

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

**REGULAR MEETING OF THE GOVERNING BOARD  
AGENDA**

**TUESDAY, FEBRUARY 10, 2015 • 5:00 PM • PUBLIC MEETNG  
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. David Ross, Member
    - Ms. Jill Vinson, Superintendent
  - D. Approval of agenda for February 10, 2015  
***All items are action unless labeled information***
  - E. Approve minutes from the regular meeting of January 21, 2015 **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 #14-017646 to #14-020736 \$92,479 **B**
  - 3. Payroll Warrants, January, 2015, \$598,180
- B. Enrollment report as of 02/05/15 **C**
- C. Removal of items from Consent Calendar
- D. Approval of Consent Calendar

IV. BUSINESS AND FINANCE

- A. Budget Update (**Information**)
- B. Approve budget assumptions for 2015-16 **D**

V. GENERAL FUNCTIONS

- A. Consider ratification of Collective Bargaining Agreement between Cardiff Elementary Teachers' Association (CETA) and Cardiff School District **E**
- B. Approve AB 1200 document for certificated and classified employees **F**
- C. Consider approval of an increase in compensation for current Classified Employees
- D. Consider approval of an increase in compensation for current Classified Confidential/Classified Management employees
- E. Consider approval of an increase in compensation for current Certificated Management employees
- F. Approval of renewal of Superintendent contract
- G. Consider reduced work load request from certificated employee #350-239 for the 2015-16 school year **G**

VI. FUTURE AGENDA ITEMS

VII. ANNOUNCEMENT: ADJOURNING TO CLOSED SESSION

- A. 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 MINUTES OF JANUARY 21, 2015**

The regular meeting of the Governing Board of the Cardiff School District was held on Wednesday, January 21, 2015 at the Cardiff School, 1888 Montgomery Avenue, Cardiff-by-the-Sea, California. President Whitehouse called the meeting to order at 5:03 p.m. Trustees and visitors were led in the pledge of allegiance. Trustee Clark arrived at 5:50 p.m.

Members present: Clark, Randall, Ross, Orr, Whitehouse

Members absent: None

Administrators  
present: Vinson, Kissell

The agenda for January 21, 2015 was approved as presented.

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

The minutes from the regular/organizational meeting of December 9, 2014 and special meetings of December 18, 2014 and December 22, 2014 were approved as written.

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

Item B, from Business and Finance was moved to this point of the agenda to accommodate Mike Mears from Wilkinson Hadley King & Co. LLP CPA's and Advisors who was in attendance to answer question regarding the audit.

The annual audit report ending June 30, 2014 was reviewed and accepted.

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

Hearing Session:

- Brian Kissell reported that Marta Reinso is demonstrating an ELD lesson at the next ELAC/DELAC meeting.
- The School Site Council meeting is scheduled for January 27<sup>th</sup>.
- SEA is looking for an individual to chair the Gala event. A yoga event is planned for Family Fun Night.
- Principal Kissell reported The Great Kindness Challenge begins at both schools next week. He also reported the last assembly; "TOPTOEXPEDITION" was a family that shares their traveling experiences to reach the highest point on all 7 continents and their mission to raise awareness of global threats to the environment. Mr. Kissell shared the Writing Committee met today. Teachers are enthusiastic about sharing and implementing what they are learning.
- Trustees reported on their attendance to the Annual California School Board's Association Workshop in December.
- Superintendent Vinson reviewed the CSBA Policy timeline for adopting the policies that are being revised. Ms. Vinson also reported that SDCOE is going to assist us to develop a master plan to help with Prop 39 funds. The LAN meeting is on January 23<sup>rd</sup> at 1:30 at San Dieguito High School District. The Tax Assessors meeting is coming up on February 13<sup>th</sup> at 3:00 p.m. in Solana Beach. Ms. Vinson also shared that the old Masonic building is being rezoned to residential property. A planting party to replace the plants along the fence that runs along San Elijo has been planned for March 7<sup>th</sup> in the morning.

The consent calendar was approved as presented.

