

San Dieguito

Union High School District

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Board of Trustees:

Joyce Dalessandro
Linda Friedman
Barbara Groth
Beth Hergesheimer
Deanna Rich

Superintendent:

Peggy Lynch, Ed.D.

Canyon Crest Academy
Carmel Valley MS
Diegueno MS
Earl Warren MS
La Costa Canyon HS
North Coast Alternative HS
Oak Crest MS
San Dieguito Adult Education
San Dieguito HS Academy
Sunset HS
Torrey Pines HS

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

Thursday, December 14, 2006

CLOSED SESSION

Called to Order / Public Comments

President Linda Friedman called the meeting to order at 5:00 p.m. on Thursday, December 14, 2006, to receive public comment on the closed session agenda items. There were no public comments, and the Board convened to closed session in the small board room to discuss:

CURRENT LITIGATION, pursuant to Government Code Section 54956.95. (Two cases)

STUDENT DISCIPLINE, Consideration and/or deliberation of student discipline matters / Expulsion Hearing (one case)

The closed session was adjourned at 6:25 p.m., and the Board members reconvened in the large board room for the presentation and to begin their regular meeting and relay any reportable action taken during closed session.

REGULAR MEETING

Members In Attendance

All Board of Trustees members were in attendance.

Student Board members present: Jackie Brabyn, La Costa Canyon High School; Kelly Kean, Canyon Crest Academy; Melissa Sweet, Torrey Pines High School.

Administrators Present

Peggy Lynch, Ed.D., Superintendent
Rick Schmitt, Associate Superintendent/Educational Services
Steve Ma, Associate Superintendent/Business
Terry King, Associate Superintendent/Human Resources
David Bevilaqua, Executive Director of Finance
Terry Calen, Principal, Oak Crest Middle School
Michael Taylor, Director of Financial Services
Becky Banning, Recording Secretary
Sue Gleiforst, Recording Secretary

A. PRELIMINARY FUNCTIONS (ITEMS 1 – 6)

1. Reconvene / Call to Order (Item 1)

The regular meeting of the Board of Education was called to order at 6:30 p.m. by President Linda Friedman.

ITEM 6-B

2. Salute to Flag (Item 4)
Mrs. Sue Gleiforst led the salute to the flag.
3. Report Out of Closed Session (Item 5) - It was motioned and seconded to expel Student #471249 from 12/14/06 through 12/14/07 for violating Education Code #48900, (c) and (k). **Motion unanimously carried.**
4. Approval of Minutes (Item 6)
It was moved by Mrs. Dalessandro, seconded by Mrs. Rich, that the minutes of the November 16, 2006, Regular Board Meeting be approved as presented. **Motion unanimously carried.**

**B. ORGANIZATIONAL MEETING OF THE BOARD (ITEMS 7A – 7J)
ELECTION OF OFFICERS AND APPOINTMENT OF REPRESENTATIVES**

5. Oath Of Office (Item 7) - Dr. Peggy Lynch administered the Oath of Office to Mrs. Friedman, Mrs. Groth and Mrs. Rich, and congratulated them on their re-election.
6. Election of President / Passing of The Gavel (Items 7A-7B) – It was moved by Mrs. Hergesheimer and seconded by Mrs. Delessandro that Mrs. Deanna Rich be elected Board President. **Motion unanimously carried.**
7. Recognition of Outgoing President (Item 7C) - Outgoing President, Mrs. Linda Friedman, was presented with a bouquet of flowers by Mrs. Rich and an engraved paperweight by Dr. Peggy Lynch in recognition of her leadership for the past year. Incoming President, Mrs. Rich, facilitated the remainder of the meeting.
8. Election of Vice President (Item 7D) – It was moved by Mrs. Dalessandro and seconded by Mrs. Friedman that Mrs. Beth Hergesheimer be elected Board Vice President. **Motion unanimously carried.**
9. Election of Clerk (Item 7E) – It was moved by Mrs. Friedman and seconded by Mrs. Groth that Mrs. Joyce Dalessandro be elected Board Clerk. **Motion unanimously carried.**
10. APPOINTMENTS OF REPRESENTATIVES (ITEMS 7F– 7H)
North City West / Joint Powers of Authority (Item 7F): Mr. Steve Ma
Moved by Mrs. Dalessandro; seconded by Mrs. Groth. **Motion unanimously carried.**
11. North City West / Joint Powers of Authority, Alternate (Item 7G): Dr. Lynch and Mrs. Friedman
Moved by Mrs. Groth; seconded by Mrs. Hergesheimer. **Motion unanimously carried.**
12. Board Representative Appointments by President (Item 7H):
Strategic Planning Committee: Mrs. Groth
Encinitas City /School Liaison Committee: Mrs. Dalessandro / Mrs. Groth
Carlsbad City/School Liaison Committee: Mrs. Dalessandro / Mrs. Hergesheimer
Solana Beach City/School Liaison Committee: Mrs. Dalessandro / Mrs. Friedman
San Diego City/School Liaison Committee: Mrs. Friedman / Mrs. Rich
North Coastal Consortium for Special Education: Mrs. Groth
Legislative Action Network: Mrs. Hergesheimer / Mrs. Rich

