



**BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

**Board of Trustees**  
Joyce Dalessandro  
Beth Hergesheimer  
Amy Herman  
Maureen "Mo" Muir  
John Salazar

**Superintendent**  
Rick Schmitt

**Union High School District**

**THURSDAY, SEPTEMBER 3, 2015  
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 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.

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 / ELECTRONIC DEVICES**

As a courtesy to all meeting attendees, please set cell phones and electronic devices 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, SEPTEMBER 3, 2015  
6:30 PM**

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

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

- 1. CALL TO ORDER ..... 6:00 PM
  - A. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS (2A-C)
- 2. **CLOSED SESSION** ..... **6:01 PM**

*\*Closed Session will begin immediately following the San Dieguito Public Facilities Authority Special Meeting at 6:00 pm.*

  - A. To consider personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline /release, dismissal of a public employee or to hear *complaints or charges brought against such employee by another person or employee unless the employee requests a public session.*
  - B. To conference with Labor Negotiators, pursuant to Government Code Section 54957.8.  
Agency Negotiators: Superintendent and Associate Superintendents (3)  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association
  - C. To conference with legal counsel to discuss pending litigation, pursuant to Government Code section 54956.9(d)(1): Guelland v San Dieguito Union High School District (case #37-2010-00061838-CU-PO-NC), and potential litigation pursuant to Government Code sections 54956.9(d)(2): 1 case.

**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 / ACTION
- 6. APPROVAL OF MINUTES / REGULAR MEETING OF AUGUST 20, 2015
 

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the minutes of the August 20, 2015 regular board meeting, as shown in the attached supplement.

***\*IMMEDIATELY FOLLOWING ACTION ON THIS ITEM, THE BOARD WILL TEMPORARILY ADJOURN AND RECONVENE THE SPECIAL MEETING OF THE SAN DIEGUITO PUBLIC FACILITIES AUTHORITY, THEN RECONVENE THE REGULAR MEETING.***

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

- 7. STUDENT INTRODUCTIONS / UPDATES
  - A. INTRODUCTIONS AND OATH OF OFFICE..... RICK SCHMITT
  - B. STUDENT UPDATES ..... STUDENT BOARD REPRESENTATIVES
- 8. BOARD REPORTS AND UPDATE ..... BOARD OF TRUSTEES
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, & LEGISLATIVE UPDATES ... RICK SCHMITT, SUPERINTENDENT
- 10. SAFETY & STUDENT SUPPORT UPDATE. .... JASON VILORIA, ED.D. ASSOCIATE SUPERINTENDENT

**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 the Consent Item number.

**11. SUPERINTENDENT**

A. GIFTS AND DONATIONS  
(None Submitted)

B. FIELD TRIP REQUESTS  
Accept the field trips, as shown in the attached supplements.

**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 supplements.

**13. EDUCATIONAL SERVICES**

A. APPROVAL/RATIFICATION OF AGREEMENTS  
(None Submitted)

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. Hobsons, dba Naviance, Inc., amending the contract for a district wide comprehensive college and career readiness program to include an additional ten hours of training, during the period August 21, 2015 through August 20, 2016, in an amount not to exceed \$2,000.00 plus travel expenses, to be expended from the General Fund/Unrestricted 01-00.

**14. ADMINISTRATIVE 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. Ithaca Harbors, Inc. dba JSTOR, a non-profit organization, to provide JSTOR information technology services, tools, and digitally archived articles (scholarly materials, academic collections on the arts & sciences, business, literature, mathematics, statistics, music, health, etc.) for San Dieguito High School Academy and La Costa Canyon High School, during the period September 4, 2015 through June 30, 2016 and then continuing until either a school or JSTOR terminates a contract with ninety day written notice, for a one-time fee of \$500 each school and a prorated portion of the \$1,500.00 annual fee each school, to be expended from the General Fund/Unrestricted 01-00.  
2. 22nd District Agricultural Association, to provide use of the Del Mar Fairgrounds for the San Dieguito Union High School District College Night and Fair on April 19, 2016, for an estimated amount of \$9,875.00 plus labor and equipment rental fees at the 22nd District reimbursable rates, to be expended from the General Fund/Unrestricted 01-00 and Torrey Pines High School fundraising events.  
3. Lynda.com, Inc., to provide a ten user license for Lynda Pro 2.0 on-demand learning resources for faculty, staff, and students, during the period September 29, 2015 through September 28, 2016, in the amount of \$3,250.00, to be expended from the General Fund/Unrestricted 01-00.

4. Texthelp Inc., to provide a Read & Write for Google domain subscription district wide, during the period August 8, 2015 through August 7, 2016, in the amount of \$18,750.00, to be expended from the General Fund/Unrestricted 01-00.

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

**SPECIAL EDUCATION**

- C. 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. New Haven Youth and Family Services, Inc. (NPA), to provide wraparound services for students transitioning to a less restrictive placement, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
2. EduCLIME LLC (ICA), to provide brain injury therapy, assessments, and IEP support in an educational setting, during the period July 1, 2015 through June 30, 2016, at the rate of \$170.00 per hour, to be expended from the General Fund/Unrestricted 01-00.

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

- E. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS

Approve/ratify the following Parent Settlement and Release Agreements, to be funded by the General Fund 01-00/Special Education, and authorize the Director of Special Education to execute the agreements:

1. Student ID #8036427238 for reimbursement of Parentally Placed Private School Student (PPSS) for educational program, related services and attorney fees, through August 13, 2015, in the amount of \$75,000.00.

**PUPIL SERVICES**

- F. APPROVAL/RATIFICATION OF AGREEMENTS  
(None Submitted)

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

**15. BUSINESS / PROPOSITION AA**

**BUSINESS**

- A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Patrol Masters, Inc., to provide crossing guard services at Oak Crest Middle School, during the period August 25, 2015 until completion of a San Dieguito Union High School District street project involving Balour Drive, at the rate of \$34.25 per hour per crossing guard, to be expended from the General Fund/Unrestricted 01-00.

2. Door Service & Repair, Inc. (DSR), to provide preventative maintenance and repairs on 111 various types and sizes of rolling steel doors at 9 different school sites, during the period July 1, 2015 and continuing until terminated by thirty day written notice from either party, in an amount not to exceed \$4,500.00 per year, to be expended from the General Fund/Unrestricted 01-00.

**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. Urban Tree Care, Inc., for district wide tree trimming services, extending the contract period from June 5, 2015 through June 4, 2016, with no other changes to the contract, to be expended from the fund, including Building Fund—Prop 39 Fund 21-39, to which the project is charged.

**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:

1. Purchase Orders
2. Membership Listing (None Submitted)
3. Warrants
4. Revolving Cash Fund

**PROPOSITION AA**

**G. APPROVAL/RATIFICATION OF AGREEMENTS**

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

1. Staples Advantage, Inc., to provide furnishings for the Canyon Crest Academy Learning Commons, during the period September 4, 2015 through completion, in the amount of \$115,407.78, to be expended from Building Fund—Prop 39, Fund 21-39.
2. Hofman Planning & Engineering, to provide environmental consulting services for projects district wide, during the period September 4, 2015 through September 4, 2016, on a time and materials basis, to be expended from Building Fund—Prop 39, Fund 21-39.

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

(None Submitted)

**I. AWARD/RATIFICATION OF CONTRACTS**

(None Submitted)

**J. APPROVAL OF CHANGE ORDERS**

(None Submitted)

**K. ACCEPTANCE OF CONSTRUCTION PROJECTS**

(None Submitted)

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

- Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve Consent Agenda Items 11-15, as shown in the attached supplements.
- Roll Call:  
Joyce Dalessandro  
Beth Hergesheimer  
Amy Herman  
Maureen “Mo” Muir  
John Salazar

**DISCUSSION / ACTION ITEMS..... (ITEMS 16 - 19)**

16. ADOPTION OF RESOLUTION DEDICATING AN INTEREST IN REAL PROPERTY AND RIGHT OF WAY / OCMS

- PUBLIC HEARING
  - Open Hearing
  - Call For Public Comment
  - Close Hearing
- Motion by \_\_\_\_\_, second by \_\_\_\_\_, to adopt the Resolution Conveying an Interest in Real Property Permanent Easement and Right-of-Way to San Diego Gas & Electric for the purpose to erect, construct, reconstruct, replace, repair, maintain and use, guy poles and/or anchors together with connecting wires, to support that pole line located upon or adjacent to said lands, at the Oak Crest Middle School, as therein described, said property being owned by the San Dieguito Union High School District of San Diego County, California, as shown in the attached supplements.
- Roll Call

17. APPROVAL OF AGREEMENT / CONSTRUCTION MANAGEMENT / SAN DIEGUITO HIGH SCHOOL ACADEMY / MATH AND SCIENCE BUILDING

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve entering into an agreement with Erickson-Hall Construction Co., to provide construction management services for the San Dieguito High School Academy Math & Science Building Project, during the period September 4, 2015 through completion, in the amount of \$1,320,142.00, plus construction management fee of 2.94% of trade package value, to be expended from Building Fund—Prop 39, Fund 21-39, and authorize Christina Bennett, Eric R. Dill or Rick Schmitt to execute any and all necessary documents.

18. ADOPTION OF RESOLUTION / SUFFICIENCY OF INSTRUCTIONAL MATERIALS, 2015-16

- PUBLIC HEARING
  - Open Hearing
  - Call for Comments
  - Close Hearing
- Motion by \_\_\_\_\_, second by \_\_\_\_\_, to adopt the Resolution, *Sufficiency of Instructional Materials, 2015-16*, making determination that every pupil has sufficient textbooks or instructional materials, as shown in the attached supplement.
- Roll Call

19. APPROVAL OF AMENDMENT TO EMPLOYMENT CONTRACT / SUPERINTENDENT

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the amendment to the Employment Contract for the Superintendent, for the term commencing July 1, 2015 through June 30, 2018, as shown in the attached supplement.

**INFORMATION ITEMS..... (ITEMS 20 - 30)**

20. REQUEST TO EDUCATE ELEMENTARY STUDENTS

This item is being submitted as information only.

21. PROPOSED NEW/REVISED/DELETED BOARD POLICIES (17) / ADMINISTRATIVE SERVICES

- A. BP #6174, EDUCATION FOR ENGLISH LANGUAGE LEARNERS (REVISED)
- B. BP #6145.5, STUDENT ORGANIZATIONS AND EQUAL ACCESS (REVISED)
- C. BP #6145.5, JUNIOR HIGH SPORTS PROGRAM (DELETE)
- D. BP #6174, OPPORTUNITY PROGRAM (DELETE)
- E. BP #6172, GIFTED AND TALENTED EDUCATION (GATE) (DELETE)
- F. BP #5022, STUDENT AND FAMILY PRIVACY RIGHTS (REVISED)
- G. BP #5145.01, STUDENT ORGANIZATIONS AND EQUAL ACCESS (DELETE)
- H. BP #5145.6, PARENTAL NOTIFICATIONS (REVISED)
- I. BP #5131.62, TOBACCO (NEW)
- J. BP #0410, NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES (REVISED) / BP #4100.2/4200.2/4300.2 (DELETE)
- K. BP #5145.3, NONDISCRIMINATION / HARASSMENT (REVISED) / BP #4100.2/4200.2/4300.2 (DELETE)
- L. BP #6163.4, STUDENT USE OF TECHNOLOGY (NEW)
- M. BP #5131.2, BULLYING (REVISED)
- N. BP #3543.1, SCHOOL BUS CONDUCT/STUDENT SAFETY (REVISED)

This item is being presented for first read and will be resubmitted for action at the October 1, 2015 Board meeting.

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

23. EDUCATIONAL SERVICES UPDATE ..... MIKE GROVE, ED.D, ASSOCIATE SUPERINTENDENT

24. HUMAN RESOURCES UPDATE ..... TORRIE NORTON, ASSOCIATE SUPERINTENDENT

25. ADMINISTRATIVE SERVICES UPDATE ..... JASON VILORIA, ED.D., ASSOCIATE SUPERINTENDENT

26. 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)

27. FUTURE AGENDA ITEMS

28. **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.*
- 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 litigation, pursuant to Government Code section 54956.9(d)(1): *Guelland v San Dieguito Union High School District* (case #37-2010-00061838-CU-PO-NC), and potential litigation pursuant to Government Code sections 54956.9(d)(2): 1 case.

29. REPORT FROM CLOSED SESSION (AS NECESSARY)

30. ADJOURNMENT

*The next regularly scheduled Board Meeting will be held on [Thursday, October 1, 2015, at 6:30 PM](#) at a location to be determined.*



**ITEM 6**

Board of Trustees  
Joyce Dalessandro  
Beth Hergesheimer  
Amy Herman  
Maureen "Mo" Muir  
John Salazar

Superintendent  
Rick Schmitt



Union High School District

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

**AUGUST 20, 2015**

**THURSDAY, AUGUST 20, 2015  
6:35 PM**

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

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

- 1. CALL TO ORDER..... 5:15 PM  
President Hergesheimer called the meeting to order at 5:15 PM to receive public comments on Closed Session agenda items 2A-C. No public comments were presented.
- 2. CLOSED SESSION ..... 5:16 PM  
The Board convened to Closed Session at 5:16 PM to discuss the following:
  - 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.
    - Superintendent's Evaluation
  - B. 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 potential case)
  - C. 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

*\*IMMEDIATELY FOLLOWING THIS ITEM, AT 6:30 PM, THE BOARD TEMPORARILY ADJOURNED AND SUMMONED A MEETING OF THE SAN DIEGUITO PUBLIC FACILITIES AUTHORITY, THEN RECONVENED THE REGULAR MEETING AT 6:35 PM.*

**REGULAR MEETING / OPEN SESSION..... 6:35 PM**

ATTENDANCE

BOARD OF TRUSTEES

Joyce Dalessandro  
Beth Hergesheimer  
Amy Herman  
Maureen "Mo" Muir  
John Salazar

DISTRICT ADMINISTRATORS / STAFF

Rick Schmitt, Superintendent  
Eric Dill, Associate Superintendent, Business  
Mike Grove, Ed.D., Associate Superintendent, Educational Services  
Torrie Norton, Associate Superintendent, Human Resources  
Jason Vilorio, Ed.D., Associate Superintendent, Administrative Services  
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

- 3. RECONVENE REGULAR MEETING / CALL TO ORDER .....(ITEM 3)  
The regular meeting of the Board of Trustees was called to order at 6:35 PM by President Beth Hergesheimer.
- 4. PLEDGE OF ALLEGIANCE .....(ITEM 4)  
President Hergesheimer led the Pledge of Allegiance.
- 5. REPORT OUT OF CLOSED SESSION .....(ITEM 5)  
The Board met in closed session and no action was taken.
- 6. APPROVAL OF MINUTES / REGULAR MEETING OF JULY 16, 2015  
It was moved by Ms. Herman, seconded by Ms. Dalessandro, to approve the minutes of the July 16, 2015 regular board meeting, as presented. Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

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

- 7. STUDENT UPDATES..... NO STUDENT UPDATES DURING SUMMER BREAK
- 8. BOARD REPORTS AND UPDATES ..... BOARD MEMBERS  
Ms. Herman attended the San Diego Panama Sister Signing Ceremony in Balboa Park, August 6th Leadership Team meeting including a tour of Pacific Trails Middle School, and the new teacher orientation luncheon.  
Ms. Dalessandro attended Leadership Team meeting, the new teacher orientation luncheon, and toured Earl Warren Middle School temporary relocatable campus, "Seahawk Village".  
Ms. Muir will be volunteering for her son's golf team, and shared information about Newsweek's recent article school scores.  
Mr. Salazar had nothing to report.  
Ms. Hergesheimer attended Leadership Team meeting including the Pacific Trails MS campus tour, and the new teacher orientation luncheon.
- 9. SUPERINTENDENT'S REPORTS, BRIEFINGS, LEGISLATIVE UPDATES.....RICK SCHMITT, SUPERINTENDENT  
Superintendent Schmitt gave an update on the Leadership Team meeting which included a tour of Pacific Trails Middle School then a full day of meetings at Canyon Crest Academy reviewing the 2015-16 priorities, and gave a shout out to certificated staff including coaches, counselors, and teachers participating on committees who have been working throughout the summer to prepare for students on August 25th. He reminded the Board about the High School Enrollment workshop on August 31 at 6:00 pm at Carmel Valley Middle School. Mr. Schmitt also attended the Pacific Trails MS orientation night for students and parents on August 13th and noted that a brief soft opening will be held at 5:30 pm prior to Back To School Night at 6:00 pm on September 8th.
- 10. DEPARTMENT/SCHOOL UPDATE ..... (NONE SCHEDULED)

**\*\*PUBLIC COMMENTS** – President Hergesheimer moved Item #28 Public Comments, to be heard after Item #10.

Rick Shea, newly appointed to the San Diego County Board of Education representing the District 5, introduced himself and praised the work the district.

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

Items #14A1 (22<sup>nd</sup> Agricultural Association), #14A4 (Anti-Defamation League) and #15F (Business Reports) were pulled from the Consent Agenda by Ms. Muir.

Item #14F3 (Parent Settlement Agreement, Student ID #6440786324) was pulled from the Consent Agenda by Mr. Salazar.

**ITEM 6**

It was moved by Ms. Herman, seconded by Ms. Dalessandro, that Consent Agenda Items #11-15 (except for Items #14A1, 14A4, 14F3 & 15F), be approved, as amended (*revised 12A, Personnel Reports attached*). Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

\*It was moved by Mr. Salazar, seconded by Ms. Dalessandro, that Consent Agenda Items #14A1, be approved, as presented. Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

\*It was moved by Mr. Salazar, seconded by Ms. Herman, that Consent Agenda Items #14A4, be approved, as presented. Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

\*It was moved by Mr. Salazar, seconded by Ms. Herman, that Consent Agenda Items #14F3, be approved, as presented. Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

\*It was moved by Ms. Herman, seconded by Mr. Salazar, that Consent Agenda Items #15F, be approved, as presented. Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

**11. SUPERINTENDENT**

A. GIFTS AND DONATIONS

Accept the gifts and donations, as presented.

B. FIELD TRIP REQUESTS

Accept the field trips, 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 revised and attached to the minutes.*

B. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. University of San Diego for student teacher placement, during the period June 1, 2015 through June 30, 2020, at no cost to the District.
2. California State University San Marcos for student teacher training, during the period July 1, 2015 through June 30, 2020, at no cost to the district
3. National University, to provide interns in Teacher/Education, Special Education, Preliminary Administrative Services, Pupil Personnel Services, School Counseling, and School Psychology, during the period August 21, 2015 until terminated with 30 day advanced notice, to be expended from the General Fund/Unrestricted 01-00.

**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. San Diego County Office of Education (SDCOE) and San Dieguito Union High School District (SDUHSD), for a participation agreement for operation of SDUHSD's Career Technical Education (CTE) courses and services, and distribution of CTE funds in the amount of \$299,536.00 from SDCOE to SDUHSD, during the period July 1, 2015 through June 30, 2016.

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

**14. ADMINISTRATIVE SERVICES**

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

*\*Item #14A1 was pulled from the Consent Agenda and voted on separately, as shown above.*

1. 22nd District Agricultural Association for lease of facilities for AP testing, during the period May 1, 2016 through May 12, 2016, for an amount not to exceed \$64,980.00 plus labor & equipment rental fees, to be expended from the General Fund/Unrestricted 01-00 and reimbursed by AP Test Service II, LLC as part of the AP Testing Services Agreement.
2. California Student Aid Commission, to provide limited Institutional Student Information Record (ISIR) data and/or DREAM Act data that allows San Dieguito Union High School District to assist students complete the Free Application of Federal Student Aid (FAFSA) application and/or facilitating the delivery of assistance to students qualifying under FAFSA / DREAM Act, during the period August 21, 2015 until terminated with 30 day advance notice, at no cost to the district.
3. San Diego County Office of Education (SDCOE) and San Dieguito Union High School District (SDUHSD), for implementation of the California Career Pathways Trust Grant, during the period July 1, 2015 through August 31, 2018, at no cost to the district.

*\*Item #14A4 was pulled from the Consent Agenda and voted on separately, as shown above.*

4. Anti-Defamation League, to provide a No Place for Hate Campaign district wide, during the period August 21, 2015 until terminated with 30 day advance notice, both a free program will be offered to improve school climate as well as a la carte services at the prices shown in the attachment, to be expended from the site requesting the service.

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

C. APPROVAL OF 2015-16 SCHOOL BELL SCHEDULES

Approve the 2015-16 bell schedules for Carmel Valley, Diegueño, Earl Warren, Oak Crest and Pacific Trails Middle Schools, and Canyon Crest Academy, La Costa Canyon High School, San Dieguito High School Academy, Sunset Continuation High School and Torrey Pines High School, as shown in the attached supplements.

**SPECIAL EDUCATION**

D. 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. Amanda J. Gretsches, Inc. (ICA), to provide occupational therapy, assessments, and IEP support in an educational setting, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
2. Daniel & Davis Optometry (ICA), to provide vision therapy, assessments, and IEP support in an educational setting, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
3. Dependable Nursing (NPA), to provide nursing services for medically fragile students, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.

**ITEM 6**

4. Jodie K. Schuller & Associates (ICA), to provide speech and language services and IEP support in an educational setting, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
5. Solana Beach Physical Therapy (ICA), to provide physical therapy, assessments, and IEP support in an educational setting, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
6. Heritage Schools, Inc. (NPS), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
7. Oak Grove Institute (NPS/RTC), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
8. Provo Canyon School (RTC, NPS, NPA), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
9. Yellowstone Boys & Girls Ranch (NPS), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2015 through June 30, 2016, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.

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

(None Submitted)

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

Approve/ratify the following Parent Settlement and Release Agreements, to be funded by the General Fund/Restricted 01-00, and authorize the Director of Special Education to execute the agreements:

1. Student ID No. 7524058454, for reimbursement of Parentally Placed Private School Student (PPPSS) for educational program and related services, during the period August 25, 2015 through June 10, 2016, in the amount of \$10,800.00.
2. Student ID No. 1182012339, for reimbursement of educationally related attorney fees through July 9, 2015, in the amount of \$2,100.00.

*\*Item #14F3 was pulled from the Consent Agenda and voted on separately, as shown above.*

3. Student ID No. 6440786324, for reimbursement of Parentally Placed Private School Student (PPPSS) for educational program, related services, and attorney fees through September 30, 2015, in the amount of \$38,000.00.

**PUPIL SERVICES**

**G. APPROVAL/RATIFICATION OF AGREEMENTS**

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

1. Interpreters Unlimited, to provide language interpreting services for students' parents/guardians when required in an educational setting, during the period July 1, 2015 through June 30, 2016, at the rates shown on the attachment, to be expended from the General Fund/Unrestricted 01-00.

**15. BUSINESS / PROPOSITION AA**

**BUSINESS**

ITEM 6

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Magdalena Ecke Family YMCA, for the lease of facilities for the La Costa Canyon High School Boys & Girls Water Polo and Boys & Girls Swim Team programs, during the period August 10, 2015 through June 30, 2016, at the rate of \$14.00 per hour per lane, to be paid for by the La Costa Canyon High School Foundation.
2. Optimum Floorcare, to provide floorcare, janitorial, and flood products and repair services on district equipment, during the period August 21, 2015 through June 30, 2016, for an amount not to exceed \$15,000.00 per year, to be expended from the General Fund/Unrestricted 01-00.

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. San Diego Scenic Tours, Inc., NCST, Inc., McClintock Hartley Enterprises, Inc. dba: Goldfield Stage & Co., Sundance Stage Lines, Inc., Certified Transportation Services, Inc., WESS Transportation Services, Inc., Sun Diego Charter Co., Grand Pacific Charter, and La Class Transportation, LLC, for the Extra Curricular Transportation services contract B2016-03, for trips to be scheduled August 21, 2015 through August 20, 2016, at the unit prices listed on the attachment, with options to renew four additional years, with orders placed with the lowest bidder and as the need arises, progress to the next lowest bidder, and so on, to be expended from the program fund requesting the transportation.

D. APPROVAL OF CHANGE ORDERS

(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

F. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

*\*Item #15F was pulled from the Consent Agenda and voted on separately, as shown above.*

1. Purchase Orders
2. Membership Listing
3. Warrants
4. Revolving Cash Fund

**PROPOSITION AA**

G. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Fredricks Electric, Inc., to provide and install data to classrooms in B Building South at Torrey Pines High School, during the period August 21, 2015 through completion, in the amount of \$56,090.00, to be expended from Building Fund—Prop 39, Fund 21-39.
2. MiraCosta Community College, for tennis court rental by San Dieguito High School Academy, during campus construction, during the period August 27, 2015 through August 29, 2015, in the amount of \$750.00, to be expended from Capital Facilities Fund 25-19.

## H. 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. Lionakis, to amend contract CA2014-17 to provide additional architectural and engineering services for reconstruction of the Earl Warren Middle School campus, increasing the amount by \$3,850.00, for a new total of \$2,025,570.00, to be expended from Building Fund—Prop 39, Fund 21-39.
2. SVA Architects, Inc., to amend contract A2013-166 to provide additional architectural and engineering services for hardscape/landscape plans for the San Dieguito High School Academy Math & Science Building project, increasing the amount by \$3,750.00, for a new total of \$776,600.00, to be expended from Building Fund—Prop 39, Fund 21-39.
3. SVA Architects, Inc., to amend contract A2013-166 to provide additional architectural and engineering services for soils corrosivity testing at the San Dieguito High School Academy Math & Science Building Project, increasing the amount by \$4,000.00, for a new total of \$780,600.00, to be expended from Building Fund—Prop 39, Funds 21-39.
4. Fuscoe Engineering, to amend contract CA2014-01 to provide revised grading and storm drain plans for the La Costa Valley Fields project, extending the term through project completion and increasing the amount by \$13,000.00, for a new total of \$44,047.00, to be expended from Building Fund—Prop 39, Fund 21-39.
5. Western Environmental & Safety Technologies, LLC, to amend contract CA2015-56 to provide continuing air monitoring and project oversight services for asbestos removal at Torrey Pines High School B Building Renovations, increasing the amount by \$15,945.00, for a new total of \$39,005.00, to be expended from Building Fund—Prop 39, Fund 21-39.

## I. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

## J. 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. Earl Warren Middle School Data Center CA2014-44, contract entered into with McCarthy Building Co., Inc., decreasing the contract amount by \$302,474.40, for a new total of \$2,099,398.60, and extending the contract by 126 days.
2. Canyon Crest Academy Balance of Stadium & Fields, CA2014-43, contract entered into with Byrom Davey, Inc., decreasing the contract amount by \$472,989.80, for a new total of \$13,011,577.20, and extending the contract by 135 days.
3. San Dieguito High School Academy Tennis Courts/Interim Housing, CA2014-40, contract entered into with Gilbane Building Companies, Inc., increasing the contract amount by \$522,738.00, for a new total Phase 2 GMP of \$3,134,584.00 and total GMP in the amount of \$5,779,920.73.

## K. ACCEPTANCE OF CONSTRUCTION PROJECTS

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

1. Earl Warren Middle School Data Center CA2014-44, contract entered into with McCarthy Building Co., Inc.
2. Canyon Crest Academy Balance of Stadium & Fields, CA2014-43, contract entered into with Byrom Davey, Inc.

## L. ADOPTION OF RESOLUTION AUTHORIZING CONTRACTING PURSUANT TO COOPERATIVE BID AND AWARD DOCUMENTS FROM CORONA-NORCO UNIFIED SCHOOL DISTRICT

Adopt the resolution authorizing contracting pursuant to cooperative bid and award documents from the Corona-Norco Unified School District, to purchase musical instruments for the music program at Pacific Trails Middle School, as described in the attachment, and as presented.