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

Sandie Luehrs, Director of Fiscal Services, gave a recap on her attendance to the Governor's Budget Workshop. She will have the second interim in March and will most likely be increasing property tax income.

The budget assumptions for 2015-16 were reviewed and discussed.

Annual district membership to the CalSTRS Funding Coalition was approved.

MOTION: Orr  
SECOND: Randall  
AYES: Clark, Orr, Randall, Ross, Whitehouse  
NOES: 0

Resolution of Local Reserves Cap SB 858 was approved.

MOTION: Randall  
SECOND: Orr  
AYES: Clark, Orr, Randall, Ross, Whitehouse  
NOES: 0

The Board Protocols for 2015 were reviewed.

Future agenda items:

1. 2015-16 budget assumptions
2. Approval of Superintendent contract

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 6:38 p.m. The meeting was reconvened at 8:25 p.m. President Whitehouse reported that no action was taken during closed session. There being no other business to come before the Board, the meeting was adjourned at 8:26 p.m.

Respectfully submitted,

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Nancy Orr, Clerk

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Jill Vinson, Superintendent

Date	PO#	Fund	Resource	Goal	Function	Object	Site	Name 1		W Amount
3-Jan	430	0100	0000000	0000	2420	4300000	000	MAX INTERACTIVE, INC.	IPAD cases for staff	226.00
3-Jan	415	0100	0000000	0000	7100	4300000	000	OFFICE DEPOT	DO supplies	42.56
8-Jan	403	2519	9010000	0000	8100	4300000	111	DIGITAL NETWORKS GROUP, INC.	XIRUS Software License, XMS Cloud License	3,202.56
9-Jan	428	0100	0000000	0000	2420	4300000	222	KWCG	PHASER 8560: 1yr. Service agreement	657.00
9-Jan	424	0100	0000000	0000	3160	4300000	000	PEARSON EDUCATION INC.	Wechsler Intelligence scale kit	1,361.65
9-Jan	19922	0100	8150000	0000	8110	4300000	000	SHELL	gas for truck	173.73
17-Jan	417	0100	0000000	0000	7100	4300000	000	TeacherGaming, LLC	Minecraft license	419.00
17-Jan		0100	8150000	0000	8110	4300000	000	ERMAL DANI	Reimbursement: Lowes Ceiling tiles	53.57
17-Jan	139	0100	8150000	0000	8110	4300000	000	HOME DEPOT CREDIT SERVICES	Maintenance supplies	540.24
22-Jan	429	0100	0000000	0000	2420	4300000	000	SYSAID TECHNOLOGIES, LTD	Sysaid Cloud Basic Edition/modules	885.00
27-Jan	436	0100	0000000	0000	8200	4300000	000	DECKER, INC.	New signs for field/parking lot, new swing seats	1,636.05
28-Jan	414	0100	0000000	0000	7100	4300000	000	SYNCB/AMAZON	DO supplies: timer, batteries	37.53