13. Meeting Dates, Time And Place Established (Item 7I) – Dr. Lynch presented the proposed Board Meeting dates for 2007. After some discussion, it was moved by Mrs. Friedman and seconded by Mrs. Hergesheimer that meetings be held on the proposed dates, beginning at 6:30 p.m. in the District Office Board Room. **Motion unanimously carried.**

14. Appointment Of Board Secretary And Re-Adoption Of Policies (Item 7J)

It was moved by Mrs. Groth and seconded by Mrs. Dalessandro that the Board readopt Board policies and appoint the district superintendent to serve as Board Secretary as specified in Bylaw 9320, (Meetings). **Motion unanimously carried.**

C. NON-ACTION ITEMS (ITEMS 8A – 8E)

15. Student Board Member Reports (Item 8B)

Student Board Members Kelly Kean of Canyon Crest Academy, Jackie Brabyn of La Costa Canyon High School and Melissa Sweet of Torrey Pines High School reported on events and activities at their respective schools.

16. Trustee Reports (Item 8C)

Mrs. Friedman spoke briefly about their recent attendance at the annual California School Board Association (CSBA) Conference in San Francisco, stating more details would follow in future meetings. She also reported on attending a retirement party for Sue Gleiforst, current Executive Assistant to Superintendent, Dr. Peggy Lynch. In recognition of her 21 years of service to the district, Mrs. Friedman presented Sue with a bouquet of flowers and Dr. Lynch presented Sue with an engraved crystal plaque. Mrs. Sue Gleiforst presented each of the Board Members with two red roses and thanked them in return. Each board member proceeded to express their gratitude individually and thanked Sue for her dedication and commitment to the district.

Mrs. Groth reported on attending a meeting at the San Diego County Office of Education with Superintendent of Schools, Dr. Randy Ward, to discuss legislation matters stating that San Dieguito was very well represented.

Mrs. Dalessandro also reported on attending the CSBA conference, including a session given by Dr. Lynch and some of her fellow-authors, and commended Dr. Lynch for her presentation, stating that it was, by far, the best session offered at the conference.

Mrs. Hergesheimer reported on attending the La Costa Canyon Football Awards Ceremony and their winter concert.

Mrs. Rich also reported on her attendance at the CSBA conference in San Francisco.

17. Superintendent's Briefing (Item 8D)

Dr. Lynch reported that the district had reached a tentative agreement with the California School Employee Association, which will be voted on by members within the next week and brought back to the Board of Trustees for action in January.

Other updates included reminders of the pending Encinitas City/School Liaison meeting to take place December 18th at 4pm; the District Office Holiday Party that same evening; the

North City West Joint Powers Authority meeting on December 19th at 2:00pm; Winter Break beginning December 22nd with school reconvening on January 8th, 2007; San Dieguito Academy Media Center Grand Opening Celebration scheduled on January 17th; and Board Meeting on January 18th.

18. Oak Crest Middle School Presentation (Item 8E)

Principal Terry Calen presented updates on academic achievements, student connections and character development activities; staff development and collaboration; and technology and communication highlights. At the end of the presentation, Dr. Lynch commended Mr. Calen for his participation in the CSEA Negotiations Team and for his contribution in helping the district reach a tentative agreement.

