

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

**REGULAR MEETING OF THE GOVERNING BOARD  
AGENDA**

**THURSDAY, NOVEMBER 13, 2014 • 5:00 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
    - Mr. Mark Whitehouse, President
    - Ms. Nancy Orr, Clerk
    - Ms. Siena Randall, Member
    - Mr. Dave Clark, Member
    - Mr. Rick Cassar, Member
    - Ms. Jill Vinson, Superintendent
  - D. Approval of agenda for November 13, 2014  
***All items are action unless labeled information***
  - E. Approve minutes from the regular meeting of October 9, 2014 **A**  
*Presentation from Assistance League of Rancho San Dieguito*
- 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 #14-009760 to #14-012591 \$164,067 **B**
  - 3. Payroll Warrants, October, 2014 \$536,132
- B. Enrollment report as of 11/04/14 **C**
- C. Personnel Report **D**
- D. Removal of items from Consent Calendar
- E. Approval of Consent Calendar

IV. BUSINESS AND FINANCE

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

V. GENERAL FUNCTIONS

- A. Public Notice of Contract Articles to be Included in Negotiations Between Cardiff School District and the Cardiff Elementary Teachers Association (CETA) **E**
- B. Consider Approval of Health & Welfare Cap Increase for all Current Eligible District Employees **F**
- C. Approve Disclosure of Collective Bargaining Agreement (AB 1200) **G**
- D. Approve process for filling Governing Board vacancy for term ending in 2016
- E. Approve timeline for filling vacant Board seat (If appointment) **H**
- F. Approve the application for Board appointment **I**
- G. Consider December 18, 2014 for a special board meeting

VI. FUTURE AGENDA ITEMS

VII. ANNOUNCEMENT: ADJOURNING TO CLOSED SESSION

- A. Public Employment Evaluation  
Position: Superintendent
  
- B. Conference with the District's labor negotiator, Jill Vinson, regarding negotiations with the Cardiff Elementary Teachers Association- Government Code Section 54957.6

VIII. REPORT FROM CLOSED SESSION (If applicable)

IX. ADJOURNMENT OF MEETING

CARDIFF SCHOOL DISTRICT  
1888 Montgomery Avenue  
Cardiff-by-the-Sea, California 92007

**MINUTES**  
**REGULAR MEETING OF OCTOBER 9, 2014**

The regular meeting of the Governing Board of the Cardiff School District was held on Thursday, October 9, 2014 at the Cardiff School, 1888 Montgomery Avenue, Cardiff-by-the-Sea, California. President Whitehouse called the meeting to order at 5:10 p.m. Trustees and visitors were led in the pledge of allegiance.

Members present: Cassar, Orr, Randall, Whitehouse

Members absent: Clark

Administrators  
present: Vinson, Parker, Kissell

The agenda for October 9, 2014 was approved as presented.

MOTION: Randall  
SECOND: Cassar  
AYES: Orr, Whitehouse  
NOES: 0

The minutes from the regular meeting of September 11, 2014 were approved as written.

MOTION: Randall  
SECOND: Orr  
AYES: Cassar, Whitehouse  
NOES: 0

Hearing Session:

- SEA is working on publishing the membership directory.
- Brian Kissell reported third graders have been happily practicing on their recently acquired recorders. Fourth graders will be walking thru California. The fifth graders will be visiting Biz Town, and the sixth graders will be preparing for the Toy Fair being held in December.
- Julie Parker reported teachers are using strategies they learned from JTL and applying them in the classroom.
- Superintendent Vinson reported the language arts and math committees will meet to continue collaborating on ideas. She has been walking through classroom on both campuses and was able to witness a JTL demonstration on math this morning at Cardiff.

Hearing Session continued:

Sharon Iversen is retiring on November 7, 2014. We are interviewing on October 17<sup>th</sup> for her replacement. The SF2 Fall Regional Meeting is on October 27<sup>th</sup> and San Dieguito Union High School District is hosting it. Ms. Vinson and Trustee Randall will represent the district.

The consent calendar was approved as presented.

MOTION: Orr  
SECOND: Cassar  
AYES: Randall, Whitehouse  
NOES: 0

The 2013-14 Unaudited Actual Financial Report was adopted.

MOTION: Orr  
SECOND: Whitehouse  
AYES: Cassar, Randall  
NOES: 0

Brian Kissell presented a comprehensive overview of the CAASPP (California Assessment of Student Performance and Progress) test that will be used this spring.

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 5:50 p.m. The meeting was reconvened at 7:44 p.m. President Whitehouse 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 7:45 p.m.

