

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

**REGULAR MEETING OF THE GOVERNING BOARD  
AGENDA**

**THURSDAY, AUGUST 20, 2015 • 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
    - Mr. Dave Clark, Member
    - Ms. Siena Randall, Member
    - Mr. David Ross, Member
    - Ms. Jill Vinson, Superintendent
  - D. Approval of agenda for August 20, 2015  
***All items are action unless labeled information***
  - E. Approve minutes from the regular meeting of June 9, 2015 and **A**  
minutes from the special meeting of June 15, 2015
- 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 #1403855 to #14044522 \$98,240 **B**  
#14045195 to #14047396 \$227,884
3. Payroll Warrants, June, 2015 \$579,884 - July, 2015, \$151,758

B. Approve Nonpublic Agencies Master Contract between Cardiff School District and North County Lifeline **C**

C. Approve personnel report for 8/20/15 **D**

D. Approval of Cardiff School District's Uniform Complaint Quarterly Report for April 1, 2015 – June 30, 2015 **E**

E. Removal of items from Consent Calendar

F. Approval of Consent Calendar

IV. BUSINESS AND FINANCE

A. Budget Update

V. GENERAL FUNCTIONS

A. Prop 39 Update (**Information**)

B. Consider approval of agreement between the Cardiff School District and Cal State University San Marcos through June 30, 2020 **F**

VI. FUTURE AGENDA ITEMS

VII. ANNOUNCEMENT: ADJOURNING TO CLOSED SESSION

A. Conference with Legal Counsel: Anticipated Litigation – Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9; one case

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 JUNE 9, 2015**

The regular meeting of the Governing Board of the Cardiff School District was held on Tuesday, June 9, 2015 at the Cardiff School, 1888 Montgomery Avenue, Cardiff-by-the-Sea, California. President Whitehouse called the meeting to order at 5:05 p.m. Trustees and visitors were led in the pledge of allegiance.

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

Members absent: None

Administrators  
present: Vinson, Parker, Kissell

Visitors: Melanie Garcia, SEA

The agenda for June 9, 2015 was approved.

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

The minutes from the regular meeting of May 14, 2015 were approved as written.

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

Hearing Session:

- Melanie Garcia reported the total fundraising for this year was finalized at \$245,000. This amount includes a \$20,000 anonymous donation given at the end of the year. The \$10,000 will be earmarked for the endowment fund. President Whitehouse expressed the Board's gratitude to Ms. Garcia and the SEA Committee for all their hard work and efforts throughout the year.

Exhibit A

Hearing Session continued:

- Brian Kissell reported classes are finishing up performances this week. Mr. Kissell thanked the board for a great year.
- Julie Parker reported Ocean Week was a great success. Renee Mullen did a wonderful job chairing this year. Staff is looking forward to the completion of another year.
- Mark Whitehouse participated on a webinar regarding solar energy. He explained SDCOE found providers that offer lower rates. Superintendent Vinson explained that her telephone conversation with Stephen Kapp revealed Prop 39 funds are to be used for energy efficiency and therefore do not meet the criteria for solar energy. Ms. Vinson said the only realistic way of considering solar energy is to think about joining a consortium.
- Superintendent Vinson announced that the annual CSBA conference is December 3 – 5, 2015 in San Diego this year and asked Trustees register if interested in attending. Siena Randall and Sandie Luehrs joined Ms. Vinson in attending the basic aid tax assessors meeting in Solana Beach School District. The water restrictions are being adhered to at Cardiff School by watering two days a week. Ada Harris does not have the same restraints as they use reclaimed water. Ms. Vinson shared that Tom Silva, from SDCOE provided a draft of the facility plan that he has been working on. There is a branding meeting scheduled for tomorrow. The graphic designed will be attending. We hope to have the new logo selected for the start of the school year.

The consent calendar was approved as presented.

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

President Whitehouse opened the public hearing regarding the proposed Local Control Accountability Plan (LCAP) at 5:44 p.m. There being no public comment, the hearing was closed at 5:45 p.m.

The Local Control Accountability Plan (LCAP) was reviewed.

President Whitehouse opened the public hearing regarding the proposed 2015-16 district budget at 5:48. There being no public comment, the hearing was closed at 5:49 p.m.

The proposed 2015-16 district budget was reviewed.

Revised Administrative Regulation 3580, District Records was approved.

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

Future agenda items:

1. Approve LCAP
2. Approve 2015-16 budget
3. Approve personnel report
4. Branding update
5. Solar update

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 6:40 p.m. The meeting was reconvened at 7:30 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 7:31 p.m.

Respectfully submitted,

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Nancy Orr, Clerk

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Jill Vinson, Superintendent

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

**MINUTES**  
**SPECIAL MEETING OF JUNE 15, 2015**

The special meeting of the Governing Board of the Cardiff School District was held on Monday, June 15, 2015 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.

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

Members absent: None

Administrators  
present: Vinson, Kissell, Parker

The agenda for June 15, 2015 was approved as presented.

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

The Local Control Accountability Plan (LCAP) was approved.

