

# 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**

**AUGUST 23, 2007**

**SDUHSD DISTRICT OFFICE**

**BOARD RM 101**

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

1. Call to Order / Public Comments ..... (Item 1)  
There were no comments from the public presented.
2. **CLOSED SESSION** .....(Item 2)  
President Deanna Rich called the meeting to order at 4:00 PM on Thursday, August 23, 2007, to receive public comments 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:
  - A. 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. Labor-related issues with Labor Negotiators, pursuant to Government Code Section 54957.8; Agency Negotiators: Superintendent and Associate Superintendents  
Employee Organizations: San Dieguito Faculty Association / California School Employees Association
  - C. Consideration and/or deliberation of student discipline matters (3 cases)
  - D. To conference with legal counsel and/or discuss current or potential litigation (1 case)
  - E. Superintendent Evaluation

**REGULAR MEETING / OPEN SESSION**

Members in Attendance

All Board Members were in attendance.  
(Student Advisory Members not present during summer break)

Administrators Present

Peggy Lynch, Ed.D., Superintendent  
Terry King, Associate Superintendent, Human Resources  
Steve Ma, Associate Superintendent, Business  
Rick Schmitt, Associate Superintendent, Educational Services  
Becky Banning, Executive Assistant to the Superintendent

**3. Reconvene / Call to Order ..... (Item 3)**

The regular meeting of the Board of Trustees was called to order at 6:30 PM by President Deanna Rich.

**4. Salute to Flag ..... (Item 4)**

Ms. Beth Hergesheimer led the salute to the flag.

**5. Report Out of Closed Session..... (Item 5)**

There was no report out of Closed Session presented. Expel students (2) and readmission of one student.

**6. Approval of Minutes ..... (Item 6)**

It was moved by Ms. Hergesheimer, seconded by Ms. Dalessandro, that the Minutes of the July 19, 2007 Regular Board Meeting be approved. ***Motion unanimously carried.***

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

**7. Student Board Member Reports ..... (Not provided during summer months)**

**8. Board Member Reports ..... (Item 8)**

Ms. Hergesheimer reported attendance of the following:

- July 27<sup>th</sup> - San Dieguito Alliance Meeting; suggested a rotation attendance schedule for board members
- August 6<sup>th</sup> - The summer BBQ event held at the district office, sponsored by the Cabinet members for all district office staff
- August 8<sup>th</sup> - *Fast Break* Breakfast with Congressman Brian Bilbray
- August 9<sup>th</sup> - Leadership Team In-service (8/9 – 8/10)
- August 16<sup>th</sup> - New Teacher *Welcome Luncheon*, held at La Costa Canyon High School
- August 23<sup>rd</sup> - Bus tour of the various campuses to see facilities improvements over summer

Ms. Dalessandro reported having attended all of the above events. She also commended Mr. Steve Ma and the rest of the Facilities Department for their involvement and hard work with all campus improvements over the summer.

Ms. Friedman reported attending a meeting with Congressman Brian Bilbray prior to the *Fast Break* breakfast, where the main topic discussed was *No Child Left Behind* and its proposed changes.

Ms. Groth informed the Board about a two-day event scheduled for October 29 - 30, 2007, at the San Diego County Office of Education. The topic will be school leadership roles and registration is free. The first day is designed for board members and superintendents and the second day is designed for district superintendents and school principals.

Ms. Rich reported attending the same events listed above. She also expressed her gratitude to Mr. Ma and the rest of the Facilities staff for all the work done during the summer.

9. Superintendent's Reports, Briefings and Legislative Updates ..... (Item 9)

Dr. Lynch addressed the previously proposed board meeting dates for 2008 and informed the Board of a conflict with one of the dates proposed, (February 21). The Board may choose to cancel that meeting.

Dr. Lynch also announced the recent adoption of a new state budget and gave calendar updates and reminded the Board of upcoming activities, including opening day on August 27<sup>th</sup>, an upcoming Encinitas Liaison meeting, and future Back-to-School nights.

10. School / Department Update ..... (Item 10)

There was no update presented at this meeting.