29-Jan		0100	8150000	0000	8110	4300000	000	FRAZEE INDUSTRIES, INC.	paint: touch ups	25.80
29-Jan		0100	0000000	0000	7100	4300000	000	MISSION FEDERAL CREDIT UNION	classroom supplies	300.00
29-Jan		0100	0000000	0000	7100	4300000	000	MISSION FEDERAL CREDIT UNION	meeting supplies	10.99
29-Jan	440	0100	0000000	0000	3160	4300000	000	PRO-ED	CAS2 Complete kit	962.50
31-Jan		0100	0000000	0000	7100	4300000	000	SAN DIEGUITO TROPHY	David Ross name plate	21.60
										<b>10,555.78</b>
3-Jan	421	0100	0000000	1110	1000	4300000	222	OFFICE DEPOT	cardstock, tape dispenser	45.21
8-Jan	407	0100	0000066	1110	1000	4300000	222	APPLE INC.	MacBook, power adapter, mouse, protection plai	2,817.67
9-Jan	435	0100	0000000	1110	1000	4300000	111	MCGRAW-HILL	Multiple skills series	165.33
27-Jan	448	0100	0000000	1110	1000	4300000	111	DECKER, INC.	pencil sharpeners	388.47
28-Jan		0100	0000000	1110	1000	4300000	000	CYNTHIA JENSON ELLIOT	garden supplies	142.68
28-Jan	437	0100	0000000	1110	1000	4300000	222	SYNCB/AMAZON	library books	67.65
28-Jan	406	0100	0000000	1110	1000	4300000	222	SYNCB/AMAZON	calculators	37.24
28-Jan	419	0100	0000000	1110	1000	4300000	222	SYNCB/AMAZON	tape dispenser	27.94
28-Jan	231	0100	0000000	1110	1000	4300000	111	Standard Stationery Supply Co.	supplies	2.55
31-Jan	450	0100	0000000	1110	1000	4300000	111	SOUTHWEST SCHOOL &	construction paper	55.80
31-Jan	449	0100	0000000	1110	1000	4300000	222	SOUTHWEST SCHOOL &	lined paper	214.65
31-Jan	410	0100	0000000	1110	1000	4300000	111	US GAMES	basketballs	91.32
										<b>4,056.51</b>
8-Jan	443	0100	6500000	5770	1110	4300000	000	LAZEL	ReadyTestA-Z license	59.95
10-Jan	447	0100	6500000	5770	1110	4300000	222	LAZEL	Raz-kids & Headsprout (1) yr. licenses	275.40
28-Jan	425	0100	6500000	5770	1110	4300000	111	SYNCB/AMAZON	bluetooth headphones	35.98
29-Jan	462	0100	6500000	5770	1110	4300000	222	LEARN WITHOUT LIMITS, LLC	Moby Curriculum license	99.00
										<b>470.33</b>
3-Jan	405	0100	0000068	1110	1000	4300005	222	IXL LEARNING	classroom license	249.00
8-Jan	420	0100	0000068	1110	1000	4300005	111	APPLE INC.	external hard drive, USB cables	420.07
28-Jan	444	0100	0000068	1110	1000	4300005	111	SYNCB/AMAZON	toner,printer,speakers,photo paper	409.64
31-Jan	451	0100	6300000	1110	1000	4300005	111	The Tree House, Inc.	toner	969.31
27-Jan		0100	6300000	1110	1000	4300006	111	NICK CATALDO	classroom supplies	83.52
28-Jan		0100	6300000	1110	1000	4300006	111	NICK CATALDO	classroom supplies	40.71
										<b>2,172.25</b>
28-Jan	438	0100	0000000	0000	2420	4300008	222	SYNCB/AMAZON	library books	154.35

