

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

**REGULAR MEETING OF THE GOVERNING BOARD  
AGENDA**

**THURSDAY, MAY 14, 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 May 14, 2015  
***All items are action unless labeled information***
  - E. Approve minutes from the regular meeting of April 16, 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 #14-029263 to #14-033711 \$88,331 **B**
  - 3. Payroll Warrants, April, 2015, \$ 610,137
- B. Enrollment Report as of 05/06/15 **C**
- C. Approve Independent Contractor Agreement between Cardiff School District and JMD Landscape, Inc. **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. Approve Declaration of Need For Fully Qualified Educators for the 2015-16 school year **E**
- B. Approve authorization to join the Coalition of San Diego County School Districts for Electricity Cost Reduction **F**
- C. Approve price increase for student lunch from \$3.00 to \$3.50 **G**
- D. Approve revised Board Policy 5141.31, Immunizations **H**
- E. Approve revised Administrative Regulation 5141.31, Immunizations **I**

VI. PERSONNEL

- A. Approve the employment of the Ada Harris Principal

VII. FUTURE AGENDA ITEMS

VIII. 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
- B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE – Government Code section 54957
- C. PUBLIC EMPLOYMENT – Government Code section 54957  
Position: Principal

IX. REPORT FROM CLOSED SESSION (If applicable)

X. ADJOURNMENT OF MEETING

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

**MINUTES**  
**REGULAR MINUTES OF APRIL 16, 2015**

The regular meeting of the Governing Board of the Cardiff School District was held on Thursday, April 16, 2015 at the Cardiff School, 1888 Montgomery Avenue, Cardiff-by-the-Sea, California. President Whitehouse called the meeting to order at 5:07 p.m. Trustees and visitors were led in the pledge of allegiance.

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

Members absent: None

Administrators  
present: Vinson, Kissell, Parker

Visitors: Melanie Garcia, SEA

The agenda for April 16, 2015 was approved as presented.

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

The minutes from the regular meeting of April 12, 2015 were approved as written.

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

Sixth grade students Adam Olander, Daniel and Ian Gurnholt presented the Common Core way of critical thinking through an impressive Power Point.

Hearing Session:

- Brian Kissell reported the ELAC/DELAC committee enjoyed a presentation on "Natural Selection and Adaption" by Nick Cataldo the Science/GATE teacher.
- Julie Parker reported the School Site Council would be reviewing the LCAP draft at next month's meeting.

Exhibit A

Hearing Session continued:

- Melanie Garcia reported the Gala was an entertaining successful evening. The event netted \$79,414. The Committee is getting ready for Ice Cream Social and planning the Honor Society Dinner. They are also working on ballots for new officers for the upcoming year.
- Julie Parker informed the Board about the Kindergarten tours that took place before spring break. There are 102 registrations for next year and 18 for Transitional Kindergarten.
- Brian Kissell informed the Board of the events taking place at Ada Harris. The third grade will be doing the "Rats" play. Fourth grade will be taking their field trip to Rancho Adobe in Vista and the Musical Showcase took place before spring break.
- Dave Ross reported on the San Dieguito Superintendents enrollment update meeting that he attended. Nancy Orr reported on the Math night that she attended at Ada Harris.
- Superintendent Vinson reported the housing element and water conservation topics were discussed at the City Liaison meeting that she attended with Nancy Orr. The upcoming Coastal Rail Trail meeting was also mentioned. Ms. Vinson also reported that she, Sandie, Luehrs, Siena Randall, and Dave Ross attended the SF2 Spring Symposium workshop in Sacramento. Ms. Vinson also joined Dave Ross and Siena Randall at the CSBA New Board Member Orientation on March 13 and 14.
- Superintendent Vinson reported Brian Kissell has decided to move to Oregon at the end of the school year. We will post for the position. She informed Trustees that she is having the initial Prop 39 meeting tomorrow. The third teacher evaluation meeting took place today. There is a need for another half day meeting and the committee should have a product. Wednesday, May 6<sup>th</sup> is Staff Appreciation day. Staff will be treated to lunch at Ki's, Rimel's, Ciccioiti's, Tower 13, and the Beach House. The Honor Society Dinner is on 5/21; Cardiff Open House on 5/21; Ada Harris on 5/28. Ocean Night is scheduled on 6/1.

The consent calendar was approved as presented.

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

The Director of Fiscal Services reported she is hoping the State revenues will include more Common Core funds. STRS and PERS are projected higher. Ms. Luehrs reported there was an increase in property tax revenue over last year but she will continue to budget at the 2% as recommended. Ms. Luehrs will be attending the May Revise workshop on May 25<sup>th</sup> and will bring back any other information.

