



**BOARD OF TRUSTEES  
REGULAR BOARD MEETING**

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

**Interim Superintendent**  
Eric R. Dill

**Union High School District**

**THURSDAY, NOVEMBER 3, 2016  
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, NOVEMBER 3, 2016  
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)
- 2. **CLOSED SESSION** ..... **6:01 PM**
  - A. To consider personnel issues, pursuant to Government Code sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline /release, dismissal of a public employee or to hear *complaints or charges brought against such employee by another person or employee unless the employee requests a public session.*

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

- 3. RECONVENE REGULAR BOARD MEETING / CALL TO ORDER ..... BOARD PRESIDENT
  - A. WELCOME / MEETING PROTOCOL REMARKS
  - B. PLEDGE OF ALLEGIANCE
- 4. REPORT OUT OF CLOSED SESSION
- 5. APPROVAL OF AGENDA
  - Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the agenda of November 3, 2016, Regular Board meeting of the San Dieguito Union High School District, as presented.
- 6. APPROVAL OF MINUTES / OCTOBER 13, 2016 REGULAR MEETING
  - Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve the minutes of the October 13, 2016, Regular Meeting, as shown in the attached supplement.

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

- 7. STUDENT UPDATES.....STUDENT BOARD REPRESENTATIVES
- 8. BOARD REPORTS AND UPDATES ..... BOARD OF TRUSTEES
- 9. SUPERINTENDENT’S REPORTS, BRIEFINGS, & LEGISLATIVE UPDATES  
..... ERIC DILL, INTERIM SUPERINTENDENT
- 10. SCHOOL UPDATES
  - A. CARMEL VALLEY MIDDLE SCHOOL..... CARA DOLNIK, PRINCIPAL
  - B. CANYON CREST ACADEMY .....BRETT KILLEEN, PRINCIPAL

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

Upon invitation by the President, anyone who wishes to discuss a Consent Item should come forward to the lectern, state his/her name, and the Consent Item number.

**11. SUPERINTENDENT**

A. GIFTS AND DONATIONS

Accept the gifts and donations, as shown in the attached supplements.

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.

B. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

**13. EDUCATIONAL SERVICES**

A. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

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 Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. WestEd, to provide California School Staff Survey (CSSS) as part of the Cal-SCHLS data system, during the period November 4, 2016 until completed, in the amounts of \$150.00 for survey set-up fee, \$100.00 per supplemental module, \$75.00 for each school report, \$75.00 per raw data set, to be expended from the General Fund/Restricted 01-00, TUPE funds.
2. San Diego County inter agency agreement, to provide a system for tracking, reporting, and sharing information on foster and homeless youth between many different County agencies and school districts, during the period August 1, 2016 through July 31, 2021 unless terminated by the district, at no cost to the district.

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 Douglas B. Gilbert or Eric R. Dill to execute all pertinent documents.

1. Elizabeth Christensen, O.D. (ICA), to provide vision therapy, assessments, and IEP support in an educational setting, during the period July 1, 2016 through June 30, 2017, at the rates shown on 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, 2016 through June 30, 2017, at the rate of \$170.00 per hour, to be expended from the General Fund/Restricted 01-00.
3. MusicWorx (ICA), to provide group music therapy in an educational setting, during the period November 7, 2016 through June 30, 2017, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
4. Haider Pediatric Physical Therapy (ICA), to provide physical therapy, assessments, and IEP support in an educational setting, during the period October 1, 2016 through June 30, 2017, at the rate of \$110.00 per hour, to be expended from the General Fund/Restricted 01-00.
5. West Shield Adolescent Services (ICA), to provide escort services for at-risk Special Education students to/from residential facilities, during the period October 10, 2016 through June 30, 2017, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
6. Gary Greene, Ph.D. (ICA), to provide consultation and support for the district's Adult Transition Program (ATP), during the period November 7, 2016 through June 30, 2017, at the rates shown on the attachment, to be expended from the General Fund/Restricted 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/Restricted 01-00, and authorize the Director of Special Education to execute the agreements:

1. Student Case No. 2016-026PS, for special education related services, in the amount of \$50,000.00.

**PUPIL SERVICES**

F. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

G. APPROVAL/RATIFICATION OF AMENDMENTS TO AGREEMENTS

(None Submitted)

**15. BUSINESS / PROPOSITION AA**

**BUSINESS**

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Match Point Tennis Courts, Inc., to provide tennis court cleaning & blowing, washing, and tennis net or net strap replacements as needed, during the period July 1, 2016 through June 30, 2017, and then renewing for additional one year periods unless terminated with 30 day advance notice, in an annual amount not to exceed \$10,000.00, to be expended from the General Fund/Unrestricted 01-00.
2. BSN Sports LLC, to provide bleacher and basketball structure maintenance, during the period July 1, 2016 through June 30, 2017, and then renewing automatically unless terminated with 30 day advance notice, in an amount not to exceed \$15,000.00 annually, to be expended from the General Fund/Unrestricted 01-00.

3. Playwrights Project, to provide their Write On playwriting program in 1 mixed grade drama class at Oak Crest Middle School, during the period October 27, 2016 through January 31, 2017, at no cost to the district.

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

Approve/ratify amending the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. CalSTRS, updating the Pension 2 457(b) employee deferred compensation plan agreement to include language pertinent to current laws and other requirements, during the period November 4, 2016 through November 3, 2021, and then continuing until terminated with 60 day advance written notice, at no cost to the district.
2. Safety-Kleen Systems, Inc., increasing the annual not to exceed limit of the solvent tank services contract to \$3,000.00, with no other changes, to be expended from the General Fund/Unrestricted 01-00.

**C. AWARD/RATIFICATION OF CONTRACTS**

(None Submitted)

**D. APPROVAL OF CHANGE ORDERS**

Approve Change Order No. 1 to the following projects, and authorize Douglas B. Gilbert or Eric R. Dill to execute the change orders:

1. Byrom-Davey, Inc., for the Torrey Pines High School Nevco 1608-ETN Baseball Scoreboard Installation Project B2016-13, reducing the contract amount from \$29,900.00 to \$27,900.00, reducing the Capital Facilities Fund 25-19 contribution from \$4,293.05 to \$2,293.05, and extending the contract time of performance an additional 81 days to coincide with the board's acceptance of the project as complete, with no other changes to the contract.

**E. ACCEPTANCE OF CONSTRUCTION PROJECTS**

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

1. Torrey Pines High School Nevco 1608-ETN Baseball Scoreboard Installation Project B2016-13, contract entered into with Byrom-Davey, Inc.

**F. APPROVAL OF BUSINESS REPORTS**

Approve the following business reports:

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

**PROPOSITION AA**

**G. APPROVAL/RATIFICATION OF AGREEMENTS**

Approve/ratify entering into the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Darnell & Associates, Inc., to provide traffic assessment services at Canyon Crest Academy, during the period November 4, 2016 through completion, in an amount not to exceed \$4,970.00, to be expended from Building Fund Prop 39 – Fund 21-39.

H. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

Approve/ratify amending the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Class Leasing, LLC, to amend contract CB2015-12, for lease of relocatable classroom buildings as Interim Housing at Earl Warren Middle School, extending the lease term through June 30, 2017, and increasing the amount by \$184,081.31 for a new total of \$1,281,785.49, to be expended from Building Fund Prop 39 – Fund 21-39.
2. Westberg & White, Inc., to amend contract CA2013-15, for architectural/engineering services at Oak Crest Middle School, increasing the amount by \$30,500.00 for a new total of \$1,292,375.00, to be expended from Building Fund Prop 39 – Fund 21-39.
3. Zurich Programs/BB&T John Burnham Insurance Services, to amend contract CA2016-28, for builders risk insurance at Canyon Crest Academy B Building Project, increasing the amount by \$1,084.00 for a new total of \$19,873.00, to be expended from Building Fund Prop 39 – Fund 21-39.
4. Lionakis, to amend contract CA2014-17, for architectural/engineering services at Earl Warren Middle School replacement campus, increasing the amount by \$10,500.00 for a new total of \$2,207,666.00, to be expended from Building Fund Prop 39 – Fund 21-39.

I. APPROVAL OF CHANGE ORDERS

(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

Mikenzie Bub, Sunset High School  
 Isaac Gelman, Torrey Pines High School  
 Skyler McFarlane, San Dieguito High School Academy  
 Karlie McGillis, La Costa Canyon High School  
 Emma Schroeder, Canyon Crest Academy

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

16. APPROVAL OF DATE OF ORGANIZATIONAL BOARD MEETING, 2016

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to approve December 8, 2016, as the date of the Organizational Board Meeting, as shown in the attached supplement.

**INFORMATION ITEMS..... (ITEMS 17 - 30)**

17. PROPOSED BOARD MEETING SCHEDULE, 2017

This item is being submitted for Board consideration and will be resubmitted for action on December 8, 2016.

18. CSBA DELEGATE ASSEMBLY NOMINATIONS, 2017

This item is being submitted for Board consideration and will be resubmitted for action on December 8, 2016.

19. PROPOSED NEW BOARD POLICIES (7) / BP #4135 THROUGH #4158 / HUMAN RESOURCES

A. BP #4135/4235/4335, SOLICITING AND SELLING

B. BP #4151/4251, EMPLOYEE COMPENSATION



- C. BP #4154/4254/4354, HEALTH AND WELFARE BENEFITS
- D. BP #4156.2, AWARDS AND RECOGNITION
- E. BP #4157/4257/4357, EMPLOYEE SAFETY
- F. BP #4157.1/4257.1/4357.1, WORK-RELATED INJURIES
- G. BP #4158/4258/4358, EMPLOYEE SECURITY

This item is being submitted for first read and will be resubmitted for action on December 8, 2016.

- 20. PROPOSED NEW / REVISED BOARD POLICIES AND/OR ADMINISTRATIVE REGULATIONS (5) / ADMINISTRATIVE SERVICES/EDUCATIONAL SERVICES
  - A. BP #5131.62, TOBACCO (REVISED)
  - B. BP #5144.1, SUSPENSION AND EXPULSION (REVISED)
  - C. BP #5131.2, BULLYING (NEW)
  - D. BP #5111.1, DISTRICT RESIDENCY (REVISED)
  - E. BP #5141.4, CHILD ABUSE PREVENTION AND REPORTING (REVISED)

This item is being submitted for first read and will be resubmitted for action on December 8, 2016.

- 21. BOARD POLICY #4119.2; 4255; 4321, "RESIGNATION"

This item is being submitted as information only.

- 22. BUSINESS SERVICES UPDATE ..... ERIC DILL, INTERIM SUPERINTENDENT
- 23. EDUCATIONAL SERVICES UPDATE ..... MIKE GROVE, ED.D, ASSOCIATE SUPERINTENDENT
- 24. HUMAN RESOURCES UPDATE ..... TORRIE NORTON, ASSOCIATE SUPERINTENDENT
- 25. ADMINISTRATIVE SERVICES UPDATE ..... MARK MILLER, 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.*

- 29. REPORT FROM CLOSED SESSION (AS NECESSARY)

- 30. ADJOURNMENT

*The next regularly scheduled Board Meeting will be held on [Thursday, December 8, 2016, at 6:30 PM](#) in the SDUHSD District Office Board Room 101. The District Office is located at 710 Encinitas Blvd., Encinitas, CA, 92024.*

ITEM 6

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

Interim Superintendent  
Eric R. Dill



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

OCTOBER 13, 2016

THURSDAY, OCTOBER 13, 2016  
6:30 PM

SAN DIEGUITO HIGH SCHOOL ACADEMY, MEDIA CENTER  
800 SANTA FE DRIVE, ENCINITAS, CA 92024

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

- 1. CALL TO ORDER..... 6:00 PM  
President Hergesheimer called the meeting to order at 6:00 PM in the Media Center to receive public comments on Closed Session agenda items 2A-B. No public comments were presented.
- 2. CLOSED SESSION ..... 6:01 PM  
Closed Session was held in the Media Center Conference Room as follows:
  - A. To consider and/or deliberate on student discipline matters. (Case #2016-025SD)
  - B. To consider personnel issues, pursuant to Government Code Sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline / release, dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless the employee requests a public session.

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

ATTENDANCE

BOARD OF TRUSTEES AND STUDENT BOARD REPRESENTATIVES

Joyce Dalessandro	Mikenzie Bub, Sunset High School
Beth Hergesheimer	Isaac Gelman, Torrey Pines High School
Amy Herman	Skyler McFarlane, San Dieguito High School Academy
Maureen "Mo" Muir	Karlie McGillis, La Costa Canyon High School
John Salazar (Absent)	Emma Schroeder, Canyon Crest Academy

DISTRICT ADMINISTRATORS / STAFF

Eric Dill, Interim Superintendent  
 Mike Grove, Ed.D., Associate Superintendent, Educational Services  
 Torrie Norton, Associate Superintendent, Human Resources  
 Mark Miller, Associate Superintendent, Administrative Services  
 Rick Ayala, Principal, Sunset High School  
 Charles Adams, Director, Special Education  
 Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

- 3. RECONVENE REGULAR MEETING / CALL TO ORDER ..... (ITEM 3)
  - A. The regular meeting of the Board of Trustees was called to order at 6:31 PM by President Beth Hergesheimer. Ms. Schultz read the meeting protocol instructions.
  - B. President Hergesheimer led the Pledge of Allegiance.
- 4. REPORT OUT OF CLOSED SESSION ..... (ITEM 4)



ITEM 6

A. REPORT OUT OF CLOSED SESSION

There was nothing to report.

B. STUDENT DISCIPLINE

Motion by Ms. Herman, seconded by Ms. Dalessandro, to approve the stipulated expulsion of Case #2016-025SD, for violation of Education Code sections 48900 (d) and 48915 (c)(3), during the period October 14, 2016 through October 14, 2017. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir; Noes: None; Abstain: None; Absent: Salazar.

*Motion unanimously carried.*

5. APPROVAL OF AGENDA.....(ITEM 5)

Motion by Ms. Herman, seconded by Ms. Dalessandro, to approve the agenda of October 13, 2016, Regular Board meeting of the San Dieguito Union High School District, as presented. ADVISORY VOTE Ayes: Bub, Gelman, McFarlane, McGillis, Schroeder; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir; Noes: None; Abstain: None; Absent: Salazar.

*Motion unanimously carried.*

6. APPROVAL OF MINUTES (2) / SEPTEMBER 15, 2016 REGULAR MEETING & OCTOBER 5, 2016 PROP AA PROJECT TOUR .....(ITEM 6)

A. MINUTES OF SEPTEMBER 15, 2016, REGULAR MEETING

Motion by Ms. Dalessandro, seconded by Ms. Herman, to approve the minutes of the September 15, 2016, Regular Meeting, as presented. ADVISORY VOTE Ayes: Bub, Gelman, McFarlane, McGillis, Schroeder; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir; Noes: None; Abstain: None; Absent: Salazar.

*Motion unanimously carried.*

B. MINUTES OF OCTOBER 5, 2016, PROP AA PROJECTS TOUR

Motion by Ms. Dalessandro, seconded by Ms. Herman, to approve the minutes of the October 5, 2016, Prop AA Projects Tour, as presented. ADVISORY VOTE Ayes: Bub, Gelman, McFarlane, McGillis, Schroeder; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir; Noes: None; Abstain: None; Absent: Salazar.

*Motion unanimously carried.*

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

7. STUDENT UPDATES..... STUDENT BOARD REPRESENTATIVES

All students gave an update on the highlights and events at their schools.

8. BOARD REPORTS AND UPDATES ..... BOARD OF TRUSTEES

All board members except for Mr. Salazar attended the Prop AA Projects Tour of Earl Warren MS (EWMS), Canyon Crest Academy (CCA), Torrey Pines HS (TPHS) and San Dieguito HS Academy (SDHSA) held on October 5, 2016.

Ms. Muir attended Back to School Nights (BTSNs) at Diegueno MS (DNO) and TPHS, the FCMAT Charter School workshop, and met with Eric Dill.

Ms. Herman attended BTSNs at DNO and TPHS, the La Colonia de Eden Gardens Community Reception, and the FCMAT Charter School Workshop.

Ms. Dalessandro attended BTSNs at DNO and TPHS, the Encinitas School District Liaison Committee meeting, SDHSA Cabaret Night, the La Colonia de Eden Gardens Community Reception, the FCMAT Charter School Workshop, and the MiraCosta College Community Leaders breakfast.

Ms. Hergesheimer attended SDHSA Cabaret Night, BTSNs at DNO and TPHS, the La Colonia de Eden Gardens Community Reception, the San Diego Region School Boards Association meeting as a Delegate Assembly Member, and visited the La Costa Valley fields.

9. SUPERINTENDENT’S REPORTS, BRIEFINGS, LEGISLATIVE UPDATES

..... ERIC DILL, INTERIM SUPERINTENDENT  
Interim Superintendent Dill also attended most of the events mentioned by the Board Members and had nothing further to report.

10. SCHOOL UPDATES

A. SUNSET HIGH SCHOOL ..... RICK AYALA, PRINCIPAL  
Principal Ayala shared highlights and events from Sunset High School (SS) and the reasons students voluntarily attend SS which include credit acceleration, credit recovery, and for the small learning environment. Students receive individualized attention, develop a plan based on their needs, and are empowered to take charge of their learning. More students have graduated over the past 8 years, and last year 100% planned to attend further education. The 3-year average API score was 669 which is the highest continuation school in the county, and met target growth every year. The Healthy Kids Survey results show 98% feel safe in school. A Western Association of Schools and Colleges accreditation visit was conducted in 2014-15 which identified Sunset as a model school with close connections, and a 6-year accreditation was given. Mr. Ayala recognized his staff for their hard work and stated “Sunset rocks”.

PUBLIC COMMENTS – Comments were made in support of Sunset HS by Ted Wheeler, Craig Williams, a SS math teacher, and Doug Dahl, a parent of a Sunset student.

Student Board Rep Mikenzie Bub shared her experiences attending Sunset and how much it has helped and supported her.

B. SPECIAL EDUCATION UPDATE ..... CHARLES ADAMS, DIRECTOR OF SPECIAL EDUCATION  
Mr. Adams gave an update on the Special Education department and programs including participation in the school site facilities planning for special education programs, the Adult Transition Program currently housed at EWMS, academic instruction in English Language Arts, a basic academic skills class offered at MiraCosta College and the continued focus on meaningful and calculated work experience. Increasing Special Education parent involvement continues with parent forums being offered, distribution of parent newsletters, more parent involvement and engagement is occurring at school sites, and transition meetings are held for parents for students in grades 6 to 7, 8 to 9, and 12 to the adult program. Continued work on strengthening the support of the IEP process is ongoing and a teacher task force is reviewing current programs in order to standardize across the district. Mr. Adams also reported that mental health services are being reviewed and updated in order to support student wellness and connectedness.

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

It was moved by Ms. Herman, seconded by Ms. Muir, that Consent Agenda Items 11-15, be approved, as revised (*Item 11B, Field Trips*). ADVISORY VOTE Ayes: Bub, Gelman, McFarlane, McGillis, Schroeder; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir; Noes: None; Abstain: None; Absent: Salazar.

*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 revised in the attached.*

## 12. HUMAN RESOURCES

### A. PERSONNEL REPORTS

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

1. Certificated and/or Classified Personnel Reports, as presented.

### B. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

## 13. EDUCATIONAL SERVICES

### A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

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 from SDCOE to SDUHSD, during the period July 1, 2016 through June 30, 2017.
2. McGraw Hill Education, to provide ALEKS assessment and learning system district wide, during the period September 13, 2016 and continuing for forty weeks thereafter, in the amount of \$21,000.00, to be expended from the General Fund/Unrestricted 01-00.

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

(None Submitted)

## 14. ADMINISTRATIVE SERVICES

### A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreement and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreement:

1. 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 24, 2017, in the estimated amount of \$11,475.00 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.
2. North County Lifeline, to provide the HERE Now suicide prevention program to San Dieguito Union High School 7-12<sup>th</sup> grade students, during the period July 1, 2016 through June 30, 2021, at no cost to the district.

### 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 Douglas B. Gilbert or Eric R. Dill to execute all pertinent documents:

1. Jodie K. Schuller, and Associates (ICA), to provide speech and language services and IEP support in an educational setting, during the period July 1, 2016 through June 30, 2017, at the rate of \$140.00 per hour, to be expended from the General Fund/Restricted 01-00.

**ITEM 6**

2. Center for Autism Related Disorders (CARD) (NPA), to provide one to one educational & behavior related services and consultation for students with autism, during the period July 1, 2016 through June 30, 2017, at the rates of \$110.00 per hour per supervisor and \$45.00 per hour for an aide, to be expended from the General Fund/Restricted 01-00.
3. Diana Brandin Realtime Captioning dba, On Point Captions (ICA), to provide communication access of real time translation to students who are deaf and/or hard-of-hearing, during the period September 28, 2016 through June 30, 2017, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.

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

Approve/ratify amending the following agreements and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements:

1. Amanda J. Gretsch, Inc. (ICA), amending the contract to allow for automatic renewals until terminated with 30 day advance written notice, after the initial period July 1, 2016 through June 30, 2017, with no other changes to the contract.

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

(None Submitted)

**PUPIL SERVICES**

**F. APPROVAL/RATIFICATION OF AGREEMENTS**

(None Submitted)

**G. APPROVAL/RATIFICATION OF AMENDMENTS TO AGREEMENTS**

(None Submitted)

**15. BUSINESS / PROPOSITION AA**

**BUSINESS**

**A. APPROVAL/RATIFICATION OF AGREEMENTS**

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

1. The Regents of the University of California, for the lease of facilities at the University of California, San Diego, for the Torrey Pines High School Girl's Water Polo, practices and games, during the period November 14, 2016 through February 24, 2017, in an estimated amount not to exceed \$8,847.44, to be paid for by the Torrey Pines High School Foundation.
2. National Center for Women & Information Technology (NCWIT), to partner with Pacific Trails Middle School for the NCWIT Aspire IT computing program for women, commencing on the date the agreement is signed by both parties for a period of one calendar year and then continuing for additional terms if both parties agree in writing, at no cost to the district.
3. Rachel's Challenge, to provide event programming to Oak Crest Middle School, during the period October 3, 2016 through May 1, 2017, in the amount of \$11,000.00, \$3,000.00 of which is to come from the Oak Crest Middle School Foundation, \$4,000.00 from San Diego County Office of Education, and \$4,000.00 to come from Rachel's Challenge in the form of a discount.
4. San Diego Park & Recreation Department Carmel Valley Pool, to provide a swimming pool for the Torrey Pines High School Surf PE tryouts, during the period September 9, 2016 through September 12, 2016, in the amount of \$136.00, to be expended from the General Fund/Unrestricted 01-00.
5. CDW-G, to provide the WeVideo cloud-based collaborative video creation platform 50 user license, during the period September 30, 2016 through September 29, 2017 and then automatically renewing for additional one year periods, in an amount not to exceed \$350.00, to be expended from the General Fund/Unrestricted 01-00.

**ITEM 6**

6. Army and Navy Academy, providing swimming pool facilities for the La Costa Canyon High School water polo team, during the period November 14, 2016 through January 1, 2017, at the cost of \$50.00 per hour, to be expended from the La Costa Canyon High School Foundation.

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

(None Submitted)

**C. APPROVAL OF CHANGE ORDERS**

Approve Change Order No. 1 to the following projects, and authorize Douglas B. Gilbert or Eric R. Dill to execute the change orders:

1. Western Flooring, Inc., amending the Refinishing Gym Floor Project at La Costa Canyon High School B2017-04 contract, reducing the La Costa Canyon High School Foundation contribution from \$16,300.20 to \$14,800.00, expending \$1,500.20 from the General Fund/Unrestricted 01-00, and amending the contract time of performance 55 days to coincide with the boards acceptance of the project as complete, with no other changes to the contract.

**D. ACCEPTANCE OF CONSTRUCTION PROJECTS**

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

1. Refinishing Gym Floor Project at La Costa Canyon High School B2017-04, contract entered into with Western Flooring, Inc.

**E. ADOPTION OF RESOLUTION / COOPERATIVE BID / LOS ANGELES UNIFIED SCHOOL DISTRICT**

Adopt the attached resolution authorizing purchasing pursuant to bid and award documents from Los Angeles Unified School District for the purchase of personal computer systems and related equipment per the pricing structure, terms, and conditions stated in the bid documents, to be expended from the fund to which the purchases are charged.

**F. APPROVAL OF BUSINESS REPORTS**

Approve the following business reports:

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

**PROPOSITION AA**

**G. APPROVAL/RATIFICATION OF AGREEMENTS**

Approve/ratify entering into the following agreements and authorize Douglas B. Gilbert or Eric R. Dill, to execute the agreements:

1. Facilities Maintenance Planning, LLC, to provide a predictive maintenance program for forecasting long term facilities maintenance costs district wide, during the period October 14, 2016 through August 31, 2017, in an amount not to exceed \$114,700.00, to be expended from Capital Facilities Fund 25-18.

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

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

1. SVA Architects, to amend contract A2013-166, for architectural/engineering services at San Dieguito High School Academy Phase 2B, increasing the amount by \$3,500.00 for a new total of \$3,480,880.00, to be expended from Building Fund Prop 39 – Fund 21-39.