28-Jan	439	0100	0000000	0000	2420	4300008	222	SYNCB/AMAZON	library books	129.09
28-Jan	412	0100	0000000	0000	2420	4300008	111	SYNCB/AMAZON	library books	197.40
28-Jan	411	0100	0000000	0000	2420	4300008	111	SYNCB/AMAZON	library books	239.30
28-Jan	413	0100	0000000	0000	2420	4300008	111	SYNCB/AMAZON	library books	83.74
29-Jan	452	0100	0000000	0000	2420	4300008	111	DEMCO, INC.	library supplies	255.00

**1,058.88**

<b>4000</b>	<b>BALANCE: \$377,147</b>				<b>ACCUMULATED BALANCE: \$286,064</b>				<b>REMAINING BALANCE: \$91,083</b>		
7-Jan	180	0100	0000000	5001	3600	5100000	000	CARE-A-VAN TRANSPORT	speical ed transportation	3,749.20	
14-Jan	180	0100	0000000	5001	3600	5100000	000	CARE-A-VAN TRANSPORT	speical ed transportation	3,852.20	
29-Jan	180	0100	0000000	5001	3600	5100000	000	CARE-A-VAN TRANSPORT	speical ed transportation	6,674.40	

**14,275.80**

8-Jan		0100	0000000	0000	7200	5200000	000	SAN DIEGO CNTY SUPT OF SCH.	CBO Forum	200.00
10-Jan	446	0100	0000000	0000	7100	5200000	000	University of San Diego	School of Leadership & Educational Sciences	325.00
10-Jan	446	0100	0000000	0000	2700	5200000	111	University of San Diego	School of Leadership & Educational Sciences	65.00
10-Jan	446	0100	0000000	0000	2700	5200000	222	University of San Diego	School of Leadership & Educational Sciences	65.00
10-Jan	446	0100	0000000	0000	2420	5200000	000	University of San Diego	School of Leadership & Educational Sciences	65.00
17-Jan	441	0100	0000000	0000	7100	5200000	000	CSBA	Institute for New and 1st Time Board Members	897.00
21-Jan	442	0100	0000000	0000	7100	5200000	000	ACSA	Superintendents' Symposium	545.00
28-Jan		0100	0000000	0000	7100	5200000	000	MARTHA BAILEY	Laserfiche Annaul Mtg.	120.80
28-Jan		0100	0000000	0000	7100	5200000	000	NANCY ORR	CBSA Conference	175.38
29-Jan		0100	0000000	0000	7100	5200000	000	MISSION FEDERAL CREDIT UNION	parking CSBA Conference	48.45
29-Jan		0100	0000000	0000	7100	5200000	000	MISSION FEDERAL CREDIT UNION	Superintendents' Symposium	178.20
31-Jan		0100	0000000	0000	2420	5200000	000	JACKIE MUSIL	Mileage & Laserfiche Conference	234.77
8-Jan	433	0100	0000000	1110	1000	5200000	000	EDTECH TEACHER	iPad Summit San Diego	425.00
10-Jan	446	0100	0000000	1110	1000	5200000	000	University of San Diego	School of Leadership & Educational Sciences	65.00
17-Jan		0100	0000000	1110	1000	5200000	000	MARTA REINOSO	Conference	30.00
30-Jan	454	0100	6500000	5770	1190	5200000	222	SAN DIEGO CNTY SUPT OF SCH.	Autism Spectrum Disorders Mtg.	20.00

**3,459.60**

8-Jan	19910	0100	0000000	0000	7100	5300000	000	ROTARY CLUB OF ENCINITAS	Meals & Fees	60.00
29-Jan	466	0100	0000000	0000	7200	5300000	000	SCHOOL SERVICES OF CA, INC.	CalSTRS Funding Coalition	500.00

**560.00**

3-Jan	19935	0100	0000000	0000	8200	5500001	222	San Diego Gas & Electric	Services Nov.5-Dec.8	2,777.61
28-Jan	19935	0100	0000000	0000	8200	5500001	111	San Diego Gas & Electric	Services Dec.9-Jan.9	6,372.09
28-Jan	19935	0100	0000000	0000	8200	5500001	222	San Diego Gas & Electric	Services Dec.9-Jan.9	3,308.49
7-Jan	236	0100	0000000	0000	8200	5500002	111	EDCO	Service for Deceember	426.64
7-Jan	236	0100	0000000	0000	8200	5500002	222	EDCO	Service for Deceember	426.64
14-Jan	19931	0100	0000000	0000	8200	5500003	000	SAN DIEGUITO WATER DISTRICT	Service for Deceember	204.53
14-Jan	19931	0100	0000000	0000	8200	5500003	000	SAN DIEGUITO WATER DISTRICT	Service for Deceember	315.45
29-Jan	19939	0100	0000000	0000	8200	5500003	111	ARROWHEAD	Service for Deceember	26.99
29-Jan	19939	0100	0000000	0000	8200	5500003	222	ARROWHEAD	Service for Deceember	52.75
29-Jan	19939	0100	0000000	0000	8200	5500003	000	ARROWHEAD	Service for Deceember	26.06
3-Jan	19920	0100	0000000	0000	8200	5500004	222	AMERICAN PEST CONTROL	Service for November	96.00
3-Jan	19920	0100	0000000	0000	8200	5500004	111	AMERICAN PEST CONTROL	Service for November	60.00
29-Jan	19920	0100	0000000	0000	8200	5500004	222	AMERICAN PEST CONTROL	Service for Deceember	96.00
29-Jan	19920	0100	0000000	0000	8200	5500004	111	AMERICAN PEST CONTROL	Service for Deceember	60.00