The revised Memorandum of Understanding between Cardiff School District and Cardiff School District Classified & Confidential Employees effective July 1, 2015 was approved.

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

The Memorandum of Understanding Agreement for the North County Coastal Substitute Consortium was approved.

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

Brian Kissell provided an update on the entire CAASPP testing process through Power Point presentation.

The regular board meeting date for July 9, 2015 was cancelled. The regular board meeting date for October was changed to October 1, 2015.

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

The release of temporary teachers effective June 15, 2015 was approved.

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

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 6:17 p.m. The meeting was reconvened at 7:00 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 7:01 p.m.

Respectfully submitted,

---

Nancy Orr, Clerk

---

Jill Vinson, Superintendent

**2014-2015 Purchase Order Listing**

Date	PO#	Fund	Resource	Goal	Function	Object	Site	Supplier	Description	Amount
<b>Instructional Supplies</b>										
4/6/15	506	0100	0000000	0000	2420	4300008	222	OKAPI Educaitonal Publishing	Instructional supplies	46.88
4/16/15	505	0100	0000000	0000	2420	4300008	222	WHOO'S SMART	Instructional supplies	468.84
4/16/15	513	0100	0000000	0000	2420	4300008	222	WHOO'S SMART	Instructional supplies	56.50
4/27/15	527	0100	0000000	1110	1000	4300000	222	INSECT LORE	Instructional supplies	88.52
4/27/15	508	0100	0000000	0000	2420	4300008	222	NATIONAL GEOGRAPHIC LEARNING	Instructional supplies	110.48
										<b>771.22</b>
<b>Non-Instructional Supplies</b>										
4/3/15	514	0100	0000000	0000	7100	4300000	000	OFFICE DEPOT	Office supplies	62.73
4/6/15		0100	0000000	0000	7200	4300000	000	PITNEY BOWES, INC	Postage suplies	141.35
4/6/15	516	0100	6300000	1110	1000	4300005	111	The Tree House, Inc.	Printer Supplies	616.49
4/10/15		0100	8150000	0000	8110	4300000	000	RECREATION REPUBLIC, INC.	Maintenance Supplies	4001.96
4/10/15	019947	0100	8150000	0000	8110	4300000	000	CONSOLIDATED ELECTRICAL	Maintenance Supplies	766.29
4/10/15	139	0100	8150000	0000	8110	4300000	000	HOME DEPOT CREDIT SERVICES	Maintenance Supplies	622.16
4/10/15	019922	0100	8150000	0000	8110	4300000	000	SHELL	Automotive/gas	179.60
4/10/15	496	0100	6300000	1110	1000	4300005	111	The Tree House, Inc.	Printer Supplies	1414.51
4/22/15		0100	0000000	0000	7200	4300000	000	MISSION FEDERAL CREDIT UNION	office supplies	75.59
4/22/15		0100	0000000	0000	7100	4300000	000	MISSION FEDERAL CREDIT UNION	postage	19.60
4/24/15	520	0100	0000000	0000	2420	4300000	222	SEHI COMPUTER PRODUCTS, INC.	Phaser supplies	1701.65
4/24/15	519	0100	0000066	1110	1000	4300000	222	SEHI COMPUTER PRODUCTS, INC.	Phaser supplies	1587.60
4/24/15	518	0100	6300000	1110	1000	4300005	222	SEHI COMPUTER PRODUCTS, INC.	Phaser supplies	793.80
4/27/15	521	0100	0000000	1110	1000	4300000	222	SAN DIEGO COUNTY	Office Materials	89.64
4/27/15	521	0100	0000000	0000	7200	4300000	000	SAN DIEGO COUNTY	Office Materials	36.72
4/29/15	537	0100	0000000	1110	1000	4300000	111	WAXIE SANITARY SUPPLY	Custodial supplies	2030.67
4/29/15		0100	0000000	0000	7200	4300000	000	OFFICE DEPOT	Office Supplies	254.87
4/29/15	531	0100	0000000	0000	7200	4300000	000	OFFICE DEPOT	Office Supplies	61.43
4/29/15	532	0100	0000000	0000	7100	4300000	000	OFFICE DEPOT	Office Supplies	189.57
4/29/15	525	0100	0000000	0000	7200	4300000	000	OFFICE DEPOT	Office Supplies	140.39
4/29/15	525	0100	0000000	0000	7200	4300000	000	OFFICE DEPOT	Office supplies	140.39
										<b>14927.01</b>
<b>4000 (Supplies) TOTALS:</b>		<b>BALANCE: \$377,147</b>		<b>ACCUMULATED BALANCE: \$315,566</b>		<b>REMAINING BALANCE: 61,581</b>				

