



Union High School District

**BOARD OF TRUSTEES
REGULAR BOARD MEETING**

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

Superintendent
Eric R. Dill

**THURSDAY, AUGUST 17, 2017
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 discussion or action taken on non-agenda items. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.

PUBLIC INSPECTION OF DOCUMENTS

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

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, AUGUST 17, 2017
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-B)
- 2. **CLOSED SESSION** **6:01 PM**
 - A. STUDENT DISCIPLINE / EXPULSIONS/SUSPENDED EXPULSIONS/READMITS
To consider and/or deliberate on student discipline matters. (Case #2017-061SD, #2017-062SD, #2016-025SD, & #2017-041SD)
 - B. PUBLIC EMPLOYEE APPOINTMENT, EMPLOYMENT, PERFORMANCE EVALUATION, DISCIPLINE/DISMISSAL/RELEASE
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 / ACTION
 - A. REPORT OUT OF CLOSED SESSION
 - B. STUDENT DISCIPLINE / EXPULSIONS/SUSPENDED EXPULSIONS/READMITS ACTION
Consideration/action of student discipline of the following: Case #2017-061SD, #2017-062SD, #2016-025SD, & #2017-041SD.
 - Roll Call / Board Members only
- 5. APPROVAL OF AGENDA
Motion by _____, second by _____, to approve the agenda of August 17, 2017, Regular Board meeting of the San Dieguito Union High School District, as presented.
- 6. APPROVAL OF MINUTES (2) / JULY 13, 2017 REGULAR MEETING & AUGUST 2, 2017 SPECIAL MEETING
Motion by _____, second by _____, to approve the minutes (2) of the July 13, 2017 Regular Meeting and August 2, 2017 Special Meeting, as shown in the attached supplements.

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

- 7. STUDENT UPDATES.....NONE DURING SUMMER BREAK
- 8. REPORTS AND UPDATES
 - A. BOARD OF TRUSTEES..... BOARD OF TRUSTEES
 - B. SUPERINTENDENT ERIC DILL, SUPERINTENDENT

9. SCHOOL / DEPARTMENT UPDATES NONE SCHEDULED

10. PUBLIC COMMENTS

In accordance with the Brown Act, unless placed on the published agenda, no discussion or action may be taken by the Board of Trustees on non-agenda items; however, the Board may 1) acknowledge receipt of the information; 2) refer the matter to staff for further study; or 3) refer the matter to a future agenda. (See *Board Agenda Cover Sheet for further information on public comments.*)

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

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

1. Azusa Pacific University, for a student teacher program of educational fieldwork experience, during the period July 1, 2017 through June 30, 2022, at no cost to the district.

13. EDUCATIONAL SERVICES

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. The Regents of the University of California on behalf of the University of California, Irvine campus (UCI History Project), to provide a one day-long training for History-Social Science teachers on the new framework for History-Social Science, on August 24, 2017, in the amount of \$2,100.00, 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

(None Submitted)

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

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

1. AVID Center, amending the agreement to provide AVID secondary membership, licenses, and an AVID weekly subscription, to add an individual to the subscription for an additional expense of \$6,000.00 per year, with no other changes to the contract, to be expended from the General Fund/Unrestricted 01-00.
2. Edgenuity, Inc., amending the agreement to provide virtual classroom and web administrator licenses for 25 courses and one on-site professional development day, to increase the number of licenses to include 250 additional active licenses for summer school 2017, in the additional amount of \$2,500.00, with no other changes to the contract, to be expended from the General Fund/Unrestricted 01-00.
3. The Regents of the University of California (UCSD), amending the agreement to provide California Healthy Kids Survey (CHKS) support services for San Dieguito Union High School District's Tobacco Use Prevention Education (TUPE) program, during the 2016-2017 and 2018-2019 school years, extending the initial service period to September 30, 2017, at no additional cost to the District, with no other changes to the contract, to be expended from the General Fund/Unrestricted 01-00.

C. APPROVAL OF 2017-18 SCHOOL BELL SCHEDULES

Approve the 2017-18 bell schedules for Carmel Valley, Diegueño, Earl Warren, Oak Crest and Pacific Trails Middle Schools, and Canyon Crest Academy, La Costa Canyon High School, San Dieguito High School Academy, Sunset Continuation High School and Torrey Pines High School, as shown in the attached supplements.

SPECIAL EDUCATION

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

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

1. Alternative Teaching Strategy Center (NPA), to provide one to one educationally & behavior related services and consultation for students with autism, during the period July 1, 2017 through June 30, 2018, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
2. Arch Academy (NPS), to provide one to one educationally & behavior related services and consultation for students with autism, during the period July 1, 2017 through July 31, 2017, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
3. Ashley Albers (ICA), to provide occupational therapy assessments and IEP support in an educational setting, during the period July 1, 2017 through June 30, 2018, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
4. Copper Hills Youth Center (RTC), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2017 through June 30, 2018, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
5. Dependable Nursing (NPA), to provide nursing services for medically fragile students, during the period July 1, 2017 through June 30, 2018, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
6. Diana Brandon, Realtime Captioning (ICA), to provide communication access of real time translation to students who are deaf and/or hard-of-hearing, during the period July 1, 2017 through June 30, 2018, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.

7. Haider Pediatric Physical Therapy (ICA), to provide physical therapy, assessments, and IEP support in an educational setting, during the period July 1, 2017 through June 30, 2018, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
8. Music Worx (ICA), to provide group music therapy in an educational setting, during the period July 1, 2017 through June 30, 2018, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.
9. Red Rock Canyon School (RTC), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2017 through June 30, 2018, at the rates shown in the attachment, to be expended from the General Fund/Restricted 01-00.

E. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

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

1. Child & Family Eye Care Center, amending the agreement to provide vision therapy, assessments, and IEP support in an educational setting, extending the term of the contract through June 30, 2018, to be expended from the General Fund/Restricted 01-00.

F. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS

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

1. Student Case No. 2017-063 PS, for special education related services, during the period July 14, 2017 through June 30, 2018, in the amount of \$6,455.00.

PUPIL SERVICES

G. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Interpreters Unlimited, to provide language interpreting services for students' parents/guardians when required in an educational setting, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Unrestricted 01-00.

H. APPROVAL/RATIFICATION OF AMENDMENTS TO AGREEMENTS

(None Submitted)

15. BUSINESS / FACILITIES PLANNING & CONSTRUCTION

BUSINESS

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Dannis Woliver Kelley, a professional corporation, to provide general legal services as requested, during the period June 27, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Unrestricted 01-00.
2. Fagen Friedman & Fulfroost LLP, to provide legal services, during the period July 1, 2017 through June 20, 2018 or until terminated by the District at any time or by Fagen Friedman & Fulfroost LLP with ten (10) day written notice, at the rates shown on the attachment, to be expended from the General Fund/Unrestricted 01-00.

3. Currier & Hudson, a professional corporation, to provide general legal services as requested, during the period August 1, 2017 through June 30, 2018, at the hourly rate of \$195.00 plus reasonable costs and expenses, to be expended from the General Fund/Unrestricted 01-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

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

1. Chelsea Pest and Termite Control, Inc., amending the agreement to include termite treatment at San Dieguito High School Academy, increasing the not to exceed amount to \$26,500.00 per year with no other changes to the contract, to be expended from the General Fund/Unrestricted 01-00.
2. SimplexGrinnell, LLP, a Tyco International Company, amending the agreement to provide fire alarm, fire suppression, and life safety monitoring and inspection services to include additional monitoring and systems at Diegueño Middle School, Earl Warren Middle School and San Dieguito High School Academy, in an additional not to exceed amount of \$9,991.00 per year, with no other changes to the contract, to be expended from the General Fund/Unrestricted 01-00.
3. Certified Transportation Services, Inc., McClintock Hartley Enterprises, Inc. dba Goldfield Stage & Co., Grand Pacific Charter, La Class Transportation, LLC, NCST, Inc., San Diego Scenic Tours, Inc., Sun Diego Charter Co., Sundance Stage Lines, Inc., and WESS Transportation Services, Inc., extending the Extra Curricular Transportation services contract B2016-03, for trips to be scheduled August 21, 2017 through August 20, 2018, with a 1.97% increase in rates as stipulated in the contract, as shown in the attached supplement, to be expended from the program fund requesting the transportation.

C. AUTHORIZATION TO EXECUTE THE SAN DIEGO SCHOOLS COALITION FOR ELECTRICITY COST REDUCTION MEMORANDUM OF UNDERSTANDING PROJECT ADDENDUM NO. 2

Authorize the administration to execute the Project Addendum No. 2 to the Memorandum of Understanding for Undertaking Collective Action of the San Diego Schools Coalition for Electricity Cost Reduction, decreasing the District's annual proportionate share of costs from \$4,800.00 to \$3,791.00, dividing payments over a three year period, as shown in the attached supplement, to be expended from the General Fund/Unrestricted 01-00.

D. APPROVAL OF CHANGE ORDERS

(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

F. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

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

FACILITIES PLANNING & CONSTRUCTION

G. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. The Hartford, to provide builder’s risk insurance for the Pacific Trails Middle School 2nd Classroom Building Project, during the period August 7, 2017 through August 28, 2018, in an amount not to exceed \$27,109.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
2. Corovan, to provide crews to move furniture and boxes into the new B Building at Canyon Crest Academy, during the period August 7, 2017 through completion, in an amount not to exceed \$4,570.03, to be expended from Build Fund Prop 39 – Fund 21-39.

H. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

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

1. Opterra Energy Services, Inc., to amend contract B2009-11 for implementation of solar improvements, terminating the performance guarantee and reducing the annual Operations & Maintenance (“O&M”) costs of existing photovoltaic systems at Canyon Crest Academy and La Costa Canyon High School over the next 9 years, by \$249,743.00 for a new total O&M amount of \$307,640.00, to be expended from the fund to which the project is charged.
2. SVA Architects, to amend contract A2013-166 for architectural/engineering services at San Dieguito High School Academy, increasing the amount by \$3,300.00 for a new total of \$3,497,030.00, to be expended from Building Fund Prop 39 – Fund 21-39.
3. McCarthy Building Companies, to amend contract CA2015-58 for reconstruction of Earl Warren Middle School, increasing the amount by \$8,767.00 for a new total of \$40,405,991.74, to be expended from Build Fund Prop 39 – Fund 21-39.
4. Mobile Modular Management Corporation, to amend contract CB2014-16 for lease of a 36x40 relocatable classroom building at San Dieguito High School Academy, extending the lease on a month-to-month basis through April 30, 2019, increasing the amount by \$25,560.00 for a new total of \$79,713.00, to be expended from Capital Facilities Fund 25-19.
5. Chapman Air Systems, Inc., dba W.R. Robbins Company, to amend contract CB2017-10 Bid Package #7 Mechanical, Carmel Valley Middle School Music Classroom Building & Site Improvements Project, increasing the amount by \$4,744.00 for a new total of \$277,744.00, to be expended from Building Fund Prop 39 – Fund 21-39 and North City West School Facilities Financing Authority.

I. AWARD/RATIFICATION OF CONTRACTS

Approve/ratify the following contracts and authorize Douglas B. Gilbert, Tina Douglas or Eric R. Dill to execute all the pertinent documents:

1. Elljay Acoustics, Inc., Bid Package #11 Acoustical Ceilings & Panels, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 18, 2017 through August 17, 2018, in the amount of \$640,950.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.

J. 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	Maureen “Mo” Muir
Beth Hergesheimer	John Salazar
Amy Herman	

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

16. ADOPTION OF RESOLUTION / IN THE MATTER OF UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES

Motion by _____, second by _____, to adopt the resolution in the Matter of Uniform Public Construction Cost Accounting Procedures, in compliance with Public Contracting Code § 22030, clarifying the resolution adopted on June 22, 2017, exempting maintenance and repairs from the informal bidding procedures, as shown in the attached supplement.

- Roll Call

17. ADOPTION OF PROPOSED NEW BOARD POLICY #3470, "DEBT ISSUANCE AND MANAGEMENT"

Motion by _____, second by _____, to adopt the proposed new Board Policy #3470, "Debt Issuance and Management", as shown in the attached supplement.

18. ADOPTION OF RESOLUTION / NEIGHBORHOOD REINVESTMENT PROGRAM GRANT APPLICATION

A. PUBLIC HEARING

- Open Hearing
- Call for Public Comments
- Close Hearing

B. ADOPTION OF RESOLUTION

Motion by _____, second by _____, to adopt the Resolution Neighborhood Reinvestment Program Funding Application, as shown in the attached supplements.

- Roll Call

19. APPROVAL OF AMENDMENT TO AGREEMENT

Motion by _____, second by _____, to approve amending the contract entered into with Class Leasing, LLC, CA2017-16 to purchase (2) relocatable classroom buildings at Earl Warren Middle School, to replace exterior door types and add extra exterior windows, including rerouting the electrical circuits and low voltage pathway below the new windows, increasing the amount by \$33,506.00 for a new total of \$479,328.78, to be expended from Capital Facilities Fund 25-19 and/or Mello-Roos Funds.

INFORMATION ITEMS.....(ITEMS 20 - 31)

20. LA COSTA VALLEY FIELDS UPDATE

This item is being submitted as information only.

21. PROPOSED NEW / REVISED BOARD POLICIES (7) / NUTRITION SERVICES

- A. BP #3550, "NUTRITION SERVICES" (REVISED)
- B. AR #3550, "NUTRITION SERVICES" (REVISED)
- C. BP #3551, "NUTRITION SERVICES OPERATIONS/CAFETERIA FUND" (REVISED)
- D. BP #3553, "FREE AND REDUCED PRICE MEALS" (REVISED)
- E. AR #3553, "FREE AND REDUCED PRICE MEALS" (REVISED)
- F. AR #3554, "OTHER FOOD SALES" (REVISED)
- G. BP #3555, "NUTRITION PROGRAM COMPLIANCE" (REVISED)

This item is being submitted for first read and will be resubmitted for action on September 14, 2017.

22. PROPOSED NEW / REVISED BOARD POLICIES (6) / ADMINISTRATIVE SERVICES

- A. BP #6164.6, IDENTIFICATION AND EDUCATION UNDER 504 (REVISED)
- B. AR #6164.6, IDENTIFICATION AND EDUCATION UNDER 504 (REVISED)
- C. BP #6145.2, ATHLETIC COMPETITION (REVISED)

- D. BP #5116.1, INTRADISTRICT OPEN ENROLLMENT (REVISED)
- E. BP #5116.2, INVOLUNTARY STUDENT TRANSFERS (NEW)
- F. BP #5141.52, SUICIDE PREVENTION (REVISED)

This item is being submitted for first read and will be resubmitted for action on September 14, 2017.

23. ANNUAL REPORT OF PERSONNEL COMMISSION (2016-2017)

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

This item is being submitted as information only.

- 24. BUSINESS SERVICES UPDATE.....TINA DOUGLAS, ASSOCIATE SUPERINTENDENT
- 25. EDUCATIONAL SERVICES UPDATE.....MIKE GROVE, ED.D, ASSOCIATE SUPERINTENDENT
- 26. HUMAN RESOURCES UPDATECINDY FRAZEE, ASSOCIATE SUPERINTENDENT
- 27. ADMINISTRATIVE SERVICES UPDATE MARK MILLER, ASSOCIATE SUPERINTENDENT
- 28. FUTURE AGENDA ITEMS

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

- A. STUDENT DISCIPLINE / EXPULSIONS/SUSPENDED EXPULSIONS/READMITS

To consider and/or deliberate on student discipline matters. (Case #2017-061SD, #2017-062SD, #2016-025SD, & #2017-041SD)

- B. PUBLIC EMPLOYEE APPOINTMENT, EMPLOYMENT, PERFORMANCE EVALUATION, DISCIPLINE/DISMISSAL/RELEASE

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.*

30. REPORT FROM CLOSED SESSION (AS NECESSARY)

31. ADJOURNMENT

The next regularly scheduled Board Meeting will be held on [Thursday, September 14, 2017, 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

Superintendent
Eric R. Dill



Union High School District

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

JULY 13, 2017

THURSDAY, JULY 13, 2017
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

President Herman called the meeting to order at 6:00 PM.

A. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS (#2A-B)

No public comments were presented.

2. CLOSED SESSION 6:01 PM

The Board convened to Closed Session at 6:01 pm to discuss the following:

A. PUBLIC EMPLOYEE APPOINTMENT, EMPLOYMENT, PERFORMANCE EVALUATION, DISCIPLINE/DISMISSAL/RELEASE

To consider personnel issues, pursuant to Government Code sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline/release/dismissal of a public employee or to hear *complaints or charges brought against such employee by another person or employee unless the employee requests a public session.*

B. CURRENT AND/OR POTENTIAL LITIGATION

To conference with legal counsel to discuss current and/or potential significant exposure to litigation, pursuant to Government Codes sections 54956.9(b)(3)(A), and (C): (1 issue).

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

ATTENDANCE

BOARD OF TRUSTEES AND STUDENT BOARD REPRESENTATIVES

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

DISTRICT ADMINISTRATORS / STAFF

Eric Dill, Superintendent (Absent)
Mike Grove, Ed.D., Associate Superintendent, Educational Services
Cindy Frazee, Associate Superintendent, Human Resources
Mark Miller, Associate Superintendent, Administrative Services
Tina Douglas, Associate Superintendent, Business Services
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

ITEM 6

- 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 Amy Herman. Ms. Herman introduced Dr. Grove who stepped in as Acting Superintendent in Mr. Dill's absence. Ms. Herman welcomed Ms. Tina Douglas and Ms. Cindy Frazee to their first Board meeting. Ms. Schultz read the meeting protocol instructions.
 - B. President Herman led the Pledge of Allegiance.
- 4. REPORT OUT OF CLOSED SESSION (ITEM 4)

There was nothing to report.
- 5. APPROVAL OF AGENDA..... (ITEM 5)

Motion by Ms. Hergesheimer, seconded by Mr. Salazar, to approve the agenda of July 13, 2017, Regular Board meeting of the San Dieguito Union High School District, as presented, except for Items #11A, Gifts & Donations, #11B, Field Trips, #12A, Personnel Reports, #14C16, Agreements/Winston School (NPS), #14E1-7, Parent Settlement Agreements and Amendments, and #15H1, Amendment to Agreement/Class Leasing, were pulled from the Consent Agenda. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.
- 6. APPROVAL OF MINUTES / JUNE 22, 2017 REGULAR MEETING

Motion by Ms. Hergesheimer, seconded by Mr. Salazar, to approve the minutes of the June 22, 2017 Regular Meeting. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

NON-ACTION ITEMS(ITEMS 7 - 10)

- 7. STUDENT UPDATES.....NONE DURING SUMMER BREAK
- 8. REPORTS AND UPDATES..... BOARD OF TRUSTEES
 - A. BOARD OF TRUSTEES

Ms. Muir's shared her son Scotland's accomplishments, thanked teacher Tiffany Sejut at La Costa Canyon HS, reported that the City of Encinitas appreciated the District opposing the storefront and cultivation of marijuana in Encinitas, assisted students with scholarships and internships, and reported Rancho Santa Fe School District Superintendent David Jaffe wrote an article.

Ms. Hergesheimer attended the end of the year District Office BBQ potluck.

Mr. Salazar visited the Earl Warren MS Adult Transition Program relocatables.

Ms. Herman attended the District Office BBQ potluck.
 - B. SUPERINTENDENT'S REPORTS, BRIEFINGS, LEGISLATIVE UPDATES..... MICHAEL GROVE, ASSOC SUPT

Dr. Grove had nothing to report.
- 9. SCHOOL / DEPARTMENT UPDATESNONE SCHEDULED
- 10. PUBLIC COMMENTS

Jon Sevison, Scott Plattenberg, Mike Hastings, and Bradley Silcox made comments regarding the fields at LCV site and requested that the District continue to administer the rental of the fields, to not enter into an agreement with the City of Carlsbad to administer the rental of those fields or consider other entities to administer the rentals. Philip Pellouchoud made comments regarding the Independent Study PE application changes and requested the Board change the deadlines. Beth Westburg made comments in support of not outsourcing the rental of fields, the perception of pay to play sports, donations and fundraising, and suggested 1) fundraising tactics be added to the next agenda, 2) that the District make a public statement in the newspaper and 3) be transparent about foundation donations to the District. Comments were made by Aileen Raskin regarding the special education program; Elizabeth Cuneo requested that the ATP special education students be located on the MiraCosta College campus; Lisa Gil commented on the state of the art school built for the

middle school students and the school built for special needs students; and Joanne Stress commented on the classrooms for the ATP program and equality of all students.

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

*Items #11A, #11B, #12A, #14C16, #14E1-7 & #15H1 were pulled from the Consent Agenda, as shown above under Item #5, Approval of Agenda.

Motion by Ms. Hergesheimer, seconded by Mr. Salazar, to approve Consent Agenda Items #11-15, except for Items #11A, #11B, #12A, #14C16, #14E1-7 & #15H1, as presented. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

ITEM #11A, PUBLIC COMMENTS: Beth Westberg made comments regarding donation made by the foundation of the batting cages at TPHS; Wendy Gumb made comments regarding the Boards' and administration roles, the foundation, and the TPHS batting cages donation.

The Board asked questions of staff and held a discussion. The \$400,000 donation of the batting cages at TPHS item was excluded from the motion and tabled for future action.

*Motion by Ms. Hergesheimer, seconded by Mr. Salazar, to approve Consent Agenda Item #11A, as presented, except for the \$400,000.00 for the batting cages at TPHS. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

ITEM #11B, PUBLIC COMMENTS: Wendy Gumb made comments about the field trip policies, the foundations and the football field trip to Hawaii.

The Board asked questions of staff and held a discussion.

*Motion by Mr. Salazar, seconded by Ms. Hergesheimer, to approve Consent Agenda Item #11B, as presented. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

*Motion by Ms. Hergesheimer, seconded by Mr. Salazar, to approve Consent Agenda Item #12A, as revised (*Handout available in the Superintendent's Office upon request.*). BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

*Motion by Mr. Salazar, seconded by Ms. Muir, to approve Consent Agenda Item #14C16, as presented. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

The Board asked questions of staff and held a brief discussion.

*Motion by Mr. Salazar, seconded by Ms. Hergesheimer, to approve Consent Agenda Item #14E1-7, as presented. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

ITEM #15H1, PUBLIC COMMENTS:

Comments were made by May Marr regarding the ATP curriculum, relocatables and program; Lucile Lynch regarding the ATP facility, capacity, windows, lighting, and adding a third relocatable; Karen Rusneck regarding solutions to the ATP relocatable design, and Project Frog (*handout available in the Superintendent's Office upon request.*)

The Board asked questions of staff and held a discussion.

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*Motion by Ms. Hergesheimer, seconded by Ms. Herman, to approve Consent Agenda Item #15H1, as presented. BOARD Ayes: Hergesheimer, Herman; Noes: Muir, Salazar None; Abstain: None; Absent: Dalessandro.

Motion failed.

11. SUPERINTENDENT

**Item #11A was pulled from the consent agenda and voted on separately, as shown above.*

A. GIFTS AND DONATIONS

Accept the gifts and donations, as presented.

**Item #11B was pulled from the consent agenda and voted on separately, as shown above.*

B. FIELD TRIP REQUESTS

Accept the field trips, as presented.

12. HUMAN RESOURCES

**Item #12A was pulled from the consent agenda and voted on separately, as shown above.*

A. PERSONNEL REPORTS

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

1. Certificated and/or Classified Personnel Reports, *as revised.*

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 agreement and authorize Douglas B. Gilbert, Tina Douglas or Eric R. Dill to execute the agreement:

1. Edgenuity, Inc. to provide 250 concurrent user Virtual Classroom and Web Administrator licenses for 25 courses and one on-site professional development day, during the period August 1, 2017 through July 31, 2018, in an amount not to exceed \$137,500.00 plus applicable tax and shipping, to be expended from the General Fund/Unrestricted 01-00.
2. Hobsons, dba Naviance, Inc., to provide a district wide comprehensive college and career readiness program, during the period June 30, 2017 through June 29, 2018, in an amount not to exceed \$31,337.50, to be expended from the General Fund/Unrestricted 01-00.
3. Illuminate Education, Inc., to provide a web-based student data and assessment management software system known as the Illuminate Data and Assessment Management System (DnA) and a database of test questions, during the period July 1, 2017 through June 30, 2020, at a cost of \$6.00 per student based on District wide enrollment numbers determined annually, to be expended from the General Fund/Unrestricted 01-00.
4. University of California to provide secured technologies and web services for subscribers to manually transfer and UC to accept personal demographic, academic, and other confidential individual record level data necessary to conduct the evaluation by the UC Transcript Evaluation Service ("TES"), UC to implement a cloud-based data warehouse and visualization solution with data provided by District, that they, their designees and other authorized parties

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can securely access, and UC to provide annual regional training and referrals to implementation support services as requested, during the period July 1, 2017 through December 31, 2017, at no cost to the District.

5. WorldBook, Inc., to provide an online advanced reference package, during the period August 1, 2017 through July 31, 2018, in an amount not to exceed \$8,190.00, to be expended from the General Fund/Unrestricted 01-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

SPECIAL EDUCATION**C. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL / NON-PUBLIC AGENCY CONTRACTS, INDEPENDENT CONTRACTOR AGREEMENTS, AND/OR MEMORANDUMS OF UNDERSTANDING**

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

1. Community School of San Diego (NPS), to provide an alternative education model for non-diploma bound students with moderate to severe autism and/or intellectual disabilities, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
2. Community School of San Diego – High School (NPS), to provide an alternative education model for non-diploma bound students with moderate to severe autism and/or intellectual disabilities, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
3. Devereux – Cleo Wallace (NPS/RTC), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period June 28, 2017 through June 30, 2017, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
4. Devereux – Cleo Wallace (NPS/RTC), to provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
5. Fred Finch (NPS), to provide alternative education and day treatment for diploma bound students with high functioning autism, moderate to severe learning disabilities, and/or social, emotional, and/or mental health issues, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
6. Maxim Healthcare (NPA), to provide nursing services for medically fragile students, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
7. New Bridge (NPS), to provide an alternative education model for diploma bound students with high functioning autism and/or moderate to severe learning disabilities, up to Grade 8, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
8. New Haven Youth & Family Services (NPA), to provide wrap around services for students transitioning to a less restrictive placement, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
9. San Diego Center for Children (NPS/RTC), to provide twenty-four hour residential treatment and an alternative education model for diploma bound students with high functioning autism and/or social, emotional, mental health issues, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.

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10. Sierra Academy (NPS), to provide an alternative education model for non-diploma bound students with moderate to severe autism and/or intellectual disabilities, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
11. Springall Academy (NPS), to provide an alternative education model for non-diploma bound students with moderate to severe autism and/or intellectual disabilities, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
12. Stein Education Center (NPS), to provide an alternative education model for non-diploma bound students with moderate to severe autism and/or intellectual disabilities, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
13. TERI, Inc. (NPS), to provide an alternative education model for non-diploma bound students with moderate to severe autism and/or intellectual disabilities, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
14. The Institute of Effective Education (NPS), to provide an alternative education model for non-diploma bound students with moderate to severe autism and/or intellectual disabilities, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.
15. Verbal Behavior Associates (NPA), to provide services as an Independent Educational Evaluator for speech assessments, during the period July 1, 2017 through June 30, 2018, at the rates shown on the attachment, to be expended from the General Fund/Restricted 01-00.

**Item #14C16 was pulled from the consent agenda and voted on separately, as shown above.*

16. Winston School (NPS), to provide an alternative education model for diploma bound students with high functioning autism and/or moderate to severe learning disabilities, during the period July 1, 2017 through June 30, 2018, 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)

**Item #14E1-7 was pulled from the consent agenda and voted on separately, as shown above.*

E. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS

Approve/ratify the following Parent Settlement and Release Agreements and Amendment to 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. 2017-051PS, amendment to agreement for special education related services due to fewer dates of service than originally approved, from May 10, 2017 through June 19, 2017, decreasing the amount by \$14,000.00 for a new total of \$10,000.00.
2. Student Case No. 2017-055PS, for special education related services, from July 1, 2017 through June 30, 2018, in an estimated amount of \$13,500.00.
3. Student Case No. 2017-056PS, for special education related services, from May 31, 2017 through August 31, 2018, in the amount of \$110,000.00, pending NCCSE approved master contract rates.
4. Student Case No. 2017-057PS, for special education related services, from July 1, 2017 through June 30, 2018, in the amount of \$45,000.00.
5. Student Case No. 2017-058PS, for special education related services, from May 26, 2017 through June 30, 2018, in the amount of \$172,600.00.
6. Student Case No. 2017-059PS, for special education related services, from July 1, 2017 through December 31, 2017, in the amount of \$10,000.00.
7. Student Case No. 2017-060PS, for special education related services, from June 26, 2017 through June 30, 2019, in the amount of \$78,100.00.

PUPIL SERVICES

F. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

G. APPROVAL/RATIFICATION OF AMENDMENTS TO AGREEMENTS

(None Submitted)

15. BUSINESS / FACILITIES PLANNING & CONSTRUCTION

BUSINESS

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Douglas B. Gilbert, Delores L. Perley or 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 Men's Water Polo try outs, practices and games, during the period August 7, 2017 through November 10, 2017, in an amount not to exceed \$19,437.50, to be expended from the General Fund/Unrestricted 01-00.
2. San Diego Fitness Services, to provide maintenance, service, repairs, and parts for exercise equipment throughout the District, during the period July 1, 2017 through June 30, 2018, in an amount not to exceed \$10,000.00, to be expended from the General Fund/Unrestricted 01-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

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

1. Amending Contract B2017-02, for Pizza Supplies, to change the vendor name (assignment of contract due to sale of franchise) from Tenancingo, LLC dba Papa John's Pizza to KJ Consortium dba Papa John's Pizza, with no other changes to the contract.

C. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

D. APPROVAL OF CHANGE ORDERS

(None Submitted)

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

(None Submitted)

F. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

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

FACILITIES PLANNING & CONSTRUCTION

G. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Pardee Homes, to reimburse the District for costs associated with improvements to Pacific Trails Middle School and Canyon Crest Academy as a result of development of the Pacific Highlands Ranch Community Park, during the period July 14, 2017 through completion, in an

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amount not to exceed \$7,500.00, to be expended from Capital Facilities Funds 25-19 and reimbursed by Pardee Homes.

- 2. United Site Services, to provide rental of temporary fencing for Oak Crest Middle School Science Classroom Quad, during the period July 1, 2017 through June 30, 2018, in an amount not to exceed \$24,000.00, 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, Delores L. Perley or Eric R. Dill to execute the agreements:

**Item #15H1 was pulled from the consent agenda and voted on separately, as shown above.*

- 1. Class Leasing, LLC, to amend contract CA2017-16 to purchase (2) relocatable classroom buildings for the Adult Transition Program at Earl Warren Middle School, increasing the amount by \$33,506.00 for a new total of \$479,328.78, to be expended from Capital Facilities Fund 25-19 and/or Mello Roos Funds.
- 2. Westberg & White, Inc., to amend contract CA2015-55 for architectural/engineering services at Canyon Crest Academy, increasing the amount by \$5,000.00 for a new total of \$912,666.00, to be expended from Building Fund Prop 39 – Fund 21-39.
- 3. Level 10 Construction, L.P., to amend CA2017-08, to provide construction management services for the Carmel Valley Middle School Music Classroom Building and Site Improvements Project, increasing the amount by \$9,708.00 for a new total of \$507,180.00, to be expended from North City West School Facilities Financing Authority and Building Fund Prop 39 – Fund 21-39.
- 4. 3 Degrees Group, Inc., to amend contract CA2016-19 to purchase renewable energy certificates (REC's) from the District at the per REC rate of \$2.75, extending the purchase period through December 2021, at no cost impact to the District.

I. AWARD/RATIFICATION OF CONTRACTS

(None Submitted)

J. APPROVAL OF CHANGE ORDERS

(None Submitted)

DISCUSSION / ACTION ITEMS(ITEM 16 - 21)

16. ADOPTION OF RESOLUTION ESTABLISHING SPECIAL TAXES FOR 2017-18 FISCAL YEAR

Motion by Ms. Hergesheimer, seconded by Ms. Muir, to adopt the attached resolutions establishing Special Taxes within Community Facilities District No.'s 94-2, 94-3, 95-2, 99-1, 99-2, 99-3 and 03-1, which increases the Alternate Prepayment Tax for single family, multi-family units, and commercial buildings per Lee Saylor Cost of Construction Index or Engineering News-Record Building Cost Index. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

17. ADOPTION OF RESOLUTION LEVYING SPECIAL TAXES FOR 2017-18 FISCAL YEAR

Motion by Mr. Salazar, seconded by Ms. Hergesheimer, to adopt the attached resolutions levying Special Taxes within Community Facilities District No.'s 94-1, 94-2, 94-3, 95-1, 95-2, 99-1, 99-2, 99-3, and 03-1, and authorize the Auditor of San Diego County to levy taxes on all non-exempt property within each Community Facilities District. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

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18. ADOPTION OF RESOLUTIONS / DELEGATING AUTHORITY IN REGARD TO BIDDING AND MANAGEMENT OF CONSTRUCTION OF PUBLIC PROJECTS & DELEGATING AUTHORITY IN REGARD TO AWARDING OF EMERGENCY CONTRACTS

A. RESOLUTION / DELEGATING AUTHORITY IN REGARD TO BIDDING AND MANAGEMENT OF CONSTRUCTION OF PUBLIC PROJECTS

Motion by Ms. Hergesheimer, seconded by Mr. Salazar, to adopt the resolution Delegating Authority in Regard to Bidding and Management of Construction of Public Projects, as presented. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

B. RESOLUTION / DELEGATING AUTHORITY IN REGARD TO AWARDING OF EMERGENCY CONTRACTS

Motion by Mr. Salazar, seconded by Ms. Hergesheimer, to adopt the resolution Delegating Authority in Regard to Awarding of Emergency Contracts, as shown in the attached supplement. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

19. APPROVAL OF 2017-2018 CONSOLIDATED APPLICATION, PART 1

Motion by Ms. Hergesheimer, seconded by Mr. Salazar, to approve the 2017-2018 Consolidated Application Part 1, as presented. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

20. APPROVAL OF AGREEMENT / CALIFORNIA SCHOOL BOARDS ASSOCIATION

The Board held a discussion.

Motion by Ms. Hergesheimer, seconded by Ms. Herman, to approve entering into an agreement with California School Boards Association, to provide a governance leadership workshop for the purpose of establishing the goals and evaluation process for the superintendent, to be completed no later than June 30, 2018, in an amount not to exceed \$2,000.00, plus reasonable travel expenses, to be expended from the General Fund/Unrestricted 01-00 and authorize Amy Herman and Eric R. Dill to execute the agreement, as presented. BOARD Ayes: Hergesheimer, Herman; Noes: Muir, Salazar; Abstain: None; Absent: Dalessandro.

Motion failed.

21. APPROVAL OF SALARY ALLOCATION PLACEMENT, BP #4231 APPENDIX A, SALARY RANGE DEFINITIONS/NEW CLASSIFIED JOB CLASSIFICATION "LEARNING COMMONS TECHNICIAN II"

Motion by Mr. Salazar, seconded by Ms. Hergesheimer, to approve the salary allocation placement on BP #4231 Appendix A, Salary Range Definitions, for the new classified job classification "Learning Commons Technician II" and retitle "Learning Commons Technician" to "Learning Commons Technician I", as recommended by the Personnel Commission, and as presented. BOARD Ayes: Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None; Absent: Dalessandro.

Motion unanimously carried.

INFORMATION ITEMS.....(ITEMS 22 - 30)

22. UNIFORM COMPLAINT QUARTERLY REPORT, 4TH QUARTER, 2016-17 (APRIL – JUNE)

This item was submitted for the 4th Quarter, (April-June), 2016-17.

23. BUSINESS SERVICES UPDATE TINA DOUGLAS, ASSOCIATE SUPERINTENDENT

Ms. Douglas reported she has visited school sites and is excited to work in the District.

- 24. EDUCATIONAL SERVICES UPDATEMIKE GROVE, ED.D., ASSOCIATE SUPERINTENDENT
Dr. Grove reported that the AP testing is being compiled and will be available soon.
- 25. HUMAN RESOURCES UPDATECINDY FRAZEE, ASSOCIATE SUPERINTENDENT
Ms. Frazee is excited to be in the District and is getting to know staff.
- 26. ADMINISTRATIVE SERVICES UPDATE MARK MILLER, ASSOCIATE SUPERINTENDENT
Mr. Miller was absent.
- 27. FUTURE AGENDA ITEMS – 1) La Costa Valley Site update on fields agreement w/City of Carlsbad, 2) Donations 3) Location Options for the ATP program, 4) Hold next Board meeting at ATP location.
- 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 8:55 pm.

Beth Hergesheimer, Board Clerk

Date

Eric R. Dill, Superintendent

Date



MINUTES

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

Superintendent
Eric R. Dill

Union High School District

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

**WEDNESDAY, AUGUST 2, 2017
4:00 PM**

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

The Governing Board of the San Dieguito Union High School District held a Special Meeting on Wednesday, August 2, 2017, at the above location.

Attendance / Board:

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

Attendance / District Management:

Eric Dill, Superintendent
Mike Grove, Ed.D., Associate Superintendent, Educational Services
Cindy Frazee, Associate Superintendent, Human Resources
Mark Miller, Ed.D., Associate Superintendent, Administrative Services
Tina Douglas, Associate Superintendent, Business Services
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

1. CALL TO ORDER

President Herman called the meeting to order at 4:00 PM.

2. PUBLIC COMMENTS

See Item #5 below.

DISCUSSION / ACTION ITEMS

3. APPROVAL OF PERSONNEL REPORT

Motion by Ms. Dalessandro, seconded by Ms. Hergesheimer, to approve matters pertaining to employment of personnel, salaries, leaves of absence, resignations, changes in assignments, and consultant services:

1. Certificated Personnel Report, as presented.

BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

4. AWARD OF CONTRACTS / PACIFIC TRAILS MIDDLE SCHOOL 2ND CLASSROOM BUILDING

Motion by Ms. Hergesheimer, seconded by Mr. Salazar, to approve the following contracts and authorize Douglas B. Gilbert, Tina Douglas or Eric R. Dill to execute all pertinent documents:

1. San Diego Steel Solutions, Bid Package #1 Structural Steel, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period June 23, 2017 through August 17, 2018, in the amount of \$1,524,983.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
2. Western Rim Constructors, Inc., Bid Package #3 Concrete and Rebar, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$1,908,999.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
3. Williams & Sons Masonry, Inc., Bid Package #4 Masonry, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$366,346.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
4. K&Z Cabinet Co., Inc., Bid Package #5 Finish Carpentry, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$325,390.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
5. Chambers, Inc., dba Roof Construction, Bid Package #6 Roofing, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$343,364.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
6. Standard Drywall, Inc., Bid Package #7 Metal Studs, Drywall, Door Framing & Hardware, Paint, Final Clean and Elevators; Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$2,574,400.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.

7. Buxcon Sheet Metal, Inc., Bid Package #8 Sheetmetal, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$387,145.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
8. Centex Glazing, Bid Package #9 Glass & Glazing, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$954,451.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
9. Inland Pacific Tile, Inc., Bid Package #10 Ceramic Tile, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$253,000.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
10. SWCS, Inc., Bid Package #13 Specialties, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$207,118.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
11. J.G. Tate Fire Protection Systems, Inc., Bid Package #15 Fire Sprinklers, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$158,321.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
12. Interpipe Contracting, Inc., Bid Package #16 Plumbing, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$718,980.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
13. Able Heating & Air Conditioning, Inc., Bid Package #17 HVAC, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$1,182,551.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
14. Baker Electric, Bid Package #18 Electrical/Low Voltage Systems, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$1,199,000.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
15. Western Rim Constructors, Inc., Bid Package #19 Landscaping & Irrigation, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$158,976.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.
16. Shade Structures, Inc., dba USA-Shade & Fabric Structures, Bid Package #20 Sunshade, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 3, 2017 through August 17, 2018, in the amount of \$105,575.00, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.

BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

5. AUTHORIZATION OF THE CREATION OF A SPECIAL EDUCATION TASK FORCE

PUBLIC COMMENTS - Lucile Lynch thanked the Board and staff for holding the recent parent meeting and for considering creating a task force.

Motion by Ms. Dalessandro, seconded by Ms. Hergesheimer, to authorize the creation of a Special Education Task Force comprised of parents, teachers, administrators and other stakeholders to provide recommendations to improve the outcomes for students with disabilities.

BOARD Ayes: Dalessandro, Hergesheimer, Herman, Muir, Salazar; Noes: None; Abstain: None.

Motion unanimously carried.

6. ADJOURNMENT

The meeting was adjourned at 4:11 PM.