D. ACTION AGENDA / CONSENT ITEMS (ITEMS 9 – 32)

It was moved by Mrs. Dalessandro and seconded by Mrs. Hergesheimer that Items #9 – 22 on the agenda be approved as written. ***Motion unanimously carried.***

19. PERSONNEL (ITEMS 9A – 10)

- CERTIFICATED PERSONNEL (ITEM 9A)

Employment

Stephen Annest, 60% Temporary Teacher, effective 12/11/06 through 3/30/07; Jennifer Leach, 100% Temporary Teacher, for the remainder of the 2006-07 school year, effective 12/04/06 through 6/15/07; Joseph Skinner, 80% Temporary Retired Teacher, for the remainder of Semester I/2006-07 school year, effective 11/13/06 through 1/24/07.

Leave of Absence

Shanon Hoskins, Teacher, 40% Unpaid Leave of Absence (60% assignment) for the remainder of the 2006-07 school year, effective 12/12/06 through 6/15/07; Mary Ann Rall, Teacher, 100% Unpaid Leave of Absence for child-rearing purposes, effective 12/11/06 through 3/30/07.

Resignation

Alex Finlayson, Temporary Teacher, Resignation from Employment, effective 11/17/06.

Termination

Michael Brewer, Temporary Teacher, Termination from Employment, effective 1/24/07.

- CLASSIFIED PERSONNEL (ITEM 9B)

Employment

Cooper, Cheryl, Instructional Assistant, effective 12/5/06; Garcia, Adriana, Instructional Assistant-Bilingual, effective 11/17/06; Hendricks, Amy, Instructional Assistant-Bilingual, effective 12/4/06; Nalven, Joseph, At-Will Employee, effective 8/31/06 through 12/14/06; Reilly, Hilda, Instructional Assistant-Bilingual, effective 11/13/06; Sievert, Sara, Instructional Assistant Severely Handicapped, effective 11/28/06; Tamburrino, Sean, At-Will Employee, effective 11/6-9, 2006.

Change in Assignment

Bostwick, Linda, from .050% Nutrition Services Assistant I to 43.75%, effective 11/13/06; Magana, Joe, from Custodian to Custodian Crew Leader, effective 10/30/06 through 11/13/06.

20. Approval of Agreement (Item 10)

The Board approved entering into agreement with L.A. Fitness International, LLC to provide enrollment vouchers to District employees for discounted membership at L.A. Fitness, during the period December 15, 2006 through December 14, 2007, for an amount not to exceed \$2,500.00, to be expended from the General Fund 03-00 and be reimbursed by the San Diego County and Imperial County Risk Management Joint Powers Authority, and authorize Eric R. Dill or Stephen G. Ma to execute the agreement.

21. SUPERINTENDENT (ITEMS 11 - 12)

Acceptance of Gifts (Item 11) - The Board accepted the following gifts:

| Gift/ Donation | Donor's Intent for Gift | Department/ Staff Member | Site |
|-----------------------|--|---------------------------------|-------------|
| \$1,500.00 | | | CCA |
| \$1,600.00 | To renew the Turnitin software for the Library/ Media Center | Library/Media Center | SDA |
| \$300.00 | Computers | Technology/Admin | EWMS |
| \$2,000.00 | Ten drops for Room 401, College and Career Center | Technology/Admin | TPHS |
| \$3,400.00 | To purchase mobile cart for computer, Scanner, and printer | Technology/Admin | TPHS |
| \$2,303.78 | Spanish workbooks – Vista Comerciales | Foreign Language | TPHS |
| \$12,806.02 | 33 flat panel monitors and 3 computers for Publications Lab | Journalism Dept. | TPHS |
| \$17,700.00 | To purchase on-line subscriptions chosen by Library/Media tchr | Library/Media Center | TPHS |
| \$4,500.00 | For Boys Water Polo | P.E. Department | LCCHS |
| \$30,000.00 | To fund artists for CCA Envision | Envision Program | CCA |

