/09-
2. Correa, Noe, Instructional Assistant Bilingual, effective 9/1/09
3. Fux, Jaya, Instructional Assistant Bilingual, effective 8/31/09
4. Malstrom, Seth, At Will Employee, effective 9/1/09-12/31/09
5. O'Hara, Thomas, At Will Employee, effective 9/1/09-12/31/09
6. Rockwell, Karen, At Will Employee, effective 9/1/09-12/31/09
7. Titlow, Louise, At Will Employee, effective 9/1/09-12/31/09
8. Weed, Mark, At Will Employee, effective 9/1/09 -12/31/09
9. Yarritu, Elena, At Will Employee, effective 9/1/09-12/31/09

Change in Assignment

1. Lopez, Agustin, from Custodian to Grounds Maintenance Worker I, effective 7/14/09 – 8/31/09
2. Lopez, Javier, from Custodial Supervisor to Executive Director of Operations, effective 7/17/09-7/24/09
3. Mitroff, James, from Maintenance Supervisor to Executive Director of Operations, effective 8/7/09-8/14/09
4. Munoz, Ramon, from Custodian to School Plant Supervisor Middle School, effective 8/3/09
5. Shroyer, Cathy, from Administrative Secretary to Administrative Assistant, effective 7/17/09-7/24/09

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 12, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Christina M. Bennett, Director of Purchasing
Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Superintendent/Business

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: APPROVAL/RATIFICATION OF
PROFESSIONAL SERVICES CONTRACTS/ HUMAN
RESOURCES

EXECUTIVE SUMMARY

The attached Professional Services Report/Human Resources summarizes two contracts as noted on the attachment.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached list.

ITEM 12B

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

HUMAN RESOURCES - PROFESSIONAL SERVICES REPORT

Date: 08-20-09

<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>
07/01/09 – 06/30/10	San Diego State University	For student teaching assignments	N/A	
08/01/09 – 06/30/10	The Regents of the University of California, on behalf of its San Diego Campus Medicine (UCSD)	San Dieguito Union High School District to provide a teacher-on-loan to for the teacher to advise a high school student during a grant funded research project	N/A	\$18,000.00 for services performed for UCSD by the teacher

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 4, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Rick Schmitt, Associate Superintendent/ Educational Services

SUBMITTED BY: Ken Noah, Superintendent

SUBJECT: SUFFICIENCY OF INSTRUCTIONAL MATERIALS

EXECUTIVE SUMMARY

Education Code §60119 requires that the district hold a public hearing and determine through a Board resolution whether each pupil in the district has sufficient textbooks and/or instructional materials. In addition to determining sufficiency of books/materials for the core academic courses of mathematics, science, history/social science and English, school Boards are also asked to determine the sufficiency of instructional materials for foreign language and health courses, and the availability of science laboratory equipment in grades 9-12.

There is expected to be no funding from the State for 2009-10 for instructional materials. The district continues to be responsible, however, even without State funding, for ensuring that adequate instructional materials are available. All students will continue to be provided with math, science, history/social science textbooks and English/language arts instructional materials, all of which are aligned with the California State content standards. In 2004, all students enrolled in foreign language courses were provided with newly adopted textbooks and instructional materials. In 2005, all Health textbooks were replaced. In 2006, new history/social science textbooks were adopted. In 2007, science textbooks were adopted, and in 2008, all math books were replaced. With the absence of funding, the State has allowed school districts to postpone their English / Language Arts books and materials adoption for at least one year. The district will continue to replace lost, stolen and damaged textbooks as needed.

The district last received state funds specifically for science equipment in the 2000-01 school year. Since that time, parent donations, district contributions and site budgets have been used to purchase, upgrade, and maintain science equipment.

RECOMMENDATION:

It is recommended that the Board declare that sufficient science laboratory equipment, up-to-date textbooks, and instructional materials are present in our district classrooms for use by district staff and students.

FUNDING SOURCE:

Not applicable.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT ITEM 13B
RESOLUTION

SUFFICIENCY OF INSTRUCTIONAL MATERIALS
2009-2010

On motion of Member _____, Seconded by Member _____, the following resolution is adopted on August 20, 2009:

WHEREAS, in order to receive state instructional materials funds, the Governing Board in a public hearing is required by Education Code Section 60119 to make a determination that every pupil, including English learners, has sufficient textbooks or instructional materials in each of the following subjects that are consistent with the content and cycles of the curriculum framework and aligned to State content standards adopted by the State Board of Education: mathematics, science, history-social science, reading/language arts.

WHEREAS, as part of the required hearing, the Governing Board must also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum framework adopted by the state board for those subjects.

WHEREAS, the Governing Board shall also determine the availability of sufficient laboratory science equipment for science laboratory courses offered in grades 9 to 12 inclusive.

WHEREAS, "sufficient textbooks or instructional materials," means that each pupil, including English learners, has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments. This does not require two sets of textbooks or instructional materials for each pupil.

THEREFORE BE IT RESOLVED, that the Governing Board hereby determines, as required by Education Code Section 60119, that the school district has sufficient instructional materials for each pupil in the following areas:

1. Mathematics
2. Science
3. History-Social Science
4. Reading/language arts, including the English language development component of an adopted program
5. Health
6. Foreign Language

ITEM 14B

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 11, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Bruce Cochrane, Executive Director
Pupil Services

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: Approval/Ratification of Pupil Services
Agreements

EXECUTIVE SUMMARY

The attached Pupil Services Agreements Report summarizes one contract with North Coastal Consortium for Special Education that provides 1 day of assistive technology training for the Special Education Program and Special Education Students for the 2009-2010 school year.

RECOMMENDATION

That the Board approve a contract authorizing North Coastal Consortium for Special Education to provide assistive technology to serve San Dieguito Union High School District, during the period July 1, 2009 through June 30, 2010, at the rate of \$606.00 per diem, to be expended from the General Fund/Restricted 06-00.

FUNDING SOURCE

General Fund 06-00/Special Education Budget

KN/ddb
Attachment

ITEM 14B

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

PUPIL SERVICES AGREEMENTS 2009-2010

Date: August 20, 2009

Contract Effective Dates	Independent Contractor	Description of Services	Department Budget	Fee (Estimate)
7-1-09 To 6-30-10	NCCSE	One day of assistive technology training	General Fund Special Education 06-00	\$606.00 per diem (does not include travel &/or mileage)
			Estimated Total	\$606.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 12, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Christina M. Bennett, Director of Purchasing
Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Superintendent/Business

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: APPROVAL/RATIFICATION OF
PROFESSIONAL SERVICES CONTRACTS/
BUSINESS

EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes eleven contracts totaling \$90,875.00, or as noted on the attachment.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached list.

ITEM 15A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**BUSINESS - PROFESSIONAL SERVICES REPORT****Date: 08-20-09**

<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>
07/01/09 – 12/31/09	MTGL, Inc.	Provide special DSA testing and inspection services for various miscellaneous small projects	From the fund to which the project is charged	\$64.00 per hour, \$18.00 per compression test, and \$40.00 per day for ground rod equipment
07/01/09 - 06/30/10	Hawthorne Lift Systems	Provide preventative maintenance to district Genie lifts as directed	General Fund 03-00	\$120.00 per hour
07/01/09 - 06/30/10	Encinitas Community Center	Lease of facilities for Adult Education classes	Adult Education Fund 11-00	estimated amount of \$10,000.00
08/17/09 – 04/30/10	Magdalena Ecke YMCA	Lease of facilities for La Costa Canyon High School Boys & Girls Water Polo and Boys & Girls Swim Team programs	La Costa Canyon High School Foundation	\$17,100.00
07/01/09 – 12/31/09	Western Environmental & Safety Technologies, LLC (WEST)	Provide Asbestos Hazard Emergency Response Act (AHERA) three year re-inspection	General Fund 03-00	\$1,775.00
07/01/09 - 06/30/10	Custodial Plus Services	Provide gym floor scrubbing and recoating services throughout the District	General Fund 03-00	\$37,000.00
07/01/09 - 06/30/10	Tomark Sports	Provide maintenance and inspection services to motorized bleacher and basketball structures located throughout the District	General Fund 03-00	\$1,450.00 per bleacher set and \$850 per basketball structure
09/01/09 – 06/18/10	GMK Enterprises, LLC dba Robeks	Provide 14 oz smoothie supply and 24 oz smoothie supply – south district	Cafeteria Fund 13-00	\$1.50 per 12 oz smoothie and \$1.90 per 24 oz smoothie
09/01/09 – 06/30/10	All About Mandarin Academy, Agency for Jewish Education, and German Language	San Dieguito Union High School District to provide classroom facilities at Earl Warren Middle School to All About Mandarin Academy, Agency for Jewish Education, and German Language Services to conduct after-school language classes of which SDUHSD students may attend	N/A	N/A

ITEM 15A

	Services	free of charge		
08/21/09 – 06/30/10	4-WARD Design, Inc.	Provide CAD file upgrade & consolidation services	General Fund 03-00	\$25,000.00
08/05/09 until terminated in writing by either party	Retriever Payment Systems, Inc.	Provide credit card processing/merchant services for the San Dieguito Adult School	Adult Education Fund 11-00	credit card discount rate of 2.05%, \$0.20 per transaction, and \$14.95 monthly fee

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Christina M. Bennett, Director of Purchasing
Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Supt./Business

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: AWARD/RATIFICATION OF CONTRACTS

EXECUTIVE SUMMARY

On July 14, 2009, and July 16, 2009, bids for the following projects were opened: Cabling Installations-District Wide B2010-01, Miscellaneous Site Improvements at Torrey Pines High School project B2010-02, and Miscellaneous Site Improvements at Canyon Crest Academy project B2010-03. The bid submittals were reviewed by District staff for compliance and determination of the lowest responsive and responsible bidder. Summaries of bid submittals are attached.

RECOMMENDATION:

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

1. Fredricks Electric, Inc. for Cabling Installations-District Wide B2010-01, during the period August 1, 2009 through July 31, 2010, with options to renew two additional one year periods, at the unit prices listed on the attachment.
2. Ted Company for Miscellaneous Site Improvements at Torrey Pines High School project B2010-02, for an amount not to exceed \$57,000.00.
3. Ted Company for Miscellaneous Site Improvements at Canyon Crest Academy project B2010-03, for an amount not to exceed \$74,000.00.

FUNDING SOURCE:

1. Fund to which the project is charged
2. General Fund/Restricted 06-00 (IDEA) and Capital Facilities Fund 25-19
3. Capital Facilities Fund 25-19

ITEM 15C

All pricing submitted below shall include appropriate material and labor to perform work in accordance with Cable Plant Specifications

San Dieguito Union High School District District Wide Cable Installation Contract		
Item Description	Unit Cost	
Single drop - single location - single site - CAT6 less than 100', non-plenum	\$250.00	per drop
Single drop - single location - single site - CAT6 100' - 200', non-plenum	\$300.00	per drop
Single drop - single location - single site - CAT 6 200' - 300', non-plenum	\$375.00	per drop
Single drop - single location - single site - CAT6 less than 100', plenum	\$250.00	per drop
Single drop - single location - single site - CAT6 100' - 200', plenum	\$300.00	per drop
Single drop - single location - single site - CAT6 200' - 300', plenum	\$375.00	per drop
Single drop - single location - single site - CAT6 less than 100', Indoor / Outdoor Rated	\$300.00	per drop
Single drop - single location - single site - CAT6 100' - 200', Indoor / Outdoor Rated	\$350.00	per drop
Single drop - single location - single site - CAT6 200' - 300', Indoor / Outdoor Rated	\$400.00	per drop
2 to 5 drops - single location, single site - less than 100' non-plenum rated CAT6	\$165.00	per drop
2 to 5 drops - single location, single site - 100' - 200' non-plenum rated CAT6	\$190.00	per drop
2 to 5 drops - single location, single site - 200' - 300' non-plenum rated CAT6	\$220.00	per drop
2 to 5 drops - single location, single site - less than 100' plenum rated CAT6	\$165.00	per drop
2 to 5 drops - single location, single site - 100' - 200' plenum rated CAT6	\$190.00	per drop
2 to 5 drops - single location, single site - 200' - 300' plenum rated CAT6	\$220.00	per drop
2 to 5 drops - single location, single site - less than 100' Indoor / Outdoor rated CAT6	\$250.00	per drop
2 to 5 drops - single location, single site - 100' - 200' Indoor / Outdoor rated CAT6	\$300.00	per drop
2 to 5 drops - single location, single site - 200' - 300' Indoor / Outdoor rated CAT6	\$350.00	per drop
6 to 25 drops - Single classroom, single site - less than 100' - non-plenum rated CAT6	\$105.00	per drop
6 to 25 drops - Single classroom, single site - 100' - 200' - non-plenum rated CAT6	\$130.00	per drop
6 to 25 drops - Single classroom, single site - 200' - 300' - non-plenum rated CAT6	\$160.00	per drop
6 to 25 drops - Single classroom, single site - less than 100' - plenum rated CAT6	\$105.00	per drop

ITEM 15C

All pricing submitted below shall include appropriate material and labor to perform work in accordance with Cable Plant Specifications

Item Description	Unit Cost
6 to 25 drops - Single classroom, single site - 100' - 200' - plenum rated CAT6	\$65.00 per drop
6 to 25 drops - Single classroom, single site - 200' - 300' - plenum rated CAT6	\$160.00 per drop
6 to 25 drops - Single classroom, single site - less than 100' - Indoor / Outdoor rated CAT6	\$200.00 per drop
6 to 25 drops - Single classroom, single site - 100' - 200' - Indoor / Outdoor rated CAT6	\$225.00 per drop
6 to 25 drops - Single classroom, single site - 200' - 300' - Indoor / Outdoor rated CAT6	\$250.00 per drop
Site based project >25 drops - single classroom less than 100', non-plenum CAT6	\$100.00 per drop
Site based project >25 drops - single classroom 100' - 200, non-plenum CAT6	\$120.00 per drop
Site based project >25 drops - single classroom 200' - 300', non-plenum CAT6	\$150.00 per drop
Site based project >25 drops - single classroom less than 100', plenum CAT6	\$100.00 per drop
Site based project >25 drops - single classroom 100' - 200, plenum CAT6	\$120.00 per drop
Site based project >25 drops - single classroom 200' - 300', plenum CAT6	\$150.00 per drop
Site based project >25 drops - single classroom less than 100', Indoor / Outdoor CAT6	\$150.00 per drop
Site based project >25 drops - single classroom 100' - 200, Indoor / Outdoor CAT6	\$175.00 per drop
Site based project >25 drops - single classroom 200' - 300', Indoor / Outdoor CAT6	\$200.00 per drop
Fiber optics: 50 / 125 multi-mode underground rated, loose tube, gel filled, non-armored - 6 strand cable (include fan-out kit)	\$3.00 price per lineal foot
Fiber optics: 50 / 125 multi-mode underground rated, loose tube, gel filled, non-armored - 12 strand cable (include fan-out kit)	\$3.50 price per lineal foot
Fiber optics: 50 / 125 multi-mode underground rated, loose tube, gel filled, non-armored - 24 strand cable (include fan-out kit)	\$4.00 price per lineal foot
Fiber optics: 62.5 / 125 multi-mode underground rated, loose tube, gel filled, non-armored - 6 strand cable (include fan-out kit)	\$3.00 price per lineal foot
Fiber optics: 62.5 / 125 multi-mode underground rated, loose tube, gel filled, non-armored - 12 strand cable (include fan-out kit)	\$1.50 price per lineal foot
Fiber optics: 62.5 / 125 multi-mode underground rated, loose tube, gel filled, non-armored - 24 strand cable (include fan-out kit)	\$4.00 price per lineal foot
Fiber optics: 8.3/125 single-mode underground rated, loose tube, gel filled, non-armored - 6 strand cable (include fan-out kit)	\$1.00 price per lineal foot
Fiber optics: 8.3/125 single-mode underground rated, loose tube, gel filled, non-armored - 12 strand cable (include fan-out kit)	\$1.50 price per lineal foot
Fiber optics: 8.3/125 single-mode underground rated, loose tube, gel filled, non-armored - 24 strand cable (include fan-out kit)	\$2.00 price per lineal foot

ITEM 15C

All pricing submitted below shall include appropriate material and labor to perform work in accordance with Cable Plant Specifications

Item Description	Unit Cost	
Fiber optics: 50/125 multi-mode tight buffered above ground-6 strand	\$2.00	price per lineal foot
Fiber optics: 50/125 multi-mode tight buffered above ground-12 strand	\$3.00	price per lineal foot
Fiber optics: 50/125 multi-mode tight buffered above ground-24 strand	\$4.00	price per lineal foot
Fiber optics: 8.3/125 single-mode tight buffered above ground-6 strand	\$1.50	price per lineal foot
Fiber optics: 8.3/125 single-mode tight buffered above ground-12 strand	\$2.00	price per lineal foot
Fiber optics: 8.3/125 single-mode tight buffered above ground-24 strand	\$2.50	price per lineal foot
Fiber Termination / Connector (both ends of strand) SC, ST or LC connectors	\$40.00	cost per strand
Rack mounted fiber optic termination Enclosure -12 strand capacity (installed / loaded SC/ST/SM)	\$350.00	each
Rack mounted fiber optic termination Enclosure -24 strand capacity (installed / loaded SC/ST/SM)	\$300.00	each
Rack mounted fiber optic termination Enclosure -48 strand capacity (installed / loaded SC/ST/SM)	\$400.00	each
Wall mounted fiber optic termination box -12 strand capacity (installed / loaded SC/ST/SM)	\$200.00	each
Wall mounted fiber optic termination box -24 strand capacity (installed / loaded SC/ST/SM)	\$300.00	each
Wall mounted fiber optic termination box -48 strand capacity (installed / loaded SC/ST/SM)	\$400.00	each
Wall mount 19"-2' Chatsworth open equipment rack, model 11790-X25 (installed w/ all fittings)	\$250.00	each
Wall mount 19"-3' Chatsworth open equipment rack, model 11791-X25 (installed w/ all fittings)	\$275.00	each
Wall mount 19"-4' Chatsworth open equipment rack, model 11807-X25 (installed w/ all fittings)	\$350.00	each
Wall mount 19"-7' Chatsworth open equipment rack, model 11807-X25 (installed w/ all fittings)	\$350.00	each
Wall mount 19"-2' locking cabinet Chatsworth Cube-It w/ fan, model 11900-724 (installed w/ all fittings)	\$700.00	each
Wall mount 19"-3' locking cabinet Chatsworth Cube-It w/ fan, model 11900-736 (installed w/ all fittings)	\$750.00	each
Wall mount 19"-4' locking cabinet Chatsworth Cube-It w/ fan, model 11900-748 (installed w/ all fittings)	\$550.00	each
Wall mount 19"-7' free standing locking cabinet Chatsworth Cube-It w/ fan, model 13496-772 (installed w/ all fittings)	\$2,250.00	each
3/4" fire rated plywood (installed)	\$150.00	each
110 Style wall mount termination Patch block w/CAT 6 jacks-12 port	\$150.00	each

