

CARDIFF SCHOOL DISTRICT  
1888 Montgomery Avenue, Cardiff-by-the-Sea, California

**REGULAR MEETING OF THE GOVERNING BOARD  
AGENDA**

**THURSDAY, OCTOBER 6, 2011 • 5:30 PM • PUBLIC MEETING  
CARDIFF SCHOOL AUDITORIUM  
1888 MONTGOMERY AVENUE • CARDIFF-BY-THE-SEA, CA 92007**

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 are available for inspection at the Cardiff School District, 1888 Montgomery Avenue, Cardiff.

In compliance with the American with Disabilities Act, if you need special assistance, disability-related modifications, including auxiliary aids or services, in order to participate in the public meeting of the district's governing board, please contact the office of the District Superintendent by sending a written request to the District Office at 1888 Montgomery Avenue, Cardiff-by-the-Sea, California, or by faxing the request to (760) 942-5831. Notification by letter or fax 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 this meeting in appropriate alternative formats for persons with a disability.

I. ORGANIZATIONAL ITEMS *Exhibit*

- A. Call to order
- B. Pledge of allegiance
- C. Roll call
  - Ms. Gail Coakley, President
  - Mr. Andy Brown, III, Clerk
  - Ms. Nancy Orr, Member
  - Mr. Dave Clark, Member
  - Mr. Mark Whitehouse, Member
  - Ms. Jill Vinson, Superintendent
- D. Approval of agenda for October 6, 2011  
***All items are action unless labeled information***
- E. Approve minutes from the regular meeting of September 7, 2011 **A**

II. HEARING SESSION

- A. Public Comments *(The purpose of the Board meeting is to conduct the School Board's business in public. The Board welcomes and encourages public comments however Board members may not respond to comments during the public comment portion of the agenda. Any member of the public who wishes to address the Board on an item on the agenda or on another topic which lies within the governing board's jurisdiction may do so, but must present a written request. Please hand your form to the secretary before the meeting. Presentations are limited to 3 minutes per person per topic. The total amount of time to be allowed on any item is fifteen minutes, unless the time limit is waived by a majority vote of the Board. The Board may 1) acknowledge receipt of the information; 2) refer to staff for further study; or 3) refer the matter to a future agenda).*
- B. Cardiff Elementary Teachers Association
- C. ELAC/DELAC
- D. School Site Council
- E. Cardiff SEA
- F. School Reports
- G. Reports on Workshops/Conference
- H. Superintendent's Report

III. CONSENT CALENDAR

*Items listed in the Consent Calendar are considered to be routine and are acted on by the Board in one motion unless members of the Board request specific items to be discussed or pulled. It is understood that the Superintendent recommends approval on all Consent Items. Each item of the Consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.*

- A. Approval of Current Business Items:
  - 1. Purchase Orders
  - 2. Commercial Warrants #12-949948 to #12-959000 \$121,847 **B**
  - 3. Payroll Warrants, September, 2011, \$472,863
- B. Enrollment report as of 09/30/11 **C**
- C. Removal of items from Consent Calendar
- D. Approval of Consent Calendar

IV. BUSINESS AND FINANCE

- A. Budget Update (**Information**)

V. GENERAL FUNCTIONS

- A. Declare public hearing: Determining Sufficiency of Instructional Materials **D**
- B. Adopt Resolution 11-12-02 Determining Sufficiency of Instructional Materials **E**
- C. 2012-13 and 2013-14 school year calendars update (**Information**)
- D. Approve revised Administrative Regulation 1250, Community Relations, Visitors/Outsiders **F**

VI. FUTURE AGENDA ITEMS

VII. ANNOUNCEMENT: ADJOURNING TO CLOSED SESSION

- A. Public Employment Evaluation  
Position: Superintendent

VIII. REPORT FROM CLOSED SESSION (If applicable)

IX. ADJOURNMENT OF MEETING

CARDIFF SCHOOL DISTRICT  
1888 Montgomery Avenue  
Cardiff-by-the-Sea, California

**MINUTES**

**REGULAR MEETING OF SEPTEMBER 7, 2011**

The regular meeting of the Governing Board of the Cardiff School District was held on Wednesday, September 7, 2011 at the Cardiff School, 1888 Montgomery Avenue, Cardiff-by-the-Sea, California. President Coakley called the meeting to order at 5:35 p.m. and led Trustees in the pledge of allegiance.