<b>Utilities</b>										
------------------	--	--	--	--	--	--	--	--	--	--

4/6/15		0100	0000000	0000	7200	5900001	000	AT&T	Services for March 2015	1935.88
4/10/15	144	0100	0000000	0000	8200	5500002	222	EDCO WASTE & RECYCLING SERVICE	Services for March 2015	853.28
4/10/15	144	0100	0000000	0000	8200	5500002	111	EDCO WASTE & RECYCLING SERVICE	Services for March 2015	853.28
4/10/15	019931	0100	0000000	0000	8200	5500003	000	SAN DIEGUITO WATER DISTRICT	Services for March 2015	36.90
4/10/15	019931	0100	0000000	0000	8200	5500003	222	SAN DIEGUITO WATER DISTRICT	Services for March 2015	64.56
4/10/15	019931	0100	0000000	0000	8200	5500003	222	SAN DIEGUITO WATER DISTRICT	Services for March 2015	463.88
4/10/15	019931	0100	0000000	0000	8200	5500003	222	SAN DIEGUITO WATER DISTRICT	Services for March 2015	2083.40
4/10/15	019931	0100	0000000	0000	8200	5500003	222	SAN DIEGUITO WATER DISTRICT	Services for March 2015	40.57
4/10/15	019931	0100	0000000	0000	8200	5500003	111	SAN DIEGUITO WATER DISTRICT	Services for March 2015	1396.77
4/10/15		0100	0000000	0000	7200	5900001	000	AT&T	Services for March 2015	967.93
4/16/15		0100	0000000	0000	7200	5900001	000	AT&T	Services for March 2015	13.17
4/16/15		0100	0000000	0000	7200	5900001	000	AT&T	Services for March 2015	353.68
4/22/15	019935	0100	0000000	0000	8200	5500001	111	San Diego Gas & Electric	Services for March 2015	7487.50
4/22/15	019935	0100	0000000	0000	8200	5500001	111	San Diego Gas & Electric	Services for March 2015	285.16
4/22/15	019935	0100	0000000	0000	8200	5500001	111	San Diego Gas & Electric	Services for March 2015	54.58
4/22/15	019935	0100	0000000	0000	8200	5500001	222	San Diego Gas & Electric	Services for March 2015	76.07
4/22/15	019935	0100	0000000	0000	8200	5500001	222	San Diego Gas & Electric	Services for March 2015	3082.84
4/22/15	019935	0100	0000000	0000	8200	5500001	222	San Diego Gas & Electric	Services for March 2015	188.52
4/22/15	019935	0100	0000000	0000	8200	5500001	222	San Diego Gas & Electric	Services for March 2015	91.42
4/29/15		0100	0000000	0000	7200	5900001	000	AT&T	Services for March 2015	15.39
4/29/15		0100	0000000	0000	7200	5900001	000	AT&T	Services for March 2015	46.41
										<b>20391.19</b>

<b>Services</b>										
-----------------	--	--	--	--	--	--	--	--	--	--

4/1/15		0100	0000000	1110	1000	5200000	000	MARGIT BOYESEN	CUE Convention	138.00
4/3/15		0100	0000000	1110	1000	5600000	111	FARBER PIANO SERVICE	Maintance repairs	295.00