ITEM 15C

All pricing submitted below shall include appropriate material and labor to perform work in accordance with Cable Plant Specifications

Item Description	Unit Cost
110 rack mount patch panel w/CAT 6 jacks-48 ports Leviton Model 69586-U48	\$300.00 each
48 port rack mounted CAT 6 modular Quick Port patch panel - Leviton Model 69270-U48 - Loaded	\$300.00 each
Nonmetallic 1-Compartment Surface Mounted Raceway: Panduit LD3 (installed with all required fittings)	\$7.00 price per lineal foot
Nonmetallic 1-Compartment Surface Mounted Raceway: Panduit LD5 (installed with all required fittings)	\$8.00 price per lineal foot
Nonmetallic 1-Compartment Surface Mounted Raceway: Panduit LD10 (installed with all required fittings)	\$10.50 price per lineal foot
Nonmetallic Surface Mounted Raceway: Panduit T70 (installed with Base/Cover & all required fittings)	\$13.00 price per lineal foot
Nonmetallic 2-Compartment Surface Mounted Raceway: Wiremold 5400 (installed with Base/cover & all fittings)	\$22.50 price per lineal foot
Tele-Power Pole (Aluminum)- Wiremold Model AMDTP-4	\$350.00 each
Fish down wall for flush mounted installation of DATA device [interior walls where possible]	\$100.00 each
Hourly individual Tech rate for special circumstances - [Soundman prevailing wage rates apply to all labor in this contract]	\$65.00 each
1" Orange inner-duct for fiber optic cable (installed)	\$0.75 price per lineal foot
2" Firestop Ready Sleeve - Spec Seal Fire Stop Products Cat. No. FS200 (Installed)	\$60.00 each
3" Firestop Ready Sleeve - Spec Seal Fire Stop Products Cat. No. FS300 (Installed)	\$75.00 each
4" Firestop Ready Sleeve - Spec Seal Fire Stop Products Cat. No. FS400 (Installed)	\$80.00 each
12" wide x 12' Long Ladder Rack: Chatsworth Model 10250-712 (installed w/ all fittings)	\$20.00 price per lineal foot
12" wide x 12' Long Cable Tray: Chatsworth FastTrack Model 13341-012 (installed w/ all fittings)	\$20.00 price per lineal foot
19" rack mounted single sided horizontal cable management 1RMU- Chatsworth 30139-719 (installed)	\$50.00 each
19" rack mounted single sided horizontal cable management 2RMU- Chatsworth 30130-719 (installed)	\$75.00 each
7' Rack mounted double sided vertical cable management Chatsworth 30095-703 (installed)	\$450.00 each
1 meter Duplex Fiber Optic Patch Cables 50/125 Multi Mode: SC/ST/LC Leviton Model 50D SC/ST/LC-M01	\$25.00 each
3 meter Duplex Fiber Optic Patch Cables 50/125 Multi Mode: SC/ST/LC Leviton Model 50D SC/ST/LC-M03	\$30.00 each
1 meter Duplex Fiber Optic Patch Cables 62.5/125 Multi Mode: SC/ST/LC Leviton Model 62D SC/ST/LC-M01	\$30.00 each
3 meter Duplex Fiber Optic Patch Cables 62.5/125 Multi Mode: SC/ST/LC Leviton Model 62D SC/ST/LC-M03	\$30.00 each

ITEM 15C

All pricing submitted below shall include appropriate material and labor to perform work in accordance with Cable Plant Specifications

Item Description	Unit Cost
1 meter Duplex Fiber Optic Patch Cables 8.3/125 Single Mode: SC/ST/LC Leviton Model 8.3D SC/ST/LC-S01	\$25.00 each
3 meter Duplex Fiber Optic Patch Cables 8.3/125 Single Mode: SC/ST/LC Leviton Model 8.3D SC/ST/LC-S03	\$30.00 each
20' Category 6 UTP Leviton SlimLine Patch Cord - Model #6D460-20*	\$10.00 each
15' Category 6 UTP Leviton SlimLine Patch Cord - Model #6D460-15*	\$10.00 each
10' Category 6 UTP Leviton SlimLine Patch Cord - Model #6D460-10*	\$8.50 each
7' Category 6 UTP Leviton SlimLine Patch Cord - Model #6D460-07*	\$7.50 each
5' Category 6 UTP Leviton SlimLine Patch Cord - Model #6D460-05*	\$7.00 each
3' Category 6 UTP Leviton SlimLine Patch Cord - Model #6D460-03*	\$5.00 each

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Christina M. Bennett, Director of Purchasing
Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Supt./Business

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: APPROVAL OF CHANGE ORDERS

EXECUTIVE SUMMARY

Four of the projects started before or during the summer, Replace Roofing at Torrey Pines High School Locker Room Building, Relocate Eight Portable Classrooms at San Dieguito Academy, Removal of Covered Walkways at Earl Warren Middle School, and Install Vapor Recovery System at SDUHSD Transportation Yard, are now finished. Three were completed on schedule and without any major additional costs or issues. The project at Earl Warren Middle School needed some additional concrete demolished, which resulted in a small increase to the contract amount. The projects at San Dieguito Academy and at the Transportation Yard both completed with a deduction in the contract amounts due to the allowances not being fully utilized. The roofing project was completed in a timely manner, but had some unforeseen asbestos material removal conditions which required a significant increase in the contract amount. The District's initial asbestos report for the roof did not indicate asbestos was present prior to the bidding process.

In addition to the changes in the contract amounts, for administrative purposes, the completion date needs to be extended on all of the contracts to coincide with the Board's acceptance date.

RECOMMENDATION:

Approve Change Orders to the following projects, and authorize Christina M. Bennett, Eric R. Dill, or Stephen G. Ma to execute the change orders:

1. Replace Roofing at Torrey Pines High School Locker Room Building project B2009-28, contract entered into with Roejack Roofing, Inc. extending the contract time by 10 calendar days and increasing the contract amount by \$22,550.00.
2. Relocate Eight Portable Classrooms at San Dieguito Academy project B2009-25, contract entered into with Ted Company, extending the contract time by 14 calendar days and decreasing the contract amount by \$5,000.00.
3. Removal of Covered Walkways at Earl Warren Middle School project B2009-18, contract entered into American Wrecking, Inc., extending the contract time by 51 calendar days and increasing the contract amount by \$2,300.00.

4. Install Vapor Recovery System at SDUHSD Transportation Yard project B2009-16, contract entered into with Western Pump, Inc., extending the contract time by 51 calendar days and decreasing the contract amount by \$674.00.

FUNDING SOURCE:

1. Deferred Maintenance Fund 14-00.
2. N/A
3. Capital Facilities Fund 25-19
4. N/A



ROESLING
NAKAMURA
TERADA
Architects, Inc.

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

Change Order

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

Project: **REPLACE ROOFING AT TORREY
PINES HIGH SCHOOL LOCKER
ROOM BUILDING B2009-28**

CO No: **01**

Initiation Date: **Aug. 6, 2009**

To Contractor: **Roejack Roofing, Inc.**

Project No: **5527.05**

1107 Petree Street

Contract For:

El Cajon, CA 91733

Contract Date: **June 18, 2009**

The Contract is changed as follows:

Increase contract amount for the following.

Removal of unforeseen asbestos roofing:	\$21,305
<u>Substrate repairs & additional roofing ply</u>	<u>\$1245</u>
Total	\$22,550

Increase contract time by 10 days.

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

The original (Contract Sum) (Guaranteed Maximum Price) was	\$ 92,800.00
Net change by previously authorized Change Orders	\$ 0
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ 92,800.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order	\$ 22,550.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$ 115,350.00
The Contract Time will be (increased) (decreased) (unchanged) by	(10) days
The date of Substantial Completion as of the date of this Change Order therefore is	Aug. 20, 2009

ARCHITECT **Roesling Nakamura Terada Architects, Inc.**

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

BY **Joe Mansfield** DATE **8/06/09**

CONTRACTOR **Roejack Roofing, Inc**

ADDRESS **1107 Petree St. El Cajon, CA 92020-2407**

BY _____ DATE _____

OWNER **San Dieguito Union High School District**

ADDRESS **710 Encinitas Blvd. Encinitas, CA 92024**

BY **Christina Bennett** DATE _____



ROESLING
NAKAMURA
TERADA
Architects, Inc.

Change Order

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

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

Project: **RELOCATE PORTABLE BUILDINGS
ON-SITE AT SAN DIEGUITO
ACADEMY B2009-25**

CO No: **01**

Initiation Date: **Aug. 6, 2009**

To Contractor: **Ted Company, Inc.**
555 El Camino Real, Ste. A362
San Clemente, CA 92672

Project No: **5527.05**

Contract For:

Contract Date: **June 18, 2009**

The Contract is changed as follows:
Decrease contract by (\$5000) for unused Allowance
Increase contract time by 14 days.

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

The original (Contract Sum) (Guaranteed Maximum Price) was	\$	94,000.00
Net change by previously authorized Change Orders	\$	0
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$	94,000.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order	\$	(5000).00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$	89,000.00
The Contract Time will be (increased) (decreased) (unchanged) by	(14) days	
The date of Substantial Completion as of the date of this Change Order therefore is		Aug. 20, 2009

ARCHITECT **Roesling Nakamura Terada Architects, Inc.**

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

BY **Joe Mansfield** DATE **8/06/09**

CONTRACTOR **Ted Company**

ADDRESS **555 El Camino Real, San Clemente, CA 92672**

BY _____ DATE _____

OWNER **San Dieguito Union High School District**

ADDRESS **710 Encinitas Blvd. Encinitas, CA 92024**

BY **Christina Bennett** DATE _____



ROESLING
NAKAMURA
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363 FIFTH AVENUE
SAN DIEGO
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Change Order

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

Project:	MISCELLANEOUS DEMOLITION AT- EARL WARREN MIDDLE SCHOOL B2009-18	CO No: 01
To Contractor:	American Wrecking, Inc. 2459 Lee Ave. South El Monte, CA 91733	Initiation Date: Aug. 6, 2009
		Project No: 5527.02
		Contract For:
		Contract Date: June 4, 2009

The Contract is changed as follows:
 Increase contract amount by \$2300 for miscellaneous additional pavement demolition.
 Increase contract time by 51 days.

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

The original (Contract Sum) (Guaranteed Maximum Price) was	\$ 53,321.00
Net change by previously authorized Change Orders	\$ 0
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ 53,321.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order	\$ 2,300.00
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$ 55,621.00
The Contract Time will be (increased) (decreased) (unchanged) by	(51) days
The date of Substantial Completion as of the date of this Change Order therefore is	Aug. 20, 2009

ARCHITECT **Roesling Nakamura Terada Architects, Inc.**

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

BY Joe Mansfield DATE 8/06/09

CONTRACTOR **American Wrecking, Inc**

ADDRESS 2459 Lee Ave., South El Monte, CA 91733

BY _____ DATE _____

OWNER **San Dieguito Union High School District**

ADDRESS 710 Encinitas Blvd. Encinitas, CA 92024

BY Christina Bennett DATE _____



ROESLING
NAKAMURA
TERADA
Architects, Inc.

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

Change Order

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

Project: **INSTALL VAPOR RECOVERY SYSTEM
AT SDUHSD TRANSPORTATION
YARD B2009-16**

CO No: **01**

Initiation Date: **Aug. 6, 2009**

To Contractor: **Western Pump**

Project No: **5527.01**

3235 F Street

Contract For:

San Diego, CA 92102-3315

Contract Date: **April 16, 2009**

The Contract is changed as follows:
Decrease contract by (\$674) for unused portion of Allowance.
Increase contract time by 51 days.

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

The original (Contract Sum) (Guaranteed Maximum Price) was	\$	74,365.00
Net change by previously authorized Change Orders	\$	0
The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$	74,365.00
The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order	\$	(674.00)
The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be	\$	73,691.00
The Contract Time will be (increased) (decreased) (unchanged) by	(51) days
The date of Substantial Completion as of the date of this Change Order therefore is		Aug. 20, 2009

ARCHITECT **Roesling Nakamura Terada Architects, Inc.**

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

BY **Joe Mansfield** DATE **8/06/09**

CONTRACTOR **Western Pump**

ADDRESS **3235 F Street, San Diego, CA 92102-3315**

BY _____ DATE _____

OWNER **San Dieguito Union High School District**

ADDRESS **710 Encinitas Blvd. Encinitas, CA 92024**

BY **Christina Bennett** DATE _____

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Christina M. Bennett, Director of Purchasing
Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Supt./Business

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: ACCEPTANCE OF CONSTRUCTION PROJECTS

EXECUTIVE SUMMARY

The Replace Roofing at Torrey Pines High School Locker Room Building, Relocate Eight Portable Classrooms at San Dieguito Academy, Removal of Covered Walkways at Earl Warren Middle School, and Install Vapor Recovery System at SDUHSD Transportation Yard projects are all complete. The projects were completed on time and do not have any outstanding issues. It is recommended that the Board of Trustees accept these projects as complete.

RECOMMENDATION:

It is recommended that the Board 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. Replace Roofing at Torrey Pines High School Locker Room Building project B2009-28, contract entered into with Roejack Roofing, Inc.
2. Relocate Eight Portable Classrooms at San Dieguito Academy project B2009-25, contract entered into with Ted Company.
3. Removal of Covered Walkways at Earl Warren Middle School project B2009-18, contract entered into American Wrecking, Inc.
4. Install Vapor Recovery System at SDUHSD Transportation Yard project B2009-16, contract entered into with Western Pump, Inc.

FUNDING SOURCE:

N/A

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 12, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Christina Bennett, Director of Purchasing
Eric R. Dill, Executive Director, Business Services
Steve Ma, Associate Superintendent/Business

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: RESOLUTION AUTHORIZING ENTERING INTO
AN ENERGY SERVICES CONTRACT

EXECUTIVE SUMMARY

Government Code section 4217.10 to 4217.18 authorizes school districts to enter into an energy services contract for implementation of energy related improvements. The District has received a proposal from Linc Lighting & Electrical to provide materials and labor to replace the gymnasium lighting at Canyon Crest Academy at no cost to the District. In return, Linc Lighting & Electrical shall receive grant funding from SDG&E's Local Nonresidential Energy Savings Bid Program on our behalf. By entering into this energy service contract, the District can estimate it will save approximately \$43,197.00 per year in electrical costs alone. Other benefits of this energy improvement include long life, lower energy consumption luminaries, dimming, occupancy sensor and emergency options, and uniform illumination throughout the gymnasium.

RECOMMENDATION:

It is recommended that the Board adopt the attached resolution to enter into an energy services contract with Linc Lighting & Electrical for the replacement of gymnasium lighting for energy efficiency at Canyon Crest Academy, and authorize Christina M. Bennett, Eric R. Dill, or Stephen G. Ma to execute all necessary documents.

FUNDING SOURCE:

N/A

ITEM 15F

RESOLUTION OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD
OF TRUSTEES AUTHORIZING AN ENERGY SERVICES CONTRACT WITH LINC
LIGHTING & ELECTRICAL

WHEREAS, Government Code sections 4217.10 to 4217.18 authorize public agencies, including school districts to enter into energy services contracts for the implementation of energy related improvements if the district board finds that it is in the best interests of the district to enter into such energy services contract, and that the anticipated cost to the district for thermal or electrical energy or conservation services provided by the energy conservation facility under the contract will be less than the anticipated marginal cost to the district of thermal, electrical, or other energy that would have been consumed by the district in the absence of those purchases, and

WHEREAS, the cost to the San Dieguito Union High School District for the energy services contract by and between the District and Linc Lighting & Electrical for the implementation of certain energy measures for thermal or electrical energy of conservation services will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of the implementation of the improvements under the energy services contract.

NOW THEREFORE, THE BOARD OF TRUSTEES OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT RESOVES AS FOLLOWS:

1. The Board finds that it is in the best interests of the San Dieguito Union High School District to enter into an energy services contract with Linc Lighting & Electrical for the implementation of certain energy related improvements to District facilities.
2. The Board finds that the anticipated cost to the District for thermal or electrical energy or conservation services provided by the energy conservation facility under the contract will be less than the anticipated marginal cost to the District of thermal, electrical, or other energy that would have been consumed by the District in the absence of those purchases.
3. The Board hereby approves, and authorizes the execution on behalf of the District, the energy services contract by and between the San Dieguito Union High School District and Linc Lighting & Electrical for the implementation of certain energy related improvements to District facilities in accordance with these findings and Government Code sections 4217.10 to 4217.18.

PASSED AND ADOPTED by the Governing Board of the San Dieguito Union High School District of San Diego County, California, this ___ day of August, 2009, by the following vote:

AYES:

NOES:

ABSENT:

ITEM 15G

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 11, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Stephen G. Ma
Associate Superintendent, Business

SUBMITTED BY: Ken Noah, 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, c) Membership Listing.