Members present: Brown III, Clark, Coakley, Orr, Whitehouse

Members absent: None

Administrators  
present: Vinson, Parker, Kissell

Visitors: Meghan Laurs, SEA  
Trish d'Entremont, CETA

The agenda for September 7, 2011 was approved as presented.

MOTION: Brown  
SECOND: Clark  
CARRIED: 5:0

The minutes from the regular meeting of July 13, 2011 were approved as written.

MOTION: Brown  
SECOND: Whitehouse  
CARRIED: 5:0

Hearing Session:

- Trish d'Entremont reported CETA officers were formalized. Cindy Hellmann will be serving as the Secretary and Jan Hamilton will be handling the membership duties.
- Meghan Laurs reported SEA is getting organized for the new year. The welcome packets are out. There are still some key positions to be filled. Kinder Night is scheduled for September 19<sup>th</sup>. SEA has decided to change their banking services to Mission Federal Credit Union. The fundraising goal is \$275,000 for this year.
- Julie Parker reported the school year is off to a good start.

- Brian Kissell reported the start of school at Ada Harris also went well. Back to School Night was a great success. The iPads were well received and everyone was excited to start using them.
- Superintendent Vinson thanked the Principals and teachers for a great first week of school. The summer crew worked hard to get the campuses ready. Ada Harris School has an agreement with the Mission Church to use the facility. They will be starting services mid-September. Ms. Vinson reported that the County has completed the California Voter Trustee Area survey for Cardiff. The results reveal Cardiff is too small; therefore, we are fine with at-large voting. The Transitional Kindergarten is to be implemented next fall. We are looking for policy drafts and language. The implementation is to be phased in over three years. Discussion with the Board will take place whether to implement all at once, which districts have the option of doing.

The consent calendar was approved as presented.

MOTION: Orr  
SECOND: Clark  
CARRIED: 5:0

The 2010-11 Unaudited Actual Financial Report was adopted.

MOTION: Orr  
SECOND: Whitehouse  
CARRIED: 5:0

Principals Julie Parker and Brian Kissell provided a power point presentation of the STAR test results from last year.

A discussion regarding the 2012-13 and 2013-14 school year calendars took place. Trustee Whitehouse suggested following the Encinitas model. Superintendent Vinson was given direction to have two versions of the calendars prepared.

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 6:20 p.m. The meeting was reconvened at 7:00 p.m. President Coakley reported that no action was taken during the closed session. There being no other business to come before the Board, the meeting was adjourned at 7:01 p.m.