**ITEM 6**

- 2. McCarthy Building Companies, Inc., to amend contract CA2015-58 for the Lease/Leaseback of Earl Warren Middle School, increasing the amount by \$1,334,005.75 for a new total of \$39,634,915.64, to be expended from Building Fund Prop 39 – Fund 21-39 and Mello Roos funds.

- I. APPROVAL OF CHANGE ORDERS  
(None Submitted)

- J. ACCEPTANCE OF CONSTRUCTION PROJECTS

Authorize the administration to reduce the retention being withheld on the following projects:

- 1. Erickson-Hall Construction Co., Inc., for construction of the Oak Crest Middle School Multi-Media Building C Modernization / Frontage Improvements Project, reducing the retention from 4.04% to 2.5%, releasing \$35,027.87; and authorizing future billings to reflect a 2.5% retention.
- 2. Erickson-Hall Construction Co., Inc., for construction of Torrey Pines High School B Phase 1, Increment 2B North, B Building Improvements Project, reducing the retention withheld from 5% to 2.5%, releasing \$172,804.25; and authorizing future billings to reflect a 2.5% retention.

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

16. ADOPTION OF RESOLUTION IN SUPPORT OF RED RIBBON WEEK & DECLARING OCTOBER 2016 AS DRUG AWARENESS MONTH

Each of the Student Board Representatives read a section of the resolution out loud.

Motion by Emma Schroeder, seconded by Karlie McGillis, to adopt the resolution in support of Red Ribbon Week, October 23-31, 2016, and declare October, 2016, as Drug Awareness Month, as presented. ADVISORY VOTE Ayes: Bub, Gelman, McFarlane, McGillis, Schroeder; Noes: None; Abstain: None. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir; Noes: None; Abstain: None; Absent: Salazar.

*Motion unanimously carried.*

17. ADOPTION OF RESOLUTION / CHARTER SCHOOL PETITION / SCHOOL OF UNIVERSAL LEARNING (SOUL) CHARTER SCHOOL

*PUBLIC COMMENTS:* Comments in support of SOUL Charter School were made by Miles Durfee, Managing Regional Director of California Charter Schools Association for the Southern California Region, Tom Nichols, CSMC (Charter School Management Corporation), and SOUL co-founders Marissa Bruyneel and Michael Grimes.

Mr. Dill gave a brief update on options available to the Board. The Board held a discussion, asked questions of staff, and action was taken as follows:

A. ADOPTION OF RESOLUTION TO CONDITIONALLY APPROVE THE PETITION SUBMITTED FOR SOUL CHARTER SCHOOL

No action taken due to failure to obtain a motion and second.

B. ADOPTION OF RESOLUTION TO DENY THE PETITION SUBMITTED FOR SOUL CHARTER SCHOOL

Motion by Ms. Herman, seconded by Ms. Dalessandro, to adopt the resolution including the Findings of Fact attached as Exhibit "A" to the resolution and deny the Petition submitted for the SOUL Charter School, as presented. ADVISORY VOTE Ayes: Gelman, McFarlane, McGillis, Schroeder; Noes: None; Abstain: None; Absent: Bub. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir; Noes: None; Abstain: None; Absent: Salazar.

*Motion unanimously carried.*



18. REAPPOINTMENT OF EMPLOYEE-APPOINTEE TO PERSONNEL COMMISSION / DECEMBER 1, 2016 TO DECEMBER 1, 2019

Motion by Ms. Muir, seconded by Ms. Herman, to reappoint Mr. John Baird as the classified employees' nominee to the Personnel Commission for the three-year term of December 1, 2016 to December 1, 2019. ADVISORY VOTE Ayes: Bub, McFarlane, McGillis, Schroeder; Noes: None; Abstain: None; Absent: Gelman. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir; Noes: None; Abstain: None; Absent: Salazar.

*Motion unanimously carried.*

19. ADOPTION OF RESOLUTION TO CONVEY A PERPETUAL EASEMENT AND RIGHT-OF-WAY / EARL WARREN MS

A. PUBLIC HEARING – President Hergesheimer opened the hearing at 8:26 pm. There being no public comments, the hearing was closed at 8:27 pm.

B. ADOPTION OF RESOLUTION

Motion by Ms. Dalessandro, seconded by Ms. Herman, to adopt the Resolution to Convey a Perpetual Easement and Right-Of-Way to the City of Solana Beach for the right to use for storm drain purposes together with the right to construct, reconstruct, repair, replace, operate, and maintain said facilities and the right to enter upon, and to pass and re-pass, over, along and beside said easement and right-of-way and to deposit tools, implements and materials thereon at the Earl Warren Middle School site, as therein described, said property being owned by the San Dieguito Union High School District of San Diego County, California, as presented. ADVISORY VOTE Ayes: Bub, McFarlane, McGillis, Schroeder; Noes: None; Abstain: None; Absent: Gelman. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir; Noes: None; Abstain: None; Absent: Salazar.

*Motion unanimously carried.*

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

20. ESTABLISHMENT OF DATE OF ORGANIZATIONAL BOARD MEETING, 2016

This item was submitted for consideration and will be resubmitted for action on November 3, 2016.

21. UNIFORM COMPLAINT QUARTERLY REPORT, 1<sup>ST</sup> QUARTER, 2016-17 (JULY-SEPTEMBER)

This item was submitted as information only.

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

Mr. Dill had nothing to report.

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

Dr. Grove gave an update on the Title III Program Improvement efforts and actions submitted to the state regarding the English Learner program. Highlights included providing professional development for all core academic teachers as well as World Language and Visual & Performing Arts teachers on the new state-adopted ELD standards. The district is refining EL and Redesignated monitoring documents and has collaborated with the feeder elementary districts to use identical documents to help create a better K-12 continuum. The district also increased the EL parent participation, and the EL Redesignation rate increased by 7.2% last year. The district is continuing its efforts to make improvements on Title III.

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

Ms. Norton had nothing to report.

25. ADMINISTRATIVE SERVICES UPDATE .....MARK MILLER, ASSOCIATE SUPERINTENDENT

Mr. Miller had nothing to report.

26. PUBLIC COMMENTS – Randy Berholtz asked questions of Interim Superintendent Dill about Article 6.1 of the master contract with San Dieguito Faculty Association regarding class size.

ITEM 6

- 27. FUTURE AGENDA ITEMS – None presented.
- 28. ADJOURNMENT TO CLOSED SESSION – No closed session was necessary.
- 29. REPORT FROM CLOSED SESSION – Nothing further to report.
- 30. ADJOURNMENT OF MEETING – The meeting adjourned at 8:36 PM.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Eric R. Dill, Interim Superintendent

\_\_\_\_\_  
Date

**FIELD TRIP REQUESTS**  
**SDUHSD BOARD MEETING**  
**October 13, 2016**

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	04-09-17 - 04-16-17	Villanova Whattoff	Amy Anne	CCA Envision Music	45	10	Italy Music Tour	Venice, Rome, Florence	Italy	None	CCA Foundation / Parent Donations
2	11-09-16 - 11-13-16	Starcher	Jessica	CCA Yearbook	8	1	Fall National High School Journalism Convention	Indianapolis	IN	2 Days	CCA Foundation / Parent Donations
3	11-10-16 - 11-12-16	Velazquez	Rosa	TPHS AVID	36	4	AVID College Trip	LA Region	CA	1 Day	TPHS Foundation / Parent Donations
4	11-10-16 - 11-12-16	Magnuson	Ruth	SDHSD AVID	36	4	AVID College Trip	LA Region	CA	1 Day	SDHSA Foundation / Parent Donations
5	10-14-16 - 10-16-16	Franke	Karen	LCC Speech & Debate	46	9	CSUF Invitational Speech & Debate Tournament	Fullerton	CA	None	LCC Foundation / Parent Donations

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 26, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED AND SUBMITTED BY:** Eric R. Dill, Interim Superintendent

**SUBJECT:** ACCEPTANCE OF GIFTS AND DONATIONS

\*\*\*\*\*

### EXECUTIVE SUMMARY

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

### RECOMMENDATION:

It is recommended that the Board accept the gifts and donations to the district, as shown on the attached report.

### FUNDING SOURCE:

Not applicable

**GIFTS AND DONATIONS  
SDUHSD BOARD MEETING  
November 03, 2016**

ITEM 11A

Item #	Donation	Description	Donor	Department	School Site
1	\$40.80	Supplemental Support Costs	Kroger	Administration	OCMS
2	\$2,000.00	STEM Program Support Costs	Teryl Thompson & Kurt Yardley	STEM Program	PTMS
3	\$999.45	Supplemental Support Costs	Diegueño Middle School PTSA	Administration	DMS
4	\$2,688.75	Automated External Defibrillator Costs	The San Diego Foundation	Administration	RISK MGMT
5	\$26,167.20	Chomebooks and Computer Licenses	Carmel Valley Middle School PTSA	Technology	CVMS
6	\$4,274.64	Music Support Costs	San Dieguito Academy Music Boosters	Music	SDHSA
7	\$190.54	Supplemental Support Costs	La Costa Canyon High School Foundation	Administration	LCCHS
8	\$1,775.42	Supplemental Support Costs	La Costa Canyon High School Foundation	Administration	LCCHS
9	\$146.38	Supplemental Support Costs	La Costa Canyon High School Foundation	Administration	LCCHS
10	\$130.00	Supplemental Support Costs	Various Parents	Administration	EWMS
11	\$552.96	Supplemental Support Costs	Earl Warren Middle School PTSA	Administration	EWMS
12	\$316.40	Science Support Costs	Carmel Valley Middle School PTSA	Science	CVMS
13	\$1,500.00	Supplemental Support Costs	Carmel Valley Middle School PTSA	Administration	CVMS
14	\$950.06	Supplemental Support Costs	Torrey Pines High School Foundation	Administration	TPHS
15	\$2,180.00	Supplemental Support Costs	Carmel Valley Middle School PTSA	Administration	CVMS
16					
		<b>*Donated Items:</b>			
	\$125.00	Nikon D80 Digital Camera, Nikon N70 Camera Film	Joe Kellogg	Photography	SDHSA
	\$900.00	2005 Mazda 3s Automobile	Edward Stubbs	Auto Shop	SDHSA
	<b>\$43,912.60</b>	<b>Monetary Donations</b>			
	<b>\$1,025.00</b>	<b>*Value of Donated Items</b>			
	<b>\$44,937.60</b>	<b>TOTAL VALUE</b>			

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 14, 2016

**BOARD MEETING DATE:** November 3, 2016

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

**SUBMITTED BY:** Eric Dill, Interim 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  
November 3, 2016**

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	11-11-16 - 11-13-16	Wuertz	Jeremy	SDHSA Wind Ensemble	20	7	Leadership Campout	San Clemente	CA	None	SDHSA Foundation / Parent Donations
2	03-17-17 - 03-18-17	Johnson	Julian	PTMS Band, Orchestra, Vocal Performance	103	16	Forum Music Festival	Los Angeles	CA	1 Day	PTMS Foundation / Parent Donations
3	12-02-16 - 12-04-16	Buth	Dwayne	LCC Wrestling	14	2	Wrestling Tournament	Henderson	NV	None	LCC Foundation / Parent Donations
4	12-16-16 - 12-17-16	Buth	Dwayne	LCC Wrestling	14	2	Wrestling Tournament	Rosemead	CA	None	LCC Foundation / Parent Donations
5	12-29-16 - 12-30-16	Buth	Dwayne	LCC Wrestling	14	2	Wrestling Tournament	Garden Grove	CA	None	LCC Foundation / Parent Donations
6	01-13-17 - 01-14-17	Buth	Dwayne	LCC Wrestling	14	2	Wrestling Tournament	Fountain Valley	CA	None	LCC Foundation / Parent Donations
7	03-02-17 - 03-05-17	Buth	Dwayne	LCC Wrestling	14	2	Wrestling Tournament	Bakersfield	CA	None	LCC Foundation / Parent Donations
8	03-10-17 - 03-12-18	Buth	Dwayne	LCC Wrestling	14	2	Wrestling Tournament	Fresno	CA	None	LCC Foundation / Parent Donations
9	03-24-17 - 03-26-17	Buth	Dwayne	LCC Wrestling	6	2	Wrestling Tournament	Virginia Beach	VA	None	LCC Foundation / Parent Donations
10	11-25-16 - 11-26-16	Thorne	Brent	TPHS Cross Country	16	2	Cross Country Meet	Fresno	CA	None	TPHS Foundation / Parent Donations

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 25, 2016

**BOARD MEETING DATE:** November 3, 2016

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

**SUBMITTED BY:** Eric R. Dill  
Interim 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  
Dismissal  
Resignation

#### RECOMMENDATION:

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

#### FUNDING SOURCE:

General Fund

## PERSONNEL LIST

### CERTIFICATED PERSONNEL

#### Employment

1. **Certificated Substitute Teachers**, request to approve employment for the 2016-17 school year, effective September 1, 2016 through June 30, 2017, per attached supplement.
2. **April Maniscalco**, 40% Temporary Counselor at Canyon Crest Academy for the remainder of the 2016-17 school year, effective 10/18/16 through 6/16/17.
3. **Andrew Primes**, 40% Temporary Teacher (math) at Torrey Pines High School, effective 10/17/16 through 10/28/16; Transferred to Canyon Crest Academy (math), and assignment increased to 100% for the remainder of the 2016-17 school year, effective 10/31/16 through 6/16/17.
4. **Bruce Tashoff**, 100% Temporary Teacher (physics) at Torrey Pines High School for the remainder of the 2016-17 school year, effective 10/31/16 through 6/16/17.

#### Change in Assignment

1. **Jayne Cambra**, Counselor on Special Assignment (CTE & TUPE grants) at the District Office, Change from 20% assignment (80% Unpaid Leave of Absence) to 70% assignment (30% Unpaid Leave of Absence) for the remainder of the 2016-17 school year, effective 10/10/16 through 6/16/17.

#### Resignation

1. **Nancy Riggs**, Teacher (special education – mild/moderate) at La Costa Canyon High School, resignation for retirement purposes, effective 6/17/17.
2. **William Harvie**, Teacher (physics) at Torrey Pines High School, resignation for retirement purposes, effective 10/24/16.

ITEM 12A

PERSONNEL LIST

**Substitute Teachers**

Bonas, Joshua  
Carter, Laine  
Crickmore, Jerald  
Cruz, Grace  
Hamilton, Eva  
Heredia, Marleen  
Jensen, Zachary  
Sotelo, Elyana

ITEM 12A

PERSONNEL LIST

**CLASSIFIED PERSONNEL**

**Employment**

1. **Classified Artist in Residence**, employment for the 2016-17 school year, effective July 1, 2016 through June 30, 2017, per attached supplement.
2. **Classified A.V.I.D. Tutors**, employment for the 2016-17 school year, effective July 1, 2016 through June 30, 2017, per attached supplement.
3. **Classified Substitutes**, employment for the 2016-17 school year, effective July 1, 2016 through June 30, 2017, per attached supplement.
4. **Fulton, Gabriela**, Contracts Analyst, SR62, 100.00% FTE, Purchasing and Risk Management, effective 10/18/16.
5. **Reeve, Meredith**, Instructional Assistant-SpEd (NS), SR34, 75.00% FTE, La Costa Canyon High School, effective 10/17/16.

**Change in Assignment**

1. **Rubinstein, Jaya**, from Instructional Assistant-SpEd (NS), SR34, 48.75% FTE, Torrey Pines High School to Instructional Assistant-SpEd (SH), SR36, 68.75% FTE, Earl Warren-ATP, effective 10/13/16.

**Dismissal of Probationary Employee**

1. **Employee Number 528-605**, Campus Supervisor, SR32, 48.75% FTE, La Costa Canyon High School, effective 10/26/16.

**Resignation**

1. **Brockoff, Theresa**, Nutrition Services Transporter I, SR27, 25.00% FTE, San Dieguito High School Academy, resignation effective 11/18/16.
2. **Fortin, Yvonne**, Secretary, SR36, 100.00% FTE, Canyon Crest Academy, resignation effective 11/04/16.
3. **Lim, Ming-Yi**, Nutrition Services Assistant I, SR25, 43.75% FTE, Canyon Crest Academy (currently on Unpaid Leave of Absence), resignation effective 10/06/16.
4. **Long, Victoria**, Administrative Assistant, SR42, 100.00% FTE, Sunset High School, resignation for the purpose of retirement, effective 12/30/16.
5. **Valdez, Alberto**, Custodian Supervisor I, Supervisory SR5, 100.00% FTE, Facilities, resignation effective 10/19/16.

ITEM 12A

**Classified Substitutes**

**Cipra, Grace** , effective 10/18/2016  
**Denardi, John**, effective 10/10/2016

**Classified Artist in Residence**

**Alguire, Laura**, effective 10/12/2016  
**Smith, Lance**, effective 10/21/2016  
**Wolfe, Sharon**, effective 10/14/2016

**A.V.I.D. Tutors**

**Mamazhonova, Kamilla**, effective 10/10/2016



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 25, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED BY:** Mark Miller, Associate Superintendent of  
Administrative Services

**SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

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

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### EXECUTIVE SUMMARY

The attached Professional Services Report/Administrative Services 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 list

## ITEM 14A

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

ADMINISTRATIVE SERVICES - PROFESSIONAL SERVICES REPORTBoard Meeting Date: 11-03-16

<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>
11/04/16 until completed	WestEd	To provide California School Staff Survey (CSSS) as part of the Cal-SCHLS data system	General Fund /Restricted 01-00 TUPE funds	\$150.00 survey set-up fee, \$100.00 per supplemental module, \$75.00 for each school report, \$75.00 per raw data set
08/01/16 – 07/31/2021	San Diego County inter agency agreement	To provide a system for tracking, reporting, and sharing information on foster and homeless youth between many different County agencies and school districts	NA	NA

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 19, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED BY:** Chuck Adams, Director of Special Education  
Mark Miller, Associate Superintendent,  
Administrative Services

**SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

**SUBJECT:** APPROVAL / RATIFICATION OF AGREEMENTS

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### EXECUTIVE SUMMARY

The attached Special Education Agreements Report summarizes six 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.

## ITEM 14C

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

SPECIAL EDUCATION AGREEMENTSBoard Meeting Date: 11-03-16

<u>Contract Effective Dates</u>	<u>Contract/Vendor</u>	<u>Description of Services</u>	<u>Department Budget</u>	<u>Current # of Students</u>	<u>Fee Not to Exceed</u>
07/01/16 – 06/30/17	Elizabeth Christensen, O.D. (ICA)	To provide vision therapy, assessments, and IEP support in an educational setting.	General Fund / Restricted 01-00	Varies	At the rates shown on the attachment
07/01/16 – 06/30/17	EduCLIME, LLC (ICA)	To provide brain injury therapy, assessments, and IEP support in an educational setting.	General Fund / Restricted 01-00	2	\$170.00 per hour
11/07/16 – 06/30/17	MusicWorx (ICA)	To provide group music therapy in an educational setting.	General Fund / Restricted 01-00	Varies	At the rates shown on the attachment
10/01/16 – 06/30/17	Haider Pediatric Physical Therapy (ICA)	To provide physical therapy, assessments, and IEP support in an educational setting.	General Fund / Restricted 01-00	4	\$110.00 per hour
10/10/16 – 06/30/17	West Shield Adolescent Services (ICA)	To provide escort services for at risk Special Education students to/from residential facilities.	General Fund / Restricted 01-00	Varies	At the rates shown on the attachment
11/07/16 – 06/30/17	Gary Greene, Ph.D. (ICA)	To provide consultation and support for the district's Adult Transition Program (ATP).	General Fund / Restricted 01-00	N/A	At the rates shown on the attachment

## ITEM 14C

## 2016-17 NCCSE APPROVED RATES FOR NPS/A

Contract	Vendor	Description of Service	Amount	Quantity
<b>RATES EFFECTIVE 06/01/16 - 08/31/16</b>				
ICA	Christensen, Elizabeth	Vision and Eye Health Examination	\$ 199.00	Each
ICA	Christensen, Elizabeth	Visual Preceptual and Processing Evaluation	\$ 300.00	Each
ICA	Christensen, Elizabeth	Report	\$ 50.00	Each
ICA	Christensen, Elizabeth	Vision Therapy (45 minute session)	\$ 130.00	Each
ICA	Christensen, Elizabeth	IEP Particiation, By Phone	\$ 100.00	Hour
ICA	Christensen, Elizabeth	IEP Participation, In Person	\$ 200.00	Hour
<b>RATES EFFECTIVE 09/01/16 - 06/30/17</b>				
ICA	Christensen, Elizabeth	Vision and Eye Health Examination	\$ 225.00	Each
ICA	Christensen, Elizabeth	Visual Preceptual and Processing Evaluation	\$ 300.00	Each
ICA	Christensen, Elizabeth	Report	\$ 75.00	Each
ICA	Christensen, Elizabeth	Vision Therapy (45 minute session)	\$ 135.00	Each
ICA	Christensen, Elizabeth	IEP Particiation, By Phone	\$ 100.00	Hour
ICA	Christensen, Elizabeth	IEP Participation, In Person	\$ 200.00	Hour
ICA	MusicWorx	Group Session	\$ 125.00	Session
ICA	MusicWorx	Mileage	Federally Mandated Rate	
ICA	West Shield Adolescent Services	Lead Agent	\$ 85.00	Hour
ICA	West Shield Adolescent Services	Back-up Agent	\$ 65.00	Hour
ICA	West Shield Adolescent Services	Administration Rate	\$ 72.00	Hour
ICA	West Shield Adolescent Services	Mileage	Federally Mandated Rate	
ICA	West Shield Adolescent Services	Out of Pocket Expenses	At Cost	N/A

**Gary Greene, Ph.D.**  
**Professor Emeritus of Special Education**  
**California State University, Long Beach**  
**Special Education Consultant in Transition Services**

**580 Oak Street**  
**Laguna Beach, CA 92651**  
**949-338-3904**  
**[gary.greene@csulb.edu](mailto:gary.greene@csulb.edu)**

**Services and Fees Schedule for 2016**

All work performed is charged at a rate of \$195.00 per hour. Specific items covered at this rate include:

1. Transition assessment
2. Observation
3. Meetings or phone conferences
4. Review of records and reports
5. Written correspondence
6. Drafting, editing, and revising written report
7. IEP meeting attendance/participation
8. 1:1 mentoring and training
9. Local travel
10. Expert witness testimony: \$250/hr.
11. Staff Development and Training: \$200/hr.  
Full Day Rate: \$1500 per day

In addition, long distance travel will be fully reimbursed pending submission of related receipts (air, hotel, meals, rental car, parking).

A written, approved, signed contract or retainer specifying hourly rate, contract not to exceed amount, and/or agreed total dollar amount is required prior to commencement of work. Prior review of a completed report is not permitted by any parties. A completed report will be sent to all parties simultaneously.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 19, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED BY:** Chuck Adams, Director of Special Education  
Mark Miller, Associate Superintendent,  
Administrative Services

**SUBMITTED BY:** Eric Dill  
Interim Superintendent

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

-----

### EXECUTIVE SUMMARY

The attached Special Education Agreement report for a Parent Settlement and Release Agreement summarizes one Settlement Agreement that provided 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 AGREEMENTSBoard Meeting Date: 11/03/16

<u>Student #</u>	<u>Description of Services</u>	<u>Date Executed</u>	<u>Budget #</u>	<u>Amount</u>
2016-026PS	Pursuant to the Settlement Agreement, a negotiated agreement has been reached between the San Dieguito Union High School District and student #2016-023PS for special education related services.	08/30/16	General Fund/ Restricted 01-00	\$50,000.00



# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 25, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED BY:** Douglas B. Gilbert, Director of Purchasing/Risk Mgt.

**SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

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

-----

### EXECUTIVE SUMMARY

The attached Professional Services Report/Business summarizes three 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.

## ITEM 15A

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**BUSINESS - PROFESSIONAL SERVICES REPORT****Board Meeting Date: 11-03-16**

<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>
07/01/16 – 06/30/17 and then renewing for additional one year periods unless terminated with 30 day advance notice	Match Point Tennis Courts, Inc.	Provide tennis court cleaning & blowing, washing, and tennis net or net strap replacements as needed	General Fund /Unrestricted 01-00	\$10,000.00
07/01/16 – 06/30/17 and then renewing for additional one year periods unless terminated with 30 day advance notice	BSN Sports LLC	Provide bleacher and basketball structure maintenance	General Fund /Unrestricted 01-00	\$15,000.00
10/27/16 – 01/31/17	Playwrights Project	Provide their Write On playwriting program in 1 mixed grade drama class at Oak Crest Middle School	NA	NA

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 25, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED BY:** Douglas B. Gilbert, Director of Purchasing/Risk Mgt.

**SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

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

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### EXECUTIVE SUMMARY

The attached Amendment to Agreements Report summarizes two amendments to agreements.

### RECOMMENDATION:

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

### FUNDING SOURCE:

As noted on attached list.