FUNDING SOURCE:

Not applicable

js
Attachments

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH
FROM 07/07/09 THRU 08/10/09ITEM 15G ¹

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
200014	07/07/09	03	STAPLES ADVANTAGE	035	OFFICE SUPPLIES	\$500.00
200015	07/07/09	03	AGRICULTURAL SUPPLY	025	GARDENING SUPPLIES	\$65,000.00
200016	07/07/09	03	DIXIELINE LUMBER COM	025	BLDG.-REPAIR MATERIA	\$16,000.00
200017	07/07/09	03	DUNN EDWARDS CORP	025	BLDG.-REPAIR MATERIA	\$15,000.00
200018	07/07/09	03	EL CAMINO RENTAL	025	RENTS & LEASES	\$12,000.00
200019	07/07/09	03	FERGUSON ENTERPRISES	025	BLDG.-REPAIR MATERIA	\$7,000.00
200020	07/07/09	03	FRONTIER FENCE COMPA	025	BLDG.-REPAIR MATERIA	\$200.00
200021	07/07/09	03	GRAINGER, WW INC	025	BLDG.-REPAIR MATERIA	\$36,300.00
200022	07/07/09	03	HOME DEPOT	035	MATERIALS AND SUPPLI	\$500.00
200023	07/07/09	03	HANSON AGGREGATES	025	GROUNDS-REPAIR MATER	\$10,000.00
200024	07/07/09	03	HOME DEPOT	025	BLDG.-REPAIR MATERIA	\$40,000.00
200025	07/07/09	03	HYDROSCAPE PRODUCTS	025	GARDENING SUPPLIES	\$25,500.00
200026	07/07/09	03	SEXAUER, J A INC	025	BLDG.-REPAIR MATERIA	\$20,000.00
200027	07/07/09	03	SHELL CAR WASH & EXP	025	GASOLINE SUPPLIES	\$8,200.00
200028	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$1,100.00
200029	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$1,000.00
200030	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$1,000.00
200031	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$400.00
200032	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$2,000.00
200033	07/07/09	11	STAPLES ADVANTAGE	009	MATERIALS AND SUPPLI	\$250.00
200034	07/07/09	11	STAPLES ADVANTAGE	009	MATERIALS AND SUPPLI	\$200.00
200035	07/07/09	11	STAPLES ADVANTAGE	009	OFFICE SUPPLIES	\$1,000.00
200036	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$2,000.00
200037	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$3,000.00
200038	07/07/09	06	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$350.00
200039	07/07/09	11	RALPHS GROCERY COMPA	009	MATERIALS AND SUPPLI	\$2,000.00
200040	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$520.00
200041	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$916.00
200042	07/07/09	06	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$1,000.00
200043	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$2,050.00
200044	07/07/09	03	COUNTY OF SAN DIEGO	037	FEES - ADMISSIONS, T	\$5,000.00
200045	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$2,000.00
200046	07/07/09	11	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$200.00
200047	07/07/09	03	COMPUSOURCE/ADB ENTE	035	SOFTWARE/DP SUPPLIES	\$10,000.00
200048	07/07/09	03	DEPT OF TOXIC SUBSTA	037	HAZARDOUS WASTE DISP	\$2,552.50
200049	07/07/09	03	STAPLES ADVANTAGE	037	OFFICE SUPPLIES	\$200.00
200050	07/07/09	03	TROXELL COMMUNICATIO	013	MATERIALS AND SUPPLI	\$129.41
200051	07/07/09	03	COMPUSOURCE/ADB ENTE	013	MATERIALS AND SUPPLI	\$340.66
200052	07/07/09	03	STAPLES ADVANTAGE	022	OFFICE SUPPLIES	\$1,500.00
200053	07/07/09	03	STAPLES ADVANTAGE	004	DUPLICATING SUPPLIES	\$5,000.00
200054	07/07/09	03	SMART AND FINAL CORP	004	MATERIALS AND SUPPLI	\$600.00
200055	07/07/09	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$200.00
200056	07/07/09	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$100.00
200057	07/07/09	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$200.00
200058	07/07/09	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$400.00
200059	07/07/09	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$100.00
200060	07/07/09	06	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$100.00
200061	07/07/09	03	STAPLES ADVANTAGE	010	DUPLICATING SUPPLIES	\$10,000.00
200062	07/07/09	03	STAPLES ADVANTAGE	010	OFFICE SUPPLIES	\$4,000.00
200063	07/07/09	03	SUCCESSORIES LLC	004	MATERIALS AND SUPPLI	\$58.93
200064	07/07/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$500.00
200065	07/07/09	06	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$150.00
200066	07/07/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$2,500.00
200067	07/07/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$1,000.00
200068	07/07/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$1,000.00

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200069	07/07/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$100.00
200070	07/07/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$100.00
200071	07/07/09	06	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$500.00
200072	07/07/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$2,000.00
200073	07/07/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$300.00
200074	07/07/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$500.00
200075	07/07/09	03	STAPLES ADVANTAGE	020	MATERIALS AND SUPPLI	\$2,000.00
200076	07/07/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$5,000.00
200077	07/07/09	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$500.00
200078	07/07/09	03	STAPLES ADVANTAGE	003	OFFICE SUPPLIES	\$100.00
200079	07/07/09	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$200.00
200080	07/07/09	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$300.00
200081	07/07/09	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$400.00
200082	07/07/09	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$200.00
200083	07/07/09	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$150.00
200084	07/07/09	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$2,000.00
200085	07/07/09	03	STAPLES ADVANTAGE	026	MATERIALS AND SUPPLI	\$1,000.00
200086	07/07/09	03	ALLIED REFRIGERATION	025	BLDG.-REPAIR MATERIA	\$24,000.00
200087	07/07/09	03	C E D	025	BLDG.-REPAIR MATERIA	\$24,000.00
200088	07/07/09	03	CLARK SECURITY PRODU	025	BLDG.-REPAIR MATERIA	\$6,000.00
200089	07/07/09	03	STAPLES ADVANTAGE	025	OFFICE SUPPLIES	\$2,000.00
200090	07/07/09	03	ENCINITAS GLASS COMP	025	REPAIRS BY VENDORS	\$12,500.00
200091	07/07/09	03	FORERUNNER TELECOM	025	REPAIRS BY VENDORS	\$2,500.00
200092	07/07/09	03	GRANGETTO'S AGRICULT	025	GARDENING SUPPLIES	\$3,000.00
200093	07/07/09	03	GRAYBAR ELECTRIC CO	025	BLDG.-REPAIR MATERIA	\$2,500.00
200094	07/07/09	03	LEES LOCK & SAFE	025	BLDG.-REPAIR MATERIA	\$600.00
200095	07/07/09	03	MIRAMAR WHOLESALE NU	025	GARDENING SUPPLIES	\$5,000.00
200096	07/07/09	03	MISSION JANITORIAL S	025	REPAIRS BY VENDORS	\$2,000.00
200097	07/07/09	03	NORTH COUNTY EQUIPME	025	GROUNDS-REPAIR MATER	\$8,000.00
200098	07/07/09	03	OPTIMUM FLOOR CARE	025	CUSTODIAL SUPPLIES	\$8,000.00
200099	07/07/09	03	STAPLES ADVANTAGE	026	MATERIALS AND SUPPLI	\$1,500.00
200100	07/07/09	03	PALOMAR REPROGRAPHIC	025	OFFICE SUPPLIES	\$500.00
200101	07/07/09	03	PIONEER MANUFACTURIN	025	GARDENING SUPPLIES	\$12,500.00
200102	07/07/09	03	DELL COMPUTER CORPOR	035	MAT/SUP/EQUIP TECHNO	\$1,605.54
200103	07/08/09	03	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLI	\$1,500.00
200104	07/08/09	03	UNITED HEALTH SUPPLI	004	MEDICAL SUPPLIES	\$65.02
200105	07/08/09	03	STAPLES ADVANTAGE	021	DUPLICATING SUPPLIES	\$4,350.00
200106	07/08/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$218.50
200107	07/08/09	03	UNITED HEALTH SUPPLI	008	MEDICAL SUPPLIES	\$49.69
200108	07/08/09	03	R C P BLOCK AND BRIC	025	GROUNDS-REPAIR MATER	\$4,000.00
200109	07/08/09	03	R J SAFETY COMPANY C	025	GARDENING SUPPLIES	\$4,000.00
200110	07/08/09	03	TRANE PARTS	025	BLDG.-REPAIR MATERIA	\$3,000.00
200111	07/08/09	03	TURFSTAR INC	025	REPAIRS BY VENDORS	\$7,000.00
200112	07/08/09	03	ESCONDIDO GOLF CART	005	REPAIRS BY VENDORS	\$507.29
200113	07/08/09	03	CARRIER	025	BLDG.-REPAIR MATERIA	\$11,500.00
200114	07/08/09	03	SUPERIOR ONSITE SERV	025	REPAIRS BY VENDORS	\$2,000.00
200115	07/08/09	14	A O REED	025	IMPROVEMENT	\$14,986.00
200116	07/08/09	03	AMERICAN FENCE & SEC	025	RENTS & LEASES	\$7,563.94
200117	07/08/09	14	DOOR SERVICE & REPAI	025	REPAIRS BY VENDORS	\$4,777.00
200118	07/08/09	14	COUNTY BURNER & MACH	025	REPAIRS BY VENDORS	\$14,833.00
200119	07/08/09	14	BLAIR RASMUSSEN CONS	025	REPAIRS BY VENDORS	\$3,568.19
200120	07/08/09	14	SO CAL GLAZING	025	REPAIRS BY VENDORS	\$11,571.00
200121	07/08/09	14	L B CONCRETE	025	REPAIRS BY VENDORS	\$12,700.00
200122	07/08/09	03	STATE OF CALIFORNIA	025	FEES - ADMISSIONS, T	\$105.00
200123	07/08/09	03	RASIX COMPUTER CENTE	014	MATERIALS AND SUPPLI	\$1,159.49

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200124	07/08/09	25-19	JANUS CORPORATION	025	IMPROVEMENT	\$4,973.00
200125	07/08/09	25-19	SEASIDE HEATING AND	025	NON-CAPITALIZED IMPR	\$4,850.00
200126	07/08/09	03	AMAZON.COM	014	MATERIALS AND SUPPLI	\$397.35
200127	07/08/09	03	DOCUFLOW SOLUTIONS,	037	REPAIRS BY VENDORS	\$45.00
200128	07/08/09	03	WAXIE SANITARY SUPPL	025	CUSTODIAL SUPPLIES	\$98,000.00
200129	07/08/09	03	EXPRESS PRINT	005	PRINTING	\$815.63
200130	07/08/09	03	L B CONCRETE	025	REPAIRS BY VENDORS	\$6,600.00
200131	07/08/09	25-19	ENCINITAS GLASS COMP	025	NON-CAPITALIZED IMPR	\$3,777.09
200132	07/08/09	25-19	A O REED	025	IMPROVEMENT	\$12,864.00
200133	07/08/09	14	D A D ASPHALT	025	REPAIRS BY VENDORS	\$12,193.32
200134	07/08/09	14	D A D ASPHALT	025	REPAIRS BY VENDORS	\$71,338.00
200135	07/08/09	03	D A D ASPHALT	025	REPAIRS BY VENDORS	\$5,940.00
200136	07/08/09	14	D A D ASPHALT	025	REPAIRS BY VENDORS	\$21,185.13
200137	07/08/09	25-19	D A D ASPHALT	025	LAND IMPROVEMENTS	\$21,656.20
200138	07/08/09	14	COLLINS & AIKMAN FLO	025	REPAIRS BY VENDORS	\$11,962.35
200139	07/08/09	25-19	ROESLING NAKAMURA	025	IMPROVEMENT	\$22,600.00
200140	07/08/09	14	LINC LIGHTING & ELEC	025	REPAIRS BY VENDORS	\$12,428.11
200141	07/08/09	03	SAN DIEGO COUNTY OFF	020	FEES - ADMISSIONS, T	\$60.00
200142	07/09/09	03	DOCUFLOW SOLUTIONS,	021	REPAIRS BY VENDORS	\$45.00
200143	07/09/09	03	UNITED PARCEL SERVIC	001	COMMUNICATIONS-POSTA	\$3,000.00
200144	07/09/09	03	SAN DIEGO POSTAL	001	MATERIALS AND SUPPLI	\$1,800.00
200145	07/09/09	03	STAPLES ADVANTAGE	026	OFFICE SUPPLIES	\$800.00
200146	07/09/09	03	DOCUFLOW SOLUTIONS,	008	REPAIRS BY VENDORS	\$135.00
200147	07/09/09	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$100.00
200148	07/09/09	03	DOCUFLOW SOLUTIONS,	020	REPAIRS BY VENDORS	\$45.00
200149	07/09/09	03	ONE STOP TONER AND I	008	MATERIALS AND SUPPLI	\$119.61
200150	07/09/09	03	TRAFFIC CONTROL SERV	025	BLDG.-REPAIR MATERIA	\$485.00
200151	07/09/09	06	J P MACHINE TOOL SER	033	REPAIRS BY VENDORS	\$750.00
200152	07/09/09	03	PAX BUSINESS SYSTEMS	026	REPAIRS BY VENDORS	\$84.74
200153	07/09/09	06	FUNDING RESOURCES IN	033	MATERIALS AND SUPPLI	\$3,806.25
200154	07/09/09	06	J P MACHINE TOOL SER	033	REPAIRS BY VENDORS	\$1,957.50
200155	07/09/09	06	PERMA BOUND	012	TEXTBOOKS	\$8,465.10
200156	07/09/09	06	J P MACHINE TOOL SER	033	REPAIRS BY VENDORS	\$1,500.00
200157	07/09/09	06	FOLLETT EDUCATIONAL	024	TEXTBOOKS	\$31,934.87
200158	07/09/09	03	STAPLES STORES	012	MATERIALS AND SUPPLI	\$119.57
200159	07/09/09	03	PAX BUSINESS SYSTEMS	003	REPAIRS BY VENDORS	\$84.74
200160	07/09/09	06	TEACHERS' CURRICULUM	012	TEXTBOOKS	\$1,751.56
200161	07/09/09	06	EVERBIND/MARCO BOOK	003	TEXTBOOKS	\$1,785.68
200162	07/09/09	06	PERMA BOUND	005	TEXTBOOKS	\$1,349.04
200163	07/09/09	03	STAPLES ADVANTAGE	024	MATERIALS AND SUPPLI	\$750.00
200164	07/09/09	06	STAPLES ADVANTAGE	033	MATERIALS AND SUPPLI	\$500.00
200165	07/09/09	06	COSTCO SAN MARCOS	033	MATERIALS AND SUPPLI	\$500.25
200166	07/09/09	13	ONE STOP TONER AND I	031	MATERIALS AND SUPPLI	\$108.74
200167	07/09/09	03	PAX BUSINESS SYSTEMS	022	REPAIRS BY VENDORS	\$84.74
200168	07/09/09	14	ROEJACK ROOFING INC	025	IMPROVEMENT	\$92,800.00
200169	07/09/09	14	AMERICAN WRECKING, I	025	IMPROVEMENT	\$53,321.00
200170	07/09/09	03	AFFORDABLE DRAIN SER	025	REPAIRS BY VENDORS	\$8,000.00
200171	07/09/09	03	PAX BUSINESS SYSTEMS	008	REPAIRS BY VENDORS	\$169.48
200172	07/09/09	03	ANTIMITE ASSOCIATES	025	PEST CONTROL	\$16,000.00
200173	07/09/09	03	AMBIUS INC	025	OTHER SERV. & OPER.EX	\$1,020.00
200174	07/09/09	03	ATLAS PUMPING SERVIC	025	REPAIRS BY VENDORS	\$2,855.00
200175	07/09/09	03	CA AGRI CONTROL INC	025	PEST CONTROL	\$13,992.00
200176	07/09/09	03	CA AIR COMPRESSOR CO	025	REPAIRS BY VENDORS	\$2,191.60
200177	07/09/09	03	CART MART INC	025	CUSTODIAL SUPPLIES	\$2,000.00
200178	07/09/09	03	SCHOOL WISE PRESS	024	PROF/CONSULT./OPER E	\$15,053.00