4/6/15	0100	7405000	1110	2140	5800000	000	MICHAEL FITCHETT	Professional Development	800.00	
4/10/15	019956	0100	0000000	0000	7100	5800000	000	TECHMASTERS	Consulting Services Mar 2015	1218.75
4/10/15	180	0100	0000000	5001	3600	5100000	000	CARE-A-VAN TRANSPORT	Transportation	4799.80
4/10/15		0100	0000000	0000	7200	5200000	000	COURTNEY JASPER	Mileage	41.98
4/10/15		0100	0000000	1110	1000	5200000	000	JACKIE MUSIL	CUE Convention	448.13
4/10/15	019939	0100	0000000	0000	8200	5500003	111	ARROWHEAD	Services for March 2015	105.80
4/10/15	019939	0100	0000000	0000	8200	5500003	000	ARROWHEAD	Services for March 2015	105.80
4/10/15	019939	0100	0000000	0000	8200	5500003	222	ARROWHEAD	Services for March 2015	105.80
4/10/15	019920	0100	0000000	0000	8200	5500004	111	AMERICAN PEST CONTROL	Services for March 2015	156.00
4/10/15	019920	0100	0000000	0000	8200	5500004	222	AMERICAN PEST CONTROL	Services for March 2015	156.00
4/10/15	019926	0100	8150000	0000	8110	5600000	000	LEE'S LOCK & SAFE	Maintenance Repairs	225.35
4/10/15	019934	0100	0000000	0000	8200	5600000	111	PRUDENTIAL OVERALL SUPPLY	Services for March 2015	125.00
4/10/15	019934	0100	0000000	0000	8200	5600000	222	PRUDENTIAL OVERALL SUPPLY	Services for March 2015	131.05
4/10/15	019934	0100	0000000	0000	7200	5600000	000	PRUDENTIAL OVERALL SUPPLY	Services for March 2015	16.50
4/10/15	019949	0100	6500000	5770	1190	5800000	000	DEPENDABLE NURSING, LLC	Nursing Services	2184.00
4/10/15	019974	0100	6500000	5770	1190	5800000	000	LEAPS-N-BOUNDS	Occupational Therapy Services	3400.00
4/10/15	019951	0100	6512000	5770	3110	5800000	000	NORTH COUNTY LIFELINE	Services for March 2015	1344.84
4/10/15		1300	5310000	0000	3700	5800000	000	STATE OF CALIFORNIA	Fingerprinting	96.00
4/13/15		0100	0000000	0000	7100	5800000	000	CSBA	Board Policies Development	4776.64
4/16/15	489	0100	6512000	5770	3110	5800000	000	ABA EDUCATION FOUNDATION	Parent Training/Supervision	75.00
4/16/15		0100	8150000	0000	8110	5800000	000	SOUTHCOAST HEATING & A/C	Maintenance Repairs	145.75
4/16/15	019969	0100	6500000	5770	1190	5800000	000	THERESE M. NUGENT	Speech Services	455.50
4/16/15		0100	8150000	0000	8110	5800000	000	VAUGHN IRRIGATION SERVICES INC	Maintenance	1010.00
4/22/15		0100	0000000	0000	7100	5200000	000	MISSION FEDERAL CREDIT UNION	SF2	53.00
4/22/15		0100	0000000	0000	7100	5200000	000	MISSION FEDERAL CREDIT UNION	SF2	12.75
4/22/15		0100	0000000	0000	7100	5200000	000	MISSION FEDERAL CREDIT UNION	SF2	25.50
4/22/15		0100	0000000	0000	7100	5200000	000	MISSION FEDERAL CREDIT UNION	CSBA	413.00
4/22/15		0100	0000000	0000	7100	5200000	000	MISSION FEDERAL CREDIT UNION	CUE	134.23
4/23/15		0100	0000085	1110	1000	5800000	111	CATHERINE GOLD	Music Boosters	1380.00
4/23/15	019949	0100	6500000	5770	1190	5800000	000	DEPENDABLE NURSING, LLC	Nursing Services	2184.00
4/23/15	019949	0100	6500000	5770	1190	5800000	000	DEPENDABLE NURSING, LLC	Nursing Services	3822.00
4/23/15		0100	0000085	1110	1000	5800000	111	JAMES ROMEO	Music Boosters	200.00
4/27/15		0100	0000000	0000	7200	5300000	000	CASBO	Membership	135.00
4/27/15		0100	8150000	0000	8110	5600000	000	FREDRICKS ELECTRIC, INC.	Maintenance Repairs	486.30
4/27/15	019914	0100	0000000	0000	7200	5900002	000	FEDEX	Services for March 2015	32.02
4/29/15	180	0100	0000000	5001	3600	5100000	000	CARE-A-VAN TRANSPORT	Transportation	4861.60
4/29/15		0100	0000000	0000	7100	5200000	000	NANCY ORR	CSB	131.20
4/29/15		0100	0000000	0000	7100	5200000	000	SIENA_RANDALL	CSBA	272.20
4/29/15		0100	6500000	5770	3120	5800000	000	Ashley Smithy, PsyD, LEP	Psycho-Education evaluation	3060.00
4/29/15		0100	8150000	0000	8110	5800000	000	DAVID YANT	Exterior maintenance	630.00