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

It was moved by Ms. Friedman, seconded by Ms. Hergesheimer that all remaining Consent Agenda Items 11 – 15 be approved as written below. ***Motion unanimously carried.***

**11. SUPERINTENDENT**

- A. ACCEPTANCE OF GIFTS AND DONATIONS, AS SHOWN IN THE ATTACHED SUPPLEMENT.
- B. APPROVAL OF FIELD TRIP REQUESTS, AS SHOWN IN THE ATTACHED SUPPLEMENT.

**12. HUMAN RESOURCES**

A. APPROVAL OF PERSONNEL REPORTS

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

- 1. Approval of Certificated Personnel Report, as shown in the attached supplement.
- 2. Approval of Classified Personnel Report, as shown in the attached supplement.

**13. EDUCATIONAL SERVICES**

A. APPROVAL OF INSTRUCTIONAL MATERIALS SUFFICIENCY RESOLUTION

- 1. Approval of the Instructional Materials Sufficiency Resolution, which declares that sufficient materials, textbooks and equipment are present in our district classrooms for use by district staff and students.

**14. PUPIL SERVICES**

A. APPROVAL OF RECLASSIFICATION OF RECORDS

Approve the request for reclassification of records as Class 3 Disposable, as shown in the attached supplement.

**B. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL/AGENCY CONTRACTS**

Approve entering into the following non-public school/non-public agency master contracts, to be funded by the General Fund/Restricted 06-00, and authorize Eric R. Dill or Stephen G. Ma to execute all pertinent documents pertaining to this contract, contingent upon receipt of the signed documents and verification of insurance coverage:

1. ACES – NPA: Comprehensive Educational Services, Inc., during the period July 1, 2007 through June 30, 2008.
2. ACES – NPS: Comprehensive Educational Services, Inc., during the period July 1, 2007 through June 30, 2008.
3. Autism Spectrum Consultants, Inc., during the period July 1, 2007 through June 30, 2008.
4. Balboa City School, during the period July 1, 2007 through June 30, 2008.
5. Banyan Tree Learning Center, during the period July 1, 2007 through June 30, 2008.
6. Devereux Texas Treatment Network, during the period July 1, 2007 through June 30, 2008.
7. Excelsior Youth Center, during the period July 1, 2007 through June 30, 2008.
8. Family Life Center, during the period July 1, 2007 through June 30, 2008.
9. Fusion Learning Center, during the period July 1, 2007 through June 30, 2008.
10. K.I.D.S. Therapy Associates, Inc., during the period July 1, 2007 through June 30, 2008.
11. Institute for Effective Education, during the period July 1, 2007 through June 30, 2008.
12. Keystone Schools, during the period July 1, 2007 through June 30, 2008.
13. Maxim Healthcare Services, Inc., during the period July 1, 2007 through June 30, 2008.
14. New Bridge School, during the period July 1, 2007 through June 30, 2008.
15. Oak Grove Institute/Jack Weaver School, during the period July 1, 2007 through June 30, 2008.
16. Provo Canyon School, during the period July 1, 2007 through June 30, 2008.
17. San Diego Center for Children, during the period July 1, 2007 through June 30, 2008.
18. Jodie K. Schuller & Associates, during the period July 1, 2007 through June 30, 2008.
19. Sierra Academy, during the period July 1, 2007 through June 30, 2008.
20. Sam & Rose Stein Education Center, during the period July 1, 2007 through June 30, 2008.
21. Winston School, during the period July 1, 2007 through June 30, 2008.
22. Yellowstone Boys & Girls Ranch, during the period July 1, 2007 through June 30, 2008.

**C. APPROVAL/RATIFICATION OF AGREEMENTS**

Approve/ratify entering into the following agreements and authorize Eric R. Dill, Stephen G. Ma, or Peggy Lynch to execute the agreements:

1. Erin Berzins dba Rescribe to provide Vietnamese translation services for various educational forms and additional language translations as they become necessary for students/parents/guardians who do not read English, during the period July 25, 2007 through June 30, 2008, at the rate of \$0.30 per Vietnamese word with a minimum charge of \$150.00, to be expended from the General Fund/Restricted 06-00.

2. Reliable Home Help Nurses Registry to provide specialized physical health care services to medically fragile students with exceptional needs, during the period July 1, 2007 through June 30, 2008, at the contract rate of \$29.41 per hour, to be expended from the General Fund/Restricted 06-00.