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200179	07/09/09	03	CINTAS	025	OTHER SERV.& OPER.EX	\$1,630.20
200180	07/09/09	03	ADDISON SHEET METAL	025	REPAIRS BY VENDORS	\$1,866.00
200181	07/09/09	03	SEASIDE HEATING AND	025	REPAIRS BY VENDORS	\$2,090.00
200182	07/09/09	13	AMERICAN WRECKING, I	025	REPAIRS BY VENDORS	\$2,800.00
200183	07/09/09	06	FOLLETT EDUCATIONAL	004	TEXTBOOKS	\$937.15
200184	07/09/09	06	FOLLETT EDUCATIONAL	014	TEXTBOOKS	\$7,832.39
200185	07/09/09	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$771.62
200186	07/09/09	06	PRENTICE HALL/REGENT	008	TEXTBOOKS	\$4,963.71
200187	07/09/09	06	HOLT MCDUGAL	014	TEXTBOOKS	\$3,204.35
200188	07/09/09	03	SAN DIEGO CO LIBRARY	024	PROF/CONSULT./OPER E	\$100,000.00
200189	07/09/09	06	GLENCOE-MACMILLAN/MC	014	TEXTBOOKS	\$3,826.72
200190	07/09/09	06	FOLLETT EDUCATIONAL	005	TEXTBOOKS	\$1,218.00
200191	07/09/09	06	HOLT MCDUGAL	004	TEXTBOOKS	\$3,117.19
200192	07/09/09	06	PERMA BOUND	004	TEXTBOOKS	\$1,117.41
200193	07/09/09	06	HOLT MCDUGAL	014	TEXTBOOKS	\$9,564.15
200194	07/09/09	06	IMPERIAL WELDING	033	MATERIALS AND SUPPLI	\$7,000.00
200195	07/09/09	03	DOOR SERVICE & REPAI	025	REPAIRS BY VENDORS	\$757.00
200196	07/09/09	03	C D W G.COM	026	MATERIALS AND SUPPLI	\$67.34
200197	07/09/09	03	EDCO DISPOSAL CORPOR	025	RUBBISH DISPOSAL	\$90,000.00
200198	07/09/09	03	GUARDIAN ELEVATOR	025	REPAIRS BY VENDORS	\$27,500.00
200199	07/09/09	03	J J J ENTERPRISES	025	BLDG.-REPAIR MATERIA	\$2,500.00
200200	07/09/09	03	RANCHO SANTA FE SEC	025	SECURITY GUARD CONTR	\$34,710.40
200201	07/10/09	03	SAN DIEGUITO TROPHY	025	MATERIALS AND SUPPLI	\$200.00
200202	07/10/09	03	LEUCADIA WASTEWATER	025	SEWER CHARGES	\$19,976.37
200203	07/10/09	03	ONE STOP TONER AND I	034	MATERIALS AND SUPPLI	\$86.99
200204	07/10/09	14	BARRETT ROBINSON INC	025	REPAIRS BY VENDORS	\$14,970.00
200205	07/10/09	03	C O D E S P	026	DUES AND MEMBERSHIPS	\$1,750.00
200206	07/10/09	03	AZTEC TECHNOLOGY COR	025	OTHER SERV.& OPER.EX	\$100.00
200207	07/10/09	03	EL CAMINO RENTAL	025	BLDG.-REPAIR MATERIA	\$163.13
200208	07/10/09	03	QUALITY FLOORS BY GE	025	BLDG.-REPAIR MATERIA	\$900.00
200209	07/10/09	03	HANSON AGGREGATES	025	MATERIALS AND SUPPLI	\$560.55
200210	07/10/09	03	VIRCO MANUFACTURING	014	MATERIALS AND SUPPLI	\$5,158.67
200211	07/10/09	03	RESOURCE NETWORK INC	035	MATERIALS AND SUPPLI	\$2,469.98
200212	07/10/09	03	SAN DIEGO DIGITAL SO	003	MATERIALS AND SUPPLI	\$2,000.00
200213	07/10/09	03	COMPANION CORPORATIO	035	A/V CONTRACT	\$1,996.00
200214	07/10/09	03	COMPUSOURCE/ADB ENTE	035	MATERIALS AND SUPPLI	\$3,142.88
200215	07/10/09	03	LEUCADIA PIZZERIA	020	MATERIALS AND SUPPLI	\$1,000.00
200216	07/10/09	03	SAN DIEGUITO UHSD CA	020	MATERIALS AND SUPPLI	\$1,500.00
200217	07/10/09	03	C S B A	020	DUES AND MEMBERSHIPS	\$14,035.00
200218	07/10/09	03	SAN DIEGO CO SCHOOL	020	DUES AND MEMBERSHIPS	\$417.98
200219	07/10/09	03	S E A C - SCHOOL EMP	020	DUES AND MEMBERSHIPS	\$1,987.00
200220	07/13/09	03	FREDRICKS ELECTRIC I	025	REPAIRS BY VENDORS	\$1,977.00
200221	07/13/09	21-09	ROOFCHK INC	025	REPAIRS BY VENDORS	\$14,550.00
200222	07/13/09	03	DOOR SERVICE & REPAI	025	REPAIRS BY VENDORS	\$881.00
200223	07/13/09	03	SAFE T PRODUCTS INC	025	BLDG.-REPAIR MATERIA	\$2,496.88
200224	07/13/09	03	ROYAL BUSINESS GROUP	008	MATERIALS AND SUPPLI	\$5.11
200225	07/13/09	03	ROYAL BUSINESS GROUP	008	PRINTING	\$41.33
200226	07/13/09	03	ROYAL BUSINESS GROUP	008	PRINTING	\$28.28
200227	07/13/09	03	ONE STOP TONER AND I	008	MATERIALS AND SUPPLI	\$239.23
200228	07/13/09	03	RALPHS GROCERY COMPA	008	MATERIALS AND SUPPLI	\$200.00
200229	07/13/09	03	HOME DEPOT	008	MATERIALS AND SUPPLI	\$200.00
200230	07/13/09	03	STAPLES ADVANTAGE	008	MATERIALS AND SUPPLI	\$120.44
200231	07/13/09	06	ONE STOP TONER AND I	008	MATERIALS AND SUPPLI	\$152.23
200232	07/13/09	03	SARGENT WELCH SCIENT	008	MATERIALS AND SUPPLI	\$703.48
200233	07/13/09	03	ONE STOP TONER AND I	008	MATERIALS AND SUPPLI	\$59.80

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200234	07/13/09	03	ONE STOP TONER AND I	008	MATERIALS AND SUPPLI	\$81.55
200235	07/13/09	06	SUNBELT RENTALS	033	RENTS & LEASES	\$400.00
200236	07/13/09	03	BOOTH INDUSTRIES, IN	025	REPAIRS BY VENDORS	\$2,720.00
200237	07/13/09	13	MINUTEMAN PRESS - EN	031	PRINTING	\$1,250.63
200238	07/13/09	25-19	BARRETT ROBINSON INC	025	MATERIALS AND SUPPLI	\$5,460.96
200239	07/13/09	13	COUNTY OF SAN DIEGO	031	OTHER SERV.& OPER.EX	\$3,000.00
200240	07/13/09	13	P C S REVENUE CONTRO	031	OTHER SERV.& OPER.EX	\$4,489.75
200241	07/13/09	03	SIEMENS BLDG TECHNOL	025	OTHER SERV.& OPER.EX	\$32,176.00
200242	07/13/09	03	STATE INDUSTRIAL PRO	025	BLDG.-REPAIR MATERIA	\$5,475.00
200243	07/13/09	14	GRAINGER, WW INC	025	IMPROVEMENT	\$7,958.02
200244	07/13/09	25-19	CERTIFIED ENVIRON PA	025	EQUIPMENT	\$3,426.07
200245	07/13/09	25-19	QUALITY FLOORS BY GE	025	IMPROVEMENT	\$4,285.00
200246	07/13/09	06	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$300.00
200247	07/13/09	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$4,000.00
200248	07/13/09	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$1,000.00
200249	07/13/09	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$1,000.00
200250	07/13/09	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$750.00
200251	07/13/09	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$13,000.00
200252	07/13/09	03	STAPLES ADVANTAGE	005	DUPLICATING SUPPLIES	\$15,000.00
200253	07/13/09	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$6,249.00
200254	07/13/09	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$9,477.00
200255	07/13/09	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$3,676.00
200256	07/13/09	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$7,471.00
200257	07/13/09	03	ROMANO, LAURA	021	LEGAL EXP-BUSINESS	\$5,000.00
200258	07/13/09	03	SCHOOL SERVICES OF C	021	PROF/CONSULT./OPER E	\$2,600.00
200259	07/13/09	13	PAX BUSINESS SYSTEMS	031	REPAIRS BY VENDORS	\$84.74
200260	07/14/09	11	FOX POINT FARMS	009	MATERIALS AND SUPPLI	\$649.65
200261	07/14/09	11	MELLANO & COMPANY	009	MATERIALS AND SUPPLI	\$350.00
200262	07/14/09	03	C M C PUBLISHING/CLA	020	MATERIALS AND SUPPLI	\$100.00
200263	07/14/09	03	COMPANION CORPORATIO	035	A/V CONTRACT	\$6,043.00
200264	07/14/09	13	DON LEE FARMS / GOOD	031	PURCHASES FOOD	\$13,000.00
200265	07/14/09	13	HI-WEST FOODS INC	031	PURCHASES FOOD	\$1,750.00
200266	07/14/09	13	LAND O' LAKES INC	031	PURCHASES FOOD	\$15,000.00
200267	07/14/09	13	SMART AND FINAL CORP	031	PURCHASES FOOD	\$1,100.00
200268	07/14/09	13	CA DEPT OF ED-FOOD D	031	PURCHASES FOOD	\$5,000.00
200269	07/14/09	13	STAPLES ADVANTAGE	031	MATERIALS AND SUPPLI	\$2,000.00
200270	07/14/09	13	LLOYD PEST CONTROL	031	OTHER SERV.& OPER.EX	\$3,000.00
200271	07/14/09	13	SHELL OIL (TEXACO)	031	FUEL	\$2,300.00
200272	07/14/09	13	OAK CREST MIDDLE SCH	031	OTHER SERV.& OPER.EX	\$800.00
200273	07/14/09	13	DIEGUENO MIDDLE SCHO	031	OTHER SERV.& OPER.EX	\$1,400.00
200274	07/14/09	13	DOCUFLOW SOLUTIONS,	031	REPAIRS BY VENDORS	\$45.00
200275	07/14/09	14	BARRETT ROBINSON INC	025	REPAIRS BY VENDORS	\$11,770.71
200276	07/14/09	06	BILLINGS, JOEL AND/O	030	MEDIATION SETTLEMENT	\$45,000.00
200277	07/14/09	03	STANDARD ELECTRONICS	025	BLDG.-REPAIR MATERIA	\$700.00
200278	07/14/09	14	AMERICAN LIGHTING SU	025	REPAIRS BY VENDORS	\$14,512.01
200279	07/14/09	03	C S B A	020	A/V CONTRACT	\$3,000.00
200280	07/15/09	03	STAPLES ADVANTAGE	013	OFFICE SUPPLIES	\$500.00
200281	07/15/09	03	HERFF JONES	013	MATERIALS AND SUPPLI	\$1,600.00
200282	07/15/09	03	D S WATERS OF AMERIC	008	MATERIALS AND SUPPLI	\$250.00
200283	07/15/09	03	D S WATERS OF AMERIC	008	MATERIALS AND SUPPLI	\$200.00
200284	07/15/09	03	D S WATERS OF AMERIC	029	MATERIALS AND SUPPLI	\$200.00
200285	07/15/09	11	D S WATERS OF AMERIC	009	MATERIALS AND SUPPLI	\$300.00
200286	07/15/09	06	D S WATERS OF AMERIC	028	OTHER TRANSPORT.SUPP	\$1,500.00
200287	07/15/09	03	D S WATERS OF AMERIC	025	MATERIALS AND SUPPLI	\$150.00
200288	07/15/09	03	D S WATERS OF AMERIC	003	MATERIALS AND SUPPLI	\$250.00

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200289	07/15/09	03	DOOR SERVICE & REPAI	025	REPAIRS BY VENDORS	\$1,765.00
200290	07/15/09	11	SURF AND TURF GOLF	009	FEES - ADMISSIONS, T	\$12,000.00
200291	07/15/09	14	ENCINITAS GLASS COMP	025	REPAIRS BY VENDORS	\$14,732.61
200292	07/15/09	14	LESLIE SKYLIGHTS	025	IMPROVEMENT	\$1,952.75
200293	07/15/09	21-09	AMERICAN WRECKING, I	025	NON-CAPITALIZED IMPR	\$13,975.00
200294	07/14/09	25-19	STAPLES ADVANTAGE	036	MATERIALS AND SUPPLI	\$1,700.00
200295	07/16/09	03	ROYAL BUSINESS GROUP	004	PRINTING	\$56.55
200296	07/16/09	06	ALLOY INTERACTIVE IN	024	A/V CONTRACT	\$125.00
200297	07/16/09	03	A C T EDUCATION AND	024	MATERIALS AND SUPPLI	\$281.00
200298	07/16/09	03	AMAZON.COM	025	BLDG.-REPAIR MATERIA	\$101.94
200299	07/16/09	03	MACGILL DISCOUNT SCH	003	MEDICAL SUPPLIES	\$62.80
200300	07/16/09	03	GYM CLOSET	003	MATERIALS AND SUPPLI	\$105.19
200301	07/16/09	03	HENRY SCHEIN	003	MEDICAL SUPPLIES	\$66.11
200302	07/16/09	06	HOME DEPOT	028	OTHER TRANSPORT.SUPP	\$1,000.00
200303	07/16/09	06	MAYER, ANNE & FRANK	030	MEDIATION SETTLEMENT	\$32,000.00
200304	07/16/09	25-19	INLAND INSPECTIONS &	025	NON-CAPITALIZED IMPR	\$924.00
200305	07/16/09	03	XEROX CORPORATION	003	RENTS & LEASES	\$10,825.94
200306	07/16/09	25-19	STAPLES ADVANTAGE	020	IMPROVEMENT	\$9,130.42
200307	07/16/09	03	J AND R KEY HARDWARE	014	MATERIALS AND SUPPLI	\$478.50
200308	07/16/09	03	J AND R KEY HARDWARE	005	MATERIALS AND SUPPLI	\$763.78
200309	07/16/09	03	TROXELL COMMUNICATIO	012	NON CAPITALIZED EQUI	\$3,978.60
200310	07/16/09	06	PIONEER STATIONERS I	003	MATERIALS AND SUPPLI	\$93.53
200311	07/16/09	06	STAPLES ADVANTAGE	028	OFFICE SUPPLIES	\$2,000.00
200312	07/16/09	06	STAPLES ADVANTAGE	028	OTHER TRANSPORT.SUPP	\$1,000.00
200313	07/16/09	06	POOLE, SHAWN AND/OR	030	MEDIATION SETTLEMENT	\$20,000.00
200314	07/17/09	03	AXCES INDUSTRIAL SUP	025	BLDG.-REPAIR MATERIA	\$607.73
200315	07/17/09	03	EXPRESS PRINT	012	PRINTING	\$2,207.63
200316	07/17/09	25-19	MISSION JANITORIAL S	025	EQUIPMENT	\$13,976.55
200317	07/17/09	25-19	BIG TEX TRAILER MFG.	025	EQUIPMENT	\$18,501.44
200318	07/17/09	03	PAX BUSINESS SYSTEMS	013	REPAIRS BY VENDORS	\$169.48
200319	07/17/09	03	DOCUFLOW SOLUTIONS,	026	REPAIRS BY VENDORS	\$90.00
200320	07/17/09	03	SAN DIEGUITO UHSD CA	014	MATERIALS AND SUPPLI	\$1,500.00
200321	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$2,300.00
200322	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$2,000.00
200323	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$750.00
200324	07/17/09	03	STAPLES ADVANTAGE	014	DUPLICATING SUPPLIES	\$7,000.00
200325	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$125.00
200326	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$250.00
200327	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$500.00
200328	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$500.00
200329	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$350.00
200330	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$500.00
200331	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$1,500.00
200332	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$150.00
200333	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$1,000.00
200334	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$500.00
200335	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$200.00
200336	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$200.00
200337	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$750.00
200338	07/17/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$100.00
200339	07/17/09	06	A Z BUS SALES INC	028	MATERIALS-REPAIRS	\$25,000.00
200340	07/17/09	06	TURFSTAR INC	028	MATERIALS-REPAIRS	\$3,000.00
200341	07/17/09	06	ADVANCED RADIATOR, I	028	REPAIRS BY VENDORS	\$1,800.00
200342	07/17/09	06	AUTO GLASS BY ROBERT	028	REPAIRS BY VENDORS	\$1,500.00
200343	07/17/09	06	BUSWEST	028	MATERIALS-REPAIRS	\$1,700.00

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200344	07/17/09	03	NVLS PROFESSIONAL SE	035	CONSULTANTS-COMPUTER	\$10,500.00
200345	07/17/09	06	BRODINGS BATTERY WHS	028	MATERIALS-REPAIRS	\$1,000.00
200346	07/17/09	06	CART MART INC	028	MATERIALS-REPAIRS	\$2,500.00
200347	07/17/09	06	CREATIVE BUS SALES/E	028	MATERIALS-REPAIRS	\$2,500.00
200348	07/17/09	06	C R J INC	028	PROF/CONSULT./OPER E	\$2,750.00
200349	07/17/09	06	CHIPS WINDSHEILD REP	028	REPAIRS BY VENDORS	\$350.00
200350	07/17/09	06	D-3 EQUIPMENT	028	MATERIALS-REPAIRS	\$1,750.00
200351	07/17/09	03	DIGITAL SCHOOLS OF C	037	CONSULTANTS-COMPUTER	\$38,500.00
200352	07/17/09	03	TOMARK SPORTS	025	REPAIRS BY VENDORS	\$9,580.00
200353	07/17/09	25-19	TED COMPANY	025	LAND IMPROVEMENTS	\$94,000.00
200354	07/17/09	03	OFFICE DEPOT	034	MATERIALS AND SUPPLI	\$60.47
200355	07/20/09	03	COSCO FIRE PROTECTIO	025	OTHER SERV.& OPER.EX	\$423.00
200356	07/20/09	03	DOOR SERVICE & REPAI	025	REPAIRS BY VENDORS	\$282.00
200357	07/20/09	14	FREDRICKS ELECTRIC I	025	REPAIRS BY VENDORS	\$3,081.75
200358	07/20/09	14	L B CONCRETE	025	REPAIRS BY VENDORS	\$13,100.00
200359	07/20/09	25-19	ENCINITAS GLASS COMP	025	IMPROVEMENT	\$12,821.97
200360	07/20/09	03	DIVERSIFIED BUSINESS	003	REPAIRS BY VENDORS	\$453.48
200362	07/21/09	03	INGRAM	010	MATERIALS AND SUPPLI	\$200.00
200363	07/21/09	03	STAPLES ADVANTAGE	024	MATERIALS AND SUPPLI	\$500.00
200364	07/21/09	06	ALL TIME MEDICAL	030	MATERIALS AND SUPPLI	\$185.24
200365	07/21/09	03	ALL STAR SIGNS INC	025	REPAIRS BY VENDORS	\$582.38
200366	07/21/09	03	STAPLES ADVANTAGE	013	DUPLICATING SUPPLIES	\$8,000.00
200367	07/21/09	06	CAMBIUM LEARNING SOP	030	CONFERENCE,WORKSHOP,	\$345.00
200368	07/21/09	14	L B CONCRETE	025	REPAIRS BY VENDORS	\$4,400.00
200369	07/21/09	03	SABIC INNOVATIVE PLA	025	BLDG.-REPAIR MATERIA	\$513.51
200370	07/21/09	25-19	GRAINGER, WW INC	025	NON-CAPITALIZED IMPR	\$2,698.74
200371	07/21/09	03	C C S PRESENTATION S	012	NON CAPITALIZED EQUI	\$4,872.00
200372	07/21/09	03	DATEL SYSTEMS INC	012	MATERIALS AND SUPPLI	\$571.59
200373	07/21/09	03	PATHWAY COMMUNICATIO	012	OTHER SERV.& OPER.EX	\$10,887.07
200374	07/21/09	03	RANCHO SANTA FE PROT	025	SECURITY GUARD CONTR	\$18,628.00
200375	07/21/09	13	CIRCLE FOOD PRODUCTS	031	PURCHASES FOOD	\$12,000.00
200376	07/21/09	03	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$9,000.00
200377	07/21/09	03	STAPLES ADVANTAGE	012	DUPLICATING SUPPLIES	\$5,000.00
200378	07/21/09	03	FIELDTURF USA, INC.	025	REPAIRS BY VENDORS	\$4,000.00
200379	07/21/09	03	ARENSON OFFICE FURNI	030	OFFICE SUPPLIES	\$315.68
200380	07/22/09	06	STATE BOARD OF EQUAL	028	FEES - ADMISSIONS, T	\$550.00
200381	07/22/09	06	STATE BOARD OF EQUAL	028	FEES - ADMISSIONS, T	\$1,300.00
200382	07/22/09	03	FRONTIER FENCE COMPA	025	REPAIRS BY VENDORS	\$424.20
200383	07/22/09	03	S D I	025	BLDG.-REPAIR MATERIA	\$865.64
200384	07/22/09	25-19	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLI	\$3,031.90
200385	07/22/09	25-19	ARENSON OFFICE FURNI	020	IMPROVEMENT	\$3,154.64
200386	07/22/09	25-19	OFFICE ADVANTAGE, IN	012	MATERIALS AND SUPPLI	\$1,659.48
200387	07/22/09	03	ARENSON OFFICE FURNI	008	MATERIALS AND SUPPLI	\$2,536.27
200388	07/22/09	03	DOOR SERVICE & REPAI	025	REPAIRS BY VENDORS	\$1,643.00
200389	07/22/09	03	SOUTHLAND ENVELOPE C	013	MATERIALS AND SUPPLI	\$360.62
200390	07/22/09	03	PACIFIC RIM HYDROSEE	025	OTHER SERV.& OPER.EX	\$5,310.00
200391	07/22/09	03	CASPER COMPANY	025	REPAIRS BY VENDORS	\$1,075.00
200392	07/22/09	06	PRENTICE HALL/REGENT	010	TEXTBOOKS	\$22.49
200393	07/22/09	03	SAN DIEGUITO UHSD CA	024	MATERIALS AND SUPPLI	\$4,000.00
200394	07/22/09	06	PRENTICE HALL/REGENT	012	TEXTBOOKS	\$563.95
200395	07/22/09	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$600.49
200396	07/22/09	25-19	BREVIG PLUMBING	025	LAND IMPROVEMENTS	\$4,373.00
200397	07/23/09	03	STAPLES ADVANTAGE	001	OFFICE SUPPLIES	\$700.00
200398	07/23/09	03	STAPLES ADVANTAGE	029	MATERIALS AND SUPPLI	\$500.00
200399	07/23/09	03	TROXELL COMMUNICATIO	025	MATERIALS AND SUPPLI	\$146.29