Beth Hergesheimer, Board Clerk

Date

Eric Dill, Superintendent

Date

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 8, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED AND SUBMITTED BY: Eric R. Dill, 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
July 13, 2017

ITEM 11A

Item #	Donation	Description	Donor	Department	School Site
1	\$305.02	Supplemental Support Costs	Pacific Trails Middle School PTSA	Administration	PTMS
2	\$253.84	Supplemental Support Costs	Diegueño Middle School PTSA	Administration	DMS
3	\$5,500.00	Supplemental Support Costs	Diegueño Middle School PTSA	Administration	DMS
4	\$1,267.19	Supplemental Support Costs	Carmel Valley Middle School Foundation	Administration	CVMS
5	\$863.96	Supplemental Support Costs	Pacific Trails Middle School Foundation	Administration	PTMS
6	\$1,046.37	Supplemental Support Costs	Pacific Trails Middle School Foundation	Administration	PTMS
7	\$633.58	Supplemental Support Costs	Pacific Trails Middle School Foundation	Administration	PTMS
8	\$403.43	Music Support Costs	Oak Crest Middle School Band Boosters	Music	OCMS
9	\$1,159.99	Music Support Costs	Diegueño Middle School Band Boosters	Music	DMS
10	\$274.28	Music Support Costs	San Dieguito Academy Music Boosters	Music	SDHSA
11	\$12,704.40	Supplemental Support Costs	Canyon Crest Academy Foundation	Administration	CCA
12	\$164.57	Music Support Costs	San Dieguito Academy Music Boosters	Music	SDHSA
13	\$1,570.47	Music Support Costs	San Dieguito Academy Music Boosters	Music	SDHSA
14	\$954.56	Supplemental Support Costs	La Costa Canyon High School Foundation	Administration	LCCHS
15	\$123.00	Supplemental Support Costs	Pacific Trails Middle School Foundation	Administration	PTMS
16	\$500.00	Supplemental Support Costs	Doug & Beverly Dahl	Administration	SHS
		*Donated Items:			
	\$1,150.00	Camara Equipment	Jeffrey Peterson	Photo Shop	SDHSA
	\$40.00	Clarinet and a Stand	Arielle Lackritz	Music	SDHSA
	\$400,000.00	Batting Cages Project	Torrey Pines High School Foundation	Athletics	TPHS
	\$27,724.66	Monetary Donations			
	\$401,190.00	*Value of Donated Items			
	\$428,914.66	TOTAL VALUE			

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 14, 2017

BOARD MEETING DATE: August 17, 2017

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

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: Approval / Ratification of Field Trip
Requests

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
August 17, 2017

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	12-04-17 - 12-08-17	Lopez	Heather	TPHS Cheer	30	2	Pearl Harbor Memorial Parade	Oahu	HI	5 Days	TPHS Foundation / Parent Donations
2	09-07-17 - 09-10-17	Morgan	Shauna	TPHS Tennis	10	3	Golden State Tennis Tournament	San Francisco	CA	1 Day	TPHS Foundation / Parent Donations
3	03-16-18 - 03-18-18	Payne	Marinee	TPHS Theatre	20	2	Fullerton College Theatre Festival	Fullerton	CA	1 Day	TPHS Foundation / Parent Donations
4	01-12-18 - 01-14-18	Payne	Marinee	TPHS Theatre	20	2	CA Educational Theatre High School Festival	Rancho Cucamonga	CA	1 Day	TPHS Foundation / Parent Donations
5	09-17-17 - 09-18-17	Chufu	Jeanne	PTMS Leadership, ASB	2	1	#Digital4Good Event at Twitter HQ	San Francisco	CA	1 Day	PTMS Foundation / Parent Donations
6	04-27-18 - 04-19-18	Stiven	Timothy	CCA Envision Conservatory for the Humanities	4	1	World Affairs Council World Quest	Washington	DC	1 Day	CCA Foundation / Parent Donations
7	04-09-18 - 04-11-18	Stiven	Timothy	CCA Envision Conservatory for the Humanities	10	1	MIT Inspire National Competition	Cambridge	MA	None	CCA Foundation / Parent Donations
8	11-18-17 - 11-22-17	Stiven	Timothy	CCA Envision Conservatories and Robotics	10	4	CCA-MET STEAM Collaboration	Panama City	Panama	None	CCA Foundation / Parent Donations
9	08-31-17 - 09-02-17	Savage	David	SDHSA Girls Volleyball	15	8	Las Vegas Invitational	Las Vegas	NV	2 Days	SDHSA Foundation / Parent Donations

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 8, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Cindy Frazee
Associate Superintendent/Human Resources

SUBMITTED BY: Eric R. Dill
Superintendent

SUBJECT: APPROVAL OF CERTIFICATED and
CLASSIFIED PERSONNEL

EXECUTIVE SUMMARY

Please find the following Personnel actions attached for Board approval:

Certificated

Employment
Change in Assignment

Classified

Employment
Change in Assignment
Leave of Absence
Resignation

RECOMMENDATION:

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

FUNDING SOURCE:

General Fund

PERSONNEL LIST

CERTIFICATED PERSONNEL

Employment

1. **Cheri Bene**, 100% Probationary Program Supervisor – Special Education (management position), beginning in the 2017-18 school year, effective 8/01/2017.
2. **Courtney Cook**, 100% Probationary Program Supervisor – Special Education (management position), beginning in the 2017-18 school year, effective 8/15/ 2017.
3. **Rebecca Erquitt**, 100% Temporary Counselor at Canyon Crest Academy, for the 2017-18 school year, effective 8/09/2017 through 6/15/2018.
4. **Cameron Martin**, 60% Temporary Teacher (English) at La Costa Canyon High School, for the 2017-18 school year, effective 8/22/2017 through 6/15/2018.
5. **Erica Munoz**, 100% Probationary Program Supervisor – Special Education (management position), beginning in the 2017-18 school year, effective 8/01/2017.
6. **Eric Presley**, 60% Temporary Teacher (art) at Torrey Pines High School, for the 2017-18 school year, effective 8/22/2017 through 6/15/2018.
7. **Leslee Villalobos**, 60% Temporary Teacher (mathematics) at La Costa Canyon High School, for the 2017-18 school year, effective 8/22/2017 through 6/15/2018.
8. **Adam Witzmann**, 60% Temporary Teacher (mathematics) at La Costa Canyon High School, for the 2017-18 school year, effective 8/22/2017 through 6/15/2018.

Change in Assignment

1. **Debra Byars**, Permanent Teacher (mathematics) at Carmel Valley Middle School, Change in Assignment from 100% Teacher to 60% Counselor and 40% Teacher, for the 2017-18 school year, effective 8/09/2017 through 6/15/2018.

PERSONNEL LIST

CLASSIFIED PERSONNEL

Employment

1. **Coaches**, employment for the 2017-18 school year, effective 07/01/17 through 06/30/18, per attached supplement.
2. **Classified Substitutes**, employment for the 2017-18 school year, effective 07/01/17 through 06/30/18, per attached supplement.
3. **Dias, Maria**, Instructional Assistant-SpEd (SH), SR36, 68.75% FTE, La Costa Canyon-ATP, effective 08/28/17.
4. **Madueno, Eufracio**, Custodian Floater, SR33, 100.00% FTE, Facilities Department, effective 07/17/17.
5. **Serrano, Norma**, Instructional Assistant-SpEd (SH), SR36, 68.75% FTE, La Costa Canyon-ATP, effective 08/28/17.

Change in Assignment

1. **Daymude, David**, from Nutrition Services Transporter I, SR27, 25.00% FTE, San Dieguito High School Academy to 34.38% FTE, Oak Crest Middle School, effective 08/21/17.
2. **Hernandez, Thomas**, from Maintenance Worker II, SR40, 100.00% FTE, Facilities Department to Skilled Maintenance Worker, SR49, 100.00% FTE, effective 07/24/17.
3. **Luna, Leslie**, from Bilingual Receptionist, SR33, 100.00% FTE, District Office-Human Resources to Administrative Secretary, SR40, 100.00% FTE, San Dieguito High School Academy, effective 08/17/17.
4. **Roe-Gallacher, Marianne**, from Administrative Secretary, SR40, 62.50% FTE, Transportation Department to 100.00% FTE, effective 07/01/17.
5. **Santander, Maritza**, 7.5% stipend to perform duties outside of her classification of Information Systems Support Analyst, effective 07/01/17. Assignment of additional duties and corresponding compensation is anticipated to continue until the establishment of a new classification in the Student Information Services Unit.
6. **Snedeker, Tim**, from Instructional Assistant-SpEd (SH), SR36, 75.00% FTE, La Costa Canyon High School to Custodian Floater, SR33, 100.00% FTE, Facilities Department, effective 08/07/17.
7. **Tico, Becky**, from Instructional Assistant-SpEd (BI), SR36, 68.75% FTE, La Costa Canyon High School-ATP to 75.00% FTE, Diegueno Middle School, effective 08/28/17.
8. **Valencia, Anthony**, from Campus Supervisor, SR32, 48.75% FTE, San Dieguito High School Academy to 100.00% FTE, Diegueno Middle School, effective 08/28/17.

Leave of Absence

1. **Gonzalez, Michael**, Instructional Assistant-SpEd (NS), SR34, 48.75% FTE, La Costa Canyon High School-ATP, requests a 100.00% Unpaid Leave of Absence effective 08/28/17 through 12/15/17. Michael plans to resume his 48.75% assignment on 12/16/17.

ITEM 12A

Resignation

1. **Buckley, Alex**, Custodian Floater, SR33, 100.00% FTE, Facilities Department, resignation effective 08/04/17.
2. **Howe, LeeAnn**, Risk Management Technician, SR42, 100.00% FTE, Purchasing and Risk Management Department, resignation for the purpose of retirement, effective 09/15/17.
3. **Thompson, Marisa**, Administrative Secretary, SR40, 75.00% FTE, District Office-Special Education, effective 08/04/17.

sj
8/17/17
classbdagenda

ITEM 12A

Classified Personnel Supplement, August 17, 2017

Classified Substitute

Marquez Aragon, Sandibel, effective 07/31/2017
Ptrynska, Eva, effective 7/31/2017

Coach

TPHS - Walk On Coach

Ahles, Miles, Football, Junior Varsity Assistant, Torrey Pines, Fall Season, effective
07/31/2017

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Cindy Frazee, Associate Superintendent,
Human Resources

SUBMITTED BY: Eric R. Dill, Superintendent

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

EXECUTIVE SUMMARY

The attached Professional Services Report/Human Resources summarizes one agreement.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attached list.

ITEM 12B

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

HUMAN RESOURCES - PROFESSIONAL SERVICES REPORT

Board Meeting Date: 08-17-17

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
07/01/17 – 06/30/22	Azusa Pacific University	For a student teacher program of educational fieldwork experience.	N/A	N/A

ITEM13A

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2017

BOARD MEETING DATE: August 17, 2017

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

SUBMITTED BY: Eric R. Dill, Superintendent

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

EXECUTIVE SUMMARY

The attached Professional Services Report/Educational Services summarizes one contract.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on attachment.

ITEM13A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

EDUCATIONAL SERVICES - PROFESSIONAL SERVICES REPORT

Board Meeting Date: 08-17-17

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
08/24/17	The Regents of the University of California on behalf of the University of California, Irvine campus (UCI History Project)	To provide a one-day training for History-Social Science teachers on the new framework for History-Social Science.	General Fund/ Unrestricted 01-00	\$2,100.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Mark Miller, Associate Superintendent,
Administrative Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: APPROVAL / RATIFICATION OF
AMENDMENT TO AGREEMENTS

EXECUTIVE SUMMARY

The attached Professional Services Report/Administrative Services summarizes three amendments to agreements.

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 14B

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

ADMINISTRATIVE SERVICES - AMENDMENT TO AGREEMENTS REPORT**Board Meeting Date: 08-17-17**

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
07/01/17 – 06/30/18	AVID Center	Amending the agreement to provide AVID secondary membership, licenses, and an AVID weekly subscription, to add an individual to the subscription.	General Fund/ Unrestricted 01-00	Additional \$6,000.00 per year
08/01/16 – 07/31/17	Edgenuity, Inc.	Amending the agreement to provide virtual classroom and web administrator licenses for 25 courses and one on-site professional development day, to increase the number of licenses to include 250 additional active licenses for summer school 2017.	General Fund/ Unrestricted 01-00	\$2,500.00
07/01/17 - 09/30/17 & 07/01/18 – 06/30/19	The Regents of the University of California (UCSD)	Amending the agreement to extend the initial service period to September 30, 2017, with no other changes to the contract.	N/A	N/A

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 31, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Mark G. Miller.
Associate Superintendent / Administrative Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: APPROVAL OF 2017-18 BELL SCHEDULES

EXECUTIVE SUMMARY

State law requires local school districts to approve school bell schedules as part of the instructional calendar. Attached are the school bell schedules for the 2017-18 school year for Carmel Valley, Diegueño, Earl Warren, Oak Crest and Pacific Trails Middle Schools, and Canyon Crest Academy, La Costa Canyon High School, San Dieguito High School Academy, Sunset Continuation High School and Torrey Pines High School.

RECOMMENDATION:

It is recommended that the Board approve the 2017-18 bell schedules for Carmel Valley, Diegueño, Earl Warren, Oak Crest and Pacific Trails Middle Schools, and Canyon Crest Academy, La Costa Canyon High School, San Dieguito High School Academy, Sunset Continuation High School and Torrey Pines High School, as shown in the attached supplements.

FUNDING SOURCE:

Not applicable.

Attachments

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
ADMINISTRATIVE SERVICES
ANNUAL INSTRUCTIONAL MINUTES**

School	2017-18 State Minimum	2017-18
Middle Schools:		
Carmel Valley	54,000	62,230
Diegueno	54,000	62,320
Earl Warren	54,000	60,445
Oak Crest	54,000	60,730
Pacific Trails	54,000	60,530
High Schools:		
Canyon Crest Academy	64,800	66,974
La Costa Canyon	64,800	65,561
San Dieguito HS Academy	64,800	68,249
Torrey Pines	64,800	65,292
Sunset Cont.	N/A*	42,300

*Annual Instructional minutes not State required for alternative education hourly programs.

ITEM 14C

2017-2018 ANNUAL INSTRUCTIONAL MINUTES SUMMARY

School: Canyon Crest Academy
 Principal: Brett Killeen
 School Start Date: 29-Aug-17

Date: 08/01/17
 Grade: Gr. 9-12

<u>Type of Days</u>	<u># of Days</u>	<u>Daily Minutes</u>	<u>Annual Minutes</u>
Finals	8	248	1,984
Single	150	388	58,200
Wednesday (Late Start)	19	297	5,643
Pep Rally	2	387	774
Extended Lunch	1	373	373
	0	0	0
	0	0	0
TOTAL	180		66,974

180 Days

Minimum Annual Minutes:

Grade 9-12 **65,050**

ITEM 14C

CANYON CREST ACADEMY

DAILY MINUTES CALCULATION

150 DAYS **Single**

	Start		End		Total min	Passing min	
	hr	min	hr	min			
Period 0	6	30	7	52			
Period 1	8	0	9	30	90	8	
Period 2	9	38	11	12	94		
Lunch	11	12	11	44		8	
Period 3	11	52	1	22	90	8	
Period 4	1	30	3	0	90		
	0	0	0	0		0	
						388	

19 DAYS **Wednesday (Late Start)**

	Start		End		Total min	Passing min	
	hr	min	hr	min			
Period 0	6	44	7	52			
Period 1	9	30	10	38	68	7	
Period 2	10	45	11	57	72		
Lunch	11	57	12	30		7	
Period 3	12	37	1	45	68	7	
Period 4	1	52	3	0	68		
	0	0	0	0		0	
						297	

8 DAYS **Finals**

	Start		End		Total min	Passing min	
	hr	min	hr	min			
Period 1/2	8	0	10	0	120		
Break	10	0	10	17		8	
Period 3/0 or 4	10	25	12	25	120		
						248	

2 DAYS **Pep Rally**

	Start		End		Total min	Passing min	
	hr	min	hr	min			
Period 0	6	30	7	52			
Period 1	8	0	9	22	82	8	
Period 2	9	30	10	52	82	8	
RALLY	11	0	11	27	27		
Lunch	11	27	12	0		8	
Period 3	12	8	1	30	82	8	
Period 4	1	38	3	0	82		
						387	

1 DAYS **Extended Lunch**

	Start		End		Total min	Passing min	
	hr	min	hr	min			
Period 0	6	30	7	52			
Period 1	8	0	9	27	87	8	
Period 2	9	35	11	2	87		
Lunch	11	2	11	49		8	
Period 3	11	57	1	24	87	8	
Period 4	1	32	3	0	88		
	0	0	0	0		0	
						373	

2017-2018 ANNUAL INSTRUCTIONAL MINUTES SUMMARY

ITEM 14C

School: Carmel Valley Middle School
Principal: Cara Dolnik
School Start Date: 29-Aug-17

Date: 08/01/17
Grade: Gr. 7-8

<u>Type of Days</u>	<u># of Days</u>	<u>Daily Minutes</u>	<u>Annual Minutes</u>
Single - Monday	15	355	5,325
Block w/ PAW	65	355	23,075
Assembly Lunch Block	6	355	2,130
Minimum	2	240	480
Late Start Mondays	16	265	4,240
Block Period Days	76	355	26,980
Career Fair	0	360	0
TOTAL	180		62,230

180 Days

Minimum Annual Minutes:

Grade 7-8 **60,000**

ITEM 14C

CARMEL VALLEY MIDDLE SCHOOL

DAILY MINUTES CALCULATION

15 DAYS **Single - Monday**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	30	8	25	55	
Period 1	8	30	9	20	50	5
Period 2	9	25	10	15	50	
Nutrition (5)	10	15	10	20		5
Period 3	10	25	11	15	50	5
Period 4	11	20	12	10	50	
PAW	12	10	12	40	30	
Lunch (35)	12	40	1	15		5
Period 5	1	20	2	10	50	5
Period 6	2	15	3	5	50	
						355

65 DAYS **Block w/ PAW**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	30	8	25	55	
Period 1/2	8	30	10	15	105	
Nutrition	10	15	10	20		5
Period 3/4	10	25	12	10	105	
PAW	12	10	12	40	30	
Lunch	12	40	1	15		5
Period 5/6	1	20	3	5	105	
						355

6 DAYS **Assembly Lunch Block**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	30	8	25	55	
Period 1/2	8	30	10	15	105	
Nutrition	10	15	10	20		5
Period 3/4	10	25	12	5	100	
7th Gr. Lunch / 8th Gr.						
Assembly	12	5	12	45	40	
8th Gr. Lunch/ 7th Gr.						5
Assembly	12	45	1	20		
Period 5/6	1	25	3	5	100	
Period 7	0	0	0	0		
Advisement	0	0	0	0		355

2 DAYS **Minimum**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	50	8	25	35	
Period 1	8	30	9	10	40	5
Period 2	9	15	9	50	35	5
Period 3	9	55	10	30	35	
						5
Nutrition	10	30	10	35		5
						5
Period 4	10	40	11	15	35	
Period 5	11	20	11	55	35	5
Period 6	12	0	12	35	35	
	0	0	0	0		240

76 DAYS **Block Period Days**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	30	8	25	55	
Period 1/2	8	30	10	25	115	
Nutrition	10	25	10	30		5
Period 3/4	10	35	12	30	115	
Lunch	12	30	1	5		5
Period 5/6	1	10	3	5	115	
						355

16 DAYS **Late Start Mondays**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Collaboration (No Zero Period)	8	25	9	55		
Period 1	10	5	10	45	40	5
Period 2	10	50	11	30	40	5
Period 3	11	35	12	15	40	
Lunch	12	15	12	50		5
Period 4	12	55	1	35	40	5
Period 5	1	40	2	20	40	5
Period 6	2	25	3	5	40	
Advisement	0	0	0	0		265

ITEM 14C

DAILY MINUTES CALCULATION

DAYS **Career Fair**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 1	8	30	9	15	45	5
Period 2	9	20	10	0	40	5
Period 3	10	5	10	45	40	5
Period 4	10	50	11	30	40	5
Period 5	11	35	12	15	40	
Lunch	12	15	12	50		5
Period 6	12	55	3	5	130	
Advisement	0	0	0	0		360

2017-2018 ANNUAL INSTRUCTIONAL MINUTES SUMMARY

ITEM 14C

School: Diegueño Middle School
 Principal: Jeff Copeland
 School Start Date: 29-Aug-17

Date: 08/01/17
 Grade: Gr. 7-8

<u>Type of Days</u>	<u># of Days</u>	<u>Daily Minutes</u>	<u>Annual Minutes</u>
Single - Monday	15	360	5,400
Block	146	355	51,830
Minimum	2	245	490
Assembly	1	360	360
Late Start Mondays	16	265	4,240
TOTAL	180		62,320

180 Days

Minimum Annual Minutes:

Grade 7-8 **60,000**

ITEM 14C

DIEGUEÑO MIDDLE SCHOOL

DAILY MINUTES CALCULATION

15 DAYS **Single - Monday**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	30	8	25	55	
Period 1	8	30	9	30	60	5
Period 2	9	35	10	30	55	5
Period 3	10	35	11	30	55	5
Period 4	11	35	12	30	55	
Lunch (35)	12	30	1	5		5
Period 5	1	10	2	5	55	5
Period 6	2	10	3	5	55	
						360

146 DAYS **Block**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	30	8	25	55	
Period 1/2	8	30	10	15	105	
Nutrition	10	15	10	20		5
Period 3/4	10	25	12	10	105	
CAT	12	10	12	40	30	
Lunch	12	40	1	15		5
Period 5/6	1	20	3	5	105	
						355

16 DAYS **Late Start Mondays**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Staff Collaboration	8	30	10	5		
Period 1	10	5	10	45	40	5
Period 2	10	50	11	30	40	5
Period 3	11	35	12	15	40	
Lunch	12	15	12	50		5
Period 4	12	55	1	35	40	5
Period 5	1	40	2	20	40	5
Period 6	2	25	3	5	40	
						265

2 DAYS **Minimum**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	50	8	25	35	
Period 1	8	30	9	10	40	5
Period 2	9	15	9	50	35	5
Period 3	9	55	10	30	35	
Break	10	30	10	45		5
Period 4	10	50	11	25	35	5
Period 5	11	30	12	5	35	5
Period 6	12	10	12	50	40	
						245

1 DAYS **Assembly**

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	30	8	25	55	
Period 1	8	30	9	20	50	5
Period 2	9	25	10	15	50	5 (1)
Period 2	10	20	11	10	50	5 (2)
Period 3	11	15	12	0	45	
Lunch	12	0	12	35		5
Period 4	12	40	1	25	45	5
Period 5	1	30	2	15	45	5
Period 6	2	20	3	5	45	
						360

2017-2018 ANNUAL INSTRUCTIONAL MINUTES SUMMARY

ITEM 14C

School: Earl Warren Middle School
Principal: Reno Medina
School Start Date: 29-Aug-17

Date: 07/31/17
Grade: Gr. 7-8

<u>Type of Days</u>	<u># of Days</u>	<u>Daily Minutes</u>	<u>Annual Minutes</u>
Single	17	350	5,950
Block	142	345	48,990
Minimum	2	240	480
Late Start	16	260	4,160
Assembly	2	260	520
Spirit	1	345	345
TOTAL	180		60,445

180 Days

Minimum Annual Minutes:

Grade 7-8 60,000

2017-2018 ANNUAL INSTRUCTIONAL MINUTES SUMMARY

School: La Costa Canyon High School
Principal: Bryan Marcus
School Start Date: 29-Aug-17

Date: 08/01/17
Grade: Gr. 9-12

<u>Type of Days</u>	<u># of Days</u>	<u>Daily Minutes</u>	<u>Annual Minutes</u>
Block Schedule (B)	48	371	17,808
Single (F)	2	405	810
ESP Block Schedule (C)	54	370	19,980
7 ESP Block Schedule (D)	33	370	12,210
MAV Nation Schedule (A)	15	297	4,455
Assembly / Drill Schedule (E)	12	370	4,440
PSAT (G)	1	380	380
Special Assembly After PSAT Schedule (H)	1	370	370
CAASPP Testing Schedule (J)	4	352	1,408
7 Final, Single Period Schedule (K)	2	370	740
Subject Finals Schedule (L)	8	370	2,960
TOTAL	180		65,561

180 Days

Minimum Annual Minutes:

Grade 9-12

65,050

2017-2018 ANNUAL INSTRUCTIONAL MINUTES SUMMARY

ITEM 14C

School: Oak Crest Middle School
Principal: Briehna Weatherford
School Start Date: 29-Aug-17

Date: 08/01/17
Grade: Gr. 7-8

<u>Type of Days</u>	<u># of Days</u>	<u>Daily Minutes</u>	<u>Annual Minutes</u>
Single	6	350	2,100
Block	140	345	48,300
Minimum	2	245	490
Early Out Friday	16	265	4,240
Home Room Friday	16	350	5,600
Assembly Oct	0	345	0
Assembly Feb	0	350	0
TOTAL	180		60,730

180 Days

Minimum Annual Minutes:

Grade 7-8 60,000

OAK CREST MIDDLE SCHOOL

ITEM 14C

DAILY MINUTES CALCULATION

	Start		End		Total min	Passing min
	hr	min	hr	min		
	16 DAYS Home Room Friday					
Period 0						
Period 1	8	15	9	5	50	5
Period 2	9	10	10	0	50	
Break	10	0	10	5		5
Period 3	10	10	11	0	50	5
Period 4	11	5	11	55	50	5
Homeroom	12	0	12	20	20	
Lunch	12	20	12	55		5
Period 5	1	0	1	50	50	5
Period 6	1	55	2	45	50	
						350

	Start		End		Total min	Passing min
	hr	min	hr	min		
	140 DAYS Block					
Period 0						
Period 1/2	8	15	10	10	115	
Break	10	10	10	20		5
Period 3/4	10	25	12	15	110	
Lunch	12	15	12	50		5
Period 5/6	12	55	2	45	110	
						345

	Start		End		Total min	Passing min
	hr	min	hr	min		
	16 DAYS Early Out Friday					
Period 1	8	15	8	55	40	5
Period 2	9	0	9	40	40	5
Period 3	9	45	10	25	40	5
Period 4	10	30	11	10	40	
Lunch	11	10	11	45		5
Period 5	11	50	12	30	40	5
Period 6	12	35	1	15	40	
						265

	Start		End		Total min	Passing min
	hr	min	hr	min		
	2 DAYS Minimum					
Period 0						
Period 1	8	15	8	55	40	5
Period 2	9	0	9	35	35	5
Period 3	9	40	10	15	35	
Break	10	15	10	30		5
Period 4	10	35	11	15	40	5
Period 5	11	20	11	55	35	5
Period 6	12	0	12	35	35	
						245

	Start		End		Total min	Passing min
	hr	min	hr	min		
	6 DAYS Single Days					
Period 0						
Period 1	8	15	9	10	55	5
Period 2	9	15	10	9	54	
Break	10	9	10	14		5
Period 3	10	19	11	13	54	5
Period 4	11	18	12	12	54	
Lunch	12	12	12	47		5
Period 5	12	52	1	46	54	5
Period 6	1	51	2	45	54	
						350

	Start		End		Total min	Passing min
	hr	min	hr	min		
	0 DAYS Assembly Oct					
Period 0						
Period 1	8	15	8	55	40	5
Period 2	9	0	9	40	40	5
Assembly	9	45	11	0	75	
Break	11	0	11	10		5
Period 3	11	15	11	55	40	5
Period 4	12	0	12	40	40	
Lunch	12	40	1	15		5
Period 5	1	20	2	0	40	5
Period 6	2	5	2	45	40	
						345

	Start		End		Total min	Passing min
	hr	min	hr	min		
	0 DAYS Assembly Feb					
Period 0						
Period 1	8	15	9	0	45	5
Period 2	9	5	9	50	45	5
Period 3	9	55	10	45	50	5
Period 3	10	50	11	40	50	5
Period 4	11	45	12	30	45	
Lunch	12	30	1	5		5
Period 5	1	10	1	55	45	5
Period 6	2	5	2	45	40	
						350

Assembly #1
Assembly #2

ITEM 14C

2017-2018 ANNUAL INSTRUCTIONAL MINUTES SUMMARY (Middle)

School: Pacific Trails Middle School
Principal: Mary Anne Nuskin
School Start Date: 29-Aug-17

Date: 01-Aug-17
Grade: Gr. 7-8

<u>Type of Days</u>	<u># of Days</u>	<u>Daily Minutes</u>	<u>Annual Minutes</u>
Single	16	345	5,520
Block	146	345	50,370
Minimum	2	240	480
Late Start	16	260	4,160
Assembly	0	345	0
TOTAL	180		60,530

180 Days

Minimum Annual Minutes:

Grade 7-8 54,000

ITEM 14C

PACIFIC TRAILS MIDDLE SCHOOL

DAILY MINUTES CALCULATION

16 DAYS Single

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	20	8	15	55	5
Period 1	8	20	9	15	55	5
Period 2	9	20	10	5	45	
Break	10	5	10	15		5
Period 3	10	20	11	5	45	5
Period 4	11	10	11	55	45	5
Homeroom	12	0	12	35	35	
Lunch	12	35	1	10		5
Period 5	1	15	2	0	45	5
Period 6	2	5	2	50	45	
						345

146 DAYS Block

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	20	8	15	55	5
Period 1/2	8	20	10	5	105	
Break	10	5	10	15		5
Period 3/4	10	20	11	55	95	5
Homeroom	12	0	12	35	35	
Lunch	12	35	1	10		5
Period 5/6	1	15	2	50	95	
						345

2 DAYS Minimum

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	20	8	15	55	5
Period 1	8	20	9	0	40	5
Period 2	9	5	9	40	35	5
Period 3	9	45	10	20	35	
Break	10	20	10	35		5
Period 4	10	40	11	15	35	5
Period 5	11	20	11	55	35	5
Period 6	12	0	12	35	35	
						240

16 DAYS Late Start Mondays

	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 1	9	55	10	35	40	5
Period 2	10	40	11	20	40	5
Period 3	11	25	12	5	40	
Lunch	12	5	12	40		5
Period 4	12	45	1	25	40	5
Period 5	1	30	2	10	40	5
Period 6	2	15	2	50	35	
						260

0 DAYS	Assembly					
	Start		End		Total min	Passing min
	hr	min	hr	min		
Period 0	7	20	8	15	55	5
Period 1	8	20	9	10	50	5
Period 2	9	15	9	55	40	
Break	9	55	10	5		5
Period 3	10	10	10	50	40	5
Homeroom	10	55	11	55	60	5
Period 4	12	35	1	15	40	5
Period 5	1	20	2	0	40	5
Period 6	2	5	2	50	45	
						345

2017-2018 ANNUAL INSTRUCTIONAL MINUTES SUMMARY

School: San Dieguito High School Academy
Principal: Adam Camacho
School Start Date: 29-Aug-17

Date: 08/01/17
Grade: Gr. 9-12

<u>Type of Days</u>	<u># of Days</u>	<u>Daily Minutes</u>	<u>Annual Minutes</u>
Monday, Tuesday, Thursday, Friday	129	393	51,483
Wednesday Late Start	17	300	5,100
Minimum	2	250	500
Extended Homeroom/Assembly	8	400	3,200
Minimum Day Finals Schedule	4	245	980
Wednesday Regular Schedule	20	371	7,420
TOTAL	180		68,249

180 Days

Minimum Annual Minutes:

Grade 9-12

65,050

2017-2018 ANNUAL INSTRUCTIONAL MINUTES SUMMARY

ITEM 14C

School: Sunset High School
Principal: Rick Ayala
School Start Date: 29-Aug-17

Date: 08/01/17
Grade: Gr. 9-12

<u>Type of Days</u>	<u># of Days</u>	<u>Daily Minutes</u>	<u>Annual Minutes</u>
Monday - Friday	180	235	42,300
TOTAL	180		42,300

180 Days

Minimum Annual Minutes:

Grade 9-12 **N/A for Alternative Education hourly programs**

2017-2018 ANNUAL INSTRUCTIONAL MINUTES SUMMARY

ITEM 14C

School: Torrey Pines High School
Principal: Rob Coppo
School Start Date: 29-Aug-17

Date: 08/01/17
Grade: Gr. 9-12

<u>Type of Days</u>	<u># of Days</u>	<u>Daily Minutes</u>	<u>Annual Minutes</u>
Block	154	370	56,980
Late Start	16	310	4,340
Finals	6	300	1,800
Single	2	318	636
Assembly	2	380	760
TOTAL	180		65,292

180 Days

Minimum Annual Minutes:

Grade 9-12 65,050

ITEM 14C

TORREY PINES HIGH SCHOOL

DAILY MINUTES CALCULATION

154 DAYS Block

	Start		End		Total min	Passing min	
	hr	min	hr	min			
Period 1/2	7	40	9	20	100	0	
Break	9	20	9	25		5	
Period 3	9	30	10	25	55	0	
Break	10	25	10	30		5	
Period 5/4	10	35	12	15	100		
Lunch	12	15	12	50		5	
Period 7/6	12	55	2	35	100	0	
						370	

6 DAYS Finals

	Start		End		Total min	Passing min	
	hr	min	hr	min			
Period 1/5/2	7	40	9	35	115		
Break	9	35	9	40		5	
Period 3	9	45	10	45	60		
Break	10	45	10	50		5	
Period 7/4/6	10	55	12	50	115		
							300

16 DAYS Late Start

	Start		End		Total min	Passing min	
	hr	min	hr	min			
Collaboration	7	40	8	35			
Period 1 or 2	8	45	10	25	100		
Break	10	25	10	30		5	
Period 5 or 4	10	35	12	15	100		
Lunch	12	15	12	50		5	
Period 7or 6	12	55	2	35	100		
						310	

2 DAYS Single

	Start		End		Total min	Passing min	
	hr	min	hr	min			
Period 1	7	40	8	28	48	5	
Period 3	8	33	9	21	48		
Break	9	21	9	26		5	
Period 5	9	31	10	19	48	5	
Period 7	10	24	11	12	48		
Break	11	12	11	17		5	
Period 2	11	22	12	10	48		
Lunch	12	10	12	49		5	
Period 4	12	54	1	42	48	5	
Period 6	1	47	2	35			
							318

2 DAYS Assembly

	Start		End		Total min	Passing min	
	hr	min	hr	min			
Period 1 or 2	7	40	9	20	100		
Break	9	20	9	25		5	
Period 5 or 4	9	30	12	15	165		
Assembly A	9	30	10	35		5	
Assembly B	11	10	12	15			
Lunch	12	15	12	50		5	
Period 7/6	12	55	2	35	100		
						380	

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 3, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Meredith Wadley, Director of School & Student Services
Mark Miller, Associate Superintendent, Administrative Services

SUBMITTED BY: Eric Dill, Superintendent

SUBJECT: APPROVAL / RATIFICATION OF AGREEMENTS

EXECUTIVE SUMMARY

The attached Special Education Agreements Report summarizes nine contracts.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on the attached report.

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

ITEM 14D

SPECIAL EDUCATION AGREEMENTSBoard Meeting Date: 08/17/17

<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>
07/01/17 – 06/30/18	Alternative Teaching Strategy Center (NPA)	To provide one to one educationally & behavior related services and consultation for students with Autism.	General Fund / Restricted 01-00	1	At the rates shown on the attachment
07/01/17 – 07/31/17	Arch Academy (NPS)	To provide one to one educationally & behavior related services and consultation for students with autism.	General Fund / Restricted 01-00	1	At the rates shown on the attachment
07/01/17 - 06/30/18	Ashley Albers (ICA)	To provide occupational therapy assessments and IEP support in an educational setting.	General Fund / Restricted 01-00	Various	At the rates shown on the attachment
07/01/17 – 06/30/18	Copper Hills Youth Center (RTC)	To provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues.	General Fund / Restricted 01-00	1	At the rates shown on the attachment
07/01/17 – 06/30/18	Dependable Nursing (NPA)	To provide nursing services for medically fragile students.	General Fund / Restricted 01-00	1	At the rates shown on the attachment
07/01/17 – 06/30/18	Diana Brandon, On Point Captions (ICA)	To provide communication access of real time translation to students who are deaf and/or hard-of-hearing.	General Fund / Restricted 01-00	1	At the rates shown on the attachment
07/01/17 - 06/30/18	Haider Pediatric Physical Therapy (ICA)	To provide physical therapy, assessments, and IEP support in an educational setting.	General Fund / Restricted 01-00	Various	At the rates shown on the attachment
07/01/17 – 06/30/18	Music Worx (ICA)	To provide group music therapy in an educational setting.	General Fund / Restricted 01-00	Varies	At the rates shown on the attachment
07/01/17 – 06/30/18	Red Rock Canyon School (RTC)	To provide twenty-four hour residential treatment for diploma bound students with severe social, emotional, and mental health issues.	General Fund / Restricted 01-00	1	At the rates shown on the attachment

2017-18 NCCSE APPROVED RATES FOR SPECIAL ED

ITEM 14D

Contract	Vendor	Description of Service	Amount	Quantity
ICA	Ashley Albers	All Services	\$ 85.00	Hour
ICA	Haider Pediatric Physical Therapy	All Services	\$ 115.00	Hour
ICA	Diana Brandin Realtime Captioning	Hourly Rate for Captioning (2 hr min.)	\$ 65.00	Hour
ICA	Diana Brandin Realtime Captioning	Hourly Rate for Remote Captioning (1 hr min.)	\$ 75.00	Hour
ICA	Diana Brandin Realtime Captioning	IEP Meetings (3 hr min.)	\$ 120.00	Hour
ICA	Diana Brandin Realtime Captioning	Internet Platform for Captioning	\$ 15.00	Hour
ICA	Diana Brandin Realtime Captioning	Equipment for Student (Emergency Only)	\$ 30.00	Per Class
ICA	MusicWorx	Group Session	\$ 130.00	Session
ICA	MusicWorx	Mileage	Federally Mandated Rate	
NPA	Dependable Nursing	LVN Health Care	\$ 37.00	Hour
NPA	Dependable Nursing	RN Health Care	\$ 50.00	Hour
NPA	Dependable Nursing	CRN Health Care	\$ 60.00	Hour
NPA	Alternative Teaching Strategy Ctr.	1:1 Aide	\$ 60.00	Hour
NPA	Alternative Teaching Strategy Ctr.	Supervision	\$ 125.00	Hour
NPS	ARCH	Educational Day	\$ 244.56	Daily
RTC	Copper Hills Youth Center	Educational Day	\$ 135.00	Daily
RTC	Copper Hills Youth Center	ERMHS - Counseling	\$ 129.50	Daily
RTC	Copper Hills Youth Center	Residential Treatment Center	\$ 155.00	Daily
RTC	Red Rock Canyon School	Educational Day	\$ 125.00	Daily
RTC	Red Rock Canyon School	ERMHS - Counseling	\$ 74.00	Daily
RTC	Red Rock Canyon School	Residential Treatment Center	\$ 220.00	Daily

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Meredith Wadley, Director of School & Student Services
Mark Miller, Associate Superintendent, Administrative Services

SUBMITTED BY: Eric Dill, Superintendent

SUBJECT: APPROVAL / RATIFICATION OF AMENDMENTS TO AGREEMENTS

EXECUTIVE SUMMARY

The attached Special Education Amendment to Agreements Report summarizes one amendment to an agreement.

RECOMMENDATION:

The administration recommends that the Board approve and/or ratify the amendment to the agreement, as shown on the attached Special Education Amendment Report.

FUNDING SOURCE:

As noted on the attached report.

ITEM 14E

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

SPECIAL EDUCATION – AMENDMENTS TO AGREEMENTS REPORT

Board Meeting Date: 08/17/17

<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>
07/01/17 – 06/30/18	Child & Family EyeCare Center	Amending the agreement to provide vision therapy, assessments, and IEP support in an educational setting, extending the term of the contract through June 30, 2018.	General Fund/ Restricted 01-00	N/A

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 4, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Meredith Wadley, Director of School & Student Service
Mark Miller, Associate Superintendent,
Administrative Services

SUBMITTED BY: Eric Dill, Superintendent

SUBJECT: APPROVAL OF PARENT SETTLEMENT
AND RELEASE AGREEMENT

EXECUTIVE SUMMARY

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

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 14F

SPECIAL EDUCATION AGREEMENTSBoard Meeting Date: 08/17/17

<u>Student #</u>	<u>Description of Services</u>	<u>Date Executed</u>	<u>Budget #</u>	<u>Amount</u>
2017-063PS	Pursuant to the Settlement Agreement, a negotiated agreement has been reached between the San Dieguito Union High School District and student #2017-063PS for special education related services from July 14, 2017 through June 30, 2018	08/03/17	General Fund/ Restricted 01-00	\$6,455.00

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Rick Ayala, Director, Pupil Services &
Alternative Programs
Mark Miller, Associate Superintendent,
Administrative Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: APPROVAL / RATIFICATION OF AGREEMENTS

EXECUTIVE SUMMARY

The attached Pupil Services Agreement report summarizes one agreement.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on the attached report.

ITEM 14G

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT BOARD MEETING

PUPIL SERVICES AGREEMENTS

Board Meeting Date: 08-17-17

<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>
07/01/17 – 06/30/18	Interpreters Unlimited	To provide language interpreting services for students' parents/guardians when required in an educational setting.	General Fund / Unrestricted 01-00	At the rates shown on the attachment



Exhibit A

Document Translation

Language	Price Per Word	Minimum	Completion Time
Spanish	\$0.17	\$50.00	1 - 5 days
Marshallese	\$0.30	\$100.00	3 - 7 days
Arabic (All Dialects)	\$0.30	\$100.00	3 - 7 days
German	\$0.30	\$100.00	3 - 7 days
Chinese (Simplified & Traditional)	\$0.30	\$100.00	3 - 7 days
Japanese	\$0.30	\$100.00	3 - 7 days
Vietnamese	\$0.30	\$100.00	3 - 10 days
Most other Asian Languages	\$0.30	\$100.00	3 - 10 days
Most other Mid East Languages	\$0.30	\$100.00	3 - 10 days
Most other European Languages	\$0.30	\$100.00	3 - 10 days

Terms & Conditions

- We can offer most languages for translation. The above list is only for the most requested.
- Completion time is based on document size of 1-3 pages and is an approximation only.
- Desktop publishing (DTP) is available and is an additional charge of \$20.00/page.
- Highly technical/medical/legal documents are approximately \$0.02 – \$0.05 extra, depending on language.
- As a guide, on a normal type-written page with 12pt font size and double spaced, there are approximately 300-325 words.

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Exhibit A

Telephone Interpretation

Language	Rate
Spanish	\$3.00
Marshallese	\$3.00
Arabic	\$3.00
German	\$3.00
Chinese	\$3.00
Japanese	\$3.00
Vietnamese	\$3.00
Most other Asian languages	\$3.00
Most other Mid East languages	\$3.00
Most other European Languages	\$3.00

Terms and Conditions

- Available 24 hours a day, 7 days a week.
- Same rate for all languages.
- No first minute connection fee.
- No minimum usage required.
- We offer over 130 languages for telephone interpretation. The above list is only for the most requested.
- Connection time averages 30-60 seconds. Average connection time for Spanish is 20 seconds.
- 3-way calling is available at no extra charge.
- To utilize services, you will be provided with an access code and a toll-free number.
- Dual Handset available for rent (\$20.00 per month) or purchase (\$225.00).