At the request of Ms. Dalessandro, **Item 14, C-3**, (Fagen Friedman & Fulfroost, LLP) was pulled from the Consent Agenda and voted on separately.

It was therefore moved by Ms. Friedman, seconded by Ms. Hergesheimer, that the following item be approved as written.

#### C. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreement and authorize Eric R. Dill, Stephen G. Ma, or Peggy Lynch to execute the agreement:

3. Fagen Friedman & Fulfroost, LLP to provide legal services for Pupil Services and Special Education, during the period July 1, 2007 through June 30, 2008 or mutual termination, at the rate of \$175.00 per hour, to be expended from the General Fund/Restricted 06-00.

AYES: FRIEDMAN, GROTH, HERGESHEIMER, RICH  
NOES: NONE  
ABSTAIN: DALESSANDRO  
ABSENT: NONE

### 15. BUSINESS

#### A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Eric R. Dill, Stephen G. Ma, or Peggy Lynch to execute the agreements:

1. MTGL, Inc. to provide special DSA testing and inspection services for the Torrey Pines High School Team Room Modular Building project, during the period August 13, 2007 through September 15, 2007, for an estimated amount not to exceed \$15,409.00, to be expended from the Capital Facilities Fund 25-19 and Special Reserve/Capital Projects Fund 40-00.
2. City of Carlsbad to provide a school resource officer at the La Costa Canyon High School campus, during the 2007-2008 school year including summer school, for an amount of \$47,365.00, to be expended from the General Fund/Restricted 06-00.

3. California Cold for the lease of a refrigerated trailer to be set at Carmel Valley Middle School for use by Nutrition Services, during the period August 13, 2007 through August 12, 2008, for an amount not to exceed \$8,060.00, to be expended from the Cafeteria Fund 13-00.
4. Boys & Girls Club of San Dieguito for lease of facilities for Earl Warren Middle School off-campus PE, during the period August 29, 2007 through June 6, 2008, for an amount not to exceed \$4,200.00, to be expended from the General Fund 03-00.
5. Paragon Marketing Group LLC to conduct exclusive television broadcast of the Torrey Pines High School football game on October 11, 2007, at no cost to the district.
6. Plant-Tek, Inc. to provide weed control maintenance at various district sites, during the period August 1, 2007 through June 30, 2008, for an estimated amount of \$13,425.00, to be expended from the General Fund 03-00.
7. Field Turf West, Inc. to provide synthetic field turf maintenance at Torrey Pines High School and La Costa Canyon High School, during the period September 1, 2007 through June 30, 2012, for an amount not to exceed \$2,000.00 per year per field, to be expended from the General Fund 03-00.
8. Laura D. Romano to provide legal services for the district, during the period August 24, 2007 until mutual termination, at the rate of \$175.00 per hour plus incidental charges, to be expended from the fund to which the services are charged.
9. Consulting & Inspection Services LLC to provide small project miscellaneous DSA inspection services, during the period July 1, 2007 through June 30, 2008, with a "not to exceed" written estimate of hours per project, at the rate of \$82.00 per hour, to be expended from the fund to which the project is charged.
10. Reynolds Consulting Group, Inc. to provide mandated cost reimbursement services, during the period July 1, 2007 through June 30, 2010, for an amount not to exceed \$30,000.00 per fiscal year, to be expended from the General Fund 03-00.
11. Roesling Nakamura Terada Architects, Inc. to provide small project miscellaneous architectural, engineering and construction administration services for maintenance projects as assigned, during the period July 1, 2007 through June 30, 2008, for an amount not to exceed \$30,000.00, to be expended from the fund to which the project is charged.
12. Pinnacle Innovations, LLC to provide web page maintenance for the San Dieguito Union High School District web page, during the period July 1, 2007 through June 30, 2008, at the rate of \$250.00 per month for a total amount not to exceed \$3,000.00, to be expended from the General Fund 03-00.
13. Gas Equipment Systems, Inc. to provide scheduled maintenance, service, and inspection of the Transportation Department's CNG fueling facility, during the period July 1, 2007 through June 30, 2008, for an amount not to exceed \$13,997.22, to be expended from the General Fund/Restricted 06-00.
14. St. John the Evangelist for lease of facilities for Adult Education CO-OP Pre-school program, during the period September 4, 2007 through June 13, 2008, for an amount not to exceed \$5,000.00, to be expended from the Adult Ed Fund 11-00.
15. Orness Design Group to provide food facilities design services for the Canyon Crest Academy Ravens Nest Student Cafe, during the period August 24, 2007 through December 30, 2008, for an amount not to exceed \$3,900.00, to be expended from Mello Roos Funds and to be reimbursed by the Canyon Crest Academy Foundation..

