



**BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**Board of Trustees**  
Joyce Dalessandro  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
John Salazar

**Superintendent**  
Ken Noah

**Union High School District**

**THURSDAY, OCTOBER 4, 2012  
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 speaker slip located at the sign-in desk and present it to the Secretary to the Board prior to the start of the meeting. When the Board President invites you to the podium, 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](http://www.sduhsd.net) and/or at the district office. Please contact the [Office of the 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.

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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 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, OCTOBER 4, 2012  
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.*  
(3 Issues)
  - 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

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

3. RECONVENE REGULAR BOARD MEETING / CALL TO ORDER ..... BOARD PRESIDENT  
\* WELCOME / MEETING PROTOCOL REMARKS
4. PLEDGE OF ALLEGIANCE
5. REPORT OUT OF CLOSED SESSION
6. APPROVAL OF MINUTES OF THE BOARD WORKSHOP AND REGULAR BOARD MEETING OF SEPTEMBER 20, 2012  
Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the Minutes (2) of September 20<sup>th</sup> 2012, as shown in the attached supplement(s).

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

7. STUDENT UPDATES.....STUDENT BOARD REPRESENTATIVES
8. BOARD REPORTS AND UPDATES ..... BOARD OF TRUSTEES
9. SUPERINTENDENT’S REPORTS, BRIEFINGS, AND LEGISLATIVE UPDATES..... KEN NOAH
10. UPDATE / TORREY PINES HIGH SCHOOL.....BRETT KILLEEN, PRINCIPAL

**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.

- Call for Public Comment
- Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve all consent agenda items as shown in the attached supplement(s).
- Roll Call

**11. SUPERINTENDENT**

**A. GIFTS AND DONATIONS**

Accept the Gifts and Donations, as shown in the attached supplement(s).

B. FIELD TRIP REQUESTS

Approval of Field Trip Requests as shown in the attached supplement(s).

**12. HUMAN RESOURCES**

A. PERSONNEL REPORTS

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

1. Certificated and/or Classified Personnel Reports, as shown in the attached supplement(s).

**13. EDUCATIONAL SERVICES**

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. 22nd District Agricultural Association to provide use of the Del Mar Fairgrounds premises for the San Dieguito Union High School District College Fair and Night on April 24, 2013, for an estimated amount of \$7,620.00, to be expended from the General Fund 03-00 and Torrey Pines High School fundraising events.
2. Vantage Learning, L.L.C. d/b/a Vantage Learning to provide My Access! Instructional Writing Program Master Services Agreement, during the period September 17, 2012 through September 24, 2013, for an amount not to exceed \$30,000.00, to be expended from the General Fund 03-00.
3. Learning On Visions and Education, to provide workshops to parents, during the period October 3, 2012 through April 3, 2013, for an amount not to exceed \$1,200.00, to be expended from the General Fund/Restricted 06-00.
4. City of San Diego Park and Recreation Department, to provide the Torrey Pines High School Adaptive PE Department use of the Carmel Valley Swimming Pool, during the period September 24, 2012 through October 12, 2012, for an estimated amount of \$240.00 to be paid for by the Torrey Pines High School Foundation.

**14. PUPIL SERVICES / SPECIAL EDUCATION**

**SPECIAL EDUCATION**

A. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL / NON-PUBLIC AGENCY CONTRACTS, INDEPENDENT CONTRACTOR AGREEMENTS, AND/OR MEMORANDUMS OF UNDERSTANDING

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

1. Elizabeth Christensen, O.D. (ICA), for comprehensive developmental vision evaluations, vision therapy and progress evaluations, during the period July 1, 2012 through June 30, 2013, at the rate of \$300.00 per visual perception evaluation, consultation and report with goals, \$150.00 per comprehensive vision and eye health examination, and \$130.00 per hour for vision therapy sessions, to be expended from the General Fund/Restricted 06-00.
2. Provo Canyon School (NPS/RTC), during the period July 1, 2012 through June 30, 2013.
3. Oak Grove Institute (NPS/RTC), during the period July 1, 2012 through June 30, 2013.
4. Banyan Tree Learning Center (NPA & NPS), during the period July 1, 2012 through June 30, 2013.
5. AEFCT - Autism Experts Empowering Families & Children Together (NPA), during the period July 1, 2012 through June 30, 2013.
6. Catalyst Therapy, Inc. (ICA), to provide occupational therapy assessments and therapy, during the period July 1, 2012 through June 30, 2013, at the rates of \$150.00 per hour for therapy and \$600.00 per assessment, to be expended from the General Fund/Restricted 06-00.

7. The Winston School (NPS), during the period July 1, 2012 through June 30, 2013.
8. The Institute of Effective Education (NPS), during the period July 1, 2012 through June 30, 2013.
9. Logan River Academy (NPS/RTC), during the period July 1, 2012 through June 30, 2013.
10. San Diego Center for Vision Care (NPA), during the period July 1, 2012 through June 30, 2013.
11. Melissa L. Haider, MPT (ICA), to provide physical therapy evaluations, consultation, and direct therapy, during the period July 1, 2012 through June 30, 2013, at the rate of \$115.00 per hour, to be expended from the General Fund/Restricted 06-00
12. Interpreters Unlimited (ICA), for language interpreting services, during the period July 1, 2012 through June 30, 2013, at the rates of \$51.00 to \$140.00 per hour, to be expended from the General Fund/Restricted 06-00.
13. Nancy E. Markel, Ph.D., to provide neuropsychological assessments, consultations with students, staff, and attorneys as necessary, during the period July 1, 2012 through June 30, 2013, at the rate of \$225.00 per hour, to be expended from the General Fund/Restricted 06-00.

**B. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS**

Approve/ratify the following Parent Settlement and Release Agreements, to be funded by the General Fund 06-00/Special Education, and authorize the Director of Special Education to execute the agreements:

1. Student ID #9067549961, in the revised amount of \$8,600.00.
2. Student ID #7069863756, in the amount of \$14,055.00.

**PUPIL SERVICES**

**C. APPROVAL/RATIFICATION OF AGREEMENTS**  
(None Submitted)

**15. BUSINESS**

**A. APPROVAL/RATIFICATION OF AGREEMENTS**

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

1. Safety Kleen Systems, Inc. to provide monthly solvent tank service at San Dieguito Union High School District Transportation Department, during the period July 1, 2012 until terminated in writing, for an annual not to exceed amount of \$2,000.00, to be expended from the General Fund/Restricted 06-00.
2. Lloyd Pest Control, to provide monthly pest control services (inside and out) for kitchens at all school sites except Sunset High School, during the period July 1, 2012 until terminated, for a not to exceed annual amount of \$4,000.00, to be expended from the General Fund 03-00.
3. Cable Pipe Leak Detection, to provide cable, pipe and leak detection services on an as needed basis district wide, during the period October 5, 2012 until terminated, for an annual not to exceed amount of \$3,000.00, to be expended from the General Fund 03-00.
4. Dudek, to provide an acoustical technical report predicting traffic noise, recreational noise, construction noise, vibration, and possible mitigation measures for the proposed Pacific Highlands Ranch middle school, during the period October 5, 2012 until project completion, for an amount not to exceed \$5,000.00, to be expended from Mello-Roos Funds and Capital Facilities Fund 25-19.

**B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS**

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

1. School Wise Press, for the School Accountability Report Card (SARC) agreement, decreasing the number of schools receiving a Spanish report for the 2011-2012 reporting year from two to one resulting in a reduction of the fee and savings to the district of \$315.00.

C. AWARD/RATIFICATION OF CONTRACTS  
(None Submitted)

D. APPROVAL OF CHANGE ORDERS  
(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS  
(None Submitted)

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

- A. Purchase Orders
- B. Membership Listing (None Submitted)

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

_____ Joyce Dalessandro	_____ Zoe Eprile, Torrey Pines High School
_____ Barbara Groth	_____ Kailey Lawson, Canyon Crest Academy
_____ Beth Hergesheimer	_____ Cassidy Mayeda, San Dieguito Academy
_____ Amy Herman	_____ Allison Zimmerman, La Costa Canyon High School
_____ John Salazar	_____ Kirra Sarquilla, Sunset High School

**DISCUSSION / ACTION ITEMS ..... (ITEMS 16 - 18)**

16. BOARD POLICY REVISION PROPOSALS (3), #2140, "EVALUATION OF THE SUPERINTENDENT"; #9140, "BOARD REPRESENTATIVES"; #9323.2, "ACTIONS BY THE BOARD"

Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve board policy revision proposals, as shown in the attached supplement(s).

17. SAN DIEGUITO UNION HIGH SCHOOL DISTRICT EDUCATION PLAN, 2012-2013

Motion by\_\_\_\_\_, second by\_\_\_\_\_, to approve the San Dieguito Union High School District Education Plan, 2012-13, as shown in the attached supplement(s).

18. ADOPTION OF RESOLUTION IN SUPPORT OF DRUG AWARENESS MONTH AND RED RIBBON WEEK, 2012

- Motion by\_\_\_\_\_, second by \_\_\_\_\_, to renew and adopt the attached San Dieguito Union High School District Resolution for 2012, in support of Red Ribbon Week and Declaring October, 2012, as Drug Awareness Month.
- Roll Call

**INFORMATION ITEMS..... (ITEMS 19 – 26)**

19. BUSINESS SERVICES UPDATE..... ERIC DILL, ASSOCIATE SUPERINTENDENT

20. HUMAN RESOURCES UPDATE ..... TERRY KING, ASSOCIATE SUPERINTENDENT

21. EDUCATIONAL SERVICES UPDATE..... RICK SCHMITT, ASSOCIATE SUPERINTENDENT

22. PUBLIC COMMENTS

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

23. FUTURE AGENDA ITEMS

**24. ADJOURNMENT TO CLOSED SESSION (AS NECESSARY)**

- 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.*  
(3 Issues)
- 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

**25. REPORT FROM CLOSED SESSION (AS NECESSARY)**

**26. MEETING ADJOURNED**

*The next regularly scheduled Board Meeting will be held on [Thursday October 18, 2012, 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

**Board of Trustees**  
Joyce Dalessandro  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
John Salazar

**Superintendent**  
Ken Noah

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

**THURSDAY, SEPTEMBER 20, 2012  
5:00 PM**

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

The Governing Board of the San Dieguito Union High School District held a Board Workshop on Thursday, September 20, 2012, at the above location.

**ATTENDANCE**

BOARD OF TRUSTEES

All Trustees present

DISTRICT ADMINISTRATION

- Eric Dill, Associate Superintendent, Business
- Terry King, Associate Superintendent, Human Resources (Superintendent Designee)
- Rick Schmitt, Associate Superintendent, Educational Services
- Delores Perley, Director, Finance
- Bob Croft, President, San Dieguito Faculty Association
- Duncan Brown, Vice President, San Dieguito Faculty Association
- Joann Schultz, Executive Assistant, Business Services
- Becky Banning, Executive Assistant to the Superintendent / Recording Secretary  
(Superintendent Ken Noah was not present at this meeting.)

1. CALL TO ORDER

President Dalessandro called to order at 5:00 PM.

**INFORMATION ITEMS**

2. BUDGET UPDATE

Associate Superintendent Eric Dill presented the update. A copy of the presentation is attached. Immediately following the presentation, President Dalessandro called for public comments; none presented.

3. ADJOURNMENT

The meeting was adjourned at 5:48 PM.

\_\_\_\_\_  
Amy Herman, Board Clerk

\_\_\_\_\_/\_\_\_\_\_/2012  
Date

\_\_\_\_\_  
Ken Noah, Superintendent

\_\_\_\_\_/\_\_\_\_\_/2012  
Date

# Budget Update

September 20, 2012

SDUHSD Board Workshop

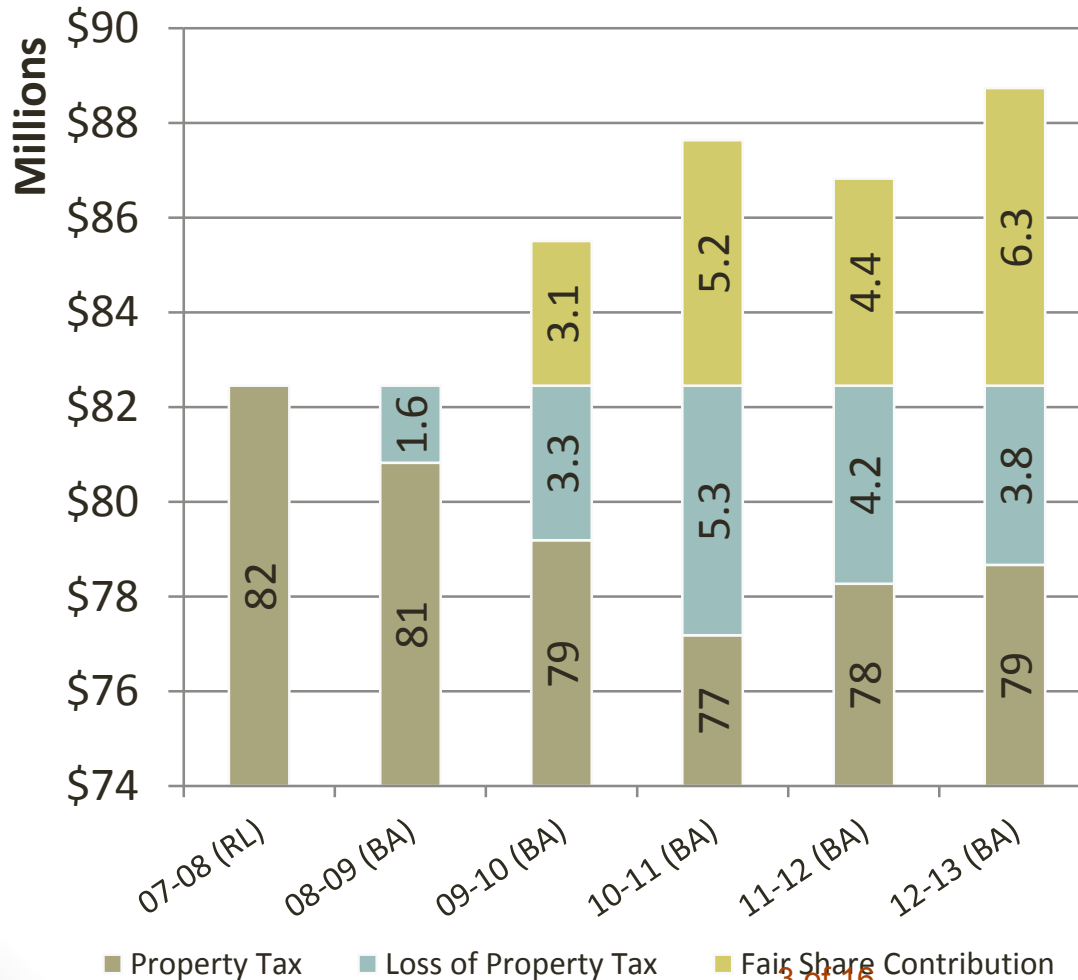
5:00 p.m.