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Exhibit A

On-Site Interpretation

Language	Minimum Hours	Rate per hour (\$)	Standard Fee
Spanish, non certified medical	2	51.00	102.00
Spanish, certified medical	2	115.00	230.00
Spanish, commercial	2	75.00	150.00
Spanish, certified legal	3	115.00	345.00
Exotic, level 1, medical	2	100.00	200.00
Exotic, level 1, legal/non medical	3	100.00	300.00
Exotic, level 2, medical	2	115.00	230.00
Exotic, level 2, legal/non medical	3	115.00	345.00
Exotic, level 3, medical	2	140.00	280.00
Exotic, level 3, legal/non medical	3	140.00	420.00
Certified exotic (see note b)	3	140.00	420.00
Conference calls, Spanish (c)	1	51.00	51.00
Conference calls, exotic, level 1	1	100.00	100.00
Conference calls, level 2 or 3	1	115.00	115.00

Notes

- a) We divide non Spanish languages (“exotic”) into three categories. Please see language list.
- b) Certified Arabic and Japanese interpreter pricing is on a case by case basis.
- c) Spanish conference calls: \$15.00 if call is under 10 minutes and during working hours, otherwise 1 hour minimum.



Mileage

- a) Mileage at the IRS rate (currently \$0.57 cents per mile driven) is only charged if:
 - a non-local interpreter is necessary and
 - the interpreter travels more than 50 miles round trip.

Other Information

- a) All times beyond the minimum billed in half hour increments.
- b) The standard fee is discounted 10% if canceled with less than 24 working hours notice. If the interpreter appears or is already en route then the Standard Fee is billed.
- c) Coordination fee (if we set up the appointments): \$11 for Spanish; \$17 for all others.
- d) Pricing is subject to change without notice.
- e) Interpreters can be certified by the State of California in eight languages: Spanish, Portuguese, Korean, Japanese, Vietnamese, Cantonese, Tagalog and Arabic.

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San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Douglas B. Gilbert, Director, Purchasing/Risk Mgt.
Tina Douglas, Associate Superintendent,
Business Services

SUBMITTED BY: Eric R. Dill, 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 the attached report.

ITEM 15A

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

BUSINESS - PROFESSIONAL SERVICES REPORT**Board Meeting Date: 08-17-17**

<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>
06/27/17 – 6/30/18	Dannis Woliver Kelley	To provide general legal services as requested.	General Fund/ Unrestricted 01-00	At the rates shown on the attachment
07/01/17 – 06/30/18 or until terminated by the District at any time or by Fagen Friedman & Fulfroost LLP with ten (10) day written notice	Fagen Friedman & Fulfroost LLP	To provide general legal services as requested.	General Fund/ Unrestricted 01-00	At the rates shown on the attachment
08/01/17 – 06/30/18	Currier & Hudson	To provide general legal services as requested.	General Fund/ Unrestricted 01-00	\$195.00 per hour plus reasonable costs and expenses

ITEM 15A

Dannis Woliver Kelley
July 1, 2017 – June 30, 2018

1. Hourly Professional Rates

Associate	\$185 - \$225 per hour
Shareholders, Special Counsel, Of Counsel	\$225 - \$310 per hour
Paralegals	\$120 - \$140 per hour

2. Costs and Expenses

Photocopies, beyond 50 pages	.10 per page
Postage, beyond \$5	at cost
Overnight Delivery (UPS, FedEx)	at cost
On-line Legal Research Subscriptions	discounted as charged under our contract



Fagen Friedman & Fulfrost LLP

ITEM 15A

PROFESSIONAL RATE SCHEDULE

San Dieguito Union High School District
July 1, 2017 through June 30, 2018

1. HOURLY PROFESSIONAL RATES

Client agrees to pay Attorney by the following standard hourly rate:

Associate	\$195 - \$225 per hour
Partner	\$240 - \$275 per hour
Of-Counsel	\$275 per hour
Paralegal/Law Clerk	\$115 - \$145 per hour
Paralegal/Law Clerk (<i>Bar Admitted Outside CA</i>)	\$185 per hour
Education Consultant	\$165 per hour
Communication Services Consultant	\$225 per hour

Travel time shall be charged only from the attorney's nearest office to the destination and shall be prorated if the assigned attorney travels for two or more clients on the same trip. If Client requests a specific attorney, Client agrees to pay for all travel time of that specific attorney in connection with the matter.

2. ON-SITE LEGAL SERVICES

At Client's discretion and by prior arrangement of Client and Attorney, Attorney may provide regularly scheduled on-site legal services ("Office Hours") to address legal issues that may arise in Client's day-to-day operations. Office Hours, which include time Attorney spends at Client's facility as well as travel time, shall be provided at a reduced hourly rate of 90% of the Attorney's standard hourly rate.

3. COSTS AND EXPENSES

In office Photocopying	No Charge
Facsimile Charges	No Charge
Postage	No Charge
On-line Legal Research Subscriptions	No Charge
Administrative Overhead	No Charge
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 9, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Douglas B. Gilbert, Director, Purchasing/Risk Mgt.
Tina Douglas, Associate Superintendent,
Business Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: APPROVAL / RATIFICATION OF
AMENDMENTS TO AGREEMENTS

EXECUTIVE SUMMARY

The attached Amendment to Agreements Report summarizes three 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: 08-17-17**

<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>
07/01/17 – 06/30/18	Chelsea Pest & Termite Control, Inc.	Amending the agreement to include termite treatment at San Dieguito High School Academy.	General Fund/ Unrestricted 01-00	Increasing amount to \$26,500.00 per year
N/A	SimplexGrinnell, LLP, a Tyco International Company	Amending the agreement to provide fire alarm, fire suppression, and life safety monitoring and inspection services to include additional monitoring and systems at Diegueño Middle School, Earl Warren Middle School and at San Dieguito High School Academy, with no other changes to the contract.	General Fund/ Unrestricted 01-00	An additional amount of \$9,991.00 per year
08/21/17 – 08/20/18	Certified Transportation Services, Inc., McClintock Hartley Enterprises, Inc. dba: Goldfield Stage & Co., Grand Pacific Charter, La Class Transportation, LLC, NCST, Inc., San Diego Scenic Tours, Inc., Sun Diego Charter Co., Sundance Stage Lines, Inc., and WESS Transportation Services, Inc.	Extending the Extra Curricular Transportation services contract B2016-03 to reflect the increase in rates as stipulated in the contract, as shown in the attached supplement.	To be expended from the program fund requesting the transportation.	1.97% increase to 2016/17 rates as stipulated in the contract

**B2016-03
Extracurricular Transportation Services
2017-2018 Rate Sheet**

ITEM 15B

Section 1: Intradistrict Trips									
BID ITEM	WESS Transportation*	Certified Transportation**	Sun Diego Charter*****	Goldfield Stage	Grand Pacific Charter***	No. County Student Transportation	San Diego Scenic Tours*****	Sundance Stage Lines*****	La Class Transportation
One Way Trips									
33 or less rate	\$427.96	no bid	no bid	no bid	\$373.04	\$383.40	no bid	no bid	no bid
34-51 rate	\$427.96	no bid	no bid	no bid	\$373.04	\$383.40	no bid	no bid	no bid
52 or more rate	\$450.76	no bid	no bid	no bid	\$373.04	\$383.40	no bid	no bid	no bid
Wheelchair size & rate	\$461.12	no bid	no bid	41+1 or 35+2 = \$414.49 51+1 or 45+2 = \$440.40	no bid	no bid	no bid	no bid	no bid
4 hour rate									
33 or less rate	\$449.72	no bid	no bid	no bid	\$373.04	\$383.40	no bid	no bid	no bid
34-51 rate	\$449.72	no bid	no bid	no bid	\$373.04	\$383.40	no bid	no bid	no bid
52 or more rate	\$471.48	no bid	no bid	no bid	\$373.04	\$383.40	no bid	no bid	no bid
Wheelchair size & rate	\$481.84	no bid	no bid	41+1 or 35+2 = \$414.49 51+1 or 45+2 = \$440.40	no bid	no bid	no bid	no bid	no bid
4:01 hour rate									
33 or less rate	\$77.59	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
34-51 rate	\$77.59	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
52 or more rate	\$79.66	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
Wheelchair size & rate	\$82.98	no bid	no bid	41+1 or 35+2 = \$98.44 51+1 or 45+2 = \$102.58	no bid	no bid	no bid	no bid	no bid
Section II: San Diego County, Outside of District Boundaries									
BID ITEM	WESS Transportation*	Certified Transportation**	Sun Diego Charter*****	Goldfield Stage	Grand Pacific Charter***	No. County Student Transportation	San Diego Scenic Tours*****	Sundance Stage Lines*****	La Class Transportation
School Buses									
One Way Trips									
33 or less rate	\$449.72	no bid	no bid	no bid	\$388.58	\$383.40	no bid	no bid	no bid
34-51 rate	\$449.72	no bid	no bid	no bid	\$388.58	\$383.40	no bid	no bid	no bid
52 or more rate	\$471.48	no bid	no bid	no bid	\$388.58	\$383.40	no bid	no bid	no bid
Wheelchair size & rate	\$461.12	See Coach Rates	no bid	41+1 or 35+2 = \$414.49 51+1 or 45+2 = \$440.40	no bid	no bid	no bid	no bid	no bid
4 hour rate									
33 or less rate	\$449.72	no bid	no bid	no bid	\$388.58	\$383.40	no bid	no bid	no bid
34-51 rate	\$449.72	no bid	no bid	no bid	\$388.58	\$383.40	no bid	no bid	no bid
52 or more rate	\$471.48	no bid	no bid	no bid	\$388.58	\$383.40	no bid	no bid	no bid
Wheelchair size & rate	\$461.12	See Coach Rates	\$544.02	41+1 or 35+2 = \$518.11 51+1 or 45+2 = \$542.98	no bid	no bid	no bid	no bid	no bid
4:01 hour rate									
33 or less rate	\$77.59	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid

**B2016-03
Extracurricular Transportation Services
2017-2018 Rate Sheet**

ITEM 15B

34-51 rate	\$77.59	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
52 or more rate	\$79.66	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
Wheelchair size & rate	\$82.98	See Coach Rates	\$103.62	41+1 or 35+2 = \$98.44 51+1 or 45+2 = \$102.58	no bid	no bid	no bid	no bid	no bid
BID ITEM	WESS Transportation*	Certified Transportation**	Sun Diego Charter*****	Goldfield Stage	Grand Pacific Charter***	No. County Student Transportation	San Diego Scenic Tours*****	Sundance Stage Lines*****	La Class Transportation
Highway Coaches									
One Way Trips									
33 or less rate	no bid	\$828.98	no bid	\$388.58	\$466.30	no bid	\$413.45	no bid	\$518.11
34-46 rate	no bid	\$1,036.22	no bid	\$414.49	no bid	no bid	\$512.93	no bid	\$544.02
47-57 w / restroom rate	no bid	\$1,139.84	\$466.30	\$440.39	no bid	no bid	\$512.93	\$580.28 / 47 pax \$632.09 / 55 pax	\$549.20
4 hour rate									
33 or less rate	no bid	\$528.47	no bid	\$492.20	\$466.30	no bid	\$465.26	no bid	\$518.11
34-46 rate	no bid	\$621.73	no bid	\$518.11	no bid	no bid	\$512.93	no bid	\$544.02
47-57 w / restroom rate	no bid	\$683.90	\$544.02	\$542.98	no bid	no bid	\$512.93	\$621.73 / 47 pax \$673.54 / 55 pax	\$549.20
4:01 hour rate									
33 or less rate	no bid	\$93.26	no bid	\$88.08	\$69.10	no bid	\$103.62	no bid	\$93.26
34-46 rate	no bid	\$113.98	no bid	\$98.44	no bid	no bid	\$103.62	no bid	\$98.44
47-57 w / restroom rate	no bid	\$124.35	\$103.62	\$102.59	no bid	no bid	\$103.62	\$124.35	\$104.66
Section III: Outside San Diego County									
BID ITEM	WESS Transportation*	Certified Transportation**	Sun Diego Charter*****	Goldfield Stage	Grand Pacific Charter***	No. County Student Transportation	San Diego Scenic Tours*****	Sundance Stage Lines*****	La Class Transportation
School Buses									
4 hour rate									
33 or less rate	\$449.72	no bid	no bid	no bid	\$409.31	\$404.13	no bid	no bid	no bid
34-51 rate	\$449.72	no bid	no bid	no bid	\$409.31	\$404.13	no bid	no bid	no bid
52 or more rate	\$471.48	no bid	no bid	no bid	\$409.31	\$404.13	no bid	no bid	no bid
Wheelchair size & rate	\$906.69	See Coach Rates	no bid	41+1 or 35+2 = \$932.60 51+1 or 45+2 = \$958.51	no bid	no bid	no bid	no bid	no bid
4:01 hour rate									
33 or less rate	\$77.59	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
34-51 rate	\$77.59	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
52 or more rate	\$79.66	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
Wheelchair size & rate	\$82.98	See Coach Rates	no bid	41+1 or 35+2 = \$98.44 51+1 or 45+2 = \$102.58	no bid	no bid	no bid	no bid	no bid
12 hour rate									
33 or less rate	\$992.86	no bid	no bid	no bid	\$906.69	\$922.24	no bid	no bid	no bid
34-51 rate	\$992.86	no bid	no bid	no bid	\$906.69	\$922.24	no bid	no bid	no bid
52 or more rate	\$1,029.13	no bid	no bid	no bid	\$906.69	\$922.24	no bid	no bid	no bid

**B2016-03
Extracurricular Transportation Services
2017-2018 Rate Sheet**

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Wheelchair size & rate	\$1,062.70	See Coach Rates	\$1,088.03	no bid	no bid	no bid	no bid	no bid	no bid
12:01 hour rate									
33 or less rate	\$85.88	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
34-51 rate	\$85.88	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
52 or more rate	\$87.95	no bid	no bid	no bid	\$70.46	\$67.35	no bid	no bid	no bid
Wheelchair size & rate	\$91.27	See Coach Rates	\$103.62	41+1 or 35+2 = \$98.44 51+1 or 45+2 = \$102.58	no bid	no bid	no bid	no bid	no bid
BID ITEM	WESS Transportation*	Certified Transportation**	Sun Diego Charter*****	Goldfield Stage	Grand Pacific Charter***	No. County Student Transportation	San Diego Scenic Tours*****	Sundance Stage Lines*****	La Class Transportation
Highway Coaches									
4 hour rate									
33 or less rate	no bid	\$528.47	no bid	\$896.33	\$457.29	no bid	\$826.90	no bid	\$803.07
34-46 rate	no bid	\$621.73	no bid	\$932.60	no bid	no bid	\$826.90	no bid	no bid
47-57 w / restroom rate	no bid	\$683.90	no bid	\$958.50	no bid	no bid	\$826.90	\$818.62 / 47 pax \$870.43 / 55 pax	\$865.24
4:01 hour rate									
33 or less rate	no bid	\$93.26	no bid	\$88.08	\$69.10	no bid	\$103.62	no bid	\$103.62
34-46 rate	no bid	\$113.98	no bid	\$98.44	no bid	no bid	\$103.62	no bid	no bid
47-57 w / restroom rate	no bid	\$124.35	no bid	\$102.59	no bid	no bid	\$103.62	\$124.35	\$113.98
12 hour rate									
33 or less rate	no bid	\$1,181.29	no bid	\$984.41	\$889.18	no bid	\$931.56	no bid	\$1,036.22
34-46 rate	no bid	\$1,419.62	no bid	\$1,056.94	no bid	no bid	\$1,034.15	no bid	no bid
47-57 w / restroom rate	no bid	\$1,554.33	\$1,088.03	\$1,082.85	no bid	no bid	\$1,034.15	\$1,269.37 / 47 pax \$1,378.18 / 55 pax	\$1,139.84
12:01 hour rate									
33 or less rate	no bid	\$103.62	no bid	\$88.08	\$70.46	no bid	\$103.62	no bid	no bid
34-46 rate	no bid	\$126.42	no bid	\$98.44	no bid	no bid	\$103.62	no bid	no bid
47-57 w / restroom rate	no bid	\$138.85	\$103.62	\$102.59	no bid	no bid	\$103.62	\$124.35	\$129.53
Section IV: Out of San Diego County Trips (Special Requests)									
BID ITEM	WESS Transportation*	Certified Transportation**	Sun Diego Charter	Goldfield Stage	Grand Pacific Charter***	No. County Student Transportation	San Diego Scenic Tours*****	Sundance Stage Lines*****	La Class Transportation
	Y	Y	Y	Y	Y	Y	Y	Y	Y
Renewal Clause									
BID ITEM	WESS Transportation*	Certified Transportation**	Sun Diego Charter*****	Goldfield Stage	Grand Pacific Charter***	No. County Student Transportation	San Diego Scenic Tours*****	Sundance Stage Lines*****	La Class Transportation
	Y	Y	Y	Y	Y	Y	Y	Y	Y

pax = passengers

* Wess Transportation - Wheelchair seating is variable. Rates are for the first 5 hours. Hourly rates are 5:01 or 12:01 rates versus 4:01 and 12:01. 5:01 and 12:01 hourly rates are charged by the quarter hour

** Certified Transportation - Wheelchair = SPAB Motorcoaches with 2 Wheel Chair Positions at Bid Rates listed. Certified 4:01 rates in San Diego County are per the quarter hour, and outside San Diego County are per the half hour.

*** Grand Pacific Charter presented hourly rates in the quarter hour; hourly rates shown in chart are computed by multiplying quarterly rates by four

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Extracurricular Transportation Services
2017-2018 Rate Sheet

ITEM 15B

**** San Diego Scenic Tours offers alternative coach rates for a 51 pax non-restroom vehicle as follows: Section II, One Way Rate \$537.80, 4 Hour Rate \$537.80, 4:01 Rate \$103.62 per hour; Section III, 4 Hour Rate \$853.85, 4:01 Rate \$103.62 per hour, 12 Hour Rate \$1,055.91, 12:01 Rate \$103.62 per hour

***** Sundance Stage Lines offers "Gradnight Buses" at 47 Pax @ \$1,751.21 for 14 hours, 55 Pax @ \$1,834.10 for 14 hours; additional hours @ \$124.34 per hour

***** Sun Diego Charter offers 49 to 56 Passenger with Restroom Rates. Sun Diego Charter does not offer any school buses but can offer wheelchair accessible coaches.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 4, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Tina Douglas, Associate Superintendent,
Business Services

SUBMITTED BY: Eric Dill, Superintendent

SUBJECT: **AUTHORIZATION TO EXECUTE THE
PROJECT ADDENDUM #2 TO THE
MEMORANDUM OF UNDERSTANDING FOR
UNDERTAKING COLLECTIVE ACTION OF THE
SAN DIEGO SCHOOLS COALITION FOR
ELECTRICITY COST REDUCTION**

EXECUTIVE SUMMARY

On May 1, 2015, a coalition of 39 San Diego County School Districts and the County Office of Education (Coalition) executed a Memorandum of Understanding on Undertaking Collective Action (MOU). This MOU contained Project Addendum #1 which launched an initiative to pursue remedies for the electricity rate shock experienced by all San Diego school districts the year before. In one year, school districts saw their electricity bills rise by an average of 40%, with some experiencing over a 70% increase. This was primarily caused by skyrocketing electricity rates, since only 6% of the increase was attributable to increased usage. This resulted in \$37 million of increased operational costs for school districts annually, thereby diverting Local Control Funding Formula funds away from the goal of increasing or improving services for students.

As of July 26, 2017, 40 of the 42 San Diego school districts and the County Office of Education expressed interest in continuing (Initiative). In order to participate in the Extended Coalition, it is necessary to execute Project Addendum #2 to the MOU which describes the new Initiative, as shown in the attached supplement.

RECOMMENDATION:

Authorize the Administration to execute the Project Addendum No. 2 to the Memorandum of Understanding for Undertaking Collective Action of the San Diego Schools Coalition for Electricity Cost Reduction, decreasing the District's annual proportionate share of costs from \$4,800.00 to \$3,791.00, dividing payments over a three year period, as shown in the attached supplement.

FUNDING SOURCE:

General Fund/Unrestricted 01-00.

ITEM 15C

PROJECT ADDENDUM NO. 2

1. **Name of Initiative:** San Diego Schools Coalition for Electricity Cost Reduction (“SDS”)
2. **Objective/Scope of Work:** The SDS will intervene in the next San Diego Gas & Electric Company General Rate Case, Phase II (“GRC”). The GRC is anticipated to be filed in 2018 but it may be filed earlier or later. In the GRC, the SDS will advocate to eliminate or mitigate any proposed San Diego Gas & Electric Company (“SDG&E”) rate increases on SDS participants. This advocacy may indirectly benefit other public schools within SDG&E’s service territory to the extent advocacy results in benefits applicable to all public schools. In addition, this advocacy may also include efforts to reduce or otherwise mitigate rate increases on SDS participant school sites with current or future renewable energy investments. The scope of work will include retention of legal counsel, Best Best & Krieger LLP (“BB&K”) and consultant Dr. Lon House to prepare and file all written documents on behalf of the SDS members, as well as all other tasks identified in the proposed work plan for legal services described below. In addition, the SDS may participate in efforts to propose or support legislation to provide assistance to public schools on energy-related matters, including, but not limited to, placing schools in a separate rate class.
3. **Budget:** The proposed budget is an estimated amount of \$155,500 with \$127,500 budgeted for legal counsel with BB&K, \$18,000 for consultant fees for Dr. Lon House, and \$10,000 for other potential costs. All fees from BB&K and Dr. Lon House, or other contracted third vendors agreed upon by the Parties, shall be billed to the Administrator, as defined in Section 5 below, on an hourly time and materials basis with appropriate documentation, including but not limited to descriptive tasks.
4. **Funding Provisions:** Each Party shall pay a proportionate share of the costs, less the amount of estimated carryover from Project Addendum No. 1, based on the district’s size as measured by 2016-17 P-2 ADA in three (3) payments as specified in the table below:

District Size	Proportionate Share	Payment 1	Payment 2	Payment 3
Less than or equal to 2,500 ADA	\$1,264.00	40% Paid upon signing Project Addendum	30% Paid on or near September 30, 2018	30% Paid on or near July 31, 2019 with true-up of actual costs incurred at end of Initiative
2,500.01 ADA to 10,000 ADA	\$3,389.00			
10,000.01 ADA to 40,000 ADA	\$3,791.00			
Greater than 40,000 ADA	\$17,691.00			

5. **Identity of Administrator and Project Manager:** The San Diego County Office of Education (“SDCOE”) shall be the Administrator for this Initiative, with the Assistant Superintendent Business Services acting as the designated Project Manager. The Project Manager shall work collaboratively with the Project Lead(s), as defined in Section 6 below, to coordinate efforts and resources for the Initiative and provide legal and strategic direction as described below.
6. **Identity of Project Lead(s):** Karl Christensen, Assistant Superintendent Business Services for Santee School District and Gina Potter, Deputy Superintendent for Lemon Grove School District shall be the Project Lead(s) for this Initiative. BB&K and Dr. House will be directed on strategy and other decisions by the Project Lead(s) who will reasonably consult in advance with

ITEM 15C

SDS participants. The Project Lead(s), in consultation with the Project Manager, shall obtain input from SDS participants as necessary for completion of the Initiative as further outlined herein or as otherwise agreed to by SDS participants by an amendment to this Project Addendum. Project Lead(s) agree(s) that it will cause SDS participants, either through BB&K or in their capacity as Project Lead(s), to timely provide draft and filed copies of any documents related to this Initiative. Parties agree that emailed .pdf copies of said documents are sufficient.

7. Process for Decision-Making, Determination of Courses of Action, and Setting Strategic Direction: The Parties shall use a process of obtaining consensus from all Parties participating in this Initiative before finalizing decisions, courses of action, and strategic direction. Consensus shall mean that each Party has the opportunity to completely express their point of view and be heard prior to finalization and that the final decision, course of action, and/or strategic direction can be supported by all Parties. In the event that consensus cannot be reached, a vote shall be taken of those present during the discussion. The decision, course of action, and/or strategic direction receiving the majority of votes shall be final.

8. Process for Providing Legal Direction: Whenever possible and practical, the Project Lead(s), in consultation with the Project Manager, will obtain consensus from SDS participants on legal strategy when requested by joint legal counsel prior to providing direction to legal counsel (“Legal Direction”). When Legal Direction needs to be provided and obtaining the consensus of SDS participants is not possible or practical, the Project Leads and Project Manager shall work together to decide on the best Legal Direction and may provide this to legal counsel without obtaining the consensus of SDS participants. In this case, a report shall be provided to all SDS participants as soon as practical on the Legal Direction provided and the reasons for such direction. In the event consensus cannot be reached between the Project Leads and Project Manager, the Legal Direction favored by two of the three participants shall control.

9. Waiver of Conflicts: All SDS participants recognize and expressly acknowledge that for purposes of this Initiative, they will be represented concurrently by BB&K through the Project Manager and Lead(s). At this time, SDCOE and all SDS participants are in the exact same legal position under the GRC and are treated exactly the same by the GRC. Accordingly, there is currently not a circumstance where the GRC does not apply equally to SDCOE and all SDS participants. While BB&K does not anticipate that these facts will change, it is possible that there could be a potential conflict amongst the SDS participants that might arise in the future given the collective nature of BB&K’s representation as to this Initiative. Accordingly, execution of this Project Addendum by each SDS participant also constitutes an acknowledgment of full disclosure of such possible conflict issues by BB&K, as described below in compliance with the requirements of Section 3-310 of the California Rules of Professional Conduct and informed consent by the SDS participants.

Rule 3-310 of the California Rules of Professional Conduct provides in pertinent part:

- (C) A member [of the Bar] shall not, without the informed written consent of each client:
 - (1) Accept representation of more than one client in a matter in which the interests of the clients potentially conflict; or
 - (2) Accept or continue representation of more than one client in a matter in which the interests of the clients actually conflict; or

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- (3) Represent a client in a matter and at the same time in a separate matter accept as a client, a person, or entity whose interest in the first matter is adverse to the client in the first matter.
- (D) A member who represents two or more clients shall not enter into an aggregate settlement of the claims of or against the clients without the informed written consent of each client.

POSSIBLE ADVERSE CONSEQUENCES

BB&K is obliged to inform each SDS participant of any actual or reasonably foreseeable adverse effects of this representation. It is possible that:

- BB&K may be tempted to favor the interests of one client over the other.
- BB&K's exercise of independent judgment to each SDS participant may be impaired or clouded by our relationship with the other SDS participants.
- BB&K may not be able to present the appropriate position, claims or defenses for a client in order to avoid taking adverse positions to the other client.
- BB&K may be restricted from forcefully advocating a client's position for fear of alienating the other client.
- BB&K may impair the position, claims or defenses of one client because of an adverse position BB&K takes for another client.
- Disputes may arise between both clients regarding tactics, objectives or resolution of this matter because of BB&K's joint representation of both clients. SDS participants acknowledge that BB&K will be directed in this matter by the Project Lead(s).
- BB&K may disclose confidential information to a client that the other client would not like revealed since BB&K cannot keep confidences between clients on the same matter.
- BB&K may be forced to withdraw from representing either or both clients because of disputes or further conflicts of interest which could increase either or both clients' attorney's fees and costs.
- There may be an appearance of impropriety in BB&K's representation of multiple clients simultaneously.
- After the matter is concluded, the clients may make conflicting demands for the client file.

BB&K will carefully monitor all such potential conflict issues and will provide the Project Lead(s) and the SDS participants with regular updates, including but not limited to, whether any potential conflicts or divergent positions are possible and/or have arisen. SDCOE and SDS participants may then seek to amend this Project Addendum as necessary.

10. Joint Defense and Common Interest: The SDS participants have concluded and hereby acknowledge that they share common interests in the Initiative, pursuant to the "common interest doctrine" described in *Raytheon Co. v. Superior Court* (1989) 208 Cal.App.3d 683, and cases decided thereafter, which allow parties to share privileged communications without waiving a statutory privilege, when certain conditions are fulfilled. Each SDS participant may, in its discretion, provide confidential or privileged communications, documents and/or information concerning the parties' common interests to another SDS participant pursuant to this Project

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Addendum, but has no obligation under this Addendum to provide any such communications, documents, or information. The exchange of those confidential or privileged communications, documents, or information is strictly voluntary. Upon a SDS participant’s transmission of such communications, documents or information to one or more other parties under this Addendum, those communications, documents or information become Joint Defense Materials subject to this Addendum’s terms. For purposes of this Addendum, "Joint Defense Materials" include, but are not limited to, all communications (including communications related to the Initiative made prior to the execution of this Addendum), factual materials, mental impressions, legal analyses, theories, or strategies, memoranda, reports, notes, emails or any other communications or documents that are protected from disclosure by a privilege or similar protections and that are exchanged among the parties and their counsel to facilitate the common interest of the Parties in the Addendum. Joint Defense Materials are protected by the attorney-client privilege, attorney work product doctrine, deliberative process, official information or any other applicable privilege, immunity, or exemption from disclosure and are intended to and shall remain privileged and confidential and shall not be disclosed at any time to anyone other than: (a) attorneys of record for the SDS participants and their associates and support staff working on the Initiative, (b) inside counsel, employed by each party and working on the Initiative, (c) independent consultants and/or experts retained by the SDS participants, and (d) elected officials, directors, officers, employees and agents of the SDS participants, except pursuant to court order or the written consent of the parties. Transmittal of Joint Defense Materials between and among the Parties shall not be construed in any way as a waiver of any applicable privilege, immunity, exemption from disclosure, or similar protection.

11. Proposed Work Plan for Legal Services:

BB&K and Dr. House shall provide a work plan upon the filing of the GRC to the Project Lead(s) as soon as practical.

12. Proposed Project Schedule. BB&K and Dr. House shall provide a project schedule upon the filing of the GRC to the Project Lead(s).

13. Provisions of MOU Incorporated. Except as otherwise expressly set forth above, this Project Addendum incorporates the original Memorandum of Understanding for the Undertaking of Collective Action (“MOU”) between the Parties, and all other terms and conditions of the MOU shall remain in full force and effect.

IN WITNESS WHEREOF, the Party to the MOU hereby approves this Project Addendum No. 2 as set forth below by its respective duly authorized officer.

Participant Name: _____

By: _____

Name: _____

Title: _____

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Tina Douglas, Associate Superintendent,
Business Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: APPROVAL OF BUSINESS REPORTS

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.

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
000007327	7/6/2017 4:00	0100	LONG BEACH UNIFIED SCHOOL DISTRICT	001	CONFERENCE,WORKSHOP,SEM.	\$ 2,100.00
000007328	7/13/2017 4:00	0100	L.A. STARS/DEPT OF EDUCATION	500	CONFERENCE,WORKSHOP,SEM.	\$ 650.00
000007329	7/13/2017 4:00	0100	INTERNATIONAL BACCALAUREATE ORGANIZATION	001	CONFERENCE,WORKSHOP,SEM.	\$ 739.00
000007330	7/13/2017 4:00	0100	FLORIDA ASSOC OF 18 WORLD SCHOOLS	001	CONFERENCE,WORKSHOP,SEM.	\$ 925.00
000007331	7/14/2017 4:00	0100	C S B A	015	CONFERENCE,WORKSHOP,SEM.	\$ 574.00
000007332	7/14/2017 4:00	0100	SAN DIEGO STATE UNIVERSITY	003	CONFERENCE,WORKSHOP,SEM.	\$ 750.00
000007333	7/14/2017 4:00	0100	CSTA	001	CONFERENCE,WORKSHOP,SEM.	\$ 150.00
000007334	7/14/2017 4:00	0100	DIGITAL SCHOOLS OF CA, LLC	011	PROF/CONSULT./OPER EXP	\$ 52,678.08
000007335	7/14/2017 4:00	0100	CASBO	021	DUES AND MEMBERSHIPS	\$ 3,000.00
000007336	7/14/2017 4:00	0100	PROCURETECH	500	COMPUTER SUPPLIES	\$ 500.00
000007337	7/14/2017 4:00	0100	HOME DEPOT CREDIT SERVICES	017	MATERIALS AND SUPPLIES	\$ 1,500.00
000007338	7/14/2017 4:00	0100	STAPLES ADVANTAGE	017	MATERIALS AND SUPPLIES	\$ 500.00
000007339	7/14/2017 4:00	0100	SHELL CAR WASH & EXPRESS LUBE	017	FUEL	\$ 1,500.00
000007340	7/14/2017 4:00	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$ 170.12
000007341	7/14/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 347.06
000007342	7/14/2017 4:00	0100	PC & MACEXCHANGE	001	NON-CAPITALIZED TECH EQUIPMENT	\$ 5,809.88
000007343	7/14/2017 4:00	0100	PROCURETECH	500	COMPUTER SUPPLIES	\$ 1,000.00
000007344	7/14/2017 4:00	0100	PROCURETECH	500	COMPUTER SUPPLIES	\$ 1,000.00
000007345	7/14/2017 4:00	0100	PROCURETECH	500	COMPUTER SUPPLIES	\$ 2,000.00
000007346	7/14/2017 4:00	0100	PROCURETECH	500	COMPUTER SUPPLIES	\$ 1,000.00
000007347	7/14/2017 4:00	0100	PROCURETECH	500	COMPUTER SUPPLIES	\$ 2,000.00
000007348	7/14/2017 4:00	0100	INTERNATIONAL BACCALAUREATE ORGANIZATION	001	CONFERENCE,WORKSHOP,SEM.	\$ 739.00
000007349	7/14/2017 4:00	0100	PROCURETECH	500	COMPUTER SUPPLIES	\$ 1,000.00
000007350	7/14/2017 4:00	0100	PROCURETECH	500	COMPUTER SUPPLIES	\$ 500.00
000007351	7/14/2017 4:00	0100	PROCURETECH	500	COMPUTER SUPPLIES	\$ 2,000.00
000007352	7/14/2017 4:00	0100	PROCURETECH	500	COMPUTER SUPPLIES	\$ 3,000.00
000007353	7/14/2017 4:00	0100	PC & MACEXCHANGE	001	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,452.47
000007354	7/14/2017 4:00	0100	OFFICE DEPOT, INC	007	OFFICE SUPPLIES	\$ 92.00
000007355	7/14/2017 4:00	0100	NAVIANCE	004	COMPUTER LICENSING	\$ 31,337.50
000007356	7/14/2017 4:00	0100	PROCURETECH	007	COMPUTER SUPPLIES	\$ 500.00
000007358	7/14/2017 4:00	0100	PC & MACEXCHANGE	001	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,452.47
000007359	7/14/2017 4:00	0100	PC & MACEXCHANGE	001	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,452.47
000007360	7/14/2017 4:00	0100	PC & MACEXCHANGE	001	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,452.47
000007361	7/14/2017 4:00	0100	PC & MACEXCHANGE	001	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,452.47
000007362	7/14/2017 4:00	0100	OFFICE SOLUTIONS BUSINESS	500	MATERIALS AND SUPPLIES	\$ 300.00
000007363	7/14/2017 4:00	0100	OFFICE DEPOT, INC	500	MATERIALS AND SUPPLIES	\$ 300.00
000007364	7/14/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 3,500.00
000007365	7/17/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 37.55
000007366	7/17/2017 4:00	0100	TCR SERVICES	017	MATERIALS AND SUPPLIES	\$ 710.83
000007367	7/17/2017 4:00	0100	WOLFRAM RESEARCH INC	004	COMPUTER LICENSING	\$ 7,413.41
000007368	7/17/2017 4:00	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$ 4,500.00
000007369	7/17/2017 4:00	0100	C D W G.COM	600	NON-CAPITALIZED TECH EQUIPMENT	\$ 3,638.04
000007370	7/17/2017 4:00	0100	CONCEPTS SCHOOL AND OFFICE	017	MATERIALS AND SUPPLIES	\$ 364.11
000007371	7/17/2017 4:00	0100	RALPHS CUSTOMER CHARGES	022	REFRESHMENTS	\$ 150.00
000007372	7/17/2017 4:00	0100	PROCURETECH	003	COMPUTER SUPPLIES	\$ 200.00
000007373	7/17/2017 4:00	0100	OFFICE SOLUTIONS BUSINESS	020	MATERIALS AND SUPPLIES	\$ 47.41
000007374	7/17/2017 4:00	0100	STAPLES ADVANTAGE	500	DUPLICATING SUPPLIES	\$ 1,000.00
000007375	7/17/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 1,500.00
000007376	7/17/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 100.00
000007377	7/17/2017 4:00	0100	STAPLES ADVANTAGE	020	MATERIALS AND SUPPLIES	\$ 1,000.00
000007378	7/17/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 100.00
000007379	7/17/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 115.42
000007380	7/17/2017 4:00	0100	AMERICAN CHEMICAL	500	MATERIALS AND SUPPLIES	\$ 175.00
000007381	7/17/2017 4:00	0100	AMAZON.COM	020	MATERIALS AND SUPPLIES	\$ 109.79
000007382	7/17/2017 4:00	0100	SOUTHWEST SCHOOL/OFFICE SUPPLY	500	MATERIALS AND SUPPLIES	\$ 37.07
000007383	7/17/2017 4:00	0100	MISSION FEDERAL CREDIT UNION	020	MATERIALS AND SUPPLIES	\$ 40.32
000007384	7/19/2017 4:00	0100	FISHER SCIENTIFIC EMD	500	MATERIALS AND SUPPLIES	\$ 429.23
000007385	7/19/2017 4:00	0100	AREY JONES ED SOLUTIONS	600	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,449.93
000007386	7/19/2017 4:00	0100	CORELOGIC SOLUTIONS, LLC	007	COMPUTER LICENSING	\$ 3,500.00
000007387	7/19/2017 4:00	0100	WILLDAN FINANCIAL SERVICES	007	DATA PROCESSING CONTRACT	\$ 1,250.00
000007388	7/19/2017 4:00	0100	Daily Journal Corporation	007	ADVERTISING	\$ 33.32
000007389	7/19/2017 4:00	2519	SCHOOL FACILITY CONSULTANTS	007	PROF/CONSULT./OPER EXP	\$ 30,000.00
000007390	7/19/2017 4:00	0100	OGGI'S PIZZA	022	REFRESHMENTS	\$ 300.00
000007391	7/19/2017 4:00	2139	JJJ Enterprises, Inc.	007	NEW CONSTRUCTION	\$ 855.00
000007392	7/19/2017 4:00	0100	ACTIVE NETWORK INC	011	COMPUTER LICENSING	\$ 1,654.00
000007393	7/19/2017 4:00	0100	AREY JONES ED SOLUTIONS	500	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,925.11
000007394	7/19/2017 4:00	0100	AREY JONES ED SOLUTIONS	600	REPAIRS BY VENDORS	\$ 492.65
000007395	7/19/2017 4:00	0100	PROCURETECH	002	COMPUTER SUPPLIES	\$ 500.00
000007396	7/19/2017 4:00	0100	STAPLES ADVANTAGE	500	OFFICE SUPPLIES	\$ 800.00
000007397	7/19/2017 4:00	0100	STAPLES ADVANTAGE	500	DUPLICATING SUPPLIES	\$ 7,000.00
000007398	7/19/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 14.49
000007399	7/19/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 16,512.65
				500	COPIER OVERAGE CHGS	\$ 5,499.65
000007400	7/19/2017 4:00	0100	C D W G.COM	001	NON-CAPITALIZED TECH EQUIPMENT	\$ 34,035.84
000007401	7/19/2017 4:00	0100	PC & MACEXCHANGE	017	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,452.47