**DISCUSSION / ACTION ITEMS ..... (ITEMS 16 - 21)**

16. ADOPTION OF RESOLUTION OF INTENT TO CONVEY EASEMENT & RIGHT OF WAY

Motion by Mr. Salazar, seconded by Ms. Dalessandro, to adopt the Resolution of Intention to Convey Easement and Right-of-Way to San Diego Gas & Electric for the purpose to erect, construct, reconstruct, replace, repair, maintain and use, guy poles and/or anchors together with connecting wires, to support that pole line located upon or adjacent to said lands, at the Oak Crest Middle School, as described in the attachment, and as presented. Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

17. ADOPTION OF RESOLUTION / AUTHORIZING FILING A GRANT APPLICATION WITH THE COUNTY OF SAN DIEGO FOR NEIGHBORHOOD REINVESTMENT PROGRAM FUNDING

Motion by Ms. Dalessandro, seconded by Ms. Herman, to adopt the Resolution Authorizing Filing A Grant Application With The County Of San Diego For Neighborhood Reinvestment Program Funding, for the purpose of accepting available funding towards the cost of improvements of the shared-used Solana Beach Library at Earl Warren Middle School, and authorize Rick Schmitt, Eric Dill or John Addleman to execute any and all necessary documents. Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

18. APPROVAL OF GUARANTEED MAXIMUM PRICE / EARL WARREN MIDDLE SCHOOL CAMPUS RECONSTRUCTION

Motion by Mr. Salazar, seconded by Ms. Herman, to approve the guaranteed maximum price for the Lease-Leaseback contract CA2015-58 entered into with McCarthy Building Companies, Inc., for the Earl Warren Middle School Campus Reconstruction project, in the amount of \$37,307,665.00, and authorize Christina Bennett or Eric Dill to execute any and all necessary documents. Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

19. APPROVAL OF 2015-16 EDUCATION PLAN: STRATEGIC THEMES

Motion by Ms. Dalessandro, seconded by Ms. Herman, to approve the 2015-16 Education Plan: Strategic Themes, as presented. Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

20. APPROVAL OF AMENDMENT TO EMPLOYMENT CONTRACTS (3) & NEW EMPLOYMENT CONTRACT (1) / ASSOCIATE SUPERINTENDENTS

Motion by Ms. Dalessandro, seconded by Ms. Herman, to approve the amendment to the Employment Contracts (3) for the Associate Superintendents of Business Services, Educational Services, and Human Resources, and the new Employment Contract (1) for the Associate Superintendent of Administrative Services, for the term commencing July 1, 2015 through June 30, 2019, as presented. Ayes: Dalessandro, Hergesheimer, Herman; Noes: Muir, Salazar; Abstain: None. *Motion carried.*

21. APPROVAL OF SALARY ALLOCATION PLACEMENT, BP #4231 APPENDIX A, SALARY RANGE DEFINITIONS / NEW CLASSIFIED JOB CLASSIFICATION "INSTRUCTIONAL ASSISTANT SPECIAL EDUCATION (BEHAVIORAL INTERVENTION)"

Motion by Ms. Dalessandro, seconded by Ms. Herman, to approve the salary allocation placement on BP #4231-Appendix A, Salary Range Definitions, for the new classified job classification "Instructional Assistant Special Education (Behavioral Intervention)", as recommended by the Personnel Commission, and as presented. Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None. *Motion unanimously carried.*

**INFORMATION ITEMS.....(ITEMS 22 - 32)**

22. PERSONNEL COMMISSION / CLASS DESCRIPTION REPORT / CLASSIFIED



- A. GROUNDS MAINTENANCE WORKER I
- B. GROUNDS MAINTENANCE WORKER II
- C. NUTRITION SERVICES TRANSPORTER I
- D. NUTRITION SERVICES TRANSPORTER II

This item was submitted as information only.

23. ANNUAL REPORT OF PERSONNEL COMMISSION (2014-2015)

- A. DIRECTOR'S SUMMARY OF REPORT
- B. ANNUAL REPORT

This item was submitted as information only.

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

Mr. Dill gave an update on SB 799, the pending bill regarding the reserve cap issue.

25. HUMAN RESOURCES UPDATE ..... TORRIE NORTON, ASSOCIATE SUPERINTENDENT

Ms. Norton had nothing to report.

26. EDUCATIONAL SERVICES UPDATE ..... MIKE GROVE, ED.D., ASSOCIATE SUPERINTENDENT

Dr. Grove gave an update on the teachers returning to work this week with Tuesday and Wednesday used as prep days, and Thursday and Friday designated as professional development days.

27. ADMINISTRATIVE SERVICES UPDATE ..... JASON VILORIA, ED.D., ASSOCIATE SUPERINTENDENT

Dr. Vioria gave an update on the middle school bell schedules approved earlier on the consent agenda and that 25% of students have opted for 7:30 am start and 75% at 8:30 am. Each family was able to choose start times at all five middle schools. He also reported that CAASPP testing results are delayed.

28. PUBLIC COMMENTS – *\*\*PUBLIC COMMENTS WERE ALSO HEARD AFTER ITEM #10.*

Dirk-Uwe Bartsch made comments regarding bus transportation at Earl Warren Middle School.

29. FUTURE AGENDA ITEMS – None presented.

30. ADJOURNMENT TO CLOSED SESSION – No closed session was necessary.

31. REPORT FROM CLOSED SESSION – Nothing further to report.

32. ADJOURNMENT OF MEETING – The meeting adjourned at 7:45 PM.

\_\_\_\_\_  
John Salazar, Board Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rick Schmitt, Superintendent

\_\_\_\_\_  
Date

## PERSONNEL LIST

### CERTIFICATED PERSONNEL

#### Employment

1. **Kelly Baggins**, 100% Temporary Teacher (American Sign Language) at San Dieguito High School Academy for the 2015-16 school year, effective 8/18/15 to 6/10/16.
2. **Mie Buskirk**, 67% Temporary Intern Teacher (Japanese) at Canyon Crest Academy for the 2015-16 school year, effective 8/18/15 to 6/10/16.
3. **Eli Cameron**, 100% Temporary Teacher (social science) at San Dieguito High School Academy for the 2015-16 school year, effective 8/18/15 to 6/10/16.
4. **Curt Erales**, 100% Temporary Teacher (automotive mechanics) at San Dieguito High School Academy for the 2015-16 school year, effective 8/18/15 to 6/10/16.
5. **Daniel Herrera**, Temporary Teacher (Spanish) at Canyon Crest Academy; 100% assignment Semester I, effective 8/18/15 to 1/22/16; 67% assignment Semester II, effective 1/25/16 to 6/10/16.
6. **Cathy Marquardt**, 100% Temporary District Psychologist for the 2015-16 school year, effective 8/18/15 to 6/10/16.
7. **Danielle Mote**, 100% Temporary Special Education Teacher (mild/moderate) at Canyon Crest Academy for the 2015-16 school year, effective 8/18/15 to 6/10/16.
8. **Marlene Plumb**, 100% Temporary Teacher (business) at Canyon Crest Academy for the 2015-16 school year, effective 8/18/15 to 0610/16.
9. **Jennifer Sayegh**, 100% Probationary High School Assistant Principal at Canyon Crest Academy, beginning in the 2015-16 school year, effective 8/24/15.

#### Change in Assignment

1. **Jane Caples**, Change in Assignment from District Program Specialist to District Psychologist in the 2015-16 school year, effective 8/18/15.
2. **Jeffrey Copeland**, Change in Assignment from High School Assistant Principal at Canyon Crest Academy to Principal at Diegueno Middle School, effective 7/21/15.
3. **Monica Cordova**, Change in Assignment from District Program Specialist to District Psychologist in the 2015-16 school year, effective 8/18/15.
4. **Diane Dekker**, Change in Assignment from District Program Specialist to Special Education Teacher (mild/moderate) at Earl Warren Middle School in the 2015-16 school year, effective 8/18/15.
5. **Dorothy Guinter**, Change in Assignment from District Program Specialist to District Psychologist in the 2015-16 school year, effective 8/18/15.
6. **Reka Incze**, Temporary Teacher (French) at Canyon Crest Academy and Carmel Valley Middle School, increased assignment to 87% (67% at CCA & 20% at CV) for the 2015-16 school year, effective 8/18/15 to 6/10/16.

7. **Julian Johnson**, 20% Temporary Teacher (music) at Pacific Trails Middle School, Change in Assignment to 53% (additional 33%) at San Dieguito High School Academy, for the 2015-16 school year, effective 8/18/15 to 6/10/16.
8. **Megan Ratliff**, Temporary Teacher (music) at Diegueno Middle School, Change in Assignment from 20% to 40% for the 2015-16 school year, effective 8/18/15 to 6/10/16.

### **Resignation**

1. **Lauren Ruggiero**, Temporary Teacher (Spanish) hired at Canyon Crest Academy for the 2015-16 school year, submitted a resignation from employment, effective 7/17/15.
2. **Jill Seidenverg**, Permanent Teacher (social science) at San Dieguito High School Academy, resignation from employment, effective 7/23/15.
3. **Gina Tashjian**, Permanent Speech Language Pathologist, currently on Unpaid Leave of Absence, resignation from employment, effective 7/29/15.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 21, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** Michael Grove, Ed.D.  
Associate Superintendent of  
Educational Services

**SUBMITTED BY:** Rick Schmitt, 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:**

It is recommended 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**  
**September 3, 2015**

ITEM 11B

| 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 | Funding                                |
|--------|------------------------|--------------------|------------|--|------------------|--------------------|---|---------------|-------|--------------------|--|
| 1      | 10-09-15 -<br>10-12-15 | Raines             | Mark       | CCA Envision<br>Cinema<br>Conservatory | 10               | 1                  | All American High School<br>Film Festival | New York City | NY    | 2 Days             | CCA Foundation /<br>Parent Donations   |
| 2      | 09-26-15 -<br>09-27-15 | Bolig              | Lily       | SDHSA Speech<br>and Debate             | 50               | 8                  | Speech and Debate<br>Tournament           | Long Beach    | CA    | None               | SDHSA Foundation /<br>Parent Donations |
| 3      | 10-16-15 -<br>10-18-15 | Bolig              | Lily       | SDHSA Speech<br>and Debate             | 50               | 8                  | Speech and Debate<br>Tournament           | Fullerton     | CA    | 1 Day              | SDHSA Foundation /<br>Parent Donations |
| 4      | 11-07-15 -<br>11-09-15 | Bolig              | Lily       | SDHSA Speech<br>and Debate             | 18               | 4                  | Speech and Debate<br>Tournament           | Sherman Oaks  | CA    | None               | SDHSA Foundation /<br>Parent Donations |
| 5      | 01-14-16 -<br>01-17-16 | Bolig              | Lily       | SDHSA Speech<br>and Debate             | 15               | 3                  | Speech and Debate<br>Tournament           | Union City    | CA    | 2 Days             | SDHSA Foundation /<br>Parent Donations |
| 6      | 04-15-16 -<br>04-17-16 | Bolig              | Lily       | SDHSA Speech<br>and Debate             | 10               | 2                  | Speech and Debate<br>Tournament           | San Jose      | CA    | 1 Day              | SDHSA Foundation /<br>Parent Donations |
| 7      | 06-09-16               | Savile             | Shaun      | OCMS 8th<br>graders                    | 450              | 15                 | 8th Grade Promotion<br>Disneyland Trip    | Anaheim       | CA    | 1 Day              | OCMS Foundation /<br>Parent Donations  |

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 25, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** Torrie Norton  
Associate Superintendent/Human Resources

**SUBMITTED BY:** Rick Schmitt  
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

Employment  
Change in Assignment  
Resignation

#### Classified

Employment  
Change in Assignment  
Leave of Absence  
Resignation

#### RECOMMENDATION:

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

#### FUNDING SOURCE:

General Fund

## PERSONNEL LIST

### CERTIFICATED PERSONNEL

#### Employment

1. **Orna Edwards**, 33% Temporary Teacher (dance) at Canyon Crest Academy for the remainder of Semester I only in the 2015-16 school year, effective 8/27/15 through 1/22/16.
2. **Karen Franke**, 80% Temporary Teacher (English & speech/debate) at La Costa Canyon High School for the 2015-16 school year, effective 8/18/15 through 6/10/16.
3. **Keith Trahan**, 100% Temporary Teacher (computer coding and video/film), 60% assignment at Carmel Valley Middle School and 40% assignment at San Dieguito High School Academy, for the 2015-16 school year, effective 8/25/15 through 6/10/16.
4. **Todd Vollstedt**, Temporary Teacher (math) at San Dieguito High School Academy, 100% assignment Semester I, effective 8/18/15 through 1/22/16; 67% assignment Semester II, effective 1/25/16 through 6/10/16.

#### Change in Assignment

1. **Viviana Alvarado-Gomez**, Temporary Teacher (Spanish) at Torrey Pines High School, change in assignment for the remainder of the 2015-16 school year, from 80% assignment to 100% assignment, effective 8/25/15 through 6/10/16.
2. **Lara Antkowiak**, Temporary Teacher (Spanish) at La Costa Canyon High School, change in assignment for the 2015-16 school year from 40% assignment to 60% assignment, effective 8/18/15 through 6/10/16.
3. **Ryan Cardenas**, Temporary Teacher (science) at San Dieguito High School Academy, change in assignment for the 2015-16 school year from 100% assignment Semester I and 33% assignment Semester II to 100% assignment all year, effective 8/18/15 through 6/10/16.
4. **Robert Collins**, Temporary Teacher (English) at Torrey Pines High School, change in assignment for the remainder of the 2015-16 school year from 80% assignment to 100% assignment, effective 8/25/15 through 6/10/16.
5. **Samuel Cummings**, Temporary Teacher (math) at Canyon Crest Academy, change in assignment for the 2015-16 school year from 100% assignment Semester I and 67% assignment Semester II to 100% assignment all year, effective 8/18/15 through 6/10/16.
6. **Anna Dyson**, Temporary Teacher (English) at Torrey Pines High School, change in assignment for the remainder of the 2015-16 school year from 80% assignment to 100% assignment, effective 8/25/15 through 6/10/16.
7. **Lindsey Geissler**, Temporary Teacher (biology/chemistry/physics) at La Costa Canyon High School, change in assignment for the 2015-16 school year from 60% assignment to 100% assignment all year, effective 8/18/15 through 6/10/16.

## ITEM 12A

8. **Stacy Hardcastle**, Temporary Teacher (English) at La Costa Canyon High School, change in assignment for the 2015-16 school year from 80% assignment to 100% assignment all year, effective 8/18/15 through 6/10/16.
9. **Kaitlin Hildebrand**, Temporary Teacher (math) at Pacific Trails Middle School, change in assignment for the 2015-16 school year from 60% assignment to 80% assignment all year, effective 8/18/15 through 6/10/16.
10. **Julian Johnson**, Temporary Teacher (music) 33% at San Dieguito High School Academy and 20% at Pacific Trails Middle School, change in assignment for the 2015-16 school year from 53% to 86% with the addition of one section of music (33%) at Canyon Crest Academy, effective 8/18/15 through 6/10/16.
11. **Amy Masuda**, Temporary Teacher (social science) at Earl Warren Middle School, reduction in assignment for the 2015-16 school year from 80% assignment to 60% assignment, effective 8/18/15 through 6/10/16.
12. **Elizabeth McNally**, Temporary Teacher (English) at La Costa Canyon High School, change in assignment for the 2015-16 school year from 80% assignment to 100% assignment, effective 8/18/15 through 6/10/16.
13. **Ryan Mikkonen**, Temporary Teacher (physical education) at Canyon Crest Academy, change in assignment for the 2015-16 school year from 67% assignment all year to 100% assignment Semester I, effective 8/18/15 through 1/22/16; and 67% Semester II, effective 1/25/16 through 6/10/16.
14. **Casey Rector**, Temporary Teacher (ASB/Leadership/Academic Success) at La Costa Canyon High School, change in assignment for the 2015-16 school year from 60% assignment to 80% assignment, effective 8/18/15 through 6/10/16.
15. **Hannah Reed**, Temporary Teacher (science) 40% assignment at Earl Warren Middle School, change in assignment for the 2015-16 school year from 40% to 60% with the addition of one section of science (20%) at Pacific Trails Middle School, effective 8/18/15 through 6/10/16.
16. **Bianca Ross**, Temporary Teacher (math) at La Costa Canyon High School, change in assignment for the 2015-16 school year from 80% assignment to 100% assignment for the year, effective 8/18/15 through 6/10/16.
17. **Maritza Stokes**, Temporary Teacher (social science & English) at Diegueno Middle School, change in assignment for the 2015-16 school year from 60% assignment to 80% assignment all year, effective 8/18/15 through 6/10/16.
18. **Roxzana Sudo**, Temporary Teacher (English) at Torrey Pines High School, change in assignment for the remainder of the 2015-16 school year from 80% assignment to 100% assignment, effective 8/25/15 through 6/10/16.
19. **David VanGorder**, Temporary Teacher (English & social science) at San Dieguito High School Academy, change in assignment for the 2015-15 school year from 100% assignment Semester I and 67% assignment Semester II to 100% assignment all year, effective 8/18/15 through 6/10/16.
20. **Cecily Wheeler**, Temporary Teacher (art) 40% at Pacific Trails Middle School, change in assignment for the 2015-16 school year from 40% assignment to 73% assignment with the addition of one section of art (33%) at Canyon Crest Academy, effective 8/18/15 through 6/10/16.



ITEM 12A

**Resignation**

1. **Gina Cherashore**, Temporary Teacher (social science) at Torrey Pines High School, resignation from employment, effective 8/21/15.
2. **Joyce Christensen**, Special Education Teacher at Oak Crest Middle School, resignation for retirement purposes, effective 8/26/15.

dr  
**09/03/15**  
certbdagenda

## ITEM 12A

## PERSONNEL LIST

**CLASSIFIED PERSONNEL****Employment**

1. **Atchison, David**, Theater Technician, SR41, 100.00% FTE, San Dieguito High School Academy, effective 08/24/15.
2. **Samuelson, David**, Custodian, SR32, 100.00% FTE, Facilities Department, effective 08/17/15.
3. **Villasenor, Andrea**, Nutrition Services Assistant I, SR25, 31.25% FTE, Diegueno Middle School, effective 08/24/15.
4. **Zamudio, David**, School Bus Driver, SR38, 50.00% FTE, Transportation Department, effective 08/17/15.

**Change in Assignment**

1. **Becker, Deana**, from Instructional Assistant-SpEd(NS), SR34, 48.75% FTE, Oak Crest Middle School to 75.00% FTE, Diegueno Middle School, effective 08/24/15.
2. **Beermann-Young, Ariel**, from Instructional Assistant-SpEd(SH), SR36, 48.75% FTE, Oak Crest Middle School to 75.00% FTE, effective 08/24/15.
3. **LaBeau, Terri**, from Instructional Assistant-SpEd(NS), SR34, 48.75% FTE, Torrey Pines High School to 75.00% FTE, Pacific Trails Middle School, effective 08/24/15.
4. **Ngo, Tracy**, from Nutrition Services Assistant I, SR25, 31.25% FTE, Diegueno Middle School to 43.75% Torrey Pines High School, effective 08/24/15.
5. **Peterson, Allisen**, from Instructional Assistant-SpEd(SH), SR36, 48.75% FTE, La Costa Canyon High School, to 75.00% FTE, effective 08/24/15.
6. **Thompson, Marisa**, from Administrative Secretary, SR40, 48.75% FTE, District Office-Special Education Department, to 75.00% FTE, effective 08/18/15.

**Leave of Absence**

1. **Herring Victoria**, Instructional Assistant-SpEd(NS), SR34, 48.75% FTE, La Costa Canyon High School requests a 100.00% Unpaid Leave of Absence effective 08/24/15 through 01/24/16. Victoria plans to resume her 48.75% assignment on 01/25/16.

**Resignation**

1. **Anderson, Lara**, Instructional Assistant-SpEd(NS) on Unpaid Leave of Absence, SR34, 48.75% FTE, Earl Warren Middle School, resignation effective 08/14/15.
2. **Jordens-Downs, Nicole**, Instructional Assistant-SpEd(NS), SR34, 37.50% FTE, Torrey Pines High School, resignation effective 07/30/15.
3. **Roy, Neelam**, Instructional Assistant-SpEd(NS), SR34, 48.75% FTE, Coastal Learning Academy, resignation effective 08/13/15.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 26, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** Michael Grove, Ed.D., Associate Superintendent of Educational Services

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Educational Services summarizes one amendment to agreements.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on attached list

ITEM 13B

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**EDUCATIONAL SERVICES - AMENDMENT TO AGREEMENTS REPORT**

**Board Meeting Date: 09-03-15**

| <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>        |
|---------------------------------|-----------------------------|---|-----------------------------------|---------------------------------|
| 08/21/15 – 08/20/16             | Hobsons, dba Naviance, Inc. | Amending the contract for a district wide comprehensive college and career readiness program to include an additional ten hours of training | General Fund / Unrestricted 01-00 | \$2,000.00 plus travel expenses |

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 26, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** Jason Vilorio, Ed.D., Associate Superintendent of Administrative Services

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

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### EXECUTIVE SUMMARY

The attached Professional Services Report/Administrative 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

## ITEM 14A

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**ADMINISTRATIVE SERVICES - PROFESSIONAL SERVICES REPORT****Board Meeting Date: 09-03-15**

| <b><u>Contract Effective Dates</u></b> | <b><u>Consultant/ 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>  |
|--|--|---|--|--|
| 09/04/15 – 06/30/16                    | Ithaca Harbors, Inc. dba JSTOR         | Provide JSTOR information technology services, and tools, and digitally archived articles (scholarly materials, academic collections on the arts & sciences, business, literature, mathematics, statistics, music, health, etc.) for San Dieguito High School Academy and La Costa Canyon High School | General Fund/ Unrestricted 01-00   | A one-time fee of \$500.00 each school and a prorated portion of a \$1,500.00 annual fee each school |
| 04/19/16                               | 22nd District Agricultural Association | Provide use of the Del Mar Fairgrounds for the San Dieguito Union High School District College Night and Fair   | General Fund/ Unrestricted 01-00 and Torrey Pines High School fundraising events | \$9,875.00 plus labor and equipment rental fees at the 22nd District reimbursable rates              |
| 09/29/15 – 09/28/16                    | Lynda.com, Inc.                        | Provide a ten user license for Lynda Pro 2.0 on-demand learning resources for faculty, staff, and students  | General Fund/ Unrestricted 01-00   | \$3,250.00   |
| 08/08/15 – 08/07/16                    | Texthelp Inc.                          | Provide a Read & Write for Google domain subscription district wide   | General Fund/ Unrestricted 01-00   | \$18,750.00  |

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 21, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** Chuck Adams, Director of Special Education  
Jason Vilorio, Ed.D., Associate Superintendent,  
Administrative Services

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL / RATIFICATION OF AGREEMENTS

-----

### EXECUTIVE SUMMARY

The attached Special Education Agreements Report summarizes two contracts.

#### 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 14C**

**SPECIAL EDUCATION AGREEMENTS**

**Board Meeting Date: 09-03-15**

| <b><u>Contract Effective Dates</u></b> | <b><u>Contract/Vendor</u></b>                   | <b><u>Description of Services</u></b>  | <b><u>Department Budget</u></b> | <b><u>Current # of Students</u></b> | <b><u>Fee Not to Exceed</u></b>      |
|--|---|--|---------------------------------|-------------------------------------|--------------------------------------|
| 07/01/15 – 06/30/16                    | New Haven Youth and Family Services, Inc. (NPA) | To provide wraparound services for students transitioning to a less restrictive placement. | General Fund / Restricted 01-00 | 19                                  | At the rates shown on the attachment |
| 07/01/15 – 06/30/16                    | EduCLIME LLC (ICA)                              | To provide brain injury therapy, assessments, and IEP support in an educational setting.   | General Fund/Unrestricted 01-00 | 3                                   | \$170.00 per hour                    |





**New Haven Youth and Family Services  
2015-2016 Rates  
Educationally Related Mental Health Services  
San Dieguito UHSD**

ITEM 14C

| Services  | Fee                    | Time Period | Notes   |
|---|------------------------|-------------|---|
| <b><u>Non-Public Education</u></b>  |                        |             |   |
| Special Education-Day Student   | \$143.05               | Day         |   |
| Special Education-Residential Student   | \$126.88               | Day         |   |
| One-to-One Behavioral Aide  | \$30.00                | Hour        | Classroom Aid   |
| Psychological Assessment  | \$140.00               | Hour        |   |
| Occupational Therapy  | \$100.00               | Hour        |   |
| Speech & Language Services  | \$100.00               | Hour        |   |
| Transportation – School   | IRS Reimbursement Rate | Per mile    | M-F from Home to School   |
| Transportation – Therapeutic Home Pass  | IRS Reimbursement Rate | Per mile    | School to designated Drop off point   |
|   |                        |             |   |
|   |                        |             |   |
| <b><u>Life Skills and Employability Program</u></b>                                     |                        |             |   |
| Vocational Services (Group)   | \$65.00                | 2 Hours     |   |
|   |                        |             |   |
| <b><u>Community Based Services</u></b>  |                        |             |   |
| Intensive Community Based Case-Management Services<br>(At least 3 hrs/week of services) | \$2,200.00             | Month       | All inclusive rate<br>(Case Management, Therapy,<br>Behavioral Specialist, Crisis<br>Management)  |
| Individual Counseling   | \$100.00               | Hour        | Community Based   |
| Individual Counseling   | \$80.00                | Hour        | NH Outpatient Office(s)   |
| Family Counseling   | \$100.00               | Hour        | Community Based   |
| Family Counseling   | \$80.00                | Hour        | NH Outpatient Office(s)   |
| Group Counseling Per Client   | \$65.00                | Hour        | Community Based   |
| Behavior Intervention Specialist<br>(Includes Assessment; Intervention Plan)            | \$75.00                | Hour        |   |
| Therapeutic Behavioral Services (TBS)   | \$141.00               | Hour        |   |
|   |                        |             |   |
| Case Management   | \$50.00                | Hour        |   |
| <b><u>Residential Program</u></b>   |                        |             |   |
| Residential Services  | \$8,935.00             | Month       | Rate is inclusive of psychiatric<br>and mental health services. Rate<br>does not include cost of<br>Medication. Rate includes<br>Individual, Group, & family<br>therapy as specified in student's<br>IEP. |

Accounting Department  
P.O Box 1199  
Vista, CA 92085-1199  
p: 760.630.4060  
f: 760.630.4020  
[www.newhavenyfs.org](http://www.newhavenyfs.org)

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 21, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** Chuck Adams, Director of Special Education  
Michael Grove, Associate Superintendent,  
Educational Services

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

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### EXECUTIVE SUMMARY

The attached Special Education Agreement report for Parent Settlements and Release Agreements summarizes one Settlement Agreement that provides services for a Special Education Student.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on the attached report.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14E

SPECIAL EDUCATION AGREEMENTS

Board Meeting Date: 09/03/15

| <u>Student SSID #</u> | <u>Description of Services</u>   | <u>Date Executed</u> | <u>Budget #</u>                         | <u>Amount</u> |
|-----------------------|--|----------------------|---|---------------|
| 8036427238            | <b><i>Parent Settlement Agreement</i></b><br>Reimbursement of Parentally Placed Private School Student (PPPSS) for educational program, related services, and attorney fees through 08/13/15 | 08/13/15             | General Fund<br>Special Education 01-00 | \$75,000.00   |

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 26, 2015

**BOARD MEETING DATE:** September 3, 2015

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes two 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

Board Meeting Date: 09-03-15

| <u>Contract Effective Dates</u>  | <u>Contractor/Vendor</u>    | <u>Description of Services</u>   | <u>School/ Department Budget</u>    | <u>Fee Not to Exceed</u>            |
|--|-----------------------------|--|-------------------------------------|-------------------------------------|
| 08/25/15 until completion of a San Dieguito Union High School District street project involving Balour Drive | Patrol Masters, Inc.        | Provide crossing guard services at Oak Crest Middle School   | General Fund /Unrestricted<br>01-00 | \$34.25 per hour per crossing guard |
| 07/01/15 and continuing until terminated by thirty day written notice from either party                      | Door Service & Repair, Inc. | Provide preventative maintenance and repairs on 111 various types and sizes of rolling steel doors at 9 different school sites | General Fund /Unrestricted<br>01-00 | \$4,500.00 per year                 |

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 26, 2015

**BOARD MEETING DATE:** September 3, 2015

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

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

-----

### 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

## ITEM 15B

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**BUSINESS SERVICES - AMENDMENT TO AGREEMENTS REPORT****Board Meeting Date: 09-03-15**

| <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> |
|--|----------------------------------|--|---|---------------------------------|
| 06/05/15 – 06/04/16                    | Urban Tree Care, Inc.            | Extending the district wide tree trimming services with no other changes to the contract | Expended from the fund, including Building Fund–Prop 39 Fund 21-39, to which the project is charged | NA                              |

# San Dieguito Union High School District

## **INFORMATION REGARDING BOARD AGENDA ITEM**

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 26, 2015

**BOARD MEETING DATE:** September 3, 2015

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

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** APPROVAL OF BUSINESS REPORTS

-----

### **EXECUTIVE SUMMARY**

Please find the following business reports submitted for your approval:

1. Purchase Orders
2. Membership Listings (None submitted)
3. Warrants
4. Revolving Cash Fund

### **RECOMMENDATION:**

It is recommended that the Board approve the following business reports: 1) Purchase Orders, 2) Membership Listings (None submitted), 3) Warrants, and 4) Revolving Cash Fund.