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

The Director of Fiscal Services discussed the excess reserve. The 2015-16 district budget was adopted.

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

Resolution 14-15-13 regarding State Education Protection Account (EPA) funds for 2014-15 was approved.

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

The personnel report for 6/15/15 was approved.

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

The registration for the Superintendent to attend the mLearn 2015 International Mobile Learning Conference was approved.

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

Superintendent Vinson updated the Board on her conversation with Bill deSantos regarding options for solar energy. The size of our district limits our candidacy to participate in funding that is available for such projects. Ms. Vinson shared that the branding committee went through a lot of conversation and collaborative work. The committee should have some graphics to share very soon.

The Superintendent will ask for a meeting with San Dieguito Union High School District to discuss the boundary issue.

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 5:40 p.m.

Respectfully submitted,

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Nancy Orr, Clerk

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Jill Vinson, Superintendent

**2014-2015 Purchase Order Listing**

DATE	PO#	Fund	Resource	Goal	Function	Object	Site	SUPPLIER	Description	Amount
<b>Instructional Supplies</b>										
6/3/15		0100	0000000	1110	1000	4300000	111	MARISSA HERRMAN	Instructional Supplies	20.00
6/3/15		0100	0000000	1110	1000	4300000	111	AMY PRICE	Instructional Supplies	56.81
6/9/15		0100	0000000	0000	7200	4300000	000	KATHY PEERY	Instructional Supplies	17.97
6/9/15	563	0100	0000000	1110	1000	4300000	222	SOUTHWEST SCHOOL &	Instructional Supplies	76.68
6/9/15	569	0100	0000000	1110	1000	4300000	111	SOUTHWEST SCHOOL &	Instructional Supplies	48.38
6/23/15	571	0100	6500000	5770	3120	4300000	000	FUN & FUNCTION.COM	Instructional Supplies	73.94
6/23/15		0100	0000000	0000	2420	4300008	111	SYNCB/AMAZON	Instructional Supplies	16.07
6/23/15		0100	0000000	0000	2420	4300008	111	SYNCB/AMAZON	Instructional Supplies	19.24
6/23/15		0100	0000000	0000	2420	4300008	111	SYNCB/AMAZON	Instructional Supplies	15.08
6/24/15		0100	0000000	1110	1000	4300000	111	PATRICIA D'ENTREMONT	Instructional Supplies	105.84
6/24/15	582	0100	0000000	0000	7100	4300000	000	OFFICE DEPOT	Instructional Supplies	91.59
6/24/15		0100	0000000	1110	1000	4300000	222	CAROLYN VAN LEAR	Instructional Supplies	47.50
6/26/15	563	0100	0000000	1110	1000	4300000	222	SOUTHWEST SCHOOL &	Instructional Supplies	23.22
6/26/15	546	0100	0000000	0000	3160	4300000	000	COMPUTER 1	Testing Materials	604.69
6/26/15	546	0100	0000000	0000	3160	4300000	000	COMPUTER 1	Testing Materials	30.00
										<b>1247.01</b>

<b>Non-Instructional Supplies</b>										
6/3/15		0100	0000000	0000	2700	4300000	111	BRIAN KISSELL	Staff Events	29.98
6/3/15		0100	0000000	0000	2700	4300000	111	HELEN RAMSAY	Staff Events	64.29
6/4/15		0100	0000000	0000	3160	4300000	222	GOLD STAR FOODS	End of year celebration	56.54
6/4/15		0100	0000000	0000	3160	4300000	111	GOLD STAR FOODS	End of year celebration	56.54
6/4/15		0100	0000000	0000	3160	4300000	111	SUNRISE PRODUCE	End of year celebration	24.90
6/4/15		0100	0000000	0000	3160	4300000	222	SUNRISE PRODUCE	End of year celebration	24.90
6/9/15		0100	0000000	0000	3160	4300000	111	HOLLANDIA DAIRY	End of year celebration	13.39
6/9/15	576	0100	6300000	1110	1000	4300005	222	The Tree House, Inc.	Printer Supplies	1312.07
6/10/15	019922	0100	8150000	0000	8110	4300000	000	SHELL	Automotive/Gas	269.43
6/10/15	139	0100	8150000	0000	8110	4300000	000	HOME DEPOT CREDIT SERVICES	Maintenance Supplies	61.87
6/10/15	577	0100	8150000	0000	8110	4300000	000	ATEL COMMUNICATIONS INC.	Office Supplies	701.34
6/12/15		0100	0000000	0000	7100	4300000	000	BRIAN SCHLEDORN	End of year celebration	147.49
6/22/15	567	0100	0000000	0000	8200	4300000	000	PACIFIC PLUMBING SPECIALTIES	Maintenance Supplies	1692.58
6/23/15		0100	8150000	0000	8110	4300000	000	CONSOLIDATED ELECTRICAL	Maintenance Supplies	703.74
6/25/15		0100	0000000	0000	7100	4300000	000	MISSION FEDERAL CREDIT UNION	Carol Mott Gift	48.55
6/25/15		0100	0000000	0000	7100	4300000	000	MISSION FEDERAL CREDIT UNION	Office Supplies	25.92
6/25/15		0100	0000000	0000	7100	4300000	000	MISSION FEDERAL CREDIT UNION	Office Supplies	19.43
6/25/15		0100	0000000	0000	7100	4300000	000	MISSION FEDERAL CREDIT UNION	Office Supplies	11.87
6/25/15		0100	0000000	0000	7100	4300000	000	MISSION FEDERAL CREDIT UNION	Retirement Gift	34.51
6/26/15	019926	0100	8150000	0000	8110	4300000	000	LEE'S LOCK & SAFE	Maintenance Supplies	19.44
										<b>5318.78</b>