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
000007401	7/19/2017 4:00	0100	PC & MACEXCHANGE	500	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,452.47
000007402	7/19/2017 4:00	0100	C D W G.COM	017	NON-CAPITALIZED TECH EQUIPMENT	\$ 8,508.96
				500	NON-CAPITALIZED TECH EQUIPMENT	\$ 8,508.96
000007403	7/19/2017 4:00	0100	D S SERVICES OF AMERICA INC	011	MATERIALS AND SUPPLIES	\$ 6,000.00
000007404	7/19/2017 4:00	0100	MRC360 AKA MR COPY	500	DUPLICATING SUPPLIES	\$ 700.00
000007405	7/19/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 2,344.98
				500	COPIER OVERAGE CHGS	\$ 260.67
000007406	7/19/2017 4:00	0100	SMART AND FINAL STORES CORP	500	MATERIALS AND SUPPLIES	\$ 300.00
000007407	7/19/2017 4:00	0100	AREY JONES ED SOLUTIONS	017	NON-CAPITALIZED TECH EQUIPMENT	\$ 17,399.13
000007408	7/19/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 3,105.79
				500	COPIER OVERAGE CHGS	\$ 828.55
000007409	7/19/2017 4:00	0100	XEROX CORPORATION	002	RENTS & LEASES	\$ 4,783.45
					COPIER OVERAGE CHGS	\$ 1,196.54
000007410	7/19/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 32,865.74
				500	COPIER OVERAGE CHGS	\$ 31,692.86
000007411	7/19/2017 4:00	0100	XEROX CORPORATION	001	RENTS & LEASES	\$ 2,941.32
					COPIER OVERAGE CHGS	\$ 2,964.59
000007412	7/19/2017 4:00	0100	GO KART GALAXY	003	NON CAPITALIZED EQUIP	\$ 1,632.42
				500	MATERIALS AND SUPPLIES	\$ 259.63
000007413	7/19/2017 4:00	0100	C D W G.COM	003	MATERIALS AND SUPPLIES	\$ 10,628.77
000007414	7/19/2017 4:00	0100	VISTA HIGHER LEARNING	001	TEXTBOOKS	\$ 3,241.56
000007415	7/19/2017 4:00	0100	PC & MACEXCHANGE	600	NON-CAPITALIZED TECH EQUIPMENT	\$ 4,357.41
000007416	7/19/2017 4:00	0100	XEROX CORPORATION	007	RENTS & LEASES	\$ 3,312.80
					COPIER OVERAGE CHGS	\$ 446.47
000007417	7/19/2017 4:00	0100	SITEONE LANDSCAPE SUPPLY	012	GROUND MATERIALS	\$ 35,000.00
000007418	7/19/2017 4:00	0100	XEROX CORPORATION	015	RENTS & LEASES	\$ 1,414.74
					COPIER OVERAGE CHGS	\$ 592.64
				021	RENTS & LEASES	\$ 1,414.74
					COPIER OVERAGE CHGS	\$ 592.64
000007419	7/19/2017 4:00	0100	XEROX CORPORATION	002	RENTS & LEASES	\$ 1,527.68
					COPIER OVERAGE CHGS	\$ 290.66
000007420	7/19/2017 4:00	0100	PACWEST AIR FILTER	012	BLDG.-REPAIR MATERIALS	\$ 20,000.00
000007421	7/19/2017 4:00	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	001	DUES AND MEMBERSHIPS	\$ 11,250.00
000007422	7/19/2017 4:00	2139	Lee's Lock & Safe	007	NEW CONSTRUCTION	\$ 658.88
000007423	7/19/2017 4:00	0100	C D W G.COM	600	NON-CAPITALIZED TECH EQUIPMENT	\$ 25,526.88
000007424	7/19/2017 4:00	0100	DOVETAIL MARKETING COMPANY INC	012	MATERIALS AND SUPPLIES	\$ 2,500.00
000007425	7/19/2017 4:00	2139	CLASS LEASING LLC	007	NEW CONSTRUCTION	\$ 185,250.00
000007426	7/19/2017 4:00	2139	LATITUDE 33 PLANNING AND	007	NEW CONSTRUCTION	\$ 10,850.00
000007427	7/19/2017 4:00	0100	LAWNMOWERS PLUS INC	012	REPAIRS BY VENDORS	\$ 8,000.00
000007428	7/19/2017 4:00	0100	STAPLES ADVANTAGE	011	OFFICE SUPPLIES	\$ 1,200.00
000007429	7/19/2017 4:00	2519	DIVISION OF THE STATE ARCHITECT	007	NEW CONSTRUCTION	\$ 500.00
000007430	7/19/2017 4:00	0100	STAPLES ADVANTAGE	500	DUPLICATING SUPPLIES	\$ 18,000.00
000007431	7/19/2017 4:00	2139	CONSULTING & INSPECTION SVCS	007	NEW CONSTRUCTION	\$ 20,460.00
000007432	7/19/2017 4:00	2139	WESTERN ENVIRONMENTAL & SAFETY	007	NEW CONSTRUCTION	\$ 11,805.00
000007433	7/19/2017 4:00	0100	DOVETAIL MARKETING COMPANY INC	012	MATERIALS AND SUPPLIES	\$ 9,000.00
000007434	7/19/2017 4:00	2139	C&D TOWING	007	NEW CONSTRUCTION	\$ 375.00
000007435	7/19/2017 4:00	1300	STAPLES ADVANTAGE	014	OFFICE SUPPLIES	\$ 2,000.00
000007436	7/19/2017 4:00	0100	STAPLES ADVANTAGE	012	MATERIALS AND SUPPLIES	\$ 2,250.00
000007437	7/19/2017 4:00	0100	SHELL CAR WASH & EXPRESS LUBE	012	GASOLINE SUPPLIES	\$ 3,000.00
000007438	7/20/2017 4:00	0100	AMAZON.COM	017	MATERIALS AND SUPPLIES	\$ 7,940.75
000007439	7/20/2017 4:00	0100	OFFICE SOLUTIONS BUSINESS	500	MATERIALS AND SUPPLIES	\$ 21.55
000007440	7/20/2017 4:00	0100	AMAZON.COM	017	COMPUTER LICENSING	\$ 90.03
000007441	7/20/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 100.00
000007442	7/20/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 11,348.42
				500	COPIER OVERAGE CHGS	\$ 8,525.86
000007443	7/20/2017 4:00	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	001	CONFERENCE, WORKSHOP, SEM.	\$ 95.00
000007444	7/20/2017 4:00	0100	XEROX CORPORATION	012	RENTS & LEASES	\$ 2,429.04
					COPIER OVERAGE CHGS	\$ 207.58
000007445	7/20/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 5,490.55
				500	COPIER OVERAGE CHGS	\$ 7,714.56
000007446	7/20/2017 4:00	0100	PROCURETECH	017	COMPUTER SUPPLIES	\$ 20,000.00
000007447	7/20/2017 4:00	0100	PROCURETECH	013	COMPUTER SUPPLIES	\$ 100.00
000007448	7/21/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 13,247.22
				500	COPIER OVERAGE CHGS	\$ 4,899.75
000007449	7/21/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 10,679.92
				500	COPIER OVERAGE CHGS	\$ 6,824.07
000007450	7/21/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 4,430.08
					COPIER OVERAGE CHGS	\$ 777.35
000007451	7/21/2017 4:00	2139	LEVEL 10 CONSTRUCTION LP	007	NEW CONSTRUCTION	\$ 4,658,939.31
000007452	7/21/2017 4:00	0100	XEROX CORPORATION	010	RENTS & LEASES	\$ 1,948.03
					COPIER OVERAGE CHGS	\$ 160.59
000007453	7/21/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 238.66
					COPIER OVERAGE CHGS	\$ 37.29
000007454	7/21/2017 4:00	2139	FREDRICKS ELECTRIC INC	007	EQUIPMENT	\$ 2,910.00
000007455	7/21/2017 4:00	0100	PROCURETECH	012	COMPUTER SUPPLIES	\$ 431.00

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
0000007456	7/21/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 3,398.91
				500	DUPLICATING SUPPLIES	\$ 3,201.62
0000007457	7/21/2017 4:00	0100	XEROX CORPORATION	013	RENTS & LEASES	\$ 2,803.62
					COPIER OVERAGE CHGS	\$ 542.12
0000007458	7/21/2017 4:00	2139	SCIENCE LAB SUPPLIES	007	EQUIPMENT	\$ 3,868.00
0000007459	7/21/2017 4:00	0100	XEROX CORPORATION	002	RENTS & LEASES	\$ 2,004.67
					COPIER OVERAGE CHGS	\$ 143.14
0000007460	7/21/2017 4:00	0100	XEROX CORPORATION	002	RENTS & LEASES	\$ 2,032.85
					COPIER OVERAGE CHGS	\$ 303.73
0000007461	7/21/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 5,000.00
0000007462	7/21/2017 4:00	0100	PROCURETECH	017	MATERIALS AND SUPPLIES	\$ 8,729.94
0000007463	7/21/2017 4:00	0100	XEROX CORPORATION	012	RENTS & LEASES	\$ 37.29
					COPIER OVERAGE CHGS	\$ 447.38
0000007464	7/21/2017 4:00	1300	XEROX CORPORATION	014	RENTS & LEASES	\$ 2,718.53
					COPIER OVERAGE CHGS	\$ 1,006.99
0000007465	7/21/2017 4:00	0100	XEROX CORPORATION	016	RENTS & LEASES	\$ 2,473.08
					COPIER OVERAGE CHGS	\$ 1,245.59
				020	RENTS & LEASES	\$ 4,946.16
					COPIER OVERAGE CHGS	\$ 2,491.18
0000007466	7/21/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 9,287.36
				500	COPIER OVERAGE CHGS	\$ 6,007.02
0000007467	7/21/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 14,774.83
				500	COPIER OVERAGE CHGS	\$ 12,720.99
0000007468	7/21/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 7,610.60
				500	COPIER OVERAGE CHGS	\$ 3,169.92
0000007469	7/21/2017 4:00	0100	XEROX CORPORATION	011	RENTS & LEASES	\$ 13,102.10
				500	COPIER OVERAGE CHGS	\$ 3,086.83
0000007470	7/21/2017 4:00	0100	VIRCO MANUFACTURING CORP	012	MATERIALS AND SUPPLIES	\$ 14,862.99
0000007471	7/24/2017 4:00	2139	BEST BUY GOV/ED LLC	007	EQUIPMENT	\$ 14,719.09
0000007472	7/24/2017 4:00	2519	Jeffrey A. Bissiri	007	NEW CONSTRUCTION	\$ 7,500.00
0000007473	7/24/2017 4:00	0100	SAN DIEGUITO TROPHY	500	MATERIALS AND SUPPLIES	\$ 68.96
0000007474	7/24/2017 4:00	0100	SCHOOL HEALTH CORPORATION	004	MATERIALS AND SUPPLIES	\$ 1,611.45
0000007475	7/24/2017 4:00	0100	OFFICE DEPOT, INC	500	MATERIALS AND SUPPLIES	\$ 30.67
0000007476	7/24/2017 4:00	0100	OFFICE SOLUTIONS BUSINESS	500	MATERIALS AND SUPPLIES	\$ 94.84
0000007477	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 500.00
0000007478	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 100.00
0000007479	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 200.00
0000007480	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 450.00
0000007481	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 100.00
0000007482	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 1,000.00
0000007483	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 1,000.00
0000007484	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 700.00
0000007485	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 1,000.00
0000007486	7/24/2017 4:00	0100	REGENTS OF THE UNIV. OF CA.	004	RENTS & LEASES	\$ 19,437.50
0000007487	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 175.00
0000007488	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 150.00
0000007489	7/24/2017 4:00	0100	HANOVER RESEARCH COUNCIL, LLC, THE	004	PROF/CONSULT./OPER EXP	\$ 45,000.00
0000007490	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 500.00
0000007491	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 1,500.00
0000007492	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 1,200.00
0000007493	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 750.00
0000007494	7/24/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 100.00
0000007495	7/24/2017 4:00	0100	OFFICE DEPOT, INC	600	MATERIALS AND SUPPLIES	\$ 61.34
0000007496	7/24/2017 4:00	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$ 1,000.00
0000007497	7/24/2017 4:00	0100	OFFICE DEPOT, INC	020	MATERIALS AND SUPPLIES	\$ 30.67
0000007498	7/24/2017 4:00	0100	SIEMENS INDUSTRY, INC.	012	OTHER SERV. & OPER. EXP.	\$ 62,725.00
0000007499	7/25/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 500.00
0000007500	7/25/2017 4:00	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	001	CONFERENCE, WORKSHOP, SEM.	\$ 399.00
0000007501	7/25/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 500.00
0000007502	7/25/2017 4:00	0100	MACGILL DISCOUNT SCHOOL NURSE	500	MATERIALS AND SUPPLIES	\$ 281.42
0000007503	7/25/2017 4:00	0100	OFFICE DEPOT, INC	500	MATERIALS AND SUPPLIES	\$ 92.01
0000007504	7/25/2017 4:00	0100	AMERICAN CHEMICAL	500	MATERIALS AND SUPPLIES	\$ 168.25
0000007505	7/25/2017 4:00	0100	STAPLES ADVANTAGE	013	OTHER TRANSPORT.SUPPLIES	\$ 1,000.00
0000007506	7/25/2017 4:00	0100	STAPLES ADVANTAGE	013	OFFICE SUPPLIES	\$ 1,600.00
0000007507	7/25/2017 4:00	0100	CAROLINA BIOLOGICAL SUPPLY CO	500	MATERIALS AND SUPPLIES	\$ 3,063.65
0000007508	7/25/2017 4:00	1300	US Foods, Inc.	014	PURCHASES FOOD	\$ 200,000.00
0000007509	7/25/2017 4:00	1300	Papa John's, KJ Consortium	014	PURCHASES FOOD	\$ 60,000.00
0000007510	7/25/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 46.32
0000007511	7/25/2017 4:00	0100	SSID #7179122856	002	OTHER SERV. & OPER. EXP.	\$ 569.93
0000007512	7/25/2017 4:00	0100	MISSION FEDERAL CREDIT UNION	002	MATERIALS AND SUPPLIES	\$ 100.00
0000007513	7/25/2017 4:00	0100	PHONAK	500	MATERIALS AND SUPPLIES	\$ 1,557.06
0000007514	7/25/2017 4:00	1300	SO-CAL DOMINOIDS	014	PURCHASES FOOD	\$ 35,000.00
0000007515	7/25/2017 4:00	0100	E A I EDUCATION	500	MATERIALS AND SUPPLIES	\$ 39.10
0000007516	7/25/2017 4:00	0100	SMART AND FINAL STORES CORP	001	MATERIALS AND SUPPLIES	\$ 280.00
					REFRESHMENTS	\$ 70.00

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
000007516	7/25/2017 4:00	0100	SMART AND FINAL STORES CORP	004	MATERIALS AND SUPPLIES	\$ 350.00
000007517	7/25/2017 4:00	0100	C D L SERVICES INC	012	CUSTODIAL SUPPLIES	\$ 75,000.00
000007518	7/25/2017 4:00	0100	AMERICAN CHEMICAL	012	CUSTODIAL SUPPLIES	\$ 50,000.00
000007519	7/25/2017 4:00	0100	CAROLINA BIOLOGICAL SUPPLY CO	500	MATERIALS AND SUPPLIES	\$ 256.06
000007520	7/25/2017 4:00	0100	STAPLES ADVANTAGE	001	MATERIALS AND SUPPLIES	\$ 1,650.00
				004	MATERIALS AND SUPPLIES	\$ 850.00
000007521	7/25/2017 4:00	1300	GOLD STAR FOODS	014	PURCHASES FOOD	\$ 200,000.00
000007522	7/25/2017 4:00	0100	NASCO MODESTO	500	MATERIALS AND SUPPLIES	\$ 131.84
000007523	7/25/2017 4:00	0100	HOME DEPOT CREDIT SERVICES	012	REPAIRS BY VENDORS	\$ 7,000.00
000007524	7/25/2017 4:00	0100	STAPLES ADVANTAGE	015	OFFICE SUPPLIES	\$ 400.00
000007525	7/25/2017 4:00	0100	TCR SERVICES	500	DUPLICATING SUPPLIES	\$ 473.88
000007526	7/25/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 283.60
000007527	7/25/2017 4:00	0100	STAPLES ADVANTAGE	010	DUPLICATING SUPPLIES	\$ 3,000.00
				021	OFFICE SUPPLIES	\$ 100.00
000007528	7/25/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 100.00
000007529	7/25/2017 4:00	0100	OFFICE DEPOT, INC	500	MATERIALS AND SUPPLIES	\$ 178.07
000007530	7/25/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 400.00
000007531	7/25/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 1,500.00
000007532	7/25/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 450.00
000007533	7/25/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 250.00
000007534	7/25/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 250.00
000007535	7/25/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 100.00
000007536	7/25/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 1,000.00
000007537	7/25/2017 4:00	0100	APPERSON	500	MATERIALS AND SUPPLIES	\$ 97.44
000007538	7/25/2017 4:00	0100	BIO CORPORATION	500	MATERIALS AND SUPPLIES	\$ 1,585.04
000007539	7/25/2017 4:00	0100	SIMPLEX -GRINNELL LP	012	REPAIRS BY VENDORS	\$ 570.00
000007540	7/26/2017 4:00	0100	WARD'S SCIENCE	001	MATERIALS AND SUPPLIES	\$ 9,615.02
000007541	7/26/2017 4:00	0100	MERCURY DISPOSAL SYSTEM INC	018	HAZARDOUS WASTE DISPOSAL	\$ 4,000.00
000007542	7/27/2017 4:00	0100	FLINN SCIENTIFIC INC	500	MATERIALS AND SUPPLIES	\$ 1,222.65
000007543	7/27/2017 4:00	0100	DEPT OF TOXIC SUBSTANCE CNTRL	018	FEES - ADMISSIONS, TOURN	\$ 2,000.00
000007544	7/27/2017 4:00	0100	STAPLES ADVANTAGE	001	MATERIALS AND SUPPLIES	\$ 733.99
000007545	7/27/2017 4:00	0100	COUNTY OF SAN DIEGO	018	FEES - ADMISSIONS, TOURN	\$ 6,000.00
000007546	7/27/2017 4:00	0100	AMAZON.COM	018	MATERIALS AND SUPPLIES	\$ 138.78
000007547	7/27/2017 4:00	0100	LEUCADIA WASTEWATER DISTRICT	012	SEWER CHARGES	\$ 29,934.53
000007548	7/27/2017 4:00	0100	HAMEL SCHOOL OUTFITTERS INC	018	MATERIALS AND SUPPLIES	\$ 1,877.26
000007549	7/27/2017 4:00	0100	SAN DIEGO COUNTY OFFICE OF EDUCATION	001	CONFERENCE, WORKSHOP, SEM.	\$ 875.00
000007550	7/27/2017 4:00	0100	Follett School Solutions	017	COMPUTER LICENSING	\$ 2,898.00
000007551	7/27/2017 4:00	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$ 1,000.00
000007552	7/28/2017 4:00	0100	CAROLINA BIOLOGICAL SUPPLY CO	001	MATERIALS AND SUPPLIES	\$ 3,039.22
000007553	7/28/2017 4:00	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$ 21.08
000007554	7/28/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 1,200.00
000007555	7/28/2017 4:00	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$ 267.06
000007556	7/28/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 30.76
000007557	7/28/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 247.59
000007558	7/28/2017 4:00	0100	MRC360 AKA MR COPY	500	MATERIALS AND SUPPLIES	\$ 300.00
000007559	7/28/2017 4:00	0100	TCR SERVICES	500	MATERIALS AND SUPPLIES	\$ 800.00
000007560	7/28/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 222.67
000007561	7/28/2017 4:00	1300	SUNRISE PRODUCE	014	PURCHASES FOOD	\$ 63,000.00
000007562	7/28/2017 4:00	1300	SPICE WAY, THE	014	PURCHASES FOOD	\$ 300.00
000007563	7/28/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 57.28
000007564	7/28/2017 4:00	1300	P AND R PAPER SUPPLY CO.	014	PURCHASES SUPPLIES	\$ 38,000.00
000007565	7/28/2017 4:00	1300	DAYMARK SAFETY SYSTEMS INC	014	MATERIALS AND SUPPLIES	\$ 400.00
000007566	7/28/2017 4:00	1300	SMART AND FINAL STORES CORP	014	PURCHASES FOOD	\$ 500.00
000007567	7/28/2017 4:00	0100	SMART AND FINAL STORES CORP	500	REFRESHMENTS	\$ 400.00
000007568	7/28/2017 4:00	0100	SMART AND FINAL STORES CORP	015	MATERIALS AND SUPPLIES	\$ 500.00
000007569	7/28/2017 4:00	0100	SAN DIEGUITO TROPHY	015	MATERIALS AND SUPPLIES	\$ 150.00
000007570	7/28/2017 4:00	0100	WAXIE SANITARY SUPPLY	012	CUSTODIAL SUPPLIES	\$ 40,000.00
000007571	7/28/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 398.80
000007572	7/28/2017 4:00	0100	DUNN EDWARDS CORP	012	BLDG.-REPAIR MATERIALS	\$ 11,000.00
000007573	7/28/2017 4:00	0100	VISTA PAINT CORPORATION	012	BLDG.-REPAIR MATERIALS	\$ 4,000.00
000007574	7/28/2017 4:00	0100	VERIZON CELLULAR	012	COMMUNICATIONS-TELEPHONE	\$ 25,000.00
000007575	7/28/2017 4:00	0100	OGGI'S PIZZA	015	REFRESHMENTS	\$ 800.00
000007576	7/28/2017 4:00	0100	SHELL CAR WASH & EXPRESS LUBE	012	GASOLINE SUPPLIES	\$ 8,500.00
000007577	7/28/2017 4:00	1300	SHELL CAR WASH & EXPRESS LUBE	014	FUEL	\$ 1,500.00
000007578	7/31/2017 4:00	2139	SCHOOL FIX	007	EQUIPMENT	\$ 248.90
000007579	7/31/2017 4:00	0100	FLINN SCIENTIFIC INC	001	MATERIALS AND SUPPLIES	\$ 4,369.27
000007580	7/31/2017 4:00	0100	WARD'S SCIENCE	001	MATERIALS AND SUPPLIES	\$ 3,769.96
000007581	7/31/2017 4:00	2139	AREY JONES ED SOLUTIONS	007	EQUIPMENT	\$ 45,575.29
000007582	7/31/2017 4:00	0100	AREY JONES ED SOLUTIONS	003	NON-CAPITALIZED TECH EQUIPMENT	\$ 17,801.48
000007583	7/31/2017 4:00	0100	AREY JONES ED SOLUTIONS	003	NON-CAPITALIZED TECH EQUIPMENT	\$ 44,503.70
000007584	7/31/2017 4:00	0100	BLICK, DICK (DICK BLICK)	600	MATERIALS AND SUPPLIES	\$ 116.19
000007585	7/31/2017 4:00	0100	FLINN SCIENTIFIC INC	500	MATERIALS AND SUPPLIES	\$ 2,727.72
000007586	7/31/2017 4:00	0100	FISHER SCIENTIFIC EMD	500	MATERIALS AND SUPPLIES	\$ 249.32
000007587	7/31/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 41.50
000007588	7/31/2017 4:00	0100	SCHOOL NURSE SUPPLY COMPANY	500	MATERIALS AND SUPPLIES	\$ 76.53

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PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
000007589	7/31/2017 4:00	0100	MISSION FEDERAL CREDIT UNION	500	MATERIALS AND SUPPLIES	\$ 44.54
000007590	7/31/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 116.89
000007591	8/1/2017 4:00	0100	OFFICE DEPOT, INC	500	MATERIALS AND SUPPLIES	\$ 89.42
000007592	8/1/2017 4:00	0100	D & H DISTRIBUTING CO	500	MATERIALS AND SUPPLIES	\$ 351.99
000007593	8/1/2017 4:00	0100	KARTER SCIENTIFIC	500	MATERIALS AND SUPPLIES	\$ 25.01
000007594	8/1/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 71.24
000007595	8/1/2017 4:00	0100	VERNIER SOFTWARE & TECHNOLOGY	001	MATERIALS AND SUPPLIES	\$ 12,511.65
000007596	8/1/2017 4:00	0100	EDUCATIONAL INOVATIONS INC	001	MATERIALS AND SUPPLIES	\$ 59.45
000007597	8/1/2017 4:00	0100	ACTIVATE LEARNING	001	MATERIALS AND SUPPLIES	\$ 2,107.07
000007598	8/1/2017 4:00	0100	MISSION FEDERAL CREDIT UNION	002	MATERIALS AND SUPPLIES	\$ 100.00
000007599	8/1/2017 4:00	0100	OFFICE DEPOT, INC	500	MATERIALS AND SUPPLIES	\$ 30.67
000007600	8/1/2017 4:00	0100	HOME DEPOT CREDIT SERVICES	600	MATERIALS AND SUPPLIES	\$ 125.63
000007601	8/1/2017 4:00	0100	HOME DEPOT CREDIT SERVICES	001	MATERIALS AND SUPPLIES	\$ 451.61
000007602	8/1/2017 4:00	0100	EVERYTHING MEDICAL	500	MATERIALS AND SUPPLIES	\$ 120.78
000007603	8/1/2017 4:00	0100	MOORE MEDICAL, LLC	500	MATERIALS AND SUPPLIES	\$ 12.97
000007604	8/1/2017 4:00	0100	OFFICE DEPOT, INC	500	MATERIALS AND SUPPLIES	\$ 63.76
000007606	8/1/2017 4:00	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$ 323.23
000007608	8/1/2017 4:00	0100	Follett School Solutions	001	TEXTBOOKS	\$ 17,521.23
000007609	8/1/2017 4:00	0100	M P S	001	TEXTBOOKS	\$ 8,003.46
000007611	8/1/2017 4:00	0100	M P S	001	TEXTBOOKS	\$ 2,037.25
					MATERIALS AND SUPPLIES	\$ -
000007612	8/1/2017 4:00	0100	TEAM SPORTS OF NORTH COUNTY	500	MATERIALS AND SUPPLIES	\$ 1,683.60
000007613	8/2/2017 4:00	0100	THE FRUTH GROUP, INC	500	REPAIRS BY VENDORS	\$ 1,935.00
000007614	8/2/2017 4:00	0100	PRO-ED DESIGNS, INC	500	NON-CAPITALIZED TECH EQUIPMENT	\$ 179.10
000007615	8/2/2017 4:00	0100	STAPLES ADVANTAGE	004	MATERIALS AND SUPPLIES	\$ 200.00
000007616	8/2/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 2,000.00
000007617	8/2/2017 4:00	0100	C D W G.COM	001	NON-CAPITALIZED TECH EQUIPMENT	\$ 71,784.35
000007618	8/2/2017 4:00	0100	AMAZON.COM	600	MATERIALS AND SUPPLIES	\$ 77.55
000007619	8/2/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 500.00
000007620	8/2/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 75.00
000007621	8/2/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 100.00
000007622	8/2/2017 4:00	0100	TCR SERVICES	500	DUPLICATING SUPPLIES	\$ 3,000.00
000007623	8/2/2017 4:00	0100	LUNA GRILL	500	REFRESHMENTS	\$ 900.00
000007624	8/2/2017 4:00	0100	RUBIO'S	500	REFRESHMENTS	\$ 450.00
000007625	8/2/2017 4:00	0100	CHICK-FIL-A	500	REFRESHMENTS	\$ 200.00
000007626	8/2/2017 4:00	0100	COSTCO CARMEL MTN RANCH	500	REFRESHMENTS	\$ 1,000.00
000007627	8/2/2017 4:00	0100	MRC360 AKA MR COPY	500	DUPLICATING SUPPLIES	\$ 1,800.00
000007628	8/2/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 13,000.00
000007629	8/2/2017 4:00	0100	Kern County Superintendent of Schools	004	CONFERENCE, WORKSHOP, SEM.	\$ 300.00
000007630	8/2/2017 4:00	0100	STAPLES ADVANTAGE	500	MATERIALS AND SUPPLIES	\$ 10,000.00
000007631	8/2/2017 4:00	0100	MRC360 AKA MR COPY	500	DUPLICATING SUPPLIES	\$ 2,000.00
000007632	8/2/2017 4:00	0100	AMERICAN CHEMICAL	500	MATERIALS AND SUPPLIES	\$ 1,000.00
000007633	8/2/2017 4:00	0100	C D W G.COM	003	NON-CAPITALIZED TECH EQUIPMENT	\$ 8,508.96
000007634	8/2/2017 4:00	0100	PC & MACEXCHANGE	003	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,452.47
000007635	8/2/2017 4:00	0100	EDUCATIONAL INOVATIONS INC	500	MATERIALS AND SUPPLIES	\$ 46.52
000007636	8/2/2017 4:00	0100	MACGILL DISCOUNT SCHOOL NURSE	500	MATERIALS AND SUPPLIES	\$ 384.40
000007638	8/2/2017 4:00	0100	PEARSON EDUCATION	001	TEXTBOOKS	\$ 1,805.24
000007639	8/2/2017 4:00	0100	CAROLINA BIOLOGICAL SUPPLY CO	500	MATERIALS AND SUPPLIES	\$ 307.44
000007640	8/3/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 108.45
000007641	8/3/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 86.15
000007642	8/3/2017 4:00	0100	FLINN SCIENTIFIC INC	500	MATERIALS AND SUPPLIES	\$ 978.05
000007643	8/3/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 64.63
000007644	8/3/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 21.54
000007645	8/3/2017 4:00	0100	JERSEY MIKE'S SUBS	500	REFRESHMENTS	\$ 750.00
000007646	8/3/2017 4:00	0100	FREE FORM CLAY & SUPPLY	500	MATERIALS AND SUPPLIES	\$ 1,000.00
000007647	8/3/2017 4:00	1300	CHEFS' TOYS	014	MATERIALS AND SUPPLIES	\$ 48.92
000007648	8/3/2017 4:00	0100	BLICK, DICK (DICK BLICK)	500	MATERIALS AND SUPPLIES	\$ 2,000.00
000007649	8/3/2017 4:00	0100	PASCO SCIENTIFIC	500	MATERIALS AND SUPPLIES	\$ 1,022.54
000007650	8/3/2017 4:00	0100	WORLD BOOK INC.	004	COMPUTER LICENSING	\$ 8,190.00
000007651	8/3/2017 4:00	0100	STANDARD STATIONERY SUPPLY CO	500	MATERIALS AND SUPPLIES	\$ 53.75
000007652	8/3/2017 4:00	0100	SSID #6113119004	002	OTHER SERV.& OPER.EXP.	\$ 639.42
000007653	8/3/2017 4:00	0100	AMAZON.COM	017	NON-CAPITALIZED TECH EQUIPMENT	\$ 5,649.33
000007654	8/3/2017 4:00	0100	SSID #6113119004	002	OTHER SERV.& OPER.EXP.	\$ 162.78
000007655	8/4/2017 4:00	0100	WARD'S SCIENCE	500	MATERIALS AND SUPPLIES	\$ 415.56
000007656	8/4/2017 4:00	0100	AMAZON.COM	017	MATERIALS AND SUPPLIES	\$ 1,287.61
000007657	8/4/2017 4:00	0100	TCR SERVICES	017	MATERIALS AND SUPPLIES	\$ 2,369.42
000007658	8/4/2017 4:00	0100	C D W G.COM	017	MATERIALS AND SUPPLIES	\$ 2,216.42
000007659	8/4/2017 4:00	0100	OFFICE DEPOT, INC	500	PRINTING	\$ 61.34
000007660	8/4/2017 4:00	0100	OFFICE SOLUTIONS BUSINESS	021	MATERIALS AND SUPPLIES	\$ 23.71
000007661	8/4/2017 4:00	0100	C D W G.COM	003	NON-CAPITALIZED TECH EQUIPMENT	\$ 4,254.48
000007662	8/4/2017 4:00	0100	PC & MACEXCHANGE	017	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,452.47
000007663	8/4/2017 4:00	0100	PC & MACEXCHANGE	600	NON-CAPITALIZED TECH EQUIPMENT	\$ 1,452.47
000007664	8/4/2017 4:00	0100	C D W G.COM	600	NON-CAPITALIZED TECH EQUIPMENT	\$ 8,508.96
000007665	8/4/2017 4:00	0100	EVERYTHING MEDICAL	500	MATERIALS AND SUPPLIES	\$ 54.38
000007666	8/4/2017 4:00	0100	OFFICE DEPOT, INC	021	MATERIALS AND SUPPLIES	\$ 28.46

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PO REPORT JULY 5, 2017 THROUGH AUGUST 7, 2017

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
0000007667	8/4/2017 4:00	0100	FEDEX	010	COMMUNICATIONS-POSTAGE	\$ 1,000.00
0000007668	8/4/2017 4:00	0100	UPS FREIGHT	010	COMMUNICATIONS-POSTAGE	\$ 1,500.00
0000007669	8/4/2017 4:00	0100	SUNWIND SOLAR	500	MATERIALS AND SUPPLIES	\$ 216.53
0000007670	8/4/2017 4:00	0100	POSTMASTER	010	COMMUNICATIONS-POSTAGE	\$ 43,100.00
0000007671	8/4/2017 4:00	1300	C S N A	014	CONFERENCE,WORKSHOP,SEM.	\$ 230.00
0000007672	8/4/2017 4:00	0100	STAPLES ADVANTAGE	010	MATERIALS AND SUPPLIES	\$ 200.00
0000007673	8/4/2017 4:00	0100	STAPLES ADVANTAGE	010	DUPLICATING SUPPLIES	\$ 200.00
0000007674	8/4/2017 4:00	0100	SUNWIND SOLAR	500	MATERIALS AND SUPPLIES	\$ 77.80
0000007675	8/4/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 775.89
0000007676	8/4/2017 4:00	0100	HAMEL SCHOOL OUTFITTERS INC	500	MATERIALS AND SUPPLIES	\$ 451.06
0000007677	8/4/2017 4:00	0100	HOME DEPOT CREDIT SERVICES	001	MATERIALS AND SUPPLIES	\$ 145.66
0000007678	8/4/2017 4:00	0100	TCR SERVICES	011	MATERIALS AND SUPPLIES	\$ 139.97
				017	MATERIALS AND SUPPLIES	\$ 139.97
0000007679	8/4/2017 4:00	0100	STAPLES ADVANTAGE	600	MATERIALS AND SUPPLIES	\$ 500.00
0000007680	8/7/2017 4:00	0100	BLICK, DICK (DICK BLICK)	500	MATERIALS AND SUPPLIES	\$ 188.30
0000007681	8/7/2017 4:00	0100	OFFICE DEPOT, INC	500	MATERIALS AND SUPPLIES	\$ 61.34
0000007682	8/7/2017 4:00	0100	CART MART INC	600	REPAIRS BY VENDORS	\$ 570.11
0000007683	8/7/2017 4:00	0100	AMAZON.COM	500	MATERIALS AND SUPPLIES	\$ 401.62
0000007684	8/7/2017 4:00	0100	CA AGRI CONTROL INC	012	PEST CONTROL	\$ 8,400.00
0000007685	8/7/2017 4:00	0100	UNITED SITE SERVICES	012	RENTS & LEASES	\$ 1,400.00
0000007686	8/7/2017 4:00	0100	MATCH POINT TENNIS COURTS, INC	012	OTHER SERV.& OPER.EXP.	\$ 7,000.00
0000007688	8/7/2017 4:00	0100	RANCHO SANTA FE SEC SYSTEMS	012	OTHER SERV.& OPER.EXP.	\$ 22,000.00
000007357A	7/21/2017 4:00	2519	NLS Lighting, LLC	007	EQUIPMENT	\$ 74,929.35

NEW PURCHASE TOTAL	\$ 14,503,811.84
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CHANGE ORDERS

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
0000006378	6/21/2017	2139	Fredricks	007	6200001	\$ 44,252.50
0000002718	7/17/2017	2139	McCarthy Building Co	007	6200001	\$ 180,714.00
0000007333	7/24/2017	0100	CSTA	001	5200020	\$ 135.00
0000007209	7/25/2017	2139	Grainger	007	6400000	\$ 92.41
0000007049	7/26/2017	2139	Level 10 Construction	007	6200001	\$ 9,708.00
0000007055	7/26/2017	2139	Blue Coast Consulting	007	6200001	\$ 7,040.00

CHANGE ORDER TOTAL	\$ 241,941.91
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REPORT TOTAL	\$ 14,745,753.75
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Individual Membership Listings
For the Period of July 5,2017 through August 7, 2017

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

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WARRANT REPORT FROM 07/05/17 THROUGH 08/07/17

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14284921	7/11/2017	BALFOUR BEATTY CONSTRUCTION,	2139	New Construction	\$ 8,000.00
14284922	7/11/2017	NINYO & MOORE	2139	New Construction	\$ 3,298.75
14284923	7/11/2017	TWINING, INC.	2139	New Construction	\$ 3,335.00
14285182	7/12/2017	CINDY SKEBER	0100	Refreshments	\$ 19.59
14285183	7/12/2017	M A Engineers Inc.	2139	New Construction	\$ 3,750.00
14285184	7/12/2017	BERT'S OFFICE TRAILERS	0100	Rents & Leases	\$ 203.65
14285185	7/12/2017	BERT'S OFFICE TRAILERS	2139	New Construction	\$ 300.62
14285186	7/12/2017	CALIFORNIA CONSTRUCTION MGMT	2519	Professional/Consult Svs	\$ 330.00
14285187	7/12/2017	MCCARTHY BUILDING COMPANY, INC	2139	New Construction	\$ 64,406.18
14285188	7/12/2017	OLIVENHAIN MUNICIPAL WATER DST	0100	Water	\$ 4,654.01
14285189	7/12/2017	ROESLING NAKAMURA	2519	Land Improvements	\$ 600.00
14285190	7/12/2017	SAN DIEGO CITY TREASURER	0100	Sewer Charges	\$ 2,642.87
				Water	\$ 9,774.43
14285191	7/12/2017	SAN DIEGUITO WATER DISTRICT	0100	Water	\$ 431.03
14285192	7/12/2017	SANTA FE IRRIGATION DISTRICT	0100	Water	\$ 3,826.63
14285193	7/12/2017	JOANN SCHULTZ	0100	Refreshments	\$ 117.91
14285194	7/12/2017	STAPLES ADVANTAGE	2519	Materials And Supplies	\$ 8,648.25
14285195	7/12/2017	TWINING, INC.	2139	New Construction	\$ 460.00
14285196	7/12/2017	URS CORPORATION	2139	New Construction	\$ 105.00
14285197	7/12/2017	XEROX CORPORATION	0100	Copy Charges	\$ 331.78
				Rents & Leases	\$ 574.28
14285558	7/13/2017	UC Regents	0100	Fees - Business, Admission,Etc	\$ 1,583.00
14285559	7/13/2017	Stein Education Center	0100	Other Contr-N.P.S.	\$ 13,504.50
				Sub/Other Contr-Nps	\$ 20,062.36
14285560	7/13/2017	BISSIRI STUDIO	2519	New Construction	\$ 2,162.50
14285561	7/13/2017	The Hartford	2139	New Construction	\$ 10,530.00
14285562	7/13/2017	CONSULTING & INSPECTION SVCS	2139	New Construction	\$ 28,493.00
14285563	7/13/2017	Fred Finch Youth Center	0100	Other Contr-N.P.S.	\$ 3,408.43
				Sub/Other Contr-Nps	\$ 79,144.82
14285564	7/13/2017	OLIVENHAIN MUNICIPAL WATER DST	0100	Water	\$ 17,189.67
14285565	7/13/2017	PHYLLIS QUAN/QUAN CONSULTING	0100	Professional/Consult Svs	\$ 1,300.00
14285566	7/13/2017	SAN DIEGUITO WATER DISTRICT	0100	Water	\$ 1,086.90
14285567	7/13/2017	SHELL CAR WASH & EXPRESS LUBE	0100	Fuel	\$ 90.40
				Gasoline Supplies	\$ 46.60
14285568	7/13/2017	STAPLES ADVANTAGE	0100	Printing	\$ 487.65
14285569	7/13/2017	ARTIANO SHINOFF	0100	Legal Exp-Business	\$ 786.00
				Legal Expense	\$ 2,263.00
				Legal Exp-Personnel	\$ 1,668.08
14285570	7/13/2017	MEREDITH WADLEY AMSBAUGH	0100	Conference,Workshop,Sem.	\$ 31.03
14285571	7/13/2017	XEROX CORPORATION	0100	Copy Charges	\$ 644.68
				Rents & Leases	\$ 1,105.70
14285790	7/14/2017	Little Diversified Architectural Cons.	2519	Professional/Consult Svs	\$ 720.00
14285791	7/14/2017	John Sergio Fisher & Associates, Inc.	2139	New Construction	\$ 8,867.71
14285792	7/14/2017	NOVA SERVICES	2139	New Construction	\$ 11,879.44
14285793	7/14/2017	ROESLING NAKAMURA	2139	Improvements	\$ 4,376.25
				New Construction	\$ 11,749.04
14286048	7/17/2017	NINYO & MOORE	2139	New Construction	\$ 8,934.00
14286358	7/18/2017	DAVID SAMUELSON	0100	Mileage	\$ 56.71
14286359	7/18/2017	INTERNATIONAL BACCALAUREATE ORGANIZAT	0100	Conference,Workshop,Sem.	\$ 1,478.00
14286360	7/18/2017	BARBARA REUER	0100	Professional/Consult Svs	\$ 3,225.16
14286361	7/18/2017	SSID #5142744742	0100	Mediation Settlements	\$ 4,165.00
14286362	7/18/2017	FLIBS	0100	Conference,Workshop,Sem.	\$ 925.00
14286363	7/18/2017	Ashley Albers	0100	Professional/Consult Svs	\$ 4,143.92
14286364	7/18/2017	COLBI TECHNOLOGIES, INC.	0100	Fees - Business, Admission,Etc	\$ 935.00
14286365	7/18/2017	LONG BEACH UNIFIED SCHOOL DISTRICT	0100	Conference,Workshop,Sem.	\$ 2,100.00
14286366	7/18/2017	ALTERNATIVE TEACHING STRATEGY CTR	0100	Mediation Settlements	\$ 5,745.00
14286367	7/18/2017	BLUE COAST CONSULTING	2139	New Construction	\$ 36,268.20
14286368	7/18/2017	AMERICAN EXPRESS	0100	Dues And Memberships	\$ 3,000.00
14286369	7/18/2017	AMERICAN EXPRESS	0100	Conference,Workshop,Sem.	\$ 574.00

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WARRANT REPORT FROM 07/05/17 THROUGH 08/07/17