### **FUNDING SOURCE:**

Not applicable



## ITEM 15F

| PO REPORT AUGUST 11, 2015 THROUGH AUGUST 24, 2015 |           |      |                                 |     |                                |             |
|---|-----------|------|---------------------------------|-----|--------------------------------|-------------|
| PO NBR  | DATE      | FUND | VENDOR                          | LOC | DESCRIPTION                    | AMOUNT      |
| 0000001722  | 8/11/2015 | 0100 | JURMAN'S EMERGENCY TRAINING     | 020 | PROF/CONSULT./OPER EXP         | \$2,400.00  |
| 0000001723  | 8/11/2015 | 0100 | UNITED HEALTH SUPPLIES          | 500 | MATERIALS AND SUPPLIES         | \$92.39     |
| 0000001724  | 8/11/2015 | 2139 | PALOMAR REPROGRAPHICS, INC.     | 007 | LAND IMPROVEMENTS              | \$500.00    |
|   |           |      |                                 |     | NEW CONSTRUCTION               | \$19,000.00 |
|   |           |      |                                 |     | IMPROVEMENT                    | \$3,000.00  |
| 0000001725  | 8/11/2015 | 0100 | XEROX CORPORATION               | 500 | REPAIRS BY VENDORS             | \$309.87    |
|   |           |      |                                 |     | COPIER OVERAGE CHGS            | \$177.29    |
| 0000001726  | 8/11/2015 | 2139 | CULVER-NEWLIN INC               | 007 | BUILDING & IMPROVMNT OF BUILD  | \$1,132.34  |
| 0000001727  | 8/11/2015 | 0100 | XEROX CORPORATION               | 011 | RENTS & LEASES                 | \$44,994.55 |
|   |           |      |                                 |     | COPIER OVERAGE CHGS            | \$15,617.82 |
| 0000001728  | 8/11/2015 | 1300 | XEROX CORPORATION               | 014 | RENTS & LEASES                 | \$2,724.84  |
|   |           |      |                                 |     | COPIER OVERAGE CHGS            | \$863.02    |
| 0000001729  | 8/11/2015 | 2519 | CLARK SECURITY PRODUCTS         | 007 | NON CAPITALIZED EQUIP          | \$1,188.00  |
| 0000001730  | 8/11/2015 | 0100 | XEROX CORPORATION               | 011 | RENTS & LEASES                 | \$2,350.43  |
|   |           |      |                                 |     | COPIER OVERAGE CHGS            | \$352.25    |
| 0000001731  | 8/11/2015 | 2139 | CULVER-NEWLIN INC               | 007 | BUILDING & IMPROVMNT OF BUILD  | \$3,471.55  |
| 0000001732  | 8/11/2015 | 2139 | FREDRICKS ELECTRIC INC          | 007 | NEW CONSTRUCTION               | \$4,115.00  |
| 0000001733  | 8/11/2015 | 2139 | AZTEC TECHNOLOGY CORP           | 007 | NEW CONSTRUCTION               | \$1,785.00  |
| 0000001734  | 8/11/2015 | 0100 | STAPLES ADVANTAGE               | 500 | MATERIALS AND SUPPLIES         | \$2,146.81  |
| 0000001735  | 8/11/2015 | 0100 | MISSION FEDERAL CREDIT UNION    | 500 | MATERIALS AND SUPPLIES         | \$129.38    |
| 0000001736  | 8/11/2015 | 2139 | L B CONCRETE                    | 007 | NEW CONSTRUCTION               | \$3,930.00  |
| 0000001737  | 8/11/2015 | 2139 | MODULAR SPACE CORPORATION       | 007 | NEW CONSTRUCTION               | \$1,762.20  |
| 0000001738  | 8/11/2015 | 2139 | AZTEC TECHNOLOGY CORP           | 007 | IMPROVEMENT                    | \$313.20    |
| 0000001739  | 8/11/2015 | 0100 | ADVANCED WEB OFFSET             | 500 | PRINTING                       | \$3,135.00  |
|   |           |      |                                 |     | PRINTING                       | \$188.00    |
| 0000001740  | 8/11/2015 | 0100 | FREE FORM CLAY & SUPPLY         | 500 | REPAIRS BY VENDORS             | \$300.00    |
| 0000001741  | 8/11/2015 | 0100 | SMART AND FINAL STORES CORP     | 600 | REFRESHMENTS                   | \$350.00    |
| 0000001743  | 8/11/2015 | 1300 | CARMEL VALLEY MIDDLE SCHOOL ASB | 014 | OTHER SERV.& OPER.EXP.         | \$1,000.00  |
| 0000001744  | 8/11/2015 | 1300 | OAK CREST MIDDLE SCHOOL ASB     | 014 | OTHER SERV.& OPER.EXP.         | \$1,000.00  |
| 0000001745  | 8/11/2015 | 1300 | EARL WARREN MIDDLE SCHOOL ASB   | 014 | OTHER SERV.& OPER.EXP.         | \$1,500.00  |
| 0000001746  | 8/11/2015 | 1300 | DIEGUENO MIDDLE SCHOOL ASB      | 014 | OTHER SERV.& OPER.EXP.         | \$2,000.00  |
| 0000001747  | 8/11/2015 | 1300 | PHIL'S PHABULOUS PHOODS         | 014 | PURCHASES FOOD                 | \$10,000.00 |
| 0000001748  | 8/11/2015 | 1300 | SMART AND FINAL STORES CORP     | 014 | PURCHASES FOOD                 | \$1,300.00  |
|   |           |      |                                 |     | PURCHASES SUPPLIES             | \$200.00    |
| 0000001749  | 8/11/2015 | 1300 | S AND S BAKERY INC              | 014 | PURCHASES FOOD                 | \$40,000.00 |
| 0000001750  | 8/11/2015 | 1300 | CA DEPT OF ED-FOOD DISTR.       | 014 | PURCHASES FOOD                 | \$10,000.00 |
| 0000001751  | 8/11/2015 | 1300 | DRIFTWOOD DAIRY                 | 014 | PURCHASES FOOD                 | \$75,000.00 |
| 0000001752  | 8/11/2015 | 1300 | COUNTY OF SAN DIEGO             | 014 | FEES - ADMISSIONS, TOURN       | \$3,000.00  |
| 0000001753  | 8/11/2015 | 1300 | SUBURBAN PROPANE L.P.           | 014 | PURCHASES SUPPLIES             | \$2,000.00  |
| 0000001754  | 8/11/2015 | 1300 | SHELL                           | 014 | FUEL                           | \$1,500.00  |
| 0000001755  | 8/11/2015 | 1300 | NIKKO ENTERPRISE                | 014 | PURCHASES FOOD                 | \$8,000.00  |
| 0000001756  | 8/11/2015 | 1300 | TOP OF THE BAGEL                | 014 | PURCHASES FOOD                 | \$8,000.00  |
| 0000001757  | 8/11/2015 | 0100 | STAPLES ADVANTAGE               | 500 | MATERIALS AND SUPPLIES         | \$1,000.00  |
| 0000001758  | 8/11/2015 | 0100 | MISSION FEDERAL CREDIT UNION    | 500 | MATERIALS AND SUPPLIES         | \$70.65     |
| 0000001759  | 8/12/2015 | 0100 | JSTOR                           | 500 | COMPUTER LICENSING             | \$2,500.00  |
| 0000001760  | 8/12/2015 | 0100 | CONSULTING & INSPECTION SVCS    | 012 | OTHER SERV.& OPER.EXP.         | \$4,272.00  |
| 0000001761  | 8/12/2015 | 0100 | OFFICE DEPOT, INC               | 012 | MATERIALS AND SUPPLIES         | \$215.16    |
| 0000001762  | 8/12/2015 | 0100 | COMM USA INC                    | 018 | MATERIALS AND SUPPLIES         | \$2,779.00  |
| 0000001763  | 8/12/2015 | 0100 | U.S. BANK                       | 007 | BANK CHARGES                   | \$2,450.00  |
| 0000001764  | 8/12/2015 | 0100 | AMAZON.COM                      | 004 | MATERIALS AND SUPPLIES         | \$3,102.14  |
| 0000001765  | 8/12/2015 | 0100 | RANCHO SANTA FE SEC SYSTEMS     | 012 | OTHER SERV.& OPER.EXP.         | \$22,704.00 |
| 0000001766  | 8/12/2015 | 0100 | SSID #1139752203                | 002 | OTHER SERV.& OPER.EXP.         | \$2,500.00  |
| 0000001767  | 8/12/2015 | 0100 | SSID #8138514238                | 002 | MEDIATION SETTLEMENTS          | \$4,000.00  |
| 0000001768  | 8/12/2015 | 0100 | C D W G.COM                     | 002 | NON-CAPITALIZED TECH EQUIPMENT | \$573.48    |
| 0000001769  | 8/12/2015 | 0100 | NCTD                            | 004 | FEES - ADMISSIONS, TOURN       | \$3,000.00  |
| 0000001770  | 8/12/2015 | 0100 | PASCO SCIENTIFIC                | 600 | COMPUTER LICENSING             | \$322.92    |
| 0000001771  | 8/12/2015 | 0100 | IPARADIGMS LLC                  | 004 | COMPUTER LICENSING             | \$37,108.20 |
| 0000001772  | 8/12/2015 | 0100 | HOUGHTON MIFFLIN HARCOURT PUB.  | 002 | BOOKS OTHER THAN TEXTBOOKS     | \$2,162.87  |
| 0000001773  | 8/12/2015 | 0100 | STAPLES ADVANTAGE               | 500 | MATERIALS AND SUPPLIES         | \$1,303.33  |
| 0000001775  | 8/12/2015 | 0100 | WILLDAN FINANCIAL SERVICES      | 007 | DATA PROCESSING CONTRACT       | \$2,500.00  |
| 0000001776  | 8/12/2015 | 0100 | MACGILL DISCOUNT SCHOOL NURSE   | 002 | NON CAPITALIZED EQUIP          | \$1,180.44  |
| 0000001777  | 8/12/2015 | 0100 | STAPLES ADVANTAGE               | 500 | COMPUTER SUPPLIES              | \$101.02    |
| 0000001778  | 8/12/2015 | 2519 | SCHOOL FACILITY CONSULTANTS     | 007 | PROF/CONSULT./OPER EXP         | \$30,000.00 |
| 0000001779  | 8/12/2015 | 0100 | MULTI HEALTH SYSTEMS, INC(MHS)  | 002 | MATERIALS AND SUPPLIES         | \$4,130.61  |
|   |           |      |                                 |     | COMPUTER LICENSING             | \$9,503.35  |
| 0000001780  | 8/13/2015 | 0100 | STAPLES ADVANTAGE               | 500 | MATERIALS AND SUPPLIES         | \$1,500.00  |
| 0000001781  | 8/13/2015 | 0100 | RANCHO SANTA FE SEC SYSTEMS     | 012 | REPAIRS BY VENDORS             | \$1,500.00  |
|   |           |      |                                 |     | SECURITY GUARD CONTRACT        | \$30,000.00 |

## ITEM 15F

| PO REPORT AUGUST 11, 2015 THROUGH AUGUST 24, 2015 |           |      |                                     |     |                               |             |
|---|-----------|------|-------------------------------------|-----|-------------------------------|-------------|
| PO NBR  | DATE      | FUND | VENDOR                              | LOC | DESCRIPTION                   | AMOUNT      |
| 0000001783  | 8/13/2015 | 0100 | COSTCO CARLSBAD                     | 500 | MATERIALS AND SUPPLIES        | \$518.31    |
| 0000001784  | 8/13/2015 | 0100 | OFFICE DEPOT, INC                   | 500 | PRINTING                      | \$30.74     |
| 0000001785  | 8/13/2015 | 1300 | COSTCO CARLSBAD                     | 014 | PURCHASES FOOD                | \$1,000.00  |
| 0000001786  | 8/13/2015 | 0100 | AP EXAMS                            | 001 | TEST SCORING                  | \$302.40    |
| 0000001787  | 8/13/2015 | 0100 | SSID #2173691845                    | 002 | MEDIATION SETTLEMENTS         | \$38,000.00 |
| 0000001788  | 8/13/2015 | 0100 | SSID #1101737373                    | 002 | MEDIATION SETTLEMENTS         | \$38,425.00 |
| 0000001789  | 8/13/2015 | 0100 | MISSION FEDERAL CREDIT UNION        | 500 | RENTS & LEASES                | \$264.90    |
| 0000001790  | 8/13/2015 | 0100 | L R P PUBLICATIONS, INC.            | 004 | MATERIALS AND SUPPLIES        | \$250.00    |
| 0000001791  | 8/13/2015 | 0100 | SPARTAN TOOL LLC                    | 012 | NON CAPITALIZED EQUIP         | \$1,717.16  |
| 0000001792  | 8/13/2015 | 2139 | GOPHER SPORT                        | 007 | BUILDING & IMPROVMNT OF BUILD | \$2,574.84  |
| 0000001793  | 8/13/2015 | 0100 | SSID #9076847231                    | 002 | MEDIATION SETTLEMENTS         | \$4,760.00  |
| 0000001794  | 8/13/2015 | 0100 | AMAZON.COM                          | 500 | MATERIALS AND SUPPLIES        | \$415.80    |
| 0000001795  | 8/13/2015 | 0100 | AMAZON.COM                          | 500 | MATERIALS AND SUPPLIES        | \$288.28    |
| 0000001796  | 8/13/2015 | 0100 | APPLE COMPUTER INC                  | 500 | MATERIALS AND SUPPLIES        | \$214.92    |
| 0000001797  | 8/13/2015 | 0100 | B AND H PHOTO-VIDEO                 | 500 | MATERIALS AND SUPPLIES        | \$127.00    |
| 0000001798  | 8/13/2015 | 0100 | WOLFRAM RESEARCH INC                | 004 | COMPUTER LICENSING            | \$4,762.40  |
| 0000001799  | 8/13/2015 | 0100 | SCHOLASTIC INC                      | 004 | COMPUTER LICENSING            | \$23,600.00 |
| 0000001800  | 8/13/2015 | 0100 | READ NATURALLY                      | 002 | COMPUTER LICENSING            | \$322.90    |
| 0000001801  | 8/13/2015 | 0100 | RIME MAGIC                          | 004 | MATERIALS AND SUPPLIES        | \$108.12    |
| 0000001802  | 8/13/2015 | 0100 | OXFORD UNIVERSITY PRESS             | 004 | MATERIALS AND SUPPLIES        | \$2,289.16  |
| 0000001803  | 8/13/2015 | 2139 | AMAZON.COM                          | 007 | BUILDING & IMPROVMNT OF BUILD | \$408.88    |
| 0000001804  | 8/13/2015 | 0100 | CA AGRI CONTROL INC                 | 012 | PEST CONTROL                  | \$13,500.00 |
| 0000001805  | 8/14/2015 | 0100 | AMAZON.COM                          | 500 | MATERIALS AND SUPPLIES        | \$46.84     |
| 0000001806  | 8/14/2015 | 0100 | HOME DEPOT CREDIT SERVICES          | 500 | MATERIALS AND SUPPLIES        | \$300.00    |
| 0000001807  | 8/14/2015 | 0100 | XEROX CORPORATION                   | 015 | RENTS & LEASES                | \$1,631.02  |
|   |           |      |                                     |     | COPIER OVERAGE CHGS           | \$416.38    |
|   |           |      |                                     | 021 | RENTS & LEASES                | \$1,631.02  |
|   |           |      |                                     |     | COPIER OVERAGE CHGS           | \$416.38    |
| 0000001808  | 8/14/2015 | 0100 | RHINO ART COMPANY                   | 500 | MATERIALS AND SUPPLIES        | \$200.00    |
| 0000001809  | 8/14/2015 | 0100 | BLICK, DICK (DICK BLICK)            | 500 | MATERIALS AND SUPPLIES        | \$1,326.00  |
| 0000001810  | 8/14/2015 | 0100 | OFFICE DEPOT, INC                   | 500 | MATERIALS AND SUPPLIES        | \$61.48     |
| 0000001811  | 8/14/2015 | 0100 | PHONAK                              | 500 | NON CAPITALIZED EQUIP         | \$2,704.35  |
| 0000001812  | 8/14/2015 | 1300 | DAYMARK SAFETY SYSTEMS INC          | 014 | MATERIALS AND SUPPLIES        | \$285.26    |
| 0000001813  | 8/14/2015 | 0100 | GOPHER SPORT                        | 500 | MATERIALS AND SUPPLIES        | \$162.00    |
|   |           |      |                                     | 600 | MATERIALS AND SUPPLIES        | \$1,209.90  |
| 0000001814  | 8/17/2015 | 0100 | TEACHER SYNERGY LLC                 | 004 | MATERIALS AND SUPPLIES        | \$161.19    |
| 0000001815  | 8/17/2015 | 0100 | SCHOOL SERVICES OF CALIFORNIA, INC. | 021 | PROF/CONSULT./OPER EXP        | \$2,310.00  |
| 0000001816  | 8/17/2015 | 0100 | SHELL                               | 017 | TRANSP FUEL/GASOLINE          | \$3,000.00  |
| 0000001817  | 8/17/2015 | 0100 | FOLLETT EDUCATIONAL SERVICES        | 001 | TEXTBOOKS                     | \$5,627.88  |
| 0000001818  | 8/17/2015 | 0100 | AMAZON.COM                          | 500 | MATERIALS AND SUPPLIES        | \$123.22    |
| 0000001819  | 8/17/2015 | 0100 | VONS INC.                           | 001 | MATERIALS AND SUPPLIES        | \$545.00    |
| 0000001820  | 8/17/2015 | 0100 | HOME DEPOT CREDIT SERVICES          | 001 | MATERIALS AND SUPPLIES        | \$84.24     |
| 0000001821  | 8/17/2015 | 2139 | PROCURETECH                         | 007 | BUILDING & IMPROVMNT OF BUILD | \$116.56    |
| 0000001822  | 8/17/2015 | 2139 | PROCURETECH                         | 007 | BUILDING & IMPROVMNT OF BUILD | \$1,390.73  |
| 0000001823  | 8/18/2015 | 0100 | COSTCO SAN MARCOS                   | 001 | MATERIALS AND SUPPLIES        | \$777.21    |
| 0000001824  | 8/18/2015 | 0100 | BIO RAD LABORATORIES                | 001 | MATERIALS AND SUPPLIES        | \$1,736.00  |
| 0000001825  | 8/18/2015 | 0100 | GOPHER SPORT                        | 500 | MATERIALS AND SUPPLIES        | \$17,801.94 |
| 0000001826  | 8/18/2015 | 0100 | STAPLES ADVANTAGE                   | 001 | MATERIALS AND SUPPLIES        | \$1,525.00  |
| 0000001827  | 8/18/2015 | 0100 | ABI OFFICE FURNITURE                | 500 | MATERIALS AND SUPPLIES        | \$928.80    |
| 0000001828  | 8/18/2015 | 0100 | GOPHER SPORT                        | 500 | MATERIALS AND SUPPLIES        | \$1,661.00  |
| 0000001829  | 8/18/2015 | 0100 | SCIENCE TAKE-OUT                    | 001 | MATERIALS AND SUPPLIES        | \$1,699.84  |
| 0000001830  | 8/18/2015 | 0100 | FOLLETT EDUCATIONAL SERVICES        | 001 | TEXTBOOKS                     | \$10,850.38 |
| 0000001831  | 8/18/2015 | 0100 | FOLLETT EDUCATIONAL SERVICES        | 001 | TEXTBOOKS                     | \$79,003.51 |
| 0000001832  | 8/18/2015 | 0100 | AMAZON.COM                          | 500 | MATERIALS AND SUPPLIES        | \$622.06    |
| 0000001833  | 8/18/2015 | 0100 | FOLLETT EDUCATIONAL SERVICES        | 001 | TEXTBOOKS                     | \$3,003.21  |
| 0000001834  | 8/18/2015 | 0100 | HENRY SCHEIN                        | 500 | MATERIALS AND SUPPLIES        | \$140.80    |
| 0000001835  | 8/18/2015 | 0100 | SCHOOL NURSE SUPPLY COMPANY         | 500 | MATERIALS AND SUPPLIES        | \$8.10      |
| 0000001836  | 8/18/2015 | 0100 | AMAZON.COM                          | 001 | BOOKS OTHER THAN TEXTBOOKS    | \$50.52     |
| 0000001837  | 8/18/2015 | 0100 | AMAZON.COM                          | 500 | MATERIALS AND SUPPLIES        | \$588.22    |
| 0000001838  | 8/18/2015 | 0100 | C P M EDUCATIONAL PROGRAM INC       | 001 | TEXTBOOKS                     | \$2,377.70  |
| 0000001839  | 8/18/2015 | 0100 | C P M EDUCATIONAL PROGRAM INC       | 001 | TEXTBOOKS                     | \$2,011.90  |
| 0000001840  | 8/18/2015 | 0100 | C P M EDUCATIONAL PROGRAM INC       | 001 | TEXTBOOKS                     | \$2,011.90  |
| 0000001841  | 8/18/2015 | 0100 | ROYAL BUSINESS GROUP, INC.          | 020 | MATERIALS AND SUPPLIES        | \$44.28     |
| 0000001842  | 8/18/2015 | 0100 | C P M EDUCATIONAL PROGRAM INC       | 001 | TEXTBOOKS                     | \$4,206.70  |
| 0000001843  | 8/18/2015 | 0100 | AMAZON.COM                          | 500 | MATERIALS AND SUPPLIES        | \$280.33    |
| 0000001844  | 8/18/2015 | 0100 | AMAZON.COM                          | 500 | MATERIALS AND SUPPLIES        | \$114.32    |
| 0000001845  | 8/18/2015 | 0100 | ACCURATE LABEL DESIGNS              | 500 | MATERIALS AND SUPPLIES        | \$87.47     |
| 0000001846  | 8/19/2015 | 2139 | Convoy Piano LLC                    | 007 | BUILDING & IMPROVMNT OF BUILD | \$16,405.20 |

## ITEM 15F

| PO REPORT AUGUST 11, 2015 THROUGH AUGUST 24, 2015 |           |      |                                       |     |                                |              |
|---|-----------|------|---------------------------------------|-----|--------------------------------|--------------|
| PO NBR  | DATE      | FUND | VENDOR                                | LOC | DESCRIPTION                    | AMOUNT       |
| 0000001847  | 8/19/2015 | 0100 | WORLD BOOK INC.                       | 004 | COMPUTER LICENSING             | \$7,800.00   |
| 0000001848  | 8/19/2015 | 0100 | CENGAGE LEARNING                      | 001 | TEXTBOOKS                      | \$19,656.00  |
| 0000001849  | 8/19/2015 | 0100 | CENGAGE LEARNING                      | 001 | TEXTBOOKS                      | \$13,434.01  |
| 0000001851  | 8/19/2015 | 0100 | C D W G.COM                           | 004 | NON-CAPITALIZED TECH EQUIPMENT | \$2,032.18   |
| 0000001852  | 8/19/2015 | 0100 | PEARSON EDUCATION                     | 001 | TEXTBOOKS                      | \$3,153.80   |
| 0000001853  | 8/19/2015 | 0100 | D B Q COMPANY, THE                    | 001 | TEXTBOOKS                      | \$5,927.60   |
| 0000001854  | 8/19/2015 | 0100 | ATKINSON, ANDELSON, LOYA, RUUD & ROMO | 020 | CONFERENCE,WORKSHOP,SEM.       | \$52.92      |
| 0000001855  | 8/19/2015 | 0100 | CENGAGE LEARNING                      | 001 | TEXTBOOKS                      | \$4,399.12   |
| 0000001856  | 8/19/2015 | 0100 | SAN DIEGO COUNTY OFFICE OF EDUCATION  | 001 | CONFERENCE,WORKSHOP,SEM.       | \$50.00      |
| 0000001857  | 8/19/2015 | 0100 | GLENCOE-MACMILLAN/MC GRAW-HILL        | 001 | TEXTBOOKS                      | \$2,093.03   |
| 0000001858  | 8/19/2015 | 0100 | AREY JONES ED SOLUTIONS               | 004 | NON-CAPITALIZED TECH EQUIPMENT | \$30,408.00  |
| 0000001859  | 8/19/2015 | 0100 | COMM USA INC                          | 500 | MATERIALS AND SUPPLIES         | \$302.40     |
| 0000001860  | 8/19/2015 | 1300 | A&R FOOD DISTRIBUTORS                 | 014 | PURCHASES FOOD                 | \$450,000.00 |
| 0000001861  | 8/19/2015 | 0100 | EDCO DISPOSAL CORPORATION             | 012 | RUBBISH DISPOSAL               | \$85,000.00  |
| 0000001862  | 8/19/2015 | 0100 | ADVANCED CHEMICAL TRANSPORT           | 018 | HAZARDOUS WASTE DISPOSAL       | \$11,000.00  |
| 0000001863  | 8/19/2015 | 0100 | HAWTHORNE LIFT/NAUMANN HOBBS          | 012 | REPAIRS BY VENDORS             | \$6,500.00   |
| 0000001864  | 8/19/2015 | 0100 | AMAZON.COM                            | 500 | MATERIALS AND SUPPLIES         | \$34.81      |
| 0000001865  | 8/19/2015 | 0100 | AMAZON.COM                            | 017 | MATERIALS AND SUPPLIES         | \$276.00     |
| 0000001866  | 8/19/2015 | 0100 | MISSION FEDERAL CREDIT UNION          | 500 | MATERIALS AND SUPPLIES         | \$104.70     |
| 0000001867  | 8/19/2015 | 0100 | HOLT MCDUGAL                          | 001 | TEXTBOOKS                      | \$3,111.77   |
| 0000001868  | 8/19/2015 | 0100 | PITSCO                                | 500 | MATERIALS AND SUPPLIES         | \$330.60     |
| 0000001869  | 8/19/2015 | 0100 | TCR SERVICES                          | 020 | MATERIALS AND SUPPLIES         | \$151.10     |
| 0000001870  | 8/19/2015 | 0100 | PEARSON EDUCATION                     | 001 | TEXTBOOKS                      | \$7,866.82   |
| 0000001871  | 8/19/2015 | 0100 | SAN DIEGO COUNTY OFFICE OF EDUCATION  | 001 | CONFERENCE,WORKSHOP,SEM.       | \$40.00      |
| 0000001872  | 8/20/2015 | 0100 | AMAZON.COM                            | 001 | TEXTBOOKS                      | \$219.98     |
| 0000001873  | 8/20/2015 | 0100 | PCM-G                                 | 500 | MATERIALS AND SUPPLIES         | \$134.30     |
| 0000001874  | 8/20/2015 | 0100 | HOUGHTON MIFFLIN HARCOURT             | 004 | MATERIALS AND SUPPLIES         | \$6,449.86   |
| 0000001875  | 8/20/2015 | 0100 | TCR SERVICES                          | 500 | MATERIALS AND SUPPLIES         | \$271.27     |
| 0000001876  | 8/20/2015 | 0100 | WARD'S NATURAL SCIENCE                | 500 | MATERIALS AND SUPPLIES         | \$174.00     |
| 0000001877  | 8/20/2015 | 0100 | OFFICE DEPOT, INC                     | 600 | MATERIALS AND SUPPLIES         | \$30.74      |
| 0000001878  | 8/20/2015 | 0100 | CAROLINA BIOLOGICAL SUPPLY CO         | 001 | MATERIALS AND SUPPLIES         | \$2,654.10   |
| 0000001879  | 8/20/2015 | 0100 | PASCO SCIENTIFIC                      | 500 | MATERIALS AND SUPPLIES         | \$1,056.55   |
| 0000001880  | 8/20/2015 | 0100 | RUSSELL SIGLER INC                    | 012 | NON CAPITALIZED EQUIP          | \$606.13     |
| 0000001881  | 8/20/2015 | 0100 | SARGENT WELCH                         | 001 | MATERIALS AND SUPPLIES         | \$1,623.73   |
| 0000001882  | 8/20/2015 | 0100 | XEROX CORPORATION                     | 010 | RENTS & LEASES                 | \$1,789.84   |
|   |           |      |                                       |     | COPIER OVERAGE CHGS            | \$57.74      |
| 0000001883  | 8/20/2015 | 0100 | XEROX CORPORATION                     | 011 | RENTS & LEASES                 | \$7,628.26   |
|   |           |      |                                       | 500 | COPIER OVERAGE CHGS            | \$3,555.19   |
| 0000001884  | 8/20/2015 | 0100 | MRC360 AKA MR COPY                    | 010 | RENTS & LEASES                 | \$359.80     |
| 0000001885  | 8/20/2015 | 0100 | MISSION FEDERAL CREDIT UNION          | 500 | MATERIALS AND SUPPLIES         | \$969.57     |
| 0000001886  | 8/20/2015 | 0100 | XEROX CORPORATION                     | 002 | RENTS & LEASES                 | \$1,933.50   |
|   |           |      |                                       |     | COPIER OVERAGE CHGS            | \$269.44     |
| 0000001887  | 8/20/2015 | 0100 | XEROX CORPORATION                     | 002 | RENTS & LEASES                 | \$2,009.32   |
|   |           |      |                                       |     | COPIER OVERAGE CHGS            | \$164.46     |
| 0000001888  | 8/20/2015 | 0100 | XEROX CORPORATION                     | 002 | RENTS & LEASES                 | \$2,054.03   |
|   |           |      |                                       |     | COPIER OVERAGE CHGS            | \$626.70     |
| 0000001890  | 8/20/2015 | 0100 | CANON BUSINESS SOLUTIONS              | 002 | REPAIRS BY VENDORS             | \$345.00     |
| 0000001891  | 8/20/2015 | 0100 | NATIONAL PETROLEUM INC.               | 013 | MATERIALS-VEHICLE PARTS        | \$8,500.00   |
| 0000001893  | 8/20/2015 | 0100 | K L M BIOSCIENTIFIC                   | 600 | MATERIALS AND SUPPLIES         | \$200.00     |
| 0000001894  | 8/20/2015 | 0100 | RALPHS CUSTOMER CHARGES               | 600 | MATERIALS AND SUPPLIES         | \$600.00     |
| 0000001895  | 8/20/2015 | 0100 | PETCO ANIMAL SUPPLIES                 | 600 | MATERIALS AND SUPPLIES         | \$200.00     |
| 0000001896  | 8/20/2015 | 0100 | C I F CA INTERSCHOLASTIC              | 001 | DUES-CIF                       | \$5,263.65   |
| 0000001897  | 8/21/2015 | 0100 | AREY JONES ED SOLUTIONS               | 600 | NON-CAPITALIZED TECH EQUIPMENT | \$5,576.54   |
| 0000001898  | 8/21/2015 | 0100 | HERITAGE SCHOOLS                      | 002 | ROOM & BOARD                   | \$8,664.00   |
|   |           |      |                                       |     | MENTAL HEALTH SVCS             | \$2,850.00   |
|   |           |      |                                       |     | OTHER CONTR-N.P.S.             | \$2,730.00   |
| 0000001899  | 8/21/2015 | 0100 | WILKINSON HADLEY KING & CO LLP        | 015 | AUDIT                          | \$21,300.00  |
| 0000001900  | 8/21/2015 | 0100 | MURDOCH, WALRATH & HOLMES             | 021 | PROF/CONSULT./OPER EXP         | \$25,800.00  |
| 0000001901  | 8/21/2015 | 0100 | AMAZON.COM                            | 017 | MATERIALS AND SUPPLIES         | \$1,600.20   |
| 0000001902  | 8/21/2015 | 0100 | ROSETTA STONE                         | 004 | COMPUTER LICENSING             | \$7,740.00   |
| 0000001903  | 8/21/2015 | 0100 | TCR SERVICES                          | 017 | MATERIALS AND SUPPLIES         | \$474.98     |
| 0000001904  | 8/21/2015 | 0100 | WOODYARD PUBLICATIONS                 | 500 | MATERIALS AND SUPPLIES         | \$44.95      |
| 0000001905  | 8/21/2015 | 0100 | HOUGHTON MIFFLIN HARCOURT PUB.        | 002 | MATERIALS AND SUPPLIES         | \$25,155.44  |
|   |           |      |                                       |     | NON CAPITALIZED EQUIP          | \$54,848.68  |
| 0000001906  | 8/21/2015 | 0100 | ROYAL BUSINESS GROUP, INC.            | 500 | MATERIALS AND SUPPLIES         | \$17.82      |
|   |           |      |                                       | 600 | MATERIALS AND SUPPLIES         | \$17.82      |
| 0000001907  | 8/21/2015 | 0100 | BIO RAD LABORATORIES                  | 500 | MATERIALS AND SUPPLIES         | \$44.56      |
| 0000001908  | 8/21/2015 | 0100 | TEACHER SYNERGY LLC                   | 004 | MATERIALS AND SUPPLIES         | \$406.58     |