Respectfully submitted,

---

Andy Brown, III, Clerk

---

Jill Vinson, Superintendent

## 2011-2012 Purchase Order Listing

Date	PO #	Fund	Resc.	Goal	Func.	Object	Loc.	Vendor	Description	Amt Paid
9/14	18098	3	0800	1110	1000	4100	222	ANSMAR PUBLISHERS	EXCEL MATH	\$3,202.33
9/14	18137	3	0800	1110	1000	4100	222	ANSMAR PUBLISHERS	EXCEL MATH	\$241.79
9/15	18136	3	0800	1110	1000	4100	222	HOUGHTON MIFFLIN	READ PRACTICE & CHAPT BKS	\$431.47
9/1	18020	3	0000-040	1110	1000	4300	000	APPLE INC.	iPADs	\$1,159.59
9/1	18046	3		1110	1000	4300	222	THE OFFICE DEALER/MC	COMPOSITION BKS & TABLETS	\$366.88
9/1	18044	3		1110	1000	4300	222	ZANER-BLOSER	HANDWRITING & CURSIVE BKS	\$632.47
9/1	17998	3		1110	1000	4300	222	WEEKLY READER CORP	MAGAZINE SUBSCRIPTIONS	\$461.16
9/1	17999	3		1110	1000	4300	111	TIME FOR KIDS	MAGAZINE SUBSCRIPTIONS	\$110.50
9/1	18062	3		1110	1000	4300	111	SD DIGITAL SOLUTIONS	INK & MASTERS	\$405.40
9/1	18062	3		1110	1000	4300	222	SD DIGITAL SOLUTIONS	INK & MASTERS	\$405.40
9/1	18055	3		1110	1000	4300	111	SPORT SUPPLY GROUP	BALLS	\$274.98
9/1	18070	3		1110	1000	4300	111	SP CONTROLS, INC.	DOCERI MULTI-USER LICENSE	\$700.00
9/1	18060	3		1110	1000	4300	111	SCHOOL SPECIALTY	INSTRUCTIONAL MATERIALS	\$515.94
9/1	18058	3		1110	1000	4300	111	SCHOOL SPECIALTY	INSTRUCTIONAL MATERIALS	\$156.78
9/1	18075	3		1110	1000	4300	111	SCHOOL SPECIALTY	FELT PENS & T-PINS	\$63.10
9/1	18015	3		1110	1000	4300	222	SOUTHWEST SCH SUPPLY	TISSUE PAPER	\$51.20
9/1	18056	3		1110	1000	4300	111	SOUTHWEST SCH SUPPLY	INSTRUCTIONAL MATERIALS	\$1,646.79
9/1	18066	3		1110	1000	4300	111	SOUTHWEST SCH SUPPLY	INSTRUCTIONAL MATERIALS	\$619.48
9/14	18037	3		1110	1000	4300	222	SOUTHWEST SCH SUPPLY	INSTRUCTIONAL MATERIALS	\$884.07
9/14	18103	3		1110	1000	4300	222	RW SCHOOL SUPPLY	TEST PENCILS	\$52.00
9/14	18045	3		1110	1000	4300	222	ELGIN SCHOOL SUPPLY	INSTRUCTIONAL MATERIALS	\$801.80
9/14	18163	3		1110	1000	4300	222	DONNA KULBACKI	REIMBURSE/BOOKS	\$43.32
9/15	18079	3		1110	1000	4300	111	SOUTHWEST SCH SUPPLY	INSTRUCTIONAL MATERIALS	\$131.05
9/15	18080	3		1110	1000	4300	111	SOUTHWEST SCH SUPPLY	INSTRUCTIONAL MATERIALS	\$389.85
9/15	18081	3		1110	1000	4300	111	SOUTHWEST SCH SUPPLY	INSTRUCTIONAL MATERIALS	\$295.03
9/15	18083	3		1110	1000	4300	111	SOUTHWEST SCH SUPPLY	INSTRUCTIONAL MATERIALS	\$255.32
9/15	17984	3		1110	1000	4300	111	PREMIER AGENDAS	HOMEWORK CALENDARS	\$1,208.15
9/15	18065	3		1110	1000	4300	111	OFFICE DEPOT	INSTRUCTIONAL MATERIALS	\$1,029.89
9/15	18087	3		1110	1000	4300	111	OFFICE DEPOT	ELMERS GLUE	\$46.03
9/15	18120	3	0800	1110	1000	4300	000	OFFICE DEPOT	INSTRUCTIONAL MATERIALS	\$127.87
9/15	18090	3		1110	1000	4300	111	HENRY SCHEIN, INC.	NURSING SUPPLIES	\$293.71
9/15	18097	3		1110	1000	4300	222	THE MCGRAW-HILL CO.	EVERYDAY MATH & REF BKS	\$84.05
9/15	18085	3		1110	1000	4300	111	LIBERTY PAPER	COPY PAPER	\$1,333.95
9/15	18086	3		1110	1000	4300	111	CLASSROOM DIRECT	INSTRUCTIONAL MATERIALS	\$140.18
9/15	18129	3		1110	1000	4300	111	ALL THE KING'S FLAGS	CA & US FLAGS	\$135.00
9/15	18129	3		1110	1000	4300	222	ALL THE KING'S FLAGS	CA & US FLAGS	\$134.99
9/15	18182	3		1110	1000	4300	222	LAUREL BRETALL	REIMBURSE/TEACHING SUPPLIES	\$308.63
9/19	18070	3		1110	1000	4300	111	SP CONTROLS, INC.	(15) INTELLIGENT STYLUS	\$643.14
9/22	18118	3		1110	1000	4300	222	THERAPY SHOPPE	FERBY PENCIL SETS	\$164.97
9/23	18197	3		1110	1000	4300	111	KATHERINE THERRIAULT	REIMBURSE/WORDLY WISE	\$53.56
9/1	18020	3			7100	4300	000	APPLE INC.	iPADs	\$4,058.54
9/1	18057	3			7100	4300	000	NOVA DEVELOPMENT/MC	PARALLELS DESKTOP v6 & DISK	\$78.91
9/1	18126	3			7100	4300	000	MISSION FEDERAL/MC	SUPERINTENDENT EXPENSES	\$45.18
9/1	18117	3			7100	4300	000	SMART & FINAL	SUPPLIES FOR PROF. GROWTH	\$145.14
9/1	18125	3			7100	4300	000	COSTCO	FOOD FOR BACK TO SCH BBQ	\$235.22
9/2	18152	3			7100	4300	000	MARK WHITEHOUSE	REIMBURSE/STAFF PICTURES	\$112.38
9/14	18072	3			7100	4300	000	ENCINITAS ROTARY CLUB	MEALS	\$92.00