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14286370	7/18/2017	DIGITAL SCHOOLS OF CA, LLC	0100	Professional/Consult Svcs	\$ 13,169.52
14286371	7/18/2017	DEPENDABLE NURSING, LLC	0100	Other Contr-N.P.A.	\$ 4,412.25
14286372	7/18/2017	EDUCATIONAL TESTING SERVICE	0100	Materials And Supplies	\$ 1,752.52
14286373	7/18/2017	Sandra English	0100	Mileage	\$ 55.64
14286374	7/18/2017	ERICKSON-HALL CONSTRUCTION CO	2139	New Construction	\$ 138,691.53
14286375	7/18/2017	SSID #2156968315	0100	Pay In Lieu Of Transp>	\$ 419.44
14286376	7/18/2017	HOME DEPOT CREDIT SERVICES	0100	Bldg.-Repair Materials	\$ 1,292.67
14286377	7/18/2017	OCCIDENTAL COLLEGE	0100	Conference,Workshop,Sem.	\$ 650.00
14286378	7/18/2017	MCCARTHY BUILDING COMPANY, INC	2139	New Construction	\$ 228,876.19
14286379	7/18/2017	MCCARTHY BUILDING COMPANY, INC	2109	New Construction	\$ -
			2139	New Construction	\$ 106,866.82
14286380	7/18/2017	SSID# 8139959458	0100	Pay In Lieu Of Transp>	\$ 714.10
14286381	7/18/2017	NAVIANCE	0100	Computer Licensing	\$ 31,337.50
14286382	7/18/2017	NINYO & MOORE	2139	New Construction	\$ 8,714.75
14286383	7/18/2017	DELORES PERLEY REVOLVING CASH	0100	Bank Charges	\$ 126.65
				Instr.Aides-Athletics	\$ 3,200.00
				Materials And Supplies	\$ (50.00)
				Spec Ed Student Stipends	\$ 3,517.50
				Teacher Sal-Regular	\$ 4,500.00
14286384	7/18/2017	PICK UP STIX CATERING	1300	Purchases Food	\$ 4,022.25
14286385	7/18/2017	RANCHO SANTA FE SEC SYSTEMS	0100	Other Serv.& Oper.Exp.	\$ 800.00
14286386	7/18/2017	RAPHAEL'S PARTY RENTALS INC	0100	Materials And Supplies	\$ 4,870.75
14286387	7/18/2017	S&S BAKERY INC	1300	Purchases Food	\$ 1,626.39
14286388	7/18/2017	SAN DIEGO STATE UNIVERSITY	0100	Conference,Workshop,Sem.	\$ 750.00
14286389	7/18/2017	SAN DIEGO ZOO GLOBAL	0100	Fees - Business, Admission,Etc	\$ 630.00
14286390	7/18/2017	SAN DIEGUITO WATER DISTRICT	0100	Water	\$ 3,113.34
14286391	7/18/2017	SCHOOL SERVICES OF CALIFORNIA, INC.	0100	Professional/Consult Svcs	\$ 305.00
14286392	7/18/2017	SHOECRAFT, KATHERINE	0100	Mileage	\$ 212.40
14286393	7/18/2017	SHOECRAFT, KATHERINE	0100	Mileage	\$ 246.64
14286394	7/18/2017	CASEY SOVACOOOL	0100	Athletic Post-Season Travel	\$ 1,067.42
14286395	7/18/2017	SUN DIEGO CHARTER COMPANY	0100	Fld. Trips By Prv. Contr	\$ 5,893.97
14286396	7/18/2017	DAYNE TSUDA	0100	Mileage	\$ 82.93
14286397	7/18/2017	AMERICAN EXPRESS	0100	Repairs & Maintenance	\$ 2,982.25
14286398	7/18/2017	JOEL VAN HOOSER	0100	Mileage	\$ 448.02
14286399	7/18/2017	AMERICAN EXPRESS	0100	Communications-Telephone	\$ 1,418.15
14286400	7/18/2017	WESS TRANSPORTATION	0100	Fld. Trips By Prv. Contr	\$ 1,160.21
14286877	7/19/2017	US BANK NATIONAL ASSOC.	2139	New Construction	\$ 60,747.38
14286878	7/19/2017	AIRWOLF 3D	0100	Non-Capitalized Tech Equipment	\$ 3,592.61
14286879	7/19/2017	Ashley Albers	0100	Professional/Consult Svcs	\$ 3,896.60
14286880	7/19/2017	Sydney Wilkinson	0100	Mileage	\$ 100.42
14286881	7/19/2017	A1 GOLF CARS, INC	0100	Repairs & Maintenance	\$ 496.38
14286882	7/19/2017	AT&T	0100	Communications-Telephone	\$ 50.96
14286883	7/19/2017	AT&T LONG DISTANCE	0100	Communications-Telephone	\$ 16.04
14286884	7/19/2017	CLASSIC PARTY RENTAL	0100	Other Serv.& Oper.Exp.	\$ 908.15
14286885	7/19/2017	COX COMMUNICATIONS	0100	Communications-Telephone	\$ 382.06
14286886	7/19/2017	DION INTERNATIONAL TRUCKS LLC	0100	Repairs-Vehicles	\$ 8,530.72
14286887	7/19/2017	ELITE SHOW SERVICES INC.	0100	Security Guard Contract	\$ 1,108.12
14286888	7/19/2017	HOME DEPOT CREDIT SERVICES	0100	Bldg.-Repair Materials	\$ 240.29
				Materials And Supplies	\$ 862.47
14286889	7/19/2017	LLOYD PEST CONTROL	1300	Other Serv.& Oper.Exp.	\$ 32.00
14286890	7/19/2017	PROJECT LEAD THE WAY, INC	0100	Materials And Supplies	\$ 2,966.64
14286891	7/19/2017	PROVO CANYON SCHOOL	0100	Mental Health Svcs	\$ 2,852.00
				Other Contr-N.P.S.	\$ 3,402.00
14286892	7/19/2017	STAPLES ADVANTAGE	0100	Printing	\$ 1,256.13
14287379	7/20/2017	Elisa Rimbach	0100	Mileage	\$ 29.96
14287380	7/20/2017	ANNA WEIRATHER	0100	Mileage	\$ 107.00
14287381	7/20/2017	BERNADETTE TAKANO	0100	Materials And Supplies	\$ 117.82
14287382	7/20/2017	UNWIN, JOHN	0100	Materials And Supplies	\$ 103.15
14287383	7/20/2017	DELORES PERLEY	0100	Conference,Workshop,Sem.	\$ 34.24

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WARRANT REPORT FROM 07/05/17 THROUGH 08/07/17

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14287383	42936.167	DELORES PERLEY	0100	Mileage	\$ 508.96
14287384	7/20/2017	PROVO CANYON SCHOOL	0100	Room & Board	\$ 5,766.00
14287385	7/20/2017	AMERICAN EXPRESS	0100	Communications-Telephone	\$ 2,105.46
14287386	7/20/2017	AMERICAN EXPRESS	0100	Other Serv.& Oper.Exp.	\$ 228.63
14287387	7/20/2017	JUAN MANUEL ZAPATA	0100	Mileage	\$ 92.02
14287875	7/21/2017	Harbottle Law Group	0100	Legal Expense	\$ 5,143.45
14287876	7/21/2017	Stein Education Center	0100	Other Contr-N.P.S.	\$ 63.80
				Sub/Other Contr-Nps	\$ 69.70
14287877	7/21/2017	C D L SERVICES INC	0100	Custodial Materials	\$ 1,117.04
14287878	7/21/2017	Chelsea Pest & Termite Control	0100	Pest Control	\$ 800.00
14287879	7/21/2017	LAUNDRY LADIES	0100	Other Serv.& Oper.Exp.	\$ 205.00
14287880	7/21/2017	Gary Roehl	0100	Mileage	\$ 354.71
14287881	7/21/2017	A-Z BUS SALES, INC. - COLTON	0100	Materials-Vehicle Parts	\$ 993.48
				Other Transport.Supplies	\$ 1,197.64
14287882	7/21/2017	ADVANCED CHEMICAL TRANSPORT	0100	Hazardous Waste Disposal	\$ 2,959.02
14287883	7/21/2017	ADVANTAGE PAYROLL SERVICES	0100	Other Serv.& Oper.Exp.	\$ 340.22
14287884	7/21/2017	SYNCB/AMAZON	0100	Materials And Supplies	\$ 2,591.23
14287885	7/21/2017	RURAL METRO OF SAN DIEGO, INC.	0100	Other Serv.& Oper.Exp.	\$ 340.00
14287886	7/21/2017	C D W G.COM	0100	Materials And Supplies	\$ -
				Non-Capitalized Tech Equipment	\$ 37,206.05
14287887	7/21/2017	CLEAN ENERGY	0100	Repairs & Maintenance	\$ 1,000.00
14287888	7/21/2017	COX COMMUNICATIONS	0100	Communications-Telephone	\$ 83.06
14287889	7/21/2017	SPARKLETTS	0100	Materials And Supplies	\$ 1,395.23
				Other Transport.Supplies	\$ 213.67
14287890	7/21/2017	DIVISION OF THE STATE ARCHITECT	2519	New Construction	\$ 500.00
14287891	7/21/2017	EDCO DISPOSAL CORPORATION	2139	New Construction	\$ 979.86
14287892	7/21/2017	EDCO DISPOSAL CORPORATION	2139	New Construction	\$ 1,275.60
14287893	7/21/2017	CORELOGIC SOLUTIONS, LLC	0100	Computer Licensing	\$ 190.30
14287894	7/21/2017	GOPHER SPORT	0100	Materials And Supplies	\$ 5,663.71
14287895	7/21/2017	GUARDIAN ELEVATOR	0100	Other Serv.& Oper.Exp.	\$ 9,267.50
14287896	7/21/2017	HERFF JONES, INC	0100	Printing	\$ 12.46
14287897	7/21/2017	HOME DEPOT CREDIT SERVICES	0100	Materials And Supplies	\$ 239.61
14287898	7/21/2017	LAB AIDS	0100	Materials And Supplies	\$ 8,103.19
14287899	7/21/2017	LAW OFFICES OF SCHWARTZ & STOREY	0100	Mediation Settlements	\$ 15,205.00
14287900	7/21/2017	LLOYD PEST CONTROL	1300	Other Serv.& Oper.Exp.	\$ 27.00
14287901	7/21/2017	MCMMASTER-CARR SUPPLY CO.	0100	Materials And Supplies	\$ 124.16
14287902	7/21/2017	MRC360 AKA MR COPY	0100	Duplicating Supplies	\$ 506.89
				Materials And Supplies	\$ 1,162.33
14287903	7/21/2017	NASCO MODESTO	0100	Materials And Supplies	\$ 869.39
14287904	7/21/2017	NIKKO ENTERPRISE	1300	Purchases Food	\$ 300.00
14287905	7/21/2017	NCTD	0100	Fees - Business, Admission,Etc	\$ 222.00
14287906	7/21/2017	PETERSON, TINA	0100	Materials And Supplies	\$ 240.00
14287907	7/21/2017	PROJECT LEAD THE WAY, INC	0100	Materials And Supplies	\$ 188.56
14287908	7/21/2017	RANCHO SANTA FE SEC SYSTEMS	0100	Security Guard Contract	\$ 875.00
14287909	7/21/2017	MELISSA SAGE	0100	Mileage	\$ 78.65
14287910	7/21/2017	SAN DIEGO GAS & ELECTRIC CO	0100	Compressed Natrl Gas (Cng)	\$ 483.29
				Gas & Electric	\$ 169,282.99
14287911	7/21/2017	MARITZA SANTANDER	0100	Mileage	\$ 31.03
14287912	7/21/2017	SHELL	1300	Fuel	\$ 82.08
14287913	7/21/2017	SOL TRANSPORTATION, INC.	0100	Spec.Ed.Transportation	\$ 8,440.25
14287914	7/21/2017	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 3,228.78
				Office Supplies	\$ 446.62
				Other Transport.Supplies	\$ 212.66
14287916	7/21/2017	TOP OF THE BAGEL	1300	Purchases Food	\$ 50.92
14287917	7/21/2017	AMERICAN EXPRESS	0100	Other Serv.& Oper.Exp.	\$ 400.10
14287918	7/21/2017	XEROX CORPORATION	0100	Copy Charges	\$ 965.89
				Rents & Leases	\$ 2,331.81
14288353	7/24/2017	JEFF COPELAND	0100	Refreshments	\$ 301.43
14288354	7/24/2017	ANNE CHRISTOFF	0100	Conference,Workshop,Sem.	\$ 150.00

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WARRANT REPORT FROM 07/05/17 THROUGH 08/07/17

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14288355	7/24/2017	Chelsea Pest & Termite Control	0100	Pest Control	\$ 1,475.00
14288356	7/24/2017	ROSELLA ARCE	0100	Mileage	\$ 191.53
14288357	7/24/2017	RALF BERNARD	0100	Mileage	\$ 157.83
14288358	7/24/2017	WILLIAM BIBBI, JR.	0100	Mileage	\$ 62.06
14288359	7/24/2017	LARA ANTKOWIAK	0100	Conference,Workshop,Sem.	\$ 1,064.06
14288360	7/24/2017	KELLY BLITZ	0100	Athletic Post-Season Travel	\$ 919.99
14288361	7/24/2017	RICHARD AYALA	0100	Mileage	\$ 116.63
14288362	7/24/2017	BERT'S OFFICE TRAILERS	2518	Improvements	\$ 242.44
14288363	7/24/2017	BERT'S OFFICE TRAILERS	0100	Rents & Leases	\$ 144.39
			2139	New Construction	\$ 300.62
14288364	7/24/2017	Briggs, Amy	0100	Mileage	\$ 227.91
14288365	7/24/2017	BURNHAM, CATHY	1300	Mileage	\$ 201.84
14288366	7/24/2017	DRC/CTB	0100	Computer Licensing	\$ 4,663.78
14288367	7/24/2017	COLWELL, MATTHEW	0100	Mileage	\$ 139.64
14288368	7/24/2017	MICHAEL COY	0100	Mileage	\$ 79.72
14288369	7/24/2017	CREATIVE BUS SALES	0100	Materials-Vehicle Parts	\$ 2,254.61
14288370	7/24/2017	SPARKLETTS	0100	Materials And Supplies	\$ 354.00
14288371	7/24/2017	ERIC DILL	0100	Mileage	\$ 210.26
14288372	7/24/2017	MOBILE MODULAR MANAGEMENT CORP	2139	New Construction	\$ 561.38
14288373	7/24/2017	WOOD, KAITLIN	0100	Materials And Supplies	\$ 37.56
14288374	7/24/2017	STATE BOARD OF EQUALIZATION	0100	Bldg.-Repair Materials	\$ 350.60
				Custodial Materials	\$ 5.68
				Grounds Materials	\$ 39.14
				Materials And Supplies	\$ 176.92
				Materials-Vehicle Parts	\$ 313.56
				Use Tax Payable	\$ 18,476.39
			1300	Cafeteria Sales Tax	\$ 1,483.55
				Materials And Supplies	\$ 11.28
			2139	Use Tax Payable	\$ 40.28
				Use Tax Payable	\$ 54.63
14288884	7/25/2017	ANTHEM BLUE CROSS	6717	Retiree Vendor Pmts	\$ 89.92
14288885	7/25/2017	Rogue Fitness	0100	Materials And Supplies	\$ 603.89
14288886	7/25/2017	SSID #605515214	0100	Other Serv.& Oper.Exp.	\$ 4,223.62
14288887	7/25/2017	CSTA	0100	Conference,Workshop,Sem.	\$ 150.00
14288888	7/25/2017	Rebecca Wade	1300	Food Service Sales Cca	\$ 399.00
14288889	7/25/2017	DUNN EDWARDS CORP	0100	Bldg.-Repair Materials	\$ 862.01
14288890	7/25/2017	EDCO DISPOSAL CORPORATION	0100	Rubbish Disposal	\$ 5,959.01
14288891	7/25/2017	TIFFANY M. FINDELL	0100	Mileage	\$ 77.36
14288892	7/25/2017	FREDRICKS ELECTRIC INC	2139	New Construction	\$ 4,265.00
14288893	7/25/2017	FRONTIER FENCE COMPANY INC	2139	New Construction	\$ 2,254.00
14288894	7/25/2017	GOLDFIELD STAGE & COMPANY	0100	Subagreements For Services	\$ 11,681.23
14288895	7/25/2017	GRAND PACIFIC CHARTER	0100	Fld. Trips By Prv. Contr	\$ 5,490.56
14288896	7/25/2017	PROVO CANYON SCHOOL	0100	Mental Health Svcs	\$ 2,760.00
				Other Contr-N.P.S.	\$ 3,402.00
				Room & Board	\$ 820.00
				Sub/Room & Board	\$ 4,760.00
14288897	7/25/2017	SAN DIEGO CITY TREASURER	0100	Sewer Charges	\$ 4,800.28
				Water	\$ 11,981.21
14288898	7/25/2017	SAN DIEGO COUNTY OFFICE OF EDUCATION	0100	Dues And Memberships	\$ 11,250.00
14288899	7/25/2017	ALBERTSONS SAFEWAY	0100	Materials And Supplies	\$ 143.90
14288900	7/25/2017	WILLIAMS SCOTSMAN, INC.	2139	New Construction	\$ 1,587.00
14288901	7/25/2017	XEROX CORPORATION	0100	Copy Charges	\$ 4,385.29
				Rents & Leases	\$ 8,094.83
14289479	7/26/2017	VEBA KAISER	0100	Health & Welfare Benefits, cla	\$ 580.00
14289480	7/26/2017	DELTA DENTAL INSURANCE CO.	0100	Health & Welfare Benefits, cla	\$ 55.18
14289481	7/26/2017	ANTHEM DENTAL	0100	Health & Welfare Benefits, cer	\$ 153.39
14289482	7/26/2017	KAISER	0100	Health & Welfare Benefits, cer	\$ 2,677.95

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WARRANT REPORT FROM 07/05/17 THROUGH 08/07/17

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14289483	7/26/2017	Daily Journal Corporation	0100	Advertising	\$ 33.32
14289484	7/26/2017	SSID #7179122856	0100	Other Serv.& Oper.Exp.	\$ 569.93
14289485	7/26/2017	LEVEL 10 CONSTRUCTION LP	2139	New Construction	\$ 41,456.00
14289486	7/26/2017	GROSSMONT UNION H S DISTRICT	0100	Oth Tuit-X Cost/Defic Pmts-Sch	\$ 475.00
14289487	7/26/2017	LAWNMOWERS PLUS INC	0100	Repairs & Maintenance	\$ 375.66
14289488	7/26/2017	MCCARTHY BUILDING COMPANY, INC	2109	New Construction	\$ 27,738.41
			2139	New Construction	\$ 193,155.52
14289489	7/26/2017	MISSION FEDERAL CREDIT UNION	0100	Advertising	\$ 105.00
				Bldg.-Repair Materials	\$ 5,292.38
				Custodial Materials	\$ 795.56
				Grounds Materials	\$ 2,460.72
				Materials And Supplies	\$ 888.56
				Materials-Vehicle Parts	\$ 202.93
				Rents & Leases	\$ 1,585.18
				Repairs & Maintenance	\$ 1,124.00
			1300	Materials And Supplies	\$ 428.26
14289490	7/26/2017	NAPA AUTO PARTS	0100	Late fees	\$ 14.73
				Materials-Vehicle Parts	\$ 1,371.56
				Other Transport.Supplies	\$ 38.22
14289491	7/26/2017	ROESLING NAKAMURA	2518	Land Improvements	\$ 960.00
14289492	7/26/2017	STATE BOARD OF EQUALIZATION	0100	Fees - Business, Admission,Etc	\$ 133.25
14289493	7/26/2017	T E R I INC	0100	Sub/Other Contr-Nps	\$ 41,318.13
14289494	7/26/2017	REGENTS OF THE UNIV. OF CA.	0100	Rents & Leases	\$ 14,578.13
14289495	7/26/2017	VISTA HILL	0100	Sub/Mental Health Svcs	\$ 71,832.00
14289496	7/26/2017	WILLDAN FINANCIAL SERVICES	0100	Data Processing Contract	\$ 1,250.00
14289926	7/27/2017	SSID #7524058454	0100	Mediation Settlements	\$ 1,050.00
14289927	7/27/2017	REBECCA GALLOW	0100	Mileage	\$ 64.74
14289928	7/27/2017	SSID #7065160356	0100	Other Serv.& Oper.Exp.	\$ 5,617.50
14289929	7/27/2017	AMY LARSON	0100	Mileage	\$ 35.31
14289930	7/27/2017	MARK MILLER	0100	Conference,Workshop,Sem.	\$ 647.05
14289931	7/27/2017	SSID #7157231256	0100	Mediation Settlements	\$ 400.00
14289932	7/27/2017	LYNN LEAHY	0100	Materials And Supplies	\$ 40.48
14289933	7/27/2017	JJJ Enterprises, Inc.	2139	New Construction	\$ 855.00
14289934	7/27/2017	SSID #1010419255	0100	Pay In Lieu Of Transp>	\$ 357.81
14289935	7/27/2017	TCG ADMINISTRATORS/CALSTRS	0100	Professional/Consult Svcs	\$ 674.00
14289936	7/27/2017	EDCO DISPOSAL CORPORATION	0100	Rubbish Disposal	\$ 3,624.41
14289937	7/27/2017	EDUCLIME LLC	0100	Professional/Consult Svcs	\$ 2,337.50
14289938	7/27/2017	SSID #2156968315	0100	Pay In Lieu Of Transp>	\$ 479.36
14289939	7/27/2017	SSID #5038144312	0100	Other Serv.& Oper.Exp.	\$ 2,239.20
14289940	7/27/2017	LA COSTA CANYON HS FOUNDATION	0100	Athletic Post-Season Travel	\$ 2,752.01
14289941	7/27/2017	LAWNMOWERS PLUS INC	0100	Repairs & Maintenance	\$ 98.57
14289942	7/27/2017	MARQUARDT, CATHY	0100	Mileage	\$ 185.55
14289943	7/27/2017	SSID# 8139959458	0100	Pay In Lieu Of Transp>	\$ 99.51
14289944	7/27/2017	SSID #5018539432	0100	Pay In Lieu Of Transp>	\$ 59.71
14289945	7/27/2017	WOLFRAM RESEARCH INC	0100	Computer Licensing	\$ 7,413.41
14290357	7/28/2017	TIFFANY HAZLEWOOD	0100	Mileage	\$ 105.40
14290358	7/28/2017	KAITLIN HILDEBRAND	0100	Mileage	\$ 86.67
14290359	7/28/2017	STEVE JACOBSON	1300	Food Service Sales Cca	\$ 10.75
14290360	7/28/2017	GILLIAN BRITTAN	0100	Mileage	\$ 33.17
14290361	7/28/2017	CLASS LEASING LLC	2139	New Construction	\$ 3,950.00
14290362	7/28/2017	CONSULTING & INSPECTION SVCS	2139	New Construction	\$ 3,534.00
14290363	7/28/2017	COUNTY OF SAN DIEGO	0100	Fees - Business, Admission,Etc	\$ 3,825.00
14290364	7/28/2017	PATRICIA GAUL	0100	Conference,Workshop,Sem.	\$ 144.72
14290365	7/28/2017	SSID #5038144312	0100	Other Serv.& Oper.Exp.	\$ 3,078.90
14290366	7/28/2017	GROSSMONT UNION H S DISTRICT	0100	Oth Tuit-X Cost/Defic Pmts-Sch	\$ 1,700.00
14290367	7/28/2017	CHRISTINA HAUGHT	0100	Mileage	\$ 49.22
14290368	7/28/2017	HERNANDEZ, ROSE MARIE	1300	Mileage	\$ 72.85
14290369	7/28/2017	BRETT KILLEEN	0100	Conference,Workshop,Sem.	\$ 44.58
14290370	7/28/2017	LAWNMOWERS PLUS INC	0100	Repairs & Maintenance	\$ 441.80

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WARRANT REPORT FROM 07/05/17 THROUGH 08/07/17

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14290371	7/28/2017	DCL ENTERPRISES INC. dba	2139	New Construction	\$ 658.88
14290372	7/28/2017	DANIELLE MARTINEZ	0100	Conference,Workshop,Sem.	\$ 1,883.72
14290373	7/28/2017	SSID# 8139959458	0100	Pay In Lieu Of Transp>	\$ 182.44
14290374	7/28/2017	NATHAN MOLINA	0100	Mileage	\$ 56.18
14290741	7/31/2017	UC Regents	0100	Fees - Business, Admission,Etc	\$ 63.00
14290742	7/31/2017	MARY COURTNEY	0100	Mileage	\$ 43.87
14290743	7/31/2017	Jeremy Sewell	0100	Mileage	\$ 394.83
14290744	7/31/2017	GHERTY GALACE	0100	Conference,Workshop,Sem.	\$ 837.64
14290745	7/31/2017	ADVANTAGE PAYROLL SERVICES	0100	Other Serv.& Oper.Exp.	\$ 275.22
14290746	7/31/2017	COX COMMUNICATIONS	0100	Communications-Telephone	\$ 343.68
14290747	7/31/2017	BETH HERGESHEIMER	0100	Conference,Workshop,Sem.	\$ 116.89
14290748	7/31/2017	MISSION LINEN SUPPLY	0100	Other Transport.Supplies	\$ 3,953.66
14290749	7/31/2017	SAN DIEGO COUNTY OFFICE OF EDUCATION	0100	Conference,Workshop,Sem.	\$ 399.00
14290750	7/31/2017	SAN DIEGUITO WATER DISTRICT	0100	Water	\$ 178.52
14290751	7/31/2017	SIMPLEX GRINNELL LP	0100	Repairs & Maintenance	\$ 570.00
14290752	7/31/2017	XEROX CORPORATION	1300	Copy Charges	\$ 74.02
				Rents & Leases	\$ 453.10
14291087	8/1/2017	SSID# 9065153081	0100	Pay In Lieu Of Transp>	\$ 331.28
14291088	8/1/2017	SSID #2065154185	0100	Mediation Settlements	\$ 1,008.48
14291089	8/1/2017	AIRWOLF 3D	0100	Non-Capitalized Tech Equipment	\$ 9,577.28
14291090	8/1/2017	SSID #6153915824	0100	Pay In Lieu Of Transp>	\$ 1,040.91
14291091	8/1/2017	LEVEL 10 CONSTRUCTION LP	2139	New Construction	\$ 19,380.00
14291092	8/1/2017	SSID #7138514586	0100	Mediation Settlements	\$ 3,282.00
14291093	8/1/2017	Platinum Party Events	0100	Rents & Leases	\$ 1,848.25
14291094	8/1/2017	DONALD QUINN	0100	Conference,Workshop,Sem.	\$ 568.40
14291095	8/1/2017	OLIVIA LEA	0100	Conference,Workshop,Sem.	\$ 186.54
14291096	8/1/2017	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	0100	Legal Expense	\$ 4,340.44
14291097	8/1/2017	RICHARD AYALA	0100	Conference,Workshop,Sem.	\$ 25.68
14291098	8/1/2017	BANYAN TREE EDUCATIONAL SERVICES, INC.	0100	Other Contr-N.P.A.	\$ 1,862.50
				Other Contr-N.P.S.	\$ 3,842.51
				Sub/Other Contr-Nps	\$ 44,925.97
14291100	8/1/2017	COAST MUSIC THERAPY INC	0100	Mediation Settlements	\$ 187.50
14291101	8/1/2017	DEPT OF TOXIC SUBSTANCE CNTRL	0100	Fees - Business, Admission,Etc	\$ 1,627.50
14291102	8/1/2017	ERICKSON-HALL CONSTRUCTION CO	2139	New Construction	\$ 86,425.60
14291103	8/1/2017	FAGEN FRIEDMAN & FULFROST, LLP	0100	Legal Exp-Business	\$ 13,996.86
				Legal Exp-Personnel	\$ 2,368.68
14291104	8/1/2017	FREDRICKS ELECTRIC INC	2139	New Construction	\$ 39,030.75
14291105	8/1/2017	LAW OFFICES OF SCHWARTZ & STOREY	0100	Mediation Settlements	\$ 25,000.00
14291106	8/1/2017	LEUCADIA WASTEWATER DISTRICT	0100	Sewer Charges	\$ 29,934.53
14291107	8/1/2017	SSID #6080442434	0100	Pay In Lieu Of Transp>	\$ 1,085.29
14291108	8/1/2017	MOBILE MODULAR MANAGEMENT CORP	2139	New Construction	\$ 10,540.76
14291109	8/1/2017	SAN DIEGO CITY TREASURER	0100	Sewer Charges	\$ 1,303.11
				Water	\$ 11,068.24
14291110	8/1/2017	SOUTHWEST SCHOOL/OFFICE SUPPLY	0100	Materials And Supplies	\$ 37.07
14291111	8/1/2017	STAPLES ADVANTAGE	0100	Materials And Supplies	\$ 196.44
14291112	8/1/2017	SSID #5018539432	0100	Pay In Lieu Of Transp>	\$ 135.33
14291113	8/1/2017	ARTIANO SHINOFF	0100	Legal Exp-Business	\$ 618.00
				Legal Expense	\$ 2,883.12
14291114	8/1/2017	T E R I INC	0100	Sub/Other Contr-Nps	\$ 40,223.61
14291115	8/1/2017	UNITED PARCEL SERVICE	0100	Rents & Leases	\$ 47.40
14291116	8/1/2017	WESTERN ENVIRONMENTAL & SAFETY	2139	New Construction	\$ 1,342.00
14291117	8/1/2017	XEROX CORPORATION	0100	Copy Charges	\$ 1,064.33
				Rents & Leases	\$ 4,788.49
14291118	8/1/2017	JUAN MANUEL ZAPATA	0100	Refreshments	\$ 56.71
14291505	8/2/2017	HANOVER RESEARCH COUNCIL	0100	Professional/Consult Svs	\$ 45,000.00
14291506	8/2/2017	PC & MAC EXCHANGE	0100	Non-Capitalized Tech Equipment	\$ 8,668.79
14291507	8/2/2017	BISSIRI STUDIO	2519	New Construction	\$ 3,325.00
14291508	8/2/2017	SSID #7138514586	0100	Mediation Settlements	\$ 897.00
14291509	8/2/2017	C D W G.COM	0100	Materials And Supplies	\$ 10,628.77

ITEM 15F

WARRANT REPORT FROM 07/05/17 THROUGH 08/07/17

WARRANT NBR	DATE	VENDOR	FUND	DESCRIPTION	AMOUNT
14291509	42949.167	C D W G.COM	0100	Non-Capitalized Tech Equipment	\$ 80,218.68
14291510	8/2/2017	CULVER-NEWLIN INC	2139	Equipment	\$ 568,095.16
14291511	8/2/2017	FREDRICKS ELECTRIC INC	2139	New Construction	\$ 42,039.88
14291512	8/2/2017	LAW OFFICES OF CARA LUCIER	0100	Mediation Settlements	\$ 5,000.00
14291513	8/2/2017	MCCARTHY BUILDING COMPANY, INC	2139	New Construction	\$ 344,082.37
14291514	8/2/2017	NEW BRIDGE SCHOOL	0100	Other Contr-N.P.S. Sub/Other Contr-Nps	\$ 19,218.40 \$ 5,209.20
14291515	8/2/2017	OFFICE SOLUTIONS BUSINESS	0100	Materials And Supplies	\$ 64.65
14291516	8/2/2017	PROCURETECH	0100	Computer Supplies Materials And Supplies	\$ 1,328.69 \$ 8,726.42
14291517	8/2/2017	STAFF PRO	0100	Security Guard Contract	\$ 1,695.88
14291518	8/2/2017	SVA ARCHITECTS, INC.	2139	New Construction	\$ 35,750.40
14291519	8/2/2017	XEROX CORPORATION	0100	Copy Charges Rents & Leases	\$ 661.33 \$ 1,703.96
14291949	8/3/2017	CHELSEA GRIFFIN	0100	Conference,Workshop,Sem.	\$ 2,178.80
14291950	8/3/2017	US Assure Inc	2139	New Construction	\$ 1,481.00
14291951	8/3/2017	Stein Education Center	0100	Other Contr-N.P.S.	\$ 18.00
14291952	8/3/2017	C&D TOWING	2139	New Construction	\$ 375.00
14291953	8/3/2017	SSID #8158131448	0100	Mediation Settlements	\$ 2,925.00
14291954	8/3/2017	ACTIVE NETWORK, LLC	0100	Computer Licensing	\$ 1,654.00
14291955	8/3/2017	BALFOUR BEATTY CONSTRUCTION,	2139	New Construction	\$ 8,000.00
14291956	8/3/2017	COROVAN MOVING & STORAGE	2139	New Construction	\$ 40,935.37
14291957	8/3/2017	KELLY COWARD	0100	Conference,Workshop,Sem.	\$ 2,314.10
14291958	8/3/2017	CHRISTOPHER B. DRAKE	0100	Athletic Post-Season Travel	\$ 3,418.89
14291959	8/3/2017	FREY SCIENTIFIC	0100	Non-Capitalized Equipment	\$ 969.70
14291960	8/3/2017	MOBILE MODULAR MANAGEMENT CORP	2519	Rents & Leases	\$ 2,130.00
14291961	8/3/2017	PRO-ED DESIGNS, INC	0100	Non-Capitalized Tech Equipment	\$ 179.10
14291962	8/3/2017	TEAM SPORTS OF NORTH COUNTY	0100	Materials And Supplies	\$ 1,687.50
14291963	8/3/2017	AMERICAN EXPRESS	0100	Communications-Telephone	\$ 1,175.39
14291964	8/3/2017	WESTBERG & WHITE, INC.	2139	New Construction	\$ 3,000.00
14292454	8/4/2017	SITEONE LANDSCAPE SUPPLY	0100	Grounds Materials	\$ 12,123.32
14292455	8/4/2017	PROCURETECH	0100	Computer Supplies	\$ 281.30
14292456	8/4/2017	CHARLENNE FALCIS-STEVENS	0100	Athletic Post-Season Travel	\$ 1,985.22
14292457	8/4/2017	TCR SERVICES	0100	Materials And Supplies	\$ 710.83
14292744	8/7/2017	KATHERINE BAYLISS	0100	Conference,Workshop,Sem.	\$ 775.00
14292745	8/7/2017	SSID #6113119004	0100	Other Serv.& Oper.Exp.	\$ 639.42
14292746	8/7/2017	SSID #6113119004	0100	Other Serv.& Oper.Exp.	\$ 162.78
14292747	8/7/2017	YIM, ROBERT	0100	Athletic Post-Season Travel	\$ 2,396.26
14292748	8/7/2017	SYNCB/AMAZON	0100	Computer Licensing Materials And Supplies	\$ 90.03 \$ 8,490.82
14292749	8/7/2017	AREY JONES ED SOLUTIONS	0100	Repairs & Maintenance	\$ 492.65
14292750	8/7/2017	DIGITAL NETWORKS GROUP, INC.	2139	New Construction	\$ 105,615.88
14292751	8/7/2017	Kern County Superintendent of Schools	0100	Conference,Workshop,Sem.	\$ 300.00
14292752	8/7/2017	LAURA ROMANO	0100	Legal Exp-Business	\$ 281.25
14292753	8/7/2017	SAN DIEGO POLICE DEPARTMENT	0100	Security Guard Contract	\$ 495.00
14292754	8/7/2017	SANTA FE IRRIGATION DISTRICT	0100	Water	\$ 686.15
14292755	8/7/2017	SCHOOL FACILITY CONSULTANTS	2519	Professional/Consult Svcs	\$ 1,357.50
14292756	8/7/2017	SHELL CAR WASH & EXPRESS LUBE	0100	Gasoline Supplies	\$ 1,144.23
14292757	8/7/2017	AMERICAN EXPRESS	0100	Rents & Leases	\$ 591.35
14292758	8/7/2017	VERDUGO TESTING CO., INC.	0100	Fees - Business, Admission,Etc	\$ 280.00
14292759	8/7/2017	MEREDITH WADLEY AMSBAUGH	0100	Mileage	\$ 32.10

Report Total

\$ 3,730,348.70

ITEM 15F

RCF REPORT FROM 07/05/17 THROUGH 08/07/17

CK NBR	DATE	NAME/VENDOR	DESCRIPTION	AMOUNT
	06/30/2017	BANK SERVICE CHARGE	June 2017 BANK SERVICE CHARGE	27.53
11515	06/30/2017	MATTHEW CUNNINGHAM	PAYROLL: June 2017	4,500.00
11516	06/30/2017	SAN DIEGUITO UHSD	TPP, Workability, Bank Fee: June 2017	3,032.80
11517	07/26/2017	NANCY BENWARE	PAYROLL: July 2017	1,000.00
11518	06/30/2017	NORMA CAMACHO	PAYROLL: June 2017	450.00

Report Total

9,010.33

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 25, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: John Addleman, Exec. Director, Planning Services
Tina Douglas, Associate Superintendent,
Business Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: APPROVAL / RATIFICATION OF AGREEMENTS /
FACILITIES PLANNING & CONSTRUCTION

EXECUTIVE SUMMARY

The attached report summarizes 2 agreements:

An agreement with The Hartford Insurance Company to provide Builder's Risk Insurance coverage for the Pacific Trails Middle School 2nd Classroom Building Project.

An agreement with Corovan to provide crews to move furniture and boxes into the new B Building at Canyon Crest Academy.

RECOMMENDATION:

It is recommended that the Board approve and/or ratify the professional services contracts and authorize Douglas B. Gilbert, Tina Douglas, 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**FACILITIES PLANNING & CONSTRUCTION – AGREEMENTS****Board Meeting Date: 08-17-17**

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
08/07/17 – 08/28/17	The Hartford	To provide builder's risk insurance for the Pacific Trails Middle School 2 nd Classroom Building Project.	Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds	\$27,109.00
08/07/17 – Completion	Corovan	To provide crews to move furniture and boxes into the new B Building at Canyon Crest Academy.	Building Fund Prop 39 – Fund 21-39	\$4,570.03

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 25, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: John Addleman, Exec. Director, Planning Services
Tina Douglas, Associate Superintendent,
Business Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: APPROVAL / RATIFICATION OF AMENDMENTS
TO PROFESSIONAL SERVICES CONTRACTS /
FACILITIES PLANNING & CONSTRUCTION

EXECUTIVE SUMMARY

The attached Professional Services Report summarizes amendments to six (5) agreements:

An agreement with Opterra Energy Services, Inc., for implementation of solar improvements. On November 12, 2009, the Board held a public hearing followed by the adoption of a resolution authorizing entering into an energy services contract for the initial photovoltaic installations at Canyon Crest Academy and La Costa Canyon High School.

This contract allowed for the annual Operations and Maintenance Services, as well as the annual Measurement & Verification which includes a Performance Guarantee (collectively the "O&M" costs), over a period of 15 years. As we approach Year 7 of the 15 year performance period, with generation continually exceeding the benchmarks established at project initiation, we have the opportunity to reduce our on-going expenses by terminating the Performance Guarantee portion of the contract, realizing a net savings of almost \$250,000 over the remaining 9 years of the contract, as shown below:

	Measurement & Verification	Revised Measurement & Verification	O&M Cost
Year 7	\$ 32,025.00	\$ 8,036.00	\$ 22,013.00
Year 8	\$ 33,127.00	\$ 8,277.00	\$ 22,737.00
Year 9	\$ 34,269.00	\$ 8,525.00	\$ 23,481.00
Year 10	\$ 35,451.00	\$ 8,781.00	\$ 24,247.00
Year 11	\$ 36,675.00	\$ 9,045.00	\$ 25,035.00
Year 12	\$ 37,942.00	\$ 9,316.00	\$ 25,845.00
Year 13	\$ 39,255.00	\$ 9,595.00	\$ 26,681.00
Year 14	\$ 40,614.00	\$ 9,883.00	\$ 27,539.00
Year 15	\$ 42,023.00	\$ 10,180.00	\$ 28,424.00
	<u>\$ 331,381.00</u>	<u>\$ 81,638.00</u>	<u>\$ 226,002.00</u>
Net Difference		\$ 249,743.00	

ITEM 15H

An agreement with SVA Architects, for architectural/engineering services at San Dieguito High School Academy to accommodate revisions to the building entrance, stair location and corresponding changes to the storm and biofiltration systems, for the proposed English and Social Arts Classroom Building Project.

An agreement with McCarthy Building Companies, Inc., for reconstruction of the Earl Warren Middle School campus, for additional services to retrofit classroom lighting in the Adult Transition Program classrooms to LED lighting.

An agreement with Mobile Modular Management Corporation, to extend the lease for a 36' x 40' relocatable classroom building for use as an interim Art classroom at San Dieguito High School Academy. The building was leased originally in May 2014 for a 36-month lease period, which automatically converts to a month-to-month lease at its conclusion. Staff is requesting authorization to continue leasing the building on a month-to-month basis through April 30, 2019.

An agreement with Chapman Air Systems, Inc., dba W.R. Robbins Company, increasing the scope of work for engineering and relocation of fire sprinklers at the Carmel Valley Middle School Music Classroom Building Project, CB2017-10 Bid Package #7.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on the attached chart.

ITEM 15H

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

FACILITIES PLANNING & CONSTRUCTION – AMENDMENTSBoard Meeting Date: 08-17-17

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
N/A	Opterra Energy Services, Inc.	To amend contract B2009-11 for implementation of solar improvements, terminating the performance guarantee and reducing the annual Operations & Maintenance (“O&M”) costs of existing photovoltaic systems at Canyon Crest Academy and La Costa Canyon High School over the next 9 years.	The Fund To Which The Project Is Charged	Reduction of \$249,743.00 for a new total O&M cost of \$307,640.00
04/04/13 - Completion	SVA Architects	To amend contract A2013-166 for architectural/engineering services at San Dieguito High School Academy.	Building Fund Prop 39 – Fund 21-39	Additional \$3,300.00 for a new total of \$3,497,030.00
06/19/15 – Completion	McCarthy Building Companies, Inc.	To amend contract CA2015-58 for reconstruction of the Earl Warren Middle School.	Building Fund Prop 39 – Fund 21-39	Additional \$8,767.00 for a new total of \$40,405,991.74
03/06/14 – 04/30/19	Mobile Modular Management Corporation	To amend contract CB2014-16 for lease of a 36x40 relocatable classroom building at San Dieguito High School Academy, extending the lease on a month-to-month basis.	Capital Facilities Fund 25-19	Additional \$25,560.00 for a new total of \$79,713.00

ITEM 15H

06/09/17 – 05/17/18	Chapman Air Systems, Inc., dba W.R. Robbins Company	To amend contract CB2017-10 Bid Package #7 Mechanical, Carmel Valley Middle School Music Classroom Building & Site Improvements Project.	Building Fund Prop 39 – Fund 21-39 and North City West School Facilities Financing Authority	Additional \$4,744.00 for a new total of \$277,744.00
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San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 4, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: John Addleman, Exec. Director, Planning Services
Tina Douglas, Associate Supt., Business Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: AWARD OF CONTRACTS / FACILITIES PLANNING
& CONSTRUCTION

EXECUTIVE SUMMARY

Bids for construction of the 2nd Classroom Building at Pacific Trails Middle School were last conducted on July 31, 2017. The project was bid as a multi-prime project with the advertised Notice Calling for Bidders requiring all trade contractors to be prequalified with the District pursuant to Public Contract Code § 20111.6.

A formal bid protest was filed in relation to Bid Package #11 Acoustical Ceilings & Wall Panels. While District Staff believed the protest to be unfounded, they pulled the item from the August 2, 2017 special board meeting agenda in order to investigate the claim more fully and consult with legal counsel.

The protesting party claimed, in part, their contractor license classification categorizes them as a specialty subcontractor and thereby exempts them from prequalifying prior to the bid. In the multi-prime delivery method, the successful bidder for each bid category enters into a direct contractual relationship with the District thus becoming a prime contractor for purposes of Public Contract Code § 20111.6.

The protesting party further claimed they attempted to prequalify through the District's 3rd party vendor, Quality Bidders, in accordance with the advertised deadline and assumed they were prequalified. While a prequalification application was submitted, the application was incomplete and was returned to the originator. E-mail correspondence between the originator and reviewer ensued, but a completed application was still not submitted. All prequalification applications are processed and reviewed in the same manner, consistent with the policies adopted by the District. Failure on the part of the prospective bidder to timely complete the prequalification application is not a valid grounds for bid protest.

The protesting party attempted to submit a bid on July 31, 2017, however, because the contractor was not on the list of prequalified contractors, the sealed envelope containing

ITEM 15I

the bid was not accepted. Under Public Contract Code § 20111.6, the District could not lawfully accept a bid from a non-prequalified bidder without invalidating the bid process.

