

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**

TUESDAY, JUNE 26, 2007

SDUHSD DISTRICT OFFICE

BOARD RM 101

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

1. Call to Order / Public Comments(Agenda Item 1)
There were no comments from the public presented.

2. **CLOSED SESSION**(Agenda Item 2)
President Deanna Rich called the meeting to order at 5:30 PM on Thursday, June 7, 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. To conference with legal counsel to discuss current or potential litigation
 - D. Consideration and/or deliberation of student discipline matters (1 case)
 - E. Superintendent Evaluation

REGULAR MEETING / OPEN SESSION

Members in Attendance

Four Board Members present; one Board Member absent (Ms. Hergesheimer)
(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
David Bevilacqua, Executive Director, Finance
Michael Taylor, Director, Finance

Frank Schlueter, Supervisor, Technology
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)

Mr. Steve Ma led the salute to the flag.

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

President Deanna Rich reported that the Board met in Closed Session and took action to expel student #494056 from June 15, 2007, through June 15, 2008, on a motion by Ms. Friedman and a second by Ms. Groth. **Motion unanimously carried.**

6. Approval of Minutes (Item 6)

It was moved by Ms. Dalessandro, seconded by Ms. Friedman, that the Minutes of the June 7, 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. Groth reported on attending Canyon Crest Academy's Envision Awards, promotion ceremony for Earl Warren Middle School and graduation ceremony for La Costa Canyon High School.

Ms. Friedman attended Canyon Crest Academy's Envision Awards, a ceremony hosted by the D.A.'s office honoring Carmel Valley Middle School's *E* (Ethnicity) Club, which is approximately 150-large, Diegueño's Middle School's promotion ceremony, San Dieguito Academy's graduation, and a Leadership Academy conference.

Ms. Dalessandro attended Canyon Crest Academy's Envision Awards and commended Principal, Brian Kohn for his speech, an Encinitas Liaison Meeting, Carmel Valley Middle School's *E* Club recognition event, Torrey Pines High School's Graduation, and the end-of-year Management Team social.

Ms. Rich attended the promotion ceremony at Oak Crest Middle School and the graduation ceremonies at Torrey Pines and Sunset high schools.

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

Prior to her report, Dr. Lynch introduced Frank Schlueter, the district's Technology Supervisor, who proceeded to thank the Board publicly for their support of technology during his tenure here. Mr. Schlueter was recently hired as Technology Director for Glendale Unified School District. The Board of Trustees and Superintendent congratulated Mr. Schlueter on his new position as Director, stating that he would be greatly missed.

Dr. Lynch also presented calendar updates, upcoming activities and handed out a first draft of recommended Board meeting dates for 2008.

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. Dalessandro, that all Consent Agenda Items 11 – 15 listed below be approved as written below. ***Motion unanimously carried.***

11. SUPERINTENDENT

- A. ACCEPTANCE OF GIFTS AND DONATIONS, 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.

B. APPROVAL/RATIFICATION OF AGREEMENTS

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

- 1. Azusa Pacific University for student teacher services, during the period July 1, 2007 through June 30, 2010.

C. APPROVAL OF DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- 1. Approve the *Declaration of Need for Fully Qualified Educators*, in order to hire teachers on emergency credentials, as shown in the attached supplement. This is an annual renewal for the 2007 – 08 school year.

D. ADOPTION OF THE DISTRICT PLAN FOR COMMITTEE ON ASSIGNMENTS

- 1. Approve and adopt the *District Plan for Committee on Assignments*, as required by Education Code Section 44258.7, for the purpose of meeting to review requests for teachers to teach elective courses outside of their credentialed areas.

13. EDUCATIONAL SERVICES

A. APPROVAL OF CONSOLIDATED APPLICATION, PART 1

- 1. Approval of an annual two-part application for participating districts, which is required in order to receive federal and state categorical monies, as shown in the attached supplement.

B. ADOPTION OF VISUAL AND PERFORMING ARTS TEXTBOOKS

- 1. Approve the adoption of the recommended Visual and Performing Arts textbooks as shown in the attached supplement.

C. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. Walroux Enterprises to provide grant writing, research, and reporting services, during the period July 1, 2007 through June 30, 2008, for an amount not to exceed \$60,000.00 plus mandatory conference travel expenses, to be expended from General Fund/Restricted 06-00.

14. PUPIL SERVICES

A. APPROVAL OF INTERDISTRICT ATTENDANCE AGREEMENT BETWEEN OCEANSIDE UNIFIED SCHOOL DISTRICT AND SDUHSD

Approve the attached Interdistrict Attendance Agreement as written for the 2007 / 2008 school year.