## 2011-2012 Purchase Order Listing

9/1	18020	3			7200	4300	000	APPLE INC.	iPAD	\$579.79	
9/1	18057	3			7200	4300	000	NOVA DEVELOPMENT/MC	PARALLELS DESKTOP v6 & DISK	\$78.91	
9/1	18068	3			8200	4300	000	HYDRO-SCAPE	LANDSCAPE SUPPLIES	\$276.02	
9/1	18068	3			8200	4300	000	HYDRO-SCAPE	LANDSCAPE SUPPLIES	\$220.89	
9/15	18119	3			8200	4300	000	MISSION JANITORIAL	CUSTODIAL SUPPLIES	\$132.64	
9/22	18128	3			8200	4300	000	INLAND PACIFIC RESC REC	PLAYGROUND CHIPS	\$4,498.73	
9/1	18064	6	3313	5770	1110	4300	000	CRISIS PREVENTION.COM	PARTICIPANT WORKBOOKS	\$221.41	
9/1	18089	6	3313	5770	1110	4300	000	STAPLES/MC	2-DRAWER FILE CABINET	\$85.36	
9/14	18122	6	3313	5770	1110	4300	000	NCS PEARSON, INC.	INSTRUCTIONAL MATERIALS	\$137.95	
9/15	18087	6	3313	5770	1110	4300	000	OFFICE DEPOT	TWIN-POCKET FOLDERS	\$7.83	
9/15	18127	6	3313	5770	1110	4300	000	LEARNING A-Z	RAZ-KIDS INDIVIDUAL LICENSE	\$64.95	
9/15	18176	6	3313	5770	1110	4300	000	LEAH ALAGNA	REIMBURSE/TEACHING SUPPLIES	\$74.04	
9/1	18146	6	8150		8110	4300	222	LEE'S LOCK & SAFE	PADLOCKS	\$133.61	
9/14	18168	6	8150		8110	4300	000	SHERWIN-WILLIAMS	PAINTING SUPPLIES	\$3.53	
9/14	18048	6	8150		8110	4300	000	HOME DEPOT	CUSTODIAL SUPPLIES	\$2,645.75	
9/14	18067	6	8150		8110	4300	000	ARCO	GASOLINE FOR TRUCKS	\$335.22	
9/22	18029	6	8150		8110	4300	000	GRAINGER	CUSTODIAL SUPPLIES	\$586.04	
9/19	18187	6	6300	1110	1000	4300-006	111	AMY SHIREMAN	REIMBURSE/SCIENCE SUPPLIES	\$185.12	
9/22	18141	3			1110	1000	4400	000	USI EDUCATION	LAMINATOR	\$1,704.18
9/1	18008	3			2420	4400	000	DATEL SYSTEMS	CISCO 48 PORTS	\$3,229.27	