Upon having their sealed bid returned to them, the protesting party re-submitted their prequalification application on July 31, 2017. The application was returned again on August 3, 2017 as information mandated under public contract code was not supplied.

Based on consultation with legal counsel and the foregoing information, District staff denied the bid protest and is submitting the low bid for Bid Package #11 Acoustical Ceilings & Wall Panels herewith.

The total hard construction costs for this trade package and the 16 trade packages previously awarded equals \$13,009,549.

RECOMMENDATION:

It is recommended that the Board approve awarding the following contracts and authorize Douglas B. Gilbert, Tina Douglas, or Eric R. Dill to execute the agreements:

1. Elljay Acoustics, Inc., Bid Package #11 Acoustical Ceilings & Panels, Pacific Trails Middle School 2nd Classroom Building CB2017-18, during the period August 18, 2017 through August 17, 2018, in the amount of \$640,950, to be expended from Building Fund Prop 39 – Fund 21-39, Mello-Roos Funds and State School Building Funds.

FUNDING SOURCE:

As noted herein.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 7, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: John Addleman, Executive Director,
Planning Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: **ADOPTION OF RESOLUTION / IN THE
MATTER OF UNIFORM PUBLIC
CONSTRUCTION COST ACCOUNTING
PROCEDURES**

EXECUTIVE SUMMARY

On June 8, 2017, the Board reviewed information submitted by staff as it pertains to the California Uniform Public Construction Cost Accounting Act (CUPCCAA), the "Act", and the benefits afforded participating districts; ultimately adopting a resolution on June 22, 2017 in the Matter of Uniform Public Cost Accounting Act Procedures in compliance with Public Contracts Code § 22000-22045.

As it relates to delegation of contracts, implementation has begun for small public projects and procedures have been set in place to capture the data required by the Finance Department for its annual audit purposes.

The resolution brought forth today is a clarifying resolution intended to exempt routine maintenance and repairs work from CUPCCAA, as should have been noted in the original documentation.

As implementation of the requirements under the Act for public projects are evaluated through this first year, additional evaluation will occur to determine, if feasible, what resources might be provided to the Facilities and Technology departments to include routine maintenance and repairs in the future as part of the Act.

RECOMMENDATION:

It is recommended that the Board adopt the resolution in the Matter of Uniform Public Construction Cost Account Procedures, in compliance with Public Contracts Code § 22000-22045, as shown in the attached supplements.

FUNDING SOURCE:

Not Applicable.

RESOLUTION OF THE SAN DIEGUITO UNION HIGH SCHOOL DISTRICT, STATE OF CALIFORNIA IN THE
MATTER OF
UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES

WHEREAS, prior to the passage of Assembly Bill No. 1666, Chapter 1054, Statutes of 1983, which added Chapter 2, commencing with Section 22000, to Part 3 of Division 2 of the Public Contract Code, existing law did not provide a uniform cost accounting standard for construction work performed or contracted by local public agencies; and

WHEREAS, Public Contract Code section 22000 et seq., the Uniform Public Construction Cost Accounting Act, establishes such a uniform cost accounting standard;

WHEREAS, the Commission established under the Act has developed uniform public construction cost accounting procedures for implementation by local public agencies in the performance of or in the contracting for construction of public projects; and

WHEREAS, the San Dieguito Union High School District desires to elect and become subject to Uniform Public Construction Cost Accounting Procedures for the purpose of awarding public projects, except for maintenance and repairs, and

NOW, THEREFORE, BE IT RESOLVED that the San Dieguito Union High School District of the County of San Diego, California, hereby elects under Public Contract Code section 22030 to become subject to the Uniform Public Construction Cost Accounting Procedures set forth in the Act and to the Commission's policies and procedures manual and cost accounting review procedures, as they may each from time to time be amended, and directs that the Superintendent or his designee - notify the State Controller forthwith of this election; and

This Resolution shall take effect July 1, 2017.

PASSED AND ADOPTED this 17th day of August, 2017 by the following vote;

AYES:

NOES:

ABSENT:

ABSTAIN:

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, Eric R. Dill, Secretary of the Board of Trustees of the San Dieguito Union High School District of Encinitas, California, do hereby certify that the foregoing is a full and correct copy of a resolution adopted by said Board at the regular meeting thereof at the time and place of vote stated, which resolution is on file and of record I the office of said Board.

Secretary of the Governing Board

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: John Addleman, Executive Director,
Planning Services
Tina Douglas, Associate Superintendent,
Business Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: **ADOPTION OF PROPOSED NEW BOARD POLICY
#3470 “DEBT ISSUANCE & MANAGEMENT”**

EXECUTIVE SUMMARY

Effective January 1, 2017, per Senate Bill 1029, the district must adopt a board policy regarding the use of debt. The District does not currently have a Board Policy in place that provides guidelines on the issuance of debt, management of the debt portfolio and adherence to the relevant laws and regulations. A debt policy must be in place prior to the District issuing any debt and to ensure any new issuance of debt conforms to the policy.

RECOMMENDATION:

It is recommended that the Board adopt the proposed new Board Policy #3470 “Debt Issuance & Management.”

FUNDING SOURCE:

Not Applicable.

BUSINESS**3470****DEBT ISSUANCE AND MANAGEMENT**

The Board of Trustees recognizes that the foundation of a well-managed debt program is a comprehensive debt policy that guides the issuance of debt, management of the debt portfolio, and adherence to relevant laws and regulations.

As such, the Board of Trustees is committed to long-term capital and financial planning and recognizes that the issuance of debt is a key source for funding the improvement and maintenance of school facilities and managing cash flow.

DEBT ISSUANCE GOALS

The District's debt issuance activities and procedures shall be aligned with the District's vision and goals for providing adequate facilities and programs that support student learning and well-being. When issuing debt, the district shall pursue the following goals:

1. Maintain accountability for the fiscal health of the District, including prudent management and transparency of the District's financing programs.
2. Attain the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements.
3. Take all practical precautions and proactive measures to avoid any financial decision that will negatively impact current credit ratings on existing or future debt issues.
4. Maintain effective communication with rating agencies and, as appropriate, credit enhancers such as bond insurers or other providers of credit or liquidity instruments.
5. Monitor the District's statutory debt limit in relation to assessed valuation within the District and the tax burden needed to meet long-term debt service requirements.
6. When determining the timing of debt issuance, consider market conditions, cash flows associated with repayment, and the District's ability to expend the obtained funds in a timely, efficient, and economical manner consistent with federal tax laws.
7. Determine the amortization (maturity) schedule which will fit best within the overall debt structure of the District at the time the new debt is issued.
8. Consider the useful lives of assets funded by the debt issue, as well as repair and replacement costs of those assets to be incurred in the future.
9. Preserve the availability of the District's general fund for operating purposes and other purposes that cannot be funded by the issuance of voter-approved debt.
10. Meet the ongoing obligations and accountability requirements associated with the issuance and management of debt under state and federal tax and securities laws

AUTHORITY AND PURPOSES OF THE DEBT

The laws of the State of California authorize the issuance of debt by the District, and confer upon it the

BUSINESS**3470**

power and authority to make lease payments, contract debt, borrow money, and issue bonds for public improvement projects and to provide for the District's operational cash flows in order to maintain a steady and even cash flow balance. Under these provisions, the District may issue debt to (i) pay for the cost of capital improvements, including acquiring, constructing, reconstructing, rehabilitating, replacing, improving, extending, enlarging, equipping, and/or maintaining such capital improvements; (ii) refund existing debt; or (iii) provide for cash flow needs. Such debt issuance may also include appropriate and authorized issuance costs.

TYPES OF DEBT AUTHORIZED**A. Short-Term Debt**

The District's general objective is to manage its cash position in a manner so that its generated cash flow is sufficient to meet expenditures. As such, the District may issue short-term debt, which may include tax and revenue anticipation notes ("TRANS"), when such instruments allow the District to meet its cash flow requirements. The District will base the amount of the short-term operating debt on cash flow projections for the fiscal year and will comply with applicable federal and state regulations. The District will pledge operating revenues to repay the short-term debt in one year or less. The District will minimize the cost of the short-term borrowing to the greatest extent possible. As allowed by Education Code Section 42603, the District should first consider using interfund transfers before pursuing external borrowing.

B. Long-Term Debt

Debt may be used to finance capital facilities, projects, and equipment where it is appropriate to spread the cost of the projects over more than one budget year. In doing so, the District recognizes that future taxpayers who will benefit from the investment will pay a share of its cost. The District may issue long-term debt which includes, but is not limited to:

1. General obligation ("GO") bonds for projects approved by voters (California Constitution, Article 13A, Section 1; Education Code 15100-15262, 15264-15276; Government Code 53506-53509.5)
2. Special tax bonds issued pursuant to the Mello-Roos Community Facilities Act of 1982 (Government Code 53311-53368.3)
3. Lease financing of real property, including lease revenue bonds (LRBs) and certificates of participation (COPs): Financing leases for facilities are appropriate for facilities for which there is insufficient time to obtain voter approval or in instances where obtaining voter approval is either not feasible or unavailable (Education Code 17400-17429). If and when voter approved debt or special tax debt proceeds become subsequently available, the District will consider using such proceeds to refund, redeem, or pay the lease financing, where feasible, in order to alleviate the burden to the General Fund.
4. Use of other financing structures: The District may use other financing structures permitted by federal or state law, such as tax credit obligations or other obligations that provide a subsidized interest payment, i.e. Qualified School Construction Bonds (QSCBs) upon consideration of financing costs versus tax-exempt GO Bonds, lease revenue bonds and/or COPs or that are a method to finance a program in a manner not otherwise available when the use of such programs or structures is determined to result in sufficiently lower financing costs.

BUSINESS**3470**

COPs, TRAns, lease revenue bonds, or any other non-voter approved debt instrument shall not be issued by the District in any fiscal year in which the district has a qualified or negative certification, unless the County Superintendent of Schools determines, pursuant to criteria established by the Superintendent of Public Instruction, that the District's repayment of that indebtedness is probable. (Education Code 42133)

RELATIONSHIP OF DEBT TO DISTRICT FACILITIES PROGRAM AND BUDGET

- A. Impact on Operating Budget and District Debt Burden: In evaluating financing options for capital projects, both short and long-term debt amortization will be evaluated when considering a debt issuance, along with the potential impact of debt service, and additional costs associated with new projects on the operating budget of the District. The cost of debt issued for major capital repairs or replacements may be judged against the potential cost of delaying such repairs and/or replacing such facilities.
- B. Capital Improvement Program: The Associate Superintendent of Business Services has the responsibility for the planning and management of the District's capital improvement program subject to review and approval by the Board of Trustees. Staff will, as appropriate, supplement and revise any applicable Facilities Master Plan in keeping with the District's current needs for the acquisition, development and/or improvement of District's real estate and facilities. Such plans may include a summary of the estimated cost of each project, schedule, expected cash requirements, and annual appropriations, in order for the projects to be completed.

ENGAGEMENT OF PROFESSIONALS

The Superintendent or designee shall retain a financial advisor, municipal advisor, investment advisor, and other financial services professionals as needed to assist with the structuring of the debt issuance and to provide general advice on the District's debt management program, financing options, investments, and compliance with legal requirements. Contracts for services provided by such advisors may be for a single transaction or for multiple transactions, consistent with the contracting requirements in Education Code 17596 with special emphasis on competition, openness, clarity, and avoiding conflicts of interest.

STRUCTURE OF DEBT ISSUES

- A. Maturity of Debt: The decision on the duration of a debt issue shall be made with considerations of the economic or useful life of the improvement or asset that the issue is financing. The District shall consider the overall impact of the current and future debt burden of the financing when determining the duration of the debt issue. The final maturity of GO Bonds issued pursuant to the Education Code will be limited to 25 years when such bonds are issued under the Education Code, unless such longer maturity is then permitted by the Education Code. GO Bond issues will generally be sized upon consideration of capital improvement expenditure requirements. Decisions concerning other types of debt shall take into consideration the useful life of the assets to be financed and/or the life and/or feasibility of the revenue dedicated to the repayment of such debt. Further, The final maturity of equipment or real property lease obligations will be limited to the

BUSINESS

useful life of the assets to be financed but, with respect to a lease purchase of equipment, no longer than a period of 10 years. (Education Code 17452)

- B. Debt Service Structure: The District shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, ensure cost effectiveness, provide flexibility, and, as practical, recapture or maximize its debt capacity for future use while taking into account credit issues, and tax law. Principal amortization will be structured to meet debt repayment, tax rate, and flexibility goals.
- C. Debt Sizing: For new money debt issuances for capital improvements, the District shall size the debt issuance with the aim of funding capital projects as deemed appropriate by the Board of Trustees, as long as the issuance is consistent with the overall financing plan, does not exceed the amount authorized by voters, and, unless a waiver is sought and received from the state, will not cause the District to exceed the limitation on debt issuances specified in the California Constitution or Education Code 15106.
- D. Capitalized Interest: Certain types of financings may require that interest on the debt be paid from capitalized interest under which the District has use and possession of a pledged asset. Alternatively, the District may pledge assets using an asset transfer structure as collateral for the issue.
- E. Call Provisions: The Superintendent or designee, based upon analysis, by an appropriate financial advisor, of the economics of callable versus non-callable features, shall consider call provisions for each debt issue.

METHOD OF SALE

- A. Public sale: There are two methods of a public sale of debt, competitive and negotiated. Both methods of sale shall be considered and allowed for all issuance of debt to the extent allowed by law, as each method has the potential to achieve the lowest financing cost given the particular economics and other market conditions related to interest cost.
- B. Private placement sale: While not used as frequently as negotiated or competitive public sale methods, a private placement sale may be appropriate when the financing can or must be structured for a single or limited number of purchasers or where the terms of the private placement are more beneficial to the district than either a negotiated or competitive sale.

CREDIT ENHANCEMENTS

The District may enter into credit enhancement agreements such as municipal bond insurance, surety bonds, letters of credit, and lines of credit with commercial banks, municipal bond insurance companies, or other financial entities when their use is judged to lower borrowing costs, eliminate restrictive covenants, or have a net economic benefit to the financing.

INVESTMENT OF PROCEEDS

The District acknowledges its on-going fiduciary responsibility to actively manage the proceeds of debt

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issued for public purposes and related reserve funds in a manner that is consistent with state law governing the investment of public funds, prudent investment practices, its own investment policies, and with the permitted securities covenants of related financing documents executed by the District. The District's goals for an investment strategy of borrowed proceeds and related reserve funds shall be the preservation of principal, followed by the availability of funds and then by return on investment.

REFUNDING AND RESTRUCTURING OF OUTSTANDING DEBT

Whenever deemed to be in the best interest of the District, the District may consider refunding or restricting outstanding debt. The primary considerations for refunding or restructuring outstanding debt shall be financially advantageous or beneficial structuring. The financial advantages of refunding outstanding debt shall be based upon a review of a net present value analysis of any proposed refunding in order to make a determination regarding the cost-effectiveness of the proposed refunding.

INTERNAL CONTROLS

The Superintendent or designee shall establish internal control procedures to ensure that the proceeds of any debt issuance are directed to the intended use. Such procedures shall assist the District in maintaining the effectiveness and efficiency of operations, properly expending funds, reliably reporting debt incurred by the District and the use of the proceeds, complying with all laws and regulations, preventing fraud, and avoiding conflict of interest.

The District shall annually, or as necessary, conduct a due diligence review to ensure its continued compliance with all applicable ongoing obligations.

In addition, the Superintendent or designee shall ensure that the District completes, as applicable, all performance and financial reporting and audits that may be required for any debt issued by the District, including but not limited to periodic reporting to the Board of Trustees, Independent Citizens Oversight Committee, California Debt and Investment Advisory Commission ("CDIAC"), and continuing disclosure requirements applicable to all applicable ongoing obligations.

RECORDS

The Superintendent or designee shall maintain transaction records of decisions made in connection with each debt issuance, including the selection of members of the financing team, the structuring of the financing, selection of credit enhancement products and providers, and selection of investment products and providers. Each transaction file shall include the official transcript for the financing, the final number computations, and a post-pricing summary of the debt issue. At the conclusion of any debt issuance, the Superintendent or designee shall timely provide a summary of the financing to the Board of Trustees.

EXCEPTIONS OR MODIFICATIONS

The District acknowledges that the capital marketplace fluctuates, municipal finance products change

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from time to time, and that issue and investor supply and demand vary. These fluctuations may produce situations that are not anticipated or addressed by this policy. As such, the Board of Trustees may make exceptions or modifications to this policy to achieve the debt management goals outlined herein. Flexibility is appropriate and necessary in such situations, provided specific authorization is granted to District staff and the District's advisors by the Board of Trustees.

EFFECT OF NONCOMPLIANCE

The failure of any debt financing to comply with one or more the provisions of this policy shall not, in and of itself, affect the validity of any debt issued by the District.

LEGAL REFERENCES:**EDUCATION CODE**

5300-5441	Conduct of Elections
15100-15262	Bonds for School Districts and Community College Districts
15264-15276	Strict Accountability in Local School Construction Bonds
15278-15288	Citizen's Oversight Committees
15300-15425	School Facilities Improvement Districts
17150	Public Disclosure of Non-Voter Approved Debt
17400-17429	Leasing of District Property
17450-17453.1	Leasing of Equipment
17456	Sale or Lease of District Property
17596	Duration of Contracts
42130-42134	Financial Reports and Certifications

ELECTIONS CODE

1000 Established Election Dates

GOVERNMENT CODE

8855	California Debt and Investment Advisory Commission
53311-53368.3	Mello-Roos Community Facilities Act
53410-53411	Bond Reporting
53506-53509.5	General Obligation Bonds
53550-53569	Refunding Bonds of Local Agencies
53580-53595.55	Bonds
53850-53858	Tax and Revenue Anticipation Notes
53859-53859.08	Grant Anticipation Notes

CALIFORNIA CONSTITUTION

Article 13A, Section 1 Tax Limitation

Article 16, Section 18 Debt Limit

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UNITED STATES CODE, TITLE 15

780-4 Registration of Municipal Securities Dealers

UNITED STATES CODE, TITLE 26

54E Qualified Zone Academy Bonds

CODE OF FEDERAL REGULATIONS, TITLE 17

240.10b-5 Prohibition against Fraud or Deceit

240.15c2-12 Municipal Securities Disclosure

CODE OF FEDERAL REGULATIONS, TITLE 26

1.6001-1 Records

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 27, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Mark Miller, Associate Superintendent /
Administrative Services

SUBMITTED BY: Eric R. Dill
Superintendent

SUBJECT: **ADOPTION OF RESOLUTION / NEIGHBORHOOD
REINVESTMENT PROGRAM GRANT APPLICATION**

EXECUTIVE SUMMARY

The Neighborhood Reinvestment Program provides grant funds to County departments, public agencies, and to non-profit community organizations for one-time community, social, environmental, educational, cultural or recreational needs. Board of Supervisors Policy B-72: Neighborhood Reinvestment Program governs the distribution of these funds and can be viewed at <http://www.sdcounty.ca.gov/auditor/nrp.html>.

To apply for Neighborhood Reinvestment Program funding from the County, an applicant must submit a completed application form and cover letter to one or more of the five Supervisors (see Board Policy B-72 for criteria).

SDUHSD holds an annual College Night & Fair to provide access for all students to learn more about the admissions process, investigate specific colleges, and network with individual college representatives. This event was created in an effort to support students in finding the right "fit" for their post high school education goals. Understanding that students have different needs, plans and goals, this event provides a central location, day and time for our students to investigate and make well informed decisions related to their college and career plans. We expect that students from each of our 5 high school campuses will learn about 2-year, 4-year, and technical post high school and college opportunities. [SDUHSD uses a College Block Grant to provide transportation to this event for our targeted subgroups \(Low SES, parent education level lower than high school diploma, English Language learners \(ELL\), AVID and students served by Special Education\)](#). In addition to the college fair, students and families are given an opportunity to attend three college admission-related information sessions. In these sessions, college representatives speak on various topics including *Funding Your College Education/Financial Aid Resources*, *Insider's View to the College Admissions Process* and *College Major Selection*. All correspondence to advertise and communicate about the event

are provided in Spanish and English. For EL Spanish families, there is a Spanish-speaking resource booth at College Night. Approximately 4,000 parents/students attended the event with over 193 colleges/universities and 17 community business partners represented.

The cost estimate of the project is \$19,500. This amount includes facilities rental at Del Mar Fairgrounds; advertising; refreshments and staffing.

Attached is copy of the FINAL DRAFT of the 2017-2018 application for Neighborhood Reinvestment Program Grant that is available for public viewing.

RECOMMENDATION:

It is recommended that the board hold a public hearing to hear public comments and adopt the resolution, as follows:

A. PUBLIC HEARING

- Open Hearing
- Call for Public Comments
- Close Hearing

B. ADOPTION OF RESOLUTION

Adopt the Resolution Neighborhood Reinvestment Program Funding Application, as shown in the attached supplements.

FUNDING SOURCE:

N/A



Union High School District

710 Encinitas Boulevard, Encinitas, CA 92024
Telephone (760) 753-6491
www.sduhsd.net

Administrative Services Division
Fax (760) 943-3527

3rd Supervisorial District Office - Kristin Gaspar
County Administration Center
1600 Pacific Highway, #335
San Diego, CA 92101-2470

720 North Broadway, Suite 107
Escondido, CA 92025
Phone: 760-216-8783

ITEM 18

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

Superintendent
Eric R. Dill

San Dieguito Union High School District (SDUHSD) serves students in grades 7 through 12 in North San Diego County. The District has seen a steady increase in enrollment with roughly 13,000 students enrolled in the 2016-2017 school year. SDUHSD serves a diverse population of students including English language learners (3% of enrollment), socio-economically disadvantaged students (8.5%), foster and homeless youth (0.1%) and students with exceptional needs (13.3%). SDUHSD provides innovative teaching and modern learning to all of our students to ensure that they are ready for both college and a career after graduation. Students are provided opportunities in a wide range of courses, beginning in our feeder elementary schools, continued as they transition to our middle schools and maintained through high school, in computer sciences, science, technology, engineering, art, mathematics, and Career Technical Education that give our students a broad range of experiences.

SDUHSD holds an annual College Night & Fair to provide access for all students to learn more about the admissions process, investigate specific colleges, and network with individual college representatives. This event was created in an effort to support students in finding the right "fit" for their post high school education goals. Understanding that students have different needs, plans and goals, this event provides a central location, day and time for our students to investigate and make well informed decisions related to their college and career plans. We expect that students from each of our 5 high school campuses will learn about 2-year, 4-year, and technical post high school and college opportunities. SDUHSD uses a College Block Grant to provide transportation to this event for our targeted subgroups (Low SES, parent education level lower than high school diploma, English Language learners, AVID and Special Education students). In addition to the college fair, students and families are given an opportunity to attend three college admission-related information sessions. In these sessions, college representatives speak on various topics including *Funding Your College Education/Financial Aid Resources*, *Insider's View to the College Admissions Process* and *College Major Selection*. All correspondence to advertise and communicate about the event is provided in Spanish and English. For EL Spanish families, there is a Spanish-speaking resource booth at College Night. Approximately 4,000 parents/students attended the event with over 193 colleges/universities and 17 community business partners represented.

The cost estimate of the project is \$19,500. This amount includes facilities rental at Del Mar Fairgrounds; advertising; refreshments and staffing (see following, *Cost Estimate for the Project*).

SDUHSD will spend any funds that may be granted within 12 months of the grant award. The district has not submitted any Neighborhood Reinvestment Program grant applications to other Supervisorial District offices for this or any other project and does not have an active application for a Community Enhancement Program grant. The District has received grant funds from the Neighborhood Reinvestment Program Fund within the last 3 years: 1. \$200,000 awarded July 21, 2015, and 2. \$200,000 awarded December 15, 2015, both for the Earl Warren Middle School/Solana Beach Shared Use Library project.

Please do not hesitate to contact me if you require any further information to support this application.

Sincerely,

Melissa Sage
Coordinator of Student Services
San Dieguito Union High School District

Neighborhood Reinvestment Program Grant Application
Cover Letter
Page 2

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Cost Estimate for Project

Facilities rental for use of Del Mar Fairgrounds premises	14,000.00
Advertising	500.00
Refreshments	2,500.00
Staffing	3,500.00
Total	19,500.00



COUNTY OF SAN DIEGO
APPLICATION FOR FISCAL YEAR 2017/18
NEIGHBORHOOD REINVESTMENT
PROGRAM GRANT

ITEM 18

READ INSTRUCTIONS FIRST
 ALL FIELDS MUST BE COMPLETED AS APPLICABLE

ELIGIBILITY: Only non-profit or government/public agencies operating in San Diego County may apply.

What is the legal status of your organization?

Non-Profit Corporation Government/Public Agency

Federal Tax Identification Number (TIN or EIN): 95-6002787 Organization Name: San Dieguito Union High School District
(Must match name filed under Federal Tax Identification Number)

Street Address

Address: 710 Encinitas Boulevard

City: Encinitas State: CA Zip: 92024

Mailing Address Same as Street Address

Address: 710 Encinitas Boulevard

City: Encinitas State: CA Zip: 92024

Popular Name or d.b.a.: _____

Supervisorial District (based on street address of organization): 1 2 3 4 5 (Select only one)

Title of Grant Request: SDUHSD College Night & Fair

Contact Person (Individual who will sign the grant agreement and be responsible for the expenditure of the funds)

Name: Meredith Wadley Title: Director of School & Student Services

Telephone Number: 760-753-6491 Fax Number: 760-943-3527 Email: Meredith.Wadley@SDUHSD.net

Grant Administrator (Individual who will sign the grant agreement and be responsible for the expenditure of the funds)
 (This individual must be different from the Contact Person listed above)

Name: Melissa Sage Title: Coordinator of Student Services

Telephone Number: 760-753-6491 Fax Number: 760-943-3527 Email: Melissa.Sage@SDUHSD.net

PROJECT LOCATION (see instructions)

Street Address: 2260 Jimmy Durante Blvd, Del Mar, CA 92014

Community to be Served: SDUHSD boundary: Cardiff, Carlsbad, Carmel Valley, Del Mar, Encinitas, Solana

For Capital Projects:

Owner of Project Site: _____

Name of person or entity responsible for project site maintenance (Provide a copy of any maintenance agreements or commitment letters, if applicable.) _____

Estimated Total cost of the project: \$19,500 (Provide verifiable cost estimates with this application)

Total Amount requested from the County (minimum \$3,500): \$19,500 **Estimated project completion date:** 05/31/2018

Have you made any expenditures to date for this project that you expect to claim under this grant: Yes No
IMPORTANT: This information will be used to determine the effective date of your grant if awarded.

If YES, the date of the first expenditure: Month: _____ Year: _____

If NO, when do you expect to start the project: Month: September Year: 2017



COUNTY OF SAN DIEGO
APPLICATION FOR FISCAL YEAR 2017/18
NEIGHBORHOOD REINVESTMENT
PROGRAM GRANT

ITEM 18

ORGANIZATION NAME: San Dieguito Union High School District
 TITLE OF GRANT REQUEST: SDUHSD College Night & Fair

Purpose of grant: (Describe the purpose for which you are seeking grant funding. If your request consists of multiple components, please describe each item in priority order and indicate the associated amount requested. A higher priority shall be given to requests for capital projects and/or one-time expenses.)

Grant funding will support facilities, advertising, catering, transportation and staffing for a district College Night & Fair to provide access for all students to learn more about the admissions process, investigate specific colleges, and network with individual college representatives. This event was created in an effort to support students in finding the right "fit" for their post high school education goals. Understanding that students have different needs, plans and goals, this event provides a central location, day and time for our students to investigate and make well informed decisions related to their college and career plans. SDUHSD provides transportation for our targeted subgroups. In addition to the college fair, students and families are given an opportunity to attend three college admission-related information sessions. In these sessions, college representatives speak on various topics including Funding Your College Education/Financial Aid Resources, Insider's View to the College Admissions Process and College Major Selection. All correspondence to advertise and communicate about the event are provided in Spanish and English. For EL Spanish families, there is a Spanish-speaking resource booth at College Night.

QUESTIONS 1 & 2 WILL BE USED TO HELP EVALUATE YOUR PROPOSAL

1. Briefly describe how your organization measures or plans to measure the (positive) impact of activities/operations proposed in the community. Provide an estimate of how many people will be served.

We expect that students from each of our 5 district-wide high school campuses in will attend to learn about 2-year, 4-year, and technical post high school and college opportunities. 2016 post-survey results revealed that approximately 4,000 parents/students attended the event with approximately 200 colleges/universities and 17 community business partners last year. Data: 9th grade attendees: 21.8%; 10th grade attendees: 36.8%; 11th grade attendees: 41.4%. By high school: CCA: 33% TP: 27.7% SDA: 24.5% and LCC: 14.5%. For 2017, our goal is to increase advertising and attendance and the district will measure the impact of the activities through pre and post survey methods as well as attendance data and college eligibility outcomes in our school district.

2. What other funding partners/sources do you have for this project?

SDUHSD uses a College Block Grant to provide transportation for our targeted subgroups (Low SES, parent education level lower than high school diploma, English Language learners, AVID and Special Education students). The funding for this total anticipated cost of \$6,000 for 3 years and is for 2 buses (1 for LCC/SDA and 1 for TP/CCA) @ \$1,000 per bus = \$2,000 x 3 years = \$6,000.



COUNTY OF SAN DIEGO
FISCAL YEAR 2017/18 NEIGHBORHOOD
REINVESTMENT PROGRAM GRANT APPLICATION
SUMMARY OF FINANCIAL INFORMATION

ITEM 18

ORGANIZATION NAME: San Dieguito Union High School District
 TITLE OF GRANT REQUEST: SDUHSD College Night & Fair

Financial Solvency:

Please Type Initials MLS

I hereby certify that this organization is currently financially solvent and not at risk for insolvency.

FINANCIAL STATEMENT	PRIOR YEAR ACTUALS	CURRENT YEAR
	July 1, 2016 Through June 30, 2017	July 1, 2017 Through June 30, 2018
Type in Your "Fiscal Year" if different	Through	Through
COUNTY COMMUNITY ENHANCEMENT GRANTS	\$0	\$0
COUNTY NEIGHBORHOOD REINVESTMENT GRANTS (Formerly Community Projects Grants)	\$0	\$0
CITY FUNDING City Name: _____	\$0	\$0
OTHER REVENUES (Please itemize below)		
LCFF/Property Tax	\$104,234,773	\$108,298,360
Federal Revenue	\$4,258,241	\$3,920,577
State Revenue	\$15,368,355	\$11,108,785
Local Revenue	\$7,725,811	\$6,822,067
Transfers In	\$765,589	\$765,589
TOTAL REVENUES (If more than \$50,000, attach IRS form 990 or 990EZ. If \$50,000 or less, attach IRS form 990-N e-postcard))	\$132,352,769	\$130,915,378
TOTAL EXPENDITURES	\$141,509,802	\$138,322,046
OPERATING SURPLUS (DEFICIT)	(\$9,157,033)	(\$7,406,668)

San Dieguito Union High School District

RESOLUTION OF THE GOVERNING BOARD

On motion of Member _____, Seconded by Member _____, the following resolution is adopted on September 14, 2017:

WHEREAS, the County of San Diego Neighborhood Reinvestment Program provides funding for non-profit corporations for certain specified purposes; and

WHEREAS, the San Dieguito Union High School District wants to file an application with County of San Diego for Neighborhood Reinvestment Program funding.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of San Dieguito Union High School District:

1. Confirms that San Dieguito Union High School District is a non-profit California corporation or a public agency under the laws of the State of California;
2. Approves the filing of an application with the County of San Diego for Neighborhood Reinvestment Program funding during the County's 2017-18 fiscal year; and
3. Authorizes the people listed below to sign a grant agreement with the County of San Diego for Neighborhood Reinvestment funds for the 2017-18 fiscal year.

1. Print Name: Meredith Wadley

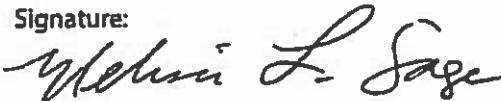
Signature:



Title: Director, School & Student Services

2. Print Name: Melissa Sage

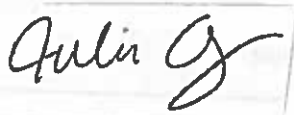
Signature:



Title: Coordinator of Student Services

3. Print Name: Julie Goldberg

Signature:



Title: TOSA Categorical Programs

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: John Addleman, Exec. Director, Planning Services
Tina Douglas, Associate Superintendent,
Business Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: APPROVAL OF AMENDMENTS TO AGREEMENT /
DISCUSSION-ACTION ITEM / FACILITIES
PLANNING & CONSTRUCTION

EXECUTIVE SUMMARY

The attached Professional Services Report summarizes an amendment to one (1) agreement:

An agreement with Class Leasing, LLC to purchase (2) relocatable classroom buildings at Earl Warren Middle School, amending the agreement to replace exterior door types and add extra exterior windows, including rerouting the electrical circuits and low voltage pathway below the new windows.

RECOMMENDATION:

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

FUNDING SOURCE:

As noted on the attached chart.

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SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

FACILITIES PLANNING & CONSTRUCTION – ACTION**Board Meeting Date: 08-17-17**

<u>Contract Effective Dates</u>	<u>Consultant/ Vendor</u>	<u>Description of Services</u>	<u>School/ Department Budget</u>	<u>Fee Not to Exceed</u>
08/0916 - Completion	Class Leasing, LLC	To amend contract CA2017-16 to purchase (2) relocatable classroom buildings at Earl Warren Middle School, to replace exterior door types and add extra exterior windows, including rerouting the electrical circuits and low voltage pathway below the new windows.	Capital Facilities Funds 25-19 and/or Mello-Roos Funds	Additional \$33,506.00 for a new total of \$479,328.78

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Tina Douglas, Associate Superintendent,
Business Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: LA COSTA VALLEY FIELDS UPDATE

EXECUTIVE SUMMARY

Staff will provide an update to the Board on the future operations of the La Costa Valley Fields.

RECOMMENDATION:

This item is being submitted as an information item only.

FUNDING SOURCE:

Not Applicable.

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: August 10, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Richard Mariam, Director Nutrition Services
Tina Douglas, Associate Superintendent,
Business Services

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: PROPOSED REVISIONS TO BOARD POLICIES #3550/3550-AR, "NUTRITION SERVICES"; #3551, "NUTRITION SERVICES OPERATIONS/CAFETERIA FUND"; #3553/3553-AR, "FREE & REDUCED PRICE MEALS"; #3554-AR, "OTHER FOOD SALES"; #3555, "NUTRITION PROGRAM COMPLIANCE"

EXECUTIVE SUMMARY

Nutrition Services has updated 4 board policies and 3 administrative regulations. As outlined in the table below, policies were last updated between 2003 and 2015. Updated policies reflect alignments with CSBA language/recommendations and new federal and state regulations in the areas of Nutrition Services Operations/Cafeteria Fund, Free and Reduced Price Meals, Other Food Sales, Nutrition Program Compliance, and Federal Mandate for Wellness Policy/Local School Wellness Policy.

Current Policy Number	New Policy Number	Title	Comments
3550 & 3550 AR-1		Nutrition Services	Last updated on 6-27-06. Currently being revised to reflect new Federal law & language.

3551		Nutrition Services Operations / Cafeteria Fund	Last updated on 9-4-03. Revisions made to align with CSBA language recommendations & new Federal laws.
3553 & 3553 AR		Free and Reduced Price Meals	Last updated on 9-4-03. Revisions include updates per CSBA recommendations.
3554 AR		Other Food Sales	Last revised on 6-27-06. Revisions include updates to align with CSBA recommendations.
3555		Nutrition Program Compliance	Last revised on 6-5-15. Revisions include language pertaining to discrimination in child nutrition programs.

RECOMMENDATION:

This item is being submitted for first read and will be resubmitted for action at the September 14, 2017 meeting, as shown in the attached supplements.

FUNDING SOURCE:

Not Applicable.

BUSINESS**3550****NUTRITION SERVICES****CONCEPTS AND PURPOSES**

The ~~Board of Trustees~~ Governing Board recognizes that ~~students need~~ adequate, nourishing food ~~and healthful levels of vigorous physical activity in order to grow and learn and to give a good foundation for their future physical well-being~~ is essential to student health, development, and ability to learn. The Superintendent or designee shall develop strategies to increase students' access to the district's food service programs and to maximize their participation in available programs.

Foods and beverages available through the district's food service program shall:

1. Be carefully selected so as to contribute to students' nutritional well-being and the prevention of disease.
2. Meet or exceed nutrition standards specified in law and administrative regulation.
3. Be prepared in ways that will appeal to students, retain nutritive quality, and foster lifelong healthful eating habits.
4. Be served in age-appropriate portions.
5. Be available to students who meet federal eligibility criteria at no cost or at reduced prices, and to other students at reasonable prices.

The district's food service program shall give priority to serving unprocessed foods and fresh fruits and vegetables.

The Superintendent or designee may invite students and parents/guardians to participate in the selection of foods of good nutritional quality for school menus.

The Board desires to provide students with adequate time and space to eat meals. To the extent possible, school, recess, and transportation schedules shall be designed to encourage participation in school meal programs.

The Superintendent or designee shall periodically review the adequacy of school facilities for cafeteria eating and food preparation.

In accordance with law, the Superintendent or designee shall develop and maintain a food safety program in order to reduce the risk of foodborne hazards at each step of the food preparation process, from receiving to service.

The Superintendent or designee shall annually report to the Board on student participation in the district's nutrition programs and the extent to which the district's food services program meets state and federal nutrition standards for foods and beverages. In addition, the Superintendent or designee shall provide all necessary and available documentation required for the Administrative Review conducted by the California Department of Education (CDE) to ensure the food service program's compliance with federal requirements related to nutrition standards, meal patterns, provision of drinking water, school meal environment, food safety, and other areas as required by the CDE.

~~Board of Trustees shall provide for a nutrition services program based on regular lunch service and other snack programs as the needs of the students and the financial capacity of the district permit. The Board recognizes that the lunch program is an important complement to the nutritional responsibilities of parents and guardians. As such, foods and beverages available through the district's nutrition services~~

BUSINESS**3550**~~program shall:~~

- ~~1. — Contribute to the nutritional well-being of students and be as fresh as possible.~~
- ~~2. — Be considered as carefully as other educational support materials.~~
- ~~3. — Be prepared in ways which will appeal to students while retaining nutritive quality and will foster life-long healthful eating habits.~~
- ~~4. — Be served in quantities appropriate to the needs of students at their age level, meeting or exceeding nutrition standards specified in law and administrative regulation.~~
- ~~5. — Be served in as pleasant and relaxed atmosphere as possible. A minimum of thirty (30) minutes should be offered to eat lunch on a regular school day.~~
- ~~6. — Be sold at reasonable prices.~~
- ~~7. — Incorporate nutrition education and physical activity into the District-wide curriculum.~~

~~Offer regular professional development for all nutrition services staff and shall include nutrition education and safe food handling.~~

~~The Superintendent or designee shall develop strategies designed to encourage the participation of students and parents/guardians in the selection of foods of good nutritional quality for school menus.~~

~~The Board desires to provide students with adequate time and space to eat meals. To the extent possible, school and transportation schedules shall be designed to encourage participation in school meal programs.~~

~~The Superintendent or designee shall periodically review the adequacy of school facilities for cafeteria eating and food preparation. School cafeterias shall comply with the sanitation and safety requirements of the California Uniform Retail Food Facilities Law as set forth in the Health and Safety Code 113700-114455.~~

COORDINATION

~~Administration of the nutrition services program will be coordinated under the direction of the Associate Superintendent/Business Services by the Director of Nutrition Services. Business functions that will be centralized include the purchase of food and supplies, a district-wide salary schedule for all nutrition services employees, centrally planned menus, and auditing procedures of all accounts.~~

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

39870 et seq.	Cafeterias – establishment and use
35182.5	Contracts, non-nutritious beverages
38080-38103	Cafeteria, establishment and use
45103.5	Contracts for management consulting services; restrictions
49430-49436 4	Pupil Nutrition, Health and Achievement Act of 2001
49490-49493 4	School breakfast and lunch programs
49500-49505	School meals for pupils
49510-49520	Pupil N utrition
49530-49536	Child N utrition A ct of 1974
49540-49546	Child Care Food Program
49547-49548.3	Comprehensive Nutrition Services
49550-49560 2	Meals for needy students especially:
49570	National School Lunch Act

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3550

- ~~49557~~ ~~Free or reduced price meals~~
- ~~49558~~ ~~Confidentiality of records~~

HEALTH AND SAFETY CODE

~~113700-11445537~~ California ~~Uniform~~ Retail Food ~~Facilities Law~~ Code

~~ADMINISTRATIVE~~ **CALIFORNIA CODE OF REGULATIONS, TITLE 5**

- ~~15500 et seq.~~ ~~Child nutrition programs~~
- ~~15510 et seq.~~ Mandatory meals for needy ~~pupils~~ students
- ~~15530-15535 et seq.~~ Nutrition education
- ~~15550-15565 et seq.~~ School lunch and breakfast programs
- 15575-15578 Requirements for foods and beverages outside federal meal programs

UNITED STATES CODE, TITLE 42

- 1751-1769j National School Lunch Program, including:
- 1758b Local wellness policy
- 1761 Summer Food Service Program and Seamless Summer Feeding Option
- 1769a Fresh Fruit and Vegetable Program
- 1771-1793 Child nutrition, especially:
- 1772 Special Milk Program
- 1773 National School Breakfast Program

CODE OF FEDERAL REGULATIONS, TITLE 7

- 210.1-210.31~~200~~ National School Lunch Program ~~and School Breakfast Program~~
- 215.1-215.18 Special Milk Program
- 220.2-220.22 National School Breakfast Program
- 245.1-245.13 Eligibility for free and reduced-price meals and free milk

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3550/AR-1

NUTRITION SERVICES**NUTRITIONAL STANDARDS**

~~Schools participating in the National School Lunch Program or School Breakfast Program pursuant to 42 USC 1751-1769h and 1771-1791 shall meet the nutritional standards, as well as the nutrient and calorie levels for students of each age or grade group, required by 7 CFR.~~

~~Until July 1, 2007, for foods not reimbursed through the federally reimbursable meal programs, a minimum of 50 percent of the food sold by the district on school grounds during regular school hours shall be from the nutritious foods listed in Education Code 38085. (See Attachment B3554/AR-1)~~

~~Beginning July 1, 2007, foods sold to students in middle schools and high schools, except foods served as part of a federally reimbursable meal program, shall meet the following standards: (Education Code 49430, 49431.2)~~

- ~~1. Each entrée item shall:

 - ~~a. Not exceed 400 calories.~~
 - ~~b. Contain no more than four grams of fat per 100 calories.~~
 - ~~c. Be categorized as an entrée item in the National School Lunch or School Breakfast Program.~~~~
- ~~2. For each snack item that supplements a meal:

 - ~~a. Not more than 35 percent of its total calories shall be from fat, excluding nuts, nut butters, seeds, eggs, cheese packaged for individual sale, fruits, vegetables that have not been deep fried, or legumes.~~
 - ~~b. Not more than 10 percent of its total calories shall be from saturated fat, excluding eggs or cheese packaged for individual sale.~~
 - ~~c. Not more than 35 percent of its total weight shall be composed of sugar, including naturally occurring and added sugar, excluding fruits or vegetables that have not been deep fried.~~
 - ~~d. Its total calories shall not exceed 250 calories.~~~~

NUTRITION STANDARDS FOR SCHOOL MEALS

Meals, food items, and beverages provided through the district's food services program shall:

1. Comply with the National School Lunch and/or Breakfast standards for meal patterns, nutrient levels, and calorie requirements for the ages/grade levels served, as specified in 7 CFR 210.10 or 220.8, as applicable.
2. Not be deep fried, par fried, or flash fried in our schools as defined in Education Code 49430 and 49430.7.