22. Approval Of Field Trips (Item 12)

The Board approved the following field trips:

| Field Trip Date | School | Sponsor, Last | First | Team / Club | Description | Location |
|------------------------|---------------|----------------------|--------------|------------------------------|----------------------------------|-------------------------|
| 11/20 - 11/26/06 | TPHS | Harrah | Jim | Volleyball Team | CIF State Tournament | Fresno, Bakersfield, CA |
| 11/24 - 11/25/06 | TPHS | Thorne | Brent | Cross Country | CIF State Finals | Fresno, CA |
| 01/05 – 01/07/07 | SDA | Leonard | Kerri | Debate Team | Debate Competition | Fullerton, CA |
| 01/12 - 01/14/07 | SDA | Dasho | Sharon | Drama Club | State Theatre Festival | Fontana, CA |
| 02/03 - 02/04/07 | TPHS | Chodorow | Scott | Cheer Team | Cheer Competition | Ontario, CA |
| 02/17 - 02/19/07 | SDA | Leonard | Kerri | Debate Team | Debate Competition | Emeryville, CA |
| 03/02 - 03/04/07 | SDA | Broemmelsiek | Jocelyn | Science Dept, Marine Biology | Catalina Island Marine Institute | Avalon, CA |
| 03/23 - 03/25/07 | TPHS | Chodorow | Scott | Cheer Team | Cheer Competition | Las Vegas, NV |
| 04/12 - 04/14/07 | LCC | Hartley | Dallas | Boys Lacrosse | Tournament | San Francisco, CA |
| 04/12 - 04/15/07 | TPHS | Smith | Mia | Journalism | National Journalism Conf. | Denver, CO |
| 04/27 - 04/28/07 | LCC | Brubaker | Mark | Boys Volleyball | Varsity Tournament | Redondo, CA |
| 05/25 - 05/28/07 | LCC | Herron | Marcus | Music Program | Judging procedures | San Francisco, CA |

23. EDUCATIONAL SERVICES (*ITEM 13*)

Adoption Of Resolution (*Item 13*)

The Board adopted a resolution authorizing contracting pursuant to cooperative bid and award documents from the Vista Unified School District for the provision of a parent notification system, for an annual amount not to exceed \$46,420.40, to be expended from the General Fund/Restricted 06-00, and authorized Eric R. Dill or Stephen G. Ma to execute the necessary documents.

24. BUSINESS (*ITEMS 14 – 22*)

Approval, Ratification Of Agreements (*Item 14*)

The Board approved/ratified entering into the following agreements and authorized Eric R. Dill or Stephen G. Ma to execute the agreements:

Business, Continued (*Item 14*)

- Cathedral Catholic High School for lease of facilities for the Canyon Crest Academy Girls Water Polo practice, during the period November 28, 2006 through February 9, 2007, for an amount not to exceed \$7,875.00, to be paid for by the Canyon Crest Academy Foundation.
- En Pointe Technologies for Microsoft Office master school subscription license agreement for all district computers, during the period December 31, 2006 through December 31, 2007, for an amount of \$100,405.76, to be expended from the General Fund 03-00.
- Carmel Valley Recreation Center for lease of facilities for the San Dieguito Adult School Senior Fitness Class, during the period November 6, 2006 through January 26, 2007, at no cost to the District.
- YMCA of San Diego County for the branch of Magdalena Ecke Family YMCA for the Transportation Cooperative to provide a bus with driver or a bus without driver on an emergency needed basis, during the period December 15, 2006 until mutual termination, at the rates listed on the current school-year District Fee Schedule for Transportation Service Fees.

25. Approval of Amendment to Agreements (*Item 15*)

The Board approved amending the following agreements and authorized Eric R. Dill or Stephen G. Ma to execute the agreements:

- Alliance Engineering of California, Inc. to provide additional DSA inspection services on an as needed basis for the Canyon Crest Academy project, extending the contract through completion of the project, and amending the agreement to an hourly rate of \$90.00 per hour for DSA Inspector and \$75.00 per hour for Assistant DSA Inspector, to be expended from the State School Building Fund 35-00, Other Building Fund 21-09, and Mello Roos funds.
- Parsons Brinkheroff for additional Labor Compliance Program services for the Canyon Crest Academy project, increasing the amount by \$29,352.00, to be expended from the State School Building Fund 35-00, Other Building Fund 21-09, and Mello Roos funds.
- San Diego Scenic Tours, Inc. for extracurricular transportation services, extending the contract from January 1, 2007 through June 30, 2008, with a 5% increase in rates, as allowed in the contract.
- Keith Harrison for rental of warehouse space for storage of district records, extending

the contract period from December 1, 2006 and amending the contract to a month to month lease, for an amount of \$1,050.00 per month, to be expended from Capital Facilities Fund 25-19.