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200400	07/23/09	03	EXPRESS PRINT	012	MATERIALS AND SUPPLI	\$2,000.00
200401	07/23/09	11	SINGER'S WORKSHOP	009	MATERIALS AND SUPPLI	\$1,400.00
200402	07/23/09	11	VIANNA, ANTONIO	009	MATERIALS AND SUPPLI	\$700.00
200403	07/23/09	03	STAPLES ADVANTAGE	006	MATERIALS AND SUPPLI	\$2,000.00
200404	07/23/09	03	STAPLES ADVANTAGE	006	MATERIALS AND SUPPLI	\$500.00
200405	07/23/09	03	TIME	006	MATERIALS AND SUPPLI	\$32.57
200406	07/23/09	03	EXPRESS PRINT	024	PRINTING	\$2,718.75
200407	07/23/09	21-09	L B CONCRETE	025	NON-CAPITALIZED IMPR	\$8,900.00
200408	07/23/09	03	ROOFCHK INC	025	REPAIRS BY VENDORS	\$10,804.50
200409	07/23/09	06	CUSTOM RADIO CORPORA	028	MATERIALS-REPAIRS	\$1,500.00
200410	07/23/09	25-18	MURDOCH, WALRATH & H	021	LEGAL EXPENSE	\$13,500.00
200411	07/23/09	06	WESTAIR GASES & EQUI	033	NON CAPITALIZED EQUI	\$32,607.08
200412	07/23/09	03	OCE FINANCIAL SERVIC	004	RENTS & LEASES	\$10,179.00
200413	07/23/09	06	OCE FINANCIAL SERVIC	030	RENTS & LEASES	\$7,673.40
200414	07/23/09	03	OCE FINANCIAL SERVIC	012	RENTS & LEASES	\$1,056.01
200415	07/23/09	03	OCE FINANCIAL SERVIC	026	RENTS & LEASES	\$3,980.25
200416	07/23/09	03	OCE IMAGISTICS INC.	004	COPIER OVERAGE CHGS	\$3,000.00
200417	07/23/09	06	OCE IMAGISTICS INC.	030	COPIER OVERAGE CHGS	\$800.00
200418	07/23/09	03	OCE IMAGISTICS INC.	026	COPIER OVERAGE CHGS	\$4,500.00
200419	07/24/09	25-19	L B CONCRETE	025	LAND IMPROVEMENTS	\$14,350.00
200420	07/24/09	03	OCE IMAGISTICS INC.	005	COPIER OVERAGE CHGS	\$500.00
200421	07/24/09	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$4,365.00
200422	07/24/09	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$4,365.00
200423	07/24/09	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$6,635.00
200424	07/24/09	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$7,560.00
200425	07/24/09	03	CUSTODIAL PLUS SERVI	025	REPAIRS BY VENDORS	\$11,450.00
200426	07/24/09	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$10,008.00
200427	07/24/09	25-19	FREDRICKS ELECTRIC I	025	LAND IMPROVEMENTS	\$111,374.10
200428	07/24/09	25-19	FREDRICKS ELECTRIC I	025	IMPROVEMENT	\$3,556.80
200429	07/24/09	25-19	FREDRICKS ELECTRIC I	025	IMPROVEMENT	\$23,455.50
200430	07/24/09	14	FREDRICKS ELECTRIC I	025	IMPROVEMENT	\$14,910.00
200431	07/24/09	25-19	FREDRICKS ELECTRIC I	025	NON-CAPITALIZED IMPR	\$10,209.28
200432	07/24/09	25-19	NATIONAL CARPORT IND	025	LAND IMPROVEMENTS	\$72,735.00
200433	07/24/09	03	URBAN TREE CARE, INC	025	OTHER SERV.& OPER.EX	\$5,108.00
200434	07/24/09	25-19	BLAIR RASMUSSEN CONS	025	LAND IMPROVEMENTS	\$4,000.00
200435	07/24/09	06	BLAIR RASMUSSEN CONS	025	LAND IMPROVEMENTS	\$105,000.00
200436	07/24/09	03	FRONTIER FENCE COMPA	025	RENTS & LEASES	\$939.96
200437	07/24/09	06	STAMMERRAMA GENERAL	025	LAND IMPROVEMENTS	\$87,000.00
200438	07/24/09	25-19	NORTH COUNTY TIMES	021	IMPROVEMENT	\$252.56
200439	07/24/09	03/06	STUTZ, ARTIANO, SHI	021	LEGAL EXP-BUSINESS	\$85,000.00
200440	07/24/09	03	MURDOCH, WALRATH & H	021	PROF/CONSULT./OPER E	\$13,500.00
200441	07/24/09	03	SAN DIEGUITO TROPHY	020	MATERIALS AND SUPPLI	\$32.63
200442	07/24/09	03/06	ATKINSON, ANDELSON,	021	LEGAL EXP-PERSONNEL	\$110,000.00
200443	07/24/09	03	SAN DIEGUITO TROPHY	020	MATERIALS AND SUPPLI	\$13.05
200444	07/24/09	13	S AND S BAKERY INC	031	PURCHASES FOOD	\$45,000.00
200445	07/24/09	06	R F B & D RECORDING	030	DUES AND MEMBERSHIPS	\$350.00
200446	07/24/09	06	CHEVRON U S A, INC	028	FUEL	\$14,000.00
200447	07/24/09	13	CAMPUS FOODS INC.	031	PURCHASES FOOD	\$300,000.00
200448	07/24/09	06	CLARENCE OCHS INC.	028	MATERIALS-REPAIRS	\$6,000.00
200449	07/24/09	06	A T & T	030	COMMUNICATIONS-TELEP	\$2,000.00
200450	07/24/09	06	DION INTERNATIONAL	028	MATERIALS-REPAIRS	\$5,000.00
200451	07/24/09	03	NORTH COUNTY TIMES	035	ADVERTISING	\$226.32
200452	07/24/09	06	FIREMASTER (FRANCHIS	028	FEES - ADMISSIONS, T	\$1,500.00
200453	07/24/09	06	VOYAGER FLEET SYSTEM	028	FUEL	\$1,500.00
200454	07/24/09	06	HOSE PROS	028	MATERIALS-REPAIRS	\$1,250.00

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200455	07/24/09	06	LAWSON PRODUCTS INC	028	MATERIALS-REPAIRS	\$3,800.00
200456	07/24/09	06	NORTH COUNTY EQUIPME	028	MATERIALS-REPAIRS	\$250.00
200457	07/24/09	06	S AND R TOWING INC	028	OTHER SERV.& OPER.EX	\$3,700.00
200458	07/24/09	06	SAFETY KLEEN CORP	028	HAZARDOUS WASTE DISP	\$1,500.00
200459	07/24/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$100.00
200460	07/24/09	03	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$500.00
200461	07/24/09	06	STAPLES ADVANTAGE	014	MATERIALS AND SUPPLI	\$800.00
200462	07/27/09	25-19	FREDRICKS ELECTRIC I	025	NON-CAPITALIZED IMPR	\$12,985.00
200463	07/27/09	06	P S BUSINESS PARKS,	030	RENTS & LEASES	\$36,000.00
200464	07/27/09	06	WAYNE GOSSETT FORD I	028	MATERIALS-REPAIRS	\$9,500.00
200465	07/27/09	06	INTERSTATE BATTERY	028	MATERIALS-REPAIRS	\$8,850.00
200466	07/27/09	06	TOXGUARD FLUID TECHN	028	MATERIALS-REPAIRS	\$1,500.00
200467	07/27/09	06	WESTAIR GASES & EQUI	028	RENTS & LEASES	\$1,240.00
200468	07/27/09	06	NAPA AUTO PARTS	028	MATERIALS-REPAIRS	\$30,500.00
200469	07/27/09	06	P G AUTO PARTS INC	028	MATERIALS-REPAIRS	\$6,000.00
200470	07/27/09	06	R D O EQUIPMENT CO	028	MATERIALS-REPAIRS	\$6,000.00
200471	07/27/09	06	WESELOH CHEVROLET CO	028	MATERIALS-REPAIRS	\$7,500.00
200472	07/27/09	06	WETMORE'S	028	MATERIALS-REPAIRS	\$24,500.00
200473	07/27/09	06	PARKHOUSE TIRE INC	028	TIRES	\$30,000.00
200474	07/27/09	06	SOCO GROUP, INC.	028	FUEL	\$250,000.00
200475	07/27/09	03	M J'S DELI & CAFE	026	MATERIALS AND SUPPLI	\$400.00
200476	07/28/09	03	STAPLES ADVANTAGE	003	MATERIALS AND SUPPLI	\$1,244.10
200477	07/28/09	03	SAN DIEGO DIGITAL SO	012	REPAIRS BY VENDORS	\$2,000.50
200478	07/28/09	06	DON JOHNSTON CO	030	A/V CONTRACT	\$2,125.80
200479	07/28/09	03	NATL MIDDLE SCHOOLS	012	DUES AND MEMBERSHIPS	\$219.00
200480	07/28/09	03	A S C D	012	DUES AND MEMBERSHIPS	\$79.00
200481	07/28/09	03	XEROX CORPORATION	014	DUPLICATING SUPPLIES	\$500.00
200482	07/28/09	25-18	MYERS TIRE SUPPLY	028	REPL.EQPT-OTHER TRAN	\$8,028.96
200483	07/28/09	03	PAX BUSINESS SYSTEMS	004	REPAIRS BY VENDORS	\$84.74
200484	07/28/09	03	PAX BUSINESS SYSTEMS	006	REPAIRS BY VENDORS	\$84.74
200485	07/28/09	03	DOCUFLOW SOLUTIONS,	006	REPAIRS BY VENDORS	\$45.00
200486	07/28/09	03	MERIDIAN WEALTH MANA	021	PROF/CONSULT./OPER E	\$5,000.00
200487	07/28/09	11	SAN DIEGUITO PRINTER	009	PRINTING	\$30,000.00
200488	07/28/09	11	SCHOOLHOUSE SOFTWARE	009	A/V CONTRACT	\$3,860.08
200489	07/28/09	03	FLINN SCIENTIFIC INC	004	MATERIALS AND SUPPLI	\$154.60
200490	07/28/09	11	SPIER, NADINE	009	MATERIALS AND SUPPLI	\$182.00
200491	07/28/09	03	CA SCHOOL PERSONNEL	026	DUES AND MEMBERSHIPS	\$776.00
200492	07/28/09	03	SECRETARY OF STATE	021	FEES - ADMISSIONS, T	\$20.00
200493	07/28/09	06	TRANS TRAKS	028	CONSULTANTS-COMPUTER	\$1,400.00
200494	07/28/09	03	XEROX CORPORATION	005	DUPLICATING SUPPLIES	\$535.05
200495	07/29/09	03	TRANSCEND SOLUTIONS	013	PROF/CONSULT./OPER E	\$5,000.00
200496	07/29/09	03	ONE STOP TONER AND I	004	SOFTWARE/DP SUPPLIES	\$391.46
200497	07/29/09	03	SMART AND FINAL CORP	004	MATERIALS AND SUPPLI	\$50.00
200499	07/29/09	03	COMPUSOURCE/ADB ENTE	035	MAT/SUP/EQUIP TECHNO	\$2,637.19
200500	07/29/09	11	EDUCATION TO GO	009	PROF/CONSULT./OPER E	\$7,000.00
200501	07/29/09	11	PBD INC	009	BOOKS OTHER THAN TEX	\$2,202.48
200502	07/29/09	03	SPANKY'S PORTABLE SE	004	MATERIALS AND SUPPLI	\$211.75
200504	07/29/09	03	ADVANCED CHEMICAL SU	037	HAZARDOUS WASTE DISP	\$10,000.00
200505	07/29/09	13	HOLSUM BAKERY, INC.	031	PURCHASES FOOD	\$17,000.00
200506	07/29/09	13	JOSEPH WEBB FOODS	031	PURCHASES FOOD	\$354,500.00
200507	07/29/09	13	AMERICAN PRODUCE DIS	031	PURCHASES FOOD	\$22,000.00
200508	07/29/09	06	BEST MAINTENANCE	030	OTHER SERV.& OPER.EX	\$3,000.00
200509	07/29/09	25-19	WESTERN ENVIRONMENTA	025	IMPROVEMENT	\$1,250.00
200510	07/29/09	25-19	GEOCON INCORPORATED	025	LAND IMPROVEMENTS	\$5,500.00
200511	07/29/09	03	MONOPRICE, INC	035	SOFTWARE/DP SUPPLIES	\$43.76

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH
FROM 07/07/09 THRU 08/10/09ITEM 15G¹⁰

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
200512	07/29/09	03	ROYAL BUSINESS GROUP	037	PRINTING	\$111.65
200513	07/29/09	14	D A D ASPHALT	025	OTHER SERV.& OPER.EX	\$7,654.00
200514	07/29/09	03	ROYAL BUSINESS GROUP	035	PRINTING	\$113.10
200515	07/29/09	06	NORTH COUNTY TIMES	021	LAND IMPROVEMENTS	\$125.64
200516	07/29/09	06	CHALLENGE NEWS	021	LAND IMPROVEMENTS	\$50.00
200517	07/29/09	25-19	DECISIONINSITE, LLC	036	PROF/CONSULT./OPER E	\$23,245.00
200518	07/29/09	03	REYNOLDS CONSULTING	037	PROF/CONSULT./OPER E	\$30,000.00
200519	07/29/09	06	ENCINITAS, CITY OF	037	SECURITY GUARD CONTR	\$100,734.50
200520	07/29/09	03	WILKINSON, HADLEY, K	037	AUDIT	\$15,000.00
200521	07/29/09	03	FRONTIER FENCE COMPA	025	OTHER SERV.& OPER.EX	\$2,163.50
200522	07/29/09	25-19	FRONTIER FENCE COMPA	025	LAND IMPROVEMENTS	\$4,187.29
200523	07/30/09	25-19	HERTZ FURNITURE SYST	025	NON-CAPITALIZED IMPR	\$800.68
200524	07/30/09	06	SATINA	030	MATERIALS AND SUPPLI	\$193.79
200525	07/30/09	03	DATEL SYSTEMS INC	003	NON CAPITALIZED EQUI	\$2,409.90
200526	07/30/09	03	TROXELL COMMUNICATIO	003	NON CAPITALIZED EQUI	\$3,576.43
200527	07/30/09	06	SEHI-PROCOMP COMPUTE	030	MATERIALS AND SUPPLI	\$573.42
200528	07/30/09	03	RASIX COMPUTER CENTE	003	MATERIALS AND SUPPLI	\$176.15
200529	07/30/09	03	ROYAL BUSINESS GROUP	003	PRINTING	\$72.86
200530	07/30/09	03	ONE STOP TONER AND I	012	MATERIALS AND SUPPLI	\$782.87
200531	07/30/09	03	P A R, INC.	030	MATERIALS AND SUPPLI	\$3,152.72
200532	07/30/09	03	TRI ACTIVE AMERICA	014	MATERIALS AND SUPPLI	\$231.64
200533	07/30/09	03	HARLAND TECHNOLOGY S	003	RENTS & LEASES	\$554.00
200534	07/30/09	03	AREY JONES EDUCATION	035	MAT/SUP/EQUIP TECHNO	\$12,028.53
200535	07/31/09	03	NORTH COUNTY EDUCATI	001	DUES AND MEMBERSHIPS	\$102.74
200536	07/31/09	03	DATEL SYSTEMS INC	035	SOFTWARE/DP SUPPLIES	\$103.31
200537	07/31/09	03	XEROX CORPORATION	003	DUPLICATING SUPPLIES	\$178.35
200538	07/31/09	13	COMPUSOURCE/ADB ENTE	035	MAT/SUP/EQUIP TECHNO	\$21,458.94
200539	07/31/09	13	DRIFTWOOD DAIRY	031	PURCHASES FOOD	\$45,000.00
200540	07/31/09	13	P AND R PAPER SUPPLY	031	PURCHASES SUPPLIES	\$48,500.00
200541	07/31/09	11	E M SOFTWARE INC	009	A/V CONTRACT	\$400.00
200542	07/31/09	03	CANNON PACIFIC SERVI	025	OTHER SERV.& OPER.EX	\$800.00
200543	07/31/09	03	COSCO FIRE PROTECTIO	025	REPAIRS BY VENDORS	\$7,000.00
200544	07/31/09	03	DELL COMPUTER CORPOR	013	MAT/SUP/EQUIP TECHNO	\$17,803.33
200545	07/31/09	03	SIEMENS BLDG TECHNOL	025	OTHER SERV.& OPER.EX	\$2,879.00
200546	08/03/09	03	ROYAL BUSINESS GROUP	013	PRINTING	\$28.28
200547	08/03/09	03	ONE STOP TONER AND I	010	MATERIALS AND SUPPLI	\$219.98
200548	08/03/09	03	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLI	\$100.00
200549	08/03/09	03	ROYAL BUSINESS GROUP	024	PRINTING	\$45.68
200550	08/03/09	25-19	QUALITY FLOORS BY GE	025	IMPROVEMENT	\$5,495.00
200551	08/03/09	03	FEDEX	024	COMMUNICATIONS-POSTA	\$1,500.00
200552	08/03/09	25-19	ENVIRONMENTAL CLEANI	025	EQUIPMENT	\$11,573.83
200553	08/03/09	03	AREY JONES EDUCATION	014	MAT/SUP/EQUIP TECHNO	\$2,521.71
200554	08/03/09	06	AREY JONES EDUCATION	035	MAT/SUP/EQUIP TECHNO	\$5,847.03
200555	08/03/09	06	PEARSON & AGS ASSESS	030	MATERIALS AND SUPPLI	\$1,101.77
200556	08/03/09	25-19	DELL COMPUTER CORPOR	035	IMPROVEMENT	\$1,163.78
200557	08/03/09	06	ROMAN'S TRUCK BODY &	028	REPAIRS BY VENDORS	\$1,914.13
200558	08/03/09	06	ROMAN'S TRUCK BODY &	028	REPAIRS BY VENDORS	\$1,581.25
200559	08/03/09	06	R D O EQUIPMENT CO	028	REPAIRS BY VENDORS	\$1,906.99
200560	08/03/09	06	PROMOSTITCH, INC	028	OTHER TRANSPORT.SUPP	\$4,500.00
200561	08/03/09	03	SAN DIEGUITO UHSD CA	026	MATERIALS AND SUPPLI	\$1,000.00
200562	08/03/09	03	STAPLES ADVANTAGE	005	MATERIALS AND SUPPLI	\$1,000.00
200563	08/03/09	03	HAWTHORNE ED SERVICE	030	MATERIALS AND SUPPLI	\$90.25
200564	08/03/09	03	UNION TRIBUNE PUBLIS	012	MATERIALS AND SUPPLI	\$133.40
200565	08/04/09	03	DELL COMPUTER CORPOR	014	MAT/SUP/EQUIP TECHNO	\$26,671.40
200566	08/04/09	03	BARNES & NOBLE BOOKS	020	MATERIALS AND SUPPLI	\$21.71