Respectfully submitted,

---

Nancy Orr, Clerk

---

Jill Vinson, Superintendent

## 2014-2015 Purchase Order Listing

Date	PO #	Fund	Resc.	Goal	Func.	Object	Loc.	Vendor	Description	Amt Paid
10/10	263	0100	6300	1110	1000	4100	000	HOUGHTON MIFFLIN	MATH EXPRESSIONS	\$3,241.52
10/10	19964	0100	6300	1110	1000	4100	000	HOUGHTON MIFFLIN	MATH EXPRESSIONS	\$2,027.70
10/29	327	0100	6300	1110	1000	4100	000	HOUGHTON MIFFLIN	MATH EXPRESSIONS	\$775.01
										\$6,044.23
10/1	231	0100		1110	1000	4300	111	STANDARD STATIONERY	INSTRUCTIONAL MATERIALS	\$127.01
10/1	218	0100		1110	1000	4300	111	SOUTHWEST SCH SUPPLY	INSTRUCTIONAL MATERIALS	\$438.25
10/1	248	0100		1110	1000	4300	222	SOUTHWEST SCH SUPPLY	MARKERS, PENCILS & GLUE	\$246.63
10/1	233	0100		1110	1000	4300	222	SOUTHWEST SCH SUPPLY	INSTRUCTIONAL MATERIALS	\$852.88
10/1	285	0100		1110	1000	4300	222	SOUTHWEST SCH SUPPLY	INSTRUCTIONAL MATERIALS	\$222.58
10/3	201	0100	7405	1110	1000	4300	000	WHOO'S SMART	JTL FICTION SETS	\$9,951.53
10/8	224	0100		1110	1000	4300	111	ELGIN SCHOOL SUPPLY CO	SHARPIES & DRY ERASERS	\$242.18
10/8		0100		1110	1000	4300	222	LAUREL BRETALL	REIMBURSE/INST. SUPPLIES	\$155.36
10/10	291	0100		1110	1000	4300	222	SCHOOL SPECIALTY	INSTRUCTIONAL MATERIALS	\$222.24
10/10	302	0100		1110	1000	4300	222	THE OFFICE DEALER	PRIMARY JOURNALS	\$289.27
10/10	299	0100		1110	1000	4300	222	OFFICE DEPOT	COMP BOOKS, PENCILS & BOXES	\$228.80
10/10	316	0100		1110	1000	4300	111	OFFICE DEPOT	CONSTRUCTION PAPER	\$680.83
10/10	288	0100		1110	1000	4300	111	MCGRAW-HILL	NUMBERWORLDS ASSESSMENT	\$69.20
10/22	264	0100		1110	1000	4300	222	POCKET FULL OF THERAPY	SMART START WRITING PAPER	\$212.79
10/22	284	0100		1110	1000	4300	111	HAL LEONARD CORP.	MUSIC EXPRESS SUBSCRIPTION	\$195.00
10/24	310	0100	7405	1110	1000	4300	000	WHOO'S SMART	JTL FICTION SETS	\$265.61
10/24	315	0100		1110	1000	4300	111	SCHOOL SPECIALTY	TEMPERA PAINT	\$69.12
10/28	314	0100		1110	1000	4300	222	AMAZON	MINI ERASERS & PENCILS ASST	\$23.40
10/28	19965	0100		1110	1000	4300	111	AMAZON	BOOK - ESPERANZA RISING	\$380.00
10/28	277	0100		1110	1000	4300	111	AMAZON	D'NEALIAN HANDWRITING	\$123.77
10/1	265	0100		1110	1000	4300	111	SOUTHWEST SCH SUPPLY	RECEIPT BOOKS	\$22.23
10/29	333	0100		1110	1000	4300	222	ARTS ATTACK	REPLACEMENT DVDS	\$142.82
10/1	19936	0100	6500	5770	1120	4300	111	S'COOL MOVES, INC.	INSTRUCTIONAL MATERIALS	\$317.25
10/24	303	0100	6500	5770	1190	4300	111	SUPER DUPER PUBLICATIONS	FOCUS ON FLUENCY KIT	\$139.95
10/29	289	0100	6500	5770	1190	4300	111	NCS PEARSON INC.	RECORD FORMS & CELF-5	\$506.16
										\$16,124.86
10/1	240	0100		1110	1000	4300	111	USI INC.	LAMINATING FILM	\$640.66
10/29	331	0100		1110	1000	4300	222	LIBERTY PAPER	COPY PAPER	\$1,153.44
10/24	275	0100		1110	1000	4300	222	UNITED HEALTH SUPPLIES	NURSING SUPPLIES	\$180.73
10/9		0100		1110	1000	4300	222	ALICIJA PETRAS	REIMBURSE/PACKING TAPE	\$14.56
10/10	238	0100		1110	1000	4300	222	OFFICE DEPOT	FILE CABINET	\$128.71
10/10	276	0100		1110	1000	4300	222	KIDSCARPET.COM	FISH IN THE SEA RUG	\$279.99
10/3	220	0100		1110	1000	4300	111	VIRCO	ACTIVITY TABLES	\$1,579.09
10/29	323	0100	0000-066	1110	1000	4300	222	MAC TO SCHOOL	REFURBISHED IMAC	\$967.91
10/22	283	0100	0000-066	1110	1000	4300	222	PROMETHEAN INC.	UPGRADE	\$3,008.92
10/22	318	0100	6500	5770	3120	4300	000	APPLE INC.	iPAD, ADAPTER & CABLE	\$474.96
10/28	314	0100	6500	5770	3120	4300	000	AMAZON	iPAD CASES	\$49.26
10/29	319	0100	6500	5770	3120	4300	000	APPLE INC.	VOUCHER	\$400.00
10/24	298	0100			2420	4300	222	THE TREE HOUSE, INC.	PRINTER INK & TONER	\$138.39
10/1	285	0100			7100	4300	000	SOUTHWEST SCH SUPPLY	PAPER, FOLDERS, PENS	\$65.26
10/9	19910	0100			7100	4300	000	ENCINITAS ROTARY CLUB	MEALS	\$77.00