**40189.49**

**5000 (SERVICES) TOTALS: BALANCE: \$863,599 ACCUMULATED BALANCE: \$591,787 REMAINING BALANCE: 271,812**



CARDIFF SCHOOL DISTRICT

Enrollment Form

As of May 6, 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>8</u>	20	3 Peery	<u>15</u>	<u>9</u>	24
			<b>TOT TK</b>	3 Switzler	<u>14</u>	<u>8</u>	22
			<u>20</u>				<b>TOT 3</b>
K Bjorstad	<u>12</u>	<u>9</u>	21				<u>46</u>
K Kulbacki	<u>12</u>	<u>8</u>	20				
K McNamara	<u>9</u>	<u>10</u>	19				
K Stone	<u>12</u>	<u>8</u>	20				
			<b>TOT K</b>				
			<u>80</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>10</u>	<u>13</u>	23
			<b>TOT 1</b>				<b>TOT 4</b>
			<u>89</u>				<u>111</u>
2 Easson	<u>6</u>	<u>13</u>	19	5 Ensberg	<u>13</u>	<u>10</u>	23
2 Gust/Stua	<u>9</u>	<u>10</u>	19	5 Murray	<u>15</u>	<u>9</u>	24
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>6</u>	15
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>113</u>				
3 Hamilton	<u>11</u>	<u>13</u>	24	6 Brice	<u>12</u>	<u>11</u>	23
3 Pacetti/Paz	<u>10</u>	<u>13</u>	23	6 Heyer	<u>13</u>	<u>9</u>	22
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>61</u>	6 Therriault	<u>14</u>	<u>10</u>	24
							<b>TOT 6</b>
							<u>115</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>178</u>		<u>185</u>	Boy/Girl Subtotal	<u>206</u>		<u>158</u>
<b>SCHOOL TOTAL</b>	<u>363</u>			<b>SCHOOL TOTAL</b>	<u>364</u>		
<b>DISTRICT TOTAL</b>	<u>727</u>						

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

May 14, 2014

ITEM:           **APPROVE INDEPENDENT CONTRACTOR AGREEMENT  
BETWEEN CARDIFF SCHOOL DISTRICT AND JMD  
LANDSCAPE, INC.**

---

### **BACKGROUND**

California Government Code Section 53060 authorizes school districts “to contract with...any persons for the furnishing of special services... if such persons are specially trained and experienced and competent to perform the special services required...”

Part of the process of paying an independent contractor requires an agreement signed between the school district and the consultant.

### **CURRENT CONSIDERATION**

JMD Landscape, Inc. will provide landscape maintenance for the district.

### **FINANCIAL IMPLICATIONS**

The amount to be paid to JMD Landscape, Inc. is \$42,336. To be paid out of the general fund. This amount is in the 2015-16 budget.

### **RECOMMENDATION**

It is respectfully recommended that the Board approve the Independent Contractor Agreement between Cardiff School District and JMD Landscape, Inc.



## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2015  
 Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Cardiff School District District CDS Code: 37-68007

Name of County: \_\_\_\_\_ County CDS Code: \_\_\_\_\_

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above \_\_\_\_\_ a declaration at a regularly scheduled public meeting held on 05 / 14 / 15 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached \_\_\_\_\_ was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall \_\_\_\_\_ in force until June 30, 2016.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Jill Vinson</u>		<u>Superintendent</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>(760) 942-5831</u>	<u>(760) 632-5890</u>	<u>04/20/15</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>1888 Montomerv Avenue, Cardiff-by-the-Sea, CA 92007</u>		
<small>Mailing Address</small>		
<u>jill.vinson@cardiffschools.com</u>		
<small>EMail Address</small>		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_\_/\_\_\_\_/\_\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

<i>Name</i>	<i>Signature</i>	<i>Title</i>
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
<i>Mailing Address</i>		
<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

<b>Type of Emergency Permit</b>	<b>Estimated Number Needed</b>
<input type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	0 _____
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	0 _____
List target language(s) for bilingual authorization: _____	
<input type="checkbox"/> Resource Specialist	0 _____
<input type="checkbox"/> Teacher Librarian Services	0 _____
<input type="checkbox"/> Visiting Faculty Permit	0 _____

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Perm may only be issued to applicant holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	0
Single Subject	0
Special Education	0
TOTAL	0

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved intern program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?  Yes  No

If no, explain. \_\_\_\_\_

Does your agency participate in a Commission-approved college or university intern program?  Yes  No

If yes, how many interns do you expect to have this year? 2

If yes, list each college or university with which you participate in an intern program.

National University  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If no, explain why you do not participate in an intern program.  
\_\_\_\_\_  
\_\_\_\_\_

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

May 14, 2015

**ITEM: AUTHORIZATION TO JOIN THE COALITION OF SAN DIEGO COUNTY  
SCHOOL DISTRICTS FOR ELECTRICITY COST REDUCTION**

---

**BACKGROUND**

Over the past several months, San Diego County school district Chief Business Officers (County CBOs) have been meeting and conferring to discuss various options for dealing with the approximately 43% rise in electricity costs experienced this year. Although SDG&E communicated that increases would be experienced this year, their estimation of the percentage increase was substantially lower than the actual. Consequently, districts were unprepared to deal with this unexpected rise in operational expenditures.