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH
FROM 07/07/09 THRU 08/10/09ITEM 15G¹¹

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
200567	08/04/09	03	BARNES & NOBLE BOOKS	020	MATERIALS AND SUPPLI	\$364.75
200568	08/04/09	03	DELL COMPUTER CORPOR	003	MAT/SUP/EQUIP TECHNO	\$4,445.23
200569	08/04/09	06	DELL COMPUTER CORPOR	035	MAT/SUP/EQUIP TECHNO	\$11,113.08
200570	08/04/09	06	DELL COMPUTER CORPOR	008	MAT/SUP/EQUIP TECHNO	\$11,113.08
200571	08/04/09	06	DELL COMPUTER CORPOR	035	MAT/SUP/EQUIP TECHNO	\$16,669.62
200572	08/04/09	06	DELL COMPUTER CORPOR	035	MAT/SUP/EQUIP TECHNO	\$16,669.62
200573	08/04/09	06	DELL COMPUTER CORPOR	035	MAT/SUP/EQUIP TECHNO	\$5,556.54
200574	08/04/09	03	SAN DIEGUITO UHSD CA	035	MATERIALS AND SUPPLI	\$500.00
200575	08/05/09	03	SAN DIEGUITO UHSD CA	013	MATERIALS AND SUPPLI	\$500.00
200576	08/05/09	03	EDUCATIONAL TESTING	024	MATERIALS AND SUPPLI	\$25,000.00
200577	08/05/09	03/06	ALPHA GRAPHICS	010	PRINTING	\$150.00
200578	08/05/09	03	WESTERN ASSOCIATION	024	DUES AND MEMBERSHIPS	\$4,320.00
200579	08/05/09	06	PRENTICE HALL/REGENT	014	TEXTBOOKS	\$874.90
200580	08/05/09	03	MONOPRICE, INC	035	SOFTWARE/DP SUPPLIES	\$437.57
200581	08/05/09	03	PAX BUSINESS SYSTEMS	007	REPAIRS BY VENDORS	\$84.74
200582	08/05/09	03	RASIX COMPUTER CENTE	012	MATERIALS AND SUPPLI	\$438.08
200583	08/05/09	03/06	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLI	\$200.00
200584	08/05/09	03/06	COSTCO CARLSBAD	010	MATERIALS AND SUPPLI	\$350.00
200585	08/05/09	11	AZTEC TECHNOLOGY COR	009	OTHER SERV.& OPER.EX	\$250.00
200586	08/05/09	13	PAPA JOHN'S PIZZA	031	PURCHASES FOOD	\$170,000.00
200587	08/07/09	06	AREY JONES EDUCATION	035	SOFTWARE/DP SUPPLIES	\$7,346.83
200588	08/07/09	06	AREY JONES EDUCATION	035	SOFTWARE/DP SUPPLIES	\$6,061.40
200589	08/07/09	25-19	AREY JONES EDUCATION	035	MAT/SUP/EQUIP TECHNO	\$8,689.75
200590	08/07/09	25-19	SEHI-PROCOMP COMPUTE	035	IMPROVEMENT	\$193.39
200591	08/07/09	06	SEHI-PROCOMP COMPUTE	035	SOFTWARE/DP SUPPLIES	\$411.71
200592	08/07/09	25-19	SEHI-PROCOMP COMPUTE	035	MATERIALS AND SUPPLI	\$1,130.33
200593	08/07/09	03	ESTR PUBLICATIONS	030	MATERIALS AND SUPPLI	\$49.50
200594	08/07/09	06	RENAISSANCE LEARNING	030	MATERIALS AND SUPPLI	\$1,016.91
200595	08/10/09	03	ARCOA INDUSTRIES	025	CUSTODIAL SUPPLIES	\$349.74
200596	08/10/09	06	CENGAGE LEARNING	010	TEXTBOOKS	\$4,520.22
200597	08/10/09	06	PRENTICE HALL/REGENT	003	TEXTBOOKS	\$4,085.12
200598	08/10/09	13	COSTCO CARLSBAD	031	PURCHASES FOOD	\$950.00
200599	08/10/09	03	RITE INC	025	GROUNDS-REPAIR MATER	\$587.25
200600	08/10/09	03	C A S H	025	DUES AND MEMBERSHIPS	\$209.00
200601	08/10/09	13	A C SERVICE	031	REPAIRS BY VENDORS	\$217.50
200602	08/10/09	03	ISLANDS FINE BURGERS	025	MATERIALS AND SUPPLI	\$140.00
200606	08/10/09	13	ROBEKS - MIRA INVEST	031	PURCHASES FOOD	\$15,000.00
200608	08/10/09	14	FREDRICKS ELECTRIC I	025	IMPROVEMENT	\$54,062.27
200610	08/10/09	25-19	FREDRICKS ELECTRIC I	025	IMPROVEMENT	\$2,126.25
200611	08/10/09	03	D A D ASPHALT	025	REPAIRS BY VENDORS	\$6,564.40
200612	08/10/09	03	ONE STOP TONER AND I	008	MATERIALS AND SUPPLI	\$173.98
200615	08/10/09	03	FRONTIER FENCE COMPA	025	REPAIRS BY VENDORS	\$785.55
700002	08/03/09	06	SAFETY KLEEN CORP	028	HAZARDOUS WASTE DISP	\$2,000.66
700003	07/17/09	25-19	AZTEC TECHNOLOGY COR	025	IMPROVEMENT	\$650.00
700005	08/10/09	03	STOP THE SUN	025	REPAIRS BY VENDORS	\$497.00
800000	07/21/09	06	U C REGENTS	022	CONFERENCE,WORKSHOP,	\$1,500.00
800001	08/04/09	03	S D COUNTY WATER AUT	022	CONFERENCE,WORKSHOP,	\$1,190.00
REPORT TOTAL						\$5,270,210.73

ITEM 15G

INSTANT MONEY REPORT FOR THE PERIOD 06/30/09 THROUGH 08/10/09

<i>Check #</i>	<i>Vendor</i>	<i>Amount</i>
10430	US POSTMASTER	\$185.00
10431	FEDEX	\$122.29
10432	FEDEX	\$27.93
10433	US POSTMASTER	\$200.00
10434	SDCSPCA	\$50.00
	<i>Total</i>	<hr/> \$585.22

ITEM 15G

Individual Membership Listings
For the Period of July 7, 2009 through August 10, 2009

<u>Staff Member Name</u>	<u>Organization Name</u>	<u>Amount</u>
Laurie Francis Jeff Copeland Marcia Pink	National Middle Schools Association	\$219.00
Laurie Francis	Association of Supervision & Curriculum Development	\$79.00
Russell Thornton	CA's Coalition for Adequate School Housing	\$209.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 11, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Bruce Cochrane, Executive Director
Pupil Services

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: **Board Policy #6164.6 Revision,
"Identification, Evaluation and Placement
Under Section 504"**

EXECUTIVE SUMMARY

In order to stay current with Section 504 of the Rehabilitation Act and recent federal legislation for Section 504 accommodations as well as follow the recommendations and guidelines of CSBA, Board Policy #6164.6 requires revision. Additionally, this revision satisfies corrective actions resulting from an Office of Civil Rights parent complaint.

RECOMMENDATION

This item was submitted for first read on July 16, 2009. It is recommended that the Board approve the proposed revision to Board Policy #6164.6, *Identification, Evaluation and Placement Under Section 504*, as shown in the attachment.

KN/ddb
Attachment

INSTRUCTION

6164.6 ITEM 16

IDENTIFICATION, EVALUATION AND PLACEMENT UNDER SECTION 504

The Board of Trustees recognizes the need to identify and evaluate students with disabilities in order to provide them with ~~the services required by law. a free, appropriate public education. Under Section 504 of the Federal Rehabilitation Act of 1973, individuals with a physical or mental impairment that substantially limits one or more major life activities, including learning, are eligible to receive services and aids designed to meet their needs as adequately as the needs of non-disabled students are met.~~

The district shall provide a free appropriate public education to students who reside within the district and who are classified as disabled under Section 504 of the federal Rehabilitation Act of 1973. Such students shall receive regular or special education and related aids and services designed to meet their individual educational needs as adequately as the needs of nondisabled students are met. (34 CFR 104.33)

~~The Director of Pupil Personnel Services/504 Coordinator shall establish screening and evaluation procedures to be used whenever there is reason to believe that a student has a disability that limits his/her ability to attend or function at school.~~

~~The school site 504 team shall provide the parent/guardian with a written copy of the notice of procedural safeguards generated by law under Section 504.~~

Legal Reference:

EDUCATION CODE

49423.5 Specialized physical health care services

CALIFORNIA CODE OF REGULATIONS, TITLE 5

3051.12 Health and Nursing Services

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act of 1974

1400 et.seq. Individuals with Disabilities Education Act as amended 1997

UNITED STATES CODE, TITLE 29

701 et.seq. Rehabilitation Act of 1973, Section 504

794

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: September 3, 1998

Policy Revised: March 1, 2001

Policy Revised: August 23, 2001

Policy Revised: July 16, 2009

INSTRUCTION

6164.6 ITEM 16

CODE OF FEDERAL REGULATIONS, TITLE 34

- 104.1-104.61 Nondiscrimination on the basis of **handicap, especially:disability**
- 104.1 Purpose to effectuate Section 504 of the ~~Rehabilitation Act of 1973~~
- 104.3 Definitions
- 104.33 Free appropriate public education
- 104.35 Evaluation and placement
- 104.36 Procedural safeguards

COURT DECISIONS

Christopher S. v Stanislaus County Office of Education, (2004)
384 F.3d 1205

Management Resources:

CSBA PUBLICATIONS

Rights of Students with Diabetes Under IDEA and Section 504,
Policy Brief, November 2007

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

Legal Advisory on Rights of Students with Diabetes in
California's K-12 Public Schools, August 2007

U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS
PUBLICATIONS

Free Appropriate Public Education for Students with
Disabilities: Requirements under Section 504 of the
Rehabilitation Act of 1973, September 2007

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights:
<http://www.ed.gov/about/offices/list/ocr/index.html?src=mr>

~~CODE OF FEDERAL REGULATIONS, TITLE 45
Part 84~~

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Policy Adopted: September 3, 1998

Policy Revised: March 1, 2001

Policy Revised: August 23, 2001

Policy Revised: July 16, 2009

INSTRUCTION

6164.6/AR-1 ITEM 16

IDENTIFICATION, EVALUATION AND PLACEMENT UNDER SECTION 504

I Identification and Education

The superintendent or his/her designee will provide a process to identify, screen, and evaluate students with physical or mental impairment that substantially limits one or more major life activities, including learning. Such identified, screened, and evaluated students are considered disabled and eligible to receive reasonable accommodations to meet their needs under Section 504 of the Federal Rehabilitation Act of 1973.

II. Definitions

A. Free appropriate public education (FAPE) under Section 504 of the Rehabilitation Act of 1973 means the provision of either regular or special education and related aids and services, designed to meet the student's individual educational needs as adequately as the needs of nondisabled students are met. (34 CFR 104.33)

B. Eligibility to receive FAPE under Section 504 means a student has a physical or mental impairment which substantially limits one or more major life activities. Physical or mental impairment means any of the following: (34 CFR 104.3)

1. Any physical disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal, special sense organs; respiratory, including speech organs; cardiovascular; reproductive, digestive, genitor-urinary; hemic and lymphatic; skin; and endocrine.

2. Any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.

C. Major life activities mean functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working. (34 CFR 104.3)

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: September 3, 1998

Administrative Regulation Revised: March 1, 2001

Administrative Regulation Revised: August 23, 2001

Administrative Regulation Revised: July 16, 2009

INSTRUCTION

6164.6/AR-1 ITEM 16

~~II Eligibility~~

~~A. A student eligible for services under Section 504 is one who:~~

- ~~1. has a physical or mental impairment that substantially limits one or more major life activities, including learning;~~
- ~~2. has a record of such an impairment; or~~
- ~~3. is regarded as having such an impairment.~~

~~B. Major life activities are functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working. Examples of students with such impairments include, but are not limited to:~~

- ~~1. students with an ability to learn but who have a mobility impairment;~~
- ~~2. students with an ability to learn academically but who require occupational or physical therapy in order to function physically;~~
- ~~3. students with social/emotional disabilities which may result in exclusion from school.~~

~~C. Indications of a possible impairment that significantly interferes with a major life activity may include, but are not limited to:~~

- ~~1. medical conditions such as asthma, severe allergies, diabetes, heart disease, obesity, seizure disorder, attention deficit disorder (ADD), and attention deficit hyperactivity disorder (ADHD);~~
- ~~2. communicable disease such as HIV/AIDS, tuberculosis;~~

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: September 3, 1998

Administrative Regulation Revised: March 1, 2001

Administrative Regulation Revised: August 23, 2001

Administrative Regulation Revised: July 16, 2009

INSTRUCTION

6164.6/AR-1 ITEM 16

- ~~3. temporary medical condition due to illness or accident;~~
- ~~4. poor or failing grades for a lengthy period of time;~~
- ~~5. recovering from alcohol and other drug addictions (not currently using substances); and~~
- ~~6. other conditions that limit one or more of the student's major life activities.~~

III. Referral, Identification, and Evaluation

- A. Any student may be referred by a parent/guardian, teacher, other school employee, student success team, or community agency for consideration of eligibility as a disabled student under Section 504. This referral may be made to the principal or 504 Coordinator.
- B. Upon receipt of a referral for eligibility, the principal or 504 Coordinator shall consider the referral and determine whether an evaluation is appropriate. This determination shall be based on a review of the student's school records, including academic and nonacademic areas of the school program; consultation with the student's teacher(s), other professionals, and the parent/guardian, as appropriate; and analysis of the student's needs. If it is determined that an evaluation is unnecessary, the principal or 504 Coordinator shall inform the parents/guardians in writing of this decision and of the procedural safeguards, as described in the "Procedural Safeguards" section below.
- C. If it is determined that a student needs or is believed to need special education or related services under Section 504, the district shall conduct an evaluation of the student prior to initial placement and before any significant change in placement. (34 CFR 104.35) Prior to conducting an initial evaluation of a student for eligibility under Section 504, the district shall obtain written parent/guardian consent.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: September 3, 1998

Administrative Regulation Revised: March 1, 2001

Administrative Regulation Revised: August 23, 2001

Administrative Regulation Revised: July 16, 2009

INSTRUCTION

6164.6/AR-1 ITEM 16

The district's evaluation procedures shall ensure that tests and other evaluation materials: (34 CFR 104.35)

1. Have been validated and are administered by trained personnel in conformance with the instruction provided by the test publishers.
2. Are tailored to assess specific areas of educational need and are not based solely on a single IQ score.
3. Reflect aptitude or achievement or whatever else the tests purport to measure and do not reflect the student's impaired sensory, manual, or speaking skills unless the test is designed to measure these particular deficits.

