

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

**REGULAR MEETING OF THE GOVERNING BOARD
AGENDA
THURSDAY, JANUARY 14, 2021 • 5:00 PM • PUBLIC MEETING**

The Governor of California has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka "Coronavirus"). The Governor issued Executive Order N-25-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference/video calls while still satisfying state transparency requirements.

TO ACCESS THE JANUARY 14, 2021 GOVERNING BOARD OF TRUSTEES REGULAR MEETING:

The public's health and well-being are the top priority for the Cardiff School District Governing Board of Trustees and you are urged to take all appropriate health and safety precautions. As such, the January 14, 2021, Regular Meeting of the Governing Board of Trustees will be available through telephonic/video means.

Please click the link below to join the webinar:

<https://zoom.us/j/96794353540?pwd=ZmlFMk2Rzd0ZmJrNnJNTjdjckpJQT09>

Passcode: 930738

Or iPhone one-tap :

US: +16699009128,,96794353540#,,,930738# or +12532158782,,96794353540#,,,930738#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 967 9435 3540

Passcode: 930738

International numbers available: <https://zoom.us/j/96794353540>

TO ADDRESS THE GOVERNING BOARD REGARDING AN ITEM ON THE AGENDA:

Persons wishing to address the Board concerning items on the agenda are invited to do so when the item is addressed at the meeting. Please complete and submit the Request to Provide Public Input Form (see link below). When the Board President invites you to speak, the moderator will unmute your device. Please state your name for the record. In the interest of time and order, each speaker is allotted a maximum of three (3) minutes. When your speaking time expires you will be prompted with a 15-second warning, after which the moderator will mute your device. The [Request to Provide Public Input Form](#) will be available one hour prior to the meeting, beginning at 4:00pm, Thursday, January 14, 2021, in order to give the public an opportunity to complete a request to speak. If you are unable to access the live link to the form at 4:00pm on January 14, please email Emily Horta at:

emily.horta@cardiffschools.com

If reasonable accommodations are needed to access the meeting based on disability or other reasons, please contact emily.horta@cardiffschools.com or 760-632-5890 x101 at least twelve (12) hours in advance of the meeting to make arrangements for such reasonable accommodations. 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 upon request at the Cardiff School District, 1888 Montgomery Avenue, Cardiff or on our [website](#).

I. ORGANIZATIONAL ITEMS

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
 - Ms. Siena Randall, President
 - Ms. Nancy Orr, Clerk
 - Mr. Dave Clark, Member
 - Ms. Rhea Stewart, Member
 - Mr. Mark Whitehouse, Member
 - Ms. Jill Vinson, Superintendent
- D. Approve Agenda for January 14, 2021
 - All items are action unless labeled information.*
- E. Approve [Minutes](#) from the Regular/Organizational Meeting of December 15, 2020

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, in accordance with the Brown Act, 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 submit a written request. 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. ICOC
- H. Reports on Workshops/Conferences