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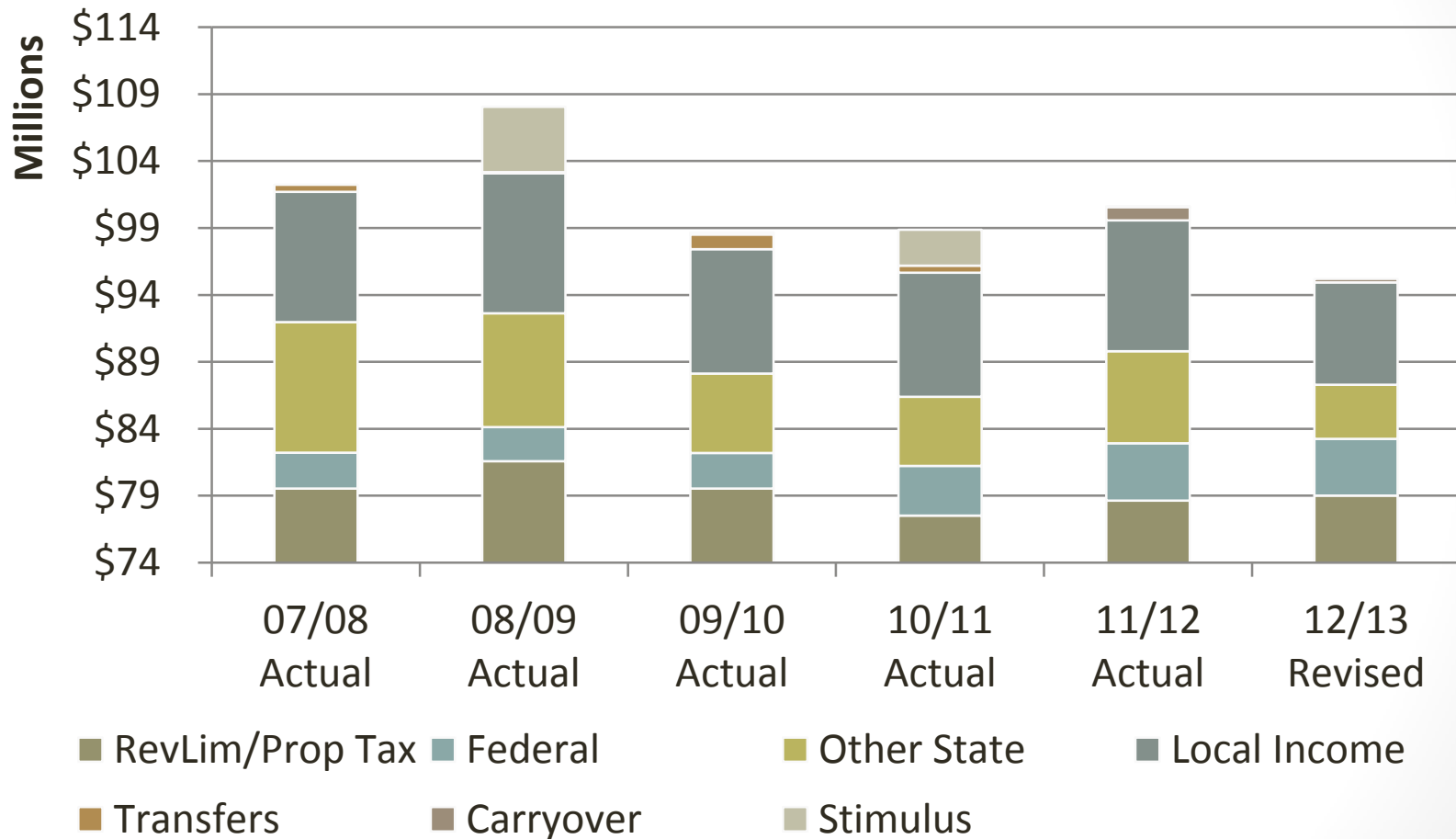
- History
- Where are we now?
- Possible Outcomes
- Next Steps
- Closing

# Revenue History

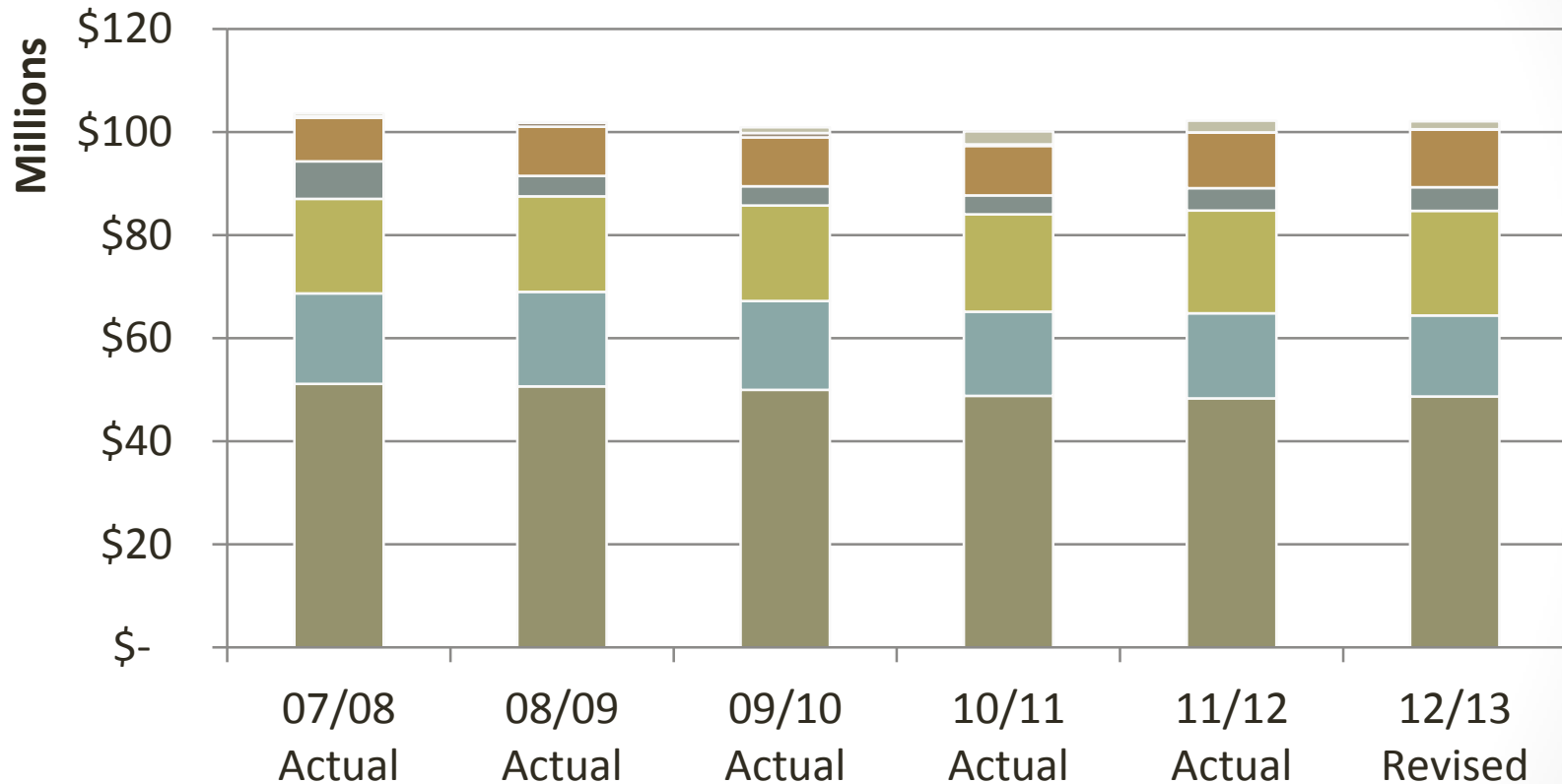


- Loss of Property Tax and Categorical Funding through the Fair Share Contribution has amounted to over \$37M in lost funding since our peak year

# Revenue History

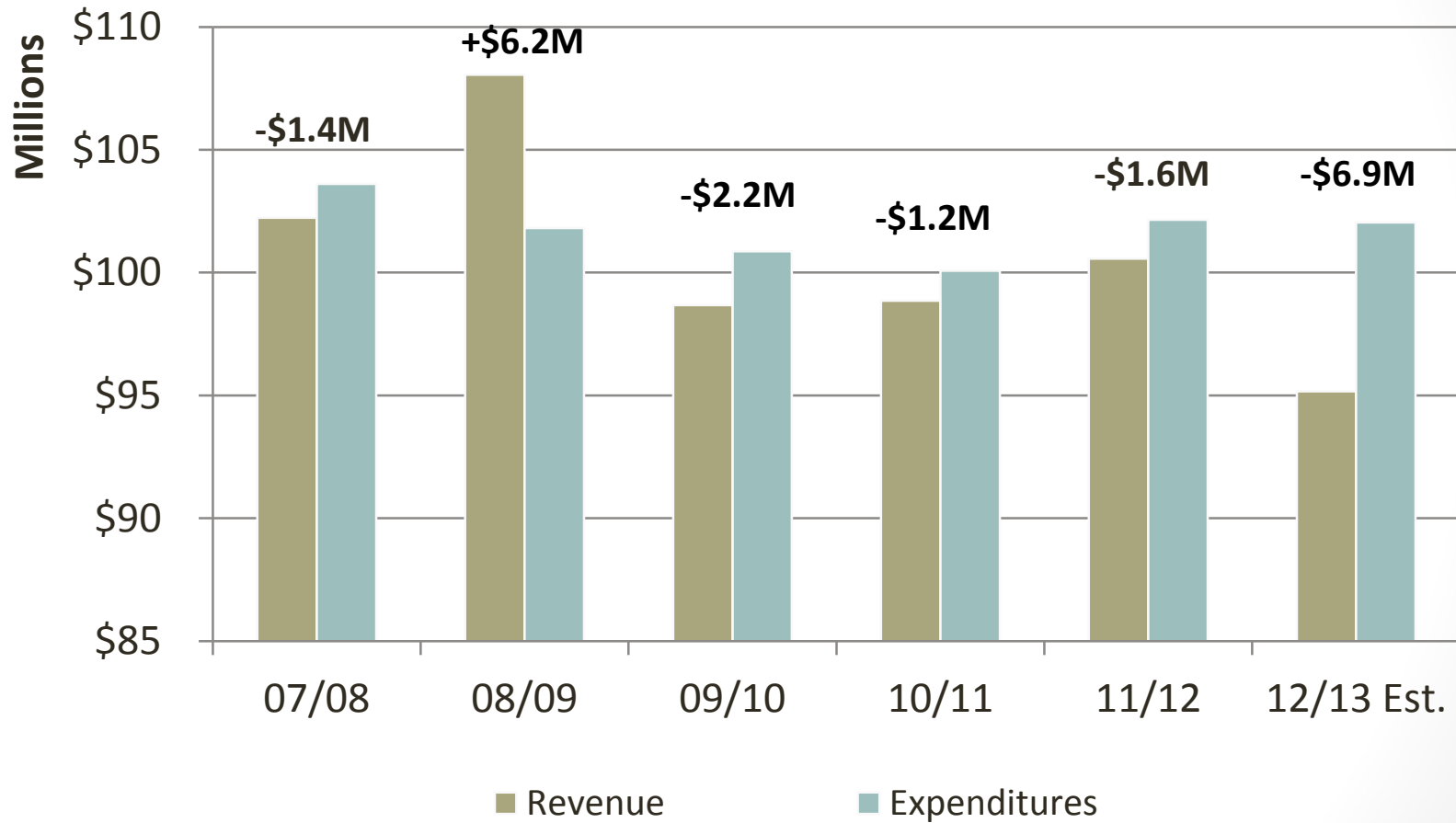


# Expenditure History

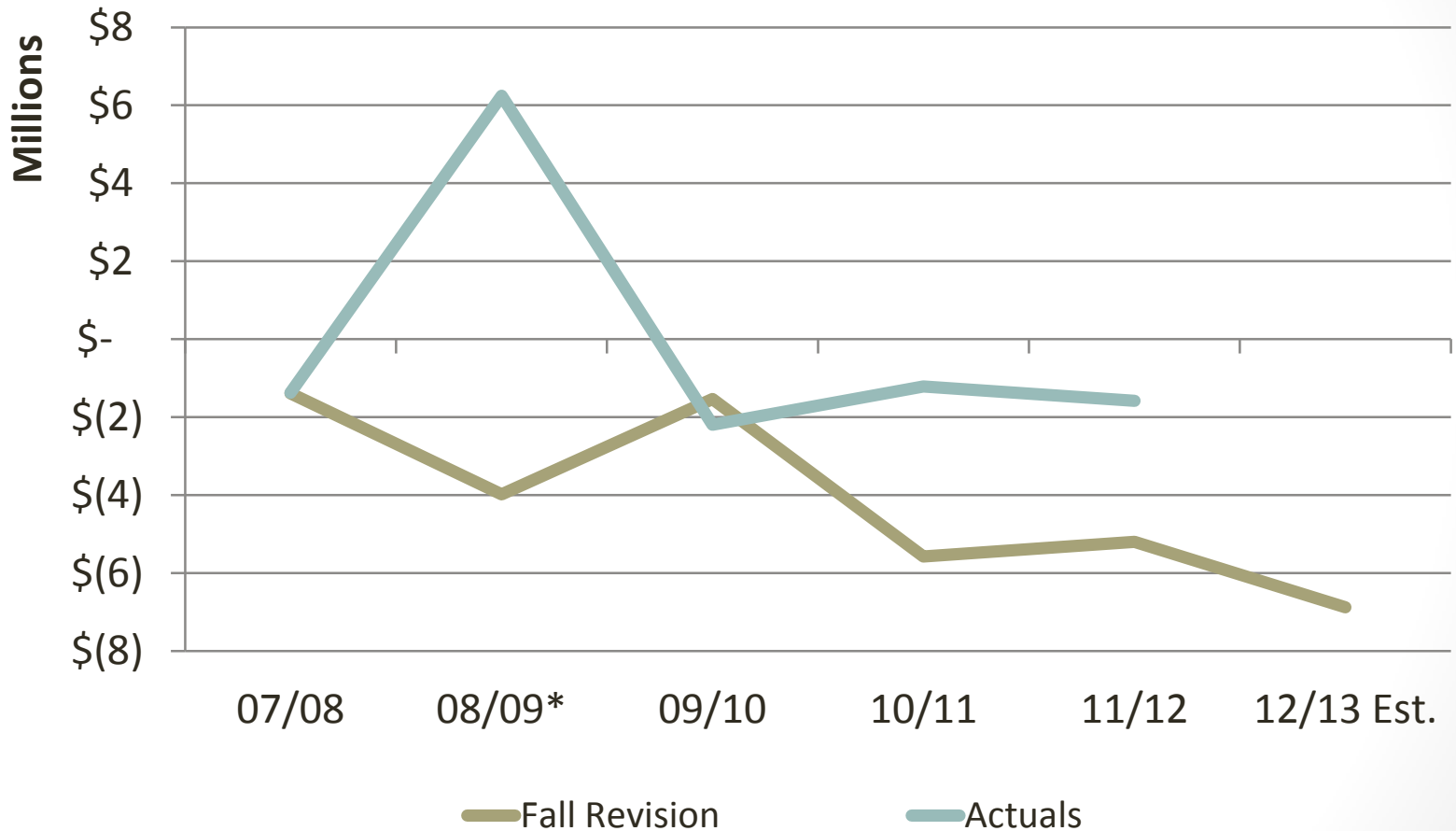


- Certificated Salaries
- Classified Salaries
- Benefits
- Books and Supplies
- Services and Operating Exp.
- Capital Outlay
- Other Outgo