ITEM 15B

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT**

**BUSINESS SERVICES - AMENDMENT TO AGREEMENTS REPORT**

**Board Meeting Date: 11-03-16**

<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>
11/04/16 – 11/03/21 and then continuing until terminated with 60 day advance written notice	CalSTRS	Updating the Pension 2 457(b) employee deferred compensation plan agreement to include language pertinent to current laws and other requirements	NA	NA
NA	Safety-Kleen Systems, Inc.	Increasing the not to exceed annual limit of the solvent tank services contract	General Fund /Unrestricted 01-00	\$3,000.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 25, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED BY:** Douglas B. Gilbert, Director of Purchasing/Risk

**SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

**SUBJECT:** APPROVAL OF CHANGE ORDERS

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### EXECUTIVE SUMMARY

The Torrey Pines High School Nevco 1608-ETN Baseball Scoreboard Installation Project B2016-13 is now finished. The project was completed without any additional costs or issues.

For administrative purposes, the completion date needs to be extended to coincide with the Board's acceptance date and the contract amount reduced from \$29,900.00 to \$27,900.00. Since the project came in under budget the Capital Facilities Fund 25-19 contribution will be reduced from \$4,293.05 to \$2,293.05

### RECOMMENDATION:

Approve Change Order to the following project, and authorize Douglas B. Gilbert or Eric R. Dill to execute the change order:

Torrey Pines High School Nevco 1608-ETN Baseball Scoreboard Installation Project B2016-13, contract entered into with Byrom-Davey, Inc. Reducing the contract amount from \$29,900.00 to \$27,900.00, reducing the Capital Facilities Fund 25-19 contribution from \$4,293.05 to \$2,293.05, and extending the contract time of performance an additional 81 days to coincide with the board's acceptance of the project as complete.

### FUNDING SOURCE:

\$25,606.95 to be paid by the Torrey Pines High School Foundation and \$2,293.05 from Capital Facilities Fund 25-19.

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 26, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED BY:** Douglas B. Gilbert, Director of Purchasing/Risk

**SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

**SUBJECT:** ACCEPTANCE OF CONSTRUCTION PROJECTS

-----

### EXECUTIVE SUMMARY

The Torrey Pines High School Nevco 1608-ETN Baseball Scoreboard Installation Project B2016-13 contract is now finished. The project was completed without any additional costs or issues.

### RECOMMENDATION:

It is recommended that the Board accept the following construction project as complete and authorize the administration to file a Notice of Completion with the County Recorder's Office:

Torrey Pines High School Nevco 1608-ETN Baseball Scoreboard Installation Project B2016-13, contract entered into with Byrom-Davey, Inc.

### FUNDING SOURCE:

Torrey Pines High School Foundation and Capital Facilities Fund 25-19

# San Dieguito Union High School District

## **INFORMATION REGARDING BOARD AGENDA ITEM**

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 25, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED &  
SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

**SUBJECT:** APPROVAL OF BUSINESS REPORTS

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### **EXECUTIVE SUMMARY**

Please find the following business reports submitted for your approval:

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

### **RECOMMENDATION:**

It is recommended that the Board approve the following business reports: 1) Purchase Orders, 2) Change Orders, 3) Membership Listings (None Submitted), 4) Warrants, and 5) Revolving Cash Fund.

### **FUNDING SOURCE:**

Not applicable

## ITEM 15F

PO REPORT OCTOBER 4, 2016 THROUGH OCTOBER 24, 2016						
PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
000005397	10/4/2016	0100	S AND R TOWING INC	013	OTHER SERV. & OPER.EXP.	\$3,500.00
000005398	10/4/2016	0100	C D W G.COM	017	NON-CAPITALIZED TECH EQUIPMENT	\$10,903.00
				500	NON-CAPITALIZED TECH EQUIPMENT	\$10,903.00
000005399	10/4/2016	0100	SSID# 6153915824	002	PAY IN LIEU OF TRANSP>	\$4,976.64
000005400	10/4/2016	0100	CASBO	011	CONFERENCE, WORKSHOP, SEM.	\$3,965.00
000005401	10/4/2016	0100	BLICK, DICK (DICK BLICK)	500	MATERIALS AND SUPPLIES	\$2,901.22
000005402	10/4/2016	0100	MISSION FEDERAL CREDIT UNION	600	MATERIALS AND SUPPLIES	\$587.04
000005404	10/4/2016	1300	ECONOMY RESTAURANT SUPPLY	014	PURCHASES SUPPLIES	\$448.14
000005405	10/4/2016	0100	PERMA BOUND	001	BOOKS OTHER THAN TEXTBOOKS	\$13,266.23
000005406	10/4/2016	0100	BSN SPORTS, INC.,	012	REPAIRS BY VENDORS	\$3,892.76
000005408	10/4/2016	0100	MISSION FEDERAL CREDIT UNION	600	MATERIALS AND SUPPLIES	\$291.59
000005409	10/5/2016	0100	SCHOOL SPECIALTY, INC.	500	MATERIALS AND SUPPLIES	\$182.29
000005410	10/5/2016	0100	PC & MACEXCHANGE	017	NON-CAPITALIZED TECH EQUIPMENT	\$1,455.84
				500	NON-CAPITALIZED TECH EQUIPMENT	\$1,455.84
000005411	10/5/2016	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$209.94
000005412	10/5/2016	0100	AMERICAN CHEMICAL	500	MATERIALS AND SUPPLIES	\$171.72
000005413	10/5/2016	0100	WESTAIR GASES & EQUIPMENT	013	OTHER TRANSPORT. SUPPLIES	\$350.00
					RENTS & LEASES	\$1,800.00
000005414	10/5/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$109.08
000005415	10/5/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$54.54
000005417	10/5/2016	0100	APPERSON	500	MATERIALS AND SUPPLIES	\$466.56
000005418	10/5/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$30.13
000005419	10/5/2016	0100	HOME DEPOT CREDIT SERVICES	500	MATERIALS AND SUPPLIES	\$1,200.00
000005420	10/5/2016	0100	ACCREDITING COMMIS FOR SCHOOLS	500	MATERIALS AND SUPPLIES	\$27.00
000005421	10/5/2016	0100	EVERYTHING MEDICAL	500	MATERIALS AND SUPPLIES	\$18.26
000005422	10/5/2016	0100	MODERN ROBOTICS, INC.	003	MATERIALS AND SUPPLIES	\$5,014.30
000005423	10/5/2016	0100	CHENG & TSUI COMPANY	500	MATERIALS AND SUPPLIES	\$1,580.82
000005424	10/5/2016	0100	Mingus Mountain Academy	002	ROOM & BOARD	\$11,876.46
					MENTAL HEALTH SVCS	\$14,251.73
					OTHER CONTR-N.P.S.	\$9,875.00
000005425	10/5/2016	0100	AMAZON.COM	002	MATERIALS AND SUPPLIES	\$31.02
000005426	10/5/2016	0100	PROJECT LEAD THE WAY, INC	003	FEES - ADMISSIONS, TOURN	\$3,000.00
000005427	10/5/2016	0100	PROJECT LEAD THE WAY, INC	500	FEES - ADMISSIONS, TOURN	\$750.00
000005429	10/5/2016	0100	PESI	002	CONFERENCE, WORKSHOP, SEM.	\$995.00
000005430	10/6/2016	2139	DIVISION OF THE STATE ARCHITECT	007	NEW CONSTRUCTION	\$79,530.00
000005431	10/7/2016	2139	DIVISION OF THE STATE ARCHITECT	007	NEW CONSTRUCTION	\$8,537.50
000005432	10/7/2016	2139	DIVISION OF THE STATE ARCHITECT	007	IMPROVEMENT	\$4,850.03
000005433	10/7/2016	2518	San Diego Union Tribune, LLC	007	IMPROVEMENT	\$289.48
000005434	10/7/2016	2139	San Diego Union Tribune, LLC	007	NEW CONSTRUCTION	\$128.11
000005435	10/7/2016	2518	Daily Journal Corporation	007	IMPROVEMENT	\$74.40
000005437	10/7/2016	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$362.51
000005438	10/7/2016	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$129.49
000005439	10/7/2016	1300	P C S REVENUE CONTROL SYSTEMS	014	MATERIALS AND SUPPLIES	\$2,031.00
000005440	10/7/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$622.90
000005441	10/7/2016	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$34.46
000005442	10/7/2016	0100	SOUTHWEST SCHOOL/OFFICE SUPPLY	500	MATERIALS AND SUPPLIES	\$118.89
000005443	10/7/2016	0100	MISSION FEDERAL CREDIT UNION	001	MATERIALS AND SUPPLIES	\$32.28
000005444	10/7/2016	0100	U C S D EXTENSION	002	PROF/CONSULT./OPER EXP	\$480.00
000005445	10/7/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$70.20
000005446	10/7/2016	0100	BOUNDLESS ASSISTIVE TECHNOLOGY	002	MATERIALS AND SUPPLIES	\$174.42
000005447	10/7/2016	0100	MISSION FEDERAL CREDIT UNION	500	MATERIALS AND SUPPLIES	\$200.00
000005448	10/7/2016	0100	MISSION FEDERAL CREDIT UNION	018	MATERIALS AND SUPPLIES	\$239.68
000005449	10/7/2016	0100	COLLEGE BOARD - WRO	001	CONFERENCE, WORKSHOP, SEM.	\$380.00
000005451	10/7/2016	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$1,000.00
000005452	10/7/2016	0100	AVID CENTER	004	FEES - ADMISSIONS, TOURN	\$26,642.00
000005453	10/7/2016	0100	MISSION FEDERAL CREDIT UNION	500	MATERIALS AND SUPPLIES	\$163.61
000005454	10/7/2016	0100	HISTORYPAGE.COM	500	MATERIALS AND SUPPLIES	\$349.95
000005455	10/7/2016	0100	SPARKFUN ELECTRONICS	500	MATERIALS AND SUPPLIES	\$39.43
000005456	10/10/2016	0100	K L M BIOSCIENTIFIC	500	MATERIALS AND SUPPLIES	\$47.95
000005457	10/10/2016	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$390.94
000005458	10/10/2016	0100	NORTH COUNTY CONFERENCE	001	DUES-CIF	\$6,198.00
000005459	10/10/2016	0100	MISSION FEDERAL CREDIT UNION	500	MATERIALS AND SUPPLIES	\$82.51
000005460	10/10/2016	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	001	CONFERENCE, WORKSHOP, SEM.	\$220.00
000005461	10/10/2016	0100	MISSION FEDERAL CREDIT UNION	600	MATERIALS AND SUPPLIES	\$250.00
000005462	10/10/2016	0100	DOOR SERVICE & REPAIR, INC.	012	REPAIRS BY VENDORS	\$270.75
000005463	10/10/2016	0100	COMM USA INC	018	MATERIALS AND SUPPLIES	\$711.53
000005465	10/10/2016	0100	SARGENT WELCH	500	MATERIALS AND SUPPLIES	\$75.06
000005466	10/10/2016	0100	COSTCO CARLSBAD	600	REFRESHMENTS	\$250.00
000005467	10/10/2016	0100	DOOR SERVICE & REPAIR, INC.	012	REPAIRS BY VENDORS	\$2,467.00



## ITEM 15F

PO REPORT OCTOBER 4, 2016 THROUGH OCTOBER 24, 2016						
PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
000005468	10/10/2016	0100	VONS INC.	600	REFRESHMENTS	\$100.00
000005469	10/10/2016	0100	OFFICE DEPOT, INC	500	MATERIALS AND SUPPLIES	\$30.74
000005470	10/10/2016	0100	LYNDA.COM INC	004	COMPUTER LICENSING	\$3,400.00
000005471	10/10/2016	0100	MISSION LINEN SUPPLY	500	OTHER SERV. & OPER.EXP.	\$1,100.00
000005472	10/10/2016	0100	AMAZON.COM	004	MATERIALS AND SUPPLIES	\$198.09
000005473	10/10/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$1,999.97
					OTHER SERV. & OPER.EXP.	\$85,672.03
000005474	10/10/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$5,610.00
000005475	10/10/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$664.00
000005476	10/10/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$440.00
000005477	10/10/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$295.20
000005478	10/10/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$467.00
000005479	10/10/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$498.75
000005480	10/10/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$2,270.00
000005481	10/10/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$295.20
000005482	10/11/2016	0100	AMAZON.COM	004	MATERIALS AND SUPPLIES	\$137.21
000005483	10/11/2016	0100	MISSION FEDERAL CREDIT UNION	002	MATERIALS AND SUPPLIES	\$523.60
000005484	10/11/2016	0100	RASIX COMPUTER CENTER INC	500	MATERIALS AND SUPPLIES	\$280.95
000005485	10/11/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$748.69
000005486	10/11/2016	0100	QUILL.COM	500	MATERIALS AND SUPPLIES	\$759.96
000005487	10/11/2016	0100	MUSIC MART	500	MATERIALS AND SUPPLIES	\$734.26
000005488	10/11/2016	1300	NATL FOOD GROUP	014	PURCHASES FOOD	\$2,250.00
000005489	10/11/2016	1300	SPICE WAY, THE	014	PURCHASES FOOD	\$450.00
000005490	10/11/2016	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$35.73
000005491	10/11/2016	0100	CONCEPTS SCHOOL AND OFFICE	020	MATERIALS AND SUPPLIES	\$393.98
000005492	10/11/2016	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$51.69
000005493	10/11/2016	0100	SIMPLEX -GRINNELL LP	013	OTHER TRANSPORT. SUPPLIES	\$1,500.00
000005494	10/11/2016	0100	AMERICAN CHEMICAL	600	MATERIALS AND SUPPLIES	\$126.36
000005495	10/11/2016	0100	CULVER-NEWLIN INC	500	MATERIALS AND SUPPLIES	\$382.54
000005496	10/12/2016	0100	AMAZON.COM	017	MATERIALS AND SUPPLIES	\$398.15
				500	MATERIALS AND SUPPLIES	\$398.15
000005497	10/12/2016	0100	AMAZON.COM	017	MATERIALS AND SUPPLIES	\$252.62
				500	MATERIALS AND SUPPLIES	\$252.62
000005498	10/12/2016	0100	SMART AND FINAL STORES CORP	600	MATERIALS AND SUPPLIES	\$500.00
000005499	10/12/2016	0100	HOME DEPOT CREDIT SERVICES	600	MATERIALS AND SUPPLIES	\$300.00
000005500	10/12/2016	0100	ERIC'S MEDICAL SUPPLY	002	MATERIALS AND SUPPLIES	\$108.00
000005501	10/12/2016	0100	STAPLES ADVANTAGE	600	MATERIALS AND SUPPLIES	\$583.76
000005502	10/12/2016	0100	C D W G.COM	600	NON-CAPITALIZED TECH EQUIPMENT	\$218.06
000005503	10/12/2016	0100	AMAZON.COM	002	MATERIALS AND SUPPLIES	\$21.14
000005504	10/12/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$163.20
000005505	10/12/2016	0100	SAN JOAQUIN COUNTY OFFICE OF EDUCATION	002	CONFERENCE, WORKSHOP, SEM.	\$395.00
000005506	10/12/2016	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	500	CONFERENCE, WORKSHOP, SEM.	\$70.00
000005508	10/12/2016	0100	STAPLES ADVANTAGE	001	PRINTING	\$50,000.00
000005509	10/13/2016	0100	PRO-ED	002	MATERIALS AND SUPPLIES	\$801.86
000005510	10/13/2016	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$119.10
000005511	10/13/2016	0100	AMAZON.COM	017	MATERIALS AND SUPPLIES	\$388.79
000005512	10/13/2016	0100	AMAZON.COM	017	MATERIALS AND SUPPLIES	\$179.26
000005513	10/13/2016	0100	WEB ACTIVE DIRECTORY LLC	017	COMPUTER LICENSING	\$205.00
000005514	10/13/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$193.83
000005515	10/13/2016	0100	MISSION FEDERAL CREDIT UNION	012	CONFERENCE, WORKSHOP, SEM.	\$570.00
000005516	10/13/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$46.43
000005517	10/13/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$11.29
000005518	10/13/2016	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$43.89
000005519	10/13/2016	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$97.18
000005520	10/13/2016	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$115.83
000005521	10/13/2016	0100	BLICK, DICK (DICK BLICK)	500	MATERIALS AND SUPPLIES	\$217.51
000005522	10/13/2016	0100	BLICK, DICK (DICK BLICK)	500	MATERIALS AND SUPPLIES	\$333.93
000005523	10/14/2016	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$209.92
000005524	10/14/2016	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$118.73
000005525	10/17/2016	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$129.47
000005526	10/17/2016	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$190.51
000005527	10/17/2016	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$119.90
000005528	10/17/2016	0100	E M C PARADIGM/JIST PUBLISHING	002	MATERIALS AND SUPPLIES	\$124.96
000005529	10/18/2016	0100	SIMPLEX -GRINNELL LP	012	BLDG.-REPAIR MATERIALS	\$4,870.80
000005530	10/18/2016	0100	APPERSON	500	MATERIALS AND SUPPLIES	\$311.52
000005531	10/19/2016	0100	ARTIANO, SHINOFF & HOLTZ, A.P.C.	021	LEGAL EXP-BUSINESS	\$20,000.00
					LEGAL EXP-PERSONNEL	\$10,000.00
				022	LEGAL EXPENSE	\$36,000.00
000005532	10/19/2016	0100	FAGEN FRIEDMAN & FULFROST, LLP	015	LEGAL EXPENSE	\$5,000.00

## ITEM 15F

PO REPORT OCTOBER 4, 2016 THROUGH OCTOBER 24, 2016						
PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
0000005532	42662	0100	FAGEN FRIEDMAN & FULFROST, LLP	016	LEGAL EXPENSE	\$6,000.00
				021	LEGAL EXP-BUSINESS	\$10,000.00
					LEGAL EXP-PERSONNEL	\$25,000.00
				022	LEGAL EXPENSE	\$10,000.00
0000005533	10/19/2016	0100	BERTRAND MUSIC	600	NON CAPITALIZED EQUIP	\$4,274.64
0000005534	10/19/2016	0100	ALTA COPY, PRINT, DESIGN	500	PRINTING	\$137.16
0000005535	10/19/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$1,576.40
0000005536	10/19/2016	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$375.00
0000005537	10/19/2016	2518	ABM ELECTRICAL POWER SERVICES	007	LAND IMPROVEMENTS	\$33,204.50
0000005538	10/20/2016	0100	CLUB ZI IN-HOME TUTORING SERVICES, INC	003	PROF/CONSULT./OPER EXP	\$1,151.97
0000005539	10/20/2016	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	003	CONFERENCE, WORKSHOP, SEM.	\$25.00
0000005541	10/20/2016	0100	EN POINTE TECH SALES INC	017	COMPUTER LICENSING	\$55,258.74
0000005542	10/20/2016	2139	GEOCON INCORPORATED	007	NEW CONSTRUCTION	\$1,500.00
0000005543	10/20/2016	2139	GEOCON INCORPORATED	007	NEW CONSTRUCTION	\$1,500.00
0000005544	10/20/2016	2139	GEOCON INCORPORATED	007	NEW CONSTRUCTION	\$16,500.00
0000005545	10/20/2016	2139	STAPLES ADVANTAGE	007	EQUIPMENT	\$64,291.00
0000005546	10/20/2016	0100	SAN DIEGO CO LIBRARY	004	PROF/CONSULT./OPER EXP	\$15,021.50
0000005547	10/21/2016	0100	CENTRAL ORANGE COUNTY CTEP	003	CONFERENCE, WORKSHOP, SEM.	\$2,670.00
0000005548	10/21/2016	0100	PROCURETECH	500	NON-CAPITALIZED TECH EQUIPMENT	\$783.00
0000005549	10/21/2016	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	004	CONFERENCE, WORKSHOP, SEM.	\$30.00
0000005550	10/21/2016	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	004	CONFERENCE, WORKSHOP, SEM.	\$35.00
0000005551	10/21/2016	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	001	CONFERENCE, WORKSHOP, SEM.	\$40.00
0000005552	10/21/2016	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$92.74
0000005553	10/21/2016	0100	TCR SERVICES	500	REPAIRS BY VENDORS	\$348.92
0000005554	10/21/2016	0100	C D W G.COM	017	NON-CAPITALIZED TECH EQUIPMENT	\$1,881.31
0000005556	10/21/2016	0100	NEED DECALS.COM	011	MATERIALS AND SUPPLIES	\$1,760.00
0000005557	10/21/2016	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$725.00
0000005558	10/21/2016	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$1,432.49
0000005559	10/21/2016	0100	TCR SERVICES	001	MATERIALS AND SUPPLIES	\$78.79
0000005560	10/21/2016	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$300.00
0000005561	10/21/2016	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$75.00
0000005562	10/21/2016	0100	TCR SERVICES	002	MATERIALS AND SUPPLIES	\$92.78
0000005563	10/21/2016	0100	AMAZON.COM	017	MATERIALS AND SUPPLIES	\$339.06
0000005564	10/24/2016	0100	BSN SPORTS, INC.,	012	OTHER SERV. & OPER.EXP.	\$13,125.00
0000005565	10/24/2016	0100	OCEANSIDE PHOTO & TELESCOPES	500	MATERIALS AND SUPPLIES	\$2,100.00
0000005566	10/24/2016	0100	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLIES	\$500.00
0000005567	10/24/2016	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$600.00
0000005568	10/24/2016	0100	Solana Beach School District	007	LEGAL EXP-BUSINESS	\$225.00
0000005569	10/24/2016	0100	COLLEGE BOARD	500	DUES AND MEMBERSHIPS	\$325.00
0000005570	10/24/2016	0100	BSN SPORTS, INC.,	500	NON CAPITALIZED EQUIP	\$538.92
0000005571	10/24/2016	0100	EDGENUITY	004	COMPUTER LICENSING	\$137,500.00
0000005572	10/24/2016	0100	SCHOLASTIC MAGAZINES	003	MATERIALS AND SUPPLIES	\$157.83
0000005573	10/24/2016	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$500.00
0000005574	10/24/2016	0100	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLIES	\$600.00
0000005575	10/24/2016	0100	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLIES	\$200.00
0000005576	10/24/2016	0100	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLIES	\$200.00
770010	10/7/2016	0100	COMM USA INC	600	MATERIALS AND SUPPLIES	\$3,196.80
770013	10/20/2016	0100	VIRCO MANUFACTURING CORP	500	MATERIALS AND SUPPLIES	\$1,425.34
770014	10/21/2016	2519	PARK IT BIKE RACKS CO.	007	NON CAPITALIZED EQUIP	\$3,344.83
					NEW PURCHASE TOTAL	\$914,499.31

CHANGE ORDERS						
0000003907	10/7/2016	2139	LIONAKIS	007	NEW CONSTRUCTION	\$29,400.00
242063	10/7/2016	2139	LIONAKIS	007	NEW CONSTRUCTION	\$126,436.00
					CHANGE ORDER TOTAL	\$155,836.00

REPORT TOTAL	\$1,070,335.31
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ITEM 15F

Individual Membership Listings  
For the Period of October 4, 2016 through October 24, 2016