Over the course of several meetings, the following message points were developed for communicating the problem to the media and to decision-makers who can potentially help to alleviate the burden of this excessive, on-going cost increase for school districts:

1. San Diego County school districts are experiencing, on average, a 43% increase in electricity costs this year with approximately 33% attributable to rate increases
2. The estimated annual increase for all San Diego County districts is \$30 million
3. School districts have few options for increasing revenue in response to increased operational costs
4. Consequently, this electricity cost increase is taking approximately 18% of the 2014-15 increase to the LCFF Base Grant
5. This trend is unsustainable and will impede the ability of school districts to achieve the main objective of the LCFF and LCAP: to increase or improve services for all students

**CURRENT CONSIDERATIONS**

After much deliberation, research, and investigation, the County CBOs have determined to pursue one or more of the following objectives:

- Recoup funds lost to cost increases currently being experienced through reducing future cost increases
- Obtain a permanent protective cap to prevent future rate shock
- Remove school districts from Commercial tariff and attach to new or existing tariff with more favorable rates

Various strategies for legislative, regulatory, and utility company fixes have been explored. Ultimately, the County CBOs believe the most cost effective primary strategy is to form a coalition of school districts to file as formal interveners in the current General Rate Case currently filed with the California Public Utilities Commission (CPUC).

Every several years, public utility companies file what is called a General Rate Case (GRC) and filings are divided into two phases. Phase 1 allows the utility company to present their projections of costs for justification. Phase 2 is concerned with determining how these costs and allowed public utility company profit margins are distributed among the various classes of ratepayers. SDG&E already filed its Phase 1 rate case and the amount of cost increases to be recovered has been determined as follows:

- 2016: \$133 million (7.5%)
- 2017: \$96 million (5.0%)
- 2018: \$96 million (4.8%)

On April 13, 2015, SDG&E filed Phase 2 which contains its proposal for rate structure changes and increases. As a formal intervener, school districts will be able to present their case for the rate shock currently being experienced and to attempt to minimize increases in subsequent years.

To file as formal interveners requires coordination of three primary functions listed below. The research team for the County CBOs investigated several entities to provide expertise in these functional areas and decided upon the following mix:

- **Strategist/Facilitator:** Outside contracted assistance is cost prohibitive. Internal resources will be used for setting and executing strategy and County Lobbyist (Capitol Advisors) will be used for facilitating meetings and important contacts.
- **Legal Representation:** Best, Best & Krieger – This firm has handled the 5 previous case filings for school districts and other public agencies before the Public Utilities Commission (Josh Nelson and Jason Ackerman)
- **Economic/Rate Expert Consultant:** Dr. Lon House. Qualifications are as follows:
  - B.A., two Masters, & Ph.D. in Engineering & Economics from UC Davis
  - Certified Energy Manager & Certified Sustainable Development Professional
  - Founder & Co-Director of Hydropower for UC Davis Energy Institute
  - Worked at the California Energy Commission – 5 years
  - Chief Utility Planner for the California Public Utilities Commission – 5 years

The estimated costs for the entire coalition to intervene in the rate case are \$160,000. County CBOs have agreed to a 4 tier structure to allocate the costs among participating school districts. Of course, costs for each district will escalate as the number of participating districts declines. For this reason, and to send a message of solidarity and strength, County CBOs believe it is imperative for every school district to participate. Therefore, rather than dividing the costs equally among all districts, a 4 tier structure was developed to lower the overall cost for small districts (2,500 ADA or less) and make the distribution fairer given the size and relative potential cost saving benefit each district would experience with a favorable GRC outcome.

The estimated cost per district to join the coalition for various scenarios of County participation (assuming uniform distribution among the 4 tiers) is as follows:

Low ADA	High ADA	100% Participation	75% Participation	50% Participation	25% Participation
0	2,500	\$1,539	\$1,952	\$2,712	\$4,324
2500.01	10,000	\$3,846	\$4,878	\$6,780	\$10,811
10,000.01	40,000	\$4,616	\$5,854	\$8,136	\$12,973
40,000.01	999,999	\$21,539	\$27,317	\$37,966	\$60,541

In order to minimize impact to school district budgets, the payment schedule has been established to split payments between budget years as follows:

- 20% to be paid on or about May 31, 2015
- 40% to be paid on or about November 31, 2015
- 40% to be paid on or about May 31, 2016

Generally, entities must file as interveners within 30 days of the date the GRC filing was done. This would mean that school districts will need to file by May 13, 2015. The research team is in the process of investigating the best method for forming the coalition.

Given the quick turnaround time needed for forming the coalition, determining participants, and filing as interveners, Administration is seeking Board authorization to join the coalition and execute necessary documents and actions to join the coalition as soon as the methodology is solidified.

### **FINANCIAL IMPLICATIONS**

\$1,539 to \$4,324, depending upon the number of districts participating.

### **RECOMMENDATION**

It is recommended that the Board authorize the Superintendent to execute necessary documents and actions to join the Coalition of San Diego County School Districts for Electricity Cost Reduction.