## 2014-2015 Purchase Order Listing

10/22	0100			7100	4300	000	BARNES & NOBLE/MC	BOOKS	\$21.86	
10/29	331	0100		7100	4300	000	LIBERTY PAPER	COPY PAPER	\$576.72	
10/8	217	0100		7200	4300	000	ECS IMAGING INC.	DOCUMENT MGMT & ARCHIVING	\$12,590.00	
10/29	331	0100		7200	4300	000	LIBERTY PAPER	COPY PAPER	\$576.72	
10/8	19922	0100	8150	8110	4300	000	SHELL	GAS FOR TRUCK & EQUIPMENT	\$210.19	
10/8	139	0100	8150	8110	4300	000	HOME DEPOT	MAINTENANCE SUPPLIES	\$2,201.73	
10/10	19926	0100	8150	8110	4300	000	LEE'S LOCK & SAFE	PADLOCK & KEYS	\$267.38	
10/29	19947	0100	8150	8110	4300	000	CONSOLIDATED ELECTRICAL	MAINTENANCE SUPPLIES	\$343.96	
10/8	267	0100		8200	4300	000	MAINTEX	CUSTODIAL SUPPLIES	\$3,435.73	
10/8	268	0100		8200	4300	000	MAINTEX	CUSTODIAL SUPPLIES	\$2,835.22	
10/8	271	0100		8200	4300	000	MAINTEX	CUSTODIAL SUPPLIES	\$1,499.23	
10/24	298	0100	6300	1110	1000	4300-005	222	THE TREE HOUSE, INC.	PRINTER INK & TONER	\$1,507.57
10/3	274	0100	0000-068	1110	1000	4300-005	111	VOCABULARYSPELLINGCITY	PREMIUM MEMBERSHIP	\$234.00
10/2	278	0100	0000-068	1110	1000	4300-005	111	QUIZLET	QUIZLET MEMBERSHIP	\$100.00
10/3	245	0100	0000-068	1110	1000	4300-005	111	AMAZON	TECH SUPPLIES	\$264.46
10/3	244	0100	0000-068	1110	1000	4300-005	111	AMAZON	TECH SUPPLIES	\$178.73
10/3	266	0100	0000-068	1110	1000	4300-005	111	AMAZON	TECH SUPPLIES	\$209.29
10/8	282	0100	0000-068	1110	1000	4300-005	111	CAMCOR, INC.	HEADPHONES & EAR CUSHIONS	\$459.86
10/8	270	0100	0000-068	1110	1000	4300-005	111	APPLE INC.	TECH SUPPLIES	\$1,424.52
10/10	272	0100	0000-068	1110	1000	4300-005	222	IXL LEARNING	STUDENT LICENSES	\$664.00
10/10	272	0100	0000-068	1110	1000	4300-005	111	IXL LEARNING	STUDENT LICENSES	\$249.00
10/1	249	0100			2420	4300-005	111	THE TREE HOUSE, INC.	PRINTER TONER CARTRIDGES	\$1,572.45
10/15		0100	6300	1110	1000	4300-006	111	NICK CATALDO	REIMBURSE/SCIENCE SUPPLIES	\$37.94
10/3	19937	0100			2420	4300-008	222	AMAZON	LIBRARY BOOKS	\$298.92
10/22		0100			2420	4300-008	222	GRIFFIN LABORATORIES/MC	PORTABLE AMPLIFIER	\$391.92
10/22	296	0100	6300	1110	1000	4300-012	000	FREE FORM CLAY & SUPPLY	CLAY & GLAZES	\$339.06
10/22	297	0100	6300	1110	1000	4300-012	000	FREE FORM CLAY & SUPPLY	GLAZES	\$238.12
10/22	313	0100	6300	1110	1000	4300-012	000	BLICK ART MATERIALS	ART SUPPLIES	\$202.39
									\$42,089.85	