## ITEM 15F

| PO REPORT AUGUST 11, 2015 THROUGH AUGUST 24, 2015 |           |      |                                      |     |                            |              |
|---|-----------|------|--------------------------------------|-----|----------------------------|--------------|
| PO NBR  | DATE      | FUND | VENDOR                               | LOC | DESCRIPTION                | AMOUNT       |
| 0000001909  | 8/21/2015 | 0100 | SAN DIEGO COUNTY OFFICE OF EDUCATION | 022 | CONFERENCE, WORKSHOP, SEM. | \$50.00      |
| 0000001910  | 8/21/2015 | 0100 | AMAZON.COM                           | 500 | MATERIALS AND SUPPLIES     | \$1,928.84   |
| 0000001911  | 8/21/2015 | 1300 | AMAZON.COM                           | 014 | PURCHASES SUPPLIES         | \$72.90      |
| 0000001912  | 8/21/2015 | 1300 | SAN DIEGO RESTAURANT SUPPLY          | 014 | PURCHASES SUPPLIES         | \$299.50     |
| 0000001913  | 8/21/2015 | 0100 | AMAZON.COM                           | 500 | MATERIALS AND SUPPLIES     | \$121.92     |
| 0000001914  | 8/21/2015 | 0100 | AMAZON.COM                           | 600 | MATERIALS AND SUPPLIES     | \$67.69      |
| 0000001915  | 8/21/2015 | 0100 | FLINN SCIENTIFIC INC                 | 600 | MATERIALS AND SUPPLIES     | \$88.96      |
| 0000001916  | 8/21/2015 | 0100 | STAPLES ADVANTAGE                    | 500 | MATERIALS AND SUPPLIES     | \$700.00     |
| 0000001917  | 8/24/2015 | 0100 | SIMPLEX -GRINNELL LP                 | 012 | OTHER SERV.& OPER.EXP.     | \$79,688.00  |
| 0000001918  | 8/24/2015 | 0100 | SCHOLASTIC INC                       | 004 | COMPUTER LICENSING         | \$37,129.60  |
| 0000001919  | 8/24/2015 | 0100 | SMART AND FINAL STORES CORP          | 600 | MATERIALS AND SUPPLIES     | \$600.00     |
| 0000001920  | 8/24/2015 | 0100 | BANG, DAVE ASSOCIATES INC            | 012 | MATERIALS AND SUPPLIES     | \$836.55     |
| 0000001921  | 8/24/2015 | 2519 | BALFOUR BEATTY CONSTRUCTION,         | 007 | IMPROVEMENT                | \$22,135.44  |
|   |           | 3500 | BALFOUR BEATTY CONSTRUCTION,         | 007 | IMPROVEMENT                | \$162,326.56 |
| 0000001922  | 8/24/2015 | 3500 | FIELDTURF USA INC                    | 007 | LAND IMPROVEMENTS          | \$853,532.00 |
| 0000001923  | 8/24/2015 | 0100 | BLICK, DICK (DICK BLICK)             | 500 | MATERIALS AND SUPPLIES     | \$587.95     |
| 0000001924  | 8/24/2015 | 0100 | OFFICE SOLUTIONS BUSINESS            | 500 | MATERIALS AND SUPPLIES     | \$364.32     |
| 0000001925  | 8/24/2015 | 0100 | OFFICE DEPOT, INC                    | 500 | MATERIALS AND SUPPLIES     | \$153.70     |
| 0000001927  | 8/24/2015 | 0100 | PROJECT LEAD THE WAY, INC            | 001 | MATERIALS AND SUPPLIES     | \$25,079.76  |
| 0000001928  | 8/24/2015 | 0100 | TCR SERVICES                         | 500 | MATERIALS AND SUPPLIES     | \$1,000.00   |
| 000001349A  | 8/21/2015 | 0100 | STAPLES ADVANTAGE                    | 010 | DUPLICATING SUPPLIES       | \$3,000.00   |
|   |           |      |                                      | 021 | OFFICE SUPPLIES            | \$100.00     |
| 000001526A  | 8/19/2015 | 0100 | OFFICE DEPOT, INC                    | 500 | MATERIALS AND SUPPLIES     | \$117.70     |
| 000001826A  | 8/21/2015 | 0100 | COSTCO SAN MARCOS                    | 001 | MATERIALS AND SUPPLIES     | \$600.00     |
| 760000  | 8/20/2015 | 1300 | HEARTLAND PAYMENT SYS, INC.          | 014 | COMPUTR SOFTWARE SUPPORT   | \$462.00     |
| 760005  | 8/21/2015 | 0100 | AMAZON.COM                           | 500 | MATERIALS AND SUPPLIES     | \$1,483.38   |

Report Total \$2,810,145.12

ITEM 15F

Individual Membership Listings  
For the Period of August 11, 2015 through August 24, 2015

| <u>Staff Member<br/>Name</u> | <u>Organization Name</u> | <u>Amount</u> |
|------------------------------|--------------------------|---------------|
|------------------------------|--------------------------|---------------|

None to report

## ITEM 15F

## WARRANT REPORT FROM 08/11/15 THROUGH 08/24/15

| WARRANT NBR | DATE      | VENDOR                         | FUND | DESCRIPTION                | AMOUNT        |
|-------------|-----------|--------------------------------|------|----------------------------|---------------|
| 14048596    | 8/11/2015 | MICAH SAMBRANO                 | 0100 | Mileage                    | \$ 51.18      |
| 14048768    | 8/12/2015 | KEVIN QUEBEDEAUX               | 0100 | Mileage                    | \$ 12.65      |
| 14048769    | 8/12/2015 | PATRICIA GAUL                  | 0100 | Mileage                    | \$ 370.27     |
| 14048770    | 8/12/2015 | NASCO MODESTO                  | 0100 | Materials And Supplies     | \$ 1,098.63   |
| 14048771    | 8/12/2015 | PROCURETECH                    | 0100 | Computer Supplies          | \$ 773.93     |
| 14048772    | 8/12/2015 | JOHNNIE TOLER                  | 0100 | Conference,Workshop,Sem.   | \$ 136.39     |
| 14048773    | 8/12/2015 | AMERICAN EXPRESS               | 0100 | Communications-Telephone   | \$ 493.06     |
| 14048926    | 8/13/2015 | ALEX MARTINEZ                  | 0100 | Mileage                    | \$ 31.05      |
| 14048927    | 8/13/2015 | VARUNA GADYARAM                | 1100 | Adult Education Fees       | \$ 60.00      |
| 14048928    | 8/13/2015 | VARUNA GADYARAM                | 1100 | Adult Education Fees       | \$ 60.00      |
| 14048929    | 8/13/2015 | HEATHER TEMPLE                 | 0100 | Conference,Workshop,Sem.   | \$ 914.93     |
| 14048930    | 8/13/2015 | JINJUN LI SUN HUANG            | 1300 | Food Service Sales Cca     | \$ 69.95      |
| 14048931    | 8/13/2015 | CHELSEA GRIFFIN                | 0100 | Conference,Workshop,Sem.   | \$ 1,894.34   |
| 14048932    | 8/13/2015 | EMILY MORAN                    | 0100 | Conference,Workshop,Sem.   | \$ 775.00     |
| 14048933    | 8/13/2015 | RICK AYALA                     | 0100 | Mileage                    | \$ 69.00      |
| 14048934    | 8/13/2015 | AZTEC TECHNOLOGY CORP          | 2139 | Equipment                  | \$ 4,079.16   |
|             |           |                                |      | New Construction           | \$ 495.00     |
| 14048935    | 8/13/2015 | BERT'S OFFICE TRAILERS         | 0100 | Rents & Leases             | \$ 289.44     |
| 14048936    | 8/13/2015 | BRION, BURTON VERN             | 0100 | Mileage                    | \$ 92.81      |
| 14048937    | 8/13/2015 | CALIFORNIA CONSTRUCTION MGMT   | 2519 | Professional/Consult Svcs  | \$ 660.00     |
| 14048938    | 8/13/2015 | CONSULTING & INSPECTION SVCS   | 0100 | Other Serv.& Oper.Exp.     | \$ 712.00     |
| 14048939    | 8/13/2015 | CHERYL COOPER                  | 0100 | Mileage                    | \$ 53.48      |
| 14048940    | 8/13/2015 | D A HOGAN & ASSOCIATES INC     | 3500 | Land Improvements          | \$ 4,059.66   |
| 14048941    | 8/13/2015 | CORELOGIC SOLUTIONS, LLC       | 0100 | Computer Licensing         | \$ 200.30     |
| 14048942    | 8/13/2015 | FLINN SCIENTIFIC INC           | 2139 | Equipment                  | \$ 1,918.44   |
| 14048943    | 8/13/2015 | SCOTT FROESE                   | 0100 | Mileage                    | \$ 53.48      |
| 14048944    | 8/13/2015 | DOUG SCOTT GILBERT             | 0100 | Conference,Workshop,Sem.   | \$ 842.00     |
| 14048945    | 8/13/2015 | HERITAGE SCHOOLS               | 0100 | Mental Health Svcs         | \$ 11,550.00  |
|             |           |                                |      | Other Contr-N.P.S.         | \$ 9,975.00   |
|             |           |                                |      | Room & Board               | \$ 9,188.00   |
|             |           |                                |      | Sub/Room & Board           | \$ 25,924.00  |
| 14048946    | 8/13/2015 | ISITE SOFTWARE LLC             | 1300 | Computr Software Support   | \$ 695.00     |
| 14048947    | 8/13/2015 | LEUCADIA WASTEWATER DISTRICT   | 0100 | Water                      | \$ 26,588.64  |
| 14048948    | 8/13/2015 | OLIVENHAIN MUNICIPAL WATER DST | 0100 | Gas & Electric             | \$ 279.08     |
|             |           |                                |      | Water                      | \$ 7,600.49   |
| 14048949    | 8/13/2015 | SAN DIEGO GAS & ELECTRIC CO    | 0100 | Compressed Natrl Gas (Cng) | \$ 79.65      |
|             |           |                                |      | Gas & Electric             | \$ 114,710.74 |
| 14048950    | 8/13/2015 | SAN DIEGUITO WATER DISTRICT    | 0100 | Water                      | \$ 3,361.06   |
| 14048951    | 8/13/2015 | STAPLES ADVANTAGE              | 0100 | Materials And Supplies     | \$ 5,952.57   |
|             |           |                                |      | Office Supplies            | \$ 67.18      |
|             |           |                                | 1300 | Office Supplies            | \$ 468.59     |
| 14048954    | 8/13/2015 | MARK VANOVER                   | 0100 | Conference,Workshop,Sem.   | \$ 774.10     |
| 14048955    | 8/13/2015 | MEREDITH WADLEY AMSBAUGH       | 0100 | Conference,Workshop,Sem.   | \$ 70.63      |
| 14049130    | 8/14/2015 | NORTH COAST SIGNS              | 0100 | Materials And Supplies     | \$ 2,810.76   |
| 14049131    | 8/14/2015 | Sharon Romes                   | 1300 | Food Service Sales Tp      | \$ 28.72      |
| 14049132    | 8/14/2015 | DRC/CTB                        | 0100 | Computer Licensing         | \$ 3,589.55   |
| 14049133    | 8/14/2015 | FLINN SCIENTIFIC INC           | 0100 | Materials And Supplies     | \$ 87.93      |
| 14049134    | 8/14/2015 | MARIAM, RICK                   | 1300 | Conference,Workshop,Sem.   | \$ 1,099.00   |
| 14049135    | 8/14/2015 | PROCURETECH                    | 0100 | Computer Supplies          | \$ 134.52     |
|             |           |                                | 1100 | Computer Supplies          | \$ 85.68      |
| 14049136    | 8/14/2015 | RANCHO SANTA FE SEC SYSTEMS    | 0100 | Other Serv.& Oper.Exp.     | \$ 1,408.00   |
| 14049137    | 8/14/2015 | U.S. BANK                      | 0100 | Bank Charges               | \$ 2,450.00   |
| 14049138    | 8/14/2015 | WILLDAN FINANCIAL SERVICES     | 0100 | Data Processing Contract   | \$ 2,500.00   |
| 14049285    | 8/17/2015 | AMAZON.COM                     | 0100 | Books Other Than Textbooks | \$ 546.00     |
|             |           |                                |      | Materials And Supplies     | \$ 14,382.10  |
| 14049288    | 8/17/2015 | DELL MARKETING LP              | 2139 | New Construction           | \$ 314,056.54 |
| 14049289    | 8/17/2015 | NORTH COUNTY EQUIPMENT         | 0100 | Repairs & Maintenance      | \$ 30.22      |
| 14049290    | 8/17/2015 | PROCURETECH                    | 0100 | Computer Supplies          | \$ 601.81     |
| 14049291    | 8/17/2015 | RANCHO SANTA FE SEC SYSTEMS    | 0100 | Repairs & Maintenance      | \$ -          |

## ITEM 15F

## WARRANT REPORT FROM 08/11/15 THROUGH 08/24/15

| WARRANT NBR | DATE      | VENDOR                                 | FUND | DESCRIPTION                    | AMOUNT        |
|-------------|-----------|--|------|--------------------------------|---------------|
| 14049291    | 8/17/2015 | RANCHO SANTA FE SEC SYSTEMS            | 0100 | Security Guard Contract        | \$ 20,679.50  |
| 14049292    | 8/17/2015 | SIEMENS INDUSTRY, INC.                 | 0100 | Other Serv.& Oper.Exp.         | \$ 667.50     |
| 14049293    | 8/17/2015 | STATE BOARD OF EQUALIZATION            | 0100 | Fees - Business, Admission,Etc | \$ 164.73     |
| 14049294    | 8/17/2015 | TCR SERVICES                           | 0100 | Materials And Supplies         | \$ 151.09     |
|             |           |  |      | Repairs & Maintenance          | \$ 121.96     |
| 14049295    | 8/17/2015 | UNITED HEALTH SUPPLIES                 | 0100 | Materials And Supplies         | \$ 71.41      |
| 14049296    | 8/17/2015 | WAXIE SANITARY SUPPLY                  | 0100 | Custodial Materials            | \$ 518.40     |
| 14049297    | 8/17/2015 | WOLFRAM RESEARCH INC                   | 0100 | Computer Licensing             | \$ 4,762.40   |
| 14049456    | 8/18/2015 | CAMACHO, ADAM                          | 2139 | New Construction               | \$ 241.01     |
| 14049457    | 8/18/2015 | AT&T LONG DISTANCE                     | 0100 | Communications-Telephone       | \$ 238.25     |
| 14049458    | 8/18/2015 | BEST BUY BUSINESS ADVANTAGE ACCOUNT    | 2139 | Equipment                      | \$ 2,165.36   |
| 14049459    | 8/18/2015 | BYROM-DAVEY, INC.                      | 2139 | Land Improvements              | \$ 800,554.63 |
| 14049460    | 8/18/2015 | DRC/CTB                                | 0100 | Computer Licensing             | \$ 932.45     |
| 14049461    | 8/18/2015 | CULVER-NEWLIN INC                      | 2139 | Improvements                   | \$ 3,558.72   |
| 14049462    | 8/18/2015 | FISHER SCIENTIFIC EMD                  | 2139 | Equipment                      | \$ 1,238.81   |
| 14049463    | 8/18/2015 | FREDRICKS ELECTRIC INC                 | 2139 | Improvements                   | \$ 4,772.00   |
| 14049464    | 8/18/2015 | HERFF JONES, INC                       | 0100 | Materials And Supplies         | \$ 582.05     |
| 14049465    | 8/18/2015 | SOUND IMAGE                            | 2519 | Improvements                   | \$ 12,999.44  |
| 14049466    | 8/18/2015 | SUBWAY #2926                           | 0100 | Refreshments                   | \$ 297.00     |
| 14049598    | 8/19/2015 | Little Diversified Architectural Cons. | 2519 | Professional/Consult Svs       | \$ 5,338.50   |
| 14049599    | 8/19/2015 | AREY JONES ED SOLUTIONS                | 2139 | Equipment                      | \$ 110,318.40 |
| 14049600    | 8/19/2015 | CRIGER, SHARON A., PT, DPT             | 0100 | Professional/Consult Svs       | \$ 1,210.00   |
| 14049601    | 8/19/2015 | DIGITAL NETWORKS GROUP, INC.           | 2139 | Improvements                   | \$ 13,801.92  |
| 14049602    | 8/19/2015 | SSID# 4050247054                       | 0100 | Mediation Settlements          | \$ 3,563.08   |
| 14049603    | 8/19/2015 | HERFF JONES, INC                       | 0100 | Materials And Supplies         | \$ 10.00      |
| 14049604    | 8/19/2015 | Lee's Lock & Safe                      | 2139 | New Construction               | \$ 5,421.89   |
| 14049605    | 8/19/2015 | MODULAR SPACE CORPORATION              | 2519 | New Construction               | \$ 517.41     |
| 14049606    | 8/19/2015 | PASCO SCIENTIFIC                       | 0100 | Computer Licensing             | \$ 322.93     |
| 14049607    | 8/19/2015 | RANCHO SANTA FE SEC SYSTEMS            | 0100 | Other Serv.& Oper.Exp.         | \$ 352.00     |
|             |           |  |      | Security Guard Contract        | \$ 490.00     |
| 14049608    | 8/19/2015 | ROBOMATTER, INC                        | 0100 | Computer Licensing             | \$ 349.95     |
| 14049609    | 8/19/2015 | SAN DIEGO CITY TREASURER               | 0100 | Sewer Charges                  | \$ 4,269.14   |
|             |           |  |      | Water                          | \$ 9,171.14   |
| 14049610    | 8/19/2015 | SCHOOL SERVICES OF CALIFORNIA, INC.    | 0100 | Professional/Consult Svs       | \$ 285.00     |
| 14049611    | 8/19/2015 | SOLANA BEACH PHYSICAL THERAPY          | 0100 | Professional/Consult Svs       | \$ 4,395.00   |
| 14049613    | 8/19/2015 | TCR SERVICES                           | 0100 | Materials And Supplies         | \$ 118.75     |
| 14049614    | 8/19/2015 | UNITED HEALTH SUPPLIES                 | 0100 | Materials And Supplies         | \$ 85.55      |
| 14049807    | 8/20/2015 | ARC ERGONOMICS                         | 0100 | Materials And Supplies         | \$ 449.86     |
| 14049808    | 8/20/2015 | SSID# 9076847231                       | 0100 | Mediation Settlements          | \$ 2,380.00   |
| 14049809    | 8/20/2015 | AREY JONES ED SOLUTIONS                | 0100 | Non-Capitalized Tech Equipment | \$ 109,580.89 |
| 14049810    | 8/20/2015 | C D W G.COM                            | 0100 | Materials And Supplies         | \$ 8,979.89   |
|             |           |  | 2519 | Equipment                      | \$ 6,096.55   |
| 14049811    | 8/20/2015 | CLASSIC PARTY RENTAL                   | 0100 | Other Serv.& Oper.Exp.         | \$ 914.00     |
| 14049812    | 8/20/2015 | CRIGER, SHARON A., PT, DPT             | 0100 | Professional/Consult Svs       | \$ 190.00     |
| 14049813    | 8/20/2015 | GUARDIAN ELEVATOR                      | 0100 | Other Serv.& Oper.Exp.         | \$ 7,980.00   |
| 14049814    | 8/20/2015 | PEARSON EDUCATION INC                  | 0100 | Materials And Supplies         | \$ 3,322.26   |
| 14049815    | 8/20/2015 | PROCURETECH                            | 0100 | Computer Supplies              | \$ 911.50     |
| 14049816    | 8/20/2015 | PRO-ED DESIGNS, INC                    | 0100 | Computer Licensing             | \$ 179.10     |
| 14049817    | 8/20/2015 | RALPHS CUSTOMER CHARGES                | 0100 | Refreshments                   | \$ 42.99      |
| 14049818    | 8/20/2015 | SANTA FE IRRIGATION DISTRICT           | 0100 | Water                          | \$ 171.64     |
| 14049819    | 8/20/2015 | SOL TRANSPORTATION, INC.               | 0100 | Spec.Ed.Transportation         | \$ 4,354.25   |
| 14049820    | 8/20/2015 | SOLANA BEACH PHYSICAL THERAPY          | 0100 | Professional/Consult Svs       | \$ 3,090.00   |
| 14049821    | 8/20/2015 | TCR SERVICES                           | 0100 | Materials And Supplies         | \$ 1,133.19   |
| 14049822    | 8/20/2015 | U S POSTAL SERVICE                     | 0100 | Communications-Postage         | \$ 10,000.00  |
| 14049823    | 8/20/2015 | UNITED PARCEL SERVICE                  | 0100 | Communications-Postage         | \$ 85.14      |
| 14049824    | 8/20/2015 | WORLD BOOK INC.                        | 0100 | Computer Licensing             | \$ 7,800.00   |
| 14049974    | 8/21/2015 | CCSESA                                 | 0100 | Conference,Workshop,Sem.       | \$ 1,000.00   |
| 14049975    | 8/21/2015 | Brown, Zachary                         | 0100 | Conference,Workshop,Sem.       | \$ 725.00     |
| 14049976    | 8/21/2015 | BARBARA BROWN                          | 1100 | All Other Local Revenue        | \$ 18.00      |

## ITEM 15F

## WARRANT REPORT FROM 08/11/15 THROUGH 08/24/15

| WARRANT NBR | DATE      | VENDOR                       | FUND | DESCRIPTION              | AMOUNT          |
|-------------|-----------|------------------------------|------|--------------------------|-----------------|
| 14049977    | 8/21/2015 | CYNTHIA BRANDENBURG          | 1300 | Food Service Sales Lcc   | \$ 75.50        |
| 14049978    | 8/21/2015 | CYNTHIA BRANDENBURG          | 1300 | Food Service Sales Lcc   | \$ 64.75        |
| 14049979    | 8/21/2015 | AMERICAN CHEMICAL            | 0100 | Custodial Materials      | \$ 523.80       |
| 14049980    | 8/21/2015 | CHAMPLAIN COLLEGE            | 0100 | Materials And Supplies   | \$ 115.00       |
| 14049981    | 8/21/2015 | AZTEC TECHNOLOGY CORP        | 2139 | New Construction         | \$ 1,785.00     |
| 14049982    | 8/21/2015 | BALFOUR BEATTY CONSTRUCTION, | 2139 | New Construction         | \$ 1,194,666.80 |
| 14049983    | 8/21/2015 | C D W G.COM                  | 2139 | Equipment                | \$ 38,955.78    |
|             |           |                              | 2519 | Equipment                | \$ 626.67       |
| 14049984    | 8/21/2015 | CA MATHEMATICS LEAGUE        | 0100 | Materials And Supplies   | \$ 90.00        |
| 14049985    | 8/21/2015 | JEM/CALSTRS                  | 0100 | Professional/Consult Svs | \$ 618.00       |
| 14049986    | 8/21/2015 | CUSTODIAL-PLUS SERVICES      | 0100 | Repairs & Maintenance    | \$ 39,270.00    |
| 14049987    | 8/21/2015 | DIGIULIO, KARI               | 0100 | Conference,Workshop,Sem. | \$ 179.86       |
| 14049988    | 8/21/2015 | EDCO DISPOSAL CORPORATION    | 2139 | New Construction         | \$ 26.01        |
| 14049989    | 8/21/2015 | GILBANE BUILDING             | 2139 | New Construction         | \$ 426,425.99   |
| 14049990    | 8/21/2015 | MODULAR SPACE CORPORATION    | 2519 | New Construction         | \$ 517.41       |
| 14049991    | 8/21/2015 | PALOMAR REPROGRAPHICS, INC.  | 2139 | Improvements             | \$ -            |
|             |           |                              |      | Land Improvements        | \$ 34.57        |
|             |           |                              |      | New Construction         | \$ 177.07       |
| 14049992    | 8/21/2015 | SIERRA SCHOOL EQUIPMENT CO.  | 2139 | Equipment                | \$ 2,758.32     |
| 14049993    | 8/21/2015 | AMERICAN EXPRESS             | 0100 | Communications-Telephone | \$ 2,140.80     |
| 14049994    | 8/21/2015 | VISIONTRON CORPORATION       | 2139 | Equipment                | \$ 947.80       |
| 14050180    | 8/24/2015 | VWR International, LLC       | 2139 | Equipment                | \$ 458.29       |
| 14050181    | 8/24/2015 | RIME MAGIC                   | 0100 | Materials And Supplies   | \$ 108.12       |
| 14050182    | 8/24/2015 | POWER SYSTEMS INC            | 0100 | Materials And Supplies   | \$ 611.56       |
| 14050183    | 8/24/2015 | SCHOOL SPECIALTY, INC        | 0100 | Materials And Supplies   | \$ 10,137.80    |
| 14050184    | 8/24/2015 | RANCHO SANTA FE SEC SYSTEMS  | 0100 | Other Serv.& Oper.Exp.   | \$ 352.00       |
| 14050185    | 8/24/2015 | ROSETTA STONE                | 0100 | Computer Licensing       | \$ 7,740.00     |
| 14050186    | 8/24/2015 | SAN BERNARDINO COUNTY        | 0100 | Materials And Supplies   | \$ 193.32       |
| 14050187    | 8/24/2015 | SOUTHLAND ENVELOPE CO INC    | 0100 | Materials And Supplies   | \$ 229.12       |
| 14050188    | 8/24/2015 | STAPLES ADVANTAGE            | 0100 | Materials And Supplies   | \$ 2,334.68     |
|             |           |                              |      | Office Supplies          | \$ 595.00       |
|             |           |                              | 1300 | Office Supplies          | \$ 82.12        |
| 14050190    | 8/24/2015 | WARD'S MEDIA TECH            | 2519 | Equipment                | \$ 8,074.00     |

Report Total

\$ 3,506,418.48



## ITEM 15F

## RCF REPORT FROM 08/11/15 THROUGH 08/24/15

| CK NBR | DATE      | NAME/VENDOR       | DESCRIPTION                                | AMOUNT      |
|--------|-----------|-------------------|--|-------------|
| 11271  | 8/11/2015 | SAN DIEGUITO UHSD | TPP: JULY 2015                             | \$ 3,479.37 |
| 11272  | 8/17/2015 | TINA PETERSON     | REIMB. ONLINE TRAINING COURSES             | \$ 696.50   |
| 11273  | 8/17/2015 | AMERICAN EXPRESS  | MEMBER REWARDS ANNUAL PROGRAM FEE          | \$ 90.00    |
| 11274  | 8/17/2015 | JOANN SCHULTZ     | REFRESHMENTS FOR LEADERSHIP TEAM INSERVICE | \$ 138.04   |
| 11275  | 8/17/2015 | BARBARA BASS      | REFRESHMENTS 07-14-15                      | \$ 7.40     |
| 11276  | 8/17/2015 | CRAIG WILLIAMS    | MATERIALS FOR ESY SCIENCE CLASS            | \$ 74.86    |
| 11277  | 8/17/2015 | BRANDON BEJARANO  | PETTY CASH-ATP: ESY 2015-16                | \$ 3.45     |
| 11278  | 8/18/2015 | KELLY HAWKINS     | JULY 2015 WAGES                            | \$ 42.94    |

Report Total

\$ 4,532.56

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 24, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** John Addleman, Exec. Director Planning Services  
Eric Dill, Assoc. Superintendent, Business

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** APPROVAL / RATIFICATION OF  
AGREEMENTS / PROPOSITION AA

-----

### EXECUTIVE SUMMARY

The attached Proposition AA report summarizes two agreements:

Staples Advantage, Inc., to provide furniture for the Canyon Crest Academy Learning Commons.