# Comparison

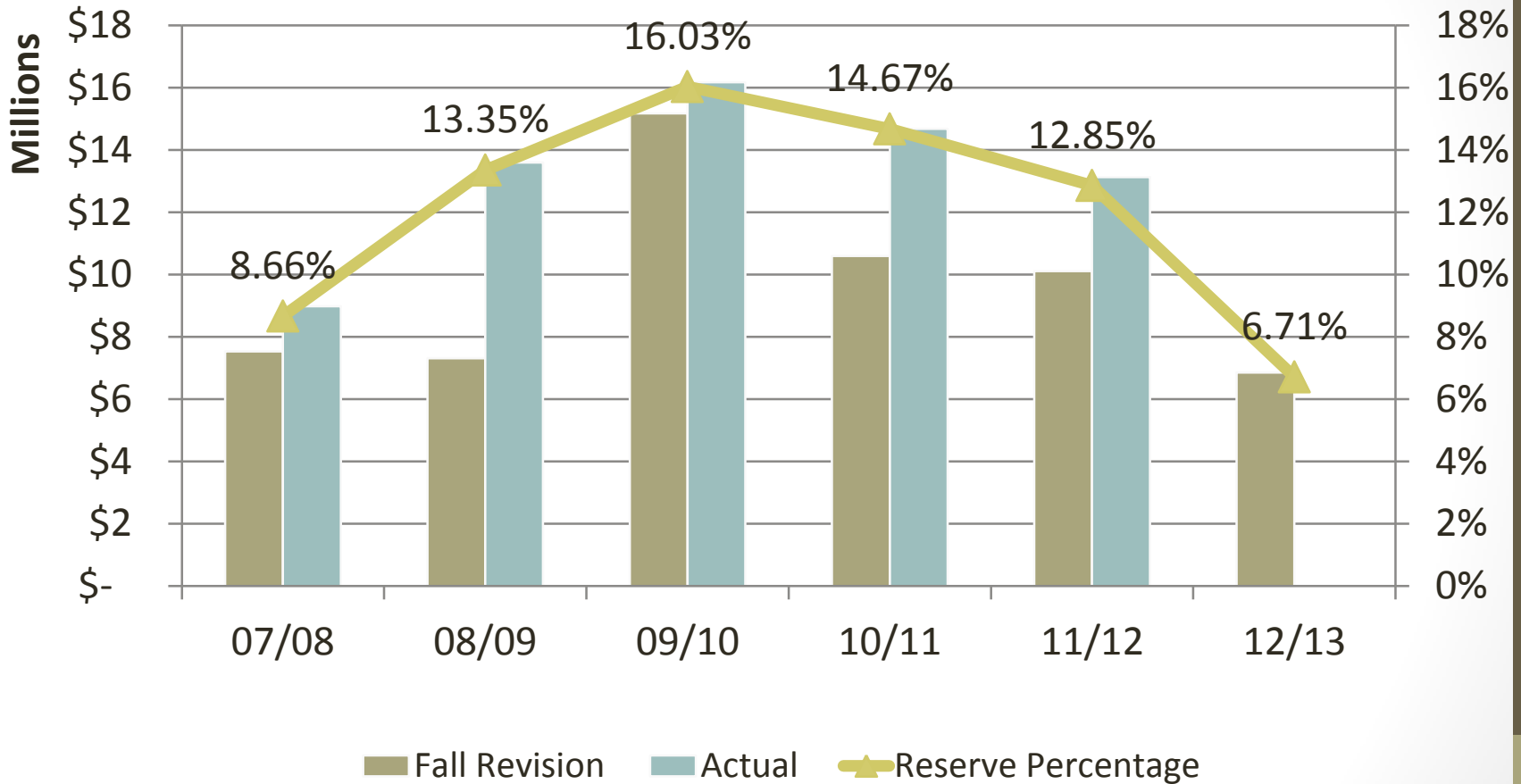


# Fall Revisions vs. Actuals



\*Stimulus Funding received, not spent until 09/10

# Unrestricted General Fund Ending Balance History



# 2012-13 Fall Revision Preview

- 2011-12 carry-over amounts will be added into the budget
  - Donations \$723K
  - Categorical Programs \$860K
  - These amounts will increase the expenditure budget
- Mandated Block Grant
  - No new audit requirements
  - No need to file 2012-13 claims on mandates included in the block grant
  - Mandated claim process used for remaining mandates
  - Funding received in 2012-13 @ \$28 per ADA = \$336K
- Salaries and Benefits reduced
  - Classified layoffs approved June 21, 2012
  - Additional Special Education staffing needed



# 2012-13 Fall Revision Preview

	2011-2012 Unaudited Actuals	2012-2013 Adopted Budget	2012-2013 Fall Revision	Difference
Property Tax	78,639,155	79,004,420	79,004,420	0
Federal Income	5,138,675	4,251,389	4,472,868	221,479
State Income	7,015,366	3,623,118	4,084,697	461,579
Local Income	9,775,993	7,568,435	7,601,791	33,356
Transfers	0	0	0	0
<b>Total Revenue</b>	<b>100,569,189</b>	<b>94,447,362</b>	<b>95,163,776</b>	<b>716,414</b>
Certificated Salaries	48,286,100	48,499,536	48,690,824	191,288
Classified Salaries	16,545,130	15,965,452	15,672,801	(292,651)
Benefits	19,888,140	20,375,494	20,343,217	(32,277)
Books & Supplies	4,364,314	2,962,375	4,552,765	1,590,390
Services & Operating Exp.	10,754,027	11,131,621	11,218,034	86,413
Capital Outlay	52,893	16,500	16,500	0
Other Outgo	2,262,296	1,548,097	1,548,097	0
<b>Total Expenditures</b>	<b>102,152,900</b>	<b>100,499,075</b>	<b>102,042,238</b>	<b>1,543,163</b>
Expenditures (over/under) Revenue	(1,583,711)	10 of 16 (6,051,713)	(6,878,462)	(826,749)

# Possible Outcomes

- Proposition 30
  - If Prop 30 passes, school funding is essentially flat
    - Trigger cuts not implemented
    - Fair Share Contribution not increased in 13/14
  - If Prop 30 fails, trigger cuts of ~\$471/ADA implemented
    - Trigger cuts would reduce the Revenue Limit at mid-year and going forward
    - \$5.6 million to SDUHSD
  - Polling is above 50%, but weak
- Proposition 38
  - PTSA / Munger initiative would provide additional funds to schools
  - Does not appear likely to pass

# Fair Share Contribution

- Assumptions at budget adoption included no change to the Fair Share Contribution
- District is budgeted to contribute back to the state an amount equal to its excess property tax from its state categorical funding
- 2012-13 Budget Act placed Fair Share formula in statute

# Fair Share Contribution & Trigger Cuts

- Section of the Budget Act addressing the Trigger Cuts refers to basic aid districts also suffering the trigger cuts in the current year
  - No language in the bill explaining how the funding would be taken from basic aid districts in the current year
  - CDE has suggested that basic aid districts could pay their Fair Share out of Special Ed funding allocated through the SELPA
- (SF)<sup>2</sup> has taken a wait-and-see position on the election outcome and trigger cut levels, if implemented, before taking a stand

# Current Year

- 2012-13 Target
  - Reduce current year expenditures by \$1 million
    - Reduce site and department budgets to 2011-12 levels
    - Reduce encroachment in Special Education and Adult Education
    - Shift capital debt service to bond funding as planned if successful
    - Review staffing levels

# Planning for 2013-14

- Continued planning for expenditure reductions
  - Staffing
    - Retirement savings
    - Review staffing levels and efficiencies
  - Reduce encroachment
    - Special Education
      - Continue to work toward mutually beneficial outcomes
      - Open Seaside Prep
    - Transportation
      - Align Middle School bell schedules
      - Increase bus pas fee by \$75
      - Review athletic transportation costs and revenue
    - Eliminate Adult Education encroachment
  - Review graduation credit requirements
  - Reduce paper and printing costs through effective use of technology
  - Shift remaining capital debt service to bond funding as planned if successful

# Closing

- Each budget revision is a snapshot in time based on credible assumptions
- November 6<sup>th</sup> election will affect budget outlook
- First Interim budget will incorporate changes
  - Budget adjustments
  - Effects of Election
- Planning for 2013-14 continues

Board of Trustees  
Joyce Dalessandro  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
John Salazar  
  
Superintendent  
Ken Noah



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

**SEPTEMBER 20, 2012**

**THURSDAY, SEPTEMBER 20, 2012**  
**6:30 PM**

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

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

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. 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.*  
(5 Issues)
  - 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) (1 issue): *Guelland v San Dieguito Union High School District (case #37-2010-00061838-CU-PO-NC).*

**OPEN SESSION / ATTENDANCE**

**BOARD OF TRUSTEES**

Joyce Dalessandro  
Barbara Groth  
Beth Hergesheimer  
Amy Herman  
John Salazar

**STUDENT BOARD REPRESENTATIVES**

Zoe Epriole, Torrey Pines High School  
Kailey Lawson, Canyon Crest Academy  
Cassidy Mayeda, San Dieguito Academy  
Kirra Sarquilla, Sunset High School  
Allison Zimmerman, La Costa Canyon High School

**DISTRICT ADMINISTRATORS / STAFF**

Terry King, Associate Superintendent, Human Resources  
(Superintendent Noah was not present; Ms. King served as Superintendent Designee for this meeting.)  
Eric Dill, Associate Superintendent, Business Services  
Rick Schmitt, Associate Superintendent, Educational Services  
Delores Perley, Director, Finance  
Becky Banning, Executive Assistant to the Superintendent / Recording Secretary  
Bob Croft, President, San Dieguito Faculty Association (SDFA)  
Duncan Brown, Vice-President, San Dieguito Faculty Association (SDFA)  
Ron Tackett, President, California State Employees Association (CSEA)



- 3. RECONVENE REGULAR MEETING / CALL TO ORDER ..... (ITEM 3)  
The regular meeting of the Board of Trustees was called to order at 6:30 PM by Ms. Joyce Dalessandro.
- 4. PLEDGE OF ALLEGIANCE ..... (ITEM 4)  
Ms. Joyce Dalessandro led the Pledge of Allegiance.
- 5. REPORT OUT OF CLOSED SESSION ..... (ITEM 5)  
No action taken; nothing to report.
- 6. APPROVAL OF MINUTES OF THE REGULAR MEETING OF SEPTEMBER 6, 2012  
It was moved by Ms. Barbara Groth, seconded by Ms. Amy Herman, to approve the Minutes of the September 6<sup>th</sup> meeting as presented. Motion unanimously carried.

*AT THE REQUEST OF THE TRUSTEES, ITEMS 11 – 15, (CONSENT AGENDA) WERE MOVED TO THIS PORTION OF THE AGENDA IN ORDER TO ANNOUNCE THE COMING RETIREMENT OF ASSOCIATE SUPERINTENDENT, MS. TERRY KING. THE BOARD ALSO WELCOMED MS. TORRIE NORTON, FROM CARLSBAD UNIFIED SCHOOL DISTRICT, AS ASSOCIATE SUPERINTENDENT OF HUMAN RESOURCES, EFFECTIVE DECEMBER 19, 2012. THE BOARD AND MS. KING WELCOMED MS. NORTON. A REVISED PERSONNEL ACTION REPORT (ITEM 12A) WAS DISTRIBUTED TO THE BOARD AND IS ATTACHED HERE. \*(FOR MOTIONS ON CONSENT AGENDA ITEMS, SEE "CONSENT ITEMS" BELOW.)*

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

- 7. STUDENT UPDATES..... STUDENT BOARD REPRESENTATIVES  
Students gave updates about events and activities at their schools.

- 8. BOARD UPDATES ..... (ITEM 8)  
All Trustees attended a Budget Update Board Workshop just prior to this meeting.

Trustees Dalessandro and Hergesheimer attended Back-to-School Nights at Earl Warren Middle School, Carmel Valley Middle School, Canyon Crest Academy, and San Dieguito Academy; Ms. Herman attended Back-to-School Nights at Earl Warren Middle School, Carmel Valley Middle School, and San Dieguito Academy.

Ms. Dalessandro participated in the annual "Back-to-School" webcast held earlier that same day presented by California School Boards Association (CSBA). She also attended a City/School Liaison Committee Meeting with the City of Solana Beach.

Ms. Groth attended a San Diego County School Boards Association meeting where she was appointed as the California Interscholastic Federation (CIF) Board Representative for the County of San Diego.

Ms. Hergesheimer participated in the "Back-to-School" webcast earlier this same day.

Ms. Herman participated in CSBA's Back-to-School Webcast; she also attended a Masters in Governance session (also through CSBA) called, "Community Relations and Advocacy".

Mr. Salazar attended the "Community Relations and Advocacy" Masters in Governance session.

- 9. SUPERINTENDENT'S REPORTS, BRIEFINGS AND LEGISLATIVE UPDATES..... KEN NOAH

For the first part of Superintendent Noah's report, Ms. King introduced San Diego County Treasurer-Tax Collector Dan McAllister, who addressed the Board regarding efforts to reform the way in which General Obligation Bond Financings that include Capital Appreciation Bonds (CABs) are issued. For more information, please visit their website at [www.sdtreastax.com](http://www.sdtreastax.com).