**4000 BALANCE: \$252,649      ACCUMULATED BALANCE: \$231,484.71      REMAINING BALANCE: \$21,164.29**

10/15	180	0100		5001	3600	5100	000	CARE-A-VAN TRANSPORT	SPECIAL ED TRANSPORTATION	\$6,777.40
10/29	180	0100		5001	3600	5100	000	CARE-A-VAN TRANSPORT	SPECIAL ED TRANSPORTATION	\$7,704.40
10/8		0100			2700	5200	111	HELEN RAMSAY	REIMBURSE/MILEAGE	\$25.76
10/9		0100			7100	5200	000	MARTHA BAILEY	REIMBURSE/MILEAGE	\$49.28
10/22		0100			7200	5200	000	SHARON IVERSEN	REIMBURSE/MILEAGE	\$49.28
10/8	273	0100	6500	5770	3120	5300	000	INCL FOR EXCEPTIONAL CHIL	MEMBERSHIP DUES	\$315.00
10/29		0100			7200	5300	000	CASBO	ASPIRING ACCESS DUES	\$135.00
10/17	19935	0100			8200	5500-001	111	SDG&E	SERVICE FOR 9/9-10/8	\$15,261.54
10/17	19935	0100			8200	5500-001	222	SDG&E	SERVICE FOR 9/9-10/8	\$5,623.12
10/8	236	0100			8200	5500-002	111	EDCO WASTE	SERVICE FOR SEPT.	\$426.64
10/8	236	0100			8200	5500-002	222	EDCO WASTE	SERVICE FOR SEPT.	\$426.64
10/15	19930	0100			8200	5500-003	111	SAN DIEGUITO WATER	RECYCLED WATER 8/27-9/30	\$3,098.85
10/15	19931	0100			8200	5500-003	000	SAN DIEGUITO WATER	SERVICE FOR 7/28-9/29	\$267.26
10/15	19931	0100			8200	5500-003	111	SAN DIEGUITO WATER	SERVICE FOR 7/28-9/29	\$322.83
10/15	19931	0100			8200	5500-003	222	SAN DIEGUITO WATER	SERVICE FOR 7/21-9/22	\$5,916.34
10/15	19939	0100			8200	5500-003	111	ARROWHEAD	SERVICE FOR SEPT.	\$26.99
10/15	19939	0100			8200	5500-003	222	ARROWHEAD	SERVICE FOR SEPT.	\$52.75
10/15	19939	0100			8200	5500-003	000	ARROWHEAD	SERVICE FOR SEPT.	\$26.06

## 2014-2015 Purchase Order Listing

10/8	19920	0100		8200	5500-004	111	AMERICAN PEST CONTROL	SERVICE FOR RODENTS	\$60.00	
10/8	19920	0100		8200	5500-004	222	AMERICAN PEST CONTROL	SERVICE FOR RODENTS	\$96.00	
10/1		0100	0000-003	1110	1000	5600	000	PC REPAIR CENTER	IPAD REPAIR	\$91.90
10/8	149	0100		1110	1000	5600	111	CANON FINANCIAL SERVICES	LEASE PAYMENT	\$755.38
10/8	149	0100		1110	1000	5600	222	CANON FINANCIAL SERVICES	LEASE PAYMENT	\$755.38
10/28		0100		1110	1000	5600	111	CANON SOLUTIONS	COPY OVERAGE	\$29.86
10/1		0100		2420	5600	000	PC REPAIR CENTER	IPAD REPAIR	\$221.24	
10/10	19934	0100		7200	5600	000	PRUDENTIAL OVERALL	MATS	\$11.00	
10/24	19909	0100		7200	5600	000	TOSHIBA FINANCIAL SERVICE	LEASE PAYMENT	\$201.97	
10/15		0100	8150	8110	5600	000	SOUTHCOAST HEATING & A/C	A/C REPAIR	\$407.00	
10/22		0100	8150	8110	5600	000	EVANS TIRES/MC	SERVICE DISTRICT TRUCK	\$461.51	
10/10	19934	0100		8200	5600	111	PRUDENTIAL OVERALL	TOWELS & MOPS	\$111.59	
10/10	19934	0100		8200	5600	222	PRUDENTIAL OVERALL	TOWELS, MOPS & MATS	\$99.24	
10/29		0100	0000-004	1110	1000	5800	111	ERMAL DANI	REIMBURSE/TRUCK RENTAL	\$136.41
1-/10	329	0100		1110	2140	5800	000	JUST THINK LITERACY	CONSULTANT-MATH & LITERACY	\$7,800.00
10/8	19949	0100	6500	5770	1190	5800	000	DEPENDABLE NURSING	LICENSED NURSING SERVICE	\$526.50
10/22	19974	0100	6500	5770	1190	5800	000	LEAPS-N-BOUNDS	OCCUPATIONAL THERAPY	\$3,340.00
10/29	19953	0100	6500	5770	1190	5800	000	PREMIER HEALTHCARE	LICENSED NURSING SERVICE	\$798.00
10/24	293	0100	3327	5770	3110	5800	000	ABA EDUCATION FOUNDATION	MENTAL HEALTH SERVICES	\$416.25
10/22	19951	0100	3327	5770	3110	5800	000	NORTH COUNTY LIFELINE	MENTAL HEALTH SERVICES	\$3,744.84
10/8	145	0100		2420	5800	222	DIGITAL NETWORKS GROUP	PROJECTOR INSTALLATION	\$2,189.73	
10/29	290	0100		2420	5800	000	VOLOGY INC.	SMARTNET CATALYSTS	\$2,423.00	
10/29	322	0100		2420	5800	111	COMPANION CORP.	SOFTWARE SUBSCRIPTIONS	\$799.00	
10/29	322	0100		2420	5800	222	COMPANION CORP.	SOFTWARE SUBSCRIPTIONS	\$499.00	
10/24	188	0100		2700	5800	111	RSF SECURITY SYSTEMS	CENTRAL STATION MONITORING	\$210.00	
10/24	188	0100		2700	5800	222	RSF SECURITY SYSTEMS	CENTRAL STATION MONITORING	\$210.00	
10/10	19956	0100		7100	5800	000	TECHMASTERS, INC.	E-RATE CONSULTING SERVICE	\$218.75	
10/29		0100		7100	5800	000	REGISTRAR OF VOTERS	LEGAL ADS/GENERAL ELECTION	\$342.80	
10/28	19942	0100		7200	5800	000	CINTAS CORP.	SHREDDING SERVICE	\$102.48	
10/10	330	0100	8150	8110	5800	000	TRANE	SERVICE AGREEMENT	\$2,087.50	
10/15	215	0100		8200	5800	000	J.M.D. LANDSCAPE, INC.	LANDSCAPE MAINTENANCE	\$3,360.00	
10/24	320	0100		8200	5800	000	J.M.D. LANDSCAPE, INC.	DISTRIBUTE WOOD CHIPS	\$1,782.50	
10/24	321	0100		8200	5800	000	J.M.D. LANDSCAPE, INC.	PLANT CARROTWOOD TREES	\$1,215.79	
10/28		0100		8200	5800	000	J.M.D. LANDSCAPE, INC.	REPAIR IRR LEAKS & VALVES	\$511.27	
10/10	19955	0100		7100	5800-005	000	STUTZ, ARTIANO, SHINOFF	LEGAL SERVICES FOR AUGUST	\$1,172.80	
10/24	19938	0100		2700	5900-002	111	UPS	SHIPPING CHARGES	\$72.42	