**4000 BALANCE: \$281,698    ACCUMULATED BALANCE: \$90,833.46    REMAINING BALANCE: \$190,864.54**

9/8	17972	6	7240	5001	3600	5100	000	CARE-A-VAN TRANSPORT	SPECIAL ED TRANSPORTATION	\$1,768.00
9/14	18162	3	0800	1110	1000	5200	000	UC REGENTS	WORKSHOP REGISTRATION	\$75.00
9/1	18115	3			7100	5200	000	CSBA	ANNUAL CSBA WORKSHOP	\$1,275.00
9/1	18084	6	3313	5770	1110	5200	000	LRP PUBLICATIONS/MC	WORKSHOP REGISTRATION	\$376.00
9/1	18031	3			7100	5300	000	ACSA	ANNUAL MEMBERSHIP	\$1,390.50
9/22	18107	3			8200	5500-001	111	SDG&E	SERVICE FOR 8/10-9/9	\$7,708.84
9/22	18107	3			8200	5500-001	222	SDG&E	SERVICE FOR 8/10-9/9	\$3,130.67
9/14	18071	3			8200	5500-002	111	EDCO WASTE	SERVICE FOR AUGUST	\$426.64
9/14	18071	3			8200	5500-002	222	EDCO WASTE	SERVICE FOR AUGUST	\$426.64
9/22	18106	3			8200	5500-003	111	SAN DIEGUITO WATER	RECYCLED WATER 7/27-8/30	\$1,946.88
9/22	18095	3			8200	5500-003	111	ARROWHEAD	SERVICE FOR AUGUST	\$26.93
9/22	18095	3			8200	5500-003	222	ARROWHEAD	SERVICE FOR AUGUST	\$52.63
9/22	18095	3			8200	5500-003	000	ARROWHEAD	SERVICE FOR AUGUST	\$26.00
9/14	18124	3			8200	5500-004	111	AMERICAN PEST	SERVICE FOR RODENTS	\$60.00
9/14	18124	3			8200	5500-004	222	AMERICAN PEST	SERVICE FOR RODENTS	\$120.00
9/14	17997	3		1110	1000	5600	111	OCE	LEASE PAYMENT	\$754.62
9/14	17997	3		1110	1000	5600	222	OCE	LEASE PAYMENT	\$752.62
9/22	18074	3			2700	5600	111	PITNEY BOWES	LEASE PAYMENT	\$52.81
9/22	18074	3			2700	5600	222	PITNEY BOWES	LEASE PAYMENT	\$52.80
9/22	18005	3			7100	5600	000	OCE	MAINTENANCE AGREEMENT	\$79.00
9/22	18074	3			7200	5600	000	PITNEY BOWES	LEASE PAYMENT	\$52.80
9/22	18094	3			7200	5600	000	PRUDENTIAL OVERALL	MATS/AUGUST	\$10.70
9/22	18005	3			7200	5600	000	OCE	MAINTENANCE AGREEMENT	\$79.00
9/22	18094	3			8200	5600	111	PRUDENTIAL OVERALL	TOWELS & MOPS/AUGUST	\$192.40
9/22	18094	3			8200	5600	222	PRUDENTIAL OVERALL	TOWELS & MOPS/AUGUST	\$176.76
9/22	18203	6	8150		8110	5600	000	TATE FIRE PROTECTION	REPAIR LEAKING SPRINKLERS	\$497.00

## 2011-2012 Purchase Order Listing

9/1	18008	3		2420	5800	000	DATEL SYSTEMS	CISCO SMARTNET WARRANTIES	\$1,654.44
9/15	18009	3		2420	5800	000	DISCOVERY EDUCATION	ELEM. SCHOOL LICENSES	\$3,140.00
9/15	18181	3		2700	5800	111	BLACKBOARD CONNECT	PHONE/EMAIL NOTIFICATION SYS	\$1,146.00
9/15	18181	3		2700	5800	222	BLACKBOARD CONNECT	PHONE/EMAIL NOTIFICATION SYS	\$1,146.00
9/19	18111	3		7100	5800	000	TECHMASTERS, INC.	CONSULTING SERVICES/E-RATE	\$62.50
9/19	18139	3		7200	5800	000	CA DEPT OF JUSTICE	BACKGROUND CHECKS	\$32.00
9/22	18091	3		7200	5800	000	CINTAS DOCUMENT MGMT	SHREDDING SERVICE	\$204.96
9/14	18167	3		8200	5800	000	RIGOBERTO MARTINEZ	SPREAD WOOD CHIPS & SAND	\$600.00
9/22	18201	3		8200	5800	000	NORTH COAST WINDOW	WINDOW CLEANING AH & CAR	\$1,450.00
9/1	18148	6	8150	8110	5800	000	STANLEY STEEMER	CLEAN CARPETS AT CARDIFF	\$1,749.00
9/1	18150	3		2700	5900-001	111	AT&T	SERVICE THRU 8/4	\$11.96
9/1	18150	3		2700	5900-001	222	AT&T	SERVICE THRU 8/4	\$11.96
9/1	18150	3		7200	5900-001	000	AT&T	SERVICE THRU 8/4	\$11.95