**4000 (Supplies) TOTALS: BALANCE: \$377,147 ACCUMULATED BALANCE: \$322,131 REMAINING BALANCE: 55,016**

<b>Utilities</b>										
6/4/15	236	0100	0000000	0000	8200	5500002	111	EDCO WASTE & RECYCLING SERVICE	Services for May 2015	426.64
6/4/15	236	0100	0000000	0000	8200	5500002	222	EDCO WASTE & RECYCLING SERVICE	Services for May 2015	426.64
6/9/15	019931	0100	0000000	0000	8200	5500003	111	SAN DIEGUITO WATER DISTRICT	Services for May 2015	1711.97
6/9/15	019931	0100	0000000	0000	8200	5500003	222	SAN DIEGUITO WATER DISTRICT	Services for May 2015	5228.03
6/10/15	019931	0100	0000000	0000	8200	5500003	111	SAN DIEGUITO WATER DISTRICT	Services for May 2015	609.62
6/22/15	019935	0100	0000000	0000	8200	5500001	222	San Diego Gas & Electric	Services for May 2015	4827.69
6/22/15	019935	0100	0000000	0000	8200	5500001	111	San Diego Gas & Electric	Services for May 2015	10710.32
										<b>23940.91</b>

<b>Services</b>										
6/3/15		0100	6500000	5730	3600	5800000	000	BABAK YAZDANI	Transportation	388.70
6/4/15		0100	0000000	0000	2420	5200000	111	CLIFF ROSA	Technology consulting	500.00
6/4/15		0100	6500000	5770	3120	5800000	000	JANICE KNIGHT	Psycho-Educational Evaluation	1667.00
6/4/15	489	0100	6512000	5770	3110	5800000	000	ABA EDUCATION FOUNDATION	Parent Training/ Supervision	125.25
6/4/15	489	0100	3327000	5770	3110	5800000	000	ABA EDUCATION FOUNDATION	Parent Training/ Supervision	0.00
6/4/15	180	0100	0000000	5001	3600	5100000	000	CARE-A-VAN TRANSPORT	Transportation	5562.00
6/9/15	019949	0100	6500000	5770	1190	5800000	000	DEPENDABLE NURSING, LLC	Nursing Services	2028.00
6/9/15	019949	0100	6500000	5770	1190	5800000	000	DEPENDABLE NURSING, LLC	Nursing Services	2184.00
6/9/15	019949	0100	6500000	5770	1190	5800000	000	DEPENDABLE NURSING, LLC	Nursing Services	2193.75
6/9/15	019951	0100	6512000	5770	3110	5800000	000	NORTH COUNTY LIFELINE	Services for May 2015	1344.84
6/9/15	019956	0100	0000000	0000	7100	5800000	000	TECHMASTERS	Services for May 2015	31.25