For the second part of Mr. Noah's report, Mr. Eric Dill gave an update on the plumbing situation at Torrey Pines High School, where there was a water main break on Tuesday morning. The source was 13 feet deep underground. This was the main water supply for the campus. Portable bathroom facilities and water bottles were provided to students and staff on the campus for two days. The main water supply to the school was restored by the time of this meeting. Mr. Dill commended staff and district administration for the efforts. Costs to fully repair this may require an Emergency Special Board Meeting at which time they would adopt an Emergency Repair Resolution. (24-hour notice as per the Brown Act).

10. SCHOOL / DEPARTMENT UPDATES ..... (NONE SCHEDULED)

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

\*It was moved by Ms. Barbara Groth, seconded by Ms. Amy Herman, that all consent Items 11 through 15, be approved as listed below. Motion unanimously carried.

**11. SUPERINTENDENT**

A. GIFTS AND DONATIONS

Accept the Gifts and Donations, as presented.

B. FIELD TRIP REQUESTS

Approval of Field Trip Requests as presented.

**12. HUMAN RESOURCES**

A. PERSONNEL REPORTS

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

- 1. Certificated and/or Classified Personnel Reports, as presented. (revision attached)

**13. EDUCATIONAL SERVICES**

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

- 1. Walroux Enterprises, to provide grant writing, research, and reporting services, during the period September 1, 2012 through July 31, 2013, at the rate of \$75.00 per hour, to be expended from TUPE Grant Funds and the General Fund/Restricted 06-00.

**14. PUPIL SERVICES / SPECIAL EDUCATION**

**SPECIAL EDUCATION**

A. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL / NON-PUBLIC AGENCY CONTRACTS, INDEPENDENT CONTRACTOR AGREEMENTS, AND/OR MEMORANDUMS OF UNDERSTANDING

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

- 1. Autism Spectrum Consultants (NPA), during the period July 1, 2012 through June 30, 2013.
- 2. Daniel Davis Optometry, Inc., to provide developmental optometry services, during the period July 1, 2012 through June 30, 2013, at the rate of \$125.00 per hour for therapy and \$280.00 per hour for evaluations, to be expended from the General Fund/Restricted 06-00.
- 3. Encinitas Learning Center (NPA), during the period July 1, 2012 through June 30, 2013.
- 4. Schloyer Audiology (ICA), to provide comprehensive auditory processing assessment services, during the period July 1, 2012 through June 30, 2013, at the rate of \$150.00 per hour, to be expended from the General Fund/Restricted 06-00.
- 5. Jodie K. Schuller & Associates (ICA), to provide Speech/Language developmental, remediation, and transition services, during the period July 1, 2012 through June 30, 2013, at the rate of \$150.00 per hour, to be expended from the General Fund/Restricted 06-00
- 6. Sierra Academy of San Diego (NPS), during the period July 1, 2012 through June 30, 2013.
- 7. Yellowstone Boys & Girls Ranch (NPS), during the period July 1, 2012 through June 30, 2013.
- 8. Family Life Center (NPS), during the period July 1, 2012 through June 30, 2013.
- 9. New Bridge School (NPS), during the period July 1, 2012 through June 30, 2013.

10. Susan F. Berkowitz, MS (ICA), to provide speech/language development, remediation, and assessments, during the period July 1, 2012 through June 30, 2013, at the rate of \$130.00 per hour, to be expended from the General Fund/Restricted 06-00.
11. West Shield Adolescent Services (ICA), to provide transporting/escorting services for special education students at risk to residential facilities, during the period July 1, 2012 through June 30, 2013, at the rate of \$81.00 per hour, to be expended from the General Fund/Restricted 06-00.
12. Teri, Inc. (NPS), during the period July 1, 2012 through June 30, 2013.

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

**PUPIL SERVICES** (None Submitted)

**15. BUSINESS**

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. The Regents of the University of California, for the lease of facilities at the University of California, San Diego, for the Torrey Pines High School Men's Water Polo try outs, practices and games, during the period August 15, 2012 through November 16, 2012, for an amount not to exceed \$8,113.16, to be paid for by the Torrey Pines High School Foundation.
2. Steven Smith Landscape, Inc., to provide landscape maintenance services at various sites district wide, during the period September 6, 2012 through June 30, 2013, for an amount not to exceed \$30,000.00, to be expended from the fund to which the project is charged.
3. CEPA Operations, Inc., to provide annual laboratory fume hood testing district wide, during the period September 6, 2012, through June 30, 2013 for an annual estimated amount of \$1,505.00, to be expended from the General Fund 03-00.
4. Darnell & Associates, Inc., to provide a traffic impact study for the proposed Pacific Highlands Ranch middle school, during the period September 21, 2012 through June 30, 2013, for an amount not to exceed \$18,525.00, to be expended from Mello-Roos Funds and Capital Facilities Fund 25-19.
5. Lionakis, to provide coordination services and to process the California Department of Education (CDE) School Facilities Planning Division (SFPD) school site approval applications for the proposed Pacific Highlands Ranch middle school, during the period September 27, 2012 until project completion, for an amount not to exceed \$35,600.00, to be expended from Mello-Roos Funds and Capital Facilities Fund 25-19.
6. Pardee Homes, a California corporation, to provide a right of entry permit for the San Dieguito Union High School District to perform activities and testing required by the State of California for land that may be acquired and used for the proposed Pacific Highlands Ranch middle school, during the period September 21, 2012 through July 31, 2013, at no cost to the district.
7. Latitude 33 Planning & Engineering, to provide civil engineering boundary and topographic survey and mapping services for Canyon Crest Academy and the proposed Pacific Highlands Ranch middle school, during the period September 21, 2012 until project completion, for an amount not to exceed \$29,500.00 plus reimbursable expenses, to be expended from Mello-Roos Funds and Capital Facilities Fund 25-19.

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

C. AWARD/RATIFICATION OF CONTRACTS

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

1. Fredricks Electric, Inc., for Cabling Installations-District Wide B2013-03, during the period October 1, 2012 through September 30, 2013, 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.

D. APPROVAL OF CHANGE ORDERS

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

1. Replace Roofing at Torrey Pines High School Northwest Portion of Building B project B2012-15, increasing the contract amount by \$1,555.00, to be expended from the Torrey Pines Lease Revenue Bonds 2012.

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

F. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

1. Purchase Orders
2. Membership Listing (None Submitted)

**DISCUSSION / ACTION ITEMS ..... (ITEM 16)**

16. ADOPTION OF 2012-13 DISTRICT GENERAL FUND BUDGET / FALL REVISION

It was moved by Ms. Beth Hergesheimer, seconded by Ms. Barbara Groth, to adopt the 2012-13 District General Fund Budget, Fall Revision, as presented. There was a speaker slip submitted by a member of the public and President Dalessandro called for public comments. Mr. Steve McDowell requested further clarification on this item. Mr. Eric Dill responded (addressing the School Board). A roll call followed; Motion unanimously carried.

**INFORMATION ITEMS..... (ITEMS 17 - 26)**

17. BOARD POLICY REVISION PROPOSALS (3), #2140, "EVALUATION OF THE SUPERINTENDENT"; #9140, "BOARD REPRESENTATIVES"; #9323.2, "ACTIONS BY THE BOARD"

These board revision proposals were presented for first read and will be resubmitted for board action on October 4, 2012.

18. SAN DIEGUITO UNION HIGH SCHOOL DISTRICT EDUCATION PLAN, 2012-2013

This item was presented for first read and will be resubmitted for board action on October 4, 2012

19. BUSINESS SERVICES UPDATE ..... ERIC DILL, ASSOCIATE SUPERINTENDENT

Mr. Dill and Director of Purchasing and Risk Management, Ms. Christina Bennett, participated in an emergency response drill with the City of Encinitas on September 20<sup>th</sup>. Mr. Dill stated the district communicates with safety agencies regularly to improve the district's disaster preparedness.

21. HUMAN RESOURCES UPDATE ..... TERRY KING, ASSOCIATE SUPERINTENDENT

Ms. King had nothing further to report.

22. EDUCATIONAL SERVICES UPDATE ..... RICK SCHMITT, ASSOCIATE SUPERINTENDENT

Mr. Schmitt presented an overview of Adult Education Financial History from 2008 – 2012, along with a projections for 2012-13. Mr. Schmitt also reviewed budget revenues and expenses and allocations history of the district's Regional Occupational Program (ROP). (Supporting documents for all updates attached).

23. PUBLIC COMMENTS – (No comments presented)

24. FUTURE AGENDA ITEMS - None discussed.

25. ADJOURNMENT TO CLOSED SESSION – Not required.

26. CLOSED SESSION – Nothing further to report out of closed session.

27. ADJOURNMENT OF MEETING - Meeting adjourned at 8:03 PM.

\_\_\_\_\_  
Amy Herman, Board Clerk

\_\_\_\_ / \_\_\_\_ / 2012  
Date

\_\_\_\_\_  
Ken Noah, Superintendent

\_\_\_\_ / \_\_\_\_ / 2012  
Date

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 19, 2012

**BOARD MEETING DATE:** September 20, 2012

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

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL OF CERTIFICATED and  
CLASSIFIED PERSONNEL

-----  
**EXECUTIVE SUMMARY**

Please find the following Personnel actions attached for Board Approval:

**Certificated**

Employment  
Change in Assignment  
Resolution to Teach Outside Credentialed Area  
Resignation

**Classified**

Change in Assignment  
Resignation

**RECOMMENDATION:**

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

**FUNDING SOURCE:**

General Fund

APPROVED IN PUBLIC MEETING OF THE  
BOARD OF TRUSTEES OF THE SAN DIEGUITO  
UNION HIGH SCHOOL DISTRICT 9-20-12

*Becky Banning*  
\_\_\_\_\_  
BECKY BANNING RECORDING SECRETARY  
BOARD OF TRUSTEES

**CERTIFICATED PERSONNEL**

**Employment**

1. **Robbie Chasse**, 100% Temporary Teacher (math) at Torrey Pines High for the remainder of the 2012-13 school year, effective 9/18/12 through 6/14/13.
2. **Megan Clements**, 20% Temporary Teacher (biology) at La Costa Canyon for the remainder of the 2012-13 school year, effective 9/14/12 through 6/14/13.
3. **Kaitlin Hildebrand**, 20% Temporary Teacher (math) at Torrey Pines High for the remainder of the 2012-13 school year, effective 9/18/12 through 6/14/13.
4. **Kerry Kosmicki**, 60% Temporary Teacher (Special Ed – mild/moderate) at Oak Crest Middle School for the remainder of the 2012-13 school year, effective 9/06/12 to 6/14/13.
5. **Kelly Lewis**, 67% Temporary Teacher (biology) at San Dieguito Academy for the remainder of Semester I only/2012-13 school year, effective 9/04/12 through 1/25/13.
6. **Torrie L. Norton**, Associate Superintendent/Human Resources at the District Office, effective 12/19/2012.

**Change in Assignment**

1. **Sarah Dean**, Temporary Teacher (Spanish) at Carmel Valley Middle School, change in assignment from 60% to 100% for the remainder of the 2012-13 school year, effective 8/28/12 through 6/14/13.
2. **Kelly Murphy**, Temporary Teacher (social science) at Diegueno Middle School, change in assignment from 20% to 40% for the remainder of the 2012-13 school year, effective 8/28/12 through 6/14/13.
3. **Carolyn Tedder**, 60% Temporary Teacher (Special Ed – mild/moderate) at Carmel Valley Middle School, change in assignment to 80% (additional 20% assignment at Torrey Pines High) for the remainder of the 2012-13 school year, effective 9/18/12 through 6/14/13.

**Approval of resolutions for the following teachers to teach one period of a competitive sport outside their credentialed area for the 2012-13 school year, effective 8/21/12 through 6/14/13, authorized by Education Code Section 44258.7(b):**

David Cassaw	Basketball PE at La Costa Canyon
Scott Chodorow	Pep Squad at Torrey Pines
Charlene Falcis-Stevens	Track & Field and Cross Country at Torrey Pines
Matthew Livingston	Baseball PE at Torrey Pines
Justin Machado	Baseball PE at La Costa Canyon

**Resignation**

1. **Debra Brody**, Workability Coordinator at San Dieguito Academy, resignation for retirement purposes, effective 10/31/12.
2. **Terry King**, Associate Superintendent/Human Resources at the District Office, resignation for retirement purposes, effective 2/01/13.

## PERSONNEL LIST

### CLASSIFIED PERSONNEL

#### Change in Assignment

1. Schoonard, Jeffrey, from Maintenance Worker I, SR34, 100% FTE to Custodian Floater, SR33, 100% FTE, effective 9/10/12

#### Resignation

1. Margiotta, Kathleen, Secretary, Oak Crest MS, resignation effective 9/07/12



**Adult Education Financial History, 2008 – 2012**  
**Projection for 2012-13**  
 September, 2012

The challenge for the SDUHSD Adult School is to continue to meet the changing needs of our community by running an effective program while facing the reality of our economic challenges. Our goal is to sustain a cost neutral program with the following constituents and customers as our focus:

<b>2012-13 Estimated AE REVENUE</b>		<b>2012-13 Estimated AE EXPENSES</b>	
Calif. State Revenue	\$0	Salaries & Benefits	\$721,734
Federal Funding	\$150,700	Books, Materials, Supplies	\$27,668
Collected Fees	\$680,000	Services & Operating Expenses	\$108,690
		Indirect Costs to SDUHSD	\$32,608
<b>Total</b>	<b>\$815,700</b>	<b>Total</b>	<b>\$890,700</b>
<b>2011-12 ACTUAL AE REVENUE</b>		<b>2011-12 ACTUAL AE EXPENSES</b>	
Calif. State Revenue	\$0	Salaries & Benefits	\$756,203
Federal Funding	\$142,805	Books, Materials, Supplies	\$29,959
Collected Fees	\$653,165	Services & Operating Expenses	\$119,708
Interest	\$0	Indirect Costs to SDUHSD	\$43,482
<b>Total</b>	<b>\$795,970</b>	<b>Total</b>	<b>\$949,352</b>
<b>2010-11 ACTUAL AE REVENUE</b>		<b>2010-11 ACTUAL AE EXPENSES</b>	
Calif. State Revenue	\$0	Salaries & Benefits	\$801,988
Carryover	\$13,553	Books, Materials, Supplies	\$28,166
Federal Funding	\$269,464	Services & Operating Expenses	\$132,968
Collected Fees	\$578,235	Indirect Costs to SDUHSD	\$33,206
<b>Total</b>	<b>\$847,699</b>	<b>Total</b>	<b>\$996,328</b>
<b>2009-10 ACTUAL AE REVENUE</b>		<b>2009-10 ACTUAL AE EXPENSES</b>	
Calif. State Revenue	\$0	Salaries & Benefits	\$972,525
Federal Funding	\$228,929	Books, Materials, Supplies	\$35,237
Collected Fees	\$626,414	Services & Operating Expenses	\$149,092
Interest	\$2,136	Indirect Costs to SDUHSD	\$35,810
2008-09 Carryover	\$468,000		
<b>Total</b>	<b>\$1,325,479</b>	<b>Total</b>	<b>\$1,192,666</b>
<b>2008-09 ACTUAL AE REVENUE</b>		<b>2008-09 ACTUAL AE EXPENSES</b>	
Calif. State Revenue	\$816,102	Salaries & Benefits	\$1,128,233
Federal Funding	\$193,000	Books, Materials, Supplies	\$105,000
Community Based Eng. Tutor	\$25,000	Services & Operating Expenses	\$142,000
Collected Fees	\$548,728	Indirect Costs to SDUHSD	\$0
Interest	\$10,869		
<b>Total</b>	<b>\$1,844,148</b>	<b>Total</b>	<b>\$1,610,074</b>