**5000 BALANCE: \$674,399.00    ACCUMULATED BALANCE: \$89,793.65    REMAINING BALANCE: \$584,605.35**

CARDIFF SCHOOL DISTRICT

Enrollment Form

As of September 30, 2011

<b>CARDIFF</b>				<b>ADA HARRIS</b>			
	<b>BOYS</b>	<b>GIRLS</b>		<b>BOYS</b>	<b>GIRLS</b>		
K Bjorstad	<u>11</u>	<u>10</u>	21	3 Peery	<u>12</u>	<u>9</u>	21
K Hall	<u>12</u>	<u>9</u>	21	3 Hellmann	<u>11</u>	<u>12</u>	23
K McNamara	<u>10</u>	<u>10</u>	20	3 Switzler	<u>10</u>	<u>11</u>	21
K Paccione	<u>12</u>	<u>8</u>	20	3 Steel	<u>1</u>	<u>0</u>	1
K Stone	<u>13</u>	<u>9</u>	22				<b>TOT 3</b> <u>66</u>
K Reese	<u>0</u>	<u>0</u>	0				
			<b>TOT K</b> <u>104</u>				
1 Carter	<u>12</u>	<u>10</u>	22	4 d'Entremont	<u>15</u>	<u>13</u>	28
1 Easson	<u>12</u>	<u>10</u>	22	4 Jacobson	<u>14</u>	<u>12</u>	26
1 Froke	<u>11</u>	<u>10</u>	21	4 Murray, J.	<u>15</u>	<u>13</u>	28
1 Kulbacki	<u>12</u>	<u>10</u>	22	4 Trees	<u>13</u>	<u>17</u>	30
1 Sallans	<u>12</u>	<u>9</u>	21	4 Steel	<u>0</u>	<u>1</u>	1
1 Doui/Boye	<u>8</u>	<u>8</u>	16				<b>TOT 4</b> <u>113</u>
1 Reese	<u>0</u>	<u>0</u>	0				
			<b>TOT 1</b> <u>124</u>				
2 Gust/Stua	<u>13</u>	<u>9</u>	22	5 Ensberg	<u>14</u>	<u>10</u>	24
2 Kavan	<u>14</u>	<u>8</u>	22	5 Murray, S	<u>13</u>	<u>11</u>	24
2 Payte	<u>13</u>	<u>9</u>	22	5 Price	<u>13</u>	<u>11</u>	24 +1
2 Redding	<u>12</u>	<u>9</u>	21	5 Yant	<u>12</u>	<u>11</u>	23
2 Doui/Boye	<u>8</u>	<u>7</u>	15	5 Steel	<u>1</u>	<u>0</u>	1
2 Reese	<u>0</u>	<u>0</u>	0				<b>TOT 5</b> <u>96</u>
			<b>TOT 2</b> <u>102</u>				
3 Hamilton	<u>11</u>	<u>12</u>	23	6 Brice	<u>14</u>	<u>13</u>	27
3 Pacetti/Paz	<u>13</u>	<u>10</u>	23	6 Heyer	<u>16</u>	<u>14</u>	30
3 Doui/Boye	<u>4</u>	<u>6</u>	10	6 Jewell	<u>13</u>	<u>12</u>	25
			<b>TOT 3</b> <u>56</u>	6 Layman	<u>15</u>	<u>12</u>	27
				6 Steel	<u>1</u>	<u>0</u>	1
							<b>TOT 6</b> <u>110</u>
Boy/Girl Subtotal	<u>212</u>		<u>174</u>	Boy/Girl Subtotal	<u>203</u>		<u>182</u>
<b>SCHOOL TOTAL</b>	<u>386</u>			<b>SCHOOL TOTAL</b>	<u>385</u>		
<b>DISTRICT TOTAL</b>	<u>771</u>						



Cardiff School District  
Cardiff-by-the-Sea, California 92007

October 6, 2011

ITEM:           **PUBLIC HEARING: DETERMINING SUFFICIENCY OF  
INSTRUCTIONAL MATERIALS**

---

**BACKGROUND**

Education Code 60119 requires school districts to hold a public hearing and determine through a Board resolution determining that each pupil has sufficient textbooks or instructional materials in each of the following subjects that are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education:

Mathematics  
Science  
History-social science  
English/language arts, including the English language development

**CURRENT CONSIDERATIONS**

Based upon the recommendation of the San Diego County Office of Education, Resolution 11-12-02 is attached, which determines that each pupil in each school operated by the Cardiff School District had sufficient textbooks or instructional materials, or both, in each subject that are consistent with the content and cycles of the curriculum framework adopted by the state board for the 2010-11 fiscal year.

**FINANCIAL IMPLICATIONS**

There is no financial impact with regards to the Public Hearing.

**RECOMMENDATION**

It is recommended that the Board President announce that the Public Hearing regarding this issue be opened. Following the public hearing, it is recommended that the Board approve Resolution 11-12-02.