\$83,766.25

**5000 BALANCE: \$814,282**

**ACCUMULATED BALANCE: \$288,826.48**

**REMAINING BALANCE: \$525,455.52**



CARDIFF SCHOOL DISTRICT

Enrollment Form

As of November 04, 2014

<b>CARDIFF</b>				<b>ADA HARRIS</b>			
	<b>BOYS</b>	<b>GIRLS</b>		<b>BOYS</b>	<b>GIRLS</b>		
TK Paccione	<u>12</u>	<u>7</u>	19	3 Peery	<u>15</u>	<u>9</u>	24
			<b>TOT TK</b>	3 Switzler	<u>14</u>	<u>8</u>	22
			<u>19</u>				<b>TOT 3</b>
K Bjorstad	<u>12</u>	<u>9</u>	21				<u>46</u>
K Kulbacki	<u>12</u>	<u>9</u>	21				
K McNamara	<u>10</u>	<u>9</u>	19				
K Stone	<u>11</u>	<u>9</u>	20				
			<b>TOT K</b>				
			<u>81</u>				
1 Carter	<u>7</u>	<u>13</u>	20	4 Ford	<u>13</u>	<u>10</u>	23
1 Froke	<u>7</u>	<u>11</u>	18	4 Green	<u>11</u>	<u>12</u>	23
1 Hall	<u>8</u>	<u>11</u>	19	4 Price	<u>12</u>	<u>10</u>	22
1 Sallans	<u>8</u>	<u>11</u>	19	4 Trees	<u>13</u>	<u>10</u>	23
1 Doui/Boye	<u>7</u>	<u>8</u>	15	4 Herr/d'Entre	<u>10</u>	<u>14</u>	24
			<b>TOT 1</b>				<b>TOT 4</b>
			<u>91</u>				<u>115</u>
2 Easson	<u>7</u>	<u>13</u>	20	5 Ensberg	<u>14</u>	<u>10</u>	24
2 Gust/Stua	<u>9</u>	<u>10</u>	19	5 Murray	<u>14</u>	<u>9</u>	23
2 Kavan	<u>10</u>	<u>10</u>	20	5 Yant	<u>14</u>	<u>10</u>	24
2 Payte	<u>10</u>	<u>10</u>	20	5 Herr/d'Entre	<u>9</u>	<u>7</u>	16
2 Redding	<u>11</u>	<u>9</u>	20				<b>TOT 5</b>
2 Doui/Boy	<u>10</u>	<u>5</u>	15				<u>87</u>
			<b>TOT 2</b>				
			<u>114</u>				
3 Hamilton	<u>9</u>	<u>13</u>	22	6 Brice	<u>13</u>	<u>11</u>	24
3 Pacetti/Paz	<u>9</u>	<u>13</u>	22	6 Heyer	<u>14</u>	<u>11</u>	25
3 Doui/Boy	<u>8</u>	<u>6</u>	14	6 Jewell	<u>14</u>	<u>11</u>	25
			<b>TOT 3</b>	6 Nguyen	<u>11</u>	<u>12</u>	23
			<u>58</u>	6 Therriault	<u>15</u>	<u>10</u>	25
							<b>TOT 6</b>
							<u>122</u>
SDC	<u>0</u>	<u>0</u>	<b>TOT</b>	SDC	<u>3</u>	<u>1</u>	<b>TOT</b>
			<u>0</u>				<u>4</u>
Boy/Girl Subtotal	<u>176</u>		<u>187</u>	Boy/Girl Subtotal	<u>209</u>		<u>165</u>
<b>SCHOOL TOTAL</b>	<u>363</u>			<b>SCHOOL TOTAL</b>	<u>374</u>		
<b>DISTRICT TOTAL</b>	<u>737</u>						

CARDIFF SCHOOL DISTRICT  
1888 Montgomery Avenue  
Cardiff-by-the-Sea, CA 92007

November 13, 2014

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Courtney Jasper	Purchasing/Payroll Tech	11/03/14 F/T 12 Mos. (Range 29 Step 4)

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

November 13, 2014

**ITEM:** PUBLIC NOTICE OF CONTRACT ARTICLES TO BE INCLUDED IN  
NEGOTIATIONS BETWEEN CARDIFF SCHOOL DISTRICT AND THE CARDIFF  
ELEMENTARY TEACHERS ASSOCIATION (CETA)

---

**BACKGROUND**

Government Code Number 3540 and Title 8, California Code of Regulations Number 32900 require public notice of the areas of the contract that will be negotiated.