**San Dieguito Regional Occupational Program  
 Budget Revenues and Expenses  
 2008-2013**

<b>2012-2013 Estimated Revenue</b>		<b>2012-2013 Estimated Expenses</b>	
SDCOE ROP Revenue	\$ 1,575,458.00	Salaries and Benefits	\$ 1,385,007.00
Perkins 131/132 Grant	\$ 124,994.00	Materials and Supplies	\$ 80,000.00
Collected Fees (Night Classes)	\$ 5,000.00	Perkins Expenses	\$ 124,994.00
Other Revenue (Lottery)	\$ 70,399.00	Repairs and Maintenance	\$11,000
		Indirect Costs	\$53,000
<b>Total</b>	<b>\$ 1,775,851.00</b>	<b>Total</b>	<b>\$ 1,654,001.00</b>

***2012-13 (68 H.S ROP Sections + 3 night classes, 2374 Students)***

***ROP Tier III Transfer \$112,576.00***

<b>2011-2012 Revenue</b>		<b>2011-2012 Expenses</b>	
SDCOE ROP Revenue	\$ 1,430,494.00	Salaries and Benefits	\$ 1,283,031.00
Perkins 131/132 Grant	\$ 90,174.00	Materials and Supplies	\$ 77,577.00
Collected Fees (Night Classes)	\$ 6,360.00	Perkins Expenses	\$ 90,174.00
Other Revenue (Lottery)	\$ 54,456.00	Repairs and Maintenance	\$6,569
		Indirect Costs	\$80,278
<b>Total</b>	<b>\$ 1,581,484.00</b>	<b>Total</b>	<b>\$ 1,537,629.00</b>

***2011-12 ( 64 H.S ROP Sections + 3 night classes, 2208 Students)***

***ROP Tier III Actual Transfer \$190,241***

<b>2010-11 Revenue</b>		<b>2010-2011 Expenses</b>	
SDCOE ROP Revenue	\$ 1,533,564.00	Salaries and Benefits	\$ 1,162,655.00
Perkins 131/132 Grant	\$ 88,745.00	Materials and Supplies	\$ 27,000.00
Collected Fees (Nigh Classes)	\$ 5,800.00	Perkins Expenses	\$ 88,745.00
Other Revenue (Lottery)	\$ 50,855.00	Indirect Costs	\$71,468
<b>Total</b>	<b>\$ 1,678,964.00</b>	<b>Total</b>	<b>\$ 1,349,868.00</b>

***2010-11 (60 H.S Sections, 3 Nigh Classes, 1965 students)***

<b>2009-10 Revenue</b>		<b>2009-2010 Expenses</b>	
SDCOE ROP Revenue	\$ 1,427,735.00	Salaries and Benefits	\$ 997,899.00
Perkins 131/132 Grant	\$ 89,473.00	Materials and Supplies	\$ 49,689.00
Collected Fees (Nigh Classes)	\$ 2,600.00	Perkins Expenses	\$ 89,473.00
Other SDCOE Revenue	\$ 188,175.00		
<b>Total</b>	<b>\$ 1,707,983.00</b>	<b>Total</b>	<b>\$ 1,137,061.00</b>

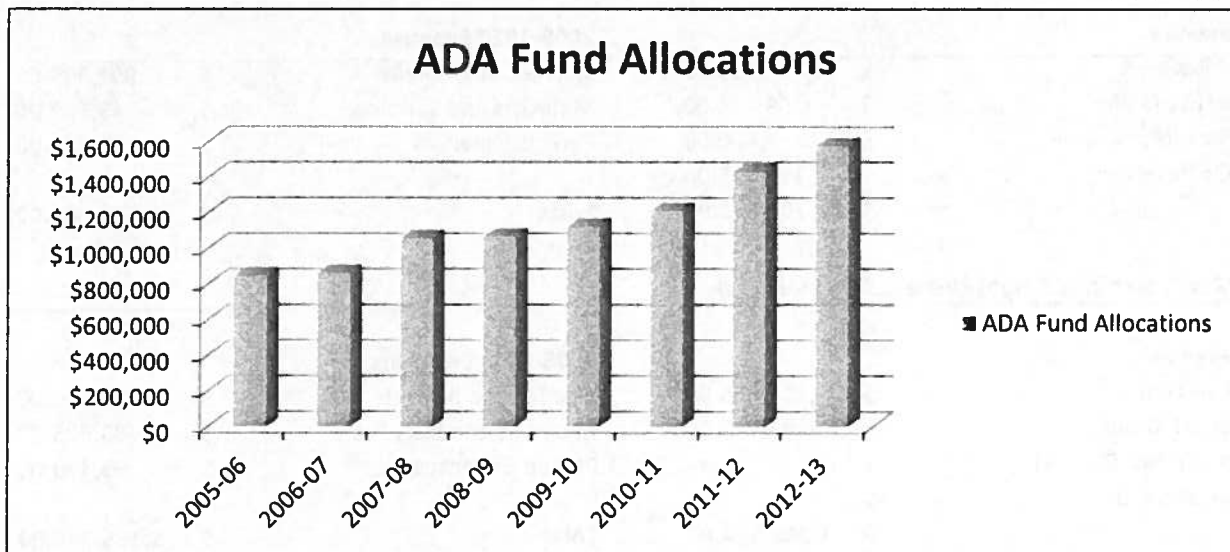
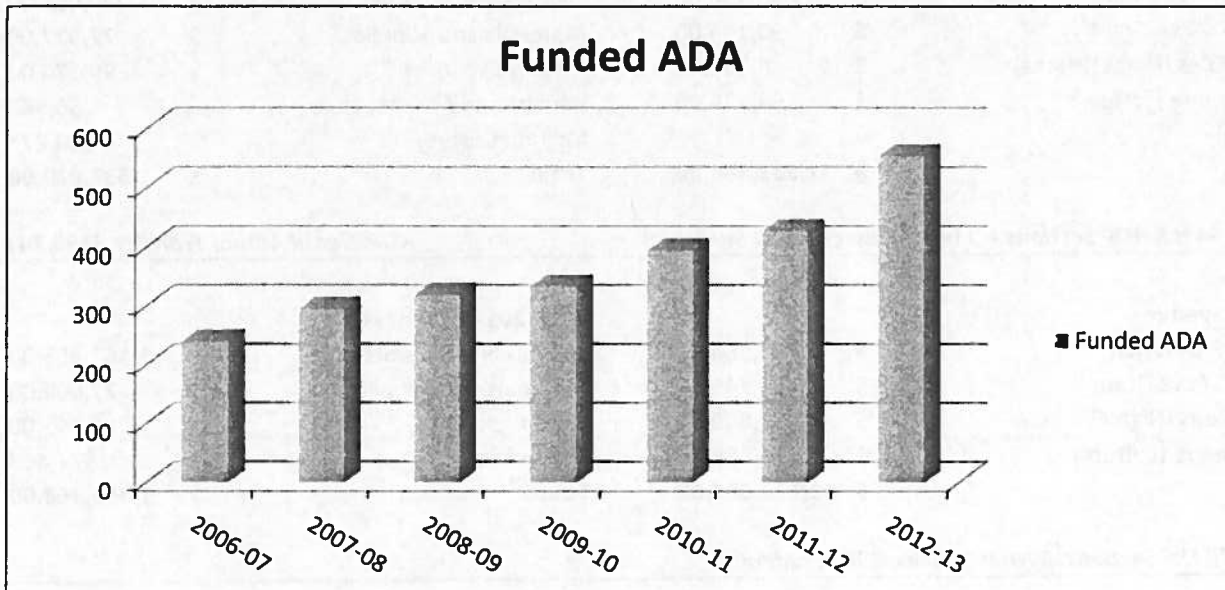
***2009-10 (62 H.S. Sections, 3 night classes, 1600 students)***

<b>2008-09 Revenue</b>		<b>2008-2009 Expenses</b>	
SDCOE ROP Revenue	\$ 1,294,695.00	Salaries and Benefits	\$ 972,690.00
Perkins 131/132 Grant	\$ 93,479.00	Materials and Supplies	\$ 89,575.00
Collected Fees (Nigh Classes)	\$ -	Perkins Expenses	\$ 93,479.00
Other SDCOE Revenue	\$ -		
<b>Total</b>	<b>\$ 1,388,174.00</b>	<b>Total</b>	<b>\$ 1,155,744.00</b>

***2008-2009 (54 H.S. Sections, 5 night classes)***

## SDUHSD ROP Allocations History 2005-2013

Year	Funded ADA	ADA Fund Allocations
2005-06	230.62	\$846,211
2006-07	239.59	\$859,468
2007-08	295.18	\$1,057,630
2008-09	319.31	\$1,063,940
2009-10	333.06	\$1,122,218
2010-11	394.50	\$1,209,128
2011-12	426.67	\$1,430,494
2012-13	553.83	\$1,575,458



1 ADA = 525 hours of instruction

For 2012-13, 1 ADA = \$2,844.66

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 27, 2012

**BOARD MEETING DATE:** October 4, 2012

**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 report.

### RECOMMENDATION:

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

### FUNDING SOURCE:

Not applicable

KN/bb



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 17, 2012

**BOARD MEETING DATE:** October 4, 2012

**PREPARED BY:** Rick Schmitt  
Associate Superintendent/Educational Services

**SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF FIELD TRIP  
REQUESTS

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### EXECUTIVE SUMMARY

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

### RECOMMENDATION:

The administration recommends that the Board approve / ratify the field trips, as shown on the attached supplement.

### FUNDING SOURCE:

As listed on the attached supplement.

**FIELD TRIP REQUESTS**  
**SDUHSD BOARD MEETING**  
**October 4, 2012**

Item #	Date	Sponsor, Last Name	First Name	School Team/Club	Total # Students	Total # Chaperones	Event Description / Name of Conference	City	State	Loss of Class Time	\$ Cost
1	04/09/2013 - 04/19/2013	Foss	Jesse	LCC Boys Lacrosse	35	5	Lacrosse Games, College Visits, Historical Sites Visits	Haverford	PA	0	LCC Foundation
2	10-19-12 - 10-21-12	Barry	Melissa	SDA Speech & Debate	40	10	Speech & Debate Tournaments	Fullerton	CA	1 Day	SDA Foundation
3	11-02-12 - 11-04-12	Barry	Melissa	SDA Speech & Debate	10	3	Speech & Debate Tournaments	Los Angeles	CA	1 Day	SDA Foundation
4	10-25-12 - 10-27-12	Newman and Santos	Blaze and Michael	SDA AVID	55	4	AVID College Trip	San Louis Obispo, Northridge, Channel Islands	CA	2 Days	SDA Foundation
5	04-27-13 - 04-29-13	Willcox	Amy	TPHS Jazz Band	14	3	Reno Jazz Festival	Reno	NV	1 Day	TPHS Foundation
6	04-25-13 - 04-28-13	Boardman Smith	Mia	TPHS Advanced Journalism & Yearbook	20	1	Spring National HS Journalism Conference	San Francisco	CA	2 Days	TPHS Foundation

\* 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:** September 25, 2012

**BOARD MEETING DATE:** October 4, 2012

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

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL OF CERTIFICATED and  
CLASSIFIED PERSONNEL

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### EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board Approval:

#### Certificated

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

#### Resignation

1. **Tina Wirth**, Teacher (Special Ed. – Mild/Moderate) on long term medical leave of absence from Diegueno Middle School, resignation for STRS disability retirement, effective 12/18/12.

## PERSONNEL LIST

### CLASSIFIED PERSONNEL

#### Employment

1. **Magana, Norma**, Nutrition Services Assistant I, SR25, 31.25% FTE, Carmel Valley Middle School, effective 10/01/12

#### Change in Assignment

1. **Cooper, Cheryl**, from Instructional Assistant SpEd, SR34, 48.75% FTE, Diegueño Middle School to Job Placement Assistant, SR35, 75% FTE, Canyon Crest Academy and San Dieguito Academy, effective 10/02/12
2. **Garcia, Zoila**, additional assignment, Nutrition Services Assistant Transporter, SR27, 25% FTE, San Dieguito Academy, effective 10/01/12

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 26, 2012

**BOARD MEETING DATE:** October 4, 2012

**PREPARED BY:** Michael Grove, Executive Director of Curriculum,  
Instruction and Assessment  
Rick Schmitt, Associate Superintendent Educational  
Services

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF  
PROFESSIONAL SERVICES CONTRACTS/  
EDUCATIONAL SERVICES

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### EXECUTIVE SUMMARY

The attached Professional Services Report/Educational Services summarizes four contracts.

### 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

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT****EDUCATIONAL SERVICES - PROFESSIONAL SERVICES REPORT****Date: 10-04-12**

<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>
04/24/13	22 <sup>nd</sup> District Agricultural Association	Provide use of the Del Mar Fairgrounds premises for the San Dieguito Union High School District College Fair and Night	General Fund 03-00 and Torrey Pines High School fundraising events	\$7,620.00
09/17/12 – 09/24/13	Vantage Learning, L.L.C. d/b/a Vantage Learning	Provide My Access! Instructional Writing Program Master Services Agreement	General Fund 03-00	\$30,000.00
10/03/12 – 04/03/13	Leaning On Visions and Education	Provide workshops to parents	General Fund/Restricted 06-00	\$1,200.00
09/24/12 – 10/12/12	City of San Diego Park and Recreation Department	Provide the Torrey Pines High School Adaptive PE Department use of the Carmel Valley Swimming Pool	Torrey Pines High School Foundation	\$240.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 21, 2012

**BOARD MEETING DATE:** October 4, 2012

**PREPARED BY:** Chuck Adams, Director of Special Education  
Rick Schmitt, Associate Superintendent,  
Educational Services

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF AGREEMENTS

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### EXECUTIVE SUMMARY

The attached Special Education Agreements report summarizes thirteen agreements.

### RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the contracts as shown on the attached Special Education Agreements report.

