

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

NOTICE OF SPECIAL MEETING

Written notice is hereby given in accordance with Education Code Section 35144, Government Code 54956, and other applicable law, that the following Special Meeting of the Board of Trustees of the Cardiff School District will be held on:

DATE: Monday, January 25, 2016
TIME: 5:00 p.m.
PLACE: 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

The business to be transacted at the meeting shall be limited to the following:

- I. ORGANIZATIONAL ITEMS *Exhibit*
- A. Call to Order
 - B. Pledge of allegiance
 - C. Mr. Mark Whitehouse, President
Ms. Nancy Orr, Clerk
Mr. Dave Clark, Member
Mr. David Ross, Member
Ms. Siena Randall, Member
Ms. Jill Vinson, Superintendent
 - D. Approval of agenda for January 25, 2016
 - E. Approve minutes from the regular meeting of January 11, 2016 **A**
- II. PUBLIC COMMENT *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*

III. GENERAL FUNCTIONS

- A. Approve Resolution 15-16-04 declaring an emergency roof repairs of the covered walkway at Cardiff School **B**
- B. Facilities Funding Options (***Information***)

IV. ADJOURNMENT OF MEETING

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

MINUTES
REGULAR MINUTES OF JANUARY 14, 2016

The regular meeting of the Governing Board of the Cardiff School District was held on Thursday, January 14, 2016 at the Cardiff School, 1888 Montgomery Avenue, Cardiff-by-the-Sea, California. President Whitehouse called the meeting to order at 5:00 p.m. Trustees and visitors were led in the pledge of allegiance. Trustee Clark participated in the closed session portion of the meeting only.

Members present: Orr, Randall, Ross, Whitehouse

Members absent: Clark

Administrators
present: Vinson, Parker, Scheftner

Visitors: Melanie Garcia, SEA
Trish d'Entremont, CETA
Mike Mears, Wilkinson Hadley King & Co., LLP

The agenda for January 14, 2016 was approved as presented.

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

The minutes from the regular/organizational meeting of December 10, 2015 and special meeting of December 15, 2015 were approved as written.

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

The minutes from the Policy Workshop of December 14, 2015 were approved as written.

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

Hearing Session:

- Trish d'Entremont thanked the Board for approving the request from the certificated employees for the leave of absence and reduced workload. She also said they are preparing for the upcoming negotiations meeting.
- Janelle Scheftner reported CELT results and how to interpret them were discussed at the ELAC/DELAC meeting.
- Julie Parker reported School Site Council is working through the Single Plan for Student Achievement and the Comprehensive Safety Plan.
- Melanie Garcia reported SEA is working on "save the date" announcements to go out next week. They are also looking for an Ice-Cream Social chairperson.
- Principal Scheftner reported Ada Harris teachers have been working on JTL. There is a planned lock down drill and crazy/hat day on Friday. Student Council is working on Great Kindness Day project.
- Principal Parker reported teachers at Cardiff are focusing on instruction. Kindergarten will be starting the full-day schedule on January 25th.
- Superintendent Vinson reported Deb Heyer has obtained Common Sense Digital Certification. Ms. Vinson informed the Board the policies have all been completed and sent to CSBA for the completion cycle. Superintendent Vinson acknowledged Principals Parker for updating the SARC and Comprehensive Safety Plan and Scheftner for keeping up with the CAASPP updates. There is a writing planning PD for 1/27. The Language Arts Committee will be attending the materials fair at SDCOE and will decide on next steps. The SF2 Spring Symposium is on March 17, 2016 in Sacramento. The next basic aid meeting is on February 3rd at 3:00 p.m. hosted by Solana Beach School District.

The consent calendar was approved as presented.

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

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

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

Budget assumptions for 2016-17 were reviewed.

The contract for annual audit of K-12 school districts between Cardiff School District and Wilkinson Hadley King & Co., LLP through June 30, 2018, was approved.

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

The Educator Effectiveness Grant expenditure plan was approved.

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

An amendment to the superintendent's contract was made. Ms. Vinson's contract, at the salary of \$157,500, was extended to June 2019.

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

The Board Protocols were reviewed.

The Board discussed the recent rains and subsequent roof leaks at Cardiff School. Staff input regarding facility needs was discussed. After reviewing in detail the Facility Master Plan, and discussing the budgetary constraints in meeting the large-scale facilities needs within the current multi-year budget, the Board decided it was prudent to gather information about alternative funding options outside of our general fund monies.

Future agenda items:

1. Comprehensive Safety Plan
2. Facility Needs Update

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

BOARD OF EDUCATION RESOLUTION FOR EMERGENCY WAIVER – PUBLIC PROJECT
CARDIFF SCHOOL ROOF DAMAGE
CARDIFF SCHOOL DISTRICT
RESOLUTION 15-16-04

On Motion of Member _____, seconded by Member _____,
the following resolution is adopted by the Board of Education of the Cardiff School District:

WHEREAS, the Cardiff School District operates a grade K-3 school, hereinafter referred to as Cardiff School; and

WHEREAS, significant rainfall caused water damage to a covered walkway on the Cardiff School campus; and

WHEREAS, as a result of the water damage, a significant safety risk is present; and

WHEREAS, Public Contract Code Section 20113 provides that public agencies may, with the unanimous approval of the Board of Education and approval of the County Superintendent of Schools, contract for the performance of labor and purchase of materials without advertising for or inviting bids in an emergency when such work is necessary to permit the continuance of existing school classes or to avoid danger to life or property.

NOW, THEREFORE, be it resolved that the Board of Education of the Cardiff School District has determined that these circumstances constitute an emergency condition and request approval from the County Superintendent of Schools to enter into contracts for the roof repair on the Cardiff School campus at an estimated cost of \$40,000 - \$45,000 without advertising or inviting bids pursuant to Public Contract Code Section 20113.

PASSED AND ADOPTED by unanimous vote of the members of the Board of Education of the Cardiff School District this 25th day of January 2016, by the following vote:

AYES:
NOES:
ABSENT:

STATE OF CALIFORNIA)
) ss.
COUNTY OF SAN DIEGO)

I, _____, Clerk of the Board of Education of the Cardiff School District, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by said Board at a special called and conducted meeting held on said date.

Clerk, Board of Education

Exhibit B