Cardiff School District  
1888 Montgomery Avenue  
Cardiff by the Sea, CA 92007  
(760) 632-5890

**NOTICE OF PUBLIC HEARING FOR  
OCTOBER 6, 2011  
GOVERNING BOARD MEETING**

**Cardiff School  
Auditorium  
5:30 pm**

Education Code 60119 requires that Governing Boards adopt a resolution by the eighth week of the school year, determining that each pupil has sufficient textbooks or instructional materials in each of the following subjects that are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education: mathematics, science, history-social science, English/language arts, including the English language development.

Posted September 19, 2011

*Cardiff School  
Ada Harris School  
Cardiff By The Sea Library  
2081 Newcastle Avenue*

**VISITORS/OUTSIDERS**

The Superintendent or designee shall post at every entrance to each school and school grounds a notice setting forth visitor registration requirements, hours during which registration is required, the registration location, the route to take to that location, and the penalties for violation of registration requirements. (Penal Code 627.6)

Unless otherwise directed, ~~by~~ the principal or designee, ~~a staff member~~ shall accompany visitors while they are on school grounds.

Visits from registered outsiders are limited to one (1) time per month. Up to thirty (30) minutes is allowed for visits from registered outsiders, unless prior arrangements are made with the principal. A longer visit will be permitted only if the principal determines it will not distract the teacher or students, interfere with the instructional program, or interfere with other students' right to privacy.

The instructional process will not be interrupted. No attempts shall be made to engage the teacher or the students in conversation during instructional time. If a conference is desired, an appointment should be set with the teacher during non-instructional time.

**Outsider Registration**

Any person other than the following is considered an outsider and required to register upon entering school premises during school hours: (Penal Code 627.1, 627.2; Evidence Code 1070)

1. A student of the school, unless currently under suspension
2. A parent/guardian of a student of the school
3. A Governing Board member or district employee
4. A public employee whose employment requires being on school grounds, or any person who is on school grounds at the school's request
5. A representative of a school employee organization who is engaged in activities related to the representation of school employees
6. An elected public official
7. A publisher, editor, reporter or other person connected with or employed by a newspaper, magazine, other periodical, radio station or television station

## **VISITORS/OUTSIDERS (continued)**

### **Registration Procedure**

In order to register, outsiders shall, upon request, furnish the principal or designee with the following information: (Penal Code 627.3)

1. His/her name, address and occupation
2. His/her age, if less than 21
3. His/her purpose for entering school grounds
4. Proof of identity
5. Other information consistent with the provisions of law

### **Denial of Registration**

The following provisions of law shall apply to outsiders. Outsiders do not include students, parents/guardians, district employees, elected public officials, or other persons listed in Penal Code 627.1.

1. The principal or designee may refuse to register any outsider if he/she reasonably concludes that the outsider's presence or acts would disrupt the school, students, or employees; would result in damage to property; or would result in the distribution or use of a controlled substance. The principal or designee or school security officer may revoke an outsider's registration if he/she has a reasonable basis for concluding that the outsider's presence on school grounds would interfere or is interfering with the peaceful conduct of school activities or would disrupt or is disrupting the school, students or staff. (Penal Code 627.4)

*(cf. 3515.2 - Disruptions)*

2. The principal or designee may request that an outsider who has failed to register, or whose registration privileges have been denied or revoked, promptly leave school grounds. When an outsider is directed to leave, the principal or designee shall inform the outsider that if he/she reenters the school within seven days he/she will be guilty of a misdemeanor subject to a fine and/or imprisonment. (Penal Code 627.7)

**VISITORS/OUTSIDERS** (continued)

**Appeal Procedure**

Any person who is denied registration or whose registration is revoked may appeal to the Superintendent or principal by submitting, within five days after the person's departure from school, a written request for a hearing. This request must state why he/she believes the denial or revocation was improper and must provide an address to which the hearing notice may be sent. Upon receipt of the request for a hearing, the Superintendent or principal shall promptly mail a notice of the hearing to the person requesting it. A hearing before the Superintendent or principal shall be held within seven days after receipt of the request. (Penal Code 627.5)

*(cf. 1312.1 - Complaints Concerning District Employees)*

Regulation  
approved: 03/15/07  
Revised:

**CARDIFF SCHOOL DISTRICT**  
Cardiff-By-The-Sea, California