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

## ITEM 15F

## WARRANT REPORT FROM 10/04/16 THROUGH 10/24/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14169170	10/4/2016	CHANELLE LARY	0100	Conference,Workshop,Sem.	\$ 153.52
14169171	10/4/2016	NORTHERN SPEECH SERVICES	0100	Materials And Supplies	\$ 247.24
14169172	10/4/2016	Mary Jo Wayland	1300	Food Service Sales Tp	\$ 109.50
14169173	10/4/2016	Saul Villasenor	1300	Materials And Supplies	\$ 21.57
14169174	10/4/2016	Gretchen Schultz	0100	Conference,Workshop,Sem.	\$ 76.14
14169175	10/4/2016	COX COMMUNICATIONS	0100	Communications-Telephone	\$ 416.16
14169176	10/4/2016	MISSION LINEN SUPPLY	0100	Other Transport.Supplies	\$ 3,429.48
14169177	10/4/2016	RUBIO'S	0100	Refreshments	\$ 199.80
14169178	10/4/2016	SAN DIEGO CITY TREASURER	0100	Sewer Charges	\$ 11,175.19
				Water	\$ 34,743.05
14169179	10/4/2016	AMERICAN EXPRESS	0100	Communications-Telephone	\$ 1,679.59
14169977	10/5/2016	ANNA WEIRATHER	0100	Mileage	\$ 130.68
14169978	10/5/2016	US BANK NATIONAL ASSOC.	2139	New Construction	\$ 60,747.38
14169979	10/5/2016	TOTAL ONLINE PROTECTION LLC	0100	Repairs & Maintenance	\$ 801.50
14169980	10/5/2016	ANNE CHRISTOFF	0100	Conference,Workshop,Sem.	\$ 800.00
14169981	10/5/2016	Gretchen Schultz	0100	Conference,Workshop,Sem.	\$ 96.66
14169982	10/5/2016	Natalie Seward	0100	Conference,Workshop,Sem.	\$ 60.00
14169983	10/5/2016	LAUREN MAY	0100	Conference,Workshop,Sem.	\$ 149.20
14169984	10/5/2016	COLIN CORNFORTH	0100	Conference,Workshop,Sem.	\$ 130.68
14169985	10/5/2016	ELLEN DICRISTINA	0100	Conference,Workshop,Sem.	\$ 42.51
14169986	10/5/2016	Cielo Porreco	1300	Food Service Sales Oc	\$ 50.00
14169987	10/5/2016	ECHTER FAMILY TRUST #2	2519	Mitigation/Developer Fees	\$ 12,655.50
14169988	10/5/2016	A-Z BUS SALES, INC. - COLTON	0100	Materials-Vehicle Parts	\$ 807.93
14169989	10/5/2016	DEBORAH ABRAHAMSON	0100	Conference,Workshop,Sem.	\$ 24.40
14169990	10/5/2016	ATLAS PUMPING SERVICES	0100	Repairs & Maintenance	\$ 90.00
14169991	10/5/2016	RICHARD AYALA	0100	Mileage	\$ 119.88
14169992	10/5/2016	BALFOUR BEATTY CONSTRUCTION,	2139	New Construction	\$ 608,784.75
14169993	10/5/2016	CA MATHEMATICS COUNCIL - SOUTH	0100	Conference,Workshop,Sem.	\$ 85.00
14169994	10/5/2016	ECONOMY RESTAURANT SUPPLY	1300	Materials And Supplies	\$ 571.11
14169995	10/5/2016	ERICKSON-HALL CONSTRUCTION CO	2139	New Construction	\$ 101,059.65
14169996	10/5/2016	ERICKSON-HALL CONSTRUCTION CO	2139	New Construction	\$ 925,916.28
14169997	10/5/2016	FLINN SCIENTIFIC INC	0100	Materials And Supplies	\$ 831.31
14169998	10/5/2016	SCOTT FROESE	0100	Mileage	\$ 35.64
14169999	10/5/2016	KAREN GEASLIN	0100	Mileage	\$ 15.12
14170000	10/5/2016	GEOCON INCORPORATED	2139	New Construction	\$ 3,860.00
14170001	10/5/2016	MCCARTHY BUILDING COMPANY, INC	2139	New Construction	\$ 2,070,191.80
14170002	10/5/2016	NCTD	0100	Fees - Business, Admission,Etc	\$ 704.00
14170003	10/5/2016	OFFICE DEPOT, INC	0100	Materials And Supplies	\$ 30.74
14170004	10/5/2016	PACIFIC BACKFLOW, INC	0100	Other Serv.& Oper.Exp.	\$ -
				Repairs & Maintenance	\$ 969.16
14170005	10/5/2016	PETERSON, TINA	0100	Mileage	\$ 268.38
14170006	10/5/2016	PEARSON EDUCATION	0100	Textbooks	\$ 18,556.52
14170007	10/5/2016	PROCURETECH	0100	Computer Supplies	\$ 10.79
14170008	10/5/2016	PROJECT LEAD THE WAY, INC	0100	Fees - Business, Admission,Etc	\$ 3,750.00
14170009	10/5/2016	AMERICAN EXPRESS	0100	Hazardous Waste Disposal	\$ 156.96
14170010	10/5/2016	SAN DIEGO CENTER FOR CHILDREN	0100	Mental Health Svcs	\$ 4,753.00
				Other Contr-N.P.S.	\$ 5,285.00
				Room & Board	\$ 18,364.00
14170011	10/5/2016	SIEMENS INDUSTRY, INC.	2139	Improvements	\$ 114,797.25
14170012	10/5/2016	SOLANA BEACH PHYSICAL THERAPY	0100	Professional/Consult Svcs	\$ 1,560.00
14170013	10/5/2016	STAPLES ADVANTAGE	0100	Duplicating Supplies	\$ 1,347.27
				Materials And Supplies	\$ 1,457.51
				Office Supplies	\$ 147.61
14170014	10/5/2016	SVA ARCHITECTS, INC.	2139	New Construction	\$ 113,826.41
14170015	10/5/2016	TCR SERVICES	0100	Computer Supplies	\$ 91.75
				Duplicating Supplies	\$ 140.29
				Materials And Supplies	\$ 840.51
14170016	10/5/2016	RUSSELL THORNTON	0100	Mileage	\$ 125.33

## ITEM 15F

## WARRANT REPORT FROM 10/04/16 THROUGH 10/24/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14170017	10/5/2016	TRIMARK ASSOCIATES, INC.	0100	Data Processing Contract	\$ 150.00
14170018	10/5/2016	ROSA VELAZQUEZ	0100	Conference,Workshop,Sem.	\$ 66.39
14170019	10/5/2016	VISTA HILL	0100	Mental Health Svcs	\$ 40,666.00
				Sub/Mental Health Svcs	\$ 38,114.00
14170020	10/5/2016	MEREDITH WADLEY AMSBAUGH	0100	Mileage	\$ 128.52
14170021	10/5/2016	Gloria Winburne	0100	Conference,Workshop,Sem.	\$ 775.00
14170447	10/6/2016	Follett School Solutions	0100	Materials And Supplies	\$ 88.57
				Textbooks	\$ 2,002.33
14170448	10/6/2016	MIE BUSKIRK	0100	Mileage	\$ 161.46
14170449	10/6/2016	AMTEC	0100	Professional/Consult Svs	\$ 1,000.00
14170450	10/6/2016	CASBO	0100	Conference,Workshop,Sem.	\$ 3,965.00
14170451	10/6/2016	HOME DEPOT CREDIT SERVICES	0100	Bldg.-Repair Materials	\$ 4,585.30
				Materials And Supplies	\$ 183.45
14170454	10/6/2016	NIKKO ENTERPRISE	1300	Purchases Food	\$ 1,620.00
14170455	10/6/2016	SHELL CAR WASH & EXPRESS LUBE	0100	Gasoline Supplies	\$ 164.40
14170456	10/6/2016	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 217.98
			1300	Office Supplies	\$ 64.25
14170457	10/6/2016	SUNRISE PRODUCE	1300	Purchases Food	\$ 1,804.71
14171171	10/7/2016	VIDALIA RESENDES	0100	Conference,Workshop,Sem.	\$ 18.36
14171172	10/7/2016	John Sergio Fisher & Associates, Inc.	2139	New Construction	\$ 38,950.00
14171173	10/7/2016	TOURNESOL SITEWORKS	2139	Land Improvements	\$ 2,318.96
14171174	10/7/2016	Mingus Mountain Academy	0100	Mental Health Svcs	\$ 14,251.73
				Other Contr-N.P.S.	\$ 9,750.00
				Room & Board	\$ 11,876.46
14171175	10/7/2016	BERT'S OFFICE TRAILERS	0100	Rents & Leases	\$ 144.72
14171176	10/7/2016	BLICK ART MATERIALS	0100	Materials And Supplies	\$ 795.94
14171177	10/7/2016	C I F	0100	Dues - Cif	\$ 7,838.58
14171178	10/7/2016	COX COMMUNICATIONS	0100	Communications-Telephone	\$ 418.01
14171179	10/7/2016	MELISSA HAIDER, MPT	0100	Professional/Consult Svs	\$ 1,840.00
14171180	10/7/2016	LAWNMOWERS PLUS INC	0100	Repairs & Maintenance	\$ 165.39
14171181	10/7/2016	LEGO EDUCATION	0100	Materials And Supplies	\$ 29,279.83
14171182	10/7/2016	MISSION FEDERAL CREDIT UNION	0100	Custodial Materials	\$ 1,120.09
				Grounds Materials	\$ 13,407.51
				Materials-Vehicle Parts	\$ 2,380.67
				Refreshments	\$ 313.74
				Repairs-Vehicles	\$ 1,334.20
14171183	10/7/2016	OFFICE DEPOT, INC	0100	Materials And Supplies	\$ 30.74
14171184	10/7/2016	DELORES PERLEY REVOLVING CASH	0100	Bank Charges	\$ 139.18
				Conference,Workshop,Sem.	\$ 460.00
				Materials And Supplies	\$ 75.00
				Spec Ed Stipends	\$ 3,520.00
14171185	10/7/2016	PROJECT LEAD THE WAY, INC	0100	Fees - Business, Admission,Etc	\$ 3,750.00
14171186	10/7/2016	SCHOOL SERVICES OF CALIFORNIA, INC.	0100	Office Supplies	\$ 80.55
14171187	10/7/2016	SIEMENS INDUSTRY, INC.	2139	Improvements	\$ 152,959.32
14171188	10/7/2016	XEROX CORPORATION	0100	Copy Charges	\$ 7,939.74
				Duplicating Supplies	\$ 309.56
				Rents & Leases	\$ 11,243.28
14171765	10/10/2016	Follett School Solutions	0100	Computer Licensing	\$ 2,699.00
14171766	10/10/2016	SITEONE LANDSCAPE SUPPLY	0100	Grounds Materials	\$ 697.42
14171767	10/10/2016	Heather Zientek	0100	Abatements-Matls & Supplies	\$ 20.00
14171768	10/10/2016	BLUE COAST CONSULTING	2139	Improvements	\$ 14,952.40
				New Construction	\$ 14,305.50
14171769	10/10/2016	DIVISION OF THE STATE ARCHITECT	2139	New Construction	\$ 79,530.00
14171770	10/10/2016	DIVISION OF THE STATE ARCHITECT	2139	New Construction	\$ 8,537.50
14171771	10/10/2016	DIVISION OF THE STATE ARCHITECT	2139	Improvements	\$ 4,850.03
14171772	10/10/2016	So-Cal Dominoids	0100	Refreshments	\$ 62.09
14171773	10/10/2016	INTERPRETERS UNLIMITED	0100	Professional/Consult Svs	\$ 248.90
14171774	10/10/2016	LEGO EDUCATION	0100	Materials And Supplies	\$ 17,194.49

## ITEM 15F

## WARRANT REPORT FROM 10/04/16 THROUGH 10/24/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14171775	10/10/2016	NINYO & MOORE	2139	Improvements New Construction	\$ 2,804.75 \$ 25,478.25
14171776	10/10/2016	TORRIE NORTON	0100	Mileage	\$ 335.88
14171777	10/10/2016	OPTIMUM FLOOR CARE	0100	Repairs & Maintenance	\$ 481.29
14171778	10/10/2016	RACHEL PAGE	0100	Mileage	\$ 471.42
14171779	10/10/2016	PROCURETECH	2139	Equipment	\$ 1,566.00
14171780	10/10/2016	SCHOOL OUTFITTERS	0100	Non-Capitalized Equipment	\$ 553.30
14171781	10/10/2016	TCR SERVICES	0100	Computer Supplies Materials And Supplies	\$ 70.15 \$ 229.05
14171782	10/10/2016	U C S D EXTENSION	0100	Professional/Consult Svs	\$ 480.00
14171783	10/10/2016	ACCREDITING COMMIS FOR SCHOOLS	0100	Materials And Supplies	\$ 25.00
14171784	10/10/2016	XEROX CORPORATION	0100 1300	Copy Charges Rents & Leases Copy Charges Rents & Leases	\$ 326.46 \$ 839.29 \$ 69.17 \$ 227.07
14172211	10/11/2016	Daily Journal Corporation	2518	Improvements	\$ 74.40
14172212	10/11/2016	San Diego Union Tribune, LLC	2518	Improvements	\$ 289.48
14172213	10/11/2016	CALIFORNIA CONSTRUCTION MGMT	2519	Professional/Consult Svs	\$ 550.00
14172214	10/11/2016	P AND R PAPER SUPPLY CO.	1300	Purchases Supplies	\$ 3,673.21
14172215	10/11/2016	PROCURETECH	0100	Computer Supplies Non-Capitalized Tech Equipment	\$ 71.24 \$ 3,915.00
14172216	10/11/2016	SMART AND FINAL STORES CORP	0100	Materials And Supplies Refreshments	\$ 1,425.67 \$ 17.45
14172217	10/11/2016	AMERICAN EXPRESS	0100	Communications-Telephone	\$ 2,203.18
14172218	10/11/2016	STAPLES ADVANTAGE	0100	Duplicating Supplies Materials And Supplies Office Supplies	\$ 1,308.53 \$ 801.95 \$ 74.24
14172219	10/11/2016	AMERICAN EXPRESS	0100	Materials And Supplies	\$ 826.39
14172220	10/11/2016	WAXIE SANITARY SUPPLY	0100	Custodial Materials	\$ 109.46
14172894	10/12/2016	HOFMAN PLANNING & ENGINEERING	2139	New Construction	\$ 212.50
14172895	10/12/2016	LAW OFFICE OF PATRICIA CROMER	0100	Mediation Settlements	\$ 8,000.00
14172896	10/12/2016	MUSIC AND ARTS CENTER	2139	Equipment	\$ 2,440.80
14172897	10/12/2016	ANDREA SHEPHARD	0100	Mileage	\$ 10.26
14172898	10/12/2016	PC & MAC EXCHANGE	0100	Non-Capitalized Tech Equipment	\$ 1,447.92
14172899	10/12/2016	John Sergio Fisher & Associates, Inc.	2139	New Construction	\$ 500.00
14172900	10/12/2016	ADVANCED CHEMICAL TRANSPORT	0100	Hazardous Waste Disposal	\$ 751.89
14172901	10/12/2016	ADVANCED WEB OFFSET	0100	Printing	\$ 1,247.75
14172902	10/12/2016	ALTERNATIVE TEACHING STRATEGY CTR	0100	Mediation Settlements	\$ 10,135.00
14172903	10/12/2016	SSID# 1010419255	0100	Pay In Lieu Of Transp>	\$ 311.90
14172904	10/12/2016	JOY BISCHKE	0100	Mileage	\$ 282.96
14172905	10/12/2016	TCG ADMINISTRATORS/CALSTRS	0100	Professional/Consult Svs	\$ 160.00
14172906	10/12/2016	DIGITAL SCHOOLS OF CA, LLC	0100	Consultants-Computer	\$ 16,072.09
14172907	10/12/2016	CORELOGIC SOLUTIONS, LLC	0100	Computer Licensing	\$ 190.30
14172908	10/12/2016	INDUSTRIAL METAL SUPPLY	0100	Materials And Supplies	\$ 184.38
14172909	10/12/2016	MISSION LINEN SUPPLY	0100	Other Serv.& Oper.Exp.	\$ 150.52
14172910	10/12/2016	NORTH COUNTY CONFERENCE	0100	Dues - Cif	\$ 6,198.00
14172911	10/12/2016	OLIVENHAIN MUNICIPAL WATER DST	0100	Gas & Electric Water	\$ 286.14 \$ 26,944.05
14172912	10/12/2016	PALOMAR REPROGRAPHICS, INC.	0100	Printing	\$ 106.70
14172913	10/12/2016	S AND S BAKERY INC	1300	Purchases Food	\$ 4,707.93
14172914	10/12/2016	SAN DIEGO COUNTY OFFICE OF EDUCATION	0100	Conference,Workshop,Sem.	\$ 165.00
14172915	10/12/2016	SIMPLEX GRINNELL LP	0100	Other Serv.& Oper.Exp. Repairs & Maintenance	\$ 21,555.75 \$ 498.75
14172916	10/12/2016	SPRINGSTEAD, AMY	0100	Mileage	\$ 41.14
14172917	10/12/2016	TWINING, INC.	2139	New Construction	\$ 4,233.10
14172918	10/12/2016	WILLIAMS SCOTSMAN, INC.	2139	New Construction	\$ 1,812.00
14173798	10/13/2016	ROBERT CAUGHEY	0100	Conference,Workshop,Sem.	\$ 19.66
14173799	10/13/2016	MARTHA HUTCHINSON	0100	Materials And Supplies	\$ 40.23



## ITEM 15F

## WARRANT REPORT FROM 10/04/16 THROUGH 10/24/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14173799	42656	MARTHA HUTCHINSON	0100	Refreshments	\$ 125.78
14173800	10/13/2016	DAVID SAMUELSON	0100	Mileage	\$ 28.08
14173801	10/13/2016	PC & MAC EXCHANGE	0100	Non-Capitalized Tech Equipment	\$ 2,895.84
14173802	10/13/2016	MARY COURTNEY	0100	Mileage	\$ 63.18
14173803	10/13/2016	GREGORY CHACHAS	0100	Abatements-Matls & Supplies	\$ 40.00
14173804	10/13/2016	LISA FESS	1300	Food Service Sales Lcc	\$ 110.25
14173805	10/13/2016	DON COLLINS	0100	Refreshments	\$ 96.88
14173806	10/13/2016	AVID CENTER	0100	Fees - Business, Admission,Etc	\$ 26,642.00
14173807	10/13/2016	CHUCK ADAMS	0100	Conference,Workshop,Sem.	\$ 25.92
14173808	10/13/2016	CARMEN BLUM	0100	Mileage	\$ 142.02
14173809	10/13/2016	GUENEVERE BUTLER	0100	Communications-Postage	\$ 22.95
14173810	10/13/2016	DEBRA CRUSE	0100	Mileage	\$ 92.34
14173811	10/13/2016	DIGITAL SCHOOLS OF CA, LLC	0100	Late fees	\$ 189.41
14173812	10/13/2016	ELIZABETH DELVAL	0100	Mileage	\$ 60.48
14173813	10/13/2016	TIFFANY M. FINDELL	0100	Mileage	\$ 171.18
14173814	10/13/2016	KAREN GEASLIN	0100	Mileage	\$ 21.60
14173815	10/13/2016	GO ENGINEER INC	0100	Computer Licensing	\$ 1,900.00
14173816	10/13/2016	ROD KEILLOR	0100	Conference,Workshop,Sem.	\$ 165.18
14173817	10/13/2016	JENNIFER MCCLUAN	0100	Materials And Supplies	\$ 12.51
				Mileage	\$ 144.18
				Refreshments	\$ 25.60
14173818	10/13/2016	MOBILE MODULAR MANAGEMENT CORP	2519	Rents & Leases	\$ 1,065.00
14173819	10/13/2016	NATHAN MOLINA	0100	Mileage	\$ 135.54
14173820	10/13/2016	NCTD	0100	Fees - Business, Admission,Etc	\$ 145.00
14173821	10/13/2016	RALPHS CUSTOMER CHARGES	0100	Materials And Supplies	\$ 169.63
				Refreshments	\$ 61.76
14173822	10/13/2016	SAN DIEGO CENTER FOR CHILDREN	0100	Mental Health Svcs	\$ 2,913.00
				Other Contr-N.P.S.	\$ 3,586.25
				Room & Board	\$ 6,636.00
				Sub/Room & Board	\$ 2,546.00
14173823	10/13/2016	SAN DIEGO GAS & ELECTRIC CO	0100	Compressed Natrl Gas (Cng)	\$ 307.56
				Gas & Electric	\$ 175,400.25
14173824	10/13/2016	SAN DIEGUITO WATER DISTRICT	0100	Water	\$ 5,626.37
14173825	10/13/2016	SANTA FE IRRIGATION DISTRICT	0100	Water	\$ 1,128.69
14174458	10/14/2016	SCHALLER, ERIC	0100	Materials And Supplies	\$ 21.29
14174459	10/14/2016	JAYME CAMBRA	0100	Mileage	\$ 36.18
14174460	10/14/2016	PC & MAC EXCHANGE	0100	Non-Capitalized Tech Equipment	\$ 524.12
14174461	10/14/2016	ACCELERATE LEARNING, INC.	0100	E-Textbooks	\$ 13,289.60
14174462	10/14/2016	PESI	0100	Conference,Workshop,Sem.	\$ 995.00
14174463	10/14/2016	MARK MILLER	0100	Conference,Workshop,Sem.	\$ 25.92
14174464	10/14/2016	ACTIVE NETWORK, LLC	0100	Computer Licensing	\$ 249.00
14174465	10/14/2016	SYNCB/AMAZON	0100	Materials And Supplies	\$ 1,669.67
			1300	Materials And Supplies	\$ 169.00
14174467	10/14/2016	RICHARD AYALA	0100	Conference,Workshop,Sem.	\$ 23.76
14174468	10/14/2016	C D W G.COM	0100	Non-Capitalized Tech Equipment	\$ 30,528.40
14174469	10/14/2016	CA DEPT OF EDUCATION	1300	Purchases Food	\$ 153.40
14174470	10/14/2016	MARIA VERONICA BURCIAGA	0100	Refreshments	\$ 18.97
14174471	10/14/2016	JAMIE GARMAN	0100	Conference,Workshop,Sem.	\$ 31.32
14174472	10/14/2016	JON HALL	0100	Other Transport.Supplies	\$ 185.76
14174473	10/14/2016	LIONAKIS	2139	New Construction	\$ 147,237.50
14174474	10/14/2016	MULTI HEALTH SYSTEMS, INC(MHS)	0100	Materials And Supplies	\$ 141.59
14174475	10/14/2016	NATHAN MOLINA	0100	Conference,Workshop,Sem.	\$ 653.00
14174476	10/14/2016	P A R, INC.	0100	Materials And Supplies	\$ 464.40
14174477	10/14/2016	NCS PEARSON, INC	0100	Materials And Supplies	\$ 376.20
14174478	10/14/2016	PICK UP STIX CATERING	1300	Purchases Food	\$ 7,064.90
14174479	10/14/2016	PROCURETECH	0100	Computer Supplies	\$ 421.04
14174480	10/14/2016	RANCHO SANTA FE SEC SYSTEMS	0100	Other Serv.& Oper.Exp.	\$ 800.00
14174481	10/14/2016	SIMPLEX GRINNELL LP	0100	Other Serv.& Oper.Exp.	\$ -

## ITEM 15F

## WARRANT REPORT FROM 10/04/16 THROUGH 10/24/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14174481	42657	SIMPLEX GRINNELL LP	0100	Repairs & Maintenance	\$ 87.48
14174482	10/14/2016	TREETOP PUBLISHING INC	0100	Materials And Supplies	\$ 501.93
14174483	10/14/2016	VISTA HIGHER LEARNING	0100	Textbooks	\$ 1,165.87
14174484	10/14/2016	VISTA HILL	0100	Mental Health Svcs	\$ 7,833.00
				Sub/Mental Health Svcs	\$ 24,840.00
14174485	10/14/2016	ALBERTSONS SAFEWAY	0100	Materials And Supplies	\$ 227.75
14174486	10/14/2016	MEREDITH WADLEY AMSBAUGH	0100	Conference,Workshop,Sem.	\$ 586.74
14174931	10/17/2016	TK1SC INC	2139	New Construction	\$ 2,475.00
14174932	10/17/2016	EVERYTHING MEDICAL	0100	Materials And Supplies	\$ 19.25
14174933	10/17/2016	PC & MAC EXCHANGE	0100	Non-Capitalized Tech Equipment	\$ 524.12
14174934	10/17/2016	SPICE WAY, THE	1300	Purchases Food	\$ 68.00
14174935	10/17/2016	Tenancingo, LLC	1300	Purchases Food	\$ 10,267.05
14174936	10/17/2016	SMARTSIGN	0100	Materials And Supplies	\$ 265.30
14174937	10/17/2016	A&R FOOD DISTRIBUTORS	1300	Purchases Food	\$ 40,980.71
14174938	10/17/2016	CAROLINA BIOLOGICAL SUPPLY CO	0100	Materials And Supplies	\$ 616.09
14174939	10/17/2016	CONCEPTS SCHOOL & OFFICE FURNISHINGS	0100	Materials And Supplies	\$ 2,126.93
14174940	10/17/2016	DOOR SERVICE & REPAIR, INC.	0100	Repairs & Maintenance	\$ 270.75
14174941	10/17/2016	FEDEX	0100	Communications-Postage	\$ 34.23
14174942	10/17/2016	LLOYD PEST CONTROL	1300	Other Serv.& Oper.Exp.	\$ 403.00
14174943	10/17/2016	MODULAR SPACE CORPORATION	2519	New Construction	\$ 517.41
14174944	10/17/2016	RASIX COMPUTER CENTER INC	0100	Materials And Supplies	\$ 22.68
14174945	10/17/2016	TOP OF THE BAGEL	1300	Purchases Food	\$ 522.95
14175423	10/18/2016	Kaitlin Wood	0100	Materials And Supplies	\$ 13.71
14175424	10/18/2016	CANON SOLUTIONS OF AMERICA, INC.	0100	Repairs & Maintenance	\$ 53.47
14175425	10/18/2016	MCGRAW-HILL SCHOOL EDUC HOLDINGS, LLC	0100	Computer Licensing	\$ 21,000.00
14175426	10/18/2016	AMERICAN CHEMICAL	0100	Custodial Materials	\$ 1,570.55
14175427	10/18/2016	CA AGRI CONTROL INC	0100	Pest Control	\$ 700.00
14175428	10/18/2016	EMILY COULTER	0100	Conference,Workshop,Sem.	\$ 224.28
14175429	10/18/2016	DUNN EDWARDS CORP	0100	Bldg.-Repair Materials	\$ 796.53
14175430	10/18/2016	J AND R KEY HARDWARE	0100	Materials And Supplies	\$ 612.64
14175431	10/18/2016	LAB AIDS	0100	Materials And Supplies	\$ 56.00
14175432	10/18/2016	LEUCADIA PIZZERIA	0100	Refreshments	\$ 127.58
14175433	10/18/2016	OFFICE DEPOT, INC	0100	Materials And Supplies	\$ 61.47
14175434	10/18/2016	OFFICE SOLUTIONS BUSINESS	0100	Materials And Supplies	\$ 22.68
14175435	10/18/2016	STAPLES ADVANTAGE	0100	Duplicating Supplies	\$ 1,308.53
				Materials And Supplies	\$ 1,258.46
14175436	10/18/2016	SVA ARCHITECTS, INC.	2139	New Construction	\$ 73,499.99
14175437	10/18/2016	BENJAMIN TAYLOR	0100	Materials And Supplies	\$ 37.16
				Refreshments	\$ 225.13
14175438	10/18/2016	MEREDITH WADLEY AMSBAUGH	0100	Conference,Workshop,Sem.	\$ 25.92
14175439	10/18/2016	AMERICAN EXPRESS	0100	Other Transport.Supplies	\$ 197.64
				Rents & Leases	\$ 444.60
14175440	10/18/2016	JUAN MANUEL ZAPATA	0100	Refreshments	\$ 17.73
14176072	10/19/2016	Public Storage	2139	New Construction	\$ 415.00
14176073	10/19/2016	SSID #1139752203	0100	Other Serv.& Oper.Exp.	\$ 694.30
14176074	10/19/2016	RUTH MAGNUSON	0100	Conference,Workshop,Sem.	\$ 75.00
14176075	10/19/2016	ELIZABETH LEVARIO	0100	Conference,Workshop,Sem.	\$ 148.56
14176076	10/19/2016	Harbottle Law Group	0100	Legal Expense	\$ 13,344.62
14176077	10/19/2016	SSID #8139964678	0100	Mediation Settlements	\$ 608.00
14176078	10/19/2016	SPICE WAY, THE	1300	Purchases Food	\$ 32.00
14176079	10/19/2016	SITEONE LANDSCAPE SUPPLY	0100	Grounds Materials	\$ 73.36
14176080	10/19/2016	LISA ELLIOTT	0100	Mileage	\$ 78.84
14176081	10/19/2016	SSID# 6153915824	0100	Pay In Lieu Of Transp>	\$ 635.90
14176082	10/19/2016	AT&T	0100	Communications-Telephone	\$ 2,909.31
14176083	10/19/2016	AT&T	0100	Communications-Telephone	\$ 50.89
14176084	10/19/2016	AT&T LONG DISTANCE	0100	Communications-Telephone	\$ 15.96
14176085	10/19/2016	ADVANTAGE A PAYCHEX COMPANY	0100	Other Serv.& Oper.Exp.	\$ 123.10
14176086	10/19/2016	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	0100	Legal Expense	\$ 4,245.94