15. BUSINESS

A. APPROVAL/RATIFICATION OF AGREEMENTS

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

1. School Facility Consultants to provide special services and advice for the District, during the period July 1, 2007 through June 30, 2008, for an amount not to exceed \$25,000.00, to be expended from the Capital Facilities Fund 25-19.
2. San Diego County Superintendent of Schools/San Diego County Office of Education to provide credential services for Adult Education teachers, during the period July 1, 2007 through June 30, 2008, for an amount not to exceed \$293.00, to be expended from the Adult Education Fund 11-00.
3. Pinnacle Innovations, LLC to provide web page improvements and upgrades to the Torrey Pines High School web page and the Torrey Pines Staff Development web page, during the period July 1, 2007 through July 31, 2008, for an amount not to exceed \$4,000.00, to be expended from the General Fund/Restricted 06-00.
4. Roesling Nakamura Terada Architects to provide design, contract document preparation and construction administration support for the Off-site Work at Sunset High School project, during the period June 8, 2007 through June 30, 2008, for an amount of \$10,500.00 plus reimbursable expenses, to be expended from Mello Roos funds.
5. Circle Foods LLC to provide 12" and 10" flour tortillas, during the period July 1, 2007 through June 30, 2008, at the rate of \$1.38 and \$1.27 per dozen, respectively, to be expended from Cafeteria Fund 13-00.

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. Pizza Hut, Inc. for personal pan pizza supply– north district, extending the contract period from July 1, 2007 through June 30, 2008, with no increase in the unit pricing, to be expended from the Cafeteria Fund 13-00.
2. Pizza Industries, dba Domino's Pizza for 8 cut pizza and personal pan pizza supply – south district, extending the contract period from July 1, 2007 through June 30, 2008, with an increase in the unit pricing, as allowed in the contract, to be expended from the Cafeteria Fund 13-00.
3. Mrs. Pizza, Inc. dba Domino's Pizza for 8 cut pizza supply – north district, extending the contract period from July 1, 2007 through June 30, 2008, with no increase in the unit pricing, to be expended from the Cafeteria Fund 13-00.

4. R and M Young, Inc. dba Round Table Pizza for breadstick supply – north district, extending the contract period from July 1, 2007 through June 30, 2008, with an increase in the unit pricing, as allowed in the contract, to be expended from the Cafeteria Fund 13-00.
5. Round Table Development Corporation for breadstick supply – south district, extending the contract period from July 1, 2007 through June 30, 2008, with an increase in the unit pricing, as allowed in the contract, to be expended from the Cafeteria Fund 13-00.
6. Del Mar Union School District extending the vended meal agreement for an additional one-year period from July 1, 2007 through June 30, 2008 and adding the provision of USDA approved snacks at \$0.60 each.

C. AWARD OF CONTRACTS

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

1. Palm Engineering Construction Company, Inc. for the Earl Warren Middle School Field and Track project B2007-24, for an amount of \$198,000.00, to be expended from the Capital Facilities Fund 25-19.
2. Healey Construction Company for the Torrey Pines High School Team Room Site Improvements project B2007-14, for an amount of \$174,285.00, to be expended from the Capital Facilities Fund 25-19 and the Torrey Pines High School Foundation.
3. Rancho Santa Fe Security Systems, Inc. for the Upgrade Security System at Diegueno Middle School project B2008-01, for an amount of \$19,945.00, to be expended from the Capital Facilities Fund 25-19.

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. Relocate CNG Fueling Station at the SDUHSD Transportation Facility project B2007-10, contract entered into with Kimmel Construction, increasing the contract time by 27 calendar days and decreasing the contract amount by \$2,000.00.

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. Relocate CNG Fueling Station at the SDUHSD Transportation Facility project B2007-10, contract entered into with Kimmel Construction.

F. AUTHORIZATION TO ADVERTISE FOR BIDS / APPROVE CONTRACTS AND AGREEMENTS

1. Authorize the Superintendent of Schools to direct the administration to advertise for any necessary bids, during the period July 1, 2007 through June 30, 2008.
2. Authorize the Superintendent of Schools or designee to approve entering into all contracts/agreements, during the period June 21, 2007 through August 31, 2007, and that the contracts/agreements be presented to the Board of Trustees for ratification at the next regularly scheduled meeting.

G. ADOPTION OF RESOLUTION AUTHORIZING SALE OF SURPLUS PERSONAL PROPERTY AND INSTRUCTIONAL SUPPLIES

Adopt the attached resolution authorizing the administration to sell surplus property on an as needed basis during the course of the 2007-08 fiscal year.

H. APPROVAL OF BUSINESS REPORTS

1. Purchase Orders
2. Instant Money
3. Membership Listing

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

16. APPROVAL OF PROPOSED 2007-08 ANNUAL BUDGET / GENERAL FUND & SPECIAL FUNDS

A. PUBLIC HEARING

B. APPROVAL OF 2007-08 PROPOSED ANNUAL BUDGET / GENERAL FUND

It was moved by Ms. Dalessandro , seconded by Ms. Friedman, to approve and adopt the proposed 2007-08 Annual Budget for the General Fund, as shown in the attached supplement.