8-Jan	0100	8150000	0000	8110	5600000	000	STANDARD ELECTRONICS	repair heat detector, troubleshoot fire alarm	358.44
29-Jan	455 0100	0000000	0000	2420	5600000	000	APPLE INC.	replace hard drive	234.13
30-Jan	19934 0100	0000000	0000	8200	5600000	111	PRUDENTIAL OVERALL SUPPLY	services Nov.19-Dec.10	100.00
30-Jan	19934 0100	0000000	0000	8200	5600000	222	PRUDENTIAL OVERALL SUPPLY	services Nov.19-Dec.10	99.24
30-Jan	19934 0100	0000000	0000	7200	5600000	000	PRUDENTIAL OVERALL SUPPLY	services Nov.19-Dec.10	11.00
31-Jan	0100	0000000	0000	2420	5600000	222	PC REPAIR CENTER	Ipad repair	110.20
31-Jan	0100	8150000	0000	8110	5600000	000	STANDARD ELECTRONICS	repair monitor module	251.00
29-Jan	0100	0000000	1110	1000	5600000	111	SAN DIEGO DIGITAL SOLUTIONS	RISO service agreement	572.00
29-Jan	0100	0000000	1110	1000	5600000	222	SAN DIEGO DIGITAL SOLUTIONS	RISO service agreement	572.00
8-Jan	394 0100	0000000	0000	8200	5800000	222	J.M.D.LANDSCAPE INC.	Landscape Special project	3,870.00
9-Jan	0100	8150000	0000	8110	5800000	000	RED TRUCK FIRE & SAFETY CO.	repair fire alarm system	295.00
27-Jan	0100	8150000	0000	8110	5800000	000	TRANE U.S. INC.	repair heating/air system	4,120.41
29-Jan	19942 0100	0000000	0000	7200	5800000	000	CINTAS CORP.	Service for Deceember	102.48
30-Jan	0100	8150000	0000	8110	5800000	000	WESTERN FIRE PROTECTION, INC.	Completed annual repairs	595.00
31-Jan	0100	0000000	0000	7200	5800000	000	STATE OF CALIFORNIA	fingerprinting	32.00
31-Jan	0100	0000000	0000	7200	5800000	000	SAN DIEGO UNION-TRIBUNE, LLC	Public notices RE: Board	139.40
9-Jan	329 0100	0000000	1110	2140	5800000	000	JUST THINK LITERACY, LLC	Nov. & Dec. services	3,000.00
17-Jan	0100	0000085	1110	1000	5800000	111	PAMELA MILLER	Musicboosters	350.00
17-Jan	0100	0000085	1110	1000	5800000	111	CATHERINE GOLD	Musicboosters	800.00
28-Jan	0100	0000085	1110	1000	5800000	111	PAMELA MILLER	Musicboosters	210.00
3-Jan	343 0100	3327000	5770	3110	5800000	000	ABA EDUCATION FOUNDATION	Parent training/Supervision	462.75
3-Jan	0100	6500000	5770	3120	5800000	000	Ashley Smithey, PsyD, LEP	Psycho-educational Evaluation	1,620.00
7-Jan	0100	3327000	5770	3110	5800000	000	WILLIAM OR DIANNE GEIST	reimburse parent for payment for services	745.00
8-Jan	0100	6500000	5770	1190	5800000	000	DEPENDABLE NURSING, LLC	nursing services	1,872.00
9-Jan	0100	6500000	5770	1190	5800000	000	LEAPS-N-BOUNDS	Occupational Therapy	3,800.00
17-Jan	0100	3327000	5770	3110	5800000	000	NORTH COUNTY LIFELINE	Service for Deceember	1,344.84
27-Jan	0100	0000000	0000	7100	5800005	000	FAGEN FRIEDMAN & FULFROST	Business Services	105.46
31-Jan	0100	0000000	0000	7100	5800005	000	STUTZ, ARTIANO, SHINOFF &HOLTZ	Legal Services	93.45
8-Jan	0100	0000000	0000	7200	5900001	000	AT&T	Service for Deceember	383.63
8-Jan	0100	0000000	0000	7200	5900001	000	AT&T	Service for Deceember	1,904.11
8-Jan	0100	0000000	0000	7200	5900001	000	AT&T	Service for Deceember	1,006.85