Cardiff School District  
Cardiff By The Sea, California 92007

May 14, 2015

ITEM: **APPROVAL OF PRICE INCREASE FOR STUDENT LUNCH  
FROM \$3.00 TO \$3.50**

---

**BACKGROUND**

As part of the board adopted budget assumptions, the food services programs must remain self-supporting. Due to salary increases and other cost increases, a price increase for student lunches needs to occur. The last increase to the meal prices was July 1, 2010.

**CURRENT CONSIDERATIONS**

Currently, Cardiff School District charges one of the lower prices among the North County schools. The following is a comparison of prices charged by districts.

<b><u>SCHOOL DISTRICT</u></b>	<b><u>LUNCH PRICE</u></b>
Carlsbad Unified	\$3.75
Del Mar Union	\$5.15
Encinitas Union	\$3.00
(anticipate increasing)	
Solana Beach	\$3.75
San Dieguito Union High School	\$3.75-\$5.00

**FINANCIAL IMPLICATION**

It is projected that the Food Services program for the 2015-16 should break even based upon the \$0.50 increase. The increase is projected to increase revenue by approximately \$13,600.

**RECOMMENDATION**

It is respectfully recommended that the Board approve the price increase of lunch from \$3.00 to \$3.50 effective July 1, 2015.

**IMMUNIZATIONS**

To protect the health of all students and staff and to curtail the spread of infectious diseases, the Governing Board shall cooperate with state and local public health agencies to encourage and facilitate immunization of all district students against preventable diseases.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 5141.22 - Infectious Diseases)

(cf. 5141.26 - Tuberculosis Testing)

(cf. 6142.8 - Comprehensive Health Education)

Each student enrolling for the first time in a district elementary school, shall present an immunization record from any authorized private or public health care provider certifying that he/she has received all required immunizations in accordance with law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law.

(cf. 5112.1 - Exemptions from Attendance)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5141.32 - Health Screening for School Entry)

Except to the extent otherwise authorized by law, each transfer student shall present evidence of immunization before he/she is admitted to school. Such evidence may include the child's personal immunization record from his/her authorized health care provider or his/her cumulative file from his/her previous school.

Legal Reference:

EDUCATION CODE

44871 Qualifications of supervisor of health

46010 Total days of attendance

48216 Immunization

48853.5 Immediate enrollment of foster youth

48980 Required notification of rights

49403 Cooperation in control of communicable disease and immunizations

49426 Duties of school nurses

49701 Flexibility in enrollment of children of military families

HEALTH AND SAFETY CODE

120325-120380 Immunization against communicable disease, especially:

120335 Immunization requirement for admission

120395 Information about meningococcal disease, including recommendation for vaccination

120440 Disclosure of immunization information  
CODE OF REGULATIONS, TITLE 5  
430 Student records  
CODE OF REGULATIONS, TITLE 17  
6000-6075 School attendance immunization requirements  
UNITED STATES CODE, TITLE 20  
1232g Family Educational Rights and Privacy Act  
UNITED STATES CODE, TITLE 42  
11432 Immediate enrollment of homeless children  
CODE OF FEDERAL REGULATIONS, TITLE 34  
99.1-99.67 Family Educational Rights and Privacy

Management Resources:

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH  
California Immunization Handbook for Schools and Child Care Programs, July 2003  
Guide to Immunizations Required for School Entry  
Guide to the Requirements of the California School Immunization Law for Parents of  
Children in or Entering School or Child Care  
U.S. DEPARTMENT OF EDUCATION GUIDANCE  
Family Educational Rights and Privacy Act (FERPA) and H1N1, October 2009  
WEB SITES

California Department of Education: <http://www.cde.ca.gov>  
California Department of Public Health, Immunization Branch:  
<http://www.cdph.ca.gov/programs/immunize>  
Centers for Disease Control and Prevention: <http://www.cdc.gov>  
U.S. Department of Education: <http://www.ed.gov>

(6/98 11/00) 11/10

Policy  
Adopted: 01/06/08  
Revised:

**CARDIFF SCHOOL DISTRICT**  
Cardiff-by-the-Sea

**IMMUNIZATIONS**

Required Immunizations

The Superintendent or designee shall provide parents/guardians, upon school registration, a written notice summarizing the state's immunization requirements.