- EDCO Waste & Recycling Services for district wide recycling and waste disposal services, extending the contract period from January 1, 2007 through December 31, 2007, with no increase in the unit pricing.

26. Approval of Amendment to Agreement (Item 16)

The Board approved amending the agreement entered into with The Pepsi Bottling Group to reduce the full service vending upfront monies guaranteed from \$160,000 per year to \$75,000 and increase unit pricing and authorized Eric R. Dill or Stephen G. Ma to execute the amendment.

27. Approval of Change Order (Item 17)

The Board approved the following change order and authorized Eric R. Dill to execute the change order:

- Change order number 1 to the La Costa Canyon High School Field and Track Renovation project B2006-18, contract entered into with Ohno Construction, Inc., increasing the contract time by 92 calendar days, and increasing the contract amount by \$25,889.25, to be funded by the La Costa Canyon High School Foundation.

28. Approval Of Change Orders / San Dieguito Academy Media Center (Item 18)

The Board approved Change Order Number 2 to the following bid packages for the San Dieguito Academy Media Center project, to be expended from Mello Roos funds, State School Building Fund 35-00, and authorized Eric R. Dill or Stephen G. Ma to execute the change orders:

- Bid Package #1 (site demolition, grading, paving, reinforced concrete, masonry, structural steel, fencing) – Echo Pacific Construction Co, Inc., increasing the contract amount by \$20,278.00.
- Combinations Bid Packages #2, 7, & 10 (site utilities, plumbing, interior and exterior finishes, insulation, doors, frames, hardware and windows, ceramic tile and paint, electrical) – The Augustine Company, increasing the contract amount by \$32,464.00.
- Bid Package #3 (landscape, irrigation and planting) – Palm Engineering Construction Co., Inc., decreasing the contract amount by \$2,500.00.
- Bid Package #4 (rough carpentry, exterior finish carpentry and framing) – Rocky Coast Framers, Inc., increasing the contract amount by \$16,377.00.
- Bid Package #5 (interior finish carpentry, plastic laminate and wood casework) – Lozano Caseworks, Inc., increasing the contract amount by \$3,247.00.
- Bid Package #6 (roofing) – A Good Roofer, Inc., increasing the contract amount by \$2,965.00.
- Bid Package #6A (sheet metal and roof accessories) – Challenger Sheet Metal, Inc., increasing the contract amount by \$3,065.00.
- Bid Package #8 (specialties, library equipment) – Inland Acoustics, Inc., increasing the contract amount by \$5,306.00.
- Bid Package #9 (heating, ventilating and air conditioning) – Ran Enterprises, Inc., increasing the contract amount by \$4,983.00.

29. Approval Of Change Orders / Canyon Crest Academy (Item 19)

The Board approved Change Order Number 14 to the following bid packages for the Canyon Crest Academy project, to be expended from Mello Roos funds, State School Building Fund 35-00, and Other Building Fund 21-09, and authorized Eric R. Dill to execute the change orders:

- Bid Package #1 (sitework) – Sierra Pacific West, Inc., increasing the contract time by 499 calendar days and decreasing the contract amount by \$57,989.00.
- Bid Package #8 (finish carpentry, plastic laminate and wood casework, laboratory furniture equipment) – K & Z Cabinet Co., Inc., increasing the contract time by 499 calendar days.
- Bid Package #11 (glass and glazing, aluminum store front and pass through windows) – Perfection Glass Company, increasing the contract time by 499 calendar days and decreasing the contract amount by \$19,864.00.

30. Acceptance Of Construction Projects (Item 20)

The Board accepted the construction projects as complete, pending the completion of a punch list, and authorized the administration to file a Notice of Completion with the County Recorders Office:

- La Costa Canyon High School Field & Track Renovation project B2006-18, contract entered into with Ohno Construction, Inc.
- Phase I of the Energy Service Contract, Torrey Pines High School Building B HVAC Retrofit project, contract entered into with Siemens Building Technologies, Inc.