**43,409.64**

**5000 BALANCE: 863,599**

**ACCUMULATED BALANCE: \$484,394**

**REMAINING BALANCE: \$379,205**

CARDIFF SCHOOL DISTRICT

Enrollment Form

As of February 5, 2015

<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>9</u>	<u>10</u>	19				
K Stone	<u>12</u>	<u>8</u>	20				
			<b>TOT K</b>				
			<u>81</u>				
1 Carter	<u>7</u>	<u>13</u>	20	4 Ford	<u>12</u>	<u>9</u>	21
1 Froke	<u>7</u>	<u>11</u>	18	4 Green	<u>11</u>	<u>12</u>	23
1 Hall	<u>8</u>	<u>10</u>	18	4 Price	<u>12</u>	<u>9</u>	21
1 Sallans	<u>8</u>	<u>10</u>	18	4 Trees	<u>13</u>	<u>10</u>	23
1 Doui/Boye	<u>7</u>	<u>8</u>	15	4 Herr/d'Entre	<u>11</u>	<u>14</u>	25
			<b>TOT 1</b>				<b>TOT 4</b>
			<u>89</u>				<u>113</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>11</u>	20	5 Murray	<u>14</u>	<u>9</u>	23
2 Kavan	<u>9</u>	<u>10</u>	19	5 Yant	<u>14</u>	<u>10</u>	24
2 Payte	<u>10</u>	<u>11</u>	21	5 Herr/d'Entre	<u>9</u>	<u>9</u>	18
2 Redding	<u>11</u>	<u>9</u>	20				<b>TOT 5</b>
2 Doui/Boy	<u>10</u>	<u>5</u>	15				<u>86</u>
			<b>TOT 2</b>				
			<u>115</u>				
3 Hamilton	<u>11</u>	<u>13</u>	24	6 Brice	<u>12</u>	<u>11</u>	23
3 Pacetti/Paz	<u>11</u>	<u>13</u>	24	6 Heyer	<u>14</u>	<u>10</u>	24
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>10</u>	<u>11</u>	21
			<u>62</u>	6 Therriault	<u>14</u>	<u>10</u>	24
							<b>TOT 6</b>
							<u>117</u>
SDC	<u>0</u>	<u>0</u>	<b>TOT</b>	SDC	<u>5</u>	<u>1</u>	<b>TOT</b>
			<u>0</u>				<u>6</u>
Boy/Girl Subtotal	<u>180</u>		<u>186</u>	Boy/Girl Subtotal	<u>208</u>		<u>160</u>
<b>SCHOOL TOTAL</b>	<u>366</u>			<b>SCHOOL TOTAL</b>	<u>368</u>		
<b>DISTRICT TOTAL</b>	<u>734</u>						

## **Cardiff School District Budget Assumptions 2015-16**

### **Foundational**

1. The budget shall reflect the goals of the strategic plan.
2. The employee compensation package is an important aspect of the district's budgetary planning.
3. Provision for the basic education program at all levels shall be the primary consideration.
4. One-time income and ending fund balance shall only be for one-time, non-recurring items.
5. Deferred maintenance shall be budgeted at 1% of General Fund expenditures.
6. The district shall reserve sufficient funds in anticipation of upcoming textbook adoptions.
7. The cafeteria program shall be self-supporting.
8. Estimates for utilities, contracted services, insurance, maintenance contracts and supplies shall be based upon a combination of historical data and industry projections.
9. Budgeted expenditures shall not exceed income unless the expenditures which exceed income are one-time only, and are being made possible by an identifiable revenue source.
10. When a new and previously unbudgeted general fund project or program is recommended, the major competing demands for funding shall be reviewed also.
11. Provisions shall be made to maintain the use, value, and safety of the facilities and equipment through capital improvements and preventative maintenance.
12. The District shall maintain a district reserve that is 20-25% of the annual budgeted revenues.
13. The district will use the tax assessor's recommended increase/decrease for property taxes each year.