Motion unanimously carried.

C. APPROVAL OF 2007-08 PROPOSED ANNUAL BUDGET / SPECIAL FUNDS

It was moved by Ms. Dalessandro, seconded by Ms. Friedman, to approve the proposed 2007-08 Annual Budget for all the Special Funds, as shown in the attached supplements.

Motion unanimously carried.

17. APPROVAL OF BOARD POLICY REVISION #2000, *CONCEPTS AND ROLES IN ADMINISTRATION*

It was moved by Ms. Friedman, seconded by Ms. Groth, to approve the proposed Board Policy Revision #2000, as shown in the attached supplement.

Motion unanimously carried.

18. APPROVAL OF BOARD POLICY REVISION #9200, *LIMITS OF BOARD MEMBERS' AUTHORITY*

It was moved by Ms. Groth, seconded by Ms. Friedman, to approve the proposed Board Policy Revision #9200, as shown in the attached supplement.

Motion unanimously carried.

19. APPROVAL OF BOARD POLICY REVISION #4232, *RATES OF PAY FOR CLASSIFIED SUBSTITUTES, PROVISIONAL AND LIMITED-TERM EMPLOYEES*

It was moved by Ms. Dalessandro, seconded by Ms. Groth, to approve the proposed Board Policy Revision #4232, as shown in the attached supplement.

Motion unanimously carried.

20. APPROVAL OF BOARD POLICY REVISION #4216.3-37.1, *INTERPRETER FOR THE HEARING IMPAIRED, CLASS DESCRIPTION*

It was moved by Ms. Friedman, seconded by Ms. Groth, to approve the proposed Board Policy Revision #4216.3-37.1, as shown in the attached supplement.

Motion unanimously carried.

21. APPROVAL OF RESOLUTION REGARDING LAYOFF AND/OR REDUCTION IN HOURS

It was moved by Ms. Groth, seconded by Ms. Friedman, to approve the proposed resolution regarding the Layoff and/or Reduction in Hours, as shown in the attached supplement.

Motion unanimously carried.

INFORMATION ITEMS.....(Items 22 - 35)

- 22. Business Services Update Steve Ma, Associate Superintendent
Mr. Ma addressed multiple pending summer projects at the various facilities, stating that ongoing updates would follow within the next eight weeks as these projects progress.
- 23. Educational Services Update Rick Schmitt, Associate Superintendent
Mr. Schmitt gave an update on summer school including enrollment and attendance numbers, and an overall improvement in the centralization of summer school at the sites by hiring in-house administration for the summer.
- 24. Human Resources Update..... Terry King, Associate Superintendent
Ms. King also reiterated the positive outcome of hiring in-house district administrators for summer school sites, and commended Mr. Albert Martin for his leadership role in the staffing process for summer school.

BOARD POLICY REVISION PROPOSALS.....(Items 25 – 29)

The following Board Policy Revision Proposals were presented as Information Items and will be resubmitted to the Board for approval on July 19, 2007:

- 25. Board Policy Revision Proposal, #9310, *Development, Distribution and Maintenance of Policy Manual*
- 26. Board Policy Revision Proposal, #9323, *Board Policies*
- 27. Board Policy Revision Proposal, #4244, 4344, 4444, and 4544, *Holiday Calendar*
- 28. New Board Policy Proposal, #4216.3-67.11, *Risk Management Technician, Class Description*
- 29. New Board Policy Proposal, #4216.3-51.8, *Lead Library Technician*
- 30. Strategic Plan 2007 – 2008 Priorities Rick Schmitt
Mr. Schmitt gave an update on the Strategic Plan Priorities for 2007-08 and spoke about the next steps, among them increasing the number of meetings per year (from two to three), continuing the building of more CTE programs, and an emphasis on improvements of the district’s current Homework Policy. Another project will be the implementation of the district’s Code of Ethics, which was recently created from input and collaboration by all sites. Mr. Schmitt will provide the Board with updates as the 2007-08 school year progresses.
- 31. Public Comments
Mr. Leonard Steinberg, a representative of the *Concerned Homeowners Protecting La Costa Valley* Organization and community member, approached the Board about the current status of, and the district’s intentions pertaining to, the La Costa Valley property and requested that the district provide opportunity for an open discussion meeting in the near future.
- 32. Future Agenda Items - There were no further items to discuss.
- 33. Adjournment to Closed Session (if scheduled) – There was no Closed Session held.
- 34. Report from Closed Session – There was no report out of Closed Session
- 35. Adjournment of Meeting – The meeting was adjourned at 7:20 PM.

Joyce Dalessandro, Clerk

_____/_____/_____
Date

Peggy Lynch, Ed.D., Superintendent / Secretary

_____/_____/_____
Date