~~III Referral and Identification Procedures~~

~~A. Any student may be referred by parent/guardian, teacher, other certified school employee, or community agency for consideration of eligibility as a disabled student under Section 504. This referral shall be made to the student's school counselor.~~

~~B. To evaluate the student's eligibility under Section 504, the counselor shall convene a school Multidisciplinary 504 Team meeting of professionals of a specific composition, knowledgeable about the student; individual needs and school history, the meaning of screenings or evaluation data and accommodation option. The student's parent/guardian will be invited to participate.~~

~~C. The Multidisciplinary 504 Team shall review the referral and make a determination based on a review of the student's school records and any additional data made available.~~

IV. Section 504 Services Plan and Placement

A. A multi-disciplinary 504 team shall be convened to review the evaluation data in order to make placement decisions. The 504 team shall consist of a group of persons knowledgeable about the student, the meaning of the evaluation data, and the placement options. (34 CFR

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: September 3, 1998

Administrative Regulation Revised: March 1, 2001

Administrative Regulation Revised: August 23, 2001

Administrative Regulation Revised: July 16, 2009

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- 104.35) In interpreting the evaluation data and making placement decisions, the team shall draw upon information from a variety of sources, including aptitude and achievement tests, teacher recommendations, physical condition, social or cultural background, and adaptive behavior. The team shall also ensure that information obtained from all such sources is documented and carefully considered and that the placement decision is made in conformity with 34 CFR 104.34. (34 CFR 104.35)
- B. If, upon evaluation, a student is determined to be eligible for services under Section 504, the team shall meet to develop a written 504 services plan which shall specify the types of regular or special education services, accommodations and supplementary aids and services necessary to ensure that the student receives FAPE. The parents/guardians shall be invited to participate in the meeting and shall be given an opportunity to examine all relevant records.
- C. If the 504 team determines that no services are necessary for the student, the record of the team's meeting shall reflect whether or not the student has been identified as a disabled person under Section 504 and shall state the basis for the decision that no special services are presently needed. The student's parent/guardian shall be informed in writing of his/her rights and procedural safeguards, as described in the "Procedural Safeguards" section below.
- D. The student shall be placed in the regular educational environment, unless the district can demonstrate that the education of the student in the regular environment with the use of supplementary aids and services cannot be achieved satisfactorily. The student shall be educated with those who are not disabled to the maximum extent appropriate to his/her individual needs. (34 CFR 104.34)
- E. The district shall complete the identification, evaluation, and placement process within a reasonable time frame.
- F. A copy of the student's Section 504 services plan shall be kept in his/her student record. The student's teacher(s) and any other staff who provide services to the student shall be informed of the plan's requirements. If a student transfers to another school within the

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: September 3, 1998

Administrative Regulation Revised: March 1, 2001

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Administrative Regulation Revised: July 16, 2009

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district, the principal or designee at the school from which the student is transferring shall ensure that the principal or designee at the new school receives a copy of the plan prior to the student's enrollment in the new school.

V. Review and Reevaluation

A. The 504 team shall monitor the progress of the student and the effectiveness of the student's Section 504 services plan to determine whether the services are appropriate and necessary and whether the student's needs are being met as adequately as the needs of nondisabled students. The team shall review the student's plan annually. In addition, the student's eligibility under Section 504 shall be reevaluated at least once every three years.

B. A reevaluation of the student's needs shall be conducted before any subsequent significant change in placement. (34 CFR 104.35)

VI. Procedural Safeguards

A. Parents/guardians shall be notified in writing of all district decisions regarding the identification, evaluation, or educational placement of students with disabilities or suspected disabilities. Notifications shall include a statement of their right to: (34 CFR 104.36)

1. Examine relevant records.
2. Have an impartial hearing with an opportunity for participation by the parents/guardians and their counsel.
3. Have a review procedure.

B. If a parent/guardian disagrees with decisions regarding the identification, evaluation, or educational placement of his/her child under Section 504, he/she may request a Section 504 due process hearing in accordance with the following procedures:

1. Within 30 days after receipt of the district's decision with which the parent/guardian disagrees, the parent/guardian may request an administrative review

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

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INSTRUCTION

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of the decision. The 504 Coordinator shall designate an appropriate administrator to meet with the parent/guardian to attempt to resolve the issue. This review shall be held within 14 days of receiving the parent/guardian's request.

2. If the parent/guardian chooses not to request an administrative review or if the review does not resolve the issue, the parent/guardian may request in writing a Section 504 due process hearing. The parent/guardian's request for a hearing shall be made within 30 days of receiving the district's decision or within 14 days of completion of the administrative review. The request shall include:
 - a. The specific nature of the decision with which the parent/guardian disagrees.
 - b. The specific relief the parent/guardian seeks.
 - c. Any other information the parent/guardian believes pertinent.
3. Within 30 days of receiving the parent/guardian's request, the Superintendent or designee and 504 Coordinator shall select an impartial hearing officer. This 30-day deadline may be extended for good cause or by mutual agreement of the parties. The 504 Coordinator shall maintain a list of impartial hearing officers who are qualified and willing to conduct Section 504 hearings. To ensure impartiality, such officers shall not be employed by or under contract with the district in any capacity other than that of hearing officer and shall not have any professional or personal involvement that would affect their impartiality or objectivity in the matter.
4. Within 45 days of the selection of the hearing officer, the Section 504 due process hearing shall be conducted and a written decision mailed to all parties. This 45-day deadline may be extended for good cause or by mutual agreement of the parties. Any party to the hearing shall be afforded the right to:
 - a. Be accompanied and advised by counsel and by individuals with special knowledge or training related to the problems of students who are qualified as disabled under Section 504.
 - b. Present written and oral evidence.

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- c. Question and cross-examine witnesses.
- d. Receive written findings by the hearing officer.
If desired, either party may seek a review of the hearing officer's decision by a federal court of competent jurisdiction.

~~IV Accommodation Plan~~

~~A. When a student is identified to be eligible within the meaning of Section 504, the Multidisciplinary 504 Team shall determine what services are necessary to ensure that the student's educational needs are accommodated.~~

~~B. In making this determination, the Multidisciplinary 504 Team shall consider all significant factors relating to the learning process for the student. The evaluation may include, but is not limited to, classroom and outside classroom observation, performance-based testing, academic assessment information, and appropriate data contained in the student's cumulative and health records, as well as data offered by parent/guardian.~~

~~C. The Multidisciplinary 504 Team shall complete a Section 504 Accommodation Plan describing the disability, the significant impact on the student's learning, and appropriate accommodations. A copy of this plan shall be kept in the student's cumulative file and provided to teachers and staff. The student's teachers and any other staff who provide services to the student shall participate in the implementation of the 504 Accommodation Plan.~~

~~D. If the Multidisciplinary 504 Team determines that:~~

- ~~1. no physical or mental impairment exists; or~~
- ~~2. the identified physical or mental impairment does not substantially impact a major life activity; then~~
- ~~3. the student shall not receive services under Section 504.~~

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~~E. The parent(s)/guardian(s) shall be notified in writing of the final decision concerning services to be provided, if any, and of the Section 504 procedural rights and safeguards, including the right to an impartial hearing to challenge the decision.~~

~~F. The student's plan shall include a schedule for periodic monitoring and a review of the student's needs and indicate that this review may occur sooner at the request of the parent/guardian or school staff.~~

VII. Notification

The Superintendent or designee shall ensure that the district has taken appropriate steps to notify students and parents / guardians of the district's duty under section 504. (34 CFR 104.32)

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Administrative Regulation Issued: September 3, 1998

Administrative Regulation Revised: March 1, 2001

Administrative Regulation Revised: August 23, 2001

Administrative Regulation Revised: July 16, 2009

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 11, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED AND SUBMITTED BY: Ken Noah, Superintendent

SUBJECT: PROPOSAL, 2009/10 BOARD MEETING DATES

.....

EXECUTIVE SUMMARY

The Board of Trustees is asked to adopt a schedule for Board meetings in the 2009 – 2010 school year that would:

1. provide for one regular meeting each month to conduct the business of the Board, hear Board, Superintendent, Associate Superintendents, and Student Representatives reports;
2. provide, where two meetings are scheduled in the month, for a second, abbreviated regular meeting to conduct business of the Board and to schedule an extended workshop on an informational topic related to the annual action plans of the district;
and,
3. provide, where only one meeting is scheduled in the month, for an extended workshop, prior to the meeting, on an informational topic related to the annual action plans of the district.

RECOMMENDATION:

District administration recommends that the Board adopt the Board meeting schedule for 2009-10, as shown in the attached supplement.

FUNDING SOURCE:

N/A

ITEM 17

Proposal for 2009-10 Board Meetings

<u>Date</u>	<u>Meeting</u>
August 20	Workshop on 2009-10 Action Plans (3:00) Regular Meeting (6:30)
September 3	Regular Meeting (6:30)
September 17	Abbreviated Regular Meeting (6:30) Workshop on Student Achievement (6:45)
October 1	Regular Meeting (6:30)
October 15	Abbreviated Regular Meeting (6:30) Workshop on Long Range Facilities Planning (6:45)
November 12	Workshop on Budget (5:00) Regular Meeting (6:30)
December 10	Workshop on Technology (5:00) Regular Meeting (6:30)
January 14	Regular Meeting (6:30)
February 4	Regular Meeting (6:30)
February 18	Abbreviated Regular Meeting (6:30) Workshop on Student Support Systems (6:45)
March 4	Regular Meeting (6:30)
March 18	Abbreviated Regular Meeting (6:30) Workshop on Community Engagement (6:45)
April 15	Workshop on High Quality Staff (5:00) Regular Meeting (6:30)

ITEM 17

- | | |
|---------|--|
| May 6 | Regular Meeting (6:30) |
| May 20 | Abbreviated Regular Meeting (6:30)
Workshop on Annual Report (6:45) |
| June 3 | Regular Meeting (6:30) |
| June 17 | Workshop (tbd) (5:00)
Regular Meeting (6:30) |

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 11, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: John Addleman, Director of Planning and
Financial Management
Steve Ma, Assoc. Supt. of Business Services

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: RESOLUTION OF INTENTION TO DEDICATE
INTEREST IN REAL PROPERTY

EXECUTIVE SUMMARY

Verizon Wireless is moving forward to construct improvements to provide improved cellular coverage as part of their project located at Torrey Highlands Park. In order to provide the improvements, Verizon Wireless requires the District to grant an easement at the eastern slope of the Torrey Pines High School Campus in order to lay cable to and from the park. Exhibit "A" to the easement depicts the location of the cable run.

The adoption of the Resolution of Intention to Dedicate Interest in Real Property is the first step in granting an easement. The final steps will require a public hearing and adoption of a Resolution Dedicating an Interest in Real Property at the September 17, 2009 board meeting.

RECOMMENDATION:

It is recommended that the Board adopt the

- a) Resolution of Intention to Dedicate Interest in Real Property to Verizon Wireless (VAW) LLC over telecommunication facilities constructed on the Torrey Pines High School campus, as described in the attachment.

FUNDING SOURCE:

Not applicable.

Resolution of Intention to Dedicate)
Interest in Real Property)
_____)

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

WHEREAS, Verizon Wireless (VAW), a limited liability company, has requested this Board to dedicate an interest in real property to said applicant for purposes set forth below; and

WHEREAS, in the judgment of this Board public convenience makes it expedient that said request be granted; NOW THEREFORE

BE IT RESLOVED AND ORDERED pursuant to the provisions of the Education Code, Section 17556, et seq., that the Governing Board of the San Dieguito Union High School District of the County of San Diego, State of California, hereby declares that it is the intention of this Board to dedicate to Verizon Wireless (VAW), a limited liability company, upon the terms and conditions that are set forth in that certain form entitled "Easement", a copy of which is attached hereto, marked Exhibit "A" and by this reference made a part hereof, an easement in real property belonging to said District and more particularly described in said Exhibit "A" to construct, maintain, operate, repair, and replace facilities consisting of underground utility lines, cables, and conduits, together with the right of ingress thereto and egress there from over said easement and over other practical routes across the described land.

BE IT RESLOVED AND ORDERED that a public meeting be held by this Board at its regular place of meeting, San Dieguito Union High School District, 710 Encinitas Boulevard, Encinitas, California, on September 17, 2009 at 6:30 p.m., at which time all persons interested may appear and show cause, if any they have, why said dedication should not be made.

BE IT RESOLVED AND ORDERED that a notice of the adoption of this resolution and of the time and place of holding said meeting shall be given by posting copies of said resolution, signed by the members of this Board, or by a majority thereof, in three (3) public places in said District not less than (10) days before the date of the meeting and by publishing the notice attached hereto, marked Exhibit "B", once not less than (5) days before the date of the meeting in North County Times, a newspaper of general circulation published in the District in which this District is located and having a general circulation in the District.

Resolution of Intention to Dedicate
Interest in Real Property
(Continued)

PASSED AND ADOPTED by the Governing Board of the San Dieguito Union
High School District of San Diego County, California, this 20th day of August 2009.

Joyce Dalessandro

Linda Friedman

Barbara Groth

Deanna Rich

Beth Hergesheimer

Members of the Governing Board of the San Dieguito
Union High School District

Exhibit “A”

“Easement”

Recording Requested by
Verizon Wireless (VAW) LLC

When recorded mail to:

McGuire Woods LLP
1800 Century Park East, 8th Floor
Los Angeles, CA 90067
Attn: Reena Yuba

SPACE ABOVE FOR RECORDER'S USE

Site Name: Teepee

Transfer Tax None

A.P.N.: 304-062-01

VERIZON WIRELESS (VAW) LLC

GRANT OF EASEMENT

THIS GRANT OF EASEMENT ("**Easement**") is dated as of the _____ day of _____, 2009, by San Dieguito Union High School District (hereinafter "**Grantor**") and Verizon Wireless (VAW) LLC, a Delaware limited liability company d/b/a Verizon Wireless, (hereinafter "**Grantee**").

WHEREAS, Grantor is the owner of certain real property in San Diego County, California, legally described in **Exhibit "A"** attached hereto (the "**Property**").

WHEREAS, Grantee is the owner of a leasehold estate in certain real property legally described in **Exhibit "B"** attached hereto (the "**Leased Premises**"), pursuant to a Site Lease Agreement dated _____, _____ (the "**Lease**") with the City of San Diego; the Leasehold is adjacent to the Property.

WHEREAS, Grantee intends to build and maintain a telecommunications facility on the Leased Premises.

WHEREAS, Grantor has agreed to convey to Grantee an easement over, under and across the Property (the "**Easement Area**") as depicted in **Exhibit "A"**.

NOW, THEREFORE, for and in consideration of the covenants contained herein, the parties agree as follows:

1. **Grant of Easement.** Grantor hereby grants to Grantee, its successors and assigns, a non-exclusive easement over, under and across the Easement Area for the purposes of ingress and egress and for constructing, maintaining, operating, repairing and replacing utility lines, cables and conduits to and from the Leased Premises.

- a. Each party shall utilize its estate in a manner which will minimize interference with the other party's use of its estate.
- b. Upon completion of construction, Grantee shall restore the Easement Area to substantially its pre-existing condition.
2. **Compensation.** Within 45 days of the date Grantee commences construction within the Easement Area (the "Compensation Commencement Date"), Grantee agrees to pay to Grantor a one time payment of Ten Thousand Dollars (\$10,000.00) (the "**Compensation**").
3. **No Permanent Structures.** Grantor hereby covenants for and on behalf of itself, its heirs, successors or assigns, that neither it, nor any of them, shall construct or permit to be constructed, any building or any other permanent structure within the Easement Area, or make any permanent excavation, or permit any permanent excavation to be made within the Easement Area.
4. **Term.** The easement, rights, and privileges herein granted shall be for a term coinciding with the term of the Lease, including any renewals thereof, and shall, without any further action on the part of Grantor or Grantee, terminate immediately upon the termination of said Lease. Upon termination of this Easement for any reason, at Grantor's request Grantee shall execute with acknowledgement and deliver a notice of termination in form suitable for recording in the official records of the County.
5. **Termination for Default.** Upon Grantee's default hereunder, Grantor may deliver to Grantee a written notice of default, stating with specificity the nature of Grantee's default. If Grantee has not cured the default within a reasonable time (but not less than 30 days for a monetary default and 60 days for a non-monetary default) after receipt of the notice of default, Grantor may terminate this Easement effective immediately upon receipt by Grantee of Grantor's written notice of termination.
6. **Indemnification.** Grantee agrees to indemnify, defend and hold Grantor harmless from and against any direct injury, loss, damage or liability, costs or expenses (including reasonable attorneys' fees and court costs) resulting from its use of the Easement Area, except to the extent attributable to the negligent or intentional act or omission of Grantor or its agent. Grantor agrees to indemnify, defend and hold Grantee harmless from and against any and all direct injury, loss, damage or liability (or any claims in respect of the foregoing), costs or expenses (including reasonable attorneys' fees and court costs) arising from the actions or failure to act of Grantor or its agents, except to the extent attributable to the negligent or intentional act or omission of Grantee or its agent.
7. **Insurance.** Grantee will carry, at its own cost and expense, the following insurance: (i) commercial general liability insurance with a minimum limit of liability of \$1,000,000 combined single limit for bodily injury or death/property damage arising out of any one occurrence; and (ii) Workers' Compensation Insurance as required by law. Grantee will name the Grantor as an additional insured under its commercial general liability policy. Notwithstanding anything in this Easement, with respect to all loss, damage, or destruction to a party's property (including rental value and business interruption) occurring during the term of this Easement, Grantor and Grantee hereby release and waive all claims (except for

willful misconduct) against the other party and its employees, agents, officers, and directors. With respect to property damage, each party hereby waives all rights of subrogation against the other party, but only to the extent that collectible commercial insurance is available for said damage.