## ITEM 15F

## WARRANT REPORT FROM 10/04/16 THROUGH 10/24/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14176086	42662	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	0100	Legal Exp-Personnel	\$ 3,000.38
14176087	10/19/2016	ROB COPPO	0100	Conference,Workshop,Sem.	\$ 9.45
14176088	10/19/2016	So-Cal Dominoids	0100	Refreshments	\$ 91.97
14176089	10/19/2016	ERICKSON-HALL CONSTRUCTION CO	2139	Improvements	\$ 633,280.10
				New Construction	\$ 205,651.42
14176090	10/19/2016	RANDA FAST-MEDLEY	0100	Conference,Workshop,Sem.	\$ 147.48
14176091	10/19/2016	SSID# 2156968315	0100	Pay In Lieu Of Transp>	\$ 574.56
14176092	10/19/2016	KASEY GALIK	0100	Mileage	\$ 205.20
14176093	10/19/2016	GEOCON INCORPORATED	2139	New Construction	\$ 1,305.71
14176095	10/19/2016	SSID# 5038144312	0100	Other Serv.& Oper.Exp.	\$ 2,799.00
14176096	10/19/2016	HAWTHORNE LIFT SYSTEMS	0100	Repairs & Maintenance	\$ 1,028.12
14176097	10/19/2016	MCLOGAN SUPPLY CO	0100	Materials And Supplies	\$ 667.97
14176099	10/19/2016	PACWEST AIR FILTER	0100	Bldg.-Repair Materials	\$ 2,568.63
14176100	10/19/2016	RANCHO SANTA FE SEC SYSTEMS	0100	Other Serv.& Oper.Exp.	\$ 400.00
				Security Guard Contract	\$ 525.00
14176101	10/19/2016	REGENTS BANK	2139	New Construction	\$ 2,714.69
14176102	10/19/2016	REGENTS BANK	2139	Improvements	\$ 33,330.53
14176103	10/19/2016	ROBERT ROSS	0100	Conference,Workshop,Sem.	\$ 75.00
14176104	10/19/2016	SAN DIEGO FITNESS SERVICES	0100	Materials And Supplies	\$ 78.00
				Repairs & Maintenance	\$ 117.00
14176105	10/19/2016	SHELL CAR WASH & EXPRESS LUBE	0100	Fuel	\$ 88.60
				Gasoline Supplies	\$ 346.77
14176106	10/19/2016	SHELL	1300	Fuel	\$ 70.88
14176107	10/19/2016	SOL TRANSPORTATION, INC.	0100	Spec.Ed.Transportation	\$ 5,080.75
14176108	10/19/2016	SOUTHWEST SCHOOL/OFFICE SUPPLY	0100	Materials And Supplies	\$ 118.89
14176109	10/19/2016	STAPLES ADVANTAGE	0100	Printing	\$ 28,199.13
14176110	10/19/2016	STAPLES ADVANTAGE	2139	Equipment	\$ -
			2519	Materials And Supplies	\$ 108.59
				Non-Capitalized Equipment	\$ 86.72
14176111	10/19/2016	TCR SERVICES	0100	Materials And Supplies	\$ 513.49
14176112	10/19/2016	WAXIE SANITARY SUPPLY	0100	Custodial Materials	\$ 300.51
14176820	10/20/2016	ALEXIS HILLENBRAND	0100	Conference,Workshop,Sem.	\$ 55.56
14176821	10/20/2016	DELTA DENTAL INSURANCE CO.	0100	Health & Welfare Benefits, cla	\$ 27.59
			6717	Retiree Vendor Pmts	\$ 241.16
14176822	10/20/2016	MODERN ROBOTICS, INC.	0100	Materials And Supplies	\$ 4,650.30
14176823	10/20/2016	DONNA CROSBY	0100	Conference,Workshop,Sem.	\$ 189.48
14176824	10/20/2016	Jenni Trivasos	0100	Conference,Workshop,Sem.	\$ 365.72
14176825	10/20/2016	Terri Storch	0100	Mileage	\$ 60.96
14176826	10/20/2016	BERTRAND MUSIC	0100	Non-Capitalized Equipment	\$ 4,274.64
14176827	10/20/2016	AT&T	0100	Communications-Telephone	\$ 293.79
14176828	10/20/2016	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	0100	Legal Expense	\$ 9,473.63
				Legal Exp-Personnel	\$ 55.13
14176829	10/20/2016	TAMI AUSTIN	0100	Conference,Workshop,Sem.	\$ 75.00
14176830	10/20/2016	BLICK ART MATERIALS	0100	Materials And Supplies	\$ 196.80
14176831	10/20/2016	COX COMMUNICATIONS	0100	Communications-Telephone	\$ 94.02
14176832	10/20/2016	KAJSA MEDAK	0100	Conference,Workshop,Sem.	\$ 104.16
14176833	10/20/2016	LORI MUSEL	0100	Conference,Workshop,Sem.	\$ 142.84
14176834	10/20/2016	NAPA AUTO PARTS	0100	Materials-Vehicle Parts	\$ 3,279.51
				Other Transport.Supplies	\$ 143.59
14176835	10/20/2016	NIKKO ENTERPRISE	1300	Purchases Food	\$ 1,290.00
14176836	10/20/2016	SAN DIEGO CITY TREASURER	0100	Sewer Charges	\$ 184.11
				Water	\$ 548.40
14176837	10/20/2016	SCHOOL FACILITY CONSULTANTS	2519	Professional/Consult Svcs	\$ 650.00
14176838	10/20/2016	SIMPLEX GRINNELL LP	0100	Bldg.-Repair Materials	\$ 4,870.80
14176839	10/20/2016	SPRINGSTEAD, AMY	0100	Conference,Workshop,Sem.	\$ 359.24
14176840	10/20/2016	STAPLES ADVANTAGE	0100	Duplicating Supplies	\$ 392.56
				Materials And Supplies	\$ 933.39
				Office Supplies	\$ 17.16

## ITEM 15F

## WARRANT REPORT FROM 10/04/16 THROUGH 10/24/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14176842	10/20/2016	T E R I INC	0100	Other Contr-N.P.S.	\$ 40,223.61
14176843	10/20/2016	WAXIE SANITARY SUPPLY	0100	Custodial Materials	\$ 18.28
14176844	10/20/2016	JUAN MANUEL ZAPATA	0100	Conference,Workshop,Sem.	\$ 25.92
14177566	10/21/2016	MARISA THOMPSON	0100	Conference,Workshop,Sem.	\$ 188.94
				Mileage	\$ 12.64
14177567	10/21/2016	ANTHEM BLUE CROSS	6717	Retiree Vendor Pmts	\$ 87.31
14177568	10/21/2016	VEBA KAISER	0100	Health & Welfare Benefits, cer	\$ 543.00
				Health & Welfare Benefits, cla	\$ 1,086.00
			6717	Retiree Vendor Pmts	\$ 12,990.00
14177569	10/21/2016	VEBA - UNITED HEALTH CARE	6717	Retiree Vendor Pmts	\$ 12,043.00
14177570	10/21/2016	DELTA DENTAL INSURANCE CO.	0100	Health & Welfare Benefits, cla	\$ 27.59
			6717	Retiree Vendor Pmts	\$ 241.16
14177571	10/21/2016	FBC DENTAL	0100	Health & Welfare Benefits, cla	\$ 60.21
			6717	Retiree Vendor Pmts	\$ 1,037.42
14177572	10/21/2016	ANTHEM DENTAL	0100	Health & Welfare Benefits, cer	\$ 173.08
			6717	Retiree Vendor Pmts	\$ 810.12
14177573	10/21/2016	ANTHEM BC	0100	Health & Welfare Benefits, cer	\$ 761.72
			6717	Retiree Vendor Pmts	\$ 22,171.51
14177574	10/21/2016	KAISER	0100	Health & Welfare Benefits, cer	\$ 494.98
			6717	Retiree Vendor Pmts	\$ 4,949.80
14177575	10/21/2016	SSID #2173691845	0100	Mediation Settlements	\$ 3,625.00
14177576	10/21/2016	HOUGHTON MIFFLIN HARCOURT PUBLISHING	0100	Books Other Than Textbooks	\$ 381.71
14177577	10/21/2016	MIDWEST TECHNOLOGY PRODUCTS	0100	Materials And Supplies	\$ 131.64
14177578	10/21/2016	CRYSTAL BEJARANO	0100	Conference,Workshop,Sem.	\$ 1,021.25
14177579	10/21/2016	SALLY GERVASINI	0100	Conference,Workshop,Sem.	\$ 60.00
14177580	10/21/2016	Lynda Wennerstrom	0100	Other Income-Fees	\$ 28.00
14177581	10/21/2016	Myre Tamez	0100	Abatements-Matls & Supplies	\$ 20.00
14177582	10/21/2016	CHENG & TSUI COMPANY	0100	Materials And Supplies	\$ 1,471.80
14177583	10/21/2016	THE COLLEGE BOARD	0100	Materials And Supplies	\$ 1,603.80
14177584	10/21/2016	SPARKLETTS	0100	Materials And Supplies	\$ 571.11
14177585	10/21/2016	DARNELL & ASSOCIATES, INC.	2519	Land Improvements	\$ 7,170.00
14177586	10/21/2016	DEMCO INC	0100	Materials And Supplies	\$ 52.37
14177587	10/21/2016	IPROMOTEU	0100	Materials And Supplies	\$ 2,402.44
14177588	10/21/2016	FISHER SCIENTIFIC	0100	Materials And Supplies	\$ 4,124.47
14177589	10/21/2016	FLINN SCIENTIFIC INC	0100	Materials And Supplies	\$ 126.33
14177590	10/21/2016	FREE FORM CLAY & SUPPLY	0100	Equipment	\$ 6,369.39
				Materials And Supplies	\$ 360.35
				Non-Capitalized Equipment	\$ 4,668.05
14177591	10/21/2016	J AND R KEY HARDWARE	0100	Materials And Supplies	\$ 4,617.00
14177592	10/21/2016	LAWNMOWERS PLUS INC	0100	Repairs & Maintenance	\$ 199.47
14177593	10/21/2016	MULTI HEALTH SYSTEMS, INC(MHS)	0100	Computer Software	\$ 1,712.45
				Materials And Supplies	\$ 655.18
14177594	10/21/2016	P C S REVENUE CONTROL SYSTEMS	1300	Materials And Supplies	\$ 2,031.00
14177595	10/21/2016	PROCURETECH	0100	Computer Supplies	\$ 1,437.40
14177596	10/21/2016	RHINO ART COMPANY	0100	Materials And Supplies	\$ 49.60
14177597	10/21/2016	AMERICAN EXPRESS	0100	Hazardous Waste Disposal	\$ 251.56
14177598	10/21/2016	SIEMENS INDUSTRY, INC.	0100	Repairs & Maintenance	\$ 15,224.50
14177599	10/21/2016	So-Cal Dominoids	1300	Purchases Food	\$ 5,409.00
14177600	10/21/2016	SVA ARCHITECTS, INC.	2139	New Construction	\$ 10,557.00
14177601	10/21/2016	TCR SERVICES	0100	Materials And Supplies	\$ 229.83
14177602	10/21/2016	AMERICAN EXPRESS	2519	New Construction	\$ 1,577.25
14178074	10/24/2016	HOUGHTON MIFFLIN HARCOURT PUBLISHING	0100	E-Textbooks	\$ 52.50
14178075	10/24/2016	COSTCO CARMEL MTN RANCH	0100	Refreshments	\$ 50.70
14178076	10/24/2016	SSID #7524058454	0100	Mediation Settlements	\$ 525.00
14178077	10/24/2016	UNITED TIRE CENTERS, LLC	0100	Repairs-Vehicles	\$ 60.00
				Tires	\$ 2,174.73
14178078	10/24/2016	UC Regents	0100	Fees - Business, Admission,Etc	\$ 79.00
14178079	10/24/2016	BARCLAY WOOD TOYS AND BLOCKS	0100	Materials And Supplies	\$ 63.19

## ITEM 15F

## WARRANT REPORT FROM 10/04/16 THROUGH 10/24/16

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14178080	10/24/2016	CAROLINA BIOLOGICAL SUPPLY CO	0100	Materials And Supplies	\$ 230.85
14178081	10/24/2016	CLUB Z! IN-HOME TUTORING SERVICES, INC	0100	Professional/Consult Svs	\$ 1,151.97
14178082	10/24/2016	COMM USA INC	0100	Materials And Supplies	\$ 3,196.80
14178083	10/24/2016	COSTCO CARLSBAD	0100	Refreshments	\$ 42.88
14178084	10/24/2016	CREATIVE BUS SALES	0100	Materials-Vehicle Parts	\$ 2,663.69
14178085	10/24/2016	FAGEN FRIEDMAN & FULFROST, LLP	0100	Legal Exp-Business	\$ 5,599.44
				Legal Exp-Personnel	\$ 1,554.00
14178086	10/24/2016	FREE FORM CLAY & SUPPLY	0100	Materials And Supplies	\$ 787.55
14178087	10/24/2016	HOLLANDIA DAIRY	1300	Purchases Food	\$ 6,699.76
14178088	10/24/2016	MUSIC MART	0100	Materials And Supplies	\$ 734.26
14178089	10/24/2016	NEED DECALS.COM	0100	Materials And Supplies	\$ 1,760.00
14178090	10/24/2016	RANCHO SANTA FE SEC SYSTEMS	0100	Other Serv.& Oper.Exp.	\$ 400.00
14178091	10/24/2016	SAN DIEGO COUNTY OFFICE OF EDUCATION	0100	Conference,Workshop,Sem.	\$ 25.00
14178092	10/24/2016	SCHOOL SERVICES OF CALIFORNIA, INC.	0100	Professional/Consult Svs	\$ 295.00
14178093	10/24/2016	SOCO GROUP, INC.	0100	Fuel	\$ 22,365.81
14178094	10/24/2016	STAPLES ADVANTAGE	0100	Duplicating Supplies	\$ 392.56
				Materials And Supplies	\$ 954.64
				Office Supplies	\$ 68.95
14178095	10/24/2016	ARTIANO SHINOFF	0100	Legal Exp-Business	\$ 788.00
				Legal Exp-Personnel	\$ 2,456.21

Report Total \$ 6,686,610.30

## ITEM 15F

## RCF REPORT FROM 10/04/16 THROUGH 10/24/16

CK NBR	DATE	NAME/VENDOR	DESCRIPTION	AMOUNT
11401	10/05/2016	CURTIS FILLMORE	PETTY CASH REIMBURSEMENT	70.60
11402	10/05/2016	BETHANY BRITT	PETTY CASH REIMBURSEMENT	62.37
11403	10/10/2016	VOID CHECKS	VOID: VOID CHECK	0.00
11404	10/11/2016	MARY JEANNETTE LINDEBAK	PETTY CASH REIMBURSEMENT	69.75
11405	10/11/2016	SAN DIEGUITO UHSD	TPP, WORKABILITY, BANK FEE	1,176.05
11406	10/18/2016	DAN LOVE	INITIAL PETTY CASH	100.00
11407	10/18/2016	SUSAN BOUCHARD	PETTY CASH REIMBURSEMENT	78.08

Report Total

1,556.85

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 21, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED BY:** John Addleman, Exec. Director Planning Services

**SUBMITTED BY:** Eric R. Dill, Interim Superintendent

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

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### EXECUTIVE SUMMARY

The attached Proposition AA report summarizes one agreement:

An agreement with Darnell & Associates, Inc., to provide traffic engineering/traffic assessment services at Canyon Crest Academy, for the purposes of evaluating and making recommendations to improve pedestrian and vehicular access from campus.

### RECOMMENDATION:

It is recommended that the Board approve and/or ratify the professional services contract and authorize Douglas B. Gilbert or Eric R. Dill to execute the agreements, as noted in the attached supplement.

### FUNDING SOURCE:

As noted on the attached chart.

## ITEM 15G

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT****PROPOSITION AA – AGREEMENTS**  
**FACILITIES PLANNING & CONSTRUCTION****Board Meeting Date: 11-03-16**

<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>
11/4/16 – Completion	Darnell & Associates, Inc.	To provide traffic assessment services at Canyon Crest Academy	Building Fund Prop 39 – Fund 21-39	\$4,970.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 21, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED BY:** John Addleman, Exec. Director Planning Services

**SUBMITTED BY:** Eric R. Dill, Interim Superintendent

**SUBJECT:** APPROVAL / RATIFICATION OF AMENDMENTS  
TO PROFESSIONAL SERVICES CONTRACTS /  
PROPOSITION AA

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### EXECUTIVE SUMMARY

The attached Professional Services Report/Proposition AA summarizes amendments to four (4) existing contracts.

An agreement with Class Leasing, LLC, to extend the lease for the relocatable classroom buildings used as Interim Housing during construction of the Earl Warren Middle School replacement campus, through June 30, 2017.

An agreement with Westberg & White for additional architectural/engineering services for site changes to the proposed science classroom building at Oak Crest Middle School, as a result of a new City of Encinitas storm water management ordinance.

An agreement with Zurich Programs/BB&T John Burnham Insurances Services, adding an endorsement to the builder's risk policy for loss or damage caused by inclement weather, located within a structure whether the structure is fully completed or not.

An agreement with Lionakis for additional architectural/engineering services revising Division of State Architect plans to include the structural attachment, support equipment and underground conduits to accommodate solar installation at Earl Warren Middle School Replacement Campus.

ITEM 15H

**RECOMMENDATION:**

It is recommended that the Board approve and/or ratify the amendments to professional services contracts, and authorize Douglas B. Gilbert or Eric R. Dill to execute the amendment to agreement, as noted in the attached supplement.

**FUNDING SOURCE:**

As noted on the attached chart.



## ITEM 15H

## SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

**PROPOSITION AA – AMENDMENTS**  
**FACILITIES PLANNING & CONSTRUCTION****Board Meeting Date: 11-3-16**

<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>
12/11/14 – 6/30/17	Class Leasing, LLC	To amend contract CB2015-12 for lease of relocatable classroom buildings as Interim Housing at Earl Warren Middle School, extending the lease term through June 30, 2017	Building Fund Prop 39 – Fund 21-39	Additional \$184,081.31 for a new total of \$1,281,785.49
05/3/13 – Completion	Westberg & White.	To amend contract CA2013-15 for architectural/engineering services at Oak Crest Middle School	Building Fund Prop 39 – Fund 21-39	Additional \$30,500.00 for a new total of \$1,292,375.00
5/13/16 - Completion	Zurich Programs/BB&T John Burnham Insurance Services	To amend contract CA2016-28 for builders risk insurance at Canyon Crest Academy B Building Project	Building Fund Prop 39 – Fund 21-39	Additional \$1,084.00 for a new total of \$19,873.00
11/15/13 – Completion	Lionakis	To amend contract CA2014-17 for architectural/engineering services at Earl Warren Middle School replacement campus	Building Fund Prop 39 – Fund 21-39	Additional \$10,500.00 for a new total of \$2,207,666.00

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 21, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED AND SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

**SUBJECT:** ESTABLISHMENT OF DATE OF ORGANIZATIONAL MEETING, DECEMBER 8, 2016

\*\*\*\*\*

### EXECUTIVE SUMMARY

According to Education Code sections 35143 and 72000(c)(2), all Governing Boards shall hold an annual organizational meeting for the purpose of establishing future meeting dates and electing officers. This meeting must be held on a date between December 2 and December 16, 2016. The outcome of said meeting is then reported to the County Office of Education within a specific window of time.

The Board considered the proposed date of the organizational meeting at the October 13, 2016 Board meeting.

### RECOMMENDATION:

It is recommended that the Board establish December 8, 2016 as the date for the Organizational Board Meeting, as shown in the attached supplement.

### FUNDING SOURCE:

Not applicable

October 12, 2016

Organizational Meetings of Governing Boards -4-

**NOTICE OF DECEMBER 2016  
ORGANIZATIONAL MEETING OF THE GOVERNING BOARD**

Complete and submit no later than **November 18, 2016**, to:

Peg Marks  
Legal Services, Room 609  
San Diego County Office of Education  
Email: [pmarks@sdcoe.net](mailto:pmarks@sdcoe.net)  
Fax: (858) 541-0697

School/Community College District: \_\_\_\_\_

Date of Organizational Meeting: \_\_\_\_\_  
(Date between December 2 and December 16 inclusive)

Time of Meeting: \_\_\_\_\_

\_\_\_\_\_  
Clerk/Secretary to the Governing Board

\_\_\_\_\_  
Date

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 24, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED AND SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

**SUBJECT:** PROPOSED BOARD MEETING  
SCHEDULE, 2017

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### EXECUTIVE SUMMARY

Attached is a proposed Board Meeting Schedule for 2017, in accordance with Education Code sections 35140 and 72000(c)(4), which require that the Governing Board fix the time and place for its regular Governing Board meetings annually.

### RECOMMENDATION:

This item is being submitted for Board consideration and will be resubmitted for Board action on December 8, 2016.

### FUNDING SOURCE:

Not applicable



**DRAFT**

San Dieguito Union High School District  
School Board Meeting Dates, 2017

***PROPOSED***

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All School Board Meetings are held in the San Dieguito Union High School District Office Board Room 101, located at 710 Encinitas Blvd., Encinitas, California, 92024.

Regular Board Meetings begin at 6:30 PM and are usually scheduled on a Thursday, unless otherwise indicated.

***PROPOSED MEETING DATES, 2017***

January 19  
February 2  
March 9  
April 6  
May 11  
June 8  
June 22  
July 13  
August 17  
September 14  
October 12  
November 2  
December 14

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 [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

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 24, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED AND SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

**SUBJECT:** CSBA DELEGATE ASSEMBLY / 2017  
NOMINATION PROCEDURES & DEADLINES

\*\*\*\*\*

### EXECUTIVE SUMMARY

Each year, the California School Board Association Delegate Assembly provides Board members the opportunity to nominate Board member candidates within their geographical region or subregion to serve on the Delegate Assembly. Elected delegates serve a two-year term. Nominations for 2017 are now being accepted. The deadline for nominations will be Saturday, January 7, 2017. For details about the election process, [click here](#). (CSBA Delegate Assembly Website).

### RECOMMENDATION:

This item is provided for Board consideration, and will be resubmitted for action at the Board meeting on December 8, 2016.

### FUNDING SOURCE:

Not applicable



October 24, 2016

**DEADLINE: Saturday, January 7, 2017**  
**BOARD ACTION REQUIRED**  
Please deliver to all governing board members.

## MEMORANDUM

To: All Board Presidents, Superintendents of CSBA Member Boards of Education

From: Chris Ungar, President

Re: Call for Nominations for CSBA Delegate Assembly

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Each year, member boards elect representatives from 21 geographic regions to CSBA's Delegate Assembly. The Delegate Assembly is a vital link in the association's governance and sets the general policy direction for the association. Working with local districts, county offices, the Board of Directors, and Executive Committee, Delegates ensure that the association promotes the interests of school districts and county offices of education throughout the state. There are two required Delegate Assembly meetings each year. In 2017, the first meeting will be May 20-21 in Sacramento and the second one will be November 29-30 in San Diego preceding CSBA's Annual Education Conference and Trade show.