Hofman Planning & Engineering to provide environmental consulting services for projects district wide.

### RECOMMENDATION:

It is recommended that the Board approve and/or ratify the professional services contracts and authorize Christina M. Bennett, Eric R. Dill, or Rick Schmitt to execute the agreements, as noted in the attached supplement.

### FUNDING SOURCE:

As noted on attached chart

## ITEM 15G

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT****PROPOSITION AA – AGREEMENTS**  
**FACILITIES PLANNING & CONSTRUCTION****Board Meeting Date: 09-03-15**

| <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> |
|---------------------------------|-------------------------------|--|------------------------------------|--------------------------|
| 09/04/15 – Completion           | Staples Advantage             | To provide furniture for the Canyon Crest Academy Learning Commons.      | Building Fund Prop 39 – Fund 21-39 | \$115,407.78             |
| 09/04/15 – 09/04/16             | Hofman Planning & Engineering | To provide environmental consulting services for projects district wide. | Building Fund Prop 39 – Fund 21-39 | Time & Materials Basis   |

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 24, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** John Addleman, Exec. Director of Planning Services  
Eric Dill, Assoc. Supt. of Business Services

**SUBMITTED BY:** Rick Schmitt  
Superintendent

**SUBJECT:** RESOLUTION CONVEYING AN INTEREST  
IN REAL PROPERTY AND RIGHT-OF-WAY /  
OAK CREST MIDDLE SCHOOL

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### EXECUTIVE SUMMARY

The Board of Trustees, at the August 20, 2015 meeting, adopted a Resolution of Intention to Convey Easement and Right-of-way to San Diego Gas & Electric at Oak Crest Middle School related to the relocation and anchoring of a utility pole as part of the Balour Street improvement.

Since the August 20th action the necessary posting and publication of the Board's intent has been accomplished in order for the Board of Trustees to hold a public hearing regarding the easement dedication and subsequent vote on the Resolution Conveying an Interest in Real Property Easement and Right-of-Way.

### RECOMMENDATION:

It is recommended that the Board:

- a) Hold a Public Hearing, allowing comments from the public on the Board's intention to convey an interest in real property easement and right-of-way to San Diego Gas & Electric, and
- b) adopt the Resolution Conveying an Interest in Real Property Easement and Right-of-Way to the to San Diego Gas & Electric for the purpose to erect, construct,

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reconstruct, replace, repair, maintain and use, guy poles and/or anchors together with connecting wires, to support that pole line located upon or adjacent to said lands, at the Oak Crest Middle School site, said property being owned by the San Dieguito Union High School District of San Diego County, California, as shown in the attached supplements

**FUNDING SOURCE:**

Not applicable.



ITEM 16

Recording Requested by  
San Diego Gas & Electric Company

When recorded, mail to:

San Diego Gas & Electric Company  
P O box 129831  
San Diego, CA 92112-9831  
Attn: Real Estate Records - SD1170

SPACE ABOVE FOR RECORDER'S USE

Project No.: 551142-030  
Const. No.: 2443280  
A.P.N.: 259-181-01  
Sketch No.: Exhibit "B"

Transfer Tax None  
SAN DIEGO GAS & ELECTRIC COMPANY

R/W 362046

ANCHORAGE EASEMENT

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT, A CALIFORNIA PUBLIC SCHOOL DISTRICT (Grantor), grants to SAN DIEGO GAS & ELECTRIC COMPANY, a corporation (Grantee), an easement and right of way in, upon, over, under and across the lands hereinafter described, to erect, construct, reconstruct, replace, repair, maintain and use, guy poles and/or anchors together with connecting wires, as Grantee may now or hereafter deem convenient or necessary to support that certain pole line located upon or adjacent to said lands, together with the right of ingress and egress, to, from and along this easement in, upon, over and across the hereinafter described lands.

The property in which the easement is hereby granted is more particularly described in Exhibit "A" attached hereto and made a part hereof.

The easement in the aforesaid property shall be a strip of land, including all of the area lying between the exterior sidelines, which sidelines shall be three (3) feet, measured at right angles, on each exterior side of each and every facility installed, the approximate location being shown and delineated as "UTILITY FACILITIES" on the Exhibit "B", consisting of one (1) sheet, attached hereto and made a part hereof.

Grantor shall not increase or decrease the ground surface elevations within this easement after installation of Grantee's facilities, without prior written consent of Grantee, which consent shall not unreasonably be withheld.

Grantor further grants to Grantee the right to assign any or all of the rights granted in this easement in whole or in part to other companies providing utility or communication facilities/services.

The legal description for this easement was prepared by San Diego Gas & Electric Company pursuant to Section 8730 of the Business and Professions Code, State of California.

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This easement shall be binding upon and inure to the benefit of successors, heirs, executors, administrators, permittees, licensees, agents or assigns of Grantor and Grantee.

IN WITNESS WHEREOF, Grantor executed this instrument this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT, A CALIFORNIA PUBLIC SCHOOL DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Drawn LGomez  
Checked \_\_\_\_\_  
Date July 9, 2015

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

COUNTY OF \_\_\_\_\_

On \_\_\_\_\_, before me \_\_\_\_\_,  
(name, title of officer)

personally appeared \_\_\_\_\_,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

\_\_\_\_\_  
(Signature of Notary Public) (Notary Seal)



EXHIBIT "A"

ITEM 16

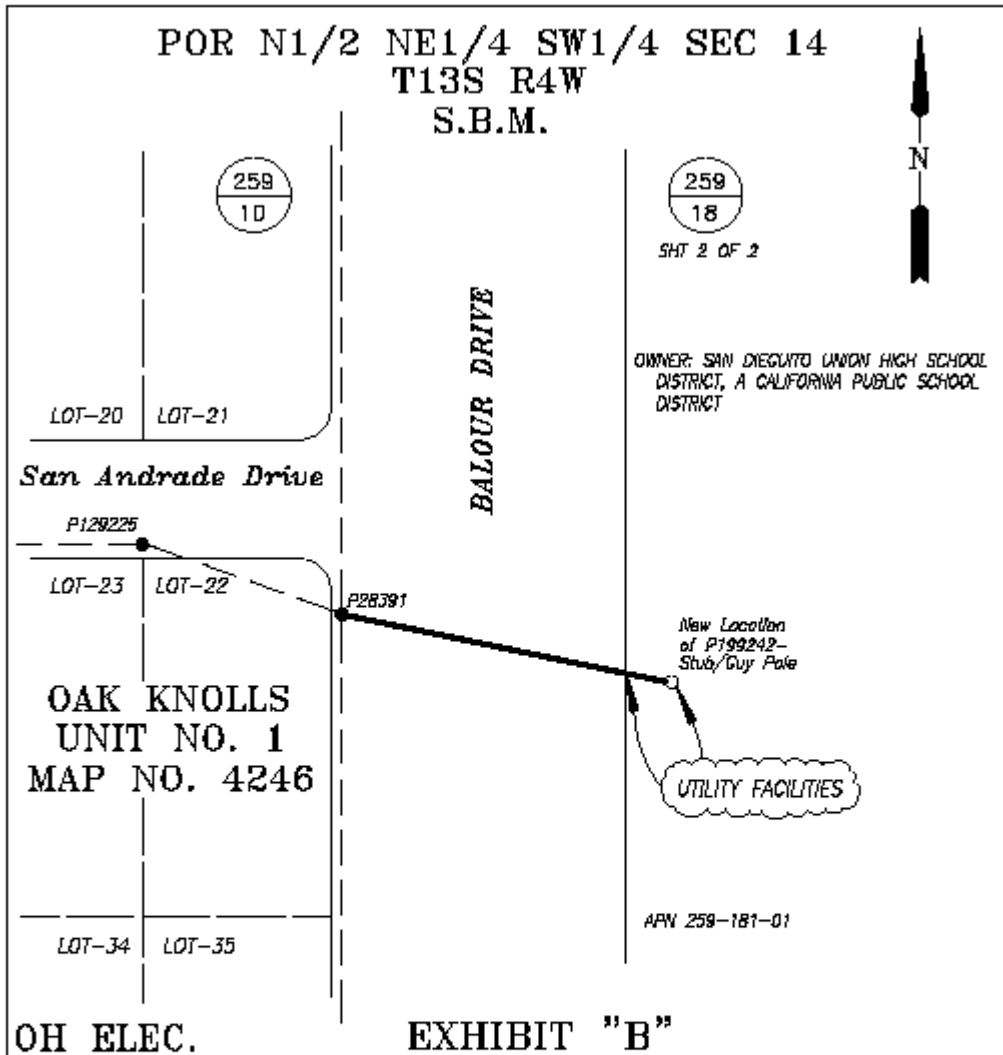
All that certain real property situated in the City of Encinitas, County of San Diego, State of California, described as follows:

The North Half of the Northeast Quarter of the Southwest Quarter of Section 14, Township 13 South, Range 4 West, S.B.M.

EXCEPTING therefrom, the South Half of the South Half of said North Half of the Northeast Quarter of the Southwest Quarter, said South Half of the South Half lying Southerly of the Easterly and Westerly prolongation of the Northerly boundary of Parcels 1 through 4, inclusive, as shown and delineated on Parcel Map No. 4156, filed October 17, 1977 at Recorder's File No. 75-287577, in the Office of the County Recorder of said County of San Diego.

Also EXCEPTING therefrom, the Westerly 30.00 feet of said North Half of the Northeast Quarter of the Southwest Quarter lying within the boundaries of that certain public street, commonly known as BALOUR DRIVE, as shown and delineated on said Parcel Map No. 4156.

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|  |   |  |  |       |
|--|---|--|--|-------|
| <p><b>SAN DIEGO GAS &amp; ELECTRIC</b><br/>SAN DIEGO, CALIFORNIA</p> <p><b>BALOUR DRIVE WIDENING</b></p> <p>675 Balour Drive<br/>Encinitas, CA</p> | <p>ORIGINATOR:<br/>KDonovan</p> <p>SURVEYED BY:<br/>NONE</p> <p>DRAWN BY:<br/>LGamez</p> <p>DATE:<br/>07/09/2015</p> <p>SCALE:<br/>NONE</p> | <p>OK TO INSTALL:</p> <p>R/W OK:</p> <p>DATE:</p> <p>THOS. BROS.<br/>1147-F7</p> | <p>PROJECT NO.<br/>551142-030</p> <p>CONST. NO.<br/>2443280</p> <p>DRAWING NO.<br/>---</p> |       |
| NO.  | SUPPLEMENTS   | DATE:  | BY   | APP'D |
|  |   |  |  |       |
|  |   |  |  |       |
|  |   |  |  |       |

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 24, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** John Addleman, Exec. Director Planning Services  
Eric Dill, Assoc. Superintendent, Business

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** APPROVAL OF AGREEMENT /  
CONSTRUCTION MANAGEMENT / SAN  
DIEGUITO HIGH SCHOOL ACADEMY /  
MATH AND SCIENCE BUILDING

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### EXECUTIVE SUMMARY

Due to potential contract issues raised by the Davis v. Fresno matter, staff and district counsel conducted a review of the District's Lease/Leaseback contracts. In review, staff noted the single Lease-Leaseback Contract approved, but not issued to Gilbane in May 2015, for the San Dieguito High School Academy Math and Science Building. As a result, the contract was not formally executed, and on July 7, 2015, staff moved to conduct a Request for Qualifications (RFQ) for construction management (CM) services district wide to deliver projects, including the Math and Science Building, via a CM multi-prime or CM At Risk model to the existing pool of builders. Of the four responses received on August 3, 2015, the top two firms were selected to participate in the related Request for Proposals (RFP) and interview process on August 14, 2015. The most responsive and lowest proposer was determined to be Erickson-Hall Construction Co.

The past performance and ongoing services performed by Erickson-Hall Construction Co. continues to be outstanding, and therefore, it is staff's recommendation that Erickson-Hall provide construction services to the District under a Construction Management Multi-Prime contractual arrangement for the construction of the San Dieguito High School Academy Math & Science Building Project.

### RECOMMENDATION:

It is recommended that the Board approve the agreement for Erickson-Hall Construction Co., to provide construction management services for the San Dieguito High School Academy Math & Science Building Project, during the period September 4, 2015 through completion, in the amount of \$1,320,142.00, plus construction management fee

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of 2.94% of trade package value and authorize Christina M. Bennett, Eric R. Dill, or Rick Schmitt to execute the agreement.

**FUNDING SOURCE:**

Building Fund-Prop 39 Fund 21-39

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 20, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** Michael Grove, Ed. D.,  
Associate Superintendent / Ed. Services

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** **ADOPTION OF RESOLUTION /  
INSTRUCTIONAL MATERIALS  
SUFFICIENCY DECLARATION**

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### EXECUTIVE SUMMARY

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

There is expected to be no funding from the State for 2015-16 for instructional materials. The district continues to be responsible, however, even without State funding, for ensuring that adequate instructional materials are available. All students will continue to be provided with e-book access / textbooks for math, science, history/social science and English/language arts instructional materials, all of which are aligned with the California State content standards. In 2004, all students enrolled in foreign language courses were provided with newly adopted textbooks and instructional materials. In 2005, all Health textbooks were replaced. In 2006, new history/social science textbooks were adopted. In 2007, science textbooks were adopted, and in 2008, all math books were replaced. With the absence of funding, the State has allowed school districts to postpone their English / Language Arts books and materials adoption for several years. The district purchased novels for each grade level in 2011-12 and will continue to replace lost, stolen and damaged textbooks with e-book access as needed.

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

#### **RECOMMENDATION:**

It is recommended that the Board 1) hold a public hearing, asking for public comments, and 2) adopt the Resolution, Sufficiency of Instructional Materials, 2015-16, declaring that sufficient science laboratory equipment, up-to-date textbooks, and instructional materials are present in our district classrooms for use by district staff and students, as shown in the attached supplement.

#### **FUNDING SOURCE:**

Not applicable.

# SAN DIEGUITO UNION HIGH SCHOOL DISTRICT ITEM 18 RESOLUTION

## SUFFICIENCY OF INSTRUCTIONAL MATERIALS 2015-2016

On motion of Member \_\_\_\_\_, Seconded by Member \_\_\_\_\_, the following resolution is adopted on September 3, 2015:

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

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

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

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

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

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

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# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 26, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED AND SUBMITTED BY:** Beth Hergesheimer, Board President

**SUBJECT:** APPROVAL OF AMENDMENT TO SUPERINTENDENT EMPLOYMENT CONTRACT / EFFECTIVE JULY 1, 2015 THROUGH JUNE 30, 2018

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### EXECUTIVE SUMMARY

The Board of Trustees is asked to approve an amendment to the existing *Agreement between San Dieguito Union High School District Board of Trustees and Rick Schmitt, Superintendent*. The proposed changes include: "Section 2, Terms of Employment" with a term commencing July 1, 2015 through June 30, 2018, "Section 5, Board-Superintendent Relations" deleting a duplicated sentence included in the previous paragraph, and finally, "Section 9, Expenses" deleting letter B at the request of the Superintendent.

### RECOMMENDATION:

It is recommended that the Board approve the amendment to the Employment Contract for Superintendent, Mr. Rick Schmitt, for the term commencing July 1, 2015 through June 30, 2018, as shown in the attached supplement.

### FUNDING SOURCE:

District General Payroll Fund as Designated

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**CONTRACT FOR EMPLOYMENT OF SUPERINTENDENT  
BETWEEN  
THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
AND  
RICK SCHMITT**

THIS AGREEMENT is hereby made and entered into this 3<sup>rd</sup> day of September, 2015, by and between the BOARD OF EDUCATION ("Board") of SAN DIEGUITO UNION HIGH SCHOOL DISTRICT ("District") and Rick Schmitt ("Superintendent" or "Rick Schmitt").

NOW, THEREFORE, it is hereby agreed as follows:

1. Superintendent, Chief Executive Officer, and Secretary for the Board: Rick Schmitt is hereby employed as the District's Superintendent. Rick Schmitt also shall be the Chief Executive Officer of the District and shall serve as Secretary to the Board. By accepting this employment, Rick Schmitt agrees to devote his full time, best efforts and abilities to performing the duties and responsibilities as provided herein or as assigned to the Superintendent from time to time by the Board.

2. Terms of Employment:

The term of this Agreement shall be from July 1, ~~2014~~2015, through June 30, ~~2017~~2018.

3. General Terms and Conditions of Employment:

This Agreement is subject to all applicable laws of the State of California, and the rules and regulations of the California State Board of Education and the District. Said laws, rules and regulations are hereby made a part of the terms and conditions of this Agreement as though herein set forth.

4. Powers and Duties:

The Superintendent shall perform all of the powers and duties of a Superintendent of Schools in accordance with the laws, rules and regulations set forth above. All powers and duties legally delegated to the Superintendent are to be executed in accordance with the policies and regulations adopted by the Board. Acts which require ratification by the Board shall be referred to the Board at the earliest opportunity.

The Superintendent's duties and functions shall include the following:

A. The Superintendent shall be delegated all powers and duties necessary for efficient management and administration of the District to the full extent permitted by law. The Superintendent shall have the authority to organize and arrange the administrative and supervisory staff, including instruction, business, and operational affairs, which in his best judgment best serves the District. The responsibility for selection, placement, and transfer of existing personnel shall be vested in the Superintendent. Employment of new personnel will be recommended by the Superintendent subject to approval by the Board. In the event the Board does not approve the Superintendent's personnel recommendations, the Superintendent shall submit an alternative recommendation.

B. Working generally with the Board, District personnel, parents and the public, assist in the effort to develop short- and long-range District goals with criteria for determining effective achievement and evaluating outcomes, which may be incorporated into the goals and objectives of the District's strategic plan.

C. Represent the interests of the Board and the District in day-to-day contact with parents, other citizens, community and governmental agencies.



## ITEM 19

D. Provide leadership, guidelines and direction to ensure that policies related to curriculum, instruction, pupil personnel services, personnel, budget and business affairs are carried out.

E. Report regularly to the Board information regarding student learning and an analysis of student achievement and test scores.

F. Review all policies adopted by the Board and make appropriate recommendations to the Board for additions, deletions or modifications.

G. Evaluate employees directly accountable to the Superintendent and oversee the evaluation of other employees as defined by California law and Board policy.

H. Provide leadership and direction in planning and financing school facilities.

I. Advise the Board and make recommendations regarding possible sources of funds which may be available to implement present or contemplated District programs.

J. Endeavor to maintain and improve the Superintendent's professional competency including reading appropriate periodicals and joining and/or participating in appropriate professional associations and their activities.

K. Establish and maintain an effective community relations program including effective relationships with the media.

L. Communicate openly, systematically and in a timely manner to the Board, staff and the community, and promptly inform the Board of critical issues or incidents.

M. Provide educational leadership to ensure quality teaching and learning.

N. In addition, the Superintendent shall perform all other duties and functions as assigned or required by the Board.

O. Serve as liaison to the Board with respect to all matters of employer-employee relations and make recommendations to the Board concerning those matters.

P. Unless unavoidably detained, or otherwise directed by the Board, attend all regular, special and executive session meetings of the Board.

### 5. Board-Superintendent Relations:

The Superintendent shall work with the Board in developing and maintaining a spirit of cooperation and teamwork. The Board shall be responsible for formulating and adopting policy and for taking action on matters which, by law, require Board action. Administrative responsibility and commensurate authority for administering the school system will be delegated by the Board as the board deems appropriate to the Superintendent. The Board shall provide the Superintendent with periodic opportunities to discuss Board-Superintendent relationships as they relate to the Board's productivity and the effectiveness of the Superintendent's leadership. It is agreed that the Board, individually and collectively, generally will refer promptly to the Superintendent for study and recommendation, criticism, complaints and suggestions brought to the attention of the Board or any member thereof.

The Board recognizes that it is a collective body and each Board member recognizes that his/her power as a Board member is derived from the collective deliberation and action of the Board as a whole in a duly constituted meeting. Individual Board members will not give direction to the Superintendent or any staff member regarding the management of the District or the solution of specific

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problems. ~~It is agreed that the Board, individually and collectively, will refer promptly to the Superintendent for study and recommendation, criticism, complaints and suggestions brought to the attention of the Board or any member thereof.~~

The Board shall hold the Superintendent accountable to manage the District consistent with Board-approved policies, which establish the Board's expectations. It is through Board Policy and official Board action that the Board gives direction to the Superintendent.

The Superintendent will be held responsible for establishing programs and services (after Board review) and for managing the District to meet the Board's expected outcomes, including the provision of data from which the Board can evaluate the District's achievements. Thus, the Board by exercising its governance and policy-making role can be assured that it determines what it is the District should accomplish and whether, in fact, the District is accomplishing it.

6. Evaluations:

A. The Board and the Superintendent shall agree upon a written evaluation format which shall be used during the Term.

B. On or before November 1 of each year, the Superintendent shall submit to the Board an analysis of District needs and recommendations for priority goals and tasks to be addressed by the Superintendent. These priority goals and tasks shall be reduced to writing and will be among the criteria by which the Superintendent is evaluated pursuant to this Article. The Board and Superintendent shall confer regarding these priority goals and tasks and agree upon the criteria and procedures to be used for the Superintendent's formal evaluation. Either or both parties may seek and retain the aid of a qualified impartial facilitator agreeable to both parties to endeavor to reach agreement upon the criteria to be used for the formal evaluation.

C. The Superintendent shall provide the Board with a mid-year progress report summarizing his progress toward meeting the goals and tasks developed pursuant to this Article. The Board shall conduct an informal progress assessment of the Superintendent on or before December 31 each year.

D. The Board shall conduct a formal written evaluation of the Superintendent, which shall be completed by June 30 of each year, unless another date is mutually agreed upon by the Board and the Superintendent. A copy of the written evaluation shall be delivered to the Superintendent within twenty (20) days of its completion. The Superintendent shall have the right to make a written response to the evaluation. Within 30 days of the Board's delivery of the written evaluation, the Board and the Superintendent shall meet to discuss the formal evaluation. The Board shall also devote a portion of, or all, of one meeting at least annually to a discussion of the working relationship between the Superintendent and the Board.

E. If the Board concludes that the Superintendent's performance is unsatisfactory, the Board shall identify in writing specific areas where improvement is required, provide written recommendations for improvement, and notify the Superintendent that another evaluation will be conducted within six months. Such written recommendations and specifications for improvement shall be provided within 30 days of the date of the evaluation.

F. An evaluation shall be deemed to be "satisfactory" if a majority of Board members have rated the Superintendent's performance as satisfactory in individual evaluations prepared by such Board members.

G. At least once a year, the parties shall meet to discuss possible modification to this Article.

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7. Compensation:

A. Effective July 1, 2014~~2015~~, the Superintendent shall receive annual salary (\$220,000) and longevity benefits in accordance with the Management Salary Schedule, set forth in Attachment A to Board Policy 4341.1, which is incorporated by reference as though fully set forth herein. The Superintendent shall be paid in twelve (12) approximately equal monthly installments. Any adjustments in salary during the term of this Agreement must be mutually agreed to in writing, shall take the form of a written amendment hereto, and shall not operate as a termination or increase the term of this Agreement.

8. Professional Schedule, Fringe Benefits and Sick Leave:

A. The Superintendent is a full-time management employee and shall have a two hundred twenty-three (223) day positive work year each school year during the term of this Agreement. All other days are considered non-work days. When the Superintendent determines to be absent for five (5) or more consecutive days off of work, he shall give notice in advance to the Board President. The Superintendent shall also be entitled to take all paid holidays provided other District management employees.

B. The Superintendent shall be entitled to receive all fringe benefits, including group health and welfare benefits, which are provided to the District's certificated management employees. If the Superintendent retires from the District into STRS, he shall be entitled to receive individual coverage under a District health plan at the expense of the District as follows: (1) one year of postretirement health and welfare benefits for each year served as District Superintendent or (2) until Medicare benefits become available to the retired Superintendent, whichever period is shorter. This benefit will not be available during any period of time in which the Superintendent is employed and receiving health and welfare benefits pursuant to such employment.

C. The Superintendent shall be required to render twelve (12) months of full and regular service to the District during each annual period covered by this Agreement and shall be entitled to 24 days of vacation, which shall accrue at a rate of two days per month of service. Each school year, the Superintendent may use his current year's vacation entitlement in advance of its actual accrual; however, should the Superintendent's employment terminate for any reason before that used vacation has accrued, the compensation previously paid to him on account of the use of unaccrued vacation will be deducted from his final paycheck. The Board prefers that the Superintendent take his allotted annual vacation days; however, it is recognized that there may be unforeseen circumstances that may inhibit the Superintendent from taking all vacation days during the school year. Therefore, for the duration of this Agreement, unused and unpaid vacation days may be allowed to accrue up to a maximum of forty-eight (48) days. Once the maximum of forty-eight (48) accrued vacation days has accrued, then further accrual of vacation days will cease until accumulated vacation is used so as to reduce the number of unused accumulated days below forty-eight (48). At that time, vacation accrual will recommence, until a maximum accrual of forty-eight (48) days is again reached.

D. The Superintendent shall be credited annually with twelve (12) days of earned sick leave. Sick leave shall be accrued and accumulated as provided by the Education Code and Board rules and regulations.

E. The Superintendent shall report to the Board, in writing on an annual basis, his use of sick leave and vacation days.

F. The Superintendent will pay his (employee) share of STRS and the District will pay its (employer) share of STRS.

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9. Expenses:

A. The District shall pay the Superintendent for all actual and necessary travel and other District and school business-related expenses incurred by him in the conduct of his duties on behalf of the District.