6/10/15	0100	0000000	1110	1000	5200000	000	SAN DIEGO COUNTY OFFICE OF ED	Professional Develeopment	100.00	
6/10/15	019910	0100	0000000	0000	7100	5300000	000	ROTARY CLUB OF ENCINITAS	May 2015 Statement	50.00
6/10/15	149	0100	0000000	1110	1000	5600000	222	Canon Financial Services, Inc.	Services for May 2015	778.86
6/10/15	149	0100	0000000	1110	1000	5600000	111	Canon Financial Services, Inc.	Services for May 2015	778.86
6/10/15	019934	0100	0000000	0000	8200	5600000	222	PRUDENTIAL OVERALL SUPPLY	Services for May 2015	104.64
6/10/15	019934	0100	0000000	0000	7200	5600000	000	PRUDENTIAL OVERALL SUPPLY	Services for May 2015	11.42
6/10/15	019934	0100	0000000	0000	8200	5600000	111	PRUDENTIAL OVERALL SUPPLY	Services for May 2015	100.00
6/10/15		0100	0000000	0000	7200	5800000	000	SAN DIEGO UNION-TRIBUNE, LLC	Job posting	59.50
6/11/15		0100	0000000	0000	7100	5800000	000	Kim Lande	Branding services	1500.00
6/12/15		0100	6500000	5730	3600	5800000	000	BABAK YAZDANI	Transportation	239.20
6/17/15		0100	0000085	1110	1000	5800000	111	CATHERINE GOLD	Musicboosters	600.00
6/22/15	019939	0100	0000000	0000	8200	5500003	222	ARROWHEAD	Services for May 2015	52.75
6/22/15	019939	0100	0000000	0000	8200	5500003	000	ARROWHEAD	Services for May 2015	26.06
6/22/15	019939	0100	0000000	0000	8200	5500003	111	ARROWHEAD	Services for May 2015	26.99
6/22/15	019974	0100	6500000	5770	1190	5800000	000	LEAPS-N-BOUNDS	Occupational Therapy Services	4430.00
6/24/15		0100	8150000	0000	8110	5600000	000	FREDRICKS ELECTRIC, INC.	Maintenance repairs	279.08
6/25/15	180	0100	0000000	5001	3600	5100000	000	CARE-A-VAN TRANSPORT	Transportation	4738.00
6/25/15	489	0100	6512000	5770	3110	5800000	000	ABA EDUCATION FOUNDATION	Parent Training/ Supervision	50.25
6/25/15		0100	0000000	0000	7100	5800000	000	MISSION FEDERAL CREDIT UNION	Job posting	25.00
6/25/15	019971	0100	8150000	0000	8110	5800000	000	WESTERN FIRE PROTECTION, INC.	Maintenance repairs	297.00
6/25/15		0100	0000000	0000	7191	5800000	000	WILKINSON HADLEY KING & CO.	Services for May 2015	2000.00
6/25/15		0100	0000000	0000	7100	5800005	000	ATKINSON, ANDELSON, LOYA, RUUD, & ROMO	Services for May 2015	1048.69
6/26/15	019909	0100	0000000	0000	7200	5600000	000	TOSHIBA FINANCIAL SERVICES	Services for May 2015	201.97
6/26/15	215	0100	0000000	0000	8200	5800000	000	J.M.D.LANDSCAPE INC.	Services for May 2015	3360.00
6/26/15	595	0100	0000000	0000	8200	5800000	222	J.M.D.LANDSCAPE INC.	Services for May 2015	70.00
6/26/15	596	0100	0000000	0000	8200	5800000	111	J.M.D.LANDSCAPE INC.	Services for May 2015	2028.25
6/26/15		0100	6500000	5770	1190	5800000	000	LEAPS-N-BOUNDS	Occupational Therapy Services	1410.00
6/26/15	019955	0100	0000000	0000	7100	5800005	000	STUTZ, ARTIANO, SHINOFF &HOLTZ	Services for May 2015	1252.75
6/30/15		0100	0000000	0000	2420	5200000	111	CLIFF ROSA	Technology consulting	500.00