Nomination and candidate biographical sketch forms for CSBA's Delegate Assembly are now being accepted until **Saturday, January 7, 2017**. Nomination instructions are listed below:

- Any CSBA member board is eligible to nominate board members within their geographical region or subregion and may nominate as many individuals as it chooses by submitting a nomination form for each nominee.
- All nominees must serve on CSBA member boards and give their approval prior to being nominated.
- All nominees must submit a **one-page, single-sided**, candidate biographical sketch form. An optional one-page, one-sided résumé may also be submitted but cannot be substituted for the biographical sketch form.
- All nomination materials must be postmarked by the U.S.P.S., faxed or emailed no later than **Saturday, January 7**. It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office by this due date. Late submissions will not be accepted.
- Ballots will be mailed by Wednesday, February 1, 2017 and are due Wednesday, March 15, 2017.
- Elected Delegates serve a two-year term beginning April 1, 2017 through March 31, 2019.

The enclosed nomination materials related to the nomination process are available to download at <https://www.csba.org/About/Leadership/ElectionToCsbaOffice/ElectiontotheDelegateAssembly.aspx>. For more information about the Delegate Assembly, please contact the Executive Office or Charlyn Tuter at [ctuter@csba.org](mailto:ctuter@csba.org) or (800) 266-3382, ext. 3281. Thank you.



## **IMPORTANT DELEGATE NOMINATION AND ELECTION DEADLINES**

### **Important 2017 Dates:**

- Saturday, January 7: U.S.P.S. postmarked, fax, or email deadline for ***required*** Nomination and Candidate Biographical Sketch Forms
- By Wednesday, February 1: Ballots mailed to Member Boards
- February 1 – March 15: Boards vote for Delegates
- Wednesday, March 15: Deadline for the ballots to be returned to CSBA (U.S.P.S. POSTMARK ONLY)
- By Friday, March 31: Ballots to be tallied
- By Monday, April 3: Election results, except for run-offs, posted on CSBA's Web site
- Friday, April 28: Deadline for run-off ballots to be returned to CSBA (U.S.P.S. POSTMARK ONLY)

### **Delegate Assembly Meeting Dates in 2017**

- Saturday, May 20 – Sunday, May 21, Sacramento
- Wednesday, November 29 – Thursday, November 30, San Diego



## 2016 CSBA DELEGATE ASSEMBLY ROSTER

**DELEGATES** (Year = term expiration; ◇ = appointed by district)

(As of October 19, 2016)

### REGION 1 – 4 Delegates (4 elected)

Director: Jennifer Owen (Fort Bragg USD)

#### **Subregion 1-A (Del Norte, Humboldt)**

Annelia Hillman (Klamath-Trinity Joint USD), 2017

Lisa Ollivier (Eureka City SD), 2018

#### **Subregion 1-B (Lake, Mendocino)**

Taja Odom (Kelseyville USD), 2018

**County:** Frances Costello (Del Norte Cnty. & USD), 2017

### REGION 2 – 4 Delegates (4 elected)

Director: Sherry Crawford (Siskiyou COE)

#### **Subregion 2-A (Modoc, Siskiyou, Trinity)**

Gregg Gunkel (Siskiyou Union HSD), 2017

#### **Subregion 2-B (Shasta)**

James (Jim) Schwerdt (Shasta Union HSD), 2017

#### **Subregion 2-C (Lassen, Plumas)**

Dwight Pierson (Plumas County & USD), 2018

**County:** Brenda Duchi (Siskiyou COE), 2018

### REGION 3 – 8 Delegates (8 elected)

Director: A.C. (Tony) Ubalde (Vallejo City USD)

#### **Subregion 3-A (Sonoma)**

Dianna MacDonald (Cloverdale USD), 2017

Casandra Maitlen-Jones (Bennett Valley Un. SD), 2018

#### **Subregion 3-B (Napa)**

Indira Lopez (Calistoga Joint USD), 2017

#### **Subregion 3-C (Solano)**

Michele (Shelley) Dally (Vacaville USD), 2018

David Isom (Fairfield-Suisun USD), 2017

Vacant, 2017

#### **Subregion 3-D (Marin)**

Barbara (Barb) Owens (Tamalpais Union HSD), 2018

**County:** Herman Hernandez (Sonoma COE), 2017

### REGION 4 – 8 Delegates (8 elected)

Director: Paige K. Stauss (Roseville Joint Union HSD)

#### **Subregion 4-A (Glenn, Tehama)**

Rod Thompson (Red Bluff Jt. Union HSD), 2018

#### **Subregion 4-B (Butte)**

Judith Peters (Paradise USD), 2017

#### **Subregion 4-C (Colusa, Sutter, Yuba)**

Jim Flurry (Marysville Joint USD), 2018

Sharman Kobayashi (Yuba City USD), 2017

#### **Subregion 4-D (Nevada, Placer, Sierra)**

Julann Brown (Auburn Union ESD), 2017

Trish Gerving (Nevada City SD), 2017

Renee Nash (Eureka Union SD), 2018

**County:** Suzanne Jones (Placer COE), 2018

### REGION 5 – 10 Delegates (7 elected/3 appointed ◇)

Director: Jill Wynns (San Francisco County & USD)

#### **Subregion 5-A (San Francisco)**

Emily Murase (San Francisco County & USD)◇, 2017

Rachel Norton (San Francisco County & USD)◇, 2017

Shamann Walton (San Francisco County & USD)◇, 2018

#### **Subregion 5-B (San Mateo)**

Davina Drabkin (Burlingame ESD), 2017

Carrie Du Bois (Sequoia Union HSD), 2017

Marc Friedman (San Mateo Union HSD), 2018

Alisa MacAvoy (Redwood City ESD), 2018

Kevin Martinez (San Bruno Park ESD), 2017

Kalimah Salahuddin (Jefferson Union HSD), 2018

**County:** Beverly Gerard (San Mateo COE), 2017

### REGION 6 – 19 Delegates (12 elected/7 appointed ◇)

Director: Darrel Woo (Sacramento City USD)

#### **Subregion 6-A (Yolo)**

Susan Lovenburg (Davis Joint USD), 2018

#### **Subregion 6-B (Sacramento)**

Michael A. Baker (Twin Rivers USD)◇, 2017

Ellen Cochrane (Sacramento City USD)◇, 2018

Pam Costa (San Juan USD)◇, 2017

Craig DeLuz (Robla ESD), 2018

John Gordon (Galt Joint Union ESD), 2017

Jay Hansen (Sacramento City USD)◇, 2017

James Hendricks (Arcohe Union ESD), 2018

Susan Heredia (Natomas USD), 2017

Lisa Kaplan (Natomas USD), 2017

Lucinda Luttggen (San Juan USD)◇, 2018

Crystal Martinez-Alire (Elk Grove USD)◇, 2017

Michael McKibbin (San Juan USD), 2017

Edward Short (Folsom-Cordova USD), 2017

Bobbie Singh-Allen (Elk Grove USD)◇, 2018

Vacant, 2018

#### **Subregion 6-C (Alpine, El Dorado, Mono)**

Misty DiVittorio (Placerville Union ESD), 2018

Suzanna George (Rescue Union ESD), 2017

**County:** Greg Geeting (Sacramento COE), 2018

## 2016 CSBA DELEGATE ASSEMBLY ROSTER

### REGION 7 – 20 Delegates (15 elected/5 appointed) ◇

Director: Anne White (Livermore Valley USD)

#### **Subregion 7-A (Contra Costa)**

Elizabeth Block (West Contra Costa USD) ◇, 2018  
 Laura Canciamilla (Pittsburg USD), 2018  
 Christine Deane (Contra Costa COE), 2017  
 Madeline Kronenberg (West Contra Costa USD), 2017  
 Linda K. Mayo (Mt. Diablo USD) ◇, 2017  
 Kathi McLaughlin (Martinez USD), 2018  
 Yolanda C. Pena Mendrek (Liberty Union HSD), 2017  
 Raymond Valverde (Liberty Union HSD), 2018

#### **Subregion 7-B (Alameda)**

Valerie Arkin (Pleasanton USD), 2018  
 Desrie Campbell (Fremont USD), 2018  
 Ann Crosbie (Fremont USD) ◇, 2017  
 Jamie Hintzke (Pleasanton USD), 2018  
 Philip Hu (Alameda USD), 2017  
 Beatriz Leyva-Cutler (Berkeley USD), 2017  
 Jody London (Oakland USD) ◇, 2017  
 William McGee (Hayward USD), 2017  
 Amy Miller (Dublin USD), 2018  
 Diana J. Prola (San Leandro USD), 2017  
 Rosie Torres (Oakland USD) ◇, 2018  
**County:** Aisha Knowles (Alameda COE), 2017

### REGION 8 – 14 Delegates (12 elected/2 appointed) ◇

Director: Matthew Balzarini (Lammersville Joint USD)

#### **Subregion 8-A (San Joaquin)**

Gloria J. Allen (Stockton USD) ◇, 2018  
 Sam Fant (Manteca USD), 2018  
 Kathleen Garcia (Stockton USD) ◇, 2017  
 Ron Heberle (Lodi USD), 2017  
 Kathy Howe (Manteca USD), 2018  
 George Neely (Lodi USD), 2017  
 Jenny Van De Pol (Lincoln USD), 2018

#### **Subregion 8-B (Amador, Calaveras, Tuolumne)**

Zerrall McDaniel (Calaveras USD), 2017

#### **Subregion 8-C (Stanislaus)**

Faye Lane (Ceres USD), 2018  
 Cynthia Lindsey (Sylvan Union ESD), 2017  
 Vacant, 2017

#### **Subregion 8-D (Merced)**

Adam Cox (Merced City ESD), 2017  
 Greg Opinski (Merced Union HSD), 2018  
**County:** Vacant, 2018

### REGION 9 – 8 Delegates (8 elected)

Director: Tami Gunther (Atascadero USD)

#### **Subregion 9-A (San Benito, Santa Cruz)**

Phil Rodriguez (Soquel Union ESD), 2018  
 Deborah Tracy-Proulx (Santa Cruz City Schools), 2018  
 George Wylie (San Lorenzo Valley USD), 2017

#### **Subregion 9-B (Monterey)**

Lila Cann (Salinas Union HSD), 2017  
 Rita Patel (Carmel USD), 2018

#### **Subregion 9-C (San Luis Obispo)**

Mark Buchman (San Luis Coastal USD), 2018  
 Vicki Meagher (Lucia Mar USD), 2017  
**County:** Sergio Alejo (Monterey COE), 2017

### REGION 10 – 15 Delegates (11 elected/4 appointed) ◇

Director: Susan Markarian (Pacific Union ESD)

#### **Subregion 10-A (Madera, Mariposa)**

Barbara Bigelow (Chawanakee USD), 2017

#### **Subregion 10-B (Fresno)**

Daniel Babshoff (Kerman USD), 2017  
 Cynthia (Cyndi) Berube (Central USD), 2018  
 Darrell Carter (Washington USD), 2018  
 Gilbert F. Coelho (Firebaugh-Las Deltas USD), 2018  
 Valerie F. Davis (Fresno USD) ◇, 2017  
 Brian D. Heryford (Clovis USD) ◇, 2017  
 James Karle (Sanger USD), 2017  
 Marcia (Marcy) Masumoto (Sanger USD), 2017  
 Carol Mills (Fresno USD) ◇, 2018  
 Betsy J. Sandoval (Clovis USD) ◇, 2018  
 Norman Saude (Sierra USD), 2018  
 Kathy Spate (Caruthers USD), 2017  
**Subregion 10-C (Kings)**  
 Karen Frey (Corcoran Joint USD), 2018  
**County:** Barbara Thomas (Fresno COE), 2018

### REGION 11 – 9 Delegates (9 elected)

Director: Suzanne Kitchens (Pleasant Valley SD)

#### **Subregion 11-A (Santa Barbara)**

Jack C. Garvin (Santa Maria Joint Union HSD), 2018  
 S. Monique Limon (Santa Barbara USD), 2017

#### **Subregion 11-B (Ventura County and Las Virgenes USD)**

John Andersen (Conejo Valley USD), 2018  
 Greg Barker (Moorpark USD), 2018  
 Rob Collins (Simi Valley USD), 2018  
 Vianey Lopez (Hueneme ESD), 2018  
 Christina Urias (Santa Paul USD), 2017  
 John Walker (Ventura USD), 2017  
**County:** Mark Lisagor (Ventura COE), 2017

## 2016 CSBA DELEGATE ASSEMBLY ROSTER

### REGION 12 – 13 Delegates (11 elected/2 appointed) ◇

Director: Bill Farris (Sierra Sands USD)

#### **Subregion 12-A (Tulare)**

Peter Lara, Jr. (Porterville USD), 2018  
 Cathy Mederos (Tulare Joint Union HSD), 2017  
 Dean Sutton (Exeter USD), 2017  
 Lucia Vazquez (Visalia USD), 2018

#### **Subregion 12-B (Kern)**

Pam Baugher (Bakersfield City SD), 2017  
 Jeff Flores (Kern Union HSD) ◇, 2017  
 Tim Johnson (Sierra Sands USD), 2017  
 Phillip Peters (Kern Union HSD) ◇, 2018  
 Elizabeth Naty Santana-Garibaldo (Lamont ESD), 2017  
 Scott Starkey (Southern Kern USD), 2018  
 Wesley Thomas (Kernville Union ESD), 2018  
 Vacant, 2017

**County:** Donald P. Cowan (Kern COE), 2018

### REGION 15 – 27 Delegates (18 elected/9 appointed) ◇

Director: Meg Cutuli (Los Alamitos USD)

#### **County: Orange**

Ginny Aitkens (Saddleback Valley USD) ◇, 2017  
 Valerie Amezcua (Santa Ana USD) ◇, 2018  
 Dana Black (Newport-Mesa USD), 2018  
 Lauren Brooks (Irvine USD), 2018  
 Bonnie Castrey (Huntington Beach Union HSD), 2017  
 Gina Clayton-Tarvin (Ocean View SD), 2017  
 Jeff Cole (Anaheim ESD), 2017  
 Ian Collins (Fountain Valley ESD), 2017  
 Debbie Cotton (Ocean View SD), 2017  
 Lynn Davis (Tustin USD), 2018  
 Judy Franco (Newport-Mesa USD), 2018  
 Karin Freeman (Placentia-Yorba Linda USD), 2017  
 Bob Harden (Garden Grove USD) ◇, 2017  
 Gila Jones (Capistrano USD) ◇, 2018  
 Candice (Candi) Kern (Cypress ESD), 2018  
 Martha McNicholas (Capistrano USD) ◇, 2018  
 Lan Q. Nguyen (Garden Grove USD) ◇, 2018  
 Annemarie Randle-Trejo (Anaheim Union HSD) ◇, 2018  
 Rob Richardson (Santa Ana USD) ◇, 2017  
 Rosemary Saylor (Huntington Beach City ESD), 2018  
 Francine Scinto (Tustin USD), 2018  
 Michael Simons (Huntington Beach Union HSD), 2018  
 Robert A. Singer (Fullerton Joint Union HSD), 2017  
 Suzie R. Swartz (Saddleback Valley USD), 2017  
 Sharon Wallin (Irvine USD) ◇, 2018  
 Dolores Winchell (Saddleback Valley ESD), 2017

**County:** John W. Bedell (Orange COE), 2017

### REGION 16 – 20 Delegate (15 elected/5 appointed) ◇

Director: Karen Gray (Silver Valley USD)

#### **Subregion 16-A (Inyo)**

Susan Patton (Lone Pine USD), 2017

#### **Subregion 16-B (San Bernardino)**

Jesse Armendarez (Fontana USD) ◇, 2018  
 Christina Cameron-Otero (Needles USD), 2017  
 Niccole Childs (Hesperia USD), 2018  
 Lorena Corona (Fontana USD) ◇, 2017  
 Tom Courtney (Lucerne Valley USD), 2017  
 Barbara J. Dew (Victor Valley Union HSD), 2018  
 Barbara Flores (San Bernardino City USD) ◇, 2018  
 Cathline Fort (Etiwanda ESD), 2018  
 Margaret Hill (San Bernardino City USD) ◇, 2017  
 Sylvia Orozco (Chino Valley USD) ◇, 2017  
 Caryn Payzant (Alta Loma ESD), 2018  
 Barbara Schneider (Helendale SD), 2018  
 Jane D. Smith (Yucaipa-Calimesa Joint USD), 2018  
 Wilson So (Apple Valley USD), 2017  
 Eric Swanson (Hesperia USD), 2017  
 Kathy A. Thompson (Central ESD), 2017  
 Charles Uhalley (Chaffey Joint Union HSD), 2017  
 Donna West (Redlands USD), 2018

**County:** Mark A. Sumpter (San Bernardino COE), 2018

### REGION 17 – 24 Delegates (18 elected/6 appointed) ◇

Director: Carol Skiljan (Encinitas Union ESD)

#### **County: San Diego**

Elvia Aguilar (South Bay Union SD), 2018  
 Barbara Avalos (National SD), 2018  
 Kevin Beiser (San Diego USD) ◇, 2017  
 Brian Clapper (National SD), 2018  
 Katie Dexter (Lemon Grove SD), 2018  
 Twila Godley (Lakeside Union SD), 2017  
 Adrienne Hakes (Oceanside USD), 2018  
 Beth Hergesheimer (San Dieguito Union HSD), 2017  
 Elizabeth Jaka (Vista USD), 2018  
 Claudine Jones (Carlsbad USD), 2018  
 Michael McQuary (San Diego USD) ◇, 2018  
 Janet W. Mulder (Jamul-Dulzura Union ESD), 2017  
 Tamara Otero (Cajon Valley Union SD), 2017  
 Dawn Perfect (Ramona USD), 2017  
 Eduardo Reyes (Chula Vista ESD), 2018  
 Barbara Ryan (Santee SD), 2017  
 Debra Schade (Solana Beach ESD), 2018  
 Priscilla Schreiber (Grossmont Union HSD), 2017  
 Nicholas Segura (Sweetwater Union HSD) ◇, 2018  
 Charles Sellers (Poway USD) ◇, 2017  
 Arturo Solis (Sweetwater Union HSD) ◇, 2017  
 Marla Strich (Encinitas Union ESD), 2018  
 Sharon Whitehurst-Payne (San Diego USD) ◇, 2017

**County:** Mark C. Anderson (San Diego COE), 2017



## 2016 CSBA DELEGATE ASSEMBLY ROSTER

### REGION 18 – 21 Delegates (16 elected/5 appointed) ◇

Director: Jerry Bowman (Menifee Union ESD)

#### **Subregion 18-A (Riverside)**

Bruce N. Dennis (Riverside COE), 2017  
 Kenneth Dickson (Murrieta Valley USD), 2017  
 Tom Elliott (Perris ESD), 2018  
 Tom Hunt (Riverside USD) ◇, 2017  
 Ben Johnson, II (Alvord USD), 2018  
 Cleveland Johnson (Moreno Valley USD) ◇, 2017  
 Wendy Jonathan (Desert Sands USD), 2018  
 Marla Kirkland (Val Verde USD), 2018  
 Susan Lara (Beaumont USD), 2018  
 Patricia Lock-Dawson (Riverside USD) ◇, 2018  
 Memo Mendez (Jurupa USD), 2017  
 Bill Newberry (Corona-Norco USD) ◇, 2017  
 John I. Norman (San Jacinto USD), 2017  
 David Allen Pulsipher (Temecula Valley USD), 2017  
 Cathy L. Sciortino (Corona-Norco USD) ◇, 2018  
 Susan Scott (Lake Elsinore USD), 2018  
 Sandra Tusant (Romoland ESD), 2017

#### **Subregion 18-B (Imperial)**

Ralph Fernandez (Brawley Union HSD), 2017  
 Diahna Garcia-Ruiz (Heber ESD), 2017  
 Gloria Santillan (Brawley ESD), 2018  
**County:** Susan Manger (Imperial COE), 2018

### REGION 20 – 12 Delegates (11 elected/1 appointed) ◇

Director: Albert Gonzalez (Santa Clara USD)

#### **County: Santa Clara**

Robert Benevento (Morgan Hill USD), 2018  
 Frank Biehl (East Side Union HSD), 2018  
 Cynthia Chang (Los Gatos-Saratoga Jt. Union HSD), 2018  
 Danielle Cohen (Campbell Union SD), 2017  
 Pamela Foley (San Jose USD) ◇, 2017  
 Anjali Kausar (Cupertino Union SD), 2017  
 Bonnie Mace (Evergreen ESD), 2017  
 Joe Mitchner (Mountain View-Los Altos Un. HSD), 2018  
 Reid Myers (Sunnyvale SD), 2017  
 Andres Quintero (Alum Rock Union ESD), 2017  
 George Sanchez (Franklin-McKinley ESD), 2017  
**County:** Rosemary Kamei (Santa Clara COE), 2018

### REGION 21 – 7 Delegates (7 appointed) ◇

Director: George McKenna (Los Angeles USD)

#### **County: Los Angeles**

Monica Garcia (Los Angeles USD) ◇, 2017  
 Monica Ratliff (Los Angeles USD) ◇, 2017  
 Ref Rodriguez (Los Angeles USD) ◇, 2020  
 Scott Schmerelson (Los Angeles USD) ◇, 2020  
 Richard Vladovic (Los Angeles USD) ◇, 2020  
 Steven Zimmer (Los Angeles USD) ◇, 2017  
**County:** Douglas Boyd (Los Angeles COE) ◇, 2018

### REGION 22 – 6 Delegates (6 elected)

Director: Victor Torres (Castaic Union SD)

#### **Los Angeles County: North Los Angeles**

John K. Curiel (Westside Union ESD), 2017  
 Steven DeMarzio (Westside Union ESD), 2018  
 R. Michael Dutton (Keppel Union ESD), 2017  
 Keith Giles (Lancaster ESD), 2018  
 Nancy Smith (Palmdale ESD), 2018  
 Steven M. Sturgeon (William S. Hart Union HSD), 2017

### REGION 23 – 16 Delegates (13 elected/3 Appointed) ◇

Director: Xilonin Cruz-Gonzalez (Azusa USD)

#### **Los Angeles County: San Gabriel Valley & East Los Angeles** **Subregion 23-A**

Adele Andrade-Stadler (Alhambra USD), 2017  
 Kenneth Bell (Duarte USD), 2017  
 Bob Bruesch (Garvey ESD), 2018  
 Gregory Krikorian (Glendale USD), 2018  
 Gary Scott (San Gabriel USD), 2018

#### **Subregion 23-B**

Benjamin Cardenas (Montebello USD) ◇, 2017  
 Anthony Duarte (Hacienda La Puente USD), 2018  
 Helen Hall (Walnut Valley USD), 2017  
 Gino (J.D.) Kwok (Hacienda La Puente USD) ◇, 2018  
 Vacant, 2017

#### **Subregion 23-C**

Steven Llanusa (Claremont USD), 2018  
 Christina Lucero (Baldwin Park USD), 2017  
 Eileen Miranda Jimenez (West Covina USD), 2017  
 Roberta Perlman (Pomona USD) ◇, 2017  
 Camie Poulos (West Covina USD), 2018  
 Paul Solano (Bassett USD), 2018

### REGION 24 – 16 Delegates (14 elected/2 Appointed) ◇

Director: Donald E. LaPlante (Downey USD)

#### **Los Angeles County: Southwest Crescent**

Darryl Adams (Norwalk-La Mirada USD), 2017  
 Micah Ali (Compton USD), 2017  
 Leighton Anderson (Whittier Union HSD), 2018  
 Jan Baird (South Whittier ESD), 2017  
 Paul Gardiner (East Whittier City ESD), 2018  
 Margie Garrett (Compton USD), 2018  
 Vivian Hansen (Paramount USD), 2017  
 Megan Kerr (Long Beach USD) ◇, 2017  
 Eugene Krank (Hawthorne SD), 2018  
 Jose Lara (El Rancho USD), 2017  
 Sylvia V. Macias (South Whittier ESD), 2018  
 John McGinnis (Long Beach USD) ◇, 2018  
 Karen Morrison (Norwalk-La Mirada USD), 2018  
 Ann M. Phillips (Lawndale ESD), 2018  
 Margarita Rios (Norwalk-La Mirada USD), 2018  
 Ana Valencia (Norwalk-La Mirada USD), 2017



## Frequently Asked Questions regarding Delegate Assembly Nominations and Elections

**Who is eligible to serve on Delegate Assembly?** To be eligible to serve on CSBA's Delegate Assembly, a board member must:

- Be a trustee of a district or county office of education that is a current member of CSBA; and
- Be a trustee of a district or county office of education within the geographic region or subregion which the Delegate will represent.

**What is the term of office to serve on Delegate Assembly?** The term of office for each Delegate is two years beginning April 1, 2017 through March 31, 2019. Within each region, approximately half of the Delegates are elected in even-numbered years and half in odd-numbered years.