### FUNDING SOURCE:

As noted on the attached report.

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

ITEM 14A

**SPECIAL EDUCATION AGREEMENTS****Date: 10-04-12**

<b><u>Contract Effective Dates</u></b>	<b><u>Contractor/Vendor</u></b>	<b><u>Description of Services</u></b>	<b><u>School/ Department Budget</u></b>	<b><u>Fee Not to Exceed</u></b>
7/1/12 – 6/30/13	Elizabeth Christensen, O.D., ICA	Comprehensive developmental vision evaluations, vision therapy and progress evaluations	General Fund/ Restricted 06-00	\$300.00/Eval. \$150.00/Eye Exam \$130.00/Hr. - Therapy
7/1/12 – 6/30/13	Provo Canyon School, NPS/RTC	Basic Education Program – Non Inclusive	General Fund/ Restricted 06-00	\$165.00/Diem – Educ. \$162.00/Diem – R & B \$90.00/Diem - ERMHS
7/1/12 – 6/30/13	Oak Grove Institute, NPS/RTC	Basic Education Program – Non Inclusive	General Fund/ Restricted 06-00	\$150./62/Diem – Residential \$141.12/Diem – Day Treat \$168.04/Diem R & B, ERMHS
7/1/12 – 6/30/13	Banyan Tree Learning Center, NPA & NPS	NPA – Behavior Intervention including Development & Modification NPS – Basic Education Program – Inclusive	General Fund/ Restricted 06-00	NPA = \$63.86/Hour NPS = \$220.00/Diem – Educ.
7/1/12 – 6/30/13	AEFCT, NPA	Behavior Intervention including Development & Modification (BID) & Implementation (BII)	General Fund/ Restricted 06-00	\$120.00/Hr. – Behavior Intervention (BID) \$55.00/Hr. – Behavior Implementation (BII)
7/1/12 – 6/30/13	Catalyst Therapy, Inc., ICA	Occupational Therapy Assessments & Therapy	General Fund/ Restricted 06-00	\$150.00/Hr. – Therapy \$600.00/Assessment
7/1/12 – 6/30/13	The Winston School, NPS	Basic Education Program – Inclusive	General Fund/ Restricted 06-00	\$129.14/Diem – Educ.
7/1/12 – 6/30/13	The Institute of Effective Education, NPS	Basic Education Program – Inclusive	General Fund/ Restricted 06-00	\$166.39/Diem – Educ.
7/1/12 – 6/30/13	Logan River Academy, NPS/RTC	Basic Education Program – Non Inclusive	General Fund/ Restricted 06-00	\$108.58/Diem – Educ. \$145.00/Diem – R & B \$72.42/Diem - ERMHS
7/1/12 – 6/30/13	San Diego Center for Vision Care, NPA	Comprehensive Developmental Evaluations, Therapy & Progress Reports	General Fund/ Restricted 06-00	\$157.00/Hr. – Therapy \$587.00/Eval.
7/1/12 – 6/30/13	Melissa L. Haider, MPT, ICA	Physical Therapy Evaluations, Consultation & Direct Therapy	General Fund/ Restricted 06-00	\$115.00/Hr.
7/1/12 – 6/30/13	Interpreters Unlimited, ICA	Language Interpreting Services	General Fund/ Restricted 06-00	\$51.00 - \$140.00/Hr.
7/1/12 – 6/30/13	Nancy E. Markel, Ph.D., ICA	Provide neuropsychological assessments, consultations with students, staff & attorneys as necessary	General Fund/ Restricted 06-00	\$225.00/Hr.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 26, 2012

**BOARD MEETING DATE:** October 4, 2012

**PREPARED BY:** Chuck Adams, Director of Special Education  
Rick Schmitt, Associate Superintendent,  
Educational Services

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL OF PARENT SETTLEMENT  
AND RELEASE AGREEMENTS

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### EXECUTIVE SUMMARY

The attached Special Education Agreements report for Parent Settlement and Release Agreements summarizes two Settlements Agreements that provided services for Special Education Students.

### RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the contracts as shown on the attached Special Education Agreements report.

### FUNDING SOURCE:

As noted on the attached report.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14B

SPECIAL EDUCATION AGREEMENTS

DATE: October 4, 2012

<u>Student SSID No.</u>	<u>Description of Services</u>	<u>Date Executed</u>	<u>School/Department Budget</u>	<u>Amount</u>
9067549961	Parent Settlement Agreement – <i>Revised</i>	8-29-12	General Fund Special Education 06-00	Original Amount \$28,000.00 Final Amount: \$8,600.00 Savings: \$19,400.00
7069863756	Parent Settlement Agreement	8-27-12	General Fund Special Education 06-00	\$14,055.00



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 26, 2012

**BOARD MEETING DATE:** October 4, 2012

**PREPARED BY:** Christina M. Bennett, Director of Purchasing/Risk Mgt  
Eric R. Dill, Associate Superintendent/Business

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF  
PROFESSIONAL SERVICES CONTRACTS/  
BUSINESS

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### EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes four contracts.

### 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 report.

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT****BUSINESS - PROFESSIONAL SERVICES REPORT****Date: 10-04-12**

<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>
07/01/12 until terminated	Safety Kleen Systems, Inc.	Provide monthly solvent tank service at San Dieguito Union High School District Transportation Department	General Fund/Restricted 06-00	\$2,000.00
07/01/12 until terminated	Lloyd Pest Control	Provide monthly pest control services (inside and out) for kitchens at all school sites except Sunset High School	General Fund 03-00	\$4,000.00
10/05/12 until terminated	Cable Pipe Leak Detection	Provide cable, pipe and leak detection services on an as needed basis district wide	General Fund 03-00	\$3,000.00
10/05/12 until project completed	Dudek	Provide an acoustical technical report predicting traffic noise, recreational noise, construction noise, vibration, and possible mitigation measures for the proposed Pacific Highlands Ranch middle school	Mello-Roos Funds and Capital Facilities Fund 25-19	\$5,000.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 26, 2012

**BOARD MEETING DATE:** October 4, 2012

**PREPARED BY:** Christina M. Bennett, Director of Purchasing/Risk Mgt  
Eric R. Dill, Associate Superintendent/Business

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL/RATIFICATION OF  
AMENDMENTS TO AGREEMENTS

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### EXECUTIVE SUMMARY

The attached Amendment to Agreements Report summarizes one amendment to agreements.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on attached list

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**AMENDMENT TO AGREEMENTS REPORT**

**Date: 10-04-12**

<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>
NA	School Wise Press	For the School Accountability Report Card (SARC) agreement, decreasing the number of schools receiving a Spanish report for the 2011-2012 reporting year from two to one resulting in a reduction of the fee and savings to the district of \$315.00	NA	NA

# San Dieguito Union High School District

## **INFORMATION REGARDING BOARD AGENDA ITEM**

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 25, 2012

**BOARD MEETING DATE:** October 4, 2012

**PREPARED BY:** Eric R. Dill  
Associate Superintendent, Business

**SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** APPROVAL OF BUSINESS REPORTS

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### **EXECUTIVE SUMMARY**

Please find the following business reports submitted for your approval:

1. Purchase Orders
2. Membership Listing (None Submitted)

### **RECOMMENDATION:**

It is recommended that the Board approve the following business reports: 1) Purchase Orders, and 2) Membership Listings (None Submitted).

### **FUNDING SOURCE:**

Not applicable

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 09/11/12 THRU 09/24/121  
ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
230791	09/11/12	03	AMERICAN MEDICAL RES	010	OTHER SERV.& OPER.EX	\$309.70
230795	09/11/12	03	SEHI-PROCOMP COMPUTE	035	COMPUTER SUPPLIES	\$1,043.02
230802	09/11/12	03	PEARSON LEARNING GRO	005	MATERIALS AND SUPPLI	\$1,291.15
230803	09/11/12	03	ONE STOP TONER AND I	035	COMPUTER SUPPLIES	\$430.96
230804	09/12/12	03	APPERSON EDUCATION P	014	MATERIALS AND SUPPLI	\$111.84
230805	09/12/12	25-19	VIRCO MANUFACTURING	004	MATERIALS AND SUPPLI	\$183.52
230806	09/12/12	03	AMAZON.COM	010	MATERIALS AND SUPPLI	\$488.33
230807	09/12/12	06	THERAPY SHOPPE, INC.	030	MATERIALS AND SUPPLI	\$106.93
230808	09/12/12	03	ONE STOP TONER AND I	005	MATERIALS AND SUPPLI	\$312.44
230809	09/12/12	06	AREY JONES EDUCATION	035	MATERIALS AND SUPPLI	\$66.27
230810	09/12/12	03	ONE STOP TONER AND I	014	MATERIALS AND SUPPLI	\$75.41
230811	09/12/12	03	ONE STOP TONER AND I	012	MATERIALS AND SUPPLI	\$290.86
230812	09/12/12	06	LHOTAN, ROSEMARY & R	030	PAY IN LIEU OF TRANS	\$1,026.20
230813	09/12/12	03	BLICK, DICK (DICK BL	014	MATERIALS AND SUPPLI	\$1,165.00
230814	09/12/12	06	HELLER, MR & MRS GEO	030	MEDIATION SETTLEMENT	\$14,055.00
230815	09/12/12	03	ADA BADMINTON & TENN	005	MATERIALS AND SUPPLI	\$446.09
230816	09/12/12	06	MISSION FEDERAL CRED	030	MATERIALS AND SUPPLI	\$58.15
230817	09/12/12	03	ACTIVE NETWORK	032	COMPUTR SOFTWARE SUP	\$1,912.56
230818	09/12/12	06	SAN DIEGO COFFEE TEA	030	MATERIALS AND SUPPLI	\$118.79
230819	09/12/12	06	MISSION FEDERAL CRED	013	MATERIALS AND SUPPLI	\$2,983.60
230820	09/12/12	06	MISSION FEDERAL CRED	010	TEXTBOOKS	\$264.78
230821	09/12/12	03	MOBIL CONSTRUCTION S	025	OTHER SERV.& OPER.EX	\$1,265.00
230822	09/13/12	13	HOME DEPOT	031	MATERIALS AND SUPPLI	\$1,000.00
230823	09/13/12	03	SAFARI MONTAGE	035	COMPUTER LICENSING	\$2,195.00
230824	09/13/12	03	AREY JONES EDUCATION	035	NON-CAPITALIZED TECH	\$712.45
230826	09/13/12	06	BLICK, DICK (DICK BL	012	MATERIALS AND SUPPLI	\$69.10
230827	09/13/12	03	BLICK, DICK (DICK BL	012	MATERIALS AND SUPPLI	\$126.18
230828	09/13/12	03	DATEL SYSTEMS INC	004	MATERIALS AND SUPPLI	\$115.29
230829	09/13/12	03	SEHI-PROCOMP COMPUTE	013	MATERIALS AND SUPPLI	\$444.12
230830	09/13/12	06	SUPPLY MASTER INC	008	MATERIALS AND SUPPLI	\$122.84
230831	09/13/12	06	EDUCATIONAL DATA SYS	024	MATERIALS AND SUPPLI	\$503.80
230832	09/13/12	03	POSITIVE PROMOTIONS,	004	MATERIALS AND SUPPLI	\$117.17
230833	09/13/12	03	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLI	\$355.10
230834	09/13/12	03	SPINITAR PRESENTATIO	010	MATERIALS AND SUPPLI	\$884.13
230835	09/13/12	11	SURF AND TURF GOLF	009	FEES - ADMISSIONS, T	\$5,500.00
230836	09/13/12	11	ENCINITAS RANCH GOLF	009	FEES - ADMISSIONS, T	\$5,500.00
230837	09/13/12	06	AUTOMOBLOX	010	MATERIALS AND SUPPLI	\$214.22
230839	09/13/12	06	N C L B	032	TRAVEL AND CONFERENC	\$1,482.00
230840	09/13/12	06	GLENCOE-MACMILLAN/MC	005	E-BOOKS OTHER THAN T	\$4,460.85
230841	09/13/12	03	ENCINITAS, CITY OF	025	SEWER CHARGES	\$50,649.01
230842	09/13/12	06	CHENG & TSUI CO	005	E-BOOKS OTHER THAN T	\$2,520.70
230843	09/13/12	06	ONE STOP TONER AND I	030	MATERIALS AND SUPPLI	\$107.74
230844	09/13/12	06	AMAZON.COM	030	MATERIALS AND SUPPLI	\$310.80
230845	09/13/12	06	ONE STOP TONER AND I	030	MATERIALS AND SUPPLI	\$387.85
230846	09/13/12	03	AMAZON.COM	014	MATERIALS AND SUPPLI	\$13.74
230847	09/13/12	06	ALTERNATIVE TEACHING	030	OTHER CONTR-N.P.A.	\$106,960.00
230848	09/13/12	06	AUTISM-PRODUCTS.COM	030	MATERIALS AND SUPPLI	\$732.06
230849	09/14/12	03	A B M ELECTRICAL SOL	025	REPAIRS BY VENDORS	\$13,960.89
230850	09/14/12	06	B&H PHOTO-VIDEO-PRO	030	MATERIALS AND SUPPLI	\$269.32
230851	09/14/12	06	STAPLES ADVANTAGE	030	MATERIALS AND SUPPLI	\$29.69
230852	09/14/12	06	STAPLES ADVANTAGE	030	MATERIALS AND SUPPLI	\$288.77
230853	09/14/12	03	BARRETT ROBINSON INC	025	NON-CAPITALIZED IMPR	\$1,112.00
230854	09/14/12	03	L B CONCRETE	025	REPAIRS BY VENDORS	\$1,500.00
230855	09/14/12	03	FRONTIER FENCE COMPA	025	REPAIRS BY VENDORS	\$2,252.00
230856	09/14/12	06	THERAPY SHOPPE, INC.	030	MATERIALS AND SUPPLI	\$106.93