**CURRENT CONSIDERATION**

The following are the articles of the contract that will be included in negotiations.

Article X	Teaching Hours
Article XI	Payment for Extra Curricular Duties
Article XVII	Employee Benefits
Article XVIII	Salaries
Article XIV	Certificated Employee Evaluation
Article XXIII	Peer Assistance and Review Program

**FINANCIAL IMPLICATIONS**

The public notice of articles for negotiations has no financial impact.

**RECOMMENDATION**

Approve the public notice of articles of the Cardiff School District/Cardiff Elementary Teachers Association (CETA) Contract that will be included in negotiations.

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

November 13, 2014

**ITEM: CONSIDER APPROVAL OF HEALTH & WELFARE CAP INCREASE FOR ALL  
CURRENT ELIGIBLE DISTRICT EMPLOYEES**

---

**BACKGROUND**

The District negotiating team and CETA have met to discuss the teachers' contract for the 2014-15 school year. At this time both parties have agreed to:

An increase to the annual Health & Welfare cap to \$7,062.20 effective January 1, 2015.

**FINANCIAL IMPLICATIONS**

Total approximate cost of the increase is \$24,344.00

**RECOMMENDATION**

It is respectfully recommended that the Board approve the increase to the Health & Welfare cap for all current eligible employees of the Cardiff School District.

Cardiff School District  
Cardiff-By-The-Sea, California 92007

November 13, 2014

ITEM: **APPROVE DISCLOSURE OF COLLECTIVE BARGAINING  
AGREEMENT (AB 1200)**

---

**BACKGROUND INFORMATION**

Assembly Bill 1200, enacted by the State Legislature in 1991, increased the responsibility of the county offices of education in reviewing school districts' budgets, specifically with regard to maintaining fiscal prudence and solvency. This includes adequate reporting of multi-year commitments and collective bargaining agreements. AB 1200 also mandated responsibility of school districts to disclose fiscal obligations. New legislation now mandates that not only the Superintendent, but also the Chief Business Official sign the disclosure.

**CURRENT CONSIDERATIONS**

This agenda item brings to the Board the Disclosure of Collective Bargaining Agreement, which was submitted to the San Diego County Office of Education on November 4, 2014.

SDCOE has provided a written response to the disclosure.

**FINANCIAL IMPLICATIONS**

This disclosure is for reporting purposes only. The cost of the salary increase is provided in another agenda item.

**RECOMMENDATION**

It is respectfully recommended that the Board approve the Disclosure of Collective Bargaining Agreement.

# Disclosure of Collective Bargaining Agreement

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213);  
GC § 3547.5 (Statutes of 2004, Chapter 52)

## Cardiff School District

Name of Bargaining Unit: Cardiff Elementary Teachers Association      Certified: x      Classified: \_\_\_\_\_

The proposed agreement covers the period:      Beginning: 1/1/2015      Ending: 6/30/2015

This agreement will be acted upon by the Governing Board at its meeting on:      11/13/2014  
Date

### A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement  (a) \$	Fiscal Impact of Proposed Agreement					
		Current Year 2014-2015		Year 2 20__ - 20__		Year 3 20__ - 20__	
		(b) \$	(c) %	(b) \$	(c) %	(b) \$	(c) %
1. Step & Column - Increase (Decrease) due to movement plus any changes due to settlement							
2. Salary Schedule - Increase (Decrease)	\$0.00						
3. Other Compensation - Increase (Decrease) in Stipends, Bonuses, etc.	\$0.00						
4. Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.							
5. Health/Welfare Benefits - Increase (Decrease)	\$278,555.00	\$17,436.47	6.26%		0.00%		0.00%
6. Total Compensation - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$278,555.00	\$17,436.47	6.26%	\$0.00	0.00%	\$0.00	0.00%
7. Total Number of Represented Employees	42.91	42.91					
8. Total Compensation Cost for Average Employee - Increase (Decrease)	\$6,491.61	\$406.35	6.26%				

Impact on other Funds: \_\_\_\_\_

# Disclosure of Collective Bargaining Agreement

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213);  
GC § 3547.5 (Statutes of 2004, Chapter 52)

## Cardiff School District

Name of Bargaining Unit: \_\_\_\_\_ Classified Employees \_\_\_\_\_ Certified: \_\_\_\_\_ Classified: X

The proposed agreement covers the period: Beginning: 1/1/2015 Ending: 6/30/2015

This agreement will be acted upon by the Governing Board at its meeting on: 11/13/2014  
Date