~~B. The District shall pay for the services of a professional career coach for one year, in an amount not to exceed Ten Thousand Dollars (\$10,000).~~

**CB.** The District encourages the Superintendent to participate in professional and community organizations and activities. The District shall pay the Superintendent's annual professional membership dues in ACSA (Association of California School Administrators), or other similar statewide organization, AASA (American Academy of School Administrators), or other state or national organization. In addition, the District shall pay the Superintendent's annual membership dues in other professional and community service organizations as may be approved by the Board in a total amount not to exceed Seven Hundred Fifty Dollars (\$750) while he is rendering services under this Agreement.

**DC.** The Superintendent is expected to attend appropriate professional meetings at the local, county, state and national levels. Approval of the Board shall be obtained when the Superintendent attends conferences outside the State of California, and all actual and necessary expenses of attendance shall be paid by the District. In case of an emergency attendance requirement, the President of the Board will be notified and the expenses will be submitted for ratification at the next appropriate Board meeting.

**ED.** The Superintendent may engage in outside professional activities, including consulting, speaking, writing and participating in professional associations related to education, provided said activities do not interfere with the Superintendent's duties. Days spent on such endeavors shall not be counted as working days by the Superintendent.

10. Physical Examination:

The Superintendent agrees to have an annual physical examination as requested by the Board. Any expense beyond that paid by District insurance will be borne by the District. The physician's report of the Superintendent's physical examination shall be filed with the President of the Board, or the President's designee, and be treated as confidential information by the Board. At the discretion of the Board, the Board shall be advised in writing by the examining physician of the current physical fitness of the Superintendent to perform his duties. The Superintendent agrees to execute any necessary documents to release this information to the Board.

11. Termination:

A. The Board may elect to terminate the Agreement prior to its expiration without cause upon forty-five (45) days written notice to the Superintendent. In such an event and in acknowledgement of the difficulty or impossibility of calculating damages to the Superintendent as a result of such termination, the parties agree that in the event of the Superintendent's termination other than for cause (as defined in paragraph B below) the liquidated amount of damages owed by the Board shall be the base salary, as set forth in section 7 (A) above, remaining to be paid during the full term of this Agreement, up to a maximum of eighteen (18) months. No additional sick leave shall accumulate after the date of termination. The salary payment of the severance package shall be paid within thirty (30) days from the date of termination. In the event Superintendent agrees to be reassigned to another position in the District upon termination of this Agreement, the above liquidated severance package shall be offset by Superintendent's salary in the new position. The parties agree that this provision, and

## ITEM 19

subdivision (B), below, meet the requirements governing maximum cash settlements as set forth in Government Code sections 53260, et seq.

Notwithstanding any other provision of this Agreement to the contrary, if the Board believes, and subsequently confirms through an independent audit, that the Superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices, then the Board may terminate the Superintendent and the Superintendent shall not be entitled to the cash, salary payments, health benefits or other non-cash settlement as set forth above. This provision, and subdivision (B), below, are intended to implement the requirements of Government Code section 53260(b). The provisions of Government Code section 53260 are incorporated into this Agreement by this reference.

B. In the event of a termination without cause, the Superintendent shall continue to receive health and welfare benefits (medical only) for the full remaining term of this Agreement, up to a maximum of twelve (12) months. No other fringe benefits, including but not limited to travel or mileage reimbursement (Section 9.A) and the professional membership dues (section 9.B) shall be earned, accrued, or paid after the date of termination.

C. The Governing Board may elect to terminate the Superintendent's Agreement for cause at anytime. For the purposes of this Agreement, "cause" shall exist if Superintendent: (1) acts in bad faith to the detriment of the District; (2) refuses or fails to act in accordance with a specific provision of this Agreement or direction or order of a majority of the Board; (3) exhibits misconduct or dishonesty in regard to his employment; (4) is convicted of a crime involving dishonesty, breach of trust, or physical or emotional harm to any person; (5) is unable to perform any of the essential functions of his position; or (6) fails to receive a satisfactory or better rating in any annual formal Board evaluation. The existence of such cause shall constitute a material breach of this Agreement and shall extinguish all rights and duties hereunder. In the event such cause exists, the Governing Board shall give the Superintendent (a) written notice of the proposed action and the reasons therefor; (b) a reasonably detailed account of the charges and the materials upon which the proposed action is based; (c) notice of the right to respond orally or in writing to the Board; and (d) the right to a meeting with the Board. Any request for a meeting shall be filed by the Superintendent with the presiding officer of the Board within ten (10) days after service of the notice of proposed action. The meeting, if requested, shall be held in closed session at the next regular or special Board meeting, and in no event more than thirty-five (35) days after service of the notice of proposed action. The Superintendent and the Board shall each have the right to be represented by counsel at their own expense. The Superintendent shall have a reasonable opportunity to respond to all matters raised in the charges. The meeting shall be conducted by the Board and shall not be an evidentiary hearing and neither party shall have the opportunity to call witnesses. After the meeting, the Board shall issue a decision in the form of a resolution either rescinding or confirming the charges and specifying the action to be taken. The Superintendent shall be notified in writing within five (5) days of the decision. The decision of the Board shall be final. The Superintendent's meeting with the Board shall be deemed to satisfy the Superintendent's entitlement to due process of law and shall be the Superintendent's exclusive right to any conference or hearing otherwise required by law. The Superintendent waives any other rights that may be applicable to this termination for cause proceeding with the understanding that completion of this hearing exhausts the Superintendent's administrative remedies.

D. District and Superintendent agree that the payment provided under Section 11.A of this Agreement shall constitute the exclusive and sole remedy of any kind for any termination of his employment and the Superintendent agrees and covenants not to assert or pursue any other remedies of any kind, whether they be administrative, at law or in equity, with respect to any termination of his employment. Specifically, upon acceptance of payment under 11.A the Superintendent agrees to waive and release the District from any claims and/or causes of action against the District or Board in any way related to his employment by the Board, including but not limited to claims or actions under this Agreement.

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E. Upon written evaluation by a licensed physician designated by the Board indicating the inability of the Superintendent to perform any of the essential functions of the position, with or without reasonable accommodation, this Agreement may be terminated by the Board upon written notice to the Superintendent and after providing a reasonable opportunity to respond. The Board may, in its sole discretion, allow the Superintendent to continue in employment until expiration of current and accumulated sick leave and differential leave, but upon receipt of the written evaluation specified above, may immediately assign another employee the duties of Superintendent.

12. Notice of Finalist in Search:

In all cases the Superintendent immediately shall notify the Board of Education should he become a finalist in the selection process for Superintendent with any other District.

13. Waiver:

No waiver of any breach of any term or provision of this Agreement shall be construed to be, nor shall it be, a waiver of any other breach of this Agreement. No waiver shall be binding unless in writing and signed by the party waiving the breach.

14. Modification:

This Agreement may not be amended or modified other than by a written agreement executed by the Superintendent and approved and signed by the Board.

15. Complete Agreement:

This instrument constitutes and contains the entire agreement and understanding between the parties concerning the Superintendent's employment with the District. This instrument supersedes and replaces all prior negotiations and all agreements proposed or otherwise, whether written or oral, concerning the subject matter hereof. This is an integrated document.

16. Governing Law:

This Agreement is subject to all applicable laws of the State of California, to the rules and regulations of the State Board of Education, and to the lawful rules and regulations of the San Dieguito Union High School District Board of Education. By this reference the laws, rules, regulations, and policies are hereby made a part of this Agreement as though set forth in full at this point. In the event of a conflict of provisions, the laws of the State of California and the terms of this Agreement take precedence over any inconsistent provisions found in the policies and regulations of the Board of the District.

17. Construction:

Each party has cooperated in the drafting and preparation of this Agreement. Hence, in any construction to be made of this Agreement, the same shall not be construed against any party on the basis that the party was the drafter. The captions of this Agreement are not part of the provisions hereof and shall have no force or effect.

18. Communications:

All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed to have been duly given if delivered or if mailed by registered or certified mail, postage prepared, addressed to the Superintendent and/or Board of Education at 710 Encinitas Blvd., Encinitas, CA 92024. Either party may change the address at which notice shall be given by written notice given in the above manner.

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19. Execution:

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Photographic copies of such signed counterparts may be used in lieu of the originals for any purpose.

20. Legal Counsel:

The Superintendent and the Board each recognize that in entering into this Agreement, the parties have relied upon the advice of their own attorneys, who are attorneys of their own choice, and that the terms of this Agreement have been completely read and explained to them by their attorneys, and that those terms are fully understood and voluntarily accepted by them.

21. Savings Clause:

If any provision of this Agreement or the application thereof is held invalid, the invalidity shall not affect the other provisions or applications of the Agreement which can be given effect without the invalid provisions or applications and the provisions of this agreement are declared to be severable.

IN WITNESS THEREOF, the parties hereto have duly approved and executed this Agreement on the day and year above written.

Date: \_\_\_\_\_

BOARD OF EDUCATION OF THE  
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

\_\_\_\_\_  
Beth Hergesheimer, President

\_\_\_\_\_  
Amy Herman, Vice-President

\_\_\_\_\_  
John Salazar, Clerk

\_\_\_\_\_  
Joyce Dalessandro, Trustee

\_\_\_\_\_  
Maureen "Mo" Muir, Trustee

I hereby accept this offer of employment and agree to perform faithfully the duties and responsibilities of Superintendent of the San Dieguito Union High School District and Chief Executive Officer to the Board of Education.

Date of Acceptance: \_\_\_\_\_

\_\_\_\_\_  
Rick Schmitt

00168.00007/4

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** August 27, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** Jason Vilorio, Ed.D., Associate Superintendent of Administrative Services

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** REQUEST TO EDUCATE ELEMENTARY STUDENTS

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### EXECUTIVE SUMMARY

As requested by an elementary school parent, "Request to Educate Elementary Students" has been added to this Board meeting agenda.

### RECOMMENDATION:

This item is being submitted as information only.



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** July 17, 2015

**BOARD MEETING DATE:** September 3, 2015

**PREPARED BY:** Jason Vilorio, Ed.D., Associate Superintendent of Administrative Services

**SUBMITTED BY:** Rick Schmitt, Superintendent

**SUBJECT:** **FIRST READ OF NEW / REVISED / DELETED BOARD POLICIES / ADMINISTRATIVE SERVICES**

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### EXECUTIVE SUMMARY

As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association (CSBA) provides school districts with samples of new or replacement policies to assist in maintaining updated policies.

The following Board Policies have been created or revised to align with the CSBA recommendations:

| <b>Current Policy Number</b> | <b>New Policy Number</b> | <b>Title</b>                            | <b>Comments</b>  |
|------------------------------|--------------------------|---|--|
| 6176                         | 6174                     | Education for English Language Learners | Revised to align with CSBA recommendations             |
| 6146                         | 6145.5                   | Student Organizations and Equal Access  | Revised policy number to align with CSBA policy number |
| 6145.5                       |                          | Junior High Sports Program              | Delete policy; no longer applicable                    |
| 6174                         |                          | Opportunity Program                     | Delete policy; no longer applicable                    |
| 6172                         |                          | Gifted and Talented Education           | Delete policy – no longer applicable                   |

| Current Policy Number                        | New Policy Number | Title   | Comments   |
|--|-------------------|---|--|
| 5145.1                                       | 5022              | Student Family Privacy Rights                         | Revised policy number to align with CSBA policy number                             |
| 5145.01                                      |                   | Student Organizations and Equal Access                | Delete policy– included in 6145.5  |
| 5145.6                                       |                   | Parental Notifications                                | Policy revised to align with CSBA recommendations                                  |
|  | 5131.62           | Tobacco   | New policy to align with CSBA recommendations                                      |
| 0410<br>4100.2<br>4200.2<br>4300.2<br>5145.3 | 0410              | Nondiscrimination in District Programs and Activities | Policy revised to align with CSBA recommendations<br>Delete 4100.2, 4200.2, 4300.2 |
| 5145.3<br>4100.2<br>4200.2<br>4300.2<br>0410 | 5145.3            | Nondiscrimination / Harassment                        | Policy revised to align with CSBA recommendations<br>Delete 4100.2, 4200.2, 4300.2 |
|  | 6163.4            | Student Use of Technology                             | New policy to align with CSBA recommendations                                      |
| 5131.2<br>3543.1                             | 5131.2            | Bullying  | Policy revised to align with CSBA recommendations                                  |
| 3543.1                                       |                   | School Bus Conduct / Student Safety                   | Policy revised to remove cross-reference to policy 5131.2, which is not applicable |

**RECOMMENDATION:**

This item is being presented for first read on September 3, 2015, and will be resubmitted for board action on October 1, 2015.

**FUNDING SOURCE:**

Not applicable

## INSTRUCTION

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### EDUCATION FOR ENGLISH LANGUAGE LEARNERS

The Governing Board intends to provide English language learners with challenging curriculum and instruction that develops proficiency in English as effectively and efficiently as possible in order to assist students in accessing the full educational program and achieving the district's academic standards. ~~The district's program shall be based on sound educational theory and shall be adequately supported so that English language learners can achieve results at the same academic level as their English proficient peers in the regular course of study.~~

The district shall identify in its local control and accountability plan (LCAP) specific actions and services to enhance student engagement, academic achievement, and other outcomes for English learners.

The Board encourages staff to exchange information with other districts and the County Office of Education about programs, options, and strategies for English language learners that succeed under various demographic conditions.

English learners shall be provided English language development instruction targeted to their English proficiency level and aligned with the state content standards and curriculum framework. The district's program shall be based on sound instructional theory, use standards-aligned instructional materials, and assist students in accessing the full educational program.

The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.

The Superintendent or designee shall provide to teachers, administrators, and other school staff research-based professional development that is designed to improve the instruction and assessment of English learners and enhance staff's ability to understand and use curricula, assessment, and instructional strategies for English learners.

#### Identification and Assessment

The Superintendent or designee shall maintain procedures which provide for the accurate identification of English learners and an assessment of their proficiency and needs in the areas of listening, speaking, reading, and writing in English. Once identified as an English learner, a student shall be annually assessed for language proficiency until he/she is reclassified based on criteria specified in the accompanying administrative regulation.

English learners' academic achievement in English language arts, mathematics, science, and any additional subject required by law shall be assessed using the California Assessment of Student Performance and Progress. As necessary, the test shall be administered with allowable testing variations in accordance with 5 CCR 853.5 and 853.7. English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law.

~~The Superintendent or designee shall maintain procedures which provide for the identification, assessment and placement of English language learners and for their re-designation based on criteria adopted by the Board and specified in administrative regulations.~~

## INSTRUCTION

~~To evaluate program effectiveness, the Superintendent or designee shall regularly examine program results, including reports of the English language learners' academic achievement, their progress towards proficiency in English and the progress of students who have been re-designated as fluent English proficient as delineated in the San Dieguito Union High School District Master Plan for English Learners. The Superintendent or designee shall annually report these findings to the Board and shall also provide the Board with regular reports from any district or school-wide English learner advisory committees.~~

### TYPE OF INSTRUCTION

Students who are English language learners shall be educated through "sheltered English Immersion" not normally intended to exceed one year. "Nearly all" of the classroom instruction in the district's sheltered English immersion program shall be in English, but with curriculum and presentation designed for students who are learning the language (Education Code 305, 306)

The district has defined the term "nearly all" as follows:

"Nearly all" as it pertains to the use of English in the sheltered immersion program is a minimum of seventy percent of the instructional day must be in English.

When an English language learner has acquired a reasonable level of English proficiency as measured by the California English Language Development Test (CELDT) he/she shall be transferred from a structured English immersion classroom to an English language mainstream classroom in accordance with the district master plan for English language learners. Instruction in the English language mainstream program is "overwhelmingly" in English. (Education Code 305; 5 CCR 11301)

An English language learner has acquired a "reasonable level of English proficiency" when he/she has achieved the following:

"Reasonable level of English proficiency" as it pertains to English language learners in the San Dieguito Union High School District is a California English Language Development Test (CELDT) overall proficiency

## INSTRUCTION

level of Early Advanced and no lower than Intermediate in any one CELDT sub-test.

Upon request of her/his parent/guardian, a student shall be placed in an English language mainstream classroom. (5 CCR 11301)

### PARENTAL EXCEPTION WAIVERS

At any time during the school year, the parent/guardian of an English language learner may have her/his child moved into an English language mainstream program. Parent/guardian requests for waivers from Education Code 305 regarding placement from a sheltered immersion program to placement in an alternative program shall be granted in accordance with the law and administrative regulation.

If the Superintendent or designee denies the waiver request, she/he shall provide a written justification to the parent/guardian describing the reasons for the denial. A parent/guardian may appeal the Superintendent's decision in writing to the Board. The Board may consider the matter at its next regular Board meeting. If the Board hears the appeal, the Superintendent shall send the Board's decision to the parent/guardian within seven working days.

### PROGRAM EVALUATION

To evaluate the effectiveness of the district's educational program for English learners, the Superintendent or designee shall report to the Board, at least annually, regarding:

1. Progress of English learners towards proficiency in English
2. The number and percentage of English learners reclassified as fluent English proficient
3. The number and percentage of English learners who are or are at risk of being classified as long-term English learners in accordance with Education Code 313.1
4. The achievement of English learners on standards-based tests in core curricular areas
5. Progress toward any other goals for English learners identified in the district's LCAP
6. A comparison of current data with data from at least the previous year.

The Superintendent or designee also shall provide the Board with regular reports from any district or schoolwide English learner advisory committees.

### LEGAL REFERENCE

#### CALIFORNIA EDUCATION CODE

- ~~300-340~~ English language education for immigrant children
- ~~430-466~~ English Learner And Immigrant Pupil Federal Conformity Act
- ~~33050~~ State Board of Education waiver authority
- ~~33308.5~~ CDE guidelines not binding
- ~~44253.5-44253.10~~ Certification for bilingual cross-cultural competence

## INSTRUCTION

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|                          |   |
|--------------------------|---|
| <del>48985</del>         | <del>Notices to parents in language other than English</del>          |
| <del>51101</del>         | <del>Rights of parents to information</del>                           |
| <del>51101.1</del>       | <del>Rights for parents of English learners</del>                     |
| <del>52015</del>         | <del>Components of school improvement plan</del>                      |
| <del>52130-52135</del>   | <del>Impacted languages act of 1984</del>                             |
| <del>52160-52178</del>   | <del>Bilingual Bicultural act</del>                                   |
| <del>52180-52186</del>   | <del>Bilingual teacher training assistance program</del>              |
| <del>54000-54041</del>   | <del>Programs for disadvantaged children</del>                        |
| <del>60810-60812</del>   | <del>Assessment of language development</del>                         |
| <del>62001-62005.5</del> | <del>Evaluation and sunseting of programs</del>                       |
| 300-340                  | English language education  |
| 430-446                  | English Learner and Immigrant Pupil Federal Conformity Act            |
| 33050                    | State Board of Education waiver authority                             |
| 42238.02-42238.03        | Local control funding formula   |
| 44253.1-44253.11         | Qualifications for teaching English learners                          |
| 48985                    | Notices to parents in language other than English                     |
| 52052                    | Academic Performance Index; numerically significant student subgroups |
| 52060-52077              | Local control and accountability plan                                 |
| 52130-52135              | Impacted Languages Act of 1984  |
| 52160-52178              | Bilingual Bicultural Act  |
| 60200.7                  | Suspension of state instructional materials adoptions                 |
| 60605.87                 | Supplemental instructional materials, English language development    |
| 60640                    | California Assessment of Student Performance and Progress             |
| 60810-60812              | Assessment of language development                                    |
| 62005.5                  | Continuation of advisory committee after program sunsets              |

## CODE OF REGULATIONS, TITLE 5

|                      |   |
|----------------------|---|
| <del>4304-4320</del> | <del>Bilingual education program requirements</del>                           |
| 853.5-853.7          | Test administration; universal tools, designated supports, and accommodations |
| 11300-11305          | English language education for immigrant children                             |
| 11510-11516          | California English Language Development Test                                  |

## UNITED STATES CODE, TITLE 20

|           |                                 |
|-----------|---------------------------------|
| 1701-1705 | Equal Educational Opportunities |
|-----------|---------------------------------|

## INSTRUCTION

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### PUBLIC LAW 107-110

~~1112~~ 6312 Local education agency plans  
~~3001-3141~~ 6801-6871 Title III, Language instruction for limited English proficient and immigrant students

### COURT DECISIONS

Valeria G. v. Wilson, (9<sup>th</sup> Circuit) 2002 U.S. App. Lexis 20956  
California Teachers Association et al. v. State Board of Education et al., (9<sup>th</sup> Circuit, 2001) 271 F 3d 1141  
McLaughlin v. State Board of Education, (1999) 75 Cal. App. 4<sup>th</sup> 196  
Teresa P. et al. v. Berkeley Unified School district et al., (1989) 724 F. Supp.698  
~~Casteneda v. Pickard, (5<sup>th</sup> Cir. 1981) 648 F.2d 989~~

### ATTORNEY GENERAL OPINIONS

83 Ops. Cal. Atty. Gen. 40 (2000)

### MANAGEMENT RESOURCES

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

~~Guidelines for Reclassification of English Learners, September 2002~~  
~~Accommodations for the California English Language Development Test, Revised 8/13/01~~  
Academic Criterion for Reclassification, CDE Correspondence, August 11, 2014  
California English Language Development Test (CELDT): 2013-14 CELDT Information Guide, 2013  
English Language Arts/English Language Development Framework for California Public Schools: Transitional Kindergarten Through Grade Twelve, 2014  
English Language Development Standards for California Public Schools: Kindergarten Through Grade Twelve, 2012  
Matrix of Test Variations, Accommodations, and Modifications for Administration of California Statewide Assessments

### WEBSITES

CDE: <http://www.cde.ca.gov>  
CSBA: <http://www.csba.org>

## INSTRUCTION

6145.5

### STUDENT ORGANIZATIONS AND EQUAL ACCESS

Student organizations have an important place in the educational program. When properly organized and operated, they:

1. Extend and reinforce the instructional program.
2. Give students practice in democratic self-government.
3. Build student morale and positive support for the school.
4. Honor outstanding student achievement.
5. Provide wholesome social and recreational activities.

School-sponsored organizations must be organized at the school, sponsored by school personnel, composed completely of current student body members, hold the majority of their meetings at school and have a democratic plan for the selection of members. Organizational activities shall not conflict with the authority and responsibilities of school officials.

#### LIMITED OPEN FORUM

District high schools (San Dieguito Academy, Torrey Pines, La Costa Canyon and Sunset High Schools) shall maintain a limited open forum during which students may hold meetings or activities not directly related to the school curriculum. The principal shall schedule this forum on non-instructional time so that it in no way interferes with regular school activities.

The Board shall not deny access to any student-initiated group on the basis of religious, political, philosophical or any other content to be addressed at such meetings.

The Superintendent or designee shall insure that meetings held within the limited open forum are voluntary and student-initiated, with no direction, control, or regular attendance by non-school persons.

School staff shall not promote or participate in these meetings, but may be assigned to simply observe them, provided that the meeting does not conflict with the staff member's beliefs.

Meetings held within the limited open forum shall entail no expenditure of public funds beyond the incidental cost of providing the meeting space. Any announcement of meetings shall clearly state that the group is not sponsored by the school or school staff.

Authorization of use under the federal Equal Access Act does not indicate that the Board approves or advocates matters which are discussed at open forum meetings. Furthermore, religious groups granted access pursuant to the Equal Access Act are granted access only pursuant to that Act. Such access does not constitute district sanction of any particular religious belief.

#### STUDENT ORGANIZATIONS

The superintendent shall prepare administrative regulations to implement a limited open forum at the district's high schools.



**INSTRUCTION****6145.5****HAZING**

No student shall conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or other person. Persons violating this policy shall be subject to district discipline, misdemeanor penalties, and forfeiture of entitlements.

Membership in secret fraternities, sororities, and clubs is prohibited.

**LEGAL REFERENCE****CALIFORNIA EDUCATION CODE**

|             |   |
|-------------|---|
| 40          | Equal opportunity without regard to sex   |
| 41          | School sponsored athletic programs; prohibited sex discrimination   |
| 200-252     | Prohibition of discrimination on the basis of sex   |
| 32050-32052 | Hazing  |
| 33352       | California Interscholastic Foundation; governing board has power to select athletic league representatives  |
| 33353.5     | California Interscholastic Foundation; direct participation in student athletic insurance program; limitation of receipt of funds   |
| 33354       | Powers of State Department of Education over Interscholastic athletics  |
| 35179       | Powers and responsibilities of governing board over all aspects of interscholastic athletic programs, policies, and activities in its district; obligation to conform to law; associations; nondiscriminatory programs; definitions |
| 48930-48938 | Student organizations   |
| 49020       | Athletic programs; Legislative intent   |
| 49021       | Equal opportunity for male and female students  |
| 49022       | Apportionment of funds for male and female students   |
| 49023       | Expenditure of public funds; prohibited sex discrimination  |

**CODE OF REGULATIONS, TITLE V**

|      |  |
|------|--|
| 5531 | Supervision of extra-curricular activities of pupils |
|------|--|

**PENAL CODE**

|            |                             |
|------------|-----------------------------|
| 627-627.10 | Access to school facilities |
|------------|-----------------------------|

**TITLE VIII - THE EQUAL ACCESS ACT (FEDERAL)**

Hartzell v. Connell, 84 Daily Journal D.A.R. 1417 (April 20, 1984)

Perumal et al v. Saddleback Valley Unified School District, 99 Daily Journal D.A.R. 1426

Board of Education of Westside Community Schools v. Mergens,  
58 U. S. Law Week 4720 (June 4, 1990)

## **INSTRUCTION**

**6145.5**

### **JUNIOR HIGH SCHOOL SPORTS PROGRAM**

~~Opportunities for junior high school students of both sexes to participate in after school sports will be provided through the community recreation program. The Superintendent is authorized to explore joint ventures with local clubs and organizations to provide junior high students opportunities to participate in extra-curricular sports programs.~~

~~Guidelines for participation will be determined by the superintendent with input from building principals and staff, but in no case may these go beyond the essential or required limitations of the standards of the State Board of Education, Title IX for the USDE and Board Policy.~~

## STUDENTS

6174

### **OPPORTUNITY PROGRAM**

~~The San Dieguito Union High School District Board of Trustees recognizes that alternative programs are needed for certain pupils enrolled in grades 7-9. These pupils demonstrate the following behavior(s):~~

~~Insubordinate or disorderly conduct as documented by teacher observations and administrative records of disciplinary referrals.~~

~~Increasingly irregular attendance as documented by attendance records.~~

~~Truant or habitually truant behaviors as defined by Education Code 48260 or 48262.~~

~~The superintendent is authorized to develop administrative regulations to be followed in the establishment and maintenance of such a program.~~

## **INSTRUCTION**

**6172**

### **GIFTED AND TALENTED STUDENT PROGRAM**

~~The Governing Board believes that all students deserve an education that matches their abilities. The district shall participate in the California Gifted and Talented Pupil Program in order to give gifted and talented students opportunities to acquire skills and understanding at levels commensurate with their potential. By cultivating their exceptional abilities or talents, these students may contribute significantly to our society's progress in diverse fields.~~

~~Gifted and talented programs may offer special day classes; part time grouping; enrichment activities; cluster grouping; independent study; acceleration; postsecondary education opportunities; services for underachieving, linguistically or culturally divergent and/or economically disadvantaged eligible students; and special counseling or instruction not offered in the regular classroom.~~

~~The Superintendent or designee shall establish procedures which ensure parent/guardian participation in planning, evaluating and implementing the program.~~

~~The Board shall conduct an annual assessment of the gifted and talented program.~~

### **LEGAL REFERENCE**

#### **CALIFORNIA EDUCATION CODE**

~~52200-52213 — Gifted and Talented Pupil Program~~

~~62000.11 — Sunset date~~

~~52208 — Requires the Board to develop procedures that ensure ongoing parent participation~~

#### **CODE OF REGULATIONS, TITLE 5**

~~3820-3870 — Gifted and Talented Pupil Program~~

**STUDENTS****5145-15022****STUDENT AND FAMILY PRIVACY RIGHTS**

The Governing Board respects the rights of district students and their parents/guardians with regard to the privacy of their personal beliefs and the confidentiality of their personal information. The Superintendent or designee shall develop regulations to ensure compliance with law when the district requests, retains, discloses, or otherwise uses the personal information of its students and their families.

The regulations shall, at a minimum, address the following: (20 USC 1232h)

1. Whether the district may collect the personal information of students for marketing or sale
2. How the district will administer surveys that may request information about the personal beliefs and practices of students and their families
3. The rights of parents/guardians to inspect:
  - a. Survey instruments requesting information about their personal beliefs and practices or those of their children
  - b. Instructional materials used as part of their children's educational curriculum
4. Whether the district may administer any nonemergency invasive physical examination or screening
5. Notifications that the district will provide to students and parents/guardians with respect to their privacy rights

The Superintendent or designee shall consult with parents/guardians regarding the development of the procedures. (20 USC 1232h).