**42144.06**

**5000 (SERVICES) TOTALS:**

**BALANCE: \$863,599**

**ACCUMULATED BALANCE: \$657,872**

**REMAINING BALANCE: \$205,727**

**2015-2016 Purchase Order Listing**

Date	PO#	Fund	Resource	Goal	Function	Object	Site	Supplier	Description	Amount
<b>Instructional Supplies</b>										
7/11	140	0100	8150000	0000	8110	4300000	000	HOME DEPOT CREDIT SERVICES	Maintenance Supplies	169.05
7/11	019922	0100	8150000	0000	8110	4300000	000	SHELL	Automotive/Gas	102.65
7/16	570	0100	0000000	1110	1000	4300000	111	THE GREAT BOOKS FOUNDATION	Instructional Supplies	1369.50
7/22		0100	0000000	1110	1000	4300000	222	CAROLYN VAN LEAR	Instructional Supplies	160.34
7/25	661	0100	0000000	1110	1000	4300000	222	OFFICE DEPOT	Instructional Supplies	629.06
7/25	631	0100	0000000	1110	1000	4300000	222	OFFICE DEPOT	Instructional Supplies	51.36
7/25	651	0100	0000000	1110	1000	4300000	222	OFFICE DEPOT	Instructional Supplies	587.70
7/25	644	0100	0000000	1110	1000	4300000	111	OFFICE DEPOT	Instructional Supplies	112.52
7/25	643	0100	0000000	1110	1000	4300000	111	OFFICE DEPOT	Instructional Supplies	117.85
7/25	641	0100	0000000	1110	1000	4300000	111	OFFICE DEPOT	Instructional Supplies	197.34
7/25	607	0100	0000000	1110	1000	4300000	111	OFFICE DEPOT	Instructional Supplies	123.37
7/25	588	0100	0000000	1110	1000	4300000	111	OFFICE DEPOT	Instructional Supplies	17.66
7/25	630	0100	0000000	1110	1000	4300000	111	OFFICE DEPOT	Instructional Supplies	16.73
7/25		0100	0000000	1110	1000	4300000	111	MARISSA HERRMAN	Instructional Supplies	173.52
7/28	638	0100	0000000	1110	1000	4300000	111	LAKESHORE	Instructional Supplies	151.09
7/28	623	0100	0000000	1110	1000	4300000	111	SOUTHWEST SCHOOL &	Instructional Supplies	22.96
7/28	649	0100	0000000	1110	1000	4300000	222	SOUTHWEST SCHOOL &	Instructional Supplies	398.41
7/28	642	0100	0000000	1110	1000	4300000	111	Standard Stationery Supply Co.	Instructional Supplies	64.48
7/28	639	0100	0000000	1110	1000	4300000	111	Standard Stationery Supply Co.	Instructional Supplies	16.80
7/28	622	0100	0000000	1110	1000	4300000	111	Standard Stationery Supply Co.	Instructional Supplies	65.48
7/28	585	0100	0000000	1110	1000	4300000	111	Standard Stationery Supply Co.	Instructional Supplies	56.50
7/28	602	0100	0000000	1110	1000	4300000	111	Standard Stationery Supply Co.	Instructional Supplies	198.40
7/28	610	0100	0000000	0000	2420	4300008	111	SOUTHWEST SCHOOL &	Instructional Supplies	15.44
7/28	632	0100	0000000	0000	2420	4300008	111	BOUND TO STAY BOUND BOOKS INC.	Instructional Supplies	85.60
7/28	647	0100	0000000	0000	2420	4300008	222	SCHOLASTIC INC.	Instructional Supplies	3.22
7/28	647	0100	0000000	0000	2420	4300008	222	SCHOLASTIC INC.	Instructional Supplies	3.22
7/28	647	0100	0000000	0000	2420	4300008	222	SCHOLASTIC INC.	Instructional Supplies	3.22
7/28	647	0100	0000000	0000	2420	4300008	222	SCHOLASTIC INC.	Instructional Supplies	3.22
7/28	647	0100	0000000	0000	2420	4300008	222	SCHOLASTIC INC.	Instructional Supplies	3.22
7/28	647	0100	0000000	0000	2420	4300008	222	SCHOLASTIC INC.	Instructional Supplies	3.47
7/28	647	0100	0000000	0000	2420	4300008	222	SCHOLASTIC INC.	Instructional Supplies	3.22
7/28		0100	0000000	0000	2420	4300008	111	SOUTHWEST SCHOOL &	Instructional Supplies	4.82
7/28		0100	0000000	0000	2420	4300008	111	SOUTHWEST SCHOOL &	Instructional Supplies	10.63
7/30	652	0100	0000000	1110	1000	4300000	222	BLICK ART MATERIALS	Instructional Supplies	802.89
7/30	600	0100	0000000	1110	1000	4300000	111	BLICK ART MATERIALS	Instructional Supplies	707.70
7/30	599	0100	0000000	1110	1000	4300000	111	ERIC ARMIN INC.	Instructional Supplies	298.06
7/30	614	0100	0000000	0000	3140	4300000	111	HENRY SCHEIN INC.	Health Office Supplies	544.36
7/30	666	0100	0000000	1110	1000	4300000	222	SOUTHWEST SCHOOL &	Instructional Supplies	196.60
7/30	589	0100	0000000	1110	1000	4300000	111	SOUTHWEST SCHOOL &	Instructional Supplies	294.06
7/30	598	0100	0000000	1110	1000	4300000	111	SOUTHWEST SCHOOL &	Instructional Supplies	70.20
7/30	605	0100	0000000	1110	1000	4300000	111	SOUTHWEST SCHOOL &	Instructional Supplies	743.75
7/30	637	0100	0000000	1110	1000	4300000	111	SCHOOL SPECIALTY	Instructional Supplies	15.80
7/30	620	0100	0000000	1110	1000	4300000	111	SCHOOL SPECIALTY	Instructional Supplies	9.42
7/30	606	0100	0000000	1110	1000	4300000	111	SCHOOL SPECIALTY	Instructional Supplies	87.05
7/30	609	0100	0000000	1110	1000	4300000	111	BSN SPORTS INC.	Instructional Supplies	490.75
7/30	575	0100	0000000	0000	2420	4300000	111	KWCG	Xerox Service/Support	553.60
7/31	619	0100	0000000	0000	3160	4300000	000	CAMBIUM LEARNING	Testing Supplies	1369.00
7/31	636	0100	0000000	1110	1000	4300000	111	SYNCB/AMAZON	Instructional Supplies	141.85
7/31	603	0100	0000000	1110	1000	4300000	111	SYNCB/AMAZON	Instructional Supplies	19.19
7/31	601	0100	0000000	1110	1000	4300000	111	SYNCB/AMAZON	Instructional Supplies	120.28
7/31	645	0100	0000000	1110	1000	4300000	111	SYNCB/AMAZON	Instructional Supplies	37.32
7/31	648	0100	0000000	0000	2420	4300008	222	SYNCB/AMAZON	Instructional Supplies	45.12
										<b>11494.52</b>
<b>4000 (SUPPLIES) TOTALS:</b>		<b>BALANCE: \$253,498</b>		<b>ACCUMULATED BALANCE: 11,495</b>		<b>REMAINING BALANCE: 242,003</b>				
<b>Utilities</b>										
7/16	236	0100	0000000	0000	8200	5500002	111	EDCO WASTE & RECYCLING SERVICE	Services for June 2015	426.64
7/16	236	0100	0000000	0000	8200	5500002	222	EDCO WASTE & RECYCLING SERVICE	Services for June 2015	426.64
7/16	019930	0100	0000000	0000	8200	5800003	111	SAN DIEGUITO WATER DISTRICT	Services for June 2015	1767.13
7/23		0100	0000000	0000	7200	5900001	000	AT&T	Services for June 2015	21.36
7/29		0100	0000000	0000	8200	5800001	111	San Diego Gas & Electric	Services for June 2015	10054.47
7/29		0100	0000000	0000	8200	5800001	222	San Diego Gas & Electric	Services for June 2015	3647.64
										<b>16343.88</b>
<b>Services</b>										