31. Acceptance Of Construction Projects / Canyon Crest Academy (Item 21)

The Board accepted the following projects comprising the Canyon Crest Academy project as complete, pending the completion of a punch list, and authorized the administration to file a Notice of Completion with the County Recorders Office:

- Bid Package #1 (sitework) – Sierra Pacific West, Inc.
- Bid Package #8 (finish carpentry, plastic laminate and wood casework, laboratory furniture equipment) – K & Z Cabinet Co., Inc.
- Bid Package #11 (glass and glazing, aluminum store front and pass through windows)- Perfection Glass Company.
- Bid Package #13 (ceramic tile) - Western Tile & Carpet, Inc./J.T. Tile & Marble, Inc.

32. Approval Of Business Reports (Item 22)

The Board approved the following Business Reports:

- Purchase Orders – 272071 - 770051
- Instant Money – 10243 – 10255
- Membership Listing – 11/7/06 – 12/04/06

E. DISCUSSION AGENDA / ACTION ITEMS

33. Nominations For CSBA Delegate Assembly (Item 23) - It was moved by Mrs. Groth and seconded by Mrs. Friedman that George Gastil, Kelli Moors, Barbara Ryan, and Jeff Kolver be elected to serve for CSBA's Delegate Assembly immediately upon election through March 31, 2009. **Motion unanimously carried.**

34. Adoption Of Uniform Complaint Policies (Item 24) - It was moved by Mrs. Dalessandro and seconded by Mrs. Friedman that the Uniform Complaint Policies #1312.3 and 1312.3/AR-1,

the Policy form revision, Uniform Complaint Notice to Parents, and 2006/2007 Annual Notification all be approved. **Motion unanimously carried.**

35. Approval Of Site Plans (Item 25) –Mr. Schmitt was invited by Dr. Lynch to address the Board and he gave a brief explanation of the expectations and variety of goals set for each site. It was moved by Mrs. Groth and seconded by Mrs. Hergesheimer to approve the School Site Plans for Student Achievement. **Motion unanimously carried.**

36. Approval Of 2006-07 District General Fund First Interim Budget (Item 26) – Mr. Ma was asked by Dr. Lynch to address the Board about the details of this first reading; she also recognized Mr. David Bevilaqua and Mr. Michael Taylor, both from Finance, for putting this report together. Mr. Ma also complimented them on their use of *Digital Schools* in the budgeting process, and said he was very impressed with their knowledge. Mr. Ma discussed the current reserve and how its calculation affects the district and Mandated Cost Reimbursements being used to restore fund 17-42. He also spoke about some future pending budgetary changes such as the CSEA contract and use of Categorical Funds to offset unrestricted general fund expenditures. After answering some questions from the Board, it was moved by Mrs. Dalessandro and seconded by Mrs. Friedman to adopt the 2006-07 District General Fund First Interim Budget. **Motion unanimously carried.**

37. Approval Of Additional Capital Improvements, Canyon Crest Academy (Item 27) – It was moved by Mrs. Groth and seconded by Mrs. Hergesheimer to approve the capital improvements at Canyon Crest Academy as recommended with contracts to be returned for approval or ratification at future meeting(s), to be funded by Mello Roos funds. **Motion unanimously carried.**

38. Closed Session (Item 28) – (See item 5, pg 1)

F. INFORMATION ITEMS (ITEMS 29 – 32)

- 39. Business Services (Item 29) – No further updates.
- 40. Human Resources (Item 30) – No further updates.
- 41. Educational Services (Item 31) – No further updates.
- 42. 2005-2006 Report on Statutory School Fees & Findings (Item 32) – No further updates.
- 43. Public Comments (Item 33) – There were no public comments.
- 44. Future Agenda Items to Discuss (Item 34) – There were no items to discuss.
- 45. Adjournment (Item 35) – The meeting was adjourned at 7:45 p.m.

_____,
Joyce Dalessandro, Clerk

_____/_____/_____
Date

_____,
Peggy Lynch, Ed.D., Superintendent / Secretary

_____/_____/_____
Date