**LEGAL REFERENCE****EDUCATION CODE**

|             |   |
|-------------|---|
| 49450-49458 | Physical examinations   |
| 49602       | Confidentiality of personal information received during counseling              |
| 51101       | Parents Rights Act of 2002  |
| 51513       | Test, questionnaire, survey, or examination concerning personal beliefs         |
| 51938       | Sexual Health and HIV/AIDS Prevention Education Act; notice and parental excuse |

**UNITED STATES CODE, TITLE 20**

|       |   |
|-------|---|
| 1232g | Family Educational Rights and Privacy Act |
| 1232h | Protection of pupil rights                |

**MANAGEMENT RESOURCES****WEBSITES**

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

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

US Department Of Education: Family Policy Compliance Office: <http://www.ed.gov/offices/OM/fpco/>

## STUDENTS

5145.01; 6146

### STUDENT ORGANIZATIONS AND EQUAL ACCESS

Student organizations have an important place in the educational program. When properly organized and operated, they:

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- 2.—Give students practice in democratic self-government.
- 3.—Build student morale and positive support for the school.
- 4.—Honor outstanding student achievement.
- 5.—Provide wholesome social and recreational activities.

School-sponsored organizations must be organized at the school, sponsored by school personnel, composed completely of current student body members, hold the majority of their meetings at school and have a democratic plan for the selection of members. Organizational activities shall not conflict with the authority and responsibilities of school officials.

#### LIMITED OPEN FORUM

District schools shall maintain a limited open forum during which students may hold meetings or activities not directly related to the school curriculum. The principal shall schedule this forum on non-instructional time so that it in no way interferes with regular school activities. The meetings shall not materially and substantially interfere with the orderly conduct of educational activities within the school.

The Board shall not deny access to any student initiated group on the basis of religious, political, philosophical or any other content to be addressed at such meetings.

The Superintendent or designee shall insure that meetings held within the limited open forum are voluntary and student initiated, with no direction, control, or regular attendance by non-school persons.

There shall be no sponsorship of limited open forum meetings by the school or staff. The term sponsorship means that school staff are promoting, leading, or participating in a meeting. The assignment of a teacher, administrator, or other school employee to a meeting for custodial purposes shall not constitute sponsorship of the meeting. Employees of the school shall be present at religious meetings only in a nonparticipatory capacity.

Meetings held within the limited open forum shall entail no expenditure of public funds beyond the incidental cost of providing the meeting space. All student clubs or groups shall have equal access to the school media to announce meetings, including the public address system, the school newspaper, bulletin boards, and school web site. However, the principal or designee may issue a disclaimer that such activities are not school sponsored.

Authorization of use under the federal Equal Access Act does not indicate that the Board approves or advocates matters which are discussed at open forum meetings. Furthermore, religious groups granted access pursuant to the Equal Access Act are granted access only pursuant to that Act. Such access does not constitute district sanction of any particular religious belief.

#### STUDENT ORGANIZATIONS

The superintendent shall prepare administrative regulations to implement a limited open forum at the

## **STUDENTS**

**5145.01; 6146**

district's high schools:

### **HAZING**

No student shall conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or other person. Persons violating this policy shall be subject to district discipline, misdemeanor penalties, and forfeiture of entitlements.

Membership in secret fraternities, sororities, and clubs is prohibited.

### **LEGAL REFERENCE**

#### **CALIFORNIA EDUCATION CODE**

- 40 ————— Equal opportunity without regard to sex
- 41 ————— School sponsored athletic programs; prohibited sex discrimination
- 200-252 ——— Prohibition of discrimination on the basis of sex
- 32050-32052 — Hazing
- 33352 ————— California Interscholastic Foundation; governing board has power to select athletic league representatives
- 33353.5 ——— California Interscholastic Foundation; direct participation in student athletic insurance program; limitation of receipt of funds
- 33354 ————— Powers of State Department of Education over Interscholastic athletics
- 35179 ————— Powers and responsibilities of governing board over all aspects of interscholastic athletic programs, policies, and activities in its district; obligation to conform to law; associations; nondiscriminatory programs; definitions
- 48900 ————— Hazing
- 48907 ————— Student exercise of free expression
- 48930-48938 — Student organizations
- 48950 ————— Freedom of speech
- 49020 ————— Athletic programs; Legislative intent
- 49021 ————— Equal opportunity for male and female students
- 49022 ————— Apportionment of funds for male and female students
- 49023 ————— Expenditure of public funds; prohibited sex discrimination

#### **CODE OF REGULATIONS, TITLE V**

- 5531 ————— Supervision of extra-curricular activities of pupils

#### **PENAL CODE**

- 627-627.10 — Access to school facilities

#### **TITLE VIII — THE EQUAL ACCESS ACT (FEDERAL)**

Hartzell v. Connell, 84 Daily Journal D.A.R. 1417 (April 20, 1984)

Perumal et al v. Saddleback Valley Unified School District, 99 Daily Journal D.A.R. 1426

ITEM 21

**STUDENTS**

**5145.01; 6146**

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[Board of Education of Westside Community Schools v. Mergens,  
58 U. S. Law Week 4720 \(June 4, 1990\)](#)



**STUDENTS****5145.6****PARENTAL NOTIFICATIONS**

The **Governing Board** recognizes that notifications are essential to effective communication between the school and the home. The Superintendent or designee shall send students and parents/guardians all notifications required by law, including notifications about their legal rights, and any other notifications he/she believes will promote parental understanding and involvement.

The notice required pursuant to Education Code 48980 shall be sent at the beginning of each academic year and may be provided either by regular mail, in electronic form when so requested by the parent/guardian, or by any other method normally used to communicate with parents/guardians in writing. (Education Code 48981, 48982)

If any activity specified in Education Code 48980 will be undertaken by any school during the forthcoming school term, the notice shall state that fact and the approximate date on which any such activity will occur. No such activity shall be undertaken with respect to any particular student unless his/her parent/guardian has been informed of such action through the annual notification or other separate special notification. (Education Code 48983-48984)

The annual notification shall include a request that the parent/guardian sign the notice and return it to the school or, if the notice is provided in electronic format, that the parent/guardian submit a signed acknowledgment of receipt of the notice to the school. The parent/guardian's signature is an acknowledgment of receipt of the information but does not indicate that consent to participate in any particular program has been given or withheld. (Education Code 48982)

Notifications to parents/guardians shall be written both in English and in the family's primary language when so required by law. (Education Code 48981, 48985; 20 USC 6311, 6312)

Whenever an employee learns that a student's parent/guardian is, for any reason, unable to understand the district's printed notifications, the principal or designee shall work with the parent/guardian to establish other appropriate means of communication.

**LEGAL REFERENCE****EDUCATION CODE**

|                    |  |
|--------------------|--|
| 221.5              | Prohibited sex discrimination  |
| 231.5              | Sexual harassment policy   |
| 262.3              | Appeals <b>for discrimination complaints</b> ; information <b>regarding</b> <del>re</del> : availability of civil remedies |
| <del>310-311</del> | Structured English <b>immersion program</b> , parental exception waivers <del>Immersion Program</del>                      |
| 313                | Reclassification of English learners, parental consultation  |
| 440                | English language proficiency assessment; instruction in English language development                                       |
| 17288              | Building standards <del>Pupils: school buildings</del>   |
| <del>32243</del>   | <del>School with significant risk factors</del> for university campuses <del>lead</del>                                    |
| 17612              | Notification of pesticide use  |
| 32221.5            | Insurance for athletic team members  |

## STUDENTS

5145.6

|                    |  |
|--------------------|--|
| 32255-32255.6      | Right to refuse harmful or destructive use of animals  |
| 32390              | Fingerprint program; contracts; funding; consent of parent/guardian;<br><del>mailing of documents containing fingerprints to parent/guardian</del> |
| 35160.5            | Extracurricular and cocurricular activities  |
| 35178.4            | Notice of accreditation status   |
| 35183              | School dress codes; uniforms   |
| 35186              | Complaints concerning deficiencies in instructional materials and facilities   |
| 35256              | School Accountability Report Card <del>accountability report card</del>  |
| 35291              | Rules for student  |
| <del>35191.5</del> | <del>Rules and procedures on school discipline</del>   |
| 37616              | Consultation regarding year-round schedule   |
| 39831.5            | School bus rider rules and information   |
| 44808.5            | Permission to leave school grounds   |
| 46010.1            | Notice regarding re: excuse to obtain confidential medical services  |
| 46014              | Regulations regarding absences for religious purposes  |
| 46600-46611        | <del>Interdistrict</del> Inter-district attendance agreements especially:  |
| <del>46601</del>   | <del>Failure to approve inter-district attendance</del>  |
| 48000              | Minimum age of admission   |
| 48070.5            | Promotion or retention of students   |
| 48204              | Residency requirements   |
| 48205              | Absence for personal reasons   |
| 48206.3            | <del>Students</del> Pupils with temporary disabilities; individual instruction; definitions  |
| 48207-48208        | <del>Students</del> Pupils with temporary disabilities in hospitals outside of school district   |
| 48213              | Prior notice of exclusion from attendance  |
| <del>48208</del>   | <del>Students with temporary disabilities in qualifying hospitals</del>  |
| <del>48209.9</del> | <del>Application deadline; notice of acceptance or rejection</del>   |
| <del>48213</del>   | <del>Notice to parent or guardian</del>  |
| 48216              | Immunization   |
| 48260.5            | Notice regarding <del>to parent re</del> truancy   |
| 48262              | Need for parent conference regarding truancy   |
| 48263              | Referral to school attendance review board <del>SARB</del> or probation department   |
| 48354              | Option to transfer from school identified under Open Enrollment Act  |
| 48357              | Status of application for transfer from school identified under Open Enrollment Act  |
| 48432.5            | Involuntary transfers of <del>students</del> pupils  |
| 48900.1            | Parental attendance required after suspension  |
| <del>48637.1</del> | <del>Notice of intended assignment</del>   |
| <del>48900.1</del> | <del>Attendance of parent or guardian for portion of school day</del>  |
| 48904              | Liability of parent/guardian for willful <del>student</del> pupil misconduct   |
| 48904.3            | Withholding grades, diplomas, or transcripts   |
| 48906              | Notification of release of <del>student</del> pupil to peace officer   |
| 48911              | Notification in case of suspension   |
| 48911.1            | Assignment to supervised suspension classroom  |
| 48912              | Closed sessions; consideration of suspension   |
| 48915.1            | Expelled <del>students; individuals</del> : enrollment in another district   |
| <del>48915.5</del> | <del>Expulsion of special education student</del>  |

## STUDENTS

5145.6

|               |   |
|---------------|---|
| 48916         | Readmission procedures  |
| 48918         | Rules governing expulsion procedures  |
| 48980         | Required notification at beginning of term  |
| 48980.3       | Notification of pesticide use   |
| 48981         | Time and means of notification  |
| 48982         | Parent <del>Signature; return to school; effect of</del> signature acknowledging receipt of notice  |
| 48983         | Contents of notice  |
| 48984         | Activities prohibited unless notice given   |
| 48985         | Notices to parents in language other than English   |
| 48987         | Child abuse information   |
| 49013         | Use of uniform complaint procedures for complaints regarding student fees   |
| 49063         | Notification of <del>parental</del> parents-of-their rights   |
| 49067         | Student evaluation; student in danger of failing course   |
| 49067         | Regulations regarding pupil's achievement   |
| 49068         | Transfer -of- permanent -enrollment -and- scholarship record  |
| 49069         | Absolute right to access  |
| 49070         | Challenging content of records  |
| 49073         | Release of directory information  |
| 49076         | Access to student records   |
| 49077         | Access to information concerning a student in compliance with court order   |
| 49091.14      | Prospectus  |
| 49302         | Parental consent  |
| 49332         | Notifications of retention of object by school personnel; release   |
| 49403         | Cooperation in control of communicable disease and immunization   |
| 49423         | Administration of prescribed medication for <del>student</del> pupil  |
| 49451         | Physical examinations; parent's refusal to consent  |
| 49452.5       | Screening for scoliosis   |
| 49452.7       | Information on type 2 diabetes  |
| 49452.8       | Oral health assessment  |
| 49456         | Results of vision or hearing test   |
| 49456         | Report to parent  |
| 49472         | Insurance   |
| 49475         | Student athletes; concussions— <del>Medical</del> and head injuries <del>hospital services for</del> pupils                                   |
| 49480         | Continuing medication regimen for <del>nonepisodic</del> non-episodic conditions  |
| 49510-49520 — | Duffy-Moscone Family Nutrition Education and Services Act of 1970   |
| 51225.3       | Graduation requirements; courses that satisfy college entrance criteria   |
| 51229         | Course of study for grades 7-12   |
| 51201.5       | Instruction on AIDS and AIDS program  |
| 51240         | Excuse from instruction due to religious beliefs  |
| 51513         | Personal beliefs; privacy   |
| 51938         | HIV/AIDS and sexual health <del>51550</del> —Sex education courses  |
| 51554         | Parent notification; sex education courses  |
| 51555         | Parent notification in grades K-6; sex education courses  |
| 51820         | <del>Venereal disease</del> instruction; written notification to parent; inspection of instructional material; consensual pupil participation |
| 51870.5       | Internet access policy  |

**STUDENTS****5145.6**

|                            |   |
|----------------------------|---|
| 52164.1                    | Census-taking methods; determination of primary language; assessment of language skills; <del>notice</del>  |
| 52164.3                    | <del>Reassessment</del> <del>Notice</del> of English learners; <del>notification</del> <del>reassessment</del> of results; <del>language skills</del> |
| <del>52173</del>           | <del>Consultation with parents or guardians; notice to parents or guardians; withdrawal of pupil from program</del>                                   |
| <del>52244</del>           | <del>Advanced Placement Program</del>   |
| 54444.2                    | Migrant education programs; parent involvement  |
| 56301                      | Child-find system; policies <del>regarding</del> <del>re:</del> written notification rights   |
| 56321 -                    | Special education; <del>;</del> proposed assessment plan  |
| <del>56321.5-56321.6</del> | <del>Notice of parent rights pertaining to special education</del>  |
| 56329 -                    | Written notice of right to findings; independent assessment   |
| 56341.1                    | Development of individualized education program; right to audio record meeting  |
| <del>56341.5</del>         | <del>Individualized education program team</del>  |
| <del>56343.5</del>         | <del>IEP meetings</del>   |
| <del>56343.5</del>         | <del>Individualized</del>   |
| <del>56346</del>           | <del>Parental notice and consent to special</del> education program meetings  |
| <del>56507</del>           | <del>State hearing; use of attorney</del>   |
| 58501 -                    | Alternative schools; notice required prior to establishment   |
| 60641                      | California Assessment of Student Performance <del>Standardized</del> <del>testing</del> and <del>Progress</del> <del>reporting program</del>          |
| 60850                      | High School Exit Examination  |
| <del>60852.4</del>         | <del>High School Exit Examination; waiver for student with disabilities</del> <del>Exam</del>   |

**HEALTH AND SAFETY CODE**

|                   |   |
|-------------------|---|
| 1596.857          | Right to enter child care facility  |
| 104855            | Availability of topical fluoride treatment  |
| 120365-120375     | Immunizations   |
| 120440            | Sharing immunization  |
| <del>124100</del> | <del>School districts and private schools; information to parents or guardians of</del> |
| 124100            | Health screening and immunizations  |
|                   | kindergarten children; withholding of average daily attendance funds                    |
| 124085            | Certificate of receipt; health Screening and evaluation fees; waiver by parent/guardian |

**PENAL CODE**

|         |  |
|---------|--|
| 627.5 - | Hearing request following denial or revocation of registration |
|---------|--|

**~~WELFARE AND INSTITUTIONS CODE~~**

|                    |   |
|--------------------|---|
| <del>18976.5</del> | <del>Parental notice; right of refusal to participate</del> |
|--------------------|---|

**CODE OF REGULATIONS, TITLE 5**

|                |   |
|----------------|---|
| 852            | Exemptions from state assessments                     |
| 863            | Reports of state assessment results                   |
| <del>863</del> | <del>Standardized Testing and Reporting Program</del> |
| 3052 -         | Behavioral intervention                               |
| 4622           | Notification of uniform complaint procedures          |

**STUDENTS****5145.6**

|                 |  |
|-----------------|--|
| 4631            | Uniform complaint procedures; notification of decision and right to appeal   |
| 4702            | Student transfer from school identified under Open Enrollment Act            |
| 4917            | Notification of sexual harassment policy                                     |
| <del>3831</del> | <del>General standards (Gifted and Talented Program)</del>                   |
| <del>4622</del> | <del>Notice requirements and recipients</del>                                |
| <del>4631</del> | <del>Responsibilities of the local agency</del>                              |
| 11303           | Reclassification of English learners   |
| 11309           | Parental exception waivers   |
| 11511.5         | Education for English language proficiency assessment; test results learners |
| 11523           | Notice of proficiency examinations <del>(HS)</del>                           |
| 18066           | Child care policies regarding excused and unexcused absences                 |

**CODE OF REGULATIONS, TITLE 17**

|      |  |
|------|--|
| 6040 | Time period to obtain needed immunizations |
|------|--|

**UNITED STATES CODE, TITLE 20**

|                  |  |
|------------------|--|
| 1232g            |  |
| <del>1232q</del> | <del>Family Educational and Privacy Rights Act of 1974</del>                     |
| 1232h            | Privacy rights   |
| 1415             | Procedural safeguards  |
| 6311             | State plans  |
| 6312             | Local education agency plans   |
| 6316             | Academic assessment and local education agency school improvement                |
| 6318             | Parental <del>1681-1688</del> Title IX, discrimination based on sex or blindness |
| <del>6319</del>  | <del>Title I programs, parent involvement</del>                                  |
| 7012             | Instruction in English language development                                      |
| 7908             | Armed forces recruiter access to students  |

**UNITED STATES CODE, TITLE 42**

|      |                          |
|------|--------------------------|
| 1758 | Child nutrition programs |
|------|--------------------------|

**CODE OF FEDERAL REGULATIONS, TITLE 7**

|                  |  |
|------------------|--|
| 245.5            | Eligibility criteria for free and reduced-price meals        |
| 245.6a           | Verification of eligibility for free and reduced-price meals |
| <del>2000d</del> | <del>2000d-7, Title VI, Civil Rights Act of 1964</del>       |

**CODE OF FEDERAL REGULATIONS, TITLE 34**

|         |  |
|---------|--|
| 99.7    | Student records, annual notification                                 |
| 99.34   | Student records, disclosure to other educational agencies            |
| 99.37   | Disclosure of directory information                                  |
| 104.32  | District responsibility to provide free appropriate public education |
| 104.36  | Procedural safeguards  |
| 104.8   | Nondiscrimination  |
| 106.9   | Dissemination of policy, nondiscrimination on basis of sex           |
| 200.61  | Teacher qualifications   |
| 300.300 | Parent consent for special education evaluation                      |
| 300.322 | Parent participation in IEP team meetings                            |
| 300.502 | Independent educational evaluation of student with disability        |

## STUDENTS

5145.6

- 
- 300.503 ————— Prior written notice regarding identification, evaluation, or placement of student with disability
  - 300.504 Procedural safeguards
  - ~~505~~ ————— ~~Parental consent~~
  - ~~300.506~~ ————— ~~Parent~~ notice for students with disabilities
  - 300.508 ~~Due~~ due process complaint ~~hearing~~
  - 300.530 Discipline procedures
  - ~~300.523~~ ————— ~~Manifestation determination review~~

### CODE OF FEDERAL REGULATIONS, TITLE 40

- 763.84 Asbestos inspections, response actions and post-response actions
- 763.93 Asbestos management — ~~Management~~ plans

(3/06 3/07) 11/12

## STUDENTS

5131.62

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### TOBACCO

The Governing Board recognizes the serious health risks presented by tobacco use and desires to ensure that, through adoption of consistent policies, district students are made aware of those risks and, to the extent possible, protected from them. The Superintendent or designee shall establish a coordinated school health system which includes a comprehensive behavioral health education component that teaches students the knowledge, skills, and attitudes they need in order to lead healthy lives and avoid high-risk behaviors, such as tobacco use.

The Superintendent or designee shall provide prevention, intervention, and cessation education, information, activities, and/or referrals to district students and shall ensure consistent enforcement of district policies prohibiting student possession and use of tobacco products.

#### **Prohibition Against Tobacco Use**

Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. Prohibited products include, but are not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. (Education Code 48900, 48901)

Students' possession or use of electronic cigarettes, electronic hookahs, and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products is also prohibited.

These prohibitions do not apply to a student's possession or use of his/her own prescription products. However, student possession or use of prescription products in school shall be subject to the district's policy and regulation for addressing the administration of medications on campus. (Education Code 48900)

#### **Prevention Instruction**

The district shall provide developmentally appropriate tobacco-use prevention instruction for students at selected grade levels from K-12 pursuant to Education Code 51202. Such instruction shall be aligned with state content standards and the state curriculum framework for health education and with any requirements of state and/or federal grant programs in which the district participates.

#### **Intervention/Cessation Services**

The district may provide or refer students to counseling, intensive education, and other intervention services to assist in the cessation of tobacco use. Such intervention services shall be provided as an alternative to suspension for tobacco possession.

#### **Program Planning**

The district's tobacco-use prevention and intervention program shall be based on an assessment of tobacco-use problems in district schools and the community, an examination of existing services and activities in the community, and a determination of high-risk student populations that are most in need of district services.

**STUDENTS****5131.62**

The Superintendent or designee shall coordinate with the local health department and county office of education in program planning and implementation. He/she may establish an advisory council including students, parents/guardians, district staff, representatives of the local health department and community organizations, law enforcement professionals, and/or others with demonstrated expertise in tobacco prevention and cessation.

The Superintendent or designee also shall coordinate the district's tobacco-use prevention and intervention program with other district efforts to reduce students' use of illegal substances and to promote student wellness.

The Superintendent or designee shall select tobacco-use prevention programs based on the model program designs identified by the California Department of Education (CDE) and may adapt the model to meet district needs. (Health and Safety Code 104420)

The Superintendent or designee shall not accept for distribution any materials or advertisements that promote the use or sale of tobacco products. He/she also shall not accept tobacco-use prevention or intervention funds or materials from the tobacco industry or from any entity which is known to have received funding from the tobacco industry.

**Program Evaluation**

To evaluate the effectiveness of the district's program and ensure accountability, the Superintendent or designee shall biennially administer the California Healthy Kids Survey or other appropriate student survey at selected grade levels in order to assess student attitudes toward tobacco and student use of tobacco. He/she also shall annually report to the Board, and to the CDE if required, the data specified in Health and Safety Code 104450.

The results of program evaluations shall be used to refine program goals and objectives and make changes as needed to strengthen program implementation.

**Legal Reference:****EDUCATION CODE**

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking or use of tobacco prohibited

51202 Instruction in personal and public health and safety

60041 Instructional materials, portrayal of effects of tobacco use

**HEALTH AND SAFETY CODE**

104350-104495 Tobacco-use prevention education

119405 Unlawful to sell or furnish electronic cigarettes to minors

**PENAL CODE**

308 Minimum age for tobacco possession



## STUDENTS

5131.62

### CODE OF REGULATIONS, TITLE 17

6800 Definition, health assessment

6844-6847 Child Health and Disability Prevention program; health assessments

### UNITED STATES CODE, TITLE 20

7111-7117 Safe and Drug-Free Schools and Communities Act

### CODE OF FEDERAL REGULATIONS, TITLE 21

1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors

### ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 8 (2005)

### Management Resources:

### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

TUPE Acceptance of Funds Guidance

Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008

Health Framework for California Public Schools: Kindergarten Through Grade Twelve, 2003

Getting Results: Part II California Action Guide to Tobacco Use Prevention Education, 2000

### WEST ED PUBLICATIONS

Guidebook for the California Healthy Kids Survey

### WEB SITES

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

California Department of Education, Tobacco-Use Prevention Education:

<http://www.cde.ca.gov/ls/he/at/tupe.asp>

California Department of Public Health, Tobacco Control: <http://www.cdph.ca.gov/programs/tobacco>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Healthy Kids Survey: <http://www.wested.org/hks>

Centers for Disease Control and Prevention, Smoking and Tobacco Use: <http://www.cdc.gov/tobacco>

U.S. Surgeon General: <http://www.surgeongeneral.gov>

**PHILOSOPHY / GOALS / OBJECTIVES****AND COMPREHENSIVE PLANS**0410; ~~4100.2; 4200.2; 4300.2; 5145.3~~**NONDISCRIMINATION IN ~~EMPLOYMENT~~ DISTRICT PROGRAMS AND ACTIVITIES**

~~Prohibited discrimination consists of any adverse employment action, including termination or denial of promotion, job assignment, or training, based on any of the prohibited categories of discrimination listed above. Harassment consists of any unwelcome verbal, physical, or visual conduct that is based on any of the prohibited categories of discrimination listed above and that is so severe and pervasive that it adversely affects an individual's employment opportunities, has the purpose or effect of unreasonably interfering with the individual's work performance, or creates an intimidating, hostile, or offensive work environment.~~

~~The Board also prohibits retaliation against any district employee or job applicant who complains, testifies, assists, or in any way participates in the district's complaint procedures instituted pursuant to this policy.~~

~~Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.~~

~~The following position is designated as Coordinator for Nondiscrimination in Employment: Associate Superintendent of Human Resources~~

~~San Dieguito Union HSD~~

~~710 Encinitas Blvd. Encinitas, CA 92024~~

~~760-753-6491~~

~~Any employee or job applicant who believes that he/she has been or is being discriminated against or harassed in violation of district policy should, as appropriate, immediately contact his/her supervisor, the Coordinator, or the Superintendent who shall advise the employee or applicant about the district's procedures for filing, investigating, and resolving any such complaint.~~

~~Complaints regarding employment discrimination or harassment shall immediately be investigated in accordance with AR 4031 - Complaints Concerning Discrimination in Employment.~~

~~Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment shall report the incident to the Coordinator or Superintendent as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately.~~

**~~TRAINING AND NOTIFICATIONS~~**

~~The Superintendent or designee shall:~~

~~The Governing Board is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.~~

**PHILOSOPHY / GOALS / OBJECTIVES****AND COMPREHENSIVE PLANS**0410; ~~4100.2; 4200.2; 4300.2; 5145.3~~

Annually, the Superintendent or designee shall review district programs and activities to ensure the removal of any barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing district programs and activities, including the use of facilities. He/she shall take prompt, reasonable actions to remove any identified barrier. ~~provide training to employees about how to recognize harassment and discrimination, how to respond appropriately, and components of the district's policies and regulations regarding discrimination.~~

The Superintendent or designee shall ~~report his/her findings and recommendations to the Board after each review.~~

Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination and related complaint procedures. ~~policy and the availability of complaint procedures.~~ Such ~~notification~~ ~~publication~~ shall be included in each announcement, bulletin, ~~catalog, handbook, or~~ application form, or other materials distributed to these groups. ~~that is used in employee recruitment. (34 CFR 100.6, 106.9)~~

The district's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language.

**ACCESS FOR INDIVIDUALS WITH DISABILITIES**

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act and any implementing standards and/or regulations.

The Superintendent or designee shall ensure that the district provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, notetakers, written materials, taped text, and Braille or large print materials.

Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program, or meeting.