### A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement					
		Current Year 2014-2015		Year 2 20__ - 20__		Year 3 20__ - 20__	
		(a) \$	(b) \$	(c) %	(b) \$	(c) %	(b) \$
1. <b>Step &amp; Column</b> - Increase (Decrease) due to movement plus any changes due to settlement							
2. <b>Salary Schedule</b> - Increase (Decrease)	\$0.00						
3. <b>Other Compensation</b> - Increase (Decrease) in Stipends, Bonuses, etc.	\$0.00						
4. <b>Statutory Benefits</b> - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.							
5. <b>Health/Welfare Benefits</b> - Increase (Decrease)	\$64,916.00	\$4,063.50	6.26%		0.00%		0.00%
6. <b>Total Compensation</b> - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$64,916.00	\$4,063.50	6.26%	\$0.00	0.00%	\$0.00	0.00%
7. <b>Total Number of Represented Employees</b>	10.00	10.00					
8. <b>Total Compensation Cost for Average Employee</b> - Increase (Decrease)	\$6,491.60	\$406.35	6.26%				

Impact on other Funds: Enterprise Fund (63) \$406.35; Cafeteria Fund (13) \$406.35

- A. Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and comments and explanations as necessary:**

Increase cap on Health & Welfare from \$6,491.60 to \$7,062.20 beginning with  
The January 2015 premiums.

- B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development days, teacher prep time, etc.)**

- C. What are the specific impacts on instructional/support programs to accommodate the settlement? Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.**



**D. What contingency language is included in the proposed agreement?**  
Include specific areas identified for reopeners, applicable fiscal years, and specific contingency language.

---

---

---

---

---

---

---

---

**E. Source of Funding for Proposed Agreement**

1. Current Year

---

---

---

---

2. How will the ongoing cost of the proposed agreement be funded in future years?

---

---

---

---

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations)

---

---

---

---

**F. Impact of Proposed Agreement on Current Year Unrestricted Reserves**

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$7,920,500
b. State Standard Minimum Reserve Percentage for this District	4.00%
c. Projected P-2 ADA	718.00
d. State Standard Minimum Reserve Amount for this District <i>(Line 1a times Line 1b, or \$50,000, whichever is greater, for a district with less than 1,001 ADA)</i>	\$316,820.00

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties	\$1,516,415.00
b. General Fund Budgeted Unrestricted Unappropriated Amount	\$559,412.00
c. Special Reserve Fund 17-Budgeted Designated for Economic Uncertainties	
d. Special Reserve Fund 17-Budgeted Unappropriated Amount	
e. Total District Budgeted Unrestricted Reserves	\$2,075,827.00

3. Do unrestricted reserves meet the state standard minimum reserve amount?  **Yes**  No

**G. Certification**

The information provided in this document summarized the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement in accordance with the requirements of AB 1200 and Government Code § 3547.5.

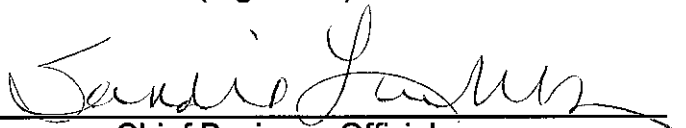
We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.



District Superintendent  
(Signature)

11/4/2014

Date



Chief Business Official  
(Signature)

11/4/2014

Date

Contact Person: Sandie Luehrs Telephone No.: 760-632-5890

**H. Impact of Proposed Agreement on Current Year Operating Budget\***

Date of governing board approval of budget revisions in Col. 2: 12/11/2014  
 in accordance with Education Code § 42142 and Government Code § 3547.5

Provide a copy of board-approved budget revisions and board minutes. In addition, provide two expenditure reports generated by the district's financial system: one showing the budget by major object before the changes and a second showing the budget by major object after the changes.

If the board-approved revisions are different from the proposed budget adjustments in Col. 2, provide a revised report upon approval of the district governing board.

	<b>(Col. 1) Latest Board- Approved Budget Before Settlement as 7/1/2014</b>	<b>(Col. 2) Adjustments as a Result of Settlement</b>	<b>(Col. 3) Other Revisions</b>	<b>(Col. 4) (Cols. 1 + 2 + 3) Total Impact on Budget</b>
<b>REVENUES:</b>				
LCFF Sources (8010-8099)	6,835,239			6,835,239
Remaining Revenues (8100-8799)	1,108,306			1,108,306
<b>TOTAL REVENUES</b>	7,943,545	0	0	7,943,545
<b>EXPENDITURES:</b>				0
1000 Certificated Salaries	4,101,300			4,101,300
2000 Classified Salaries	1,229,055			1,229,055
3000 Employee Benefits	1,152,552	23,532		1,176,084
4000 Books and Supplies	252,649			252,649
5000 Services and Operating Expenses	814,282			814,282
6000 Capital Outlay	0			0
7000 Other				0
<b>TOTAL EXPENDITURES</b>	7,549,838	23,532	0	7,573,370
OPERATING SURPLUS (DEFICIT)	393,707	(23,532)	0	370,175
OTHER SOURCES AND TRANSFERS IN				0
OTHER USES AND TRANSFERS OUT	370,662			370,662
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	23,045	(23,532)	0	(487)
BEGINNING BALANCE	2,462,859			2,462,859
CURRENT YEAR-ENDING BALANCE	2,485,904	(23,532)	0	2,462,372
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable (9711-9719)	1,500			1,500
Restricted (9740)	324,840			324,840
Committed (9750/9760)	0			0
Assigned (9780)	83,737			83,737
Reserve Economic Uncertainties (9789)	1,516,415			1,516,415
Unassigned/Unappropriated (9790)	559,412			559,412