## **Staffing and Enrollment**

14. Keeping K-3 class sizes in the low to mid 20's and upper grade class sizes in the mid to upper twenties is a target in Cardiff's budgetary planning.
15. Combination classes in all grade levels will be avoided whenever possible.  
(combination classes may be a necessary part of each school's class schedule)

## **Programs**

16. Consideration for staff development at all levels shall be included.
17. It is recognized that specialty programs are funded in partnership with local funding sources.
18. Facilities, Maintenance and Operations expenditures will be considered in three tiers: short term, mid term and long term needs.
19. Consideration of technology support, through staff, services, and equipment, shall be included. Technological support for instruction, learning, communication, and data analysis will be considered in three tiers: short term, mid term and long term needs.

Revised January 21, 2015

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

February 10, 2015

ITEM: **PROPOSED SETTLEMENT OF COLLECTIVE BARGAINING WITH  
THE CARDIFF ELEMENTARY TEACHERS' ASSOCIATION**

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**BACKGROUND**

The District and the Cardiff Elementary Teachers' Association (CETA) are in the first year of a three-year contract. As allowed by the contract, the District and CETA reopened negotiations in fall 2014. The District and CETA have concluded negotiations and have a tentative settlement.

**CURRENT CONSIDERATIONS**

The proposed settlement of collective bargaining with CETA includes the following terms:

- Increase the salary schedule for all current bargaining unit members by 2% retroactive to July 1, 2014.

**FINANCIAL IMPLICATIONS**

The increase to the salary schedule resulted in an \$82,332 increase in teacher salaries. The funding source for the proposed settlement is the general fund of the district.

**RECOMMENDATION**

It is respectfully recommended that the Board approve the agreement between the District and Cardiff Elementary Teachers Association (CETA).

February 10, 2015

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

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**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 January 28, 2015.

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      Certificated: X      Classified: \_\_\_\_\_

The proposed agreement covers the period:      Beginning: 7/1/2014      Ending: 6/30/2015

This agreement will be acted upon by the Governing Board at its meeting on: 10-Feb-15  
Date

### A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement					
		Current Year 2014/15		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		\$0.00					
2. <b>Salary Schedule</b> - Increase (Decrease)	\$3,669,954	\$70,992.00	1.93%		0.00%		0.00%
3. <b>Other Compensation</b> - Increase (Decrease) in Stipends, Bonuses, etc.	\$3,669,954	\$0.00	0.00%		0.00%		0.00%
4. <b>Statutory Benefits</b> - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$446,670.00	\$11,340.00	2.54%		0.00%		0.00%
5. <b>Health/Welfare Benefits</b> - Increase (Decrease)	\$0.00	\$0.00					
6. <b>Total Compensation</b> - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$4,116,624	\$82,332.00	2.00%	\$0.00	0.00%	\$0.00	0.00%
7. <b>Total Number of Represented Employees</b>	44.10	44.10					
8. <b>Total Compensation Cost for Average Employee</b> - Increase (Decrease)	\$93,347.48	\$1,866.94	2.00%				

Impact on other Funds: No Impact

# 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      Certificated: \_\_\_\_\_ Classified: X

The proposed agreement covers the period:      Beginning: 7/1/2014      Ending: 6/30/2014

This agreement will be acted upon by the Governing Board at its meeting on: 10-Feb-15  
Date