7/2	0100	0000000	0000	2420	5200000	111	CLIFF ROSA	Technology Consulting	500.00
7/11	0100	0000000	0000	7100	5300000	000	ROTARY CLUB OF ENCINITAS	June 2015 Statement	220.00
7/11 019956	0100	0000000	0000	7100	5800000	000	TECHMASTERS	Services for June 2015	250.00
7/16 654	0100	0000000	5001	3600	5100000	000	CARE-A-VAN TRANSPORT	Transportation	2204.20
7/16 654	0100	0000000	5001	3600	5100000	000	CARE-A-VAN TRANSPORT	Transportation	947.60
7/16 578	0100	0000000	1110	1000	5200000	000	UC REGENTS, UCSD	Professional Development	350.00
7/16 580	0100	0000000	0000	7100	5300000	000	ACSA	Membership Dues	1575.00
7/16 019939	0100	0000000	0000	8200	5500003	111	ARROWHEAD	Services for June 2015	33.95
7/16 019939	0100	0000000	0000	8200	5500003	222	ARROWHEAD	Services for June 2015	52.75
7/16 019939	0100	0000000	0000	8200	5500003	000	ARROWHEAD	Services for June 2015	26.06
7/16 149	0100	0000000	1110	1000	5600000	222	Canon Financial Services, Inc.	Services for June 2015	786.67
7/16 149	0100	0000000	1110	1000	5600000	111	Canon Financial Services, Inc.	Services for June 2015	786.67
7/16 019909	0100	0000000	0000	7200	5600000	000	TOSHIBA FINANCIAL SERVICES	Services for June 2015	201.97
7/16 019949	0100	6500000	5770	1190	5800000	000	DEPENDABLE NURSING, LLC	Nursing Services	1511.25
7/16 019929	0100	0000000	0000	7200	5800000	000	STATE OF CALIFORNIA	Fingerprinting services	96.00
7/16 019951	0100	6512000	5770	3110	5800000	000	NORTH COUNTY LIFELINE	Services for June 2015	1344.76
7/23 654	0100	0000000	5001	3600	5100000	000	CARE-A-VAN TRANSPORT	Transportation	3131.20
7/28	0100	0000000	0000	7100	5200000	000	ACSA REGION 18 SUPERINTENDENTS	Meeting/Events	40.00
7/28 664	0100	0000000	0000	8200	5800000	000	SHOWCASE CARPET CLEANING	Custodial Services	1369.62
7/29	0100	0000000	0000	8200	5500004	111	AMERICAN PEST CONTROL	Services for June 2015	60.00
7/29	0100	0000000	0000	8200	5500004	222	AMERICAN PEST CONTROL	Services for June 2015	96.00
7/29 019934	0100	0000000	0000	8200	5600000	111	PRUDENTIAL OVERALL SUPPLY	Services for June 2015	131.86
7/29 019934	0100	0000000	0000	8200	5600000	222	PRUDENTIAL OVERALL SUPPLY	Services for June 2015	223.82
7/29 019934	0100	0000000	0000	7200	5600000	000	PRUDENTIAL OVERALL SUPPLY	Services for June 2015	11.42
7/30	0100	0000000	0000	7100	5200000	000	SAN DIEGO CNTY SUPT OF SCHOOLS	Professional Development	25.00
7/30 688	0100	0000000	0000	7100	5300000	000	CSBA	Membership Dues	4917.00
7/30	0100	0000000	0000	7200	5300000	000	NCEPC	Membership Dues	29.88
7/30 687	0100	0000000	0000	7100	5300000	000	North County Professional Dev. Fed.	Membership Dues	632.70
7/30 689	0100	0000000	0000	7100	5300000	000	San Diego County School Boards Assoc.	Membership Dues	98.34
7/30	0100	0000000	0000	7100	5800000	000	JUDY LEMM CONSULTING	SDCOE Consultant	805.00
7/30 692	0100	0000000	0000	7100	5800000	000	CSBA	Gamut Online	1605.00
7/30 686	0100	0000000	0000	2420	5800000	000	BLACKBOARD INC.	Blackboard 2015-16	1574.00
7/30 686	0100	0000000	0000	2420	5800000	000	BLACKBOARD INC.	Blackboard 2015-16	196.75
7/30 690	0100	0000000	0000	2700	5800000	111	RANCHO SANTA FE	Services for June 2015	210.00
7/30 690	0100	0000000	0000	2700	5800000	222	RANCHO SANTA FE	Services for June 2015	210.00
7/30	0100	6500000	0000	0000	5800000	000	LINDAMOOD-BELL LEARNING	Reading Instruction	672.00
7/30	0100	6500000	0000	0000	5800000	000	LINDAMOOD-BELL LEARNING	Reading Instruction	1680.00
7/30	0100	0000000	0000	7200	5800000	000	SHRED-IT USA	Services for June 2015	307.44
7/30 019950	0100	0000000	0000	7100	5800005	000	FAGEN FRIEDMAN & FULFROST, LLP	Services for June 2015	375.00
7/30 019955	0100	0000000	0000	7100	5800005	000	STUTZ, ARTIANO, SHINOFF & HOLTZ	Services for June 2015	3692.75
7/31 215	0100	0000000	0000	8200	5800000	111	J.M.D.LANDSCAPE INC.	Services for June 2015	220.00
7/31 215	0100	0000000	0000	8200	5800000	000	J.M.D.LANDSCAPE INC.	Services for June 2015	3850.00