NUTRITIONAL STANDARDS FOR BEVERAGES

~~The only beverages that may be sold to middle school students from one-half hour before the start of the school day until one-half hour after the end of the school day are: (Education Code 49431.5)~~

- ~~1. Fruit based drinks that are composed of no less than 50 percent fruit juice and have no added sweetener.~~
- ~~2. Vegetable based drinks that are composed of no less than 50 percent vegetable juice and have~~

BUSINESS**3550/AR-1**

~~no added sweetener.~~

~~3. Drinking water with no added sweetener.~~

~~4. Milk that is 1 percent fat, 2 percent fat, or nonfat; soymilk, rice milk, or other similar nondairy milk.~~

~~5. Electrolyte replacement beverages that contain no more than 42 grams of added sweetener per 20-ounce serving.~~

~~Beginning July 1, 2007, at least 50 percent of the beverages sold to high school students from one-half hour before the start of the school day until one-half hour after the end of the school day shall be those specified in items #1-5 above. Beginning July 1, 2009, all of the beverages sold to high school students from one-half hour before the start of the school day until one-half hour after the end of the school day shall meet the standards specified in items #1-5 above. (Education Code 49431.5)~~

DRINKING WATER

The district shall provide access to free, fresh drinking water during meal times in food service areas at all district schools, including, but not limited to, areas where reimbursable meals under the National School Lunch or Breakfast Program are served or consumed.

FOOD SAFETY

The Superintendent or designee shall ensure that the district's food service program meets the applicable sanitation and safety requirements of the California Retail Food Code.

For all district schools participating in the National School Lunch and/or School Breakfast Program, the Superintendent or designee shall implement a written food safety program for the storage, preparation, and service of school meals that complies with the national Hazard Analysis and Critical Control Point (HACCP) system. The district's HACCP plan shall include, but is not limited to, a determination of critical control points and critical limits at each stage of food production, monitoring procedures, corrective actions, and recordkeeping procedures.

The Superintendent or designee shall provide ongoing staff development on food safety to food service managers and employees. Each new employee, including a substitute, or volunteer shall complete initial food safety training prior to handling food. The superintendent or designee shall document the date, trainer, and subject of each training.

The Superintendent or designee shall assign staff to maintain records and logs documenting food safety activities, including, but not limited to, records of food deliveries, time and temperature monitoring during food production, equipment temperature (freezer, cooler, thermometer calibration), corrective actions, verification or review of safety efforts, and staff training.

INSPECTION OF FOOD FACILITIES

All food preparation and service areas shall be inspected in accordance with Health and Safety Code 113725-113725.1 and applicable county regulations.

Each school participating in the National School Lunch and/or Breakfast Program shall, during each school

BUSINESS

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year, obtain a minimum of two food safety inspections conducted by the county environmental health agency.

The Superintendent or designee shall retain records from the most recent food safety inspection. All schools shall post a notice indicating that the most recent inspection report is available to any interested person upon request.

LEGAL REFERENCE:

EDUCATION CODE

38086 Cafeteria, establishment and use Child
49430-49430.7 Pupil Nutrition, Health and Achievement Act of 2001
49531 Child Nutrition Act
49553 Meals for needy students

HEALTH AND SAFETY CODE

113700-114437 California Retail Food Code

UNITED STATES CODE, TITLE 42

1758 Local wellness policy
1773 National School Breakfast Program

CODE OF FEDERAL REGULATIONS, TITLE 7

210.13-210.15 National School Lunch Program
220.7 National School Breakfast Program

NUTRITION SERVICES OPERATIONS/CAFETERIA FUND

The ~~Board of Trustees~~ **Governing Board** intends that ~~the~~ school nutrition services program shall be self-supporting, **nonprofit program**. To ensure program quality and increase cost effectiveness, the Superintendent or designee shall centralize and direct the purchasing of foods and supplies, the planning of menus, and the auditing of all food service accounts for the district. ~~The Board shall review and approve menu prices. Program financial reports shall be presented regularly for inspection by the Board.~~

The Superintendent or designee shall ensure that all food service personnel possess the required qualifications and receive ongoing professional development related to the effective management and implementation of the district's food service program in accordance with law.

At least once each year, food service administrators, other appropriate personnel who conduct or oversee administrative procedures, and other food service personnel shall receive training provided by the California Department of Education (CDE).

MEAL SALES

Meals may be sold to students, district employees, Board members, and employees or members of the fund or association maintaining the cafeteria.

In addition, meals may be sold to nonstudents, including parents/guardians, volunteers, students' siblings, or other individuals, who are on campus for a legitimate purpose. Any meals served to nonstudents shall not be subsidized by federal or state reimbursements, food service revenues, or U.S. Department of Agriculture (USDA) foods.

Meal prices, as recommended by the Superintendent or designee and approved by the Board, shall be based on the costs of providing food services and consistent with Education Code 38084 and 42 USC 1760.

Students who are enrolled in the free or reduced-price meal program shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation. Such students shall not be overtly identified or treated differently from other students.

The Superintendent or designee shall establish strategies and procedures for the collection of meal payments, including delinquent meal payments, and shall clearly communicate these procedures and related district policies to students and parents/guardians. The procedures adopted by the Superintendent or designee shall conform with 2 CFR 200.426 and any applicable CDE guidance, and shall not overtly identify students with unrecovered or delinquent debt or treat them differently than other students.

CAFETERIA FUND

The Superintendent or designee shall establish a cafeteria fund independent of the district's general

fund.

All proceeds from food sales and other services offered in the Nutrition Services Department shall be deposited in the cafeteria fund as provided by law.

The cafeteria fund shall be used only for Board-authorized expenditures necessary for the operation of school cafeterias. These expenditures may include, but are not limited to expenditures for lease, purchase or installation of additional cafeteria equipment; vending machines and their installation and housing; computer equipment and related software; and the lease or purchase of vehicles used primarily in connection with centralized food service.

The District may alter the economic structures in place to encourage healthy eating by pupils and reduce dependency on generating profits for the school from the sale of unhealthy foods.

The District and Nutrition Services will work collaboratively to develop a financing plan to implement Nutrition Services policies.

The wages, salaries and benefits of nutrition services employees shall be paid from the cafeteria fund.

The Superintendent or designee shall ensure that state and federal funds provided through school meal programs are allocated only for purposes related to the operation or improvement of food services and reasonable and necessary indirect program costs as allowed by law.

Procurement of Foods

To the maximum extent practicable, foods purchased for use in school meals by the district or by any entity purchasing food on its behalf shall be domestic commodities or products. Domestic commodity or product means an agricultural commodity that is produced in the United States and a food product that is processed in the United States substantially using agricultural commodities that are produced in the United States.

A nondomestic food product may be purchased for use in the district's food service program only as a last resort when the product is not produced or manufactured in the United States in sufficient and reasonable quantities of a satisfactory quality, or when competitive bids reveal the costs of a United States product are significantly higher than the nondomestic product. In such cases, the Superintendent or designee shall retain documentation justifying the exception.

Program Monitoring and Evaluation

The Superintendent or designee shall present to the Board, at least annually, financial reports regarding revenues and expenditures related to the food service program.

The Superintendent or designee shall provide all necessary documentation required for the Administrative Review conducted by the CDE to ensure compliance of the district's food service program with federal requirements related to maintenance of the nonprofit school food service account, meal

charges, paid lunch equity, revenue from nonprogram goods, indirect costs, and USDA foods.

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

38080-38086	Cafeteria, establishment and use
38090-38095	Cafeterias, funds and accounts
38100-38103	Cafeterias, allocation of charges
39891	Expenditures from cafeteria fund restricted
39900	Cost chargeable against school district funds
39902	Employment of persons, cost of wages; reimbursement to general funds
42646	Alternate payroll procedure
45103.5	Contracts for management consulting services; restrictions
49490-49493	School breakfast and lunch programs
49500-49505	School meals for pupils
49554	Contract for services
49550-49562	Meals for needy students

HEALTH AND SAFETY CODE

113700-114437	California Retail Food Code
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CODE OF REGULATIONS, TITLE 5

15550-15565	School lunch and breakfast programs
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UNITED STATES CODE, TITLE 42

1751-1769j	School lunch programs
1771-1791	Child nutrition, including:
1773	School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 2

200.56	Indirect costs, definition
200.400-200.475	Cost principles
200 Appendix VII	Indirect cost proposals

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31	National School Lunch Program
220.1-220.21	National School Breakfast Program
250.1-250.70	USDA foods

BUSINESS**3553****FREE AND REDUCED PRICE MEALS**

~~The San Dieguito Union High School District (sponsor) has agreed to participate in the National School Lunch Program and to receive commodities donated by USDA and accepts responsibility for providing free and reduced-price meals to eligible children in approved sites.~~

~~The sponsor assures the State Department of Education that it will uniformly implement the following policies to determine when to administer the National School Lunch Program at approved sites. In fulfilling these responsibilities, the sponsor agrees to the following provisions:~~

A.—Free Meals

~~Serve meals to children from a household whose income is at or below the free limit of the income eligibility guideline; or to children from food stamp households or households that receive CalWORKS, KinGAP or FDPIR benefits that provide a case number.~~

B.—Reduced Price Meals

~~Serve meals at a reduced price to children from households whose income is at or below the reduced price limit of the income eligibility guidelines.~~

C.—Limit Reduced Price Costs

~~Set reduced price charges for lunch at or below the maximum reduced price allowed by regulations (\$.40 for lunch and below the full price of the lunch).~~

D.—Equal Treatment

~~Ensure no physical segregation of, nor any other discrimination against, any child because of his or her inability to pay the full price of the meal.~~

E.—Monitoring

~~Ensure periodic monitoring of participation in the National School Lunch Program.~~

F.—Nondiscrimination

~~Operate the National School Lunch Program so that no child shall be discriminated against because of race, sex, color, national origin, age or disability.~~

G.—Application Forms and Process

~~Develop and distribute to each child's parent or guardian a letter and an application for free and reduced price meals. Interested parents or guardians are responsible for filling out the application and returning it to the sponsor for review. Such applications and documentation of eligibility determinations made shall be maintained for a period of five years following the end of the school year to which they pertain.~~

~~All children from an eligible household shall receive the same benefits. Parents or guardians shall be promptly notified of the acceptance or denial of their applications. Children shall be served free or reduced-price meals immediately upon the establishment of their eligibility.~~

~~When an application is denied, parents or guardians shall be provided written notification which shall include: 1) the reason for the denial of benefits, i.e., income in excess of allowable limits or incomplete application; 2) notification of the right to appeal; 3) instructions on how to appeal; and 4) a statement reminding parents that they may reapply for free and reduced price benefits at any time during the school year. The reasons for the ineligibility shall be properly documented and retained on file by the sponsor.~~

BUSINESS**3553**~~H.—Public Release~~

~~Submit a public release containing the free and reduced price eligibility guidelines and other information contained in the letter to parents, to the local news media, local unemployment offices, and major employers contemplating or experiencing large layoffs.~~

~~I.—Collection and Accountability~~

~~Establish a procedure to collect money from children who pay for their meals and to account for the number of free, reduced price, and full price meals served. The procedure shall be used so that no child at the school/site shall be aware of such procedure or the identities of the children receiving free or reduced price meals.~~

~~J.—Verification~~

~~Verify eligibility of applicant households in accordance with program regulations and annually maintain records as follows: 1) a summary of the verification efforts; 2) the total number of applications on file by October 31; and 3) the percentage or number of applications verified. Compliance with these requirements shall be monitored by the department as part of its supervisory assistance monitoring and verification efforts.~~

~~K.—Eligibility Officials~~

~~Assign the Director of Nutrition Services and/or designees to review applications and make determinations of eligibility. Such officials shall use the criteria outlined in this policy statement to determine which individual children are eligible for free and reduced price meals.~~

~~L.—Appeal Process~~

~~Establish and use a fair hearing procedure under which a household can appeal a decision made by the sponsor with respect to the household's application for benefits and/or any subsequent reduction or termination of benefits. During both the appeal and hearing process, the child who was previously determined to be eligible, based on the face of the application submitted, shall continue to receive free or reduced price meals. Prior to initiating the hearing procedure, the Sponsor's representative, or the child's parent or guardian may request a conference to provide an opportunity for the parent/guardian and/or the sponsor's representative to discuss the situation, present information, and obtain an explanation of data submitted in the application and the decision rendered. Such a conference shall not in any way prejudice or diminish the right to a fair hearing.~~

~~The designated hearing official is the Assistant Superintendent/Business, San Dieguito Union High School District, 710 Encinitas Boulevard, Encinitas, CA 92024, who shall ensure that the hearing procedure provides the following for both the household and the sponsor:~~

- ~~1.—A publicly announced simple method for making an oral or written request for a hearing.~~
- ~~2.—An opportunity to be assisted or represented by an attorney or other person.~~
- ~~3.—An opportunity to examine, prior to and during the hearing, the documents and records presented to support the decision under appeal.~~
- ~~4.—Reasonable promptness and convenience in scheduling a hearing and adequate notice as to its time and place.~~
- ~~5.—An opportunity to present oral or documentary evidence and arguments supporting a position without undue interference.~~

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- ~~6. An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witness(es).~~
- ~~7. That the hearing be conducted and the decision be made by an official who did not participate in the decision under appeal or any previous conference.~~
- ~~8. That the decision of the hearing official be based on the oral and documentary evidence presented at the hearing and entered into the hearing record.~~
- ~~9. That the parties concerned and any designated representative thereof be notified in writing of the decision.~~
- ~~10. That for each hearing a written record be prepared that includes the decision under appeal, any documentary evidence and a summary of any oral testimony presented at the hearing, the decision of the hearing official and the reasons therefore, and a copy of the notification to the parties concerned of the official's decision.~~
- ~~11. That such written records must be retained for a period of five years after the close of the school year to which they pertain and that these records must be made available for examination by the parties concerned or their designees at any reasonable time and place during such period.~~

M. Revisions to Policies

~~All changes in eligibility criteria must be publicly announced in the same manner used at the beginning of the school year.~~

The Governing Board recognizes that adequate nutrition is essential to the development, health, and learning of all students. The Superintendent or designee shall facilitate and encourage the participation of students from low-income families in the district's food service program.

The district shall provide at least one nutritionally adequate meal each school day, free of charge or at a reduced price, for students whose families meet federal eligibility criteria.

The Superintendent or designee shall ensure that meals provided through the free and reduced-price meals program meet applicable state and/or federal nutritional standards in accordance with law, board policy, and administrative regulation.

The Board shall approve, and shall submit to the California Department of Education for approval, a plan that ensures that students eligible to receive free or reduced-price meals and milk are not treated differently from other students.

CONFIDENTIALITY/RELEASE OF RECORDS

All applications and records related to eligibility for the free and reduced-price meals program shall be confidential and may not be released except as provided by law and authorized by the Board or pursuant to a court order.

The Board authorizes designated employees to use individual records pertaining to student eligibility for the free and reduced-price meals program for the following purposes:

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1. Disaggregation of academic achievement data.
2. Identification of students eligible for alternative supports in any school identified as a Title I program improvement school.

If a student transfers from the district to another district, charter school, county office of education program, or private school, the Superintendent or designee may share the student's meal eligibility information to the other educational agency to assist in the continuation of the student's meal benefits.

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to another school district, charter school, or county office of education that is serving a student living in the same household for purposes related to program eligibility and data used in local control funding formula calculations.

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to the Superintendent of Public Instruction for purposes of determining allocations under the local control funding formula and for assessing accountability of that funding.

The Superintendent or designee may release information on the school lunch program application to the local agency that determines eligibility for participation in the Medi-Cal program if the student has been approved for free meals or, if included in the agreement with the local agency, for reduced-price meals. He/she also may release information on the school lunch application to the local agency that determines eligibility for CalFresh or another nutrition assistance program authorized under 7 CFR 210.1 if the student has been approved for free or reduced-price meals. Information may be released for these purposes only if the student's parent/guardian consents to the sharing of information and the district has entered into a memorandum of understanding with the local agency which, at a minimum, includes the roles and responsibilities of the district and local agency and the process for sharing the information. After sharing information with the local agency for purposes of determining eligibility for that program, no further information shall be shared unless otherwise authorized by law.

LEGAL REFERENCE:**EDUCATION CODE**

48980	Notice at beginning of term
49430-49434	Pupil Nutrition, Health, and Achievement Act of 2001
49490-49494	School breakfast and lunch programs
49500-49505	School meals
49510-49520	Nutrition
49530-49536	Child Nutrition Act of 1974
49547-49548.3	Comprehensive nutrition service
49550-49562	Meals for needy students

CODE OF REGULATIONS, TITLE 5

15510	Mandatory meals for needy students
15530-15535	Nutrition education
15550-15565	School lunch and breakfast programs

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UNITED STATES CODE, TITLE 20

1232g Federal Educational Rights and Privacy Act
6301-6514 Title I programs

UNITED STATES CODE, TITLE 42

1751-1769j School lunch program
1771-1791 Child nutrition, especially:
1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program
220.10-220.21 National School Breakfast Program
245.1-245.13 Determination of eligibility for free and reduced-price meals and free milk

WELFARE AND INSTITUTIONS CODE

14005.41 Basic health care

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FREE AND REDUCED PRICE MEALS

~~The District's plan for students receiving free or reduced price meals shall ensure the following:~~

- ~~1. The names of the students shall not be published, posted or announced in any manner, or used for any purpose other than the National School Lunch Program, unless otherwise provided by law.~~
- ~~2. There shall be no overt identification of any of the students by the use of special tokens or tickets or by any other means.~~
- ~~3. The students shall not be required to work for their meals.~~
- ~~4. The students shall not be required to use a separate dining area, go through a separate entrance, or consume their meals at a different time.~~

~~When more than one lunch, is offered, the students shall have the same choice of meals as is available to those students who pay the full price. (Education Code 49557)~~

APPLICATIONS

~~An application form for free or reduced price meals shall be distributed to all parents/guardians at the beginning of each school year, together with information about eligibility standards, application procedures and appeal procedures. This form and information shall also be provided whenever a new student is enrolled. (Education Codes 49520, 48980)~~

~~Applications for free or reduced price meal programs shall be available to students at all times during the regular school day and shall contain the following statements: (Education Code 49557)~~

- ~~1. Applications for free or reduced price meals may be submitted at any time during a school day.~~
- ~~2. Children participating in the National School Lunch Program will not be overtly identified by the use of special tokens, special tickets, special serving lines, separate entrances, separate dining areas, or by any other means.~~

~~The Application packet also shall contain:~~

- ~~1. A notification that, if a student qualifies for free or reduced price meals, then he/she may qualify for free or reduced cost health insurance coverage.~~
- ~~2. A request for the applicant's consent for the student to participate in the Medi-Cal program, if eligible for free school lunches, and to have the information on the school lunch application shared with the local agency that determines eligibility under the Medi-Cal program.~~
- ~~3. A notification that the District will not forward the application to the agency that determines Medi-Cal eligibility without the parent/guardian's consent.~~
- ~~4. A notification that the application is confidential and, with the exception of forwarding the information for use in health program enrollment, will not be shared with any other governmental agency for any purpose other than the administration of the Medi-Cal program.~~
- ~~5. A notification that the application information will be used only by the state and local agencies that administer the Medi-Cal program and will not be shared with other government agencies, including the Immigration and Naturalization Services and the Social Security Administration, except as necessary to verify information provided by the applicant.~~
- ~~6. Information regarding the Medi-Cal program, including available services, program requirements, rights and responsibilities, and privacy and confidentiality requirements.~~

The Superintendent or designee shall ensure that the district's application form for free and reduced price meals and related materials include the statements specified in Education Code 49557 and 7 CFR 245.5. The district's application packet shall include the notifications and information listed in Education Code 49557.2.

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The application form and related information shall be available in paper form and via the nutrition services website for all parents/guardians at the beginning of each school year and shall be available to students at all times during the school day.

In addition, the district application form for free and reduced price meals shall be available for submission online. The online application form shall require completion of only those questions necessary for determining eligibility, contain clear instructions for families that are homeless or migrant, and comply with other requirements specified in Education Code 49557.

An application form and related information shall also be provided whenever a new student is enrolled.

At the beginning of each school year, the Superintendent or designee shall send a public release, containing the same information supplied to parents/guardians and including eligibility criteria, to local media, the local unemployment office, and any major employers in the district attendance area contemplating large layoffs. Copies of the public release shall be made available upon request to any interested person.

ELIGIBILITY

The Superintendent or designee shall determine students' eligibility for the free and reduced-price meals program based on the criteria specified in 42 USC 1758 and 1773 and 7 CFR 245.1-245.13 and made available by the California Department of Education.

When authorized by law, participants in other federal or state programs may be directly certified, without further application, for enrollment in the free and reduced-price meals program.

VERIFICATION OF ELIGIBILITY

Not later than November 15 of each year, the Superintendent or designee shall verify the eligibility of a sample of household applications approved for the school year in accordance with the sample sizes and procedures specified in 42 USC 1758 and 7 CFR 245.6a.

If the review indicates that the initial eligibility determination is correct, the Superintendent or designee shall verify the approved household application. If the review indicates that the initial eligibility determination is incorrect, the Superintendent or designee shall:

1. If the eligibility status changes from reduced price to free, make the increased benefits immediately available and notify the household of the change in benefits.
2. If the eligibility status changes from free to reduced price, first verify the application, then notify the household of the correct eligibility status, and, when required by law, send a notice of adverse action as described below.
3. If the eligibility status changes from free or reduced price to paid, send the household a notice of adverse action as described below:

If any household is to receive a reduction or termination of benefits as a result of verification activities, or if the household fails to cooperate with verification efforts, the Superintendent or designee

shall reduce or terminate benefits, as applicable, and shall properly document and retain on file in the district the reasons for ineligibility. He/she also shall send a notice of adverse action to any household that is to receive a reduction or termination of benefits. Such notice shall be provided 10 days prior to the actual reduction or termination of benefits. The notice shall advise the household of:

1. The change and the reasons for the change.
2. The right to appeal, when the appeal must be filed to ensure continued benefits while awaiting a hearing and decision, and instructions on how to appeal.
3. The right to reapply at any time during the school year.

CONFIDENTIALITY/RELEASE OF RECORDS

The Superintendent designates the following district employee(s) to use individual records pertaining to student participation in the free and reduced-price meals program for the purpose of disaggregation of academic achievement data or for the identification of students who are eligible for alternative supports in a Title I program improvement school:

Director of Accountability and Special Programs

In using the records for such purposes, the Superintendent or designee shall ensure that:

1. No individual indicators of participation in the free and reduced-price meals program are maintained in the permanent records of any student if not otherwise allowed by law.
2. Information regarding individual student participation in the free and reduced-price meals program is not publicly released.
3. All other confidentiality provisions required by law are met.
4. Information collected regarding individual students certified to participate in the free and reduced-price meals program is destroyed when no longer needed for its intended purpose.

NONDISCRIMINATION PLAN

The district's plan for students receiving free or reduced-price meals shall ensure the following:

1. The names of the students shall not be published, posted, or announced in any manner, or used for any purpose other than the National School Lunch and School Breakfast Programs, unless otherwise provided by law.
2. There shall be no overt identification of any of the students by the use of special tokens or tickets or by any other means.
3. The students shall not be required to work for their meals or for milk.
4. The students shall not be required to use a separate dining area, go through a separate serving line or entrance, or consume their meals or milk at a different time.

When more than one lunch, breakfast, or type of milk is offered, the students shall have the same choice of meals or milk as is available to those students who pay the full price.

PRICES

The maximum price that shall be charged to eligible students for reduced-price meals shall be 40 cents for lunch and 30 cents for breakfast.

Charges To Be Made For School Breakfast/Lunch: The food served will be sold to patrons of the cafeteria, exclusive of costs chargeable against the funds of the school district except as provided by the Education Code.

Full Breakfast

Students: \$2.25

Full Lunch

Students: \$4.25

LEGAL REFERENCE:

EDUCATION CODE

- 48980 Notice at beginning of term
- 49520 Nutrition
- 49557-49561 Meals for needy students

CODE OF FEDERAL REGULATIONS, TITLE 7

- 245.5-245.8 Determination of eligibility for free and reduced-price meals and free milk

UNITED STATES CODE, TITLE 42

- 1758 School lunch program
- 1773 School breakfast Program

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OTHER FOOD SALES

Foods and beverages sales available to students outside the District's nutrition services program on school campuses during the school day shall comply with the applicable nutritional standards specified in 7 CFR 210.11 and 220.12 or with state nutrition standards in Education Code ~~38085~~ 49431-49431.7 and 5 CCR 11500-11501 and 15575-15578, whichever rule is stricter. ~~Beginning July 1, 2007, food sales outside the District's nutrition services program shall comply with the standards described in Education Code 49431.2 for middle schools and high schools. (Education Codes 38085, 49431.2)~~

These standards shall apply to all competitive foods and beverages sold from midnight before the school day to one-half hour after the end of the school day.

~~Beverage sales shall be subject to the nutritional standards specified in Education Code 49431.5. (Education Code 49431.5)~~

The sale of food items that do not comply with the nutritional standards in Education Code 49431.2, when effective, may be permitted at a middle school or high school in any of the following circumstances:

1. The sale takes place off and away from school premises.
2. The sale takes place on school premises at least one-half hour after the end of the school day.
3. The sale occurs during a school-sponsored student activity after the end of the school day.

Beverage sales that do not comply with the nutritional standards in law may be permitted at a middle school as part of a school event under the following circumstances:

1. The sale occurs during a school-sponsored event and takes place at the location of the event at least one-half hour after the end of the school day.
2. Vending machines, student stores, and cafeterias are used later than one-half hour after the end of the school day.

ADDITIONAL REQUIREMENTS FOR SCHOOLS**PARTICIPATING IN THE NATIONAL SCHOOL LUNCH OR BREAKFAST PROGRAM**

The sale of foods during meal periods in food service areas shall be allowed only if all income from the sale, including the sale of approved foods or drinks from vending machines, accrues to the benefit of the school, the school nutrition services program, or the student organization(s) sponsoring the sale.

No foods of minimal nutritional value, as listed in 7 CFR 210, Appendix B, and 7 CFR 220, Appendix B, shall be sold in food service areas during breakfast and lunch periods. *(See Attachment A)*

The Superintendent or designee shall not permit the sale of foods by student organizations in a school with any grades 7-8 that is participating in the National School Breakfast or Lunch Program, except when all of the following conditions are met:

1. The student organization may sell one food item per sale.
2. The specific nutritious food item is approved by the Superintendent or designee **in accordance with board policy.** *(See Attachment B)*
3. The sale does not begin until after the close of the regularly scheduled midday food service period.

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4. The sale during the regular school day is not of food items prepared on the premises.
5. There are no more than four such sales per year per school.
- ~~6. The food sold is a dessert type food, such as pastry, ice cream, or fruit.~~
- ~~7.6.~~ The food sold is not one sold in the District's nutrition services program at that school during that school day.

In high schools, a student organization may be approved to sell food items during or after the school day if all of the following conditions are met:

1. Only one student organization conducts a food sale on a given school day and the organization sells no more than three types of food or beverage items, except that up to four days during the school year may be designated on which any number of organizations may conduct the sale of any food items.
2. The specific nutritious food items are approved by the Superintendent or designee **in accordance with board policy.** *(See Attachment B)*
3. Food items sold during the regular school day are not prepared on the premises.
4. The food items sold are not those sold in the District's nutrition services program at that school during that school day.

The Superintendent or designee shall maintain records, and shall require organizations selling foods and beverages to maintain records, to document compliance with federal nutrition standards for all competitive foods and beverages sold through and outside the district's food service program. At a minimum, these records shall include receipts, nutrition labels, and/or production specifications.

Attachment A**~~CATEGORIES OF FOODS OF MINIMAL NUTRITIONAL VALUE~~**

- ~~1. **Soda Water**—A class of beverages made by absorbing carbon dioxide in potable water. The amount of carbon dioxide used is not less than that which will be absorbed by the beverage at a pressure of one atmosphere and at a temperature of 60 degrees F. It either contains no alcohol or only such alcohol, not in excess of 0.5 percent by weight of the finished beverage, as is contributed by the flavoring ingredient used. No product shall be excluded from this definition because it contains artificial sweeteners or discrete nutrients added to the food such as vitamins, minerals and protein.~~
- ~~2. **Water Ices**—As defined by 21 CFR 135.160 Food and Drug Administration Regulations except that water ices which contain fruit or fruit juices are not included in this definition.~~
- ~~3. **Chewing Gum**—Flavored products from natural or synthetic gums and other ingredients which form an insoluble mass for chewing.~~
- ~~4. **Certain Candies**—Processed foods made predominantly from sweeteners or artificial sweeteners with a variety of minor ingredients which characterize the following types:

 - ~~a. **Hard Candy**—A product made predominately from sugar (sucrose) and corn syrup which may be flavored and colored, is characterized by a hard, brittle texture, and includes such items as sour balls, fruit balls, candy sticks, lollipops, starlight mints, after dinner mints, sugar wafers, rock candy, cinnamon candies, breath mints, jaw breakers and cough drops.~~
 - ~~b. **Jellies and Gums**—A mixture of carbohydrates which are combined to form a stable gelatinous system of jelly-like character, and are generally flavored and colored, and include gum drops, jelly beans,~~~~

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jellied and fruit flavored slices.

~~c. Marshmallow Candies — An aerated confection composed of sugar, corn syrup, invert sugar, 20% water and gelatin or egg white to which flavors and colors may be added.~~

~~d. Fondant — A product consisting of microscopic-sized sugar crystals which are separated by a thin film of sugar and/or invert sugar in solution such as candy corn, soft mints.~~

~~e. Licorice — A product made predominantly from sugar and corn syrup which is flavored with an extract made from the licorice root.~~

~~f. Spun candy — a product that is made from sugar that has been boiled at high temperature and spun at a high speed in a special machine.~~

~~g. Candy Coated Popcorn — Popcorn which is coated with a mixture made predominantly from sugar and corn syrup.~~

LEGAL REFERENCE:

EDUCATION CODE

49431-49431.7 Pupil Nutrition, Health and Achievement Act of 2001

CALIFORNIA CODE OF REGULATIONS, TITLE 5

15500-15501 Child nutrition programs

15575-15578 Requirements for foods and beverages outside federal meal programs

CODE OF FEDERAL REGULATIONS, TITLE 7

210, Appendix B National School Lunch Program

210.11 National School Lunch Program

220, Appendix B National School Breakfast Program

220.12 National School Breakfast Program

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Attachment B**LIST OF NUTRITIOUS FOODS PERMISSIBLE TO BE OFFERED FOR SALE***(Education Code 38085)*

FOOD CATEGORIES	SPECIFIC FOOD ITEMS	COMMENTS
Milk and Dairy Products	Milk-Cheese-Yogurt Frozen-Yogurt-Ice-Cream	
Juices	Fruit Juices-Vegetable Juices Fruit Nectars	Must contain 50% or more full-strength fruit juice Must contain 35% or more full-strength fruit juice
Fruits/Vegetables	Fresh, Frozen, Canned and Dried Fruits and Vegetables	
Nuts	Nuts-Seeds Nut Butters	
Grain Products	Crackers-Bread-Sticks-Tortillas-Pizza-Pretzels-Bagels-Muffins-Popcorn	Non-confection grain products as defined by regulation of the U.S. Food and Drug Administration
Meats	Meat, Poultry, Fish-Beef Jerky Tacos Meat Turnovers-Pizza Chili-Sandwiches	
Legumes	Legumes, Legume Products- Bean-Burritos Chili-Beans-Bean-Dip Roasted Soy-Beans Soups	
School Lunch Meal Components	Any foods which would qualify as one of the required food components of the school-lunch-meal-pattern	

NUTRITION PROGRAM COMPLIANCE CHARGES TO BE MADE FOR SCHOOL LUNCH

The food served will be sold to patrons of the cafeteria, exclusive of costs chargeable against the funds of the school district except as provided by the Education Code.

FULL LUNCH

ALL SCHOOL SITES:	\$4.25
ADULTS:	\$4.75

The Governing Board recognizes the district's responsibility to comply with state and federal nondiscrimination laws as they apply to the district's nutrition programs. The district shall not deny any individual the benefits or service of any nutrition program or discriminate against him/her on any basis prohibited by law.

COORDINATOR

The Board designates the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the district's civil rights coordinator to ensure compliance with the laws governing its nutrition programs and to investigate any related complaints.

The responsibilities of the compliance officer/coordinator include, but are not limited to:

1. Providing the name of the civil rights coordinator, Section 504 coordinator, and Title IX coordinator, if different from the civil rights coordinator, to the California Department of Education and other interested parties.
2. Annually providing mandatory civil rights training to all frontline staff who interact with program applicants or participants and to those who supervise frontline staff.

The subject matter of such training shall include, but not be limited to, collection and use of data, effective public notification systems, complaint procedures, compliance review techniques, resolution of noncompliance, requirements for reasonable accommodation of persons with disabilities, requirements for language assistance, conflict resolution, and customer service.
3. Establishing admission and enrollment procedures that do not restrict enrollment of students on the basis of race, ethnicity, national origin, or disability, including preventing staff from incorrectly denying applications and ensuring that such persons have equal access to all programs.
4. Sending a public release announcing the availability of the child nutrition programs and/or changes in the programs to public media and to community and grassroots organizations that interact directly with eligible or potentially eligible participants.
5. Communicating the program's nondiscrimination policy and applicable complaint procedures, as provided in the section "Notifications" below.
6. Providing appropriate translation services when a significant number of persons in the surrounding

population have limited English proficiency.

7. Ensuring that every part of a facility is accessible to and usable by persons with disabilities and that participants with disabilities are not excluded from the benefits or services due to inaccessibility of facilities.
8. Ensuring that special meals are made available to participants with disabilities who have a medical statement on file documenting that their disability restricts their diet.
9. Implementing procedures to process and resolve civil rights (discrimination) complaints and program-related complaints, including maintaining a complaint log and working with the appropriate person to resolve any complaint.
10. Developing a method, which preferably uses self-identification or self-reporting, to collect racial and ethnic data for potentially eligible populations, applicants, and participants.

NOTIFICATIONS

The U.S. Department of Agriculture's (USDA) "And Justice for All" civil rights poster or a substitute poster approved by the USDA's Food and Nutrition Service shall be displayed in areas visible to the district's nutrition program participants, such as food service areas and school offices.

The coordinator shall notify the public, all program applicants, participants, and potentially eligible persons of their program rights and responsibilities and steps necessary for participation. Applicants, participants, and the public also shall be advised of their right to file a complaint, how to file a complaint, the complaint procedures, and that a complaint may be file anonymously or by a third party.

In addition, all forms of communication available to the public regarding program availability shall contain, in a prominent location, the following statement:

"In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http:// www.ascr.usda.gov/complaint_filing_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Forms of communication requiring this nondiscrimination statement include, but are not limited to, web sites, public information releases, publications, and posters, but exclude menus. The nondiscrimination statement need not be included on every page of program information on the district's or school's web site, but the statement or a link to the statement shall be included on the home page of the program information.

A short version of the nondiscrimination statement, stating, "This institution is an equal opportunity provider," may be used on pamphlets, brochures, and flyers in the same print size as the rest of the text.

COMPLAINTS

Any complaint concerning the district's nutrition programs shall be investigated using the process identified in AR 1312.3 - Uniform Complaint Procedures.

When a complaint alleging discrimination of the basis of race, color, national origin, sex, age, or disability is unresolved at the district level, the coordinator shall notify the complainant of the option to contact and/or forward his/her complaint to one of the following agencies:

1. Child Nutrition Program Civil Rights and Program Complaint Coordinator, California Department of Education, Nutrition Services Division, 1430 N Street, Room 4503, Sacramento, CA 95814-2342 or call (916) 323-8531 or (800) 952-5609.
2. U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, (866) 632-9992, (800) 877-8339 (Federal Relay Service - English), (800) 845-6136 (Federal Relay Service - Spanish), fax (202) 690-7442, or email program.intake.usda.gov.

LEGAL REFERENCE:

EDUCATION CODE

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

- 49060-49079 Student records
- 49490-49590 Child nutrition programs

PENAL CODE

- 422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

- 3080 Application of section
- 4600-4687 Uniform complaint procedures
- 4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

- 1400-1482 Individuals with Disabilities in Education Act
- 1681-1688 Discrimination based on sex or blindness, Title IX

UNITED STATES CODE, TITLE 29

- 794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

- 2000d-2000d-7 Title VI, Civil Rights Act of 1964
- 2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended
- 2000h-2000h-6 Title IX
- 12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 7

- 210.23 National School Lunch Program, district responsibilities
- 215.7 Special Milk Program, requirements for participation
- 215.14 Special Milk Program, nondiscrimination
- 220.7 School Breakfast Program, requirements for participation
- 225.3 Summer Food Service Program, administration
- 225.7 Summer Food Service Program, program monitoring

CODE OF FEDERAL REGULATIONS, TITLE 28

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

CODE OF FEDERAL REGULATIONS, TITLE 34

- 100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI
- 104.1-104.39 Section 504 of the Rehabilitation Act of 1973
- 106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:
- 106.9 Dissemination of policy

LEGAL REFERENCE

BUSINESS

3555
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CALIFORNIA EDUCATION CODE

~~39900-39902~~ ————— ~~Costs chargeable against school district funds~~

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 14, 2017

BOARD MEETING DATE: August 17, 2017

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

SUBMITTED BY: Eric R. Dill, Superintendent

SUBJECT: **PROPOSED NEW / REVISED BOARD POLICIES / ADMINISTRATIVE SERVICES**

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:

Current Policy Number	New Policy Number	Title	Comments
6164.6		Identification and Education Under Section 504	Revised to align with CSBA recommendations
6164.6, AR-1		Identification and Education Under Section 504	Revised to align with CSBA recommendations
6145.2		Athletic Competition	Revised to align with CSBA recommendations
5116.1		Intradistrict Open Enrollment	Revised to align with CSBA recommendations
	5116.2	Involuntary Student Transfers	New to align with CSBA recommendations
5141.52		Suicide Prevention	Revised to align with CSBA recommendations

RECOMMENDATION:

PROPOSED NEW / REVISED BOARD POLICIES (6) / ADMINISTRATIVE SERVICES

- A. BP # 6164.6, IDENTIFICATION AND EDUCATION UNDER 504 (REVISED)
- B. AR # 6164.6, IDENTIFICATION AND EDUCATION UNDER 504 (REVISED)
- C. BP # 6145.2, ATHLETIC COMPETITION (REVISED)
- D. BP # 5116.1, INTRADISTRICT OPEN ENROLLMENT (REVISED)
- E. BP # 5116.2, INVOLUNTARY STUDENT TRANSFERS (NEW)
- F. BP #5141.52, SUICIDE PREVENTION (REVISED)

This item is being presented for first read, and will be resubmitted for action on September 14, 2017.

FUNDING SOURCE:

Not applicable

INSTRUCTION**6164.6****IDENTIFICATION, EVALUATION AND PLACEMENT UNDER SECTION 504**

The Governing Board believes that all children, including children with disabilities, should have the opportunity to learn in a safe and nurturing environment. The Superintendent or designee shall work to identify children with disabilities who reside within the jurisdiction of the district in order to ensure that they receive educational and related services required by law.

The Superintendent or designee shall provide qualified students with disabilities with a free appropriate public education (FAPE), as defined under Section 504 of the federal Rehabilitation Act of 1973. Such students shall receive regular or special education and related aids and services designed to meet their individual educational needs as adequately as the needs of students without disabilities are met.

In addition, qualified students with disabilities shall be provided an equal opportunity to participate in programs and activities that are integral components of the district's basic education program, including, but not limited to, extracurricular athletics, interscholastic sports, and/or other nonacademic activities.

The district's local control and accountability plan shall include goals and specific actions to improve student achievement and other outcomes for all students. At least annually, the Superintendent or designee shall assess the district's progress in attaining the goals established for all students and shall report these results to the Board.

In providing services to students with disabilities under Section 504, the Superintendent or designee shall ensure district compliance with law, including providing the students and their parents/guardians with applicable procedural safeguards and required notifications. Any dispute as to the identification, evaluation, or placement of any student with a disability shall be resolved in accordance with the processes specified in the "Procedural Safeguards" section of the accompanying administrative regulation.

The Superintendent or designee shall maintain a list of impartial hearing officers who are qualified and willing to conduct Section 504 hearings. To ensure impartiality, such officers shall not be employed by or under contract with the district in any other capacity except as hearing officer and shall not have any professional or personal involvement that would affect their impartiality or objectivity in the matter.