The Superintendent or designee shall not unconditionally admit any student to a district elementary school or child care and development program nor advance a student to specified grade levels unless the student has presented documentation of full immunization, in accordance with the age/grade and dose required by the California Department of Public Health (CDPH), against the following diseases: (Health and Safety Code 120335; 17 CCR 6020)

1. Measles, mumps, and rubella (MMR)
2. Diphtheria, tetanus, and pertussis (whooping cough) (DTP, DTaP, or Tdap)
3. Poliomyelitis (polio)
4. Hepatitis B
5. Varicella (chickenpox)
6. Haemophilus influenza type b (Hib meningitis)
7. Any other disease designated by the CDPH

(cf. 5141.22 - Infectious Diseases)

(cf. 5148 - Child Care and Development)

(cf. 5148.3 - Preschool/Early Childhood Education)

The student's immunization record shall be provided by the student's health care provider or from the student's previous school immunization record. The record must show the date that each dose was administered.

## Exemptions

Exemption from immunization requirements shall be granted under either of the following circumstances: (Health and Safety Code 120365, 120370; 17 CCR 6051)

1. The student's parent/guardian provides a written statement by a licensed physician that, due to the physical condition or medical circumstances of the student, one or more immunizations are considered unsafe or are permanently not indicated. The physician's statement shall indicate the specific nature and probable duration of the medical condition or circumstances that contraindicate immunization. In such circumstances, the student shall be exempted from one or more vaccines to the extent indicated by the physician's statement.
2. The student's parent/guardian provides a letter or affidavit documenting which immunizations required by Health and Safety Code 120355 have been given and which immunizations have not been given on the basis that they are contrary to the parent/guardian's beliefs.

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

When immunization(s) are contrary to the parent/guardian's personal beliefs but there is good cause to believe that the student has been exposed to one of the communicable diseases listed in Health and Safety Code 120325, the student may be temporarily excluded from school until the local public health officer is satisfied that the student is no longer at risk of developing the disease.

On or after January 1, 2014, the parent/guardian shall also submit a form prescribed by the CDPH which includes a signed attestation by a health care practitioner that indicates he/she has provided the parent/guardian with information regarding the benefits and risks of the immunization and the health risks of the communicable diseases listed in Health and Safety Code 120335 to the person and the community. The parent/guardian shall sign a statement indicating that he/she has received this information. Neither the health care practitioner nor the parent/guardian shall sign these statements more than six months prior to the date that the student is subject to the immunization requirement. In lieu of the original form, the district shall accept a photocopy of the signed form or a letter by a health care practitioner that includes all information and attestations included on the form.

## Exclusions Due to Lack of Immunizations

Any student without the required evidence of immunization shall be excluded from school until the immunization is obtained or an exemption is granted in accordance with the section "Exemptions" above.

(cf. 5112.2 - Exclusions from Attendance)  
(cf. 6183 - Home and Hospital Instruction)

Before an already admitted student is excluded from school attendance because of lack of immunization, the Superintendent or designee shall notify the parent/guardian that he/she has 10 school days to supply evidence of proper immunization or an appropriate exemption. (Education Code 48216; 17 CCR 6040)

This notice shall refer the parent/guardian to the student's usual source of medical care or, if the student has no usual source of medical care, then to the county health department or school immunization program, if any. (Education Code 48216)

(cf. 5141.6 - School Health Services)

The Superintendent or designee shall exclude from further attendance any already admitted student who fails to obtain the required immunization within 10 school days following the parent/guardian's receipt of the notice specified above, unless the student is exempt from immunization for medical reasons or personal beliefs. The student shall remain excluded from school until he/she provides written evidence that he/she has received a dose of each required vaccine due at that time. The student shall also be reported to the attendance supervisor or principal. (17 CCR 6055)

## Conditional Enrollment

The Superintendent or designee may conditionally admit a student with documentation from an authorized health care provider that: (Health and Safety Code 120340; 17 CCR 6000, 6035)

1. The student has received some but not all required immunizations and is not due for any vaccine dose at the time of admission.
2. The student has a temporary exemption from immunization for medical reasons.

The Superintendent or designee shall notify the student's parents/guardians of the date by which the student must complete all the remaining doses when they become due as specified in 17 CCR 6035.

The Superintendent or designee shall review the immunization record of each student admitted conditionally every 30 days until that student has received all the required immunizations. If the student does not receive the required immunizations within the specified time limits, he/she shall be excluded from further attendance until the immunizations are received. (Health and Safety Code 120375; 17 CCR 6070)

#### Records

The Superintendent or designee shall record each new entrant's immunizations in the California School Immunization Record and retain it as part of the student's mandatory permanent student record. District staff shall maintain the confidentiality of immunization records and may disclose such information to state and local health departments only in accordance with law. (Health and Safety Code 120375, 120440; 17 CCR 6070)

(cf. 5125 - Student Records)

(11/00 11/10) 11/12

Policy  
Adopted: 01/06/08  
Revised:

**CARDIFF SCHOOL DISTRICT**  
Cardiff-by-the-Sea