**LEGAL REFERENCE****EDUCATION CODE**

|           |   |
|-----------|---|
| 200-262.4 | Prohibition of discrimination                     |
| 48985     | Notices to parents in language other than English |

## PHILOSOPHY / GOALS / OBJECTIVES

### AND COMPREHENSIVE PLANS

0410; ~~4100.2; 4200.2; 4300.2; 5145.3~~

51007 Legislative intent: state policy

#### CIVIL CODE

~~51.7 Freedom from violence or intimidation~~

#### GOVERNMENT CODE

11000 Definitions

11135 Nondiscrimination in programs or activities funded by state

11138 Rules and regulations

~~11135 Unlawful discrimination~~

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

#### PENAL CODE

~~422.55 Definition of 56 Definitions, hate crime crimes~~

~~422 CODE OF REGULATIONS, TITLE 2~~

~~7287.6 Interference with constitutional right or privilege Terms, conditions and privileges of employment~~

#### CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

#### UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX ~~of the Education Amendments of 1972~~

2301-2415 Carl D. Perkins Vocational and Applied Technology Act

6311 State plans

6312 Local education agency plans

#### UNITED STATES CODE, TITLE 29

~~621-634 Age Discrimination in Employment Act~~

794 Section 504 of the Rehabilitation Act of 1973

#### UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964, ~~as amended~~

2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

~~2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008~~

2000h-2-2000h-6 Title IX ~~of the Civil Rights Act of 1964~~

~~12101-12213 6101-6107 Age discrimination in federally assisted programs~~

~~Title I of the Americans with Disabilities Act~~

**PHILOSOPHY / GOALS / OBJECTIVES  
AND COMPREHENSIVE PLANS**

0410; ~~4100.2; 4200.2; 4300.2; 5145.3~~

**CODE OF FEDERAL REGULATIONS, TITLE 28**

35.101-35.190 Americans with Disabilities Act  
~~36.303~~ Auxiliary aids and services

**CODE OF FEDERAL REGULATIONS, TITLE 34**

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI  
~~100.6~~ Compliance information  
~~104.1-104.39 7~~ Designation of responsible employee for Section 504 of the Rehabilitation Act  
~~104.8~~ Notice  
~~106.8~~ Designation of 1973 responsible employee and adoption of grievance procedures  
106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:  
106.9 Dissemination of policy

**Management Resources:**

~~CSBA 110.1-110.39~~ Nondiscrimination on the basis of age

**COURT DECISIONS**

Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863  
Shephard v. Loyola Marymount, (2002) 102 Cal.App.4th 837

**MANAGEMENT RESOURCES**

**EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS**

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014 Interim  
~~Questions and Answers: Religious Discrimination in the Workplace, 2008~~  
~~Enforcement Guidance Regarding Transgender Students, Privacy, Reasonable Accommodation and Facilities, September 27, 2013~~  
~~Undue Hardship under the Americans with Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011~~  
~~Disabilities Act, October 2002~~  
~~Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999~~

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

Notice of Non-Discrimination, January 1999  
Protecting Students from Harassment and Hate Crime, January 1999  
Nondiscrimination in Employment Practices in Education, August 1991

**U.S. DEPARTMENT OF JUSTICE PUBLICATIONS**

2010 ADA Standards for Accessible Design, September 2010

**WEBSITES**

CSBA: <http://www.csba.org>  
California Department of Education: <http://www.cde.ca.gov>  
~~Fair Employment and Housing: <http://www.dfeh.ca.gov>~~  
California Safe Schools Coalition: <http://www.casafeschools.org>

**PHILOSOPHY / GOALS / OBJECTIVES**

**AND COMPREHENSIVE PLANS**

0410; ~~4100.2; 4200.2; 4300.2; 5145.3~~

Pacific ADA Center: <http://www.adapacific.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>:  
<http://www.ed.gov/about/offices/list/ocr>

U.S. Department of Justice, Civil Rights Division, Americans with Disabilities Act: <http://www.ada.gov>

(7/03 3/12) 2/14 ~~U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>~~

## PERSONNEL

0410; 4100.2; 4200.2; 4300.2; 5145.3

### NONDISCRIMINATION IN EMPLOYMENT

~~It shall be the policy of the San Dieguito Union High School District to provide a positive work environment where employees and job applicants are free from harassment and are assured of equal access and opportunities in accordance with law. The Board prohibits any district employee from harassing or discriminating against any other district employee or job applicant on the basis of the person's actual or perceived race, religion, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation.~~

~~Prohibited discrimination consists of any adverse employment action, including termination or denial of promotion, job assignment, or training, based on any of the prohibited categories of discrimination listed above. Harassment consists of any unwelcome verbal, physical, or visual conduct that is based on any of the prohibited categories of discrimination listed above and that is so severe and pervasive that it adversely affects an individual's employment opportunities, has the purpose or effect of unreasonably interfering with the individual's work performance, or creates an intimidating, hostile, or offensive work environment.~~

~~The Board also prohibits retaliation against any district employee or job applicant who complains, testifies, assists, or in any way participates in the district's complaint procedures instituted pursuant to this policy.~~

~~Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.~~

~~The following position is designated as Coordinator for Nondiscrimination in Employment:~~

~~Associate Superintendent of Human Resources  
San Dieguito Union HSD  
710 Encinitas Blvd.  
Encinitas, CA 92024  
760-753-6491~~

~~Any employee or job applicant who believes that he/she has been or is being discriminated against or harassed in violation of district policy should, as appropriate, immediately contact his/her supervisor, the Coordinator, or the Superintendent who shall advise the employee or applicant about the district's procedures for filing, investigating, and resolving any such complaint.~~

~~Complaints regarding employment discrimination or harassment shall immediately be investigated in accordance with AR 4031—Complaints Concerning Discrimination in Employment.~~

~~Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment shall report the incident to the Coordinator or Superintendent as soon as practical after the incident. All other employees are encouraged to report such incidents to their~~

## **PERSONNEL**

**0410; 4100.2; 4200.2; 4300.2; 5145.3**

~~supervisor immediately.~~

### **~~TRAINING AND NOTIFICATIONS~~**

~~The Superintendent or designee shall provide training to employees about how to recognize harassment and discrimination, how to respond appropriately, and components of the district's policies and regulations regarding discrimination.~~

~~The Superintendent or designee shall regularly publicize, within the district and in the community, the district's nondiscrimination policy and the availability of complaint procedures. Such publication shall be included in each announcement, bulletin, or application form that is used in employee recruitment. (34 CFR 100.6, 106.9)~~

~~The district's policy shall be posted in all district schools and offices including staff lounges and student government meeting rooms. (5 CCR 4960)~~

### **~~LEGAL REFERENCE~~**

#### **~~EDUCATION CODE~~**

~~200-262.4 Prohibition of discrimination~~

#### **~~CIVIL CODE~~**

~~51.7 Freedom from violence or intimidation~~

#### **~~GOVERNMENT CODE~~**

~~11135 Unlawful discrimination~~

~~12900-12996 Fair Employment and Housing Act~~

#### **~~PENAL CODE~~**

~~422.56 Definitions, hate crimes~~

#### **~~CODE OF REGULATIONS, TITLE 2~~**

~~7287.6 Terms, conditions and privileges of employment~~

#### **~~CODE OF REGULATIONS, TITLE 5~~**



## **PERSONNEL**

**0410; 4100.2; 4200.2; 4300.2; 5145.3**

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~~4900-4965 Nondiscrimination in elementary and secondary education programs~~

### ~~UNITED STATES CODE, TITLE 20~~

~~1681-1688 Title IX of the Education Amendments of 1972~~

### ~~UNITED STATES CODE, TITLE 29~~

~~621-634 Age Discrimination in Employment Act  
794 Section 504 of the Rehabilitation Act of 1973~~

### ~~UNITED STATES CODE, TITLE 42~~

~~2000d-2000d-7 Title VI, Civil Rights Act of 1964, as amended  
Title VII, Civil Rights Act of 1964, as amended  
2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008  
2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964  
6101-6107 Age discrimination in federally assisted programs  
Title I of the Americans with Disabilities Act~~

### ~~CODE OF FEDERAL REGULATIONS, TITLE 28~~

~~35.101-35.190 Americans with Disabilities Act~~

### ~~CODE OF FEDERAL REGULATIONS, TITLE 34~~

~~100.6 Compliance information  
104.7 Designation of responsible employee for Section 504  
104.8 Notice  
106.8 Designation of responsible employee and adoption of grievance procedures  
106.9 Dissemination of policy  
110.1-110.39 Nondiscrimination on the basis of age~~

### ~~COURT DECISIONS~~

~~Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863  
Shephard v. Loyola Marymount, (2002) 102 Cal.App.4th 837~~

### ~~MANAGEMENT RESOURCES~~

### ~~EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS~~

## **PERSONNEL**

**0410; 4100.2; 4200.2; 4300.2; 5145.3**

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~~Questions and Answers: Religious Discrimination in the Workplace, 2008~~  
~~Enforcement Guidance: Reasonable Accommodation and Undue Hardship under the Americans with Disabilities Act, October 2002~~  
~~Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999~~

### **~~U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS~~**

~~Notice of Non-Discrimination, August 2010~~

### **~~WEBSITES~~**

~~California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>~~  
~~U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>~~  
~~U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>~~

**CLASSIFIED**

**0410; 4100.2; 4200.2; 4300.2; 5145.3**

## **NONDISCRIMINATION IN EMPLOYMENT**

~~It shall be the policy of the San Dieguito Union High School District to provide a positive work environment where employees and job applicants are free from harassment and are assured of equal access and opportunities in accordance with law. The Board prohibits any district employee from harassing or discriminating against any other district employee or job applicant on the basis of the person's actual or perceived race, religion, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation.~~

~~Prohibited discrimination consists of any adverse employment action, including termination or denial of promotion, job assignment, or training, based on any of the prohibited categories of discrimination listed above. Harassment consists of any unwelcome verbal, physical, or visual conduct that is based on any of the prohibited categories of discrimination listed above and that is so severe and pervasive that it adversely affects an individual's employment opportunities, has the purpose or effect of unreasonably interfering with the individual's work performance, or creates an intimidating, hostile, or offensive work environment.~~

~~The Board also prohibits retaliation against any district employee or job applicant who complains, testifies, assists, or in any way participates in the district's complaint procedures instituted pursuant to this policy.~~

~~Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.~~

~~The following position is designated as Coordinator for Nondiscrimination in Employment:~~

~~Associate Superintendent of Human Resources  
San Dieguito Union HSD  
710 Encinitas Blvd.  
Encinitas, CA 92024  
760-753-6491~~

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**0410; 4100.2; 4200.2; 4300.2; 5145.3**

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**CODE OF REGULATIONS, TITLE 2**

~~7287.6 Terms, conditions and privileges of employment~~

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**CLASSIFIED**

**0410; 4100.2; 4200.2; 4300.2; 5145.3**

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~~4900-4965 Nondiscrimination in elementary and secondary education programs~~

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~~**COURT DECISIONS**~~

~~Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863  
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~~**MANAGEMENT RESOURCES**~~

~~**EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS**~~

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~~Notice of Non-Discrimination, August 2010~~

~~**WEBSITES**~~

~~California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>~~

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## MANAGEMENT

0410; 4100.2; 4200.2; 4300.2; 5145.3

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## **MANAGEMENT**

**0410; 4100.2; 4200.2; 4300.2; 5145.3**

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#### **~~CIVIL CODE~~**

~~51.7 Freedom from violence or intimidation~~

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~~12900-12996 Fair Employment and Housing Act~~

#### **~~PENAL CODE~~**

~~422.56 Definitions, hate crimes~~

#### **~~CODE OF REGULATIONS, TITLE 2~~**

~~7287.6 Terms, conditions and privileges of employment~~

#### **~~CODE OF REGULATIONS, TITLE 5~~**



## **MANAGEMENT**

**0410; 4100.2; 4200.2; 4300.2; 5145.3**

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~~4900-4965 Nondiscrimination in elementary and secondary education programs~~

### ~~UNITED STATES CODE, TITLE 20~~

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6101-6107 Age discrimination in federally assisted programs  
Title I of the Americans with Disabilities Act~~

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~~Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863  
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### ~~MANAGEMENT RESOURCES~~

### ~~EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS~~

## **MANAGEMENT**

**0410; 4100.2; 4200.2; 4300.2; 5145.3**

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~~Questions and Answers: Religious Discrimination in the Workplace, 2008~~

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### **~~U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS~~**

~~Notice of Non-Discrimination, August 2010~~

### **WEBSITES**

~~California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>~~

~~U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>~~

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**STUDENTS****0410; 4100.2; 4200.2; 4300.2; 5145.3****NONDISCRIMINATION/HARASSMENT****NONDISCRIMINATION IN EMPLOYMENT**

~~It shall be the policy of the San Dieguito Union High School District to~~  
The Governing Board desires to provide a safe school~~positive work~~ environment that allows all students ~~where employees and job applicants are free from harassment and are assured of~~ equal access and opportunities in the district's academic and other educational support programs, services, and activities.~~accordance with law.~~ The Board prohibits, at any district ~~school~~~~employee from harassing~~ or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying of ~~discriminating against any student based other district employee or job applicant~~ on the student's~~basis of the person's~~ actual ~~or~~ ~~perceived~~ ~~race,~~ ~~religion,~~ ~~color,~~ ~~national origin,~~ ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, ~~age,~~ marital or parental status, pregnancy, physical or mental disability, sex, sexual orientation~~medical condition, genetic information, veteran status,~~ gender, gender identity, or gender expression or association with a person or group with one or more of these actual or perceived characteristics,~~sex, or sexual orientation.~~

This policy shall apply to all acts related to school activity or to school attendance occurring within a district school. (Education Code 234.1)

~~Unlawful~~~~Prohibited~~ discrimination ~~consists of any adverse employment action,~~ including discriminatory harassment, intimidation~~termination or denial of promotion, job assignment,~~ or bullying, includes training,~~based on any of the prohibited categories of discrimination listed above.~~ Harassment consists of any ~~unwelcome verbal,~~ physical, verbal, nonverbal, or written~~visual~~ conduct ~~that is~~ based on any of the categories listed above. Unlawful discrimination also shall include the creation of a hostile environment when the prohibited ~~conduct~~~~categories of discrimination listed above and that~~ is so severe, persistent, or ~~and~~ pervasive that it ~~affects a student's ability to participate in~~~~adversely affects an individual's employment opportunities, has the purpose or effect of unreasonably interfering with the individual's work performance,~~ or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities~~work environment.~~

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Board also prohibits any form of retaliation against any ~~individual~~~~district employee or job applicant~~ who files or otherwise~~complains, testifies, assists, or in any way~~ participates in the filing or investigation of a complaint or report regarding an incident of discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint~~district's complaint procedures instituted pursuant to this policy.~~

~~Any district employee~~

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and

San Dieguito Union High School District

Policy Adopted: May 7, 1989

Policy Revised: May 16, 2013

*Policy Revised: September 3, 2015 (1st Read)*

**STUDENTS****0410; 4100.2; 4200.2; 4300.2; 5145.3**

employees. He/she shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. He/she shall report his/her findings and recommendations to the Board after each review.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion for behavior that is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

~~The following position is designated as Coordinator for Nondiscrimination in Employment: Associate~~

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San Dieguito Union HSD  
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~~Any employee or job applicant who believes that he/she has been or is being discriminated against or harassed in violation of district policy should, as appropriate, immediately contact his/her supervisor, the Coordinator, or the Superintendent who shall advise the employee or applicant about the district's procedures for filing, investigating, and resolving any such complaint.~~

~~Complaints regarding employment discrimination or harassment shall immediately be investigated in accordance with AR 4031 - Complaints Concerning Discrimination in Employment.~~

~~Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment shall report the incident to the Coordinator or Superintendent as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately.~~

**~~TRAINING AND NOTIFICATIONS~~**

~~The Superintendent or designee shall provide training to employees about how to recognize harassment and discrimination, how to respond appropriately, and components of the district's policies and regulations regarding discrimination.~~

~~The Superintendent or designee shall regularly publicize, within the district and in the community, the district's nondiscrimination policy and the availability of complaint procedures. Such publication shall be included in each announcement, bulletin, or application form that is used in employee recruitment. (34 CFR 100.6, 106.9)~~

## STUDENTS

~~0410; 4100.2; 4200.2; 4300.2; 5145.3~~

~~The district's policy shall be posted in all district schools and offices including staff lounges and student government meeting rooms. (5-CCR 4960)~~

### LEGAL REFERENCE EDUCATION CODE

200-262.4 Prohibition of discrimination  
48900.3 Suspension or expulsion for act of hate violence  
48900.4 Suspension or expulsion for threats or harassment  
48904 Liability of parent/guardian for willful student misconduct  
48907 Student exercise of free expression  
48950 Freedom of speech  
48985 Translation of notices  
49020-49023 Athletic programs  
51500 Prohibited instruction or activity  
51501 Prohibited means of instruction  
60044 Prohibited instructional materials

### CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor  
~~51.7 Freedom from violence or intimidation~~

### ~~GOVERNMENT CODE~~

~~11135 Unlawful discrimination~~  
~~12900-12996 Fair Employment and Housing Act~~

### PENAL CODE

422.55 Definition of ~~56 Definitions, hate crimes~~  
422.6 Crimes, harassment

### ~~CODE OF REGULATIONS, TITLE 2~~

~~7287.6 Terms, conditions and privileges of employment~~

### CODE OF REGULATIONS, TITLE 5

432 Student record  
4600-4687 Uniform complaint procedures

## STUDENTS

~~0410; 4100.2; 4200.2; 4300.2; 5145.3~~

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

~~12101-12213 Title II equal opportunity for individuals with disabilities~~

UNITED STATES CODE, TITLE 29

~~621-634 Age Discrimination in Employment Act~~

794 Section 504 of ~~the~~ Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-~~2000e-172000d-7~~ Title VI ~~and Title VII~~, Civil Rights Act of 1964, as amended

~~Title VII, Civil Rights Act of 1964, as amended~~

~~2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008~~

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age ~~Discrimination~~ ~~discrimination in federally assisted programs~~

~~Title I of the Americans with Disabilities Act of 1975~~

CODE OF FEDERAL REGULATIONS, TITLE 28

~~35.107 Nondiscrimination on basis of disability; complaints~~

~~35.101-35.190 Americans with Disabilities Act~~

CODE OF FEDERAL REGULATIONS, TITLE 34

~~100.3 Prohibition of discrimination on basis of race, color or national origin~~

~~100.6 Compliance information~~

104.7 Designation of responsible employee for Section 504

~~104.8 Notice~~

106.8 Designation of responsible employee ~~for Title IX~~ ~~and adoption of grievance procedures~~

106.9 ~~Notification~~ ~~Dissemination~~ of ~~nondiscrimination policy~~

~~110.1-110.39 Nondiscrimination on the basis of sex age~~

COURT DECISIONS

~~Donovan Thompson v. Poway Unified School District, (2008) 167 North American Stainless LP, (2011) 131 S.Ct. 863~~

~~Shephard v. Loyola Marymount, (2002) 102 Cal.App.4th 567837~~

~~Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130~~

### MANAGEMENT RESOURCES

CSBA

~~EQUAL EMPLOYMENT OPPORTUNITY COMMISSION~~ PUBLICATIONS

~~Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014~~

~~Final~~

## STUDENTS

~~0410; 4100.2; 4200.2; 4300.2; 5145.3~~

~~Questions and Answers: Religious Discrimination in the Workplace, 2008~~

~~Enforcement Guidance Regarding Transgender Students, Privacy, and Reasonable Accommodation and Facilities, March 2014~~

~~Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011~~

### FIRST AMENDMENT CENTER PUBLICATIONS

~~Public Schools and Sexual Orientation: A First Amendment Framework for Finding Common Ground, 2006~~

### NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

~~Dealing with Undue Hardship under the Americans with Disabilities Act, October 2002~~

~~Disabilities Act, October 2002~~

~~Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999~~

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

~~Dear Colleague Letter: Harassment and Bullying, October 2010~~

~~Notice of Non-Discrimination, January 1999/August 2010~~

### WEBSITES

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

~~California Department of Education: <http://www.cde.ca.gov>~~  
~~Fair Employment and Housing: <http://www.dfeh.ca.gov>~~

~~California Safe Schools Coalition: <http://www.casafeschools.org>~~

~~First Amendment Center: <http://www.firstamendmentcenter.org>~~

~~National School Boards Association: <http://www.nsba.org>~~

~~U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr/>~~  
~~<http://www.ed.gov/about/offices/list/ocr/>~~

~~(4/13 2/14) 10/14 U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>~~

## INSTRUCTION

**6163.4**

### STUDENT USE OF TECHNOLOGY

The Board of Trustees intends that technological resources provided by the district be used in a safe and responsible manner in support of the instructional program and for the advancement of student learning. All students using these resources shall receive instruction in their proper and appropriate use.

Teachers, administrators, and/or learning common technicians are expected to review the technological resources and online sites that will be used in the classroom or assigned to students in order to ensure that they are appropriate for the intended purpose and the age of the students.

The Superintendent or designee shall notify students and parents/guardians about authorized uses of district technology, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with this Board policy and the district's Acceptable Use Agreement.

District technology includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (wi-fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

Before a student is authorized to use district technology, the student and his/her parent/guardian shall sign and return the Acceptable Use Agreement. In that agreement, the parent/guardian shall agree not to hold the district or any district staff responsible for the failure of any technology protection measures or user mistakes or negligence and shall agree to indemnify and hold harmless the district and district staff for any damages or costs incurred.

Whenever a student is found to have violated Board policy or the district's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the district's equipment and other technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.

The Superintendent or designee, with input from students and appropriate staff, shall regularly review and update procedures to enhance the safety and security of students using district technology and to help ensure that the district adapts to changing technologies and circumstances.

#### Internet Safety

The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. (20 USC [6777](#); 47 USC 254; 47 CFR [54.520](#))



**INSTRUCTION****6163.4**

To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code [313](#))

The district's Acceptable Use Agreement shall establish expectations for appropriate student conduct when using the Internet or other forms of electronic communication, including, but not limited to, prohibitions against:

1. Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs
2. Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking"
3. Distributing personal identification information, including the name, address, telephone number, Social Security number, or other personally identifiable information, of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person

The Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting one's own personal identification information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying.

**LEGAL REFERENCE:****EDUCATION CODE**

[49073.6](#) Student records; social media

[51006](#) Computer education and resources

[51007](#) Programs to strengthen technological skills

[60044](#) Prohibited instructional materials

## **INSTRUCTION**

**6163.4**

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### **PENAL CODE**

313 Harmful matter

502 Computer crimes, remedies

632 Eavesdropping on or recording confidential communications

653.2 Electronic communication devices, threats to safety

### **UNITED STATES CODE, TITLE 15**

6501-6506 Children's Online Privacy Protection Act

### **UNITED STATES CODE, TITLE 20**

6751-6777 Enhancing Education Through Technology Act, Title II, Part D, especially:

6777 Internet safety

### **UNITED STATES CODE, TITLE 47**

254 Universal service discounts (E-rate)

### **CODE OF FEDERAL REGULATIONS, TITLE 16**

312.1-312.12 Children's Online Privacy Protection Act

### **CODE OF FEDERAL REGULATIONS, TITLE 47**

54.520 Internet safety policy and technology protection measures, E-rate discounts

### **COURT DECISIONS**

New Jersey v. T.L.O., (1985) 469 U.S. 325

Management Resources:

### **CSBA PUBLICATIONS**

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

### **FEDERAL TRADE COMMISSION PUBLICATIONS**

## INSTRUCTION

6163.4

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How to Protect Kids' Privacy Online: A Guide for Teachers, December 2000

### WEB SITES

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

American Library Association: <http://www.ala.org>

California Coalition for Children's Internet Safety: <http://www.cybersafety.ca.gov>

Center for Safe and Responsible Internet Use: <http://csriu.org>

Federal Communications Commission: <http://www.fcc.gov>

Federal Trade Commission, Children's Online Privacy  
Protection: <http://www.ftc.gov/privacy/privacyinitiatives/childrens.html>

U.S. Department of Education: <http://www.ed.gov>

## STUDENTS

~~3543.1~~; 5131.2

### SCHOOL BUS CONDUCT / STUDENT SAFETY

#### BULLYING

##### Students

The Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No individual or group shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, retaliate, cyberbully, cause bodily injury to, or commit hate violence against any student or school ~~and~~ personnel.

Cyberbullying includes the creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

Strategies for addressing bullying in district schools shall be developed with involvement of key stakeholders, including students, parents/guardians, and staff, and may be incorporated into the comprehensive safety plan, the local control and accountability plan, and other applicable district and school plans.

As appropriate, the Superintendent or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementation of joint strategies to promote safety in schools and the community and to provide services for alleged victims and perpetrators of bullying.

#### BULLYING PREVENTION

To the extent possible, district schools shall focus on the prevention of bullying by establishing clear rules for student conduct and implementing strategies to promote a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying.

As appropriate, the district shall provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

Staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective response.

**STUDENTS****3543.1; 5131.2**

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

**INTERVENTION**

Students are encouraged to notify school staff ~~The driver is held responsible for the orderly conduct of the pupils and others~~ when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness an act of bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

~~on District owned vehicles.~~

When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate. (Education Code 48900.9)

**REPORTING AND FILING OF COMPLAINTS**

Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying may report the incident to a teacher, the principal, assistant principal, a compliance officer, or any other available school employee. Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report his/her observation to the principal or a district compliance officer, whether or not the alleged victim files a complaint.

Within two business days of receiving a report of bullying, the principal shall notify the district compliance officer identified in AR 1312.3 - Uniform Complaint Procedures.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, assistant principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee may file a request with the networking site or service to suspend ~~the~~ ~~to~~ ~~insure the safety of all students, and shall include, but not be limited to, denial of riding~~ privileges of the student and to have the material removed.

When a report of bullying is submitted, the principal or a district compliance officer shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 1312.3. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident,

# STUDENTS

~~3543.1~~; **5131.2**

identify witnesses who may have relevant information, and provide other evidence of bullying.

## INVESTIGATION AND RESOLUTION OF COMPLAINTS

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3.

If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

## DISCIPLINE

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

~~Written rules and regulations regarding conduct on District-owned vehicles shall be made available to all students, parents of students, and others who use the District's transportation facilities. Students and parents/guardians of students being transported by District-owned vehicles will be required to read and sign the bus transportation rules of conduct form. Students will be required to adhere to the rules of conduct.~~

## LEGAL REFERENCES

### EDUCATION CODE

- 200-262.4 Prohibition ~~35160~~ Authority of discrimination
- 32282 Comprehensive safety plan
- 32283.5 Bullying; online training
- 35181 Governing board policy on responsibilities of students ~~Boards~~
- 35291-35291.5 Rules
- 48900-48925 Suspension or expulsion
- 48985 Translation of notices
- 52060-52077 Local control and accountability plan

### PENAL CODE

- ~~422.55 39800~~ ———— Transportation
- ~~44808~~ ———— Duty to Supervise Conduct of Students
- ~~48918~~ ———— Expulsion Procedures
- ~~49061~~ ———— Definition of hate crime ~~Student Records~~
- 647 Use of camera or other instrument to invade person's privacy; misdemeanor
- 647.7 Use of camera or other instrument to invade person's privacy; punishment
- 653.2 Electronic communication devices, threats to safety

# STUDENTS

~~3543.1~~; **5131.2**

~~49073—49079—~~ Privacy of Student Records

## ~~GOVERNMENT CODE~~

~~6253—~~ Public Records Open to Inspection

~~6254—~~ Records Exempt from Disclosure

## CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

~~14103—~~ Authority of the Driver

## UNITED STATES CODE, TITLE 47~~20~~

254 Universal service discounts (e-rate)

## CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

## CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Notification of nondiscrimination on the basis of age

## COURT DECISIONS

Wynar v. Douglas County ~~1232g—Family Educational Rights and Privacy Act~~, (2013) 728 F.3d 1062

J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

## MANAGEMENT RESOURCES:

### CSBA PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs, Activities & Facilities, Legal Guidance, March 2014

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014  
Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008

Bullying at School, 2003

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

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Harassment and Bullying, October 2010

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~~3543.1~~; 5131.2

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### WEB SITES

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

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/l/s/ss>

Common Sense Media: <http://www.commonsensemedia.org>

National School Safety Center: <http://www.schoolsafety.us>

ON[the]LINE, digital citizenship resources: <http://www.onthelineca.org>

U.S. Department of Education: <http://www.ed.gov>



**BUSINESS****3543.1; ~~5131.2~~****SCHOOL BUS CONDUCT / STUDENT SAFETY**

When District transportation is provided to attend any of its schools, facilities, or activities, the foremost concern of the Board is for the safety of all students and personnel.

The driver is held responsible for the orderly conduct of the pupils and others when they are on District owned vehicles. The Superintendent shall be responsible for developing written administrative regulations outlining appropriate conduct to insure the safety of all students, and shall include, but not be limited to, denial of riding privileges.

Written rules and regulations regarding conduct on District owned vehicles shall be made available to all students, parents of students, and others who use the District's transportation facilities. Students and parents/guardians of students being transported by District owned vehicles will be required to read and sign the bus transportation rules of conduct form. Students will be required to adhere to the rules of conduct.

**LEGAL REFERENCES****EDUCATION CODE**

- 35160 Authority of Governing Boards
- 39800 Transportation
- 44808 Duty to Supervise Conduct of Students
- 48918 Expulsion Procedures
- 49061 Definition of Student Records
- 49073 - 49079 Privacy of Student Records

**GOVERNMENT CODE**

- 6253 Public Records Open to Inspection
- 6254 Records Exempt from Disclosure

**CODE OF REGULATIONS, TITLE 5**

- 14103 Authority of the Driver

**UNITED STATES CODE, TITLE 20**

- 1232g Family Educational Rights and Privacy Act