**How is a board member nominated to serve on the Delegate Assembly?** A board member must be formally nominated by a board in the region or subregion and may be nominated by his or her own district or county office. The nomination is an action that is taken in a public board meeting and requires a majority vote. A board may nominate as many individuals as it wishes, however, it is the responsibility of the nominating board to obtain permission from the nominee prior to submitting his or her name.

**What does a nomination consist of?** A nomination consists of a completed signed nomination and a one-page candidate biographical sketch form. In addition, an optional, one-page, single-sided, résumé may be submitted, (résumé cannot be substituted for the candidate biographical sketch form). The biographical sketch will be copied exactly as submitted and included with the ballots.

**When are the nomination and biographical sketch forms due?** The nomination and candidate biographical sketch forms must be delivered to CSBA either by fax (916) 371-3407, email [nominations@csba.org](mailto:nominations@csba.org), or mail, postmarked by the U.S.P.S., on or before **Saturday, January 7, 2017**. *It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office.*

**How are nominees elected to serve on Delegate Assembly?** Ballots are mailed by Wednesday, February 1 to each district or county board within the region or subregion. Ballots must be delivered to CSBA via U.S.P.S. postmarked by Wednesday, March 15, in order to be accepted. Ballots may not be faxed or emailed.

Voting for Delegates is an action of the entire board rather than individual board members; therefore, it is done at a public meeting and requires a majority vote. Each board may vote for as many persons as there are positions to be filled within the region or subregion. All districts and candidates are notified of the results no later than March 31. If there is a tie vote, a run-off election will be held.

**What are the required Delegate Assembly meeting dates?** There are two required Delegate Assembly meetings each year. In 2017, the first meeting will be May 20-21 in Sacramento and the second one will be November 29-30 in San Diego preceding CSBA's Annual Education Conference and Trade show.

**Does CSBA cover expenses for Delegates to attend the Delegate Assembly meetings?** No, CSBA is not able to cover expenses.

For additional information, please contact the Executive Office at (800) 266-3382.



## Delegate Assembly Nomination Form

**DUE: Saturday, January 7, 2017**

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: [nominations@csba.org](mailto:nominations@csba.org).

CSBA Region/subregion # \_\_\_\_\_

The Board of Education of the \_\_\_\_\_ wishes to  
(Nominating District)

nominate \_\_\_\_\_ . The nominee is a member of the  
(Nominee)

\_\_\_\_\_, which is a member of the California  
(Nominee's District)

School Boards Association.

- The nominee has consented to this nomination.
- Attached is the nominee's required one-page, single-sided, candidate biographical sketch form and optional one-page, single-sided résumé.
- The nominee's required one-page, single-sided, candidate biographical sketch form and optional one-page, single-sided résumé will be sent by Saturday, January 7, 2017.

\_\_\_\_\_  
Board Clerk or Board Secretary (signed)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk or Board Secretary (printed)

**PLEASE NOTE:** The nomination and candidate biographical sketch forms may be emailed to [nominations@csba.org](mailto:nominations@csba.org), faxed to (916) 371-3407 or mailed to CSBA, Attn: Executive Office, 3251 Beacon Blvd., West Sacramento, CA 95691, postmarked by the U.S.P.S. no later than **Saturday, January 7, 2017**. *It is the nominee's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office by the due date. Late submissions cannot be accepted.* If you have any questions, please contact the Executive Office at (800) 266-3382 or Charlyn Tuter at [ctuter@csba.org](mailto:ctuter@csba.org). Thank you.



## 2017 Delegate Assembly Candidate Biographical Sketch Form

***DUE: Saturday, January 7, 2017***

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: [nominations@csba.org](mailto:nominations@csba.org).

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: _____	CSBA Region-subregion #: _____
District or COE Name: _____	Years on board: _____
Profession: _____	Contact Number: _____
E-mail: _____	
Are you a continuing Delegate? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long have you served as a Delegate? _____	

**Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.**

**Please describe your activities and involvement on your local board, community, and/or CSBA.**

**What do you see as the biggest challenge facing governing boards and how can CSBA help address it?**

**Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.**

Signature: \_\_\_\_\_

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

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 25, 2016

**BOARD MEETING DATE:** November 3, 2016

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

**SUBMITTED BY:** Eric R. Dill  
Interim Superintendent

**SUBJECT:** PROPOSED NEW BOARD POLICIES  
BP'S #4135 through #4158  
Human Resources

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### EXECUTIVE SUMMARY

The existing San Dieguito Union High School District 4000 Series (Personnel) board policies are not aligned to the California School Boards Association (CSBA) board policies by either board policy numbers or content.

In an effort to continually update our board policies on a quarterly basis, the existing SDUHSD board policies must be deleted and the CSBA policies will need to be revised and adopted to meet our District practices. In order to streamline the process, staff will submit the proposed CSBA board policies in small batches over the next several months for Board action. After all policies have been adopted, a recommendation to delete the current SDUHSD board policies will be submitted and the new policies will be posted on the District website.

This Executive Summary includes a brief description of the proposed/new board policies starting with BP #4135 through #4158 presented for first read.

### RECOMMENDATION:

This item is being submitted for first read and will be resubmitted for action on December 8, 2016.



ITEM 19

- A. BP #4135; 4235; 4335, SOLICITING AND SELLING
- B. BP #4151; 4251, EMPLOYEE COMPENSATION
- C. BP #4154; 4254; 4354, HEALTH AND WELFARE BENEFITS
- D. BP #4156.2, AWARDS AND RECOGNITION
- E. BP #4157; 4257; 4357, EMPLOYEE SAFETY
- F. BP #4157.1; 4257.1; 4357.1, WORK-RELATED INJURIES
- G. BP #4158; 4258; 4358, EMPLOYEE SECURITY

**Proposed CSBA Personnel Policies BP's #4135 through #4158**

**BP #4135; 4235; 4335, Soliciting and Selling**

Employees shall not solicit staff, students or their families to sell merchandise for personal profit. Staff participation in "sunshine" funds shall be voluntary.

**BP #4151; 4251: Employee Compensation**

The Board shall adopt salary schedules for certificated, classified, supervisory, confidential, and administrative personnel.

**BP #4154; 4254; 4354: Health and Welfare Benefits**

The District shall provide health and welfare benefits for employees in accordance with state and federal law and subject to negotiated agreements.

**BP #4156: Awards and Recognition**

The Superintendent or designee may recognize employees by issuing mementos to staff for outstanding service.

**BP #4157; 4257; 4357: Employee Safety**

The Governing Board is committed to maximizing employee safety and believes that workplace safety is every employee's responsibility. Working conditions and equipment shall comply with standards prescribed by federal, state and local laws and regulations.

**BP #4157.1; 4257.1; 4357.1: Work-Related Injuries**

The Governing Board desires to provide its employees with insurance and workers' compensation benefits in accordance with the law. The Superintendent or designee shall develop an efficient claims handling process in order to reduce costs and facilitate employee recovery.

**BP #4158; 4258; 4358: Employee Security**

The Governing Board desires to provide a safe and orderly work environment for all employees.

## PERSONNEL

4135; 4235; 4335

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### SOLICITING AND SELLING

Employees shall not solicit district staff, students or their families with the intent to sell general merchandise, books, equipment or services for their own personal profit or benefit. Solicitation of students and staff on behalf of the school or other charitable organizations shall be conducted in accordance with applicable Board policy and administrative regulation.

Staff members shall respect the confidentiality of district employees and students and shall not use their status as district employees to secure information such as names, addresses, e-mail addresses, and telephone numbers for solicitations or use in personal profit-making or beneficial ventures.

Educational tours may be promoted on school premises only if they are sponsored by the district. Employees engaged in planning, organizing or leading tours as private, non-district-sponsored businesses shall make it clear that they do not represent the school or district. All activities related to such tours must be carried on outside of school hours and off school premises.

Staff participation in "flower funds," "anniversary funds" or other similar funds shall be voluntary.

#### LEGAL REFERENCE:

#### EDUCATION CODE

51520 Prohibited solicitations on school premises

## PERSONNEL

4151; 4251

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### EMPLOYEE COMPENSATION

In order to recruit and retain employees committed to the district's goals for student learning, the Governing Board recognizes the importance of offering a competitive compensation package which includes salaries and health and welfare benefits.

The Board shall adopt separate salary schedules for certificated, classified, supervisory, confidential and administrative personnel. These schedules shall comply with law and negotiated agreements and shall be printed and made available for review at the district office. (Education Code 45023, 45028)

Salary schedules for staff that are not a part of a bargaining unit shall be determined by the Board at the recommendation of the Superintendent or designee.

The Superintendent or designee shall ensure that the district's payroll system complies with all applicable laws and bargaining agreements, including, but not limited to, timelines regarding payment of compensation and deductions of dues for employee organizations.

#### LEGAL REFERENCE:

##### EDUCATION CODE

- 45022-45061 Salaries, especially:
- 45023 Availability of salary schedule
- 45028 Salary schedule for certificated employees
- 45160-45169 Salaries for classified employees
- 45268 Salary schedule for classified service in merit system districts

##### GOVERNMENT CODE

- 3540-3549 Meeting and negotiating, especially:
- 3543.2 Scope of representation
- 3543.7 Duty to meet and negotiate in good faith

##### LABOR CODE

- 226 Employee access to payroll records
- 232 Disclosure of wages

##### UNITED STATES CODE, TITLE 26

- 409A Deferred compensation plans

##### CODE OF FEDERAL REGULATIONS, TITLE 26

- 1.409A-1 Definitions and covered plans

#### Management Resources:

##### NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

NEA and NSBA Joint Guidance on the Tax Consequences of Deferred Compensation - Section 409A of the Internal Revenue Code, January 2008

## PERSONNEL

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4151; 4251

### WEB SITES

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

Internal Revenue Service: <http://www.irs.gov>

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

## ITEM 19

**PERSONNEL****4154; 4254; 4354****HEALTH AND WELFARE BENEFITS**

The Governing Board recognizes that health and welfare benefits are essential to promote employee health and productivity and are an important part of the compensation offered to employees. The district shall provide health and welfare benefits for employees in accordance with state and federal law and subject to negotiated employee agreements.

Certificated management, administrative, and supervisory employees who are not in bargaining units shall also receive health and welfare benefits as for those specified in the collective bargaining agreement for certificated employees. Classified management, administrative, supervisory and confidential employees who are not in bargaining units shall also receive health and welfare benefits as for those specified in the collective bargaining agreement for classified employees.

For purposes of granting benefits, a registered domestic partner and his/her child shall have the same rights, protections, and benefits as a spouse and spouse's child.

The district shall offer full-time employees who work an average of 30 hours or more per week and their dependents up to age 26 years a health insurance plan that includes coverage for essential health benefits, pays at least 60 percent of the medical expenses covered under the terms of the plan, and meets all other requirements of the federal Patient Protection and Affordable Care Act.

With respect to eligibility to participate in the health benefits plan or the level of health benefits provided, the district shall not discriminate in favor of employees who are among the highest paid 25 percent of all district employees.

**CONTINUATION OF COVERAGE**

Retired certificated employees, other employees who would otherwise lose coverage due to a qualifying event specified in law and administrative regulation, and their qualified beneficiaries may continue to participate in the district's group health and welfare benefits in accordance with state and federal law and collective bargaining agreements.

**CONFIDENTIALITY**

The Superintendent or designee shall not use or disclose any employee's medical information the district possesses without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law.

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

7000-7008	Health and welfare benefits, retired certificated employees
17566	Self-insurance fund

## PERSONNEL

4154; 4254; 4354

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35208 Liability insurance  
35214 Liability insurance (self-insurance)  
44041-44042 Payroll deductions for collection of premiums  
44986 Leave of absence, state disability benefits  
45136 Benefits for classified employees

### CIVIL CODE

56.10-56.16 Disclosure of information by medical providers  
56.20-56.245 Use and disclosure of medical information by employers

### FAMILY CODE

297-297.5 Rights, protections and benefits under law; registered domestic partners  
300 Definition of marriage

### GOVERNMENT CODE

12940 Discrimination in employment  
22750-22944 Public Employees' Medical and Hospital Care Act  
53200-53210 Group insurance

### HEALTH AND SAFETY CODE

1366.20-1366.29 Cal-COBRA program, health insurance  
1367.08 Disclosure of fees and commissions paid related to health care service plan  
1373 Health services plan, coverage for dependent children who are full-time students  
1373.621 Continuation coverage, age 60 or older after five years with district  
1374.58 Coverage for registered domestic partners, health service plans and health insurers

### INSURANCE CODE

10116.5 Continuation coverage, age 60 or older after five years with district  
10128.50-10128.59 Cal-COBRA program, disability insurance  
10277-10278 Group and individual health insurance, coverage for dependent children  
10604.5 Annual disclosure of fees and commissions paid  
12670-12692.5 Conversion coverage

### LABOR CODE

2800.2 Notification of conversion and continuation coverage  
4856 Health benefits for spouse of peace officer killed in performance of duties

### UNEMPLOYMENT INSURANCE CODE

2613 Education program; notice of rights and benefits

### UNITED STATES CODE, TITLE 1

7 Definition of marriage, spouse

### UNITED STATES CODE, TITLE 26

105 Self-insured medical reimbursement plan; definition of highly compensated individual  
4980B COBRA continuation coverage

ITEM 19

**PERSONNEL**

**4154; 4254; 4354**

4980H Penalty for noncompliance with employer-provided health care requirements  
5000A Minimum essential coverage  
6056 Report of health coverage provided to employees

**UNITED STATES CODE, TITLE 29**

1161-1168 COBRA continuation coverage

**UNITED STATES CODE, TITLE 42**

300gg-300gg95 Patient Protection and Affordable Care Act, especially:  
300gg-16 Group health plan; nondiscrimination in favor of highly compensated individuals  
1395-1395g Medicare benefits

**CODE OF FEDERAL REGULATIONS, TITLE 26**

54.4980B-1-54.4980B-10 COBRA continuation coverage  
54.4980H-1-54.4980H-6 Patient Protection and Affordable Care Act  
1.105-11 Self-insured medical reimbursement plan

**CODE OF FEDERAL REGULATIONS, TITLE 45**

164.500-164.534 Health Insurance Portability and Accountability Act (HIPAA)

**Management Resources:**

**CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS**

Health Policy: Implications of Covered California for School Boards, Districts and Personnel, Governance Brief, January 2013

**INTERNAL REVENUE SERVICE NOTICES**

2011-1 Affordable Care Act Nondiscrimination Provisions Applicable to Insured Group Health Plans

**U.S. DEPARTMENT OF TREASURY PUBLICATIONS**

Fact Sheet: Final Regulations Implementing Employer Shared Responsibility Under the Affordable Care Act (ACA) for 2015

**WEB SITES**

CSBA: <http://www.csba.org>  
California Employment Development Department: <http://www.edd.ca.gov>  
Internal Revenue Service: <http://www.irs.gov>  
U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services:  
<http://www.cms.gov>  
U.S. Department of Labor: <http://www.dol.gov>

## PERSONNEL

4156.2

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### AWARDS AND RECOGNITION

The Governing Board values its instructional and non-instructional staff and desires to recognize their outstanding service in order to increase employee morale and encourage creative and innovative performance.

As the district budget permits, the Superintendent or designee may recognize such employees by issuing service pins, certificates, plaques, and/or other mementos. In addition, he/she may recommend employees to the Board for recognition at a public Board meeting.

Monetary awards to employees shall not exceed \$200 unless expressly approved by the Board.

#### LEGAL REFERENCE:

#### EDUCATION CODE

35160	Authority of governing boards
35160.1	Broad authority of school districts
35161	Powers and duties generally
44015	Awards to employees
45460	Classified School Employee Week

#### Management Resources:

#### CSBA PUBLICATIONS

Maximizing School Board Governance: The Board's Relationship to District Staff, 2008

#### WEB SITES

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

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Policy Reference UPDATE Service

Copyright 2011 by California School Boards Association, West Sacramento, California 95691



## PERSONNEL

4157; 4257; 4357

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### EMPLOYEE SAFETY

The Governing Board is committed to maximizing employee safety and believes that workplace safety is every employee's responsibility. Working conditions and equipment shall comply with standards prescribed by federal, state, and local laws and regulations.

No employee shall be required or permitted to be in any place of employment which is unsafe or unhealthful.

The Board expects all employees to use safe work practices and, to the extent possible, correct any unsafe conditions which may occur. If an employee is unable to correct an unsafe condition, he/she shall immediately report the problem to the Superintendent or designee.

The Superintendent or designee shall promote safety and correct any unsafe work practices through education and enforcement.

The Superintendent or designee shall ensure the ready availability of first aid materials at district workplaces and shall make effective provisions, in advance, for prompt medical treatment in the event of an employee's serious injury or illness.

No employee shall be discharged or discriminated against for making complaints, instituting proceedings, or testifying with regard to employee safety or health or for participating in any occupational health and safety committee established pursuant to Labor Code 6401.7.

### LEGAL REFERENCE:

#### EDUCATION CODE

- 32030-32034 Eye safety
- 32225-32226 Communications devices in classrooms
- 32280-32289 School safety plans
- 44984 Required rules for industrial accident and illness leave of absence

#### GOVERNMENT CODE

- 3543.2 Scope of bargaining

#### LABOR CODE

- 3300 Definitions
- 6305 Occupational safety and health standards; special order
- 6310 Retaliation for filing complaint prohibited
- 6400-6413.5 Responsibilities and duties of employers and employees, especially:
- 6401.7 Injury and illness prevention program

#### CODE OF REGULATIONS, TITLE 8

- 3203 Injury and illness prevention program
- 3400 Medical services and first aid
- 5095-5100 Control of noise exposure

## PERSONNEL

4157; 4257; 4357

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### CODE OF FEDERAL REGULATIONS, TITLE 29

1910.95 Noise standards

### Management Resources:

### DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

Guide to Developing Your Workplace Injury and Illness Prevention Program, rev. August 2005

### WEB SITES

California Department of Industrial Relations, Occupational Safety and Health:

[http://www.dir.ca.gov/occupational\\_safety.html](http://www.dir.ca.gov/occupational_safety.html)

Centers for Disease Control and Prevention: <http://www.cdc.gov>

National Hearing Conservation Association: <http://www.hearingconservation.org>

National Institute for Occupational Safety and Health: <http://www.cdc.gov/niosh>

U.S. Department of Labor, Occupational Safety and Health Administration: <http://www.osha.gov>

## ITEM 19

**PERSONNEL****4157.1; 4257.1; 4357.1****WORK-RELATED INJURIES**

The Governing Board desires to provide its employees with insurance and workers' compensation benefits in accordance with law. The Superintendent or designee shall develop an efficient claims handling process in order to reduce costs and facilitate employee recovery.

An employee shall report any work-related injury or illness to his/her supervisor as soon as practicable. Upon learning of an injury, a supervisor shall promptly report the incident to the Superintendent or designee and the insurance carrier as appropriate.

The Superintendent or designee shall ensure that every new employee is notified of his/her right to receive workers' compensation if injured at work and that injured employees are given notice of rights in accordance with law.

The Superintendent or designee shall ensure that notifications regarding workers' compensation are posted in accordance with law.

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

44984 Industrial accident and illness leaves, certificated employees

45192 Industrial accident and illness leaves, classified employees

**LABOR CODE**

3200-4855 Workers' compensation, especially:

3550-3553 Employee notice

3600-3605 Conditions of liability

3760 Report of injury to insurer

4600 Provision of medical and hospital treatment by employer

4906 Disclosures and statements

5400-5413 Notice of injury or death

6409.1 Reports

**CODE OF REGULATIONS, TITLE 8**

15596 Notice of employee rights

**Management Resources:****WEB SITES**

California Department of Industrial Relations: <http://www.dir.ca.gov>

**PERSONNEL****4158; 4258; 4358****EMPLOYEE SECURITY**

The Governing Board desires to provide a safe and orderly work environment for all employees. As part of the district's comprehensive safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for providing them with necessary assistance and support when emergency situations occur.

Any employee against whom violence or any threat of violence has been directed in the workplace shall notify the Superintendent or designee immediately. The Superintendent or designee shall initiate legal and security measures to protect the employee and others in the workplace. In addition, the Superintendent or designee may initiate legal proceedings against any individual to recover damages for injury caused by the willful misconduct of that individual to the person or property of an employee or another person on district premises.

The Superintendent or designee shall ensure that employees are trained in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques, and crisis resolution.

The Superintendent or designee also shall ensure that employees are informed, in accordance with law, of crimes and offenses committed by students who may pose a danger in the classroom.

The Superintendent or designee may make available at appropriate locations, including, but not limited to, district and school offices, gyms, and classrooms, communication devices that would enable two-way communication with law enforcement and others when emergencies occur.

Employees may not carry or possess pepper spray on school property or at school activities. On a case-by-case basis, however, the Superintendent or designee may allow an employee to possess pepper spray that meets the requirements of Penal Code 12403.7 when justified by unusual dangerous circumstances. Any employee who is negligent or careless in the possession or handling of pepper spray shall be subject to appropriate disciplinary measures.

The Board requires employees to take immediate action upon being made aware that any person is in possession of an unauthorized injurious object on school grounds or at a school-related or school-sponsored activity. The employee shall use his/her own judgment as to the potential danger involved and, based upon this analysis, shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action
3. Immediately call 911 and the principal

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.

## PERSONNEL

4158; 4258; 4358

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### LEGAL REFERENCE:

#### EDUCATION CODE

- 32210-32212 Willful disturbance, public schools or meetings
- 32225-32226 Communication devices
- 35208 Liability insurance
- 35213 Reimbursement for loss, destruction or damage of school property
- 44014 Report of assault by pupil against school employee
- 44807 Duty concerning conduct of students
- 48201 Transfer of student records
- 48900-48926 Suspension or expulsion
- 49079 Notification to teacher; student who has engaged in acts re: grounds suspension or expulsion
- 49330-49335 Injurious objects

#### CIVIL CODE

- 51.7 Freedom from violence or intimidation

#### CODE OF CIVIL PROCEDURE

- 527.8 Workplace violence safety

#### GOVERNMENT CODE

- 995-996.4 Defense of public employees
- 3543.2 Scope of representation

#### PENAL CODE

- 71 Threatening public officers and employees and school officials
- 240-246.3 Assault and battery, including:
  - 241.3 Assault against school bus drivers
  - 241.6 Assault on school employee includes board member
  - 243.3 Battery against school bus drivers
  - 243.6 Battery against school employee includes board member
  - 245.5 Assault with deadly weapon; school employee includes board member
- 290 Registration of sex offenders
- 601 Trespass by person making credible threat
- 626-626.11 School crimes
- 646.9 Stalking
- 12403.7 Weapons approved for self defense

#### WELFARE AND INSTITUTIONS CODE

- 827 Juvenile court proceedings; reports; confidentiality
- 828.1 District police or security department, disclosure of juvenile records

#### COURT DECISIONS

- City of San Jose v. William Garbett, (2010) 190 Cal. App. 4th 526

ITEM 19

**PERSONNEL**

**4158; 4258; 4358**

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**Management Resources:**

**WEB SITES**

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

California Department of Education, Safe Schools and Violence Prevention Office:  
<http://www.cde.ca.gov/lr/ss>

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 24, 2016

**BOARD MEETING DATE:** November 3, 2016

**PREPARED BY:** Mark G. Miller, Associate Superintendent of Administrative Services

**SUBMITTED BY:** Eric Dill, Interim Superintendent

**SUBJECT:** **FIRST READ OF NEW / REVISED / DELETED BOARD POLICIES / ADMINISTRATIVE SERVICES / EDUCATIONAL 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>
3513.3 4116.6 4213 5146	5131.62	Tobacco	Revised to align with CSBA recommendations and to reflect grant award requirements
5144.1		Suspension and Expulsion	Revised to align with CSBA recommendations
	5131.2	Bullying	New to align with CSBA recommendations
5111.1		District Residency	Revised to align with CSBA recommendations
4112.4 4212.4	5141.4	Child Abuse Prevention and Reporting	Revised to align with CSBA recommendations

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Executive Summary  
FIRST READING OF NEW / REVISED BOARD POLICIES  
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**RECOMMENDATION:**

This item is being presented for first read on November 3, 2016, and will be resubmitted for board action on December 8, 2016.

**FUNDING SOURCE:**

Not applicable



**STUDENTS****3513.3; 4116.6; 4213; 5146 5131.62****TOBACCO**

The Governing Board recognizes ~~the that tobacco use presents~~ 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. ~~provide support and assistance in reducing the number of students who begin or continue to use tobacco.~~ The Superintendent or designee shall establish a coordinated school health system which includes a comprehensive behavioral health education component ~~program~~ 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 ~~includes~~ consistent enforcement of ~~district policies~~ laws prohibiting student tobacco possession and use ~~by students, tobacco-use prevention education including youth development activities, and intervention and cessation activities and/or referrals.~~ The Board of Trustees prohibits the use of tobacco products.