8. **Assignment.** Grantee may, at its discretion and upon written notification to Grantor, assign and delegate all or any portion of its rights and liabilities under this Easement in connection with any assignment of the Lease, or sublease or license of all or a portion of the Leased Premises, without Grantor's consent. Grantee shall be released from its obligations hereunder only with the prior written consent of Grantor.
9. **Dominant and Servient Tenements.** This Easement is granted for the benefit of the Leased Premises, and is appurtenant to the Leased Premises. The Leased Premises are the dominant tenement and the Property is the servient tenement.
10. **Entire Agreement.** This Easement constitutes the entire agreement between Grantor and Grantee relating to the above easement. Any prior agreements, promises, negotiations or representations not expressly set forth in this Easement are of no force and effect.
11. **Binding Effect.** This Easement shall be binding on and shall inure to the benefit of the heirs, executors, administrators, successors and assigns of Grantor and Grantee.
12. **Amendments.** Any modification or other termination of this Easement shall become effective only upon the execution by Grantor and Grantee of a written instrument.
13. **Recording.** Grantor agrees to execute a Memorandum of this Easement, and any amended Memorandum of Easement reflecting any material modifications to this Easement, which Grantee may record in the office of the County Clerk of San Diego County, California.

IN WITNESS WHEREOF, this Grant of Easement has been executed and delivered as of the day and year first above written.

GRANTOR:

San Dieguito Union High School District

By : _____

Print : Ken Noah

Title : Superintendent

Date : _____

Tax I.D. # : _____

GRANTEE:

Verizon Wireless (VAW) LLC,
a Delaware limited liability company
d/b/a Verizon Wireless

By : _____

Print : Walter L. Jones, Jr.

Title : Area Vice President- Network

Date : _____

EXHIBIT "A"

The "Property"

Torrey Pines High School

Property Address: **3710 Del Mar Heights Road**

State: **California**

County: **San Diego**

City: **San Diego**

Parcel Number: **304-062-01**

Legal Description (if available) : **to be provided**

EXHIBIT "B"

The "Leased Premises"

Property Address: **Torrey Highlands Park**

State: **California**

County: **San Diego**

City: **San Diego**

Parcel Number: **304-114-01**

Legal Description (if available) : **to be provided**

Attach Drawing below if available : to be provided

Exhibit “B”

NOTICE OF INTENTION TO DEDICATE

AN INTEREST IN REAL PROPERTY

NOTICE IS HEREBY GIVEN that the Governing board of the San Dieguito Union High School District on August 20, 2009, adopted a resolution of intention to dedicate to Verizon Wireless (VAW), a limited liability company, an easement across property of this District located at Torrey Pines High School, 3710 Del Mar Heights Road, San Diego, California, County of San Diego, State of California, to construct, maintain, operate, repair, and replace facilities consisting of underground utility lines, cables, and conduits, together with the right of ingress thereto and egress there from over said easement and over other practical routes across the described land (a description of the purposes of the easement, of the route therein and other particulars of the dedication are on file and may be examined in the office of the Director of Planning and Financial Management of the San Dieguito Union High School District) and has set 6:30 o'clock, p.m., September 17, 2009, at San Dieguito Union High School District, 710 Encinitas Blvd., Encinitas, California for a public hearing upon the question of making such dedication, at which time interested parties may appear and protest.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

By: Barbara Groth
Clerk

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Terry King
Associate Superintendent/Human
Resources

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: Layoff and/or Reductions of Hours
and/or Months of Classified
Employees/Positions for Fiscal Year
2009-2010

EXECUTIVE SUMMARY

The current State budget crisis continues to disrupt all levels of general and special funding that have been available in the past for various programs.

The recently passed State budget includes provisions that adversely affect funding for Adult Education. The impact of these budget changes will result in the elimination of two classified positions, one vacant and one filled.

The District has informed CSEA of this situation and is in the process of negotiating impacts and effects of the resulting layoff.

The purpose of this recommended Board action is to initiate the process of deleting and/or reducing the hours/months of the identified positions and ensuring implementation of all layoff rights for the affected incumbents.

RECOMMENDATION: It is recommended that the Board of Trustees approve and adopt the attached resolution.

Attachment

ITEM 19

BOARD OF TRUSTEES
OF THE
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Resolution Re: Layoff and/or Reduction in Hours

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

WHEREAS, a reduction in the number of classified employees or the level of services to be provided thereby is required due to the lack of work and/or lack of funds within the District anticipated for the 2009-2010 school year; and

WHEREAS, applicable provisions of the Education Code, the Master Agreement between the Board of Trustees and the California School Employees Association and its Chapter 241, and the rules and regulations of the Personnel Commission of the San Dieguito Union High School District require notice to the employees that they may be laid off or reduced in assignment, as well as notification of their rights of displacement, if any, and reemployment rights; and

WHEREAS, the Board of Trustees desires that the Superintendent implement the layoffs and/or reductions in assignment consistent with these requirements;

NOW, THEREFORE, BE IT RESOLVED that this Board hereby initiates the layoffs and/or reductions in assignment of the following positions and the corresponding employees effective at the end of the day on the dates indicated below:

ITEMS 1 - 2 EFFECTIVE AUGUST 20, 2009

ITEM 1

01 Campus Supervisor-High School, as follows:

01 positions eliminated 0.3900 FTE 11 months 01 employee

ITEM 2

01 Office Assistant, as follows:

01 positions eliminated 0.3900 FTE 11 months 00 employees

BE IT FURTHER RESOLVED that the Superintendent determine the order of layoff pursuant to Education Code Section 45308, and give appropriate notice to affected employees pursuant to the applicable provisions of the Education Code, the Master Agreement between the Board of Trustees and the California School Employees Association and its Chapter 241, and the rules and regulations of the Personnel Commission of the San Dieguito Union High School District.

ITEM 19

PASSED AND ADOPTED by the Board of Trustees of the San Dieguito Union High School District of San Diego County, California on the 20th day of August 2009 by the following vote:

AYES:	_____	_____	NOES:	_____
	_____	_____		_____

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 13, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Rick Schmitt
Associate Superintendent/Educational
Services

SUBMITTED BY: Ken Noah, Superintendent

SUBJECT: REVIEW OF REVISED BOARD POLICY
4160.29 AND 4160.29 / AR-1, SCHOOL
ASSISTANT PRINCIPAL / ADULTSCHOOL /
REGIONAL OCCUPATION PROGRAM (ROP)
/ CAREER TECHNICAL EDUCATION / CTE

EXECUTIVE SUMMARY

As a result of changes to the Adult School Assistant Principal position, Board Policy 4160.29 and its Administrative Regulation, has been revised to incorporate the description of responsibilities in two additional areas: Regional Occupation Program (ROP) and Career Technical Education (CTE).

RECOMMENDATION:

These policy changes are being submitted for a first read and will be resubmitted for action at the September 3, 2009 meeting.

FUNDING SOURCE:

Not applicable.

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4160.29

SCHOOL ASSISTANT PRINCIPAL/ADULT SCHOOL / REGIONAL OCCUPATION PROGRAM (ROP) / CAREER TECHNICAL EDUCATION (CTE)

Directly responsible to: ~~Adult School Principal~~ Associate Superintendent of Educational Services

Directly supervises: Assigned certificated and classified personnel

Qualifications

I. Education

A. Appropriate education, including post graduate programs with emphasis in curriculum and administration. Spanish speaker preferred.

B. Appropriate California administrative credential

II. Experience

Knowledge of fiscal planning, ~~Adult~~ / ROP / CTE community needs and resources; laws and regulations pertaining to ~~Adult~~ / ROP / CTE education.

Ability to assess needs, find resources, plan, organize and monitor the operation of the ~~Adult~~ / ROP / CTE ~~school~~ programs.

Evidence of successful secondary teaching and/or administrative experience.

Appointment

I. The candidate shall be elected by the Board of Trustees on the recommendation of the Superintendent.

ITEM 20

4160.29

II. The candidate shall be selected from among a list of qualified applicants selected through the medium of interview and examination procedures established by the Superintendent.

Salary

As per Management Salary Schedule.

Operational Responsibilities

The Superintendent is authorized to develop a job description for the Assistant Principal/Adult School / ROP / CTE that will define specific areas of responsibility.

ITEM 20

4160.29/AR-1

SCHOOL ASSISTANT PRINCIPAL/ADULT SCHOOL / ROP / CTE

The operational responsibilities shall include but not be limited to the following, in the areas of Adult Education, Regional Occupation Programs (ROP) and Career Technical Education (CTE). The Assistant Principal or Adult Education / ROP / CTE primary function is to assist the administration and staff in the implementation of the district's Adult Education, ROP and CTE programs.÷

1. ~~1.~~ Assists in planning, conducting and supervising the Adult Education programs and serves as the administrator of the programs on various sites when requested to do so by the principal.
2. ~~2.~~ Assists in the selection of staff; evaluates assigned personnel.
3. ~~3.~~ Supervises and promotes guidance and counseling and oversees the accuracy of student records.
4. ~~4.~~ Assists in coordination of transfer of regular high school students into the adult school program.
5. ~~5.~~ Helps identify program expansion and improvement opportunities and prepares plans for consideration.
6. ~~6.~~ Assists in the preparation of applications for specially funded projects; assists in the supervision of programs receiving funding.
7. ~~7.~~ Participates in community based organizations and promotes positive relations between the school, business and community.
8. ~~8.~~ Assures that necessary program records, reports and data are maintained.
9. ~~9.~~ Assists in the preparation and monitoring of the adult

ITEM 20
4160.29/AR-1

education budget.

10. ~~10.~~ Assists in developing curriculum, providing inservice opportunities and implementing and evaluating programs within assigned areas.

~~11. Performs other duties as assigned.~~

11. Direct, coordinate, and participate in long range planning of the total ROP / CTE programs within the school district.
12. Represent the district in matters relating to ROP / CTE as delegated.
13. Assist in the development, coordination, and evaluation of ROP / CTE education.
14. Assist in the development of inservice education programs for teachers, counselors, and other ROP / CTE personnel as needed.
15. Assist in the preparation of financial, statistical, descriptive, and other reports pertaining to Career and Technical education, including ROP.
16. Assist in promoting and publicizing the total program of ROP / CTE.
17. Maintain proficiency in occupational and educational theory and practice through attendance at inservice education programs as well as attendance at federal, state, regional and other conferences and meetings concerned with ROP / CTE.
18. Develops budgets for the programs supervised.
19. Carry out other tasks and responsibilities as assigned by the Associate Superintendent of Educational Services.

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20. Performs other duties as assigned.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2009

BOARD MEETING DATE: August 20, 2009

PREPARED BY: Frederick Labib-Wood
Director of Classified Personnel

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: Introduction of Policy 4216.3-11.8
Grounds and Custodial Supervisor and
Reclassification of One Position and
Incumbent

EXECUTIVE SUMMARY

Proposed Board Policy 4216.3-11.8 Grounds and Custodial Supervisor is presented for information and first reading. This policy is scheduled for second reading and adoption at the Board's regular meeting on September 3, 2009.

During a period of over two years, the responsibility for day-to-day supervision of the District's grounds maintenance program has been delegated from the Executive Director of Operations to the Custodial Supervisor. This has expanded the scope of the Custodial Supervisor's responsibilities from a single program to two different programs. At the request of the incumbent, and concurrence of the District, these changes were reviewed to assess their impact on the classification level of the position.

At its regular meeting on July 14, 2009, the Personnel Commission determined that the changes warranted the establishment of a new supervisory classification to be allocated at Range 07 of the Supervisory Salary Schedule. The Commission also took action to reclassify the incumbent with the position.

<u>Monthly:</u>		<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
Range 07:	Grounds and Custodial Supervisor	\$5,456	\$5,724	\$6,017	\$6,321	\$6,643
Range 06:	Custodial Supervisor	\$5,052	\$5,300	\$5,571	\$5,853	\$6,151

The District recommends that in this instance the effective date of implementation of these changes be retroactive to July 1, 2009.

RECOMMENDATION:

It is recommended that the Board review the draft policy 4216.3-11.8 Grounds and Custodial Supervisor, Supervisory Range 07, and the proposed reclassification action, for approval and adoption at the Board's regular meeting of September 3, 2009.

FUNDING SOURCE:

District General Fund.

Attachment

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4216.3-11.8

GROUNDS AND CUSTODIAL SUPERVISOR

OVERALL JOB PURPOSE STATEMENT:

Under the direction of the Executive Director of Operations, the job of Grounds and Custodial Supervisor is done for the purpose/s of planning, scheduling, coordinating, and supervising site custodial operations and site landscape and grounds operations; implementing the district's custodial and grounds programs for facility upkeep and security; maintaining attractive facilities; ensuring the availability of required cleaning equipment, tools and supplies; protecting against interior and exterior deterioration and erosion of facilities; maintaining facilities for classroom and administrative requirements, outside events and/or recreational activities, including cosmetic building upkeep; identifying building and grounds maintenance needs; ensuring assignments are completed in a safe, proper and timely manner; and directing assigned custodial and grounds workers.

DISTINGUISHING CHARACTERISTICS

This single position classification is responsible for day-to-day supervision of programs for maintaining clean, sanitary building interiors and attractive exterior grounds, including responsibility for the District's integrated pest management program. The incumbent of this position achieves program goals and objectives by directing and coordinating crews of custodians, grounds workers, and equipment operators through school plant supervisors and lead grounds workers. Scope and complexity of the job is above average requiring considerable coordination of diverse activities at multiple locations. Majority of activities supervised are of a recurring nature with occasional need to plan and coordinate special projects assigned to subordinates, other district staff such as plumber/irrigation specialists or with outside contractors for specialized equipment and services. Position is subject to on-call response to emergencies relating to incidents on school property (e.g. broken pipes, broken windows, storm damage, etc.).

ESSENTIAL JOB FUNCTIONS:

- * Coordinates site custodial and grounds maintenance services with principals, other administrators and site staff as appropriate for the purpose of ensuring the required levels of

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services are provided within the scope of the assigned functions.

- * Designs plans, specifications and cost estimates for the purpose of implementing custodial maintenance and grounds repair and improvement projects at district's site projects in accordance with the district's short and long-term plans.
- * Inspects facilities and grounds for the purpose of designing, organizing and scheduling needed cleaning and upkeep, grounds maintenance and repair, and/or monitoring custodial and grounds operations at district sites.
- * Manages a program of grounds and custodial equipment maintenance and supplies procurement for the purpose of ensuring the availability of required supplies, machines, equipment and tools in a safe operating condition.
- * Participates in various meeting activities (e.g., staff meetings, training, professional organizations) for the purpose of receiving and/or conveying information relating to professional requirements, new products and technology, and networking with other professionals in the field.
- * Prepares documentation (e.g., schedules, cost and labor estimates, work orders, plans and specifications) for the purpose of providing written support, conveying information, and responding to requests.
- * Recommends policies, procedures and actions for the purpose of providing direction and making decisions.
- * Responds to emergencies relating to site grounds and facility maintenance operations (e.g. fallen limbs, broken windows, flooded floors, etc) for the purpose of determining and implementing appropriate actions required to resolve reported situation.
- * Oversees grounds and custodial department activities (e.g., cleaning, minor repairs, arranging furniture, ensuring event set ups, assigned grounds improvements and upkeep projects such as resod and aeration of fields, power washing of sidewalks, sweeping parking lots, etc.) for the purpose of ensuring that the department's functions are being provided in a safe and efficient manner for the district's operations and

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that both programs provide a sanitary, safe and attractive environment in accordance with the various site requirements.

- * Performs a variety of personnel functions (e.g., interviewing, hiring, evaluating, training, staffing, scheduling, motivating, supervising) for the purpose of providing an efficient custodial and grounds services operation throughout the district.
- * Researches rules and regulations (e.g., health, safety, education code, professional standards, integrated pest management program, etc.) for the purpose of ensuring that the custodial and grounds services are provided in accordance with established standards, including ensuring that the pesticide program complies with applicable standards and that appropriate personnel maintain required licensing.
- * Performs a variety of functions as needed for the purpose of assisting subordinate personnel in special projects or addressing special circumstances.
- * Plans, organizes and presents training programs for the purpose of developing staff custodial and grounds maintenance skills, ensuring the presentation of new techniques and equipment and implementing program standards.
- * Supports Executive Director of Operations (e.g., recommending budget allocations, staffing requirements, and operational priorities) for the purpose of assisting with the job functions and responsibilities of maintaining facilities and grounds in a safe and functional condition for the district's overall operations and within annual budget constraints.
- * Performs other related duties as assigned.

**Job Requirements: Minimum Qualifications
Skills, Knowledge and Abilities**

SKILLS are required to perform multiple, technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: administering personnel policies and practices; applying pertinent codes, policies, regulations and/or laws; operating standard office equipment including utilizing pertinent software applications; planning

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and managing projects; preparing and maintaining accurate records; and preparing budgets and financial plans.

KNOWLEDGE is required to perform algebra and/or geometry; review and interpret highly technical information, write technical materials, and speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions. Specific knowledge required to satisfactorily perform the functions of the job includes: health standards and hazards; safety practices and procedures; knowledge of pertinent codes, policies, regulations and/or laws; principles and practices of cleaning school site facilities and maintaining school grounds and athletic fields.

ABILITY is required to schedule a number of activities, meetings, and/or events; often gather, collate, and classify data; and consider a number of factors when using equipment. Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a significant diversity of individuals and groups; work with data of varied types and purposes; and utilize a variety of job-related equipment. In working with others, problem solving is required to analyze issues and create action plans. Problem solving with data requires analysis based on organizational objectives; and problem solving with equipment is moderate to significant. Specific abilities required to satisfactorily perform the functions of the job include: adhering to safety practices; being attentive to detail; meeting deadlines and schedules; working under time constraints; and providing and following oral and written instructions.

Responsibility

Responsibilities include: working under limited supervision using standardized practices and methods; managing a department; and supervising the use of funds. Utilization of resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the organization's services. Position is subject to on-call availability in organizing responses to emergency situations (e.g. broken windows, interior and exterior flooding, storm damage, and other unplanned events requiring attention in order

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not to disrupt the education process or for health and safety concerns).

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; some climbing and balancing; some stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 30% sitting, 35% walking, and 35% standing. The job is performed under minimal temperature variations and some hazardous conditions.

Experience Job related experience with increasing levels of responsibility is required, typically demonstrated by at least three years of journey-level grounds maintenance or custodial work including a year of experience in a supervisory or lead capacity.

Education Targeted job related education that meets organization's prerequisite requirements.

Required Testing Pre-employment proficiency test.

Certificates Valid driver's license and evidence of insurability.

Continuing Education/Training None Specified.

Clearances Criminal Justice Fingerprint/Background Clearance and Tuberculosis Clearance.

FLSA Status Exempt **Salary Range** Supervisory