16. Ferandell Tennis Courts, Inc. to provide runway track cleaning services at Torrey Pines High School and La Costa Canyon High School, during the period July 1, 2007 through June 30, 2008, at the rate of \$550.00 per cleaning per site, to be expended from the General Fund 03-00.
17. Hawthorne Lift Systems to provide preventative maintenance to district Genie lifts as directed, during the period July 1, 2007 through June 30, 2008, at the rate of \$120.00 per hour, to be expended from the General Fund 03-00.
18. Mobil Construction Sweeping to provide construction sweeping services to all district parking lots as directed, during the period July 1, 2007 through June 30, 2008, at the rate of \$200.00 per two hours of sweeping, to be expended from the General Fund 03-00.
19. Magdalena Ecke Family YMCA for lease of facilities for Earl Warren Middle School off-campus PE classes, during the period August 27, 2007 through June 12, 2008, for an amount not to exceed \$4,400.00, to be expended from the General Fund 03-00.
20. Carmel Valley Recreation Center for lease of facilities for the San Dieguito Adult School Senior Fitness Class, during the period September 5, 2007 through November 2, 2007, for an amount not to exceed \$382.50, to be expended from the Adult Ed Fund 11-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

Approve amending the following agreements and authorize Eric R. Dill or Stephen G. Ma to execute the agreements:

1. Fredrick's Electric for district wide cabling services, increasing the prices 5% as allowed in the contract and extending the contract period from August 1, 2007 through July 31, 2008, to be expended from the fund to which the project is charged.
2. Maisano Produce for produce supplies, mutually agreeing to address potential price increases for the 2007-2008 school year, as allowed in the contract at a later date, but no later than December 31, 2007, and extending the contract period from August 1, 2007 through July 31, 2008, to be expended from the Cafeteria Fund 13-00.
3. The Bread Company for bread supplies, increasing the prices 4% as allowed in the contract and extending the contract period from August 1, 2007 through July 31, 2008, to be expended from the Cafeteria Fund 13-00.
4. S&S Bakery for bakery supplies, extending the contract period from August 1, 2007 through July 31, 2008, to be expended from the Cafeteria Fund 13-00.
5. A&R Wholesale Distributors, Inc. for snack supplies, increasing the prices 5% as allowed in the contract and extending the contract period from August 1, 2007 through July 31, 2008, to be expended from the Cafeteria Fund 13-00.

C. RATIFICATION OF CONTRACTS

Ratify the following contracts and authorize Eric R. Dill or Stephen G. Ma to execute all pertinent documents:

1. SimplexGrinnell LP for the San Dieguito Academy Relocatable Classrooms Fire Alarm project B2008-03, for an amount of \$17,800.00, to be expended from Mello Roos Funds.

D. APPROVAL OF CHANGE ORDERS

Approve Change Order Number 1 to the following projects, and authorize Eric R. Dill or Stephen G. Ma to execute the change orders:

1. Torrey Pines High School Team Room Demolition project B2007-13, contract entered into with American Wrecking, Inc., increasing the contract time by 34 calendar days and decreasing the contract amount by \$2,000.00.
2. Demolition of Buildings 130 & 140 at San Dieguito Academy project B2007-28, contract entered into with TC Construction Company, Inc., increasing the contract time by 41 days.
3. Site Improvements at San Dieguito Adult School project B2007-11, contract entered into with Healey Construction, increasing the contract amount \$6,037.67, to be expended from the Adult Education Fund 11-00 and the Capital Facilities Fund 25-18.

E. ACCEPTANCE OF CONSTRUCTION PROJECTS

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

1. Torrey Pines High School Team Room Demolition project B2007-13, contract entered into with American Wrecking, Inc.
2. Demolition of Buildings 130 & 140 at San Dieguito Academy project B2007-28, contract entered into with TC Construction Company, Inc.