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 09/11/12 THRU 09/24/122  
ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
230858	09/14/12	03	SCHOOL OUTFITTERS	012	MATERIALS AND SUPPLI	\$546.51
230859	09/14/12	03	ACCUVANT, INC.	035	COMPUTER SUPPLIES	\$1,532.21
230860	09/14/12	06	CASE POWER AND EQUIP	028	MATERIALS-VEHICLE PA	\$1,000.00
230861	09/14/12	06	HEARNE, WILLIAM AND/	030	OTHER SERV. & OPER.EX	\$4,250.00
230862	09/14/12	06	NASCO MODESTO	030	MATERIALS AND SUPPLI	\$598.99
230863	09/17/12	03	SCHOOL SPECIALTY PLA	003	MATERIALS AND SUPPLI	\$51.72
230864	09/17/12	06	MINUTEMAN PRESS LLC	030	MATERIALS AND SUPPLI	\$840.45
230865	09/17/12	03	AMERICAN CHEMICAL &	014	MATERIALS AND SUPPLI	\$271.53
230866	09/17/12	06	KAYE PRODUCTS, INC.	030	MATERIALS AND SUPPLI	\$266.83
230867	09/17/12	06	AMAZON.COM	030	MATERIALS AND SUPPLI	\$404.36
230868	09/17/12	06	SOLANA BEACH PHYSICA	030	PROF/CONSULT./OPER E	\$12,000.00
230869	09/17/12	06	CRIGER, SHARON A., P	030	PROF/CONSULT./OPER E	\$14,000.00
230870	09/17/12	03	LCD PRESENTATION SYS	014	MATERIALS AND SUPPLI	\$1,180.00
230871	09/17/12	06	OWEN, JEFFREY S. DR.	030	PROF/CONSULT./OPER E	\$20,000.00
230872	09/17/12	03	LCD PRESENTATION SYS	014	MATERIALS AND SUPPLI	\$330.00
230873	09/17/12	06	AMANDA J. GRETSCH, I	030	PROF/CONSULT./OPER E	\$15,000.00
230874	09/17/12	03	ONE STOP TONER AND I	005	MATERIALS AND SUPPLI	\$425.49
230875	09/17/12	06	HAYTASINGH, RIENZI	030	PROF/CONSULT./OPER E	\$15,000.00
230876	09/17/12	03	ADVANCED CHEMICAL TR	037	HAZARDOUS WASTE DISP	\$5,000.00
230877	09/17/12	03	SAN DIEGO DIGITAL SO	003	MATERIALS AND SUPPLI	\$831.63
230878	09/18/12	03	GOPHER SPORT	005	MATERIALS AND SUPPLI	\$32.84
230879	09/18/12	06	BUSWEST	028	MATERIALS-VEHICLE PA	\$2,000.00
230880	09/18/12	03	SAFARI MONTAGE	035	COMPUTER LICENSING	\$1,250.00
230881	09/18/12	03	ALPHA GRAPHICS	012	MATERIALS AND SUPPLI	\$114.48
230882	09/18/12	03	AMAZON.COM	020	MATERIALS AND SUPPLI	\$74.97
230883	09/18/12	06	ZAPPONE, KAREN K.,	030	OTHER SERV. & OPER.EX	\$1,425.00
230884	09/18/12	03	TROXELL COMMUNICATIO	012	MATERIALS AND SUPPLI	\$1,454.59
230885	09/18/12	03	ONE STOP TONER AND I	014	MATERIALS AND SUPPLI	\$746.63
230886	09/18/12	06	WEISER, ANATOLY	030	FEES - ADMISSIONS, T	\$141.00
230887	09/18/12	03	SAFARI MONTAGE	012	COMPUTER LICENSING	\$1,880.24
230888	09/18/12	03	MISSION FEDERAL CRED	005	MATERIALS AND SUPPLI	\$82.21
230889	09/18/12	03	HAWTHORNE LIFT/NAUMA	025	REPAIRS BY VENDORS	\$9,224.00
230890	09/18/12	03	HAWTHORNE LIFT/NAUMA	025	REPAIRS BY VENDORS	\$1,051.00
230891	09/19/12	03	MUSIC MART	013	COMPUTER SOFTWARE	\$2,126.99
230892	09/19/12	03	SUPPLY MASTER INC	010	MATERIALS AND SUPPLI	\$232.74
230893	09/19/12	06	NEWS-2-YOU	030	COMPUTER LICENSING	\$2,497.00
230894	09/20/12	06	POSITIVE PROMOTIONS,	012	MATERIALS AND SUPPLI	\$509.90
230895	09/20/12	03	AMAZON.COM	003	MATERIALS AND SUPPLI	\$193.16
230896	09/20/12	03	HOME DEPOT	005	MATERIALS AND SUPPLI	\$400.00
230897	09/20/12	03	AMAZON.COM	012	MATERIALS AND SUPPLI	\$139.00
230898	09/20/12	06	LAKESHORE LEARNING	030	MATERIALS AND SUPPLI	\$342.41
230899	09/20/12	13	FREDRICKS ELECTRIC I	031	OTHER SERV. & OPER.EX	\$888.00
230900	09/20/12	13	FREDRICKS ELECTRIC I	031	OTHER SERV. & OPER.EX	\$1,366.50
230901	09/20/12	13	FREDRICKS ELECTRIC I	031	OTHER SERV. & OPER.EX	\$2,849.00
230902	09/20/12	13	FREDRICKS ELECTRIC I	031	OTHER SERV. & OPER.EX	\$761.00
230903	09/20/12	03	A 1 GOLF CARS	025	REPAIRS BY VENDORS	\$12,000.00
230904	09/20/12	03	URBAN TREE CARE, INC	025	OTHER SERV. & OPER.EX	\$846.00
230905	09/20/12	03	URBAN TREE CARE, INC	025	OTHER SERV. & OPER.EX	\$1,682.00
230906	09/20/12	03	URBAN TREE CARE, INC	025	OTHER SERV. & OPER.EX	\$1,744.00
230907	09/20/12	03	DATA TICKET, INC.	001	PROF/CONSULT./OPER E	\$900.00
230908	09/20/12	03	MCNAMARA PUMP & ELEC	025	OTHER SERV. & OPER.EX	\$900.00
230909	09/21/12	06	POSITIVE PROMOTIONS,	003	MATERIALS AND SUPPLI	\$866.90
230910	09/21/12	25-19	TROXELL COMMUNICATIO	035	MATERIALS AND SUPPLI	\$476.71
230911	09/21/12	03	MISSION FEDERAL CRED	003	MATERIALS AND SUPPLI	\$1,330.14
230912	09/21/12	06	STAPLES ADVANTAGE	030	MATERIALS AND SUPPLI	\$2,500.00

PO/BOARD/REPORT

SAN DIEGUITO UNION HIGH  
FROM 09/11/12 THRU 09/24/12

3  
ITEM 15F

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
230913	09/21/12	03	P C MALL GOV, INC.	035	COMPUTER LICENSING	\$25,644.50
230914	09/21/12	03	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$105.00
230915	09/24/12	03	ONE STOP TONER AND I	035	MATERIALS AND SUPPLI	\$226.26
230916	09/24/12	06	SHORE LINE GRAPHIX ,	028	PRINTING	\$997.73
230917	09/24/12	06	NIMCO, INC.	040	MATERIALS AND SUPPLI	\$84.39
230918	09/24/12	06	MISSION FEDERAL CRED	040	MATERIALS AND SUPPLI	\$66.00
230919	09/24/12	06	MISSION FEDERAL CRED	040	MATERIALS AND SUPPLI	\$412.25
730005	09/12/12	03	AFFORDABLE PRINTER C	035	REPAIRS BY VENDORS	\$85.00
730007	09/12/12	03	AFFORDABLE PRINTER C	035	REPAIRS BY VENDORS	\$85.00
730008	09/13/12	03	AFFORDABLE PRINTER C	035	REPAIRS BY VENDORS	\$85.00
730010	09/14/12	03	HYDROSCAPE PRODUCTS	025	NON CAPITALIZED EQUI	\$843.64
830013	09/13/12	06	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$55.00
830014	09/13/12	03	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$35.00
830015	09/19/12	03	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$120.00
830016	09/21/12	03	SAN DIEGO COUNTY OFF	022	CONFERENCE,WORKSHOP,	\$25.00
REPORT TOTAL						\$410,437.25



ITEM 15F

Individual Membership Listings  
For the Period of September 11, 2012 through September 24, 2012

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

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 27, 2012

**BOARD MEETING DATE:** October 4, 2012

**PREPARED AND  
SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** BOARD POLICY REVISIONS (3 TOTAL)

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### EXECUTIVE SUMMARY

As part of their legal support services, California School Boards Association (CSBA) provides a Board Policy Maintenance service to its members. The following policy revisions are being brought before the Board for review as per CSBA's recommendations:

**BP 2140, *Evaluation of the Superintendent*** – Broadens evaluation criteria and adds concept of providing opportunities throughout the year for review of the Superintendent's progress toward meeting goals. Policy also clarifies the Board's process for developing the evaluation document to the Superintendent.

**BB 9140, *Board Representatives*** – Revised bylaw recognizes that participation of Board members on district or community committees supports the Board's community leadership role. Bylaw also adds responsibility of Board representative to report back to the Board.

**BB 9323.2, *Actions by the Board*** – Bylaw updated and reorganized to clarify the circumstances under which the Brown Act permits the Board to discuss or take action on items that are not on the posted agenda. Bylaw also revised to delineate the Board's options upon a receipt of a demand to "cure and correct" an alleged Brown Act violation.

### RECOMMENDATION:

These policies were presented for first read on September 20, 2012, and are now being submitted for board action. It is recommended that the Board approve these policy revisions as presented.

### FUNDING SOURCE:

Not applicable

## ADMINISTRATION

2123

### EVALUATION OF THE SUPERINTENDENT

The Governing Board ~~recognizes~~~~believes~~ that, in order to effectively fulfill its responsibilities for setting direction, ensuring accountability, and providing community leadership for the district, it must adopt measures for holding the Superintendent accountable. At a minimum, the Board shall annually conduct a formal ~~an annual~~ evaluation of the Superintendent's performance to assess his/her effectiveness in leading the district toward established goals. In addition, the evaluation process may include opportunities during the year for review of the Superintendent's progress toward meeting the goals. ~~strengthens working relationships between the Superintendent and the Board.~~ The evaluation shall be in accordance with the provisions of ~~process should clarify~~ the Superintendent's ~~contract~~~~role~~ and any applicable Board policy.

Evaluation criteria shall be agreed upon by ~~give~~ the Board and Superintendent ~~prior an opportunity~~ to the evaluation and shall include, but not be limited to, district goals and success indicators; educational, management, and community leadership skills; and ~~jointly identify immediate priorities among~~ the Superintendent's ~~professional relationship with many responsibilities.~~ ~~Evaluations also should help~~ the Board.

The Board and Superintendent shall jointly determine the evaluation method(s) and schedule that will best serve the district and the structure and format of the instrument to be used.

Prior to the evaluation, the Superintendent shall provide to the Board for its review a report of ~~monitor~~ progress toward district goals, the Superintendent's self-appraisal of accomplishments and performance, and a statement of actions taken to address any Board recommendation from the previous evaluation.

Each Board member shall independently evaluate the Superintendent's performance. Based on these individual ~~established goals and to set reasonable criteria for salary increases and/or contract extension.~~ ~~The Board's~~ evaluations, the Board president shall produce a document that summarizes the individual evaluations. The Board shall then take action on this document and present it to the Superintendent for his/her response.

The evaluation shall provide ~~should include~~ commendations in areas of strength and achievement, provide recommendations for improving effectiveness in areas of concern and unsatisfactory performance, and serve as a basis for making decisions about salary increase and/or contract extension.

#### The Board shall **PERFORMANCE OBJECTIVES**

~~By October of each year, the Board and Superintendent shall agree upon a limited number of objectives, which shall be used to evaluate the Superintendent's performance. These objectives shall reflect established goals and needs of the District with regard to the educational program, personnel, operations, management, community relations, Board-Superintendent relations, and professional leadership. For each objective, the Board and Superintendent shall identify in writing the activities to be performed, expected results and timelines, and resources or constraints which may affect achievement.~~

### EVALUATION PROCESS

## ADMINISTRATION

2123

~~By September of each year, each Board member shall independently rate the Superintendent's performance in each performance objective. The Board shall meet in closed session with the Superintendent to discuss the evaluation. (Government Code 54957) these evaluations.~~

The Superintendent ~~Board~~ shall have an opportunity to ask questions, respond verbally ~~examine all Board members' ratings~~ and in writing to the evaluation, and present additional evidence of his/her ~~reach a consensus upon each~~ performance or district progress.

After the Board and Superintendent have discussed the evaluation, the ~~objective. The~~ Board president and Superintendent ~~or designee~~ shall sign the ~~then develop a single~~ evaluation, illustrating the Board's collective judgment of each objective, and it shall be placed in ~~provide a copy to~~ the Superintendent's personnel file ~~Superintendent.~~

~~At~~ Additional evaluations may be arranged at any time during the open session ~~after school year at the Superintendent's evaluation or at a subsequent meeting, request of either the Board and or Superintendent shall jointly identify performance goals for the next year.~~

### Legal Reference:

#### GOVERNMENT CODE

53262            Employment contracts, superintendent  
54957            Closed session, personnel matters

#### COURT DECISIONS

Duval v. Board of Trustees, (2001) 93 Cal.App.4th 902

#### Management Resources:

#### CSBA PUBLICATIONS

Maximizing School Board Governance: Superintendent Evaluation, 2006

#### WEB SITES

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

Association of California School Administrators: <http://www.acsa.org>

## BYLAWS OF THE BOARD

9140

### BOARD REPRESENTATIVES

The **Governing Board** recognizes that effective performance of its community leadership responsibilities may require its participation in district or community committees on matters of concern to the district and its students. As needed, the Board ~~Trustees~~ may appoint any of its members to serve as its ~~representative~~ ~~representatives on District committees or advisory committees of other public agencies or organizations.~~ Due to open meeting law requirements, a majority of the Board shall not be appointed to serve on a district ~~the same~~ committee or on a committee of another public agency or organization of which the Board or district is a member or to which the Board is invited to participate.

When making such appointments, the Board shall clearly specify ~~the, on a case-by-case basis, what~~ authority and responsibilities ~~of the representative(s), including, but not limited to, reporting back to the Board regarding committee activities and/or actions.~~ ~~are involved.~~ Board representatives shall not exercise the authority of the Board ~~grant District support or endorsement for any activity~~ without prior Board approval.