### A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement  (a) \$	Fiscal Impact of Proposed Agreement					
		Current Year 2013/14		Year 2 20 - 20		Year 3 20 - 20	
		(b) \$	(c) %	(b) \$	(c) %	(b) \$	(c) %
1. <b>Step &amp; Column</b> - Increase (Decrease) due to movement plus any changes due to settlement		\$0.00					
2. <b>Salary Schedule</b> - Increase (Decrease)	\$1,151,513	\$22,220.00	1.93%		0.00%		0.00%
3. <b>Other Compensation</b> - Increase (Decrease) in Stipends, Bonuses, etc.	\$1,151,513	\$0.00	0.00%		0.00%		0.00%
4. <b>Statutory Benefits</b> - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$176,988.00	\$4,350.00	2.46%		0.00%		0.00%
5. <b>Health/Welfare Benefits</b> - Increase (Decrease)	\$0.00	\$0.00					
6. <b>Total Compensation</b> - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$1,328,501	\$26,570.00	2.00%	\$0.00	0.00%	\$0.00	0.00%
7. <b>Total Number of Represented Employees</b>	70.00	70.00					
8. <b>Total Compensation Cost for Average Employee</b> - Increase (Decrease)	\$18,978.59	\$379.57	2.00%				

Impact on other Funds: F 13 = \$ 2,100    F 63 = \$ 5,100



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

Date of governing board approval of budget revisions in Col. 2: 12-Dec-13  
 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 10/31/2014</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>				
Revenue Limit Sources (8010-8099)	6,835,239			6,835,239
Remaining Revenues (8100-8799)	1,059,350			1,059,350
<b>TOTAL REVENUES</b>	<b>7,894,589</b>	<b>0</b>	<b>0</b>	<b>7,894,589</b>
<b>EXPENDITURES:</b>				<b>0</b>
1000 Certificated Salaries	4,101,388	70,992		4,172,380
2000 Classified Salaries	1,259,535	22,220		1,281,755
3000 Employee Benefits	1,166,695	15,690		1,182,385
4000 Books and Supplies	377,147			377,147
5000 Services and Operating Expenses	863,599			863,599
6000 Capital Outlay	0			0
7000 Other	295,741			295,741
<b>TOTAL EXPENDITURES</b>	<b>8,064,105</b>	<b>108,902</b>		<b>8,173,007</b>
OPERATING SURPLUS (DEFICIT)	(169,516)	(108,902)		(278,418)
OTHER SOURCES AND TRANSFERS IN	0			0
OTHER USES AND TRANSFERS OUT	78,421			78,421
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(247,937)	(108,902)	0	(356,839)
BEGINNING BALANCE	2,462,859			2,462,859
CURRENT YEAR-ENDING BALANCE	2,214,922	(108,902)	0	2,106,020
<b>COMPONENTS OF ENDING BALANCE:</b>				
Nonspendable (9711-9719)				0
Restricted (9740)	211,389			211,389
Committed (9750/9760)	1,500			1,500
Assigned (9780)	0			0
Reserve Economic Uncertainties (9789)	1,612,821			1,612,821
Unassigned/Unappropriated (9790)	389,212			280,310

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:

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

**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)	\$8,251,428
b. State Standard Minimum Reserve Percentage for this District	4.00%
c. Projected P-2 ADA	710.00
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>	\$330,057.12

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

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties	\$1,612,821.00
b. General Fund Budgeted Unrestricted Unappropriated Amount	\$280,310.00
c. Special Reserve Fund 17-Budgeted Designated for Economic Uncertainties	\$0.00
d. Special Reserve Fund 17-Budgeted Unappropriated Amount	\$0.00
e. Total District Budgeted Unrestricted Reserves	\$1,893,131.00

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)

26-Jan-15

Date



Chief Business Official  
(Signature)

26-Jan-15

Date

Contact Person: Sandie Luehrs

Telephone No.: 760-632-5890

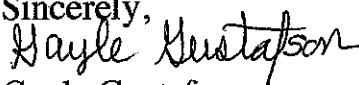
February 4, 2015

Dear Members of the Cardiff School Board,

I am respectfully writing to ask if you would please grant me one more year of reduced workload.

I see that in the CAL. EDC. CODE § 22713 : California Code - Section 22713 that a School Board can approve a period of time "up to and including 10 years" of Reduced Workload. Thus, I am asking if you would be so kind as to approve one more year for me.

Thank you so much for your consideration.

Sincerely,  
  
Gayle Gustafson