F. APPROVAL OF CONTRACT

Approve entering into a contract with Roesling Nakamura Terada Architects, Inc. to provide schematic design services for the Torrey Pines High School Visual and Performing Arts Center, for an amount not to exceed \$90,000.00, to be expended from the General Fund 03-00 and reimbursed by the Torrey Pines High School Foundation.

G. ADOPTION OF RESOLUTION ESTABLISHING GANN LIMIT

Adopt the resolution Establishing the Gann Limit, which identifies the estimated appropriations limit for the current year and actual appropriations for the preceding year, as shown in the attached supplement.

H. APPROVAL OF BUSINESS REPORTS

1. Purchase Orders
2. Instant Money
3. Membership Listing
4. Replacement Warrant

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

- 16. APPROVAL OF PROPOSED BOARD POLICY REVISION, #7311/1333, AND NEW ADMINISTRATIVE REGULATION PROPOSAL, #7311/1333/AR-1, *NEW CONSTRUCTION, COMMUNITY RELATIONS.*

It was moved by Ms. Hergesheimer, seconded by Ms. Friedman, to approve the proposed Board Policy Revision, #7311/133/AR-1, as shown in the attached supplement. ***Motion unanimously carried.***

- 17. APPROVAL OF PROPOSED BOARD POLICY REVISION, #9321, *CLOSED SESSION PURPOSES AND AGENDAS.*

It was moved by Ms. Dalessandro, seconded by Ms. Hergesheimer, to approve the proposed Board Policy Revision, # 9321, as shown in the attached supplement. ***Motion unanimously carried.***

- 18. APPROVAL OF NEW BOARD POLICY PROPOSAL, #4244, 4344, 4444, 4544, *HOLIDAY CALENDARS.*

It was moved by Ms. Groth, seconded by Ms. Dalessandro, to approve new Board Policy Proposals, #4244, 4344, 4444, 4544, as shown in the attached supplement. ***Motion unanimously carried.***

**INFORMATION ITEMS..... (ITEMS 19 – 28)**

- 19. Business Services/Summer Facilities Update..... Steve Ma, Associate Superintendent  
Mr. Ma gave the Board an update on the status of pending and completed facilities improvement projects going on throughout the summer.

- 20. Educational Services Update ..... Rick Schmitt, Associate Superintendent  
Mr. Schmitt updated the Board about events leading to the opening of school, including details about teacher in-services and trainings during the recent teacher in-service days, stating they were extremely successful.

He also announced that Mr. David Jaffe, Executive Director of Instruction and Curriculum is scheduled to give a presentation to the board regarding the status of standards based testing.

Mr. Schmitt presented some statistics about test results by sub-groups explaining that overall, there has been a significant improvement with test scores among all subgroups.

- 21. Human Resources Update ..... Terry King, Associate Superintendent  
Ms. King thanked everyone for attending the new teacher luncheon during staff in-service week; teachers were impressed to have an opportunity to meet board members and the superintendent. She also gave an update on the total number of new teachers hired so far (67) and also stated that teacher evaluations from last year were overwhelmingly positive.

**BOARD POLICY REVISION PROPOSALS..... (Items 22 – 23)**

The following Board Policy Revision Proposals were presented as Information Items and Will be resubmitted to the Board for approval on September 6, 2007:

- 22. Board Policy Revision Proposal, First Read, #2121, *Superintendent’s Contract*
- 23. New Board Policy Proposal, First Read, #4216.3-41.6, *Grounds Maintenance Worker/Applicator*, and Board Policy Revision Proposals, First Read, for #4216.3-41.2, *Grounds Maintenance Equipment Operator*; #4216.3-41.4 and #4216.3-41.5, *Grounds Maintenance Worker I and II.*

- 24. Public Comments – District employee, Mr. Joe Aresto addressed the board asking them to reconsider the way the transportation routes for Canyon Crest Academy are currently set.
- 25. Future Agenda Items – There were no further items to discuss.
- 26. Adjournment to Closed Session (if scheduled) – There was no Closed Session held.
- 27. Report from Closed Session (if required) – There was no report out of Closed Session.
- 28. Adjournment of Meeting – The meeting was adjourned at 7:06 PM.

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Joyce Dalessandro, Clerk

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Date

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Peggy Lynch, Ed.D., Superintendent / Secretary

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