If a committee discusses a topic on which the Board has taken a position, the Board member ~~shall~~ ~~may~~ express ~~the that~~ position ~~as a representative~~ of the Board. When contributing ~~his/her own individual~~ ideas or opinions, ~~the representative on other topics, he/she~~ shall ~~clearly indicate~~ ~~make it clear~~ that he/she is ~~expressing his/hers~~ ~~speaking as an~~ individual ~~idea or opinion.~~

### Legal References

#### EDUCATION CODE

- 4000 - 4014 County Committees on School District Organization
- 35020 - 35046 School District Officers and Agents (Power of Governing Board to Employ or Appoint)
- 35160 Authority of Governing Boards

#### GOVERNMENT CODE

- 54952.2 Meetings

## BYLAWS OF THE BOARD

9323.2

### ACTIONS BY THE BOARD

The Governing Board shall act by a majority vote of all of the membership constituting the Board, unless otherwise required by law. (Education Code ~~35164~~~~35162~~)

An "action" by the Board of Trustees means: (Government Code 54952.6)

1. A collective decision by a majority of the Board members.
2. A collective commitment **or promise** by a majority of the members to make a positive or negative decision.
3. A vote by a majority of the members when sitting as the Board **upon a motion, proposal, resolution, order, or ordinance.**

~~The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)~~

~~Actions taken by the Board in open session shall be recorded in the Board minutes. (Education Code 35145)~~

### ACTION ON NON-AGENDA ITEMS

~~When required by law, action shall instead require a two-thirds, four-fifths or unanimous vote of~~ **After publicly identifying the item, the** Board may take action ~~in a regular meeting~~ on a subject not appearing ~~listed~~ on the **posted meeting published** agenda ~~under any~~ **only when it publicly identifies the item to be acted upon in conjunction with one** of the following **conditions:** (Government Code 54954.2) ~~circumstances:~~

1. ~~When a~~ **The Board, by** majority ~~vote~~ of the ~~Board's~~ members, determines that ~~the action responds to~~ an emergency situation **exists, as defined for emergency meetings pursuant to Government Code 54956.5.**
- ~~1.2. When~~ **The Board determines, either by a** two-thirds ~~majority vote~~ of the members present, ~~at the meeting~~ or, if less than two-thirds of the members are present ~~then,~~ by a unanimous vote of all members present, **determine** that the need to take immediate action came to the ~~district's~~ **District's** attention after the ~~posting of the~~ agenda. ~~The matter~~ was ~~properly~~ posted
- ~~2.3. When an item appeared on the agenda of, and was continued from, for a previous meeting that occurred~~ **occurring** not more than five days earlier ~~and was continued to the meeting at which action is being taken.~~

~~The Board shall not take action by secret ballot, whether preliminary or final.~~

~~Actions taken by the Board in open session shall be recorded in the Board minutes.~~

### CHALLENGING BOARD ACTIONS

**Any interested person or the district attorney's office may present a demand that the Board cure and correct a Board action which he/she alleges is in violation of Government Code 54954.2 (agenda**

## BYLAWS OF THE BOARD

9323.2

posting), Government Code 54953 (open meeting and teleconferencing), Government Code 54954.5 (closed session item descriptions), Government Code 54954.6 (new or increased tax assessments), Government Code 54956 (special meetings), or Government Code 54956.5 (emergency meetings). (Government Code 54960.1)

Any demand to "cure and correct" an alleged violation shall clearly describe the challenged action and the nature of the alleged violation and ~~Any Demand to correct a Board action because of an alleged violation of open meeting requirements~~ shall be presented to the Board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in ~~an open session but in violation of Government Code 54954.2 (agenda posting), requirements of the Brown Act,~~ the written demand must be made within 30 days of the date when the alleged action took place. ~~(Government Code 54960.1)The demand shall clearly describe the challenged action and the nature of the alleged violation. Within 30 days of receiving the demand, the Board shall review the action in question and shall inform the demanding party in writing of its decision to correct or not to correct the action.~~

Within 30 days of receiving the demand, the Board shall do one of the following: (Government Code 54960.1)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.
2. Determine not to cure or correct the alleged violation and inform the demanding party in writing of its decision to not cure or correct.
3. Take no action. If the Board takes no action within the 30-day review period, its inaction shall be considered a decision not to cure or correct the action.

### Legal Reference:~~References~~ EDUCATION CODE\_\_\_\_\_

15266 School construction bonds

17466 Declaration of ~~intent~~Intent to ~~sell~~Sell or lease real property

17481 Lease ~~Real Property~~

~~174481 Lease of property~~Property with ~~residence~~Residence for ~~nondistrict purposes~~Non-District Purposes

~~17510-17511 —Resolution requiring unanimous vote of all members constituting board~~Requiring Unanimous Vote of All Members Constituting Board

17546 Private ~~sale~~Sale of ~~personal property~~Personal Property

17556-17561 Dedication of real property

~~17557 —————Resolution of Intention~~

~~17559 —————Public Hearing and Adoption of Resolution~~

~~17582 —————District Deferred Maintenance Fund~~

17583 ~~District deferred maintenance fund~~Deferred Maintenance Fund; ~~Transfer of Excess Local Funds~~

~~35140-35149 35144~~Special Meeting

~~35145 —Public Meetings~~

35160-35178.4 Powers and duties

## BYLAWS OF THE BOARD

9323.2

48660-48661 Community day schools establishment and restrictions

### CODE OF CIVIL PROCEDURE

- 425.16 Special motion to strike in connection with a public issue
- 1245.240 Eminent domain vote requirements
- 1245.245 Eminent domain, resolution adopting different use
  - ~~35145.5~~ Agenda, Public Participation, Regulations
  - ~~35146~~ Closed Sessions
  - ~~35164~~ Majority Vote of All Members Constituting Board for Board Action

### GOVERNMENT CODE

- 53090-53097.5 Regulation of local agencies by counties and cities
- 53724 Parcel tax resolution requirements
  - ~~53094~~ Authority to Render Zoning Ordinance Inapplicable
- 53790—53792 Exceeding the ~~budget~~Budget
- 53820-53833 ~~53821~~ Temporary ~~borrowing~~Borrowing: Action Requiring a Two-thirds Vote
  - ~~53822~~—~~53824~~ Action Requiring a Four-fifths Vote
- 53850—53858 Temporary ~~borrowing~~Borrowing
- 54950-54963 The Ralph M. Brown Act, especially:
  - ~~54950~~ Meetings: Declaration, Intent, Sovereignty
- 54952.6 Action ~~taken, definition~~Taken, Definition
  - 54953 Meetings to be ~~open~~Open and Public: Attendance, Secret Ballots
  - ~~54953.5~~ Right to Record Proceedings, Conditions
  - ~~54954.2~~ Agenda Posting Requirements, Board Actions
  - ~~54954.6~~ New or Increased Taxes or Assessments: Hearing, Notice
  - ~~54956~~ Special Meetings: Call, Notice
  - ~~54956.5~~ Emergency Meetings in Emergency Situations
  - ~~54956.7~~—~~54957.7~~ Closed Sessions, Especially
- ~~54957.1~~ Public Report and ~~public; attendance; secret ballots~~Roll Call Vote, Employee Matters in Closed Session
  - ~~54957.2~~ Executive Sessions: Clerk, Minute Book
  - ~~54959~~ Penalty for Unlawful Meeting
- 54960 Action to ~~prevent violations~~Prevent Violations
- 65352.2 Coordination with planning agency

### PUBLIC CONTRACT CODE

- 3400 Bid specifications
- 20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder
- 20113 Emergencies, award~~54960.1~~ Challenge of contracts without bids

### COURT DECISIONS

- Los Angeles Times Communications LLC v. Los Angeles County ~~Governing~~ Board of Supervisors, (2003) 112 Cal.App.4th 1313 ~~Actions~~
- McKee v. Orange Unified School District, (2003) 110 Cal.App.4th 1310
- Bell v. Vista Unified School District, (2002) 82 Cal.App.4th 672
- Boyle v. City of Redondo Beach, (1999) 70 Cal.App.4th 1109



## BYLAWS OF THE BOARD

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9323.2

### Management Resources:

#### CSBA PUBLICATIONS

The Brown Act: School Boards ~~54960.5—Costs~~ and Open Meeting Laws, 2009

#### ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Local Legislative Bodies, 2003

#### LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, 2007

#### WEB SITES

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

California Attorney General's Office: <http://www.caag.state.ca.us>

Institute of Local Government: <http://www.ca-ilg.org>

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 27, 2012

**BOARD MEETING DATE:** October 4, 2012

**PREPARED / SUBMITTED BY:** Ken Noah, Superintendent

**SUBJECT:** EDUCATION PLAN, STRATEGIC THEMES, 2012-13

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### EXECUTIVE SUMMARY

Background: Four years ago, the Board was presented with the revision of the District's Strategic Plan. Subsequent to that, staff presented the first of four series of Action Plans that detailed the district's work relative to that plan.

At the conclusion of four years, it has become apparent that the Action Plans have fully developed into Cabinet-level annual work plans that change incrementally from year to year.

The Action: We will continue to have specific work plans to replace each year for  
Plans: all departments under the direction of Educational Services, Human Resources and Business Services. What we present this evening is an Education Plan with strategic themes that align directly with the district's Strategic Plan, and is designed to provide direction and guidance for the development of departmental work plans on an annual basis.

Those trustees who were on the Board in 2008 will recall that the development of specific action plans was an essential and necessary departure from prior practice in order to establish and reinforce new directions for the district. Now that the work has been firmly established, the evolution of the planning work brings us to the presentation of the document this evening.

### RECOMMENDATION:

This item was presented for board discussion and consideration on September 20, 2012. It is now being presented for board action. The district recommends that the board approve the Education Plan as presented.

### FUNDING SOURCE:

Not applicable

KN/bb

## San Dieguito Union High School District Mission: To Provide a World Class Education For All Students: Engaged, Inspired, Prepared

Vision:

To provide a world class education for all students through quality programs that engage students, inspire achievement and service to others; prepare them to be lifelong learners and responsible members of society

Education Plan:  
Strategic Themes

<b>Teaching &amp; Learning</b>	<b>Assessment &amp; Learning</b>	<b>Learning Opportunities And Supportive Learning Environments</b>	<b>Accomplished Educators</b>	<b>Community Engagement &amp; Partnership</b>	<b>Planning &amp; Resource Management</b>
<p><i>Our focus on teaching and learning is characterized by:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The belief that each student can &amp; should learn at a high level</li> <li><input type="checkbox"/> Offering a cohesive curriculum focused on 21<sup>st</sup> century skills</li> <li><input type="checkbox"/> Viewing teaching &amp; learning as collaborative activities</li> <li><input type="checkbox"/> Providing high quality, innovative instruction informed by balanced assessment</li> <li><input type="checkbox"/> A commitment to continuous improvement</li> </ul>	<p><i>We use assessments to accurately measure student progress toward mastery of essential learning objectives by:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Utilizing a balanced System of Assessment: formal/informal and formative/summative</li> <li><input type="checkbox"/> Viewing and using assessment as a tool to guide teaching and learning</li> <li><input type="checkbox"/> Using assessment as a tool to identify students in need of intervention</li> <li><input type="checkbox"/> Using assessment as a tool to evaluate our programs</li> <li><input type="checkbox"/> Using assessment as a means to measure and report on student learning</li> </ul>	<p><i>We ensure effective learning opportunities by:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Developing diverse, expanded options for students that extend beyond the classroom and include web-based choices</li> <li><input type="checkbox"/> Utilizing up-to-date educational technology</li> <li><input type="checkbox"/> Developing K-12 partnerships to ensure seamless transitions and appropriate options for all students</li> <li><input type="checkbox"/> Implementation of intervention strategies for underperforming students and those not achieving at optimum levels</li> <li><input type="checkbox"/> Ensuring that students are educated in the least restrictive environment that provides appropriate services at an appropriate cost</li> </ul>	<p><i>We staff our schools with accomplished educators and orient all district efforts toward the success of students by:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Recruiting and selecting highly qualified employees</li> <li><input type="checkbox"/> Training and support of highly qualified employees</li> <li><input type="checkbox"/> Effective support of highly qualified employees through evaluation</li> <li><input type="checkbox"/> Utilizing efficient position control for budget accuracy</li> <li><input type="checkbox"/> Administering a comprehensive benefits program and fostering employee wellness</li> <li><input type="checkbox"/> Maintaining and strengthening employer/employee relations</li> </ul>	<p><i>A community is known by the schools it supports. We activate community support and engagement by:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Building relationships with community key leaders &amp; communicators</li> <li><input type="checkbox"/> Implementing communication plans for major initiatives</li> <li><input type="checkbox"/> Utilizing a variety of ways to effectively communicate w/ community</li> <li><input type="checkbox"/> Establishing and supporting collaborative partnerships</li> <li><input type="checkbox"/> Communicating the positive story of the District</li> </ul>	<p><i>Our commitment to teaching and learning is achieved by:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Responsible use of financial resources</li> <li><input type="checkbox"/> Ensuring students are prepared to compete for top colleges and modern careers by providing cutting-edge, technology-rich schools</li> <li><input type="checkbox"/> Maintaining safe, healthy and accessible learning environments</li> <li><input type="checkbox"/> Promoting energy efficiency in our practices and building design</li> <li><input type="checkbox"/> Serving wholesome &amp; nutritious meals that fuel students throughout the day</li> <li><input type="checkbox"/> Recognizing that all business activities must be in support of our educational mission</li> </ul>

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** September 21, 2012

**BOARD MEETING DATE:** October 4, 2012

**PREPARED AND SUBMITTED BY:** Ken Noah  
Superintendent

**SUBJECT:** ADOPTION OF RESOLUTION IN SUPPORT OF RED RIBBON WEEK AND DECLARING OCTOBER 2012 AS DRUG AWARENESS MONTH

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### **EXECUTIVE SUMMARY**

This resolution is provided as a means to show that the Board of Trustees of the San Dieguito Union High School District joins the nation in support and recognition of Red Ribbon Week and declaring October, 2012 as Drug Awareness Month.

### **RECOMMENDATION:**

The administration recommends that the Board adopt the attached Resolution in support of Red Ribbon Week and declaring October, 2012, as Drug Awareness Month.

### **FUNDING SOURCE:**

Not applicable

KN/bb

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
RESOLUTION FOR 2012  
IN SUPPORT OF  
DRUG AWARENESS MONTH AND  
RED RIBBON WEEK**

**WHEREAS,** the Board of Trustees of the San Dieguito Union High School District has made a strong commitment to alcohol, tobacco, and other drug prevention education and activities;

**WHEREAS,** the Board of Trustees of the San Dieguito Union High School District recognizes the overwhelming financial burden to society of alcohol, tobacco and other drugs in medical costs and services, crippling injury, loss of life, family disruption, crime and unfulfilled potential;

**WHEREAS,** the Board of Trustees of the San Dieguito Union High School District recognizes the physical and emotional impact to our students, their families and friends, when they are entrapped by poor health or addiction; and

**WHEREAS,** the Board of Trustees of the San Dieguito Union High School District recognizes that the especially harmful and destructive effects of alcohol, tobacco and other drug use can bring alienation, academic failure, violence, and hopelessness to the youth of the San Diego region;

**NOW, THEREFORE, LET IT BE RESOLVED,** that the Board of Trustees of the San Dieguito Union High School District joins the nation in support of Red Ribbon Week and declares October, 2012, as Drug Awareness Month, which will encourage all students to make a visible statement of their commitment to a healthy, drug-free community in which to raise a generation of healthy, drug-free youth.

Adopted by the San Dieguito Union High School District Board of Trustees at its regular meeting on Thursday, October 4, 2012.

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Joyce Dalessandro, Board President

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Amy Herman, Board Clerk

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October 4, 2012

Date