If the total amount of the adjustment in Column 2 does not agree with the amount of the total cost shown on page 1, please explain:

---



---



---

\*This supplement is a composite recap of "all" the bargaining agreements shown on the preceding pages.

CARDIFF SCHOOL DISTRICT  
**DRAFT**

SUGGESTED TIMELINE FOR APPOINTMENT OF GOVERNING BOARD MEMBER

- |                   |  |
|-------------------|--|
| November 17, 2014 | <ul style="list-style-type: none"><li>• District update to staff and parents</li></ul>   |
| November 13, 2014 | <ul style="list-style-type: none"><li>• Regular Board Meeting: Approve process for filling Governing Board vacancy</li></ul>   |
| November 17, 2014 | <ul style="list-style-type: none"><li>• News release to media</li><li>• E-mail news release to Cardiff staff and parents</li></ul>   |
| December 5, 2014  | <ul style="list-style-type: none"><li>• Deadline for candidates to submit letter of intent and biographical sketch to District Office by 3:00 p.m.</li></ul>   |
| December 5, 2014  | <ul style="list-style-type: none"><li>• Candidates' packets to Governing Board for review</li></ul>  |
| December 18, 2014 | <ul style="list-style-type: none"><li>• Special Board Meeting: Candidate Interviews</li><li>• Standard set of questions for all candidates</li><li>• Board member selected and administered Oath of Office</li></ul> |

DRAFT  
CARDIFF SCHOOL DISTRICT  
BOARD OF EDUCATION

**Application for Board Appointment**  
THIS APPLICATION IS A PUBLIC DOCUMENT

In an effort to ensure that candidates meet eligibility requirements as deemed by Education Code 35107 (et.seq.), the following application was approved at the \_\_\_\_\_ regular meeting for applicant submission.

**Applicant must be a registered voter and a resident of the Cardiff School District.**

Applications must be received by the Secretary of the Board/Superintendent **no later than December 5, 2014**. Applications may be emailed to **martha.bailey@cardiffschools.com**, mailed or hand delivered to Jill Vinson, District Superintendent, 1888 Montgomery Avenue, Cardiff, CA 92007 or faxed to (760) 942-5831. ***(Applicants that submit an electronic application will receive confirmation from the district)***

*(please type or print):*

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone No (     ) \_\_\_\_\_ Cellular (     ) \_\_\_\_\_

Occupation \_\_\_\_\_

Please attach a letter citing your qualifications and why you wish to be appointed to the Cardiff Board of Trustees. (500 words maximum)

**References:**

Name	Address	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____

**PLEASE NOTE: the appointee holds office until the next governing board member election, which occurs at the next general election (November 8, 2016)**

**Information contained on this application may be subject to verification**

**CERTIFICATION OF QUALIFICATIONS:**

I understand that this application is a public document and may be requested under provisions of the Public Records Act and/or be available to the public on the Sample District website.

I understand that upon appointment I would be required to file a Conflict of Interest Statement and take an Oath of Office.

I certify that I am not disqualified from holding this office because of a conviction of any of the crimes on the attached list and further certify I am not otherwise disqualified under the California Constitution or statutes from holding public office.

I certify that I am a citizen of California, a resident of the Sample School District, and a registered voter.

I attest the foregoing information is true to the best of my knowledge.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**The following is a list of crimes, convictions of which precludes a person from holding public office in the State of California. Conviction of these crimes renders a person “forever disqualified from holding any office in this state.”**

### **Penal Code Sections**

- Bribing executive officer (*Penal Code § 67*)
- Officer asking or receiving bribes (*Penal Code §§ 68, 88*)
- Receiving gratuity for appointment to office (*Penal Code § 74*)
- Judicial Officer who asked for or received emoluments, gratuities, rewards, or the fee of a stenographer (*Penal Code § 94*)
- Giving or offering bribe to Councilman or Supervisor (*Penal Code § 165*)
- Misappropriation of public funds (*Penal Code § 424*)
- Interface with work or discipline of, or giving certain articles to prisoners (*Penal Code § 2772*)
- Interference with or giving certain articles to convicts (*Penal Code § 2790*)

### **Government and Elections Code Sections**

- Officer making contracts in which he or she is interested (*Government Code § 1097*)
- Members of the Legislature convicted of any crime (*Government Code § 9055*)
- Corrupting the voting process (*Election Code § 18501*)

Please note that aside from the above restrictions, Government Code § 1126 prohibits any local agency official from engaging

“in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to his or her duties as a local agency officer or employee or with the duties, functions, or responsibilities of his or her appointing power or the agency by which he or she is employed.”