**37051.66**

**5000 (SERVICES) TOTALS: BALANCE: 1,028,420 ACCUMULATED BALANCE: 53,395 REMAINING BALANCE: 975,025**

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

August 20, 2015

ITEM:           **APPROVE NONPUBLIC AGENCIES MASTER CONTRACT  
BETWEEN CARDIFF SCHOOL DISTRICT AND NORTH COUNTY  
LIFELINE**

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**BACKGROUND**

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

Part of the process of paying a nonpublic agency requires an agreement signed between the school district and the consultant.

**CURRENT CONSIDERATION**

Special education students IEP’s mandate special services. The District does not employ full-time behavioral intervention staff; therefore, we are contracting with a nonpublic agency for these services.

**FINANCIAL IMPLICATIONS**

The cost is not to exceed \$5,762.

**RECOMMENDATION**

It is respectfully recommended that the Board approve the Nonpublic Agency Services Master Contract between Cardiff School District and North County Lifeline.

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

August 20, 2015

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>EFFECTIVE DATE</u></b>
Mario Silva	Custodian I - Evening	8/25/15 (P/T Range 13, Step 3)
Christopher Morris	Instructional Aide II	8/21/15 (P/T Range 11, Step 1)
Anne Tiffany (Mihaly)	Teacher	8/18/15 (Temporary Contract – 1.0 FTE)
Ashley Smithey	SPED Director/Psych.	8/17/15 (1.0 FTE)
Carrie LaRocque	Instructional Aide I	8/21/15 (P/T Range 8, Step 3)

Exhibit D

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

August 20, 2015

ITEM: **APPROVAL OF CARDIFF SCHOOL DISTRICT'S UNIFORM COMPLAINT  
QUARTERLY REPORT FOR APRIL 1, 2015 – JUNE 30, 2015**

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**BACKGROUND**

Governing boards of school districts in California are required to review and approve the district's quarterly report of complaints regarding instructional materials, facilities and teacher staffing. Attached for your approval is the 2014/2015 4<sup>th</sup> quarterly report, prepared for the period of April 1, 2015 – June 30, 2015. No complaints have been received for this period.

**CURRENT CONSIDERATION**

The San Diego County Office of Education has created a link on their website for school districts to electronically report the required information and the Cardiff School District has completed the reporting process for the quarter specified above.

**FINANCIAL IMPLICATION**

There are no current financial implications at this time.

**RECOMMENDATION**

It is respectfully recommended that the Board approve the Uniform Complaint Quarterly Report for April 1, 2015 – June 30, 2015.

# SDCOE Uniform Complaint Quarterly Reports Database

Williams and Valenzuela Settlements

## Quarterly Complaint Summary ADD a new summary record

[Back to Home Menu](#)

User ID:

Quarter to Add:

Please fill in the following table. Enter 0 in any cell that does not apply.

Number of Complaints for Quarter			
	Received	Resolved	Unresolved
Instructional Materials	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Facilities	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Teacher Vacancy Management	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Submitted By:

Title:

[Main Menu](#)

AGREEMENT BETWEEN THE  
CARDIFF SCHOOL DISTRICT  
AND CAL STATE UNIVERSITY SAN MARCOS

This agreement is entered into between the Cardiff School District and Cal State University San Marcos (CSUSM).

WHEREAS, CSUSM and the District have proposed the creating of a special education teacher internship program pursuant to Education Code Section 44450 et seq. Whereby, CSUSM students would be placed as special education teacher interns in District schools; and

WHEREAS, the District is agreeable to participation in such a program on the conditions set forth below;

NOW, THEREFORE, it is mutually agreed as follows:

1. The term of this Agreement is from July 1, 2015, through June 30, 2020. Should it be determined that there no longer is a need for the internship program, termination in writing may be initiated by either party.
2. CSUSM students certified as qualified and competent by CSUSM to provide intern teaching services at District schools may, at District's discretion, be accepted and assigned to a school for services as an intern teacher. The intern teacher will successfully complete the District's fingerprint and drug screening clearance prior to beginning work.
3. With respect to the intern teachers accepted by the District, the District will:
  - a) Provide each intern with at least one support provider/mentor who has the following minimum qualifications: (1) a valid clear of life Education Specialist (or equivalent) teaching credential in the disability area(s) for which the candidate is interning (i.e., Mild/Moderate, Moderate/Severe, both Mild/Moderate and Moderate/Severe) and (2) three years of documented successful teaching experience.
  - b) Provide each intern support provider/mentor with clear terms of employment (e.g., release from job responsibilities for current school employees for the equivalent of four hours per week with a minimum of two hours for weekly mentoring for each intern, contract with a retiree or other agency representative for the same time per intern), compensation, and intern support evaluation procedures.
  - c) Provide a site for intern class meetings with CSUSM, if it is determined that there are an adequate number of interns to conduct classes within the district.
  - d) Provide each intern salary for each full-time intern at Step 1, Range A of the Teacher's Salary Schedule or better.
  - e) Provide each intern health insurance at the same level as a full time certificated employee.
  - f) Provide each intern with Worker's Compensation Insurance.

4. CSUSM will:

- a) Admit candidates to pursue the California Mild/Moderate and/or Moderate/Severe Education Specialist credential(s) and certify as qualified and competent to provide intern teaching services in a CSUSM partnership District only those candidates who already hold or are eligible for a basic California teaching credential (e.g., Multiple Subject, Single Subject) and who already (1) holds an English Learner Authorization, (2) has passed the CTEL, or (3) has completed the CCTC-approved CSUSM or equivalent CTEL program.
- b) Assist interns, through a personally designed Program of Study, to access needed coursework and clinical teaching supervision to successfully perform the Education Specialist Teaching Performance Expectation for the Mild/Moderate and/or Moderate/Severe teaching credential(s).
- c) Provide coursework and, via intern teacher enrollment in clinical practice during internship semesters, university supervisor observation and coaching of each intern teacher and collaboration with the intern support provider/mentor (e.g., a minimum of four visitations plus an end-of-semester summary meeting) and regular communication (e.g., biweekly e-mail) among the intern, university supervisor and support provider/mentor on TPE progress and intern growth and support needs.
- d) Ensure, through an assessment by the Education Specialist clinical practice coordinator, that an intern's university supervisor has at least a Master's degree and either holds an Education Specialist (or equivalent) credential or has the demonstrated background knowledge and experience (e.g., program faculty member) to model, coach, and evaluate candidate performance of Education Specialist Teaching Performance Expectations.
- e) Provide support provider/mentors of interns with training and orientation as part of the regular (e.g., each semester) university supervisor and support provider/mentor orientation and update meeting.
- f) Provide a documentation and monitoring process for the delivery and nature of the employer-provided support provider/mentor support for the minimum time and purposes described in 3b above through the use of a Support Provider Contact Form completed by the support provider/mentor and provided to the intern site administrator and/or coordinator of special education services, the intern, and the CSUSM program and/or clinical practice coordinator(s).
- g) Provide on-campus privileges for intern teachers, including use of the library and open-use computers and access to career planning and placement services.

5. The UNIVERSITY and DISTRICT together shall:

- a) provide a minimum of 144 hours of support/mentoring and supervision to each intern teacher per school year including coaching, modeling, and demonstrating within the classroom, assistance with course planning and problem-solving regarding students, curriculum, and development of effective teaching methodologies. The minimum support/mentoring and supervision provided to an intern teacher who assumes daily teaching

responsibilities after the beginning of a school year shall be equal to four hours times the number of instructional weeks remaining in the school year. A minimum of two hours of support/mentoring and supervision must be provided to an intern teacher every five instructional days.

6. CSUSM will regularly convene (e.g., once a semester) and communicate with members of (e.g., via e-mail) a cross-district Intern Support Committee comprised of CSUSM intern program representatives (e.g., program and clinical practice coordinators) and representatives of Districts currently hosting one or more intern (e.g., building administrator, special education administrator, intern support provider/mentor) for the purposes of collaborating in program execution and assessment for continuous improvement.
7. The services of a teacher intern may be terminated by the District at the District's discretion, with 30 days notice by the District to CSUSM and the intern. Such services shall also terminate upon an intern's termination of participation in CSUSM's internship program or upon discontinuance of such program.
8. CSUSM shall defend, indemnify and save the District, its agents, officers and employees harmless from any liability, claim or loss arising from any act or omission under this Agreement by CSUSM, its agents, officers, and employees. District shall defend, indemnify and save CSUSM, its agents, officers, and employees harmless from any act or omission arising from District's performance or lack thereof under this Agreement.
9. All terms of this Agreement are contingent upon continued approval of the CSUSM Education Specialist program and course of study by the California Commission on Teacher Credentialing.
10. This Agreement may be amended upon mutual consent of CSUSM and the District.

IN WITNESS THEREOF, this Agreement is executed by:

Date: \_\_\_\_\_ CAL STATE SAN MARCOS  
By: \_\_\_\_\_  
David Taylor  
Title: Director, Procurement, Contracts & Support Services

Date: 7-15-15 Cardiff SCHOOL DISTRICT  
By: [Signature]  
Title: Superintendent

Date: 7/15/15 Cardiff Elementary PEACHERS ASSOCIATION  
By: [Signature]  
Title: President