LEGAL REFERENCE:**San Dieguito Union High School District***Administrative Regulation Issued: September 3, 1998**Administrative Regulation Revised: March 1, 2001**Administrative Regulation Revised: August 23, 2001**Administrative Regulation Revised: August 20, 2009**Administrative Regulation Draft: August 14, 2017, (1st Read)*

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EDUCATION CODE

49423.5 Specialized physical health care services
52052 Numerically significant student subgroups
52060-52077 Local control and accountability plan
56043 Special education, timelines
56321 Assessment; development of IEP; parental notifications, consent

CODE OF REGULATIONS, TITLE 5

3051.12 Health and Nursing Services

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act of 1974
1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

705 Definitions; Vocational Rehabilitation Act
794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF REGULATIONS, TITLE 28

35.101-35.190 Nondiscrimination on the basis of disability in state and local government services

CODE OF FEDERAL REGULATIONS, TITLE 34

104.1-104.61 Nondiscrimination on the basis of handicap, especially:
104.1 Purpose to effectuate Section 504 of the Rehabilitation Act of 1973
104.3 Definitions
104.32 Location and notification
104.33 Free appropriate public education
104.34 Educational setting
104.35 Evaluation and placement
104.36 Procedural safeguards

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104.37 Nonacademic services

104.7 Responsible employee; grievance procedures

COURT DECISIONS

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

Management Resources:

CSBA PUBLICATIONS

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

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

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

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

Dear Colleague Letter and Resource Guide on Students with ADHD, July 2016

Protecting Students with Disabilities: Frequently Asked Questions About Section 504 and the Education of Children with Disabilities, October 2015

Dear Colleague Letter, January 2013

Dear Colleague Letter and Questions and Answers on ADA Amendments Act of 2008 for Students with Disabilities Attending Public Elementary and Secondary Schools, January 2012

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

WEB SITES

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

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

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

IDENTIFICATION, EVALUATION AND PLACEMENT UNDER SECTION 504

San Dieguito Union High School District

Administrative Regulation Issued: September 3, 1998

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~~The Board of Trustees recognizes the need to identify and evaluate students with disabilities in order to provide them with the services required by law.~~

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

Legal Reference:

EDUCATION CODE

~~49423.5 Specialized physical health care services~~

CALIFORNIA CODE OF REGULATIONS, TITLE 5

~~3051.12 Health and Nursing Services~~

UNITED STATES CODE, TITLE 20

~~1232g Family Educational Rights and Privacy Act of 1974~~

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

UNITED STATES CODE, TITLE 29

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

~~794~~

CODE OF FEDERAL REGULATIONS, TITLE 34

~~104.1 104.61 Nondiscrimination on the basis of handicap, especially:~~

~~104.1 Purpose to effectuate Section 504 of the Rehabilitation Act of 1973~~

~~104.3 Definitions~~

~~104.33 Free appropriate public education~~

~~104.35 Evaluation and placement~~

~~104.36 Procedural safeguards~~

COURT DECISIONS

~~Christopher S. v Stanislaus County Office of Education, (2004)~~

~~384 F.3d 1205~~

Management Resources: CSBA-

PUBLICATIONS

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

~~CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES Legal Advisory on
Rights of Students with Diabetes in California's K-12 Public Schools, August 2007~~

~~U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Free Appropriate Public Education for Students with Disabilities: Requirements
under Section 504 of the Rehabilitation Act of 1973, September 2007~~

WEB SITES

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

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

~~U.S. Department of Education, Office for Civil Rights:~~

~~<http://www.ed.gov/about/offices/list/ocr/index.html?src=mr>~~

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IDENTIFICATION, EVALUATION AND PLACEMENT UNDER SECTION 504~~I. Identification and Education~~

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

~~II. Definitions~~~~A. Free appropriate public education (FAPE) under Section~~

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

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

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

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

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

~~III. Referral, Identification, and Evaluation~~

~~A. Any student may be referred by a parent/guardian, teacher, other school employee, student success team, or community agency for consideration of eligibility as a disabled student under Section 504. This referral may be made to the principal or 504 Coordinator.~~

~~B. Upon receipt of a referral for eligibility, the principal or 504 Coordinator shall consider the referral and determine whether an evaluation is appropriate. This determination shall be based on a review of the student's school records, including academic and nonacademic areas of the school program; consultation with the student's teacher(s),~~

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~~other professionals, and the parent/guardian, as appropriate; and analysis of the student's needs. If it is determined that an evaluation is unnecessary, the principal or 504 Coordinator shall inform the parents/guardians in writing of this decision and of the procedural safeguards, as described in the "Procedural Safeguards" section below.~~

~~C. If it is determined that a student needs or is believed to need special education or related services under Section 504, the district shall conduct an evaluation of the student prior to initial placement and before any significant change in placement. (34 CFR 104.35) Prior to conducting an initial evaluation of a student for eligibility under Section 504, the district shall obtain written parent/guardian consent. The district's evaluation procedures shall ensure that tests and other evaluation materials: (34 CFR 104.35)~~

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

~~IV. Section 504 Services Plan and Placement~~

~~A. A multi-disciplinary 504 team shall be convened to review the evaluation data in order to make placement decisions. The 504 team shall consist of a group of persons knowledgeable about the student, the meaning of the evaluation data, and the placement options. (34 CFR 104.35) In interpreting the evaluation data and making placement decisions, the team shall draw upon information from a variety of sources, including aptitude and achievement tests, teacher recommendations, physical condition, social or cultural background, and adaptive behavior. The team shall also ensure that information obtained from all such sources is documented and carefully considered and that the placement decision is made in conformity with 34 CFR 104.34. (34 CFR 104.35)~~

~~B. If, upon evaluation, a student is determined to be eligible for services under Section 504, the team shall meet to develop a written 504 services plan which shall specify the types of regular or special education services, accommodations and supplementary aids and services necessary to ensure that the student receives FAPE. The parents/guardians shall be invited to participate in the meeting and shall be given an opportunity to examine all relevant records.~~

~~C. If the 504 team determines that no services are necessary for the student, the record of the team's meeting shall reflect whether or not the student has been identified as a disabled person under Section 504 and shall state the basis for the decision that no special services are presently needed. The student's parent/guardian shall be informed in writing of his/her rights and procedural safeguards, as described in the "Procedural Safeguards" section below.~~

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- ~~D. The student shall be placed in the regular educational environment, unless the district can demonstrate that the education of the student in the regular environment with the use of supplementary aids and services cannot be achieved satisfactorily. The student shall be educated with those who are not disabled to the maximum extent appropriate to his/her individual needs. (34 CFR 104.34)~~
- ~~E. The district shall complete the identification, evaluation, and placement process within a reasonable time frame.~~
- ~~F. A copy of the student's Section 504 services plan shall be kept in his/her student record. The student's teacher(s) and any other staff who provide services to the student shall be informed of the plan's requirements. If a student transfers to another school within the district, the principal or designee at the school from which the student is transferring shall ensure that the principal or designee at the new school receives a copy of the plan prior to the student's enrollment in the new school.~~

~~V. — Review and Reevaluation~~

- ~~A. The 504 team shall monitor the progress of the student and the effectiveness of the student's Section 504 services plan to determine whether the services are appropriate and necessary and whether the student's needs are being met as adequately as the needs of nondisabled students. The team shall review the student's plan annually. In addition, the student's eligibility under Section 504 shall be reevaluated at least once every three years.~~
- ~~B. A reevaluation of the student's needs shall be conducted before any subsequent significant change in placement. (34 CFR 104.35)~~

~~VI. — Procedural Safeguards~~

- ~~A. Parents/guardians shall be notified in writing of all district decisions regarding the identification, evaluation, or educational placement of students with disabilities or suspected disabilities. Notifications shall include a statement of their right to: (34 CFR 104.36)~~
 - ~~1. Examine relevant records.~~
 - ~~2. Have an impartial hearing with an opportunity for participation by the parents/guardians and their counsel.~~
 - ~~3. Have a review procedure.~~
- ~~B. If a parent/guardian disagrees with decisions regarding the identification, evaluation, or educational placement of his/her child under Section 504, he/she may request a Section 504 due process hearing in accordance with the following procedures:~~
 - ~~1. Within 30 days after receipt of the district's decision with which the parent/guardian~~

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- ~~disagrees, the parent/guardian may request an administrative review of the decision. The 504 Coordinator shall designate an appropriate administrator to meet with the parent/guardian to attempt to resolve the issue. This review shall be held within 14 days of receiving the parent/guardian's request.~~
- ~~2. If the parent/guardian chooses not to request an administrative review or if the review does not resolve the issue, the parent/guardian may request in writing a Section 504 due process hearing. The parent/guardian's request for a hearing shall be made within 30 days of receiving the district's decision or within 14 days of completion of the administrative review. The request shall include:

 - ~~a. The specific nature of the decision with which the parent/guardian disagrees.~~
 - ~~b. The specific relief the parent/guardian seeks.~~
 - ~~c. Any other information the parent/guardian believes pertinent.~~~~
 - ~~3. Within 30 days of receiving the parent/guardian's request, the Superintendent or designee and 504 Coordinator shall select an impartial hearing officer. This 30 day deadline may be extended for good cause or by mutual agreement of the parties. The 504 Coordinator shall maintain a list of impartial hearing officers who are qualified and willing to conduct Section 504 hearings. To ensure impartiality, such officers shall not be employed by or under contract with the district in any capacity other than that of hearing officer and shall not have any professional or personal involvement that would affect their impartiality or objectivity in the matter.~~
 - ~~4. Within 45 days of the selection of the hearing officer, the Section 504 due process hearing shall be conducted and a written decision mailed to all parties. This 45-day deadline may be extended for good cause or by mutual agreement of the parties. Any party to the hearing shall be afforded the right to:

 - ~~a. Be accompanied and advised by counsel and by individuals with special knowledge or training related to the problems of students who are qualified as disabled under Section 504.~~
 - ~~b. Present written and oral evidence.~~
 - ~~c. Question and cross-examine witnesses.~~
 - ~~d. Receive written findings by the hearing officer.~~

~~If desired, either party may seek a review of the hearing officer's decision by a federal court of competent jurisdiction.~~~~

VII. ~~Notification~~

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

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IDENTIFICATION, EVALUATION AND PLACEMENT UNDER SECTION 504

The Superintendent designates the following position as the district's 504 Coordinator to implement the requirements of Section 504 of the federal Rehabilitation Act of 1973:

Director of School and Student Services

710 Encinitas Boulevard, Encinitas, CA 92024

760-753-6491

For the purpose of implementing Section 504, the following terms and phrases shall have only the meanings specified below:

Free appropriate public education (FAPE) means the provision of regular or special education and related aids and services designed to meet the individual educational needs of a student with disabilities as adequately as the needs of students without disabilities are met, at no cost to the student or his/her parent/guardian except when a fee is specifically authorized by law for all students.

Student with a disability means a student who has a physical or mental impairment which substantially limits one or more major life activities.

Physical impairment means any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more body systems, such as neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genito-urinary, immune, hemic, lymphatic, skin, and endocrine. (28 CFR 35.108)

Mental impairment means any mental or psychological disorder.

Substantially limits major life activities means limiting a person's ability to perform functions, as compared to most people in the general population, such as caring for himself/herself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, writing, communicating, and working. Major life activities also includes major bodily functions such as functions of the immune system, special sense organs and skin, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions, as well as the operation of an individual organ within a body system. The determination of whether an impairment substantially limits a student's major life activities shall be made without regard to the ameliorative effects of mitigating

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measures other than ordinary eyeglasses or contact lenses. Mitigating measures are measures that an individual may use to eliminate or reduce the effects of an impairment, including, but not limited to, medications, medical supplies or equipment, prosthetic devices, assistive devices, reasonable modifications or auxiliary aids or services, learned behavioral or adaptive neurological modifications, psychotherapy, behavioral therapy, or physical therapy.

Referral, Identification, and Evaluation

The District has an affirmative responsibility to ensure that students are evaluated if there is reason to suspect that they may qualify under Section 504. This is commonly referred to as the District's "child find" obligation.

Any action or decision to be taken by the district involving the referral, identification, or evaluation of a student with disabilities shall be in accordance with the procedures outlined in the District's adopted Section 504 Procedural Manual.

Section 504 Services Plan and Placement

Services and placement decisions for students with disabilities shall be determined as follows:

1. A multidisciplinary 504 team shall be convened to review the evaluation data in order to make placement decisions.

The 504 team shall consist of a group of persons knowledgeable about the student, the meaning of the evaluation data, and the placement options. (34 CFR [104.35](#))

In interpreting evaluation data and making placement decisions, the team shall draw upon information from a variety of sources, including aptitude and achievement tests, teacher recommendations, physical condition, social or cultural background, and adaptive behavior. The team shall also ensure that information obtained from all such sources is documented and carefully considered and that the placement decision is made in conformity with 34 CFR [104.34](#). (34 CFR [104.35](#))

If, upon evaluation, a student is determined to be eligible for services under Section 504, the team shall meet to develop a written 504 services plan which shall specify the types of regular or special education services, accommodations, and supplementary aids and services necessary to ensure that the student receives FAPE.

The parents/guardians shall be invited to participate in the meeting and shall be given an opportunity to examine all relevant records.

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The district shall complete the identification, evaluation, and placement process as outlined in the District adopted Section 504 Procedural Manual.

Review and Reevaluation

The 504 team shall monitor the progress of the student and shall review the effectiveness of the student's Section 504 services plan to determine whether the services are appropriate and necessary and whether the student's needs are being met as adequately as the needs of students without disabilities are met. In addition, each student with a disability under Section 504 shall be reevaluated at least once every three years. A reevaluation of the student's needs shall be conducted before any subsequent significant change in placement.

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

Procedural Safeguards

The Superintendent or designee shall notify the parents/guardians of students with disabilities of all actions and decisions by the district regarding the identification, evaluation, or educational placement of their children. He/she also shall notify the parents/guardians of all the procedural safeguards available to them if they disagree with the district's action or decision, including an opportunity to examine all relevant records and an impartial hearing in which they shall have the right to participate. (34 CFR [104.36](#))

If a parent/guardian disagrees with any district action or decision regarding the identification, evaluation, or educational placement of his/her child under Section 504, he/she may request a Section 504 due process hearing within 30 days of that action or decision.

Prior to requesting a Section 504 due process hearing, the parent/guardian may, at his/her discretion, but within 30 days of the district's action or decision, request an administrative review of the action or decision. The Coordinator shall designate an appropriate administrator to meet with the parent/guardian to attempt to resolve the issue and the administrative review shall be held within 14 days of receiving the parent/guardian's request. If the parent/guardian is not satisfied with the resolution of the issue, or if the parent/guardian did not request an administrative review, he/she may request a Section 504 due process hearing.

A Section 504 due process hearing shall be conducted as outlined in the District adopted Section 504 Procedural Manual and Procedural Safeguards.

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Notifications

The Superintendent or designee shall ensure that the district has taken appropriate steps to notify students and parents/guardians of the district's duty under Section 504.

INSTRUCTION

ATHLETIC COMPETITION

The Governing Board recognizes that the district's athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The athletic program shall be designed to meet students' interests and abilities and shall be varied in scope to attract wide participation.

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

NONDISCRIMINATION AND EQUIVALENT OPPORTUNITIES IN THE ATHLETIC PROGRAM

The district's athletic program shall be free from discrimination and discriminatory practices prohibited by state and federal law, including, but not limited to, the use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname. The Superintendent or designee shall ensure that equivalent athletic opportunities are provided for males and females, and that students are permitted to participate in athletic activities consistent with their gender identity.

Any complaint regarding the district's athletic program shall be filed in accordance with the district's uniform complaint procedures.

CALIFORNIA INTERSCHOLASTIC FEDERATION

The Board maintains membership in the California Interscholastic Federation (CIF) and requires that interscholastic athletic activities be conducted in accordance with Board policy, administrative regulations, and CIF bylaws and rules. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for site-level decisions, as appropriate.

Upon recommendation of the Superintendent, the Board shall annually designate an employee from each high school to serve as a representative to the local CIF league. Appointees shall represent the district in performing all duties required by the CIF league. In making this selection, the Board shall consider the employee's understanding of the district's goals for student learning and interscholastic and extracurricular activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and individual interpersonal communication and leadership skills.

The Superintendent or designee shall ensure that the district representatives to CIF report regularly to the Board on league, section, and statewide issues, as well as activities and prospective actions related to athletic programs.

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Any district school that participates in the California Interscholastic Federation (CIF) shall conduct its athletic activities in accordance with CIF bylaws and rules and any applicable district policy and regulation. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for site-level decisions, as appropriate.

The Board shall annually designate a representative to the local CIF league from each school that participates in CIF sports. The Superintendent or designee shall recommend a candidate for the position who demonstrates an understanding of the district's goals for student learning and interscholastic activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and interpersonal communication and leadership skills.

The designated representative(s) shall vote on issues that impact interscholastic athletics at the league and section levels, perform any other duties required by the CIF league, and report regularly to the Board on league, section, and statewide issues related to athletic programs.

STUDENT ELIGIBILITY

Eligibility requirements for participation in the district's interscholastic athletic program, including requirements pertaining to academic achievement and residency, shall be the same as those set by the district for participation in extracurricular and co-curricular activities.

In addition, the Superintendent or designee shall ensure that students participating in interscholastic athletics governed by CIF satisfy CIF eligibility requirements. Students shall not be charged a fee to participate in an athletic program, including, but not limited to, a fee to cover the cost of uniforms, locks, lockers, or athletic equipment.

SPORTSMANSHIP

The Board values the quality and integrity of the athletic program and the character development of student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring, and good citizenship and the [Codes of Conduct](#) Code of Ethics adopted by CIF.

Students and staff may be subject to disciplinary action for improper conduct.

HEALTH AND SAFETY

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities.

Students shall have a medical clearance before participating in interscholastic athletic programs. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic

ITEM 22
6145.2**INSTRUCTION**

equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

~~In the event that an injury occurs, the coach or other appropriate district employee shall observe universal precautions and shall remove the student athlete from the activity and/or seek medical treatment for the student as appropriate.~~

In the event of an injury or a perceived imminent risk to a student's health, such as a concussion or passing out, fainting, or other sign of sudden cardiac arrest, during or immediately after an athletic activity, the coach or any other district employee who is present shall remove the student athlete from the activity, observe universal precautions in handling blood or other bodily fluid, and/or seek medical treatment for the student as appropriate.

Whenever an injury is suffered by a student, the Superintendent or designee shall notify the student's parent/guardian of the date, time, and extent of any injury suffered by the student and any actions taken to treat the student.

LEGAL REFERENCE:**EDUCATION CODE**

200-262.4	Prohibition of discrimination
17578	Cleaning and sterilizing of football equipment
17580-17581	Football equipment
32220-32224	Insurance for athletic teams, especially:
32221.5	Required insurance for athletic activities
33353-33353.5	California Interscholastic Federation; implementation of policies, insurance program
33354	California Department of Education authority over interscholastic athletics
33479-33479.9	The Eric Parades Sudden Cardiac Arrest Prevention Act
35160.5	District policies; rules and regulations
35179	Interscholastic athletics
35179.1	California High School Coaching Education and Training Program
35179.5	Interscholastic athletics; limitation on full-contact practices
48850	Interscholastic athletics; students in foster care and homeless students
48900	Grounds for suspension and expulsion
48930-48938	Student organizations
49010-49013	Student fees
49020-49023	Athletic programs; legislative intent, equal opportunity
49030-49034	Performance-enhancing substances
49458	Health examinations, interscholastic athletic program
49475	Health and safety, concussions and head injuries
49700-49701	Education of children of military families
51242	Exemption from physical education for high school students in interscholastic athletic program

PENAL CODE

San Dieguito Union High School District
Policy Adopted: March 17, 2983
Policy Revised: March 1, 2001
Policy Revised: February 18, 2016
Policy Revised: August 17, 2017, 1st Read

INSTRUCTION

245.6 Hazing

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs, especially:
4920-4922 Nondiscrimination in intramural, interscholastic, and club activities
5531 Supervision of extracurricular activities of students
5590-5596 Employment of noncertificated coaches

UNITED STATES CODE, TITLE 20

1681-1688 Discrimination based on sex or blindness, Title IX

CODE OF FEDERAL REGULATIONS, TITLE 34

106.31 Nondiscrimination on the basis of sex in education programs or activities
106.33 Comparable facilities
106.41 Nondiscrimination in athletic programs

COURT DECISIONS

Mansourian v. Regents of University of California, (2010) ~~594-602~~F. 3d ~~1095~~957
Kahn v. East Side Union High School District, (2004) 31 Cal. 4th 990t
McCormick v. School District of Mamaroneck, (2004) 370 F.3d 275
Hartzell v. Connell, (1984) 35 Cal. 3d 899

MANAGEMENT RESOURCES:

CSBA PUBLICATIONS

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

~~Student Fees Litigation Update, Education Legal Alliance Advisory, May 20, 2011~~

~~A School Board Member's Guide to CIF and Interscholastic Sports, 1997~~

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Discrimination, March 2017

CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS

~~Guidelines for Gender Identity Participation~~

California Interscholastic Federation Constitution and Bylaws

A Guide to Equity in Athletics

Guidelines for Gender Identity Participation

Keep Their Heart in the Game: A Sudden Cardiac Arrest Information Sheet for Athletes and Parents/Guardians

San Dieguito Union High School District
Policy Adopted: March 17, 2983
Policy Revised: March 1, 2001
Policy Revised: February 18, 2016
Policy Revised: August 17, 2017, 1st Read

INSTRUCTION

~~Acute Concussion Evaluation (ACE) Care Plan, 2006~~

Pursuing Victory with Honor, 1999

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

Heads Up: Concussion in High School Sports, Tool Kit, June 2010

Heads Up: Concussion in Youth Sports, Tool Kit, July 2007

Acute Concussion Evaluation (ACE) Care Plan, 2006

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

Withdrawal of Dear Colleague Letter on Transgender Students, Dear Colleague Letter, February 22, 2017

Intercollegiate Athletics Policy Clarification: The Three-Part Test - Part Three, Dear Colleague letter, April 20, 2010

WEB SITES

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

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

California Interscholastic Federation: <http://www.cifstate.org>

Centers for Disease Control and Prevention, Concussion Resources: <http://www.cdc.gov/concussion>

National Federation of State High School Associations: <http://www.nfhs.org>

National Operating Committee on Standards for Athletic Equipment: <http://www.nocsae.org>

U.S. Anti-Doping Agency: <http://www.usada.org>

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

STUDENTS

5116.1

INTRADISTRICT / OPEN ENROLLMENT

The Governing Board desires to provide enrollment options that meet the diverse needs and interests of district students and parents/guardians, while also ~~balancing enrollment in order to~~ maximizing the efficient use of district facilities. The Superintendent or designee shall establish procedures for the selection and transfer of students among district schools in accordance with law, Board policy, and administrative regulation.

The parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of their residence within the district.

The Board shall annually review this policy.

ENROLLMENT PRIORITIES

No student currently residing within a school's attendance area shall be displaced by another student transferring from outside the attendance area.

The Superintendent or designee shall grant priority to any district student to attend another district school, including a charter school, outside of his/her attendance area as follows:

1. Any student enrolled in a district school that has been identified on the state's Open Enrollment Act list.
- ~~2. Any student enrolled in a district school receiving Title I funds that has been identified for program improvement (PI), corrective action, or restructuring. (20 USC 6316)~~
3. Any student enrolled in a district school designated by the California Department of Education as "persistently dangerous."
4. Any student who is a victim of a violent crime while on school grounds.
5. Upon a finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area. Special circumstances, include, but are not limited to, threats of bodily harm or threats to the emotional stability of the student. Any such student may transfer to a district school that is at capacity and otherwise closed to transfers.

To grant priority under these circumstances, the Superintendent or designee must have received either:

- a. A written statement from a representative of an appropriate state or local agency, ~~such as a~~ including, but not necessarily limited to, a law enforcement official, social worker, or a properly licensed or registered professional, such as a psychiatrist, psychologist, or marriage and family therapist
- b. A court order, including a temporary restraining order and injunction
6. Any sibling of a student already in attendance in that school.
7. Any student whose parent/guardian is assigned to that school as his/her primary place of employment.

STUDENTS

5116.1

APPLICATION AND SELECTION PROCESS

In order to ensure the priorities for enrollment in district schools are implemented in accordance with the law, the district's online intradistrict application submission dates will be posted on the district's website at www.sduhsd.net for the school year preceding the school year for which the transfer is requested.

The Superintendent or designee shall calculate each school's capacity in a non-arbitrary manner using student enrollment and available space.

Except for priorities listed above, the Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever the school receives admission requests that are in excess of the school's capacity.

Enrollment decisions shall not be based on a student's academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students.

TRANSPORTATION

~~Except as required by 20 USC 6316 for transfers out of Title I-PI schools,~~ the district shall not be obligated to provide transportation for students who attend school outside their attendance area.

LEGAL REFERENCES

EDUCATION CODE

200	Prohibition against discrimination
35160.5	District policies; rules and regulations
35291	Rules
35351	Assignment of students to particular schools
46600-46611	Interdistrict attendance agreements
48200	Compulsory attendance
48204	Residency requirements for school attendance
48300-48316	Student attendance alternatives, school district of choice program
48350-48361	Open Enrollment Act
48980	Notice at beginning of term

CODE OF REGULATIONS, TITLE 5

11992-11994 Definition of persistently dangerous schools

UNITED STATES CODE, TITLE 20

STUDENTS

- ~~6316~~ Transfers from program improvement schools
- 6311 State plans
- 7912 Transfers from persistently dangerous schools

CODE OF FEDERAL REGULATIONS, TITLE 34

- ~~200.36~~ Dissemination of information
- ~~200.37~~ Notice of program improvement status, option to transfer
- ~~200.39~~ Program improvement, transfer option
- ~~200.42~~ Corrective action, transfer option
- ~~200.43~~ Restructuring, transfer option
- ~~200.44~~ Public school choice, program improvement schools
- ~~200.48~~ Transportation funding for public school choice

COURT DECISIONS

Crawford v. Huntington Beach **Union High School District**, (2002) 98 Cal.App.4th 1275

ATTORNEY GENERAL OPINIONS

85 Ops.Cal.Atty.Gen. 95 (2002)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Public School Choice FAQs

Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016

U.S. DEPARTMENT OF EDUCATION ~~NONREGULATORY GUIDANCE~~ PUBLICATIONS

~~Public School Choice, January 2009~~

Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, rev. May 4, 2016

Unsafe School Choice Option, May 2004

WEBSITES

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

California Department of Education, ~~Unsafe School Choice Option~~: <http://www.cde.ca.gov>
<http://www.cde.ca.gov/ls/ss/se/usco.asp>

U.S. Department of Education, ~~No Child Left Behind~~: <http://www.nclb.gov> (3/03-11/08)-
~~3/11~~ <http://www.ed.gov>

INVOLUNTARY STUDENT TRANSFERS

The Governing Board desires to enroll students in the school of their choice, but recognizes that circumstances sometimes necessitate the involuntary transfer of some students to another school or program in the district. The Superintendent or designee shall develop procedures to facilitate the transition of such students into their new school of enrollment.

As applicable, when determining the best placement for a student who is subject to involuntary transfer, the Superintendent or designee shall review all educational options for which the student is eligible, the student's academic progress and needs, the enrollment capacity at district schools, and the availability of support services and other resources.

Whenever a student is involuntarily transferred, the Superintendent or designee shall provide timely written notification to the student and his/her parent/guardian and an opportunity for the student and parent/guardian to meet with the Superintendent or designee to discuss the transfer.

STUDENTS CONVICTED OF VIOLENT FELONY OR MISDEMEANOR

A student may be transferred to another district school if he/she is convicted of a violent felony, as defined in Penal Code 667.5(c), or a misdemeanor listed in Penal Code 29805 and is enrolled at the same school as the victim of the crime for which he/she was convicted.

Before transferring such a student, the Superintendent or designee shall attempt to resolve the conflict using restorative justice, counseling, or other such services. He/she shall also notify the student and his/her parents/guardians of the right to request a meeting with the principal or designee. (Education Code 48929)

Participation of the victim in any conflict resolution program shall be voluntary, and he/she shall not be subjected to any disciplinary action for his/her refusal to participate in conflict resolution.

The principal or designee shall submit to the Superintendent or designee a recommendation as to whether or not the student should be transferred. If the Superintendent or designee determines that a transfer would be in the best interest of the students involved, he/she shall submit such recommendation to the Board for approval.

The Board shall deliberate in closed session to maintain the confidentiality of student information, unless the parent/guardian or adult student submits a written request that the matter be addressed in open session and doing so would not violate the privacy rights of any other student. The Board's decision shall be final.

The decision to transfer a student shall be subject to periodic review by the Superintendent or designee.

STUDENTS**5116.2**

The Superintendent or designee shall annually notify parents/guardians of the district's policy authorizing the transfer of a student pursuant to Education Code 48929.

OTHER INVOUNTARY TRANSFERS

Students may be involuntarily transferred under either of the following circumstances:

1. If a high school student commits an act enumerated in Education Code 48900 or is habitually truant or irregular in school attendance, he/she may be transferred to a continuation school.
2. If a student is expelled from school for any reason, is probation-referred pursuant to Welfare and Institutions Code 300 or 602, or is referred by a school attendance review board or another formal district process, he/she may be transferred to a community day school.

LEGAL REFERENCE**EDUCATION CODE**

35146	Closed sessions; student matters
48430-48438	Continuation classes, especially:
48432.5	Involuntary transfer to continuation school
48660-48666	Community day schools, especially:
48662	Involuntary transfer to community day school
48900	Grounds for suspension and expulsion
48929	Transfer of student convicted of violent felony or misdemeanor
48980	Notice at beginning of term

PENAL CODE

667.5	Violent felony, definition
29805	Misdemeanors involving firearms

WELFARE AND INSTITUTIONS CODE

300	Minors subject to jurisdiction
602	Minors violating laws defining crime; ward of court

MANGEMENT RESOURCES:**WEB SITES**

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

STUDENTS

SUICIDE PREVENTION

The Governing Board recognizes that suicide is a leading cause of death among youth and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. To attempt to reduce suicidal behavior and its impact on students and families, the Superintendent or designee shall develop measures and strategies for suicide prevention, intervention, and postvention.

In developing measures and strategies for use by the district, the Superintendent or designee may consult with school health professionals, school counselors, school psychologists, school social workers, administrators, other staff, parents/guardians, students, local health agencies, mental health professionals, and community organizations.

Such measures and strategies shall include, but are not limited to:

1. Staff development on suicide awareness and prevention for teachers, school counselors, and other district employees who interact with students in the secondary grades.
2. Instruction to students in problem-solving and coping skills to promote students' mental, emotional, and social health and well-being, as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others.
3. Methods for promoting a positive school climate that enhances students' feelings of connectedness with the school and that is characterized by caring staff and harmonious interrelationships among students.
4. The provision of information to parents/guardians regarding risk factors and warning signs of suicide, the severity of the youth suicide problem, the district's suicide prevention curriculum, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis.
5. Encouragement for students to notify appropriate school personnel or other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions.
6. Crisis intervention procedures for addressing suicide threats or attempts.
7. Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide.

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth.

LEGAL REFERENCE:

EDUCATION CODE

215 Student suicide prevention policies
32280-32289 Comprehensive safety plan
49060-49079 Student records

STUDENTS

49602 Confidentiality of student information
49604 Suicide prevention training for school counselors

GOVERNMENT CODE

810-996.6 Government Claims Act

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent
5850-5883 Mental Health Services Act

COURT DECISIONS

Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

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

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

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS PUBLICATIONS

Preventing Suicide, Guidelines for Administrators and Crisis Teams, 2015

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

Preventing Suicide: A Toolkit for High Schools, 2012

National Strategy for Suicide Prevention: Goals and Objectives for Action, rev. 2012

WEB SITES

American Association of Suicidology: <http://www.suicidology.org>

American Foundation for Suicide Prevention: <http://afsp.org>

American Psychological Association: <http://www.apa.org>

American School Counselor Association: <http://www.schoolcounselor.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Health Care Services, Suicide Prevention Program:
<http://www.dhcs.ca.gov/services/MH/Pages/SuicidePrevention.aspx>

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Association of School Psychologists: <http://www.nasponline.org>

National Institute for Mental Health: <http://www.nimh.nih.gov>

Trevor Project: <http://thetrevorproject.org>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration: <http://www.samhsa.gov>

STUDENTS

~~During the past 20 years, the rate of adolescent suicide has almost tripled. Suicide is now the third leading cause of death between the ages of 15 and 24. The Board of Trustees finds it imperative that this tragic situation be openly addressed and that all staff, students and parents be made aware of warning signs and procedures by which they may help suicidal students at this especially vulnerable age.~~

~~Board recognizes that all suicide threats must be taken seriously. The Superintendent or designee shall provide all staff members with procedures for intervening in low-risk and in high-risk crisis situations. These procedures shall include guidelines by which staff members may assess the seriousness of a student's risk for suicide.~~

~~The Board believes that school staff, students and parents all can contribute significantly towards the prevention of adolescent suicide. The district shall, therefore, provide suicide prevention training for each of these segments of the school community.~~

STAFF AWARENESS

~~The Board strongly encourages teachers to help students of all ages develop both a positive self image and a realistic attitude towards potential accomplishments.~~

~~order that all district staff may learn suicidal crisis, understand how to help suicidal youths identify helpful community resources Inservice training shall be offered under the district trained nurse, counselor, or psychologist.~~

CURRICULUM

~~The Board finds it appropriate that suicide prevention be incorporated into the health curriculum. This instruction shall help students:~~

- ~~1.— Understand how feelings of depression and despair can lead to suicide.~~
- ~~2.— Identify alternatives to suicide and develop new coping skills.~~
- ~~3.— Recognize the intentions in their friends.~~
- ~~4.— Learn to listen, be honest, share feelings and get help when communicating with friends who show signs of suicidal.~~

~~Identify community resources where teenagers can get crisis intervention help.~~

PEER COUNSELING

~~The Board endorses the use of peer counselors who can provide an effective support system for students who are uncomfortable communicating with adults. Peer counselors shall be expected to have completed the suicide prevention curriculum and demonstrated that they are able to identify the warning signs of suicidal behavior, make contact rapidly, and get a suicidal student to adult help.~~

STUDENTS

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5141.52

~~LEGAL REFERENCE~~

~~EDUCATION CODE~~

~~10200-10245—Youth Suicide Prevention School Program~~

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: July 31, 2017

BOARD MEETING DATE: August 17, 2017

PREPARED BY: Susan Dixon
Director of Classified Personnel
Cindy Frazee
Associate Superintendent Human Resources

SUBMITTED BY: Eric R. Dill
Superintendent

SUBJECT: Annual Report of the Personnel Commission
(2016-2017)

EXECUTIVE SUMMARY

Attached for information is the Personnel Commission's Annual Report of activities for the 2016-2017 year as approved by the Personnel Commission at its regular meeting on July 20, 2017. The Personnel Commission strives to provide the District with the highest quality classified service possible in an efficient and cost-effective manner while maintaining the principles of fair employment based on merit. This report reflects the collaborative efforts of many individuals including the members of the Classification Advisory Committee, classified employees, management, and the staff of the Personnel Commission.

Meetings of the Personnel Commission are open to the public and are generally held the second Tuesday of each month at 3:30 pm. A complete schedule of meeting dates can be found on the Personnel Commission website at <http://www.sduhsd.net/human-resources/classified-personnel/personnel-commission>.

RECOMMENDATION:

This item is being submitted for information only.

FUNDING SOURCE:

N/A

Attachment

San Dieguito Union High School District Personnel Commission

710 ENCINITAS BOULEVARD, ENCINITAS, CA 92024
WWW.SDUHSD.NET

ANNUAL REPORT 2016-2017

The Annual Report for the 2016-17 year has been prepared by Personnel Commission staff in compliance with Education Code Section 45266, and Personnel Commission Rule 2.17. The Annual Report describes Commission activities for the preceding fiscal year.

The District has operated under the Merit System since its adoption in 1972. The San Dieguito Union High School District is comprised of five middle schools, four comprehensive high schools and one alternative high school and is located in coastal North San Diego County. The employees in the classified service proudly serve the students and the community in support of high education standards.

The Commission staff thanks each employee of the classified service for their dedication to the students of the San Dieguito Union High School District. Additional appreciation goes to the many individuals who have served as subject matter experts in the development and administration of examinations to ensure the employment of highly qualified individuals and to those employees who provided input for classification description updates.



**Recruitment, Selection,
Classification, Training,
and Retention**



Personnel Commissioners

Established:

December 1, 1972

John Baird

CSEA Appointee

Commissioner

Serving Since 2013

Patricia "Pat" Spirit

Commission Joint Appointee

Commissioner Vice-Chair

Serving Since 2016

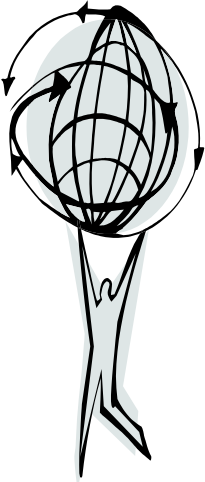
Terry King

Board of Trustees Appointee

Commissioner Chair

Serving Since 2014

Personnel Commission Staff



Susan Dixon, Director of Classified Personnel

Responsible for the management of the District's personnel services within the Merit System for classified employees. Critical goals of the director include: enhancing and maintaining a sound recruitment process to identify highly qualified new employees as well as promote existing employees; review job descriptions and assignments and make appropriate recommendations for revisions; and recognize the outstanding contributions of classified staff.

Barbara Bass, Human Resources Analyst

Responsible for journey-level work in recruitment, test development and administration, classification and other analytical procedures in support of the Merit System.

Kathy Potter, Human Resources Technician

Responsible for a wide variety of complex clerical functions related to the recruitment, on-boarding and employment processes for the classified service. Additionally, responsible for administrative support to the Personnel Commission.

San Dieguito Union High School District Administration

Board of Trustees:

Amy Herman, President

Joyce Dalessandro, Vice-President

Beth Hergesheimer, Clerk

Maureen "Mo" Muir, Trustee

John Salazar, Trustee

District Administration:

Superintendent

Eric Dill

Associate Superintendent, Human Resources

Cindy Frazee

Associate Superintendent, Business Services

Tina Douglas

Associate Superintendent, Educational Services

Mike Grove

Associate Superintendent, Administrative Services

Mark Miller

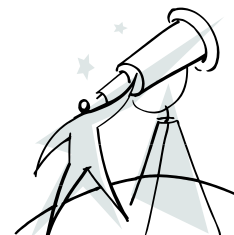
Classified Service

Classified Employees — 396

Confidential Employees — 4

Classified Supervisors — 11

Classified Management — 12



**Excellence is
our Standard**

The Merit System

The fundamental purpose of merit employment for classified employees under California Education Code is to ensure selection, promotion, and retention are without favoritism or prejudice and on the basis of merit and fairness. An independent Personnel Commission administers the Merit System. It is composed of three Commissioners, each appointed for a three-year term. The District appoints one Personnel Commissioner. The classified employees, through their bargaining unit, appoint the second Commissioner. Those two Commissioners then appoint the third member of the Commission.

The Commission has a threefold responsibility:

- To cooperate with the Board of Trustees and District administrators in the quest for high quality employees and sound human resources administration.
- To represent the interests of the general public by providing a personnel system dedicated to hiring and keeping competent employees to perform the classified work in the service of the jurisdiction.
- To ensure that classified employees receive fair and equitable treatment.

The three-way division of responsibilities sometimes places Commissioners in the position of being mediators between conflicting interests of employees, management and the general public. Commissioners must make decisions that are fair and contribute to the overall goal of a personnel program based on merit.

Goals of the Commission

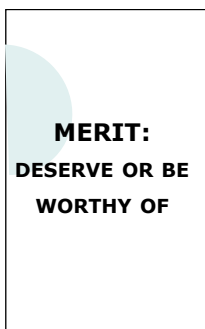
Commissioners have the responsibility to oversee that classified employment is built on, and remains consistent with, core merit principles. The most important of these merit employment principles are best summarized as follows:

- Hiring and promoting employees on the basis of ability, with open competition for initial employment.
- Retaining employees on the basis of performance and separating from the service those whose

inadequate performance cannot be corrected.

- Ensuring that employees doing like work are classified the same and receive like pay.
- Providing for fair and impartial rules and consistency of administration of the rules.
- Assuring fair treatment of applicants and employees in all aspects of personnel administration without regard to race, color, religion, sex or sexual preference/orientation, age, political affiliation, national origin, or a disability

which may be reasonably accommodated, and with proper regard for their privacy and constitutional rights.



Personnel Commission Meetings

RULE 2.6 REGULAR MEETINGS

Regularly scheduled meetings of the Personnel Commission are held on the second Tuesday of the month at 3:30 p.m., in the District Office Board Room, 101.

The Personnel Commission held 12 meetings over the 2016-2017 fiscal year. Commissioners received a stipend of \$50.00 per meeting attended. Commissioners do not receive District-paid health and/or dental benefits.



SUMMARY OF PERSONNEL COMMISSION ACTIVITIES

Recruitment

	2015-16	2016-17
Promotional Only Exams	5	2
Open/Promotional Exams	12	15
Open/Promotional Dual Certification	24	32
Applications Received	631	920
Candidates Tested	311	380
Candidates Eligible	206	279

Employment

	2015-16	2016-17
Transfers	51	30
Promotions	18	19
New Hires	52	57
Re-employments	1	4
Limited Term Appointments	7	5
Leave of Absence	7	4
Voluntary Demotions	3	3
Placed in Unpaid Status	3	2

Terminations

	2015-16	2016-17
Resignations	20	36
Retirements	14	24
Layoffs/Reductions	2	0
Employees Affected	2	0
Appeals from Discipline	0	0

Classification Activities

	2015-16	2016-17
New Classifications Established	2	2
Classification Descriptions Revised	15	16
Positions/Incumbents Reclassified	9	0
Classifications Reallocated Upward	0	0
Classifications Reallocated Downward	1	0
Reclassification Requests Denied	4	1



A year in review

Presented to the Personnel Commission: 7/20/17; Presented to the Board of Trustees: 8/17/17