**PROHIBITION AGAINST TOBACCO USE**

~~This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.~~

~~Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for the use or possession of prescription nicotine products.~~

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 nicotine delivery devices, such as electronic cigarettes, is also prohibited.~~ Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form, and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking. (Business and Professions Code 22950.5; Education Code 48901)

Tobacco products include: (Business and Professions Code 22950.5; Education Code 48901)

1. A product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff
2. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah

**STUDENTS**~~3513.3; 4116.6; 4213; 5146~~ **5131.62****3. Any component, part, or accessory of a tobacco product, whether or not sold separately**

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, ~~48901~~)

**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** ~~When appropriate, such~~ intervention services ~~shall~~ **may** 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.

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 ~~anti-tobacco-use~~ **prevention** programs based on the model program designs identified by the California Department of Education (CDE) and may ~~adapt~~ **modify** 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** ~~has~~ received funding from the tobacco industry.

## STUDENTS

~~3513.3; 4116.6; 4213; 5146~~ 5131.62

### 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

#### CALIFORNIA EDUCATION CODE

8900 Suspension or expulsion (grounds)  
48900.5 Suspension, limitation on imposition; exception  
48901 Smoking or use of tobacco prohibited  
~~35176.6~~ 35176.5  
51202 Instruction in personal and public health and safety  
60041 Instructional materials, portrayal of effects of tobacco use  
BUSINESS AND PROFESSIONS CODE  
22950.5 Stop Tobacco Access to Kids Enforcement Act; definitions

#### HEALTH AND SAFETY CODE

104350-104495 Tobacco-use prevention education  
104559 Tobacco use prohibition  
119405 Unlawful to sell or furnish electronic cigarettes to minors  
PENAL CODE  
308 Minimum age for tobacco possession  
CODE OF REGULATIONS, TITLE 17  
6800 Definition, health assessment  
6844-6847 Child Health and Disability Prevention program; health assessments  
UNITED STATES CODE, TITLE 20  
7111-7122 Student Support and Academic Enrichment Grants  
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:

~~39002—Control of air pollution from non-vehicular sources~~

#### 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

## STUDENTS

~~3513.3; 4116.6; 4213; 5146~~ **5131.62**

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

### 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>

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### ~~PERB RULING CSEA~~

~~#506 Associated Teachers of Metropolitan Riverside vs. Riverside Unified School District (1989)~~

### ~~PERB RULING CTA~~

~~#955 Eureka Teachers Assn. vs. Eureka City School District (1992)~~

~~ASSEMBLY BILL 99~~ — Schools receiving tobacco use prevention education funds (TUPE) must have a smoke-free campus policy in effect by July 1, 1995.

### ~~LABOR CODE~~

~~6404.5 Occupational Safety and Health: Use of Tobacco Products~~

**STUDENTS**

5144.1

**SUSPENSION AND EXPULSION/DUE PROCESS**

~~The Board of Trustees has established policies and standards of behavior in order to promote learning and protect the safety and well being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.~~

~~suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (Education Code 48900.5)~~

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be **only those** specified in law, in this policy, and in the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be **suspended or expelled** only when his/her behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

**AUTHORITY TO EXPEL**

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence
2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person

**STUDENTS**

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4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

For all other violations listed in the accompanying administrative regulation under "Grounds for Suspension and Expulsion: Grades K-12" and "Additional Grounds for Suspension and Expulsion: Grades 4-12," the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken in a public session.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

**DUE PROCESS**

The Board shall provide for the fair **and equitable** treatment of students facing suspension and/or expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, **hearings**, and appeals as specified in **law and** administrative regulation. ~~and law.~~ (Education Code 48911, 48915, **48915.5, 48918**)  
~~48915.5, 48918)~~

**~~REQUIRED PARENTAL ATTENDANCE~~**

~~Board believes that parental involvement plays an important role in the resolution of classroom behavior problems.~~

~~The Board expects that teachers will communicate with parents/guardians when behavior problems arise. Whenever a student is suspended from a class because he/she committed an obscene act, engaged in habitual profanity or vulgarity, disrupted school activities or otherwise willfully defied valid staff authority, the teacher of the class from which the student was suspended may require the student's parent/guardian to attend a portion of a school day in that class. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee. (Education Code 48900.1)~~

~~The Board encourages teachers, before requiring parental attendance, to make reasonable efforts to have the parent/guardian visit the class voluntarily. The teacher also may inform the parent/guardian about available resources and parent education opportunities. Teachers should reserve the option of required parental attendance for cases in which they have determined that it is the best strategy to promote positive interaction between the student and the parent/guardian and to improve classroom behavior.~~

**STUDENTS**

5144.1

~~The teacher shall apply this policy uniformly to all students within the classroom. This policy shall apply only to a parent/guardian who lives with the student. (Education Code 48900.1)~~

~~Parental attendance may be required on the day the student returns to class or within one week thereafter. The principal or designee shall contact any parents/guardians who do not respond to the request to attend school. The Board recognizes that parental compliance with this policy may be delayed, modified or prevented for reasons such as serious illness/injury/disability, absence from town, or inability to get certain release time from work.~~

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

212.5	Sexual harassment
<del>233</del>	<del>Hate violence</del>
1981-1981.5	Enrollment of students in community school
17292.5	Program for expelled students
32261	Interagency School Safety Demonstration Act of 1985
35145	Open board meetings
<del>33032.5</del>	<del>Hate violence reduction</del>
35146	Closed sessions (regarding re suspensions)
35291	Rules (for government and discipline of schools)
35291.5	Rules and procedures on school discipline
48645.5	Readmission; contact with juvenile justice system
<del>39141.12</del>	<del>Program for expelled students</del>
48660-48666	Community day schools
48853.5	Foster youth
48900- <del>48927</del> 48926	Suspension and expulsion
48950	Speech and other communication
48980	Parental notifications
49073-49079	Privacy of student records
52060-52077	Local control and accountability plan

**CIVIL CODE**

47	Privileged communication
48.8	Defamation liability

**CODE OF CIVIL PROCEDURE**

1985-1997	Subpoenas; means of production
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**GOVERNMENT CODE**

<del>11455.20</del>	
<del>11525</del>	Contempt
54950- <del>54963</del> 54962	Ralph M. Brown Act (re closed sessions)

**HEALTH AND SAFETY CODE**

11014.5	Drug paraphernalia
11053-11058	Standards and schedules

**STUDENTS**

5144.1

**LABOR CODE**

230.7 Discharge or discrimination against employee for taking time off to appear in school on behalf of a child

**PENAL CODE**

- 31 Principal of a crime, defined
- 240 Assault defined
- 241.2 Assault fines
- 242 Battery defined
- 243.2 Battery on school property
- 243.4 Sexual battery
- 245 Assault with deadly weapon
- 245.6 Hazing
- 261 Rape defined
- 266c Unlawful sexual intercourse
- 286 Sodomy defined
- 288 Lewd or lascivious acts with child under age 14
- 288a Oral copulation
- 289 Penetration of genital or anal openings
- 417.27 Laser pointers
- 422.55 Hate crime defined
- ~~422.66~~ Interference with exercise of civil rights; ~~damaging property~~
- 422.7 Aggravating factors for punishment
- 422.75 ~~Enhanced penalties for hate crimes~~ ~~Protected classes~~
- 626.2 Entry upon campus after written notice of suspension or dismissal without permission
- 626.9 Gun-Free School Zone Act of 1995
- 626.10 Dirks, daggers, knives, razors, or stun guns
- 868.5 Supporting person; attendance during testimony of witness

**WELFARE AND INSTITUTIONS CODE**

729.6 Counseling

**UNITED STATES CODE, TITLE 18**

921 Definitions, firearm

**UNITED STATES CODE, TITLE 20**

- 1415(K) Placement in alternative educational setting
- 7151 Gun-free schools
- ~~6301-8962~~ ~~Improving America's Schools Act, especially:~~
- ~~8921-8922~~

**UNITED STATES CODE, TITLE 42**

11432-11435 Education of homeless children and youths

**COURT DECISIONS**

- T.H. v. San Diego Unified ~~Free~~ School District (2004) 122 Cal. ~~Act of 1994~~ App. 4th 1267
- Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421
- Board of Education of Sacramento City Unified ~~San Bernardino~~ School District v. Sacramento County



## STUDENTS

5144.1

Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321  
Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. (1982) 33 Cal. 3d 807, 301, 308  
Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 1182) Garcia  
John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

### ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 146 (2001)  
80 Ops.Cal.Atty.Gen. 348 (1997)  
80 Ops.Cal.Atty.Gen. 91 (1997)  
80 Ops.Cal.Atty.Gen. 85 (1997)

### MANAGEMENT RESOURCES:

#### CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011  
U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS  
Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

#### WEB SITES

CSBA: <http://www.csba.org>  
California Attorney General's Office: <http://www.oag.ca.gov>  
California Department Los Angeles Board of Education 1991 123 Cal.: <http://www.cde.ca.gov>  
U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>  
U.S. Department of Education, Office of Safe and Drug-Free Schools:  
<http://www.ed.gov/about/offices/list/osdfs>  
3d 807

**STUDENTS****3543.1; 5131.2****SCHOOL BUS CONDUCT / STUDENT SAFETY  
BULLYING**

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.

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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, 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, 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

## ITEM 20

incident, 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 <del>35160</del> Authority of discrimination
32282	Comprehensive safety plan
32283.5	Bullying; online training
35181	Governing board policy on responsibilities of students <del>Boards</del>
35291-35291.5	Rules
48900-48925	Suspension or expulsion
48985	Translation of notices
52060-52077	Local control and accountability plan

#### PENAL CODE

<del>422.55</del> <del>39800</del>	<del>Transportation</del>
<del>44808</del>	<del>Duty to Supervise Conduct of Students</del>
<del>48918</del>	<del>Expulsion Procedures</del>
<del>49061</del>	<del>Definition of hate crime</del> <del>Student Records</del>
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
<del>49073</del> <del>49079</del>	<del>Privacy of Student Records</del>

**~~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 4720**

- 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~~ School District, (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

**WEB SITES**

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

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

**STUDENTS****5111.1****DISTRICT RESIDENCY**

~~A student shall be deemed to have complied with district residency requirements for enrollment in a district school if he/she meets any of the following criteria:~~

- ~~1. The student's parent/guardian resides within district boundaries. (Education Code 48200)~~
- ~~2. The student is placed within district boundaries in a regularly established licensed children's institution, a licensed foster home, or a family home pursuant to a court ordered commitment or placement. (Education Code 48204)~~
- ~~3. The student has been admitted through an interdistrict attendance option. (Education Code 48204, 48356)~~
- ~~4. The student is an emancipated minor residing within district boundaries. (Education Code 48204)~~
- ~~5. The student lives with a caregiving adult within district boundaries. (Education Code 48204)~~
- ~~6. The student resides in a state hospital located within district boundaries. (Education Code 48204)~~
- ~~7. The student is confined to a hospital or other residential health facility within district boundaries for treatment of a temporary disability. (Education Code 48207)~~

The Governing Board desires to admit all students who reside within district boundaries or who fulfill the district residency requirements through other means as allowed by law. The Superintendent or designee shall develop procedures to facilitate the receipt and verification of students' proof of residency.

The Superintendent or designee shall annually notify parents/guardians of all existing attendance options available in the district, including, but not limited to, all options for meeting residency requirements for school attendance. (Education Code 48980)

**PROOF OF RESIDENCY**

The Superintendent or designee shall ~~require parents/guardians to provide documentation of the annually verify each~~ student's ~~district~~ residency upon admission to a district school. In addition, annual residency verification will be required for each student to continue attending district schools. ~~A status and retain a~~ copy of the document or written statement offered as verification of residency shall be maintained in the student's mandatory permanent record. (5 CCR 432)

~~Evidence of residency may be established by documentation showing the name and address of the parent/guardian within the district, including, but not limited to, any of the following: (Education Code 48204.1)~~

- ~~1. Property tax payment receipt~~
- ~~2. Rental property contract, lease, or payment receipt~~
- ~~3. Utility service contract, statement, or payment receipt~~
- ~~4. Pay stub~~
- ~~5. Voter registration~~
- ~~6. Correspondence from a government agency~~

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- ~~7. Declaration of residency executed by the student's parent/guardian~~
- ~~8. If the student is an unaccompanied youth as defined in 42 USC 11434a, a declaration of residency executed by the student~~
- ~~9. If the student is residing in the home of a caregiving adult within district boundaries, an affidavit executed by the caregiving adult in accordance with Family Code 6552~~

When establishing a student's residency for enrollment purposes, the Superintendent or designee shall not inquire into ~~make~~ a student's citizenship ~~reasonable effort to secure evidence that a homeless~~ or immigration status.

~~A student's~~ However, a homeless or foster youth shall not be required to provide proof of residency as a condition of enrollment may be denied when the submitted documentation is insufficient to establish in district schools. ~~(Education Code 48853.5; 42 USC 11432)~~ residency. In any such case, the Superintendent or designee shall notify the parent/guardian in writing, including specific reasons for the denial.

**~~FAILURE TO VERIFY RESIDENCY~~****INVESTIGATION OF RESIDENCY**

In the event the Superintendent/designee reasonably believes false or unreliable evidence of residency has been provided by a parent/legal guardian, the following procedures apply:

1. The Superintendent/designee shall identify the circumstances upon which the District may initiate an investigation, which shall, at a minimum, require the District employee to be able to identify specific, articulable facts supporting the belief that the parent/legal guardian of the pupil has provided false or unreliable evidence or residency. Examples of such situations include, but are not limited to: altered documents; credible information from the property owner or neighbor that the student does not reside at the address provided; results of a home visit by a District employee indicating the student does not reside at the address provided; credible information from the student stating he/she does not reside at the address provided; and/or mail sent by the school returned from the address provided.
2. The Superintendent/designee may use reasonable investigatory methods, as appropriate, to determine residency. These methods may include, but are not limited to:
  - a. Review of documentation;
  - b. Home visit by District personnel;
  - c. Interview of student and parent/legal guardian;
  - d. Contacting the landlord or neighbors regarding whether or not the student resides at the address provided.
3. The Superintendent/designee may hire a private investigator if the investigatory methods described above are inconclusive to determine whether the pupil resides in the school district.
- ~~3.4.~~ For any investigation conducted pursuant to this policy, the District shall:
  - a. Prohibit the surreptitious photographing or video-recording of pupils who are being investigated. For purposes of this policy, "surreptitious photographing or video-recording" means the covert collection of photographic or videographic images of persons or places subject to an investigation. For purposes of this policy, the collection of images is not covert if the technology is used in open and public view.



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- b. Require that the employees and contractors of the District engaged in the investigation must identify themselves truthfully as such to individuals contacted or interviewed during the course of the investigation.

**APPEAL OF ENROLLMENT DENIAL**

If the Superintendent or designee, upon investigation, determines that a student does not meet district residency requirements and denies the student's enrollment in the district or attempted enrollment is based on false or unreliable evidence of residency, he/she shall ~~provide~~ deny or revoke the student's enrollment. ~~Before any such denial or revocation is final, the~~ parent/guardian an opportunity to appeal that determination. (Education Code 48204.2)

The Superintendent or designee shall send the student's parent/guardian ~~be sent~~ written notice specifying ~~of the facts leading to the basis for the district's determination.~~ decision. This notice ~~also~~ shall also inform the parent/guardian that he/she may, within 10 school days, appeal the decision and provide new material evidence of residency.

The burden shall be on the parent/guardian, ~~in writing,~~ to show why the district's determination to deny enrollment should be overruled. (Education Code 48204.2)

A student who is currently enrolled in the district shall be allowed to remain in attendance at his/her school pending the results of the appeal. A student who is not currently enrolled in the district shall not be permitted to attend any district school unless his/her appeal is successful.

In an appeal to the Superintendent's designee of a determination that district residency requirements were not met, the Superintendent's ~~designee~~ shall review any ~~new~~ evidence provided by the parent/guardian or obtained during the district's investigation and shall make a ~~final~~ decision within 10 school days of receipt of the parent/guardian's request for the appeal. The Superintendent's decision shall be final.

**SAFE AT HOME/CONFIDENTIAL ADDRESS PROGRAM**

~~When a student or parent/guardian participating in the Safe at Home program requests that the district use the substitute address designated by the Secretary of State, the Superintendent or designee shall use the substitute address for all future communications and correspondence and shall not include the actual address in the student's file or any other public record. The Superintendent or designee may request the actual residence address for the purpose of establishing residency within district boundaries. (Government Code 6206, 6207)~~

**ENROLLMENT NOT REQUIRING DISTRICT RESIDENCY**

District residency is not required for enrollment in a regional occupational center or program if there are openings in the program or class. (Education Code 52317)

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**LEGAL REFERENCE EDUCATION CODE**

220	Prohibition of discrimination
35160.5	Intradistrict open enrollment
35351 —————	-Assignment of students to particular schools
46600-46611 ———	Interdistrict attendance permits
48050-48054 ———	-Nonresidents
48200-48208 ———	Compulsory education law, especially:
48204	Residency requirements
48204.1-48204.2	Evidence of residency
48300-48316	Student attendance alternatives, school district of choice program
48350-48361	Open Enrollment Act transfer
48356	transfer, fulfillment of residency requirement
48852.7	Education of homeless students; immediate enrollment
48853.5 ———	Education of foster youth; immediate enrollment
48980 -	Notifications at beginning of term
52317 -	Regional occupational program, admission of persons including nonresidents

**FAMILY CODE**

6550-6552 ———	Caregivers
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**GOVERNMENT CODE**

6205-6210 ———	Confidentiality of residence for victims of domestic violence
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**CODE OF REGULATIONS, TITLE 5**

432	Retention Varieties of student records
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**UNITED STATES CODE, TITLE 42**

11431-11435 —	McKinney-Vento Homeless Assistance Act
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**COURT DECISIONS**

Katz v. Los Gatos-Saratoga Joint Union High School District, (2004) 117 Cal.App.4th 47

**MANAGEMENT RESOURCES****CSBA PUBLICATIONS**

Legal Guidance Regarding International Student Exchange Placement Organizations, April 2014

**CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES**

0303.95 —————	Verification of residency, LO: 1-95
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**OFFICE FOR CIVIL RIGHTS, U.S. DEPARTMENT OF EDUCATION PUBLICATIONS**

Information on the Rights of All Children to Enroll in School: Questions and Answers for States, School Districts and Parents, 2012

## STUDENTS

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### WEB SITES

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

~~Dear Colleague Letter, May 6, 2011~~

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

California Secretary of State, Safe at Home Program: ~~<http://www.sos.ca.gov/safeathome>~~ ~~:-~~

~~<http://www.sos.ca.gov/safeathome>~~

~~Office for Civil Rights, U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>~~ ~~:-~~

~~<http://www2.ed.gov/about/offices/list/ocr>~~

**STUDENTS****4112.4; 4212.4; 5141.4****CHILD ABUSE REPORTING PROCEDURES  
CHILD ABUSE PREVENTION AND REPORTING**

The Governing Board is committed to supporting the safety and well-being of San Dieguito Union High School district students and desires ~~recognizes that the district has a responsibility to facilitate the prevention~~ ~~prompt reporting~~ of and response to incidents of child abuse and neglect. The Superintendent or designee shall ~~develop and implement strategies for preventing, recognizing, and promptly reporting known or~~ ~~ensure that parents/guardians have access to procedures whereby they can report~~ suspected child abuse and neglect.

The Superintendent or designee may provide a student who is ~~a~~ a victim of abuse with school-based mental health services or other support services and/or may refer the student to resources available within the community as needed.

**CHILD ABUSE REPORTING**

The Superintendent or designee shall establish ~~procedures~~ ~~regulations~~ for the identification ~~use by employees in identifying~~ and reporting child abuse. ~~of shall report~~ known ~~and~~ suspected ~~incidences of~~ child abuse and neglect in accordance with ~~law~~ district regulations and state law. ~~Employees shall fully cooperate with the child protective agencies responsible for reporting, investigating and prosecuting cases of child abuse.~~

Procedures for reporting child abuse shall be included in the district and/or school comprehensive safety plan. (Education Code 32282)

~~The Superintendent or designee shall provide training in child abuse identification and reporting for all certificated personnel.~~

District employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect.

The Superintendent or designee shall ~~also~~ provide training ~~regarding the duties of mandated reporters in the duties of child abuse identification and reporting to instructional and teacher aides, teacher assistants and other classified employees.~~ (Penal Code 11165.7)

~~As part of their training in child abuse identification and reporting, employees shall receive written notice of state child abuse reporting requirements and employees' confidentiality rights on an annual basis.~~ (Penal Code 11165.7)

~~Employees who work with dependent adults shall be notified of legal responsibilities and reporting procedures pursuant to Welfare and Institutions Code 15630-15637.~~

**LEGAL REFERENCE**

**STUDENTS****4112.4; 4212.4; 5141.4****EDUCATION CODE**

32280-32288	Comprehensive school safety plans
33195	Heritage schools, mandated reporters
33308.1	Guidelines on procedure for filing child abuse complaints
44252	Teacher credentialing
44690-44691	Staff development in the detection of child abuse and neglect
44807	Duty concerning conduct of students
48906	Notification when student released to peace officer
48987	Dissemination of reporting guidelines to parents
49001	Prohibition of corporal punishment
51220.5	Parenting skills education
51900.6	Sexual abuse and sexual assault awareness and prevention

**PENAL CODE**

152.3	Duty to report murder, rape, or lewd or lascivious act
273a	Willful cruelty or unjustifiable punishment of child; endangering life or health
288	Definition of lewd or lascivious act requiring reporting
11164-11174.3	Child Abuse and Neglect Reporting Act
<del>11165-11165.15</del>	<del>Definitions relating to child abuse</del>
<del>11166-11170</del>	<del>Reporting known or suspected cases of child abuse</del>
<del>11172</del>	<del>Immunity from liability</del>
<del>11174.3</del>	<del>Interviewing victim at school</del>

**WELFARE AND INSTITUTIONS CODE**

<del>600-601.2</del>	<del>Referral to school attendance review board; minors habitually disobedient or truant</del>
15630-15637	Dependent adult abuse reporting

~~**STATUTES OTHER THAN**~~**CODE OF REGULATIONS, TITLE 5**

4650	Filing complaints with CDE, special education students
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**UNITED STATES CODE, TITLE 42**

11434a	McKinney-Vento Homeless Assistance Act; definitions
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**COURT DECISIONS**

Camreta v. Greene (2011) 131 S.Ct. 2020

## STUDENTS

~~4112.4; 4212.4; 5141.4~~

### MANAGEMENT RESOURCES:

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

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

#### WEB SITES

California Attorney General's Office, Suspected Child Abuse Report Form:

[http://www.ag.ca.gov/childabuse/pdf/ss\\_8572.pdf](http://www.ag.ca.gov/childabuse/pdf/ss_8572.pdf)

California Department of Education, Safe Schools: <http://www.cde.ca.gov/ls/ss/ap>

California Department of Social Services, Children and Family Services Division:

<http://www.childsworld.ca.gov>

U.S. Department of Health and Human Services, Child Welfare Information Gateway:

<https://www.childwelfare.gov/can>

~~Chapter 1102, Statutes of 1991, Section 6~~

#### ~~MANAGEMENT RESOURCES CDE LEGAL ADVISORIES~~

~~0514.93 — Guidelines for parents to report suspected child abuse by school district employees or other persons against a pupil at school site~~

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** October 28, 2016

**BOARD MEETING DATE:** November 3, 3016

**PREPARED &  
SUBMITTED BY:** Eric R. Dill, Interim Superintendent

**SUBJECT:** BOARD POLICY #4119.2; 4255; 4321, "Resignation"

\*\*\*\*\*

### EXECUTIVE SUMMARY

Board Member Mr. Salazar has asked that the board review the existing policy governing resignation of employees. Board discussion will be limited to the aspects of the policy language and not the resignation circumstances of any particular employee.

Board Policy #4119.2; 4255; 4321, "Resignation" is attached for reference.

### RECOMMENDATION:

This item is being submitted as information only.

**PERSONNEL****4119.2; 4255; 4321****RESIGNATION**

Any district employee who desires to resign his/her position shall submit, in writing, a letter of resignation which indicates the date which the employee intends as his/her last day at work. The Governing Board encourages employees to provide advance notice that is appropriate for the position they hold.

An employee's resignation shall become effective on the date set by the Superintendent or designee and may not be withdrawn by the employee. The Board authorizes the Superintendent or designee to accept this written resignation and to set its effective date.

An employee and the Board may agree that a resignation will be accepted at a mutually agreed upon date not later than two years beyond the close of the school year during which the resignation is received by the Board. (Education Code 44930, 45201)

The effective date of the resignation shall be a date not later than the close of the school year during which the resignation is received. (Education Code 44930, 45201)

If a certificated employee leaves district service during the school year without obtaining acceptance of his/her resignation, or if he/she leaves before the effective date of the resignation, the Superintendent or designee shall report this fact, with supporting evidence, to the Commission on Teacher Credentialing.

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

35161	Board delegation of any powers or duties
44420	Failure to fulfill contract as ground for suspension of diplomas and certificates
44433	Unauthorized departure from service as unprofessional conduct
44930	Acceptance and date of resignation
45201	Power to accept resignation

**COURT DECISIONS**

American Federation of Teachers, Local #1050 v. Board of Education of Pasadena Unified School District, (1980) 107 Cal.App. 3d 829, 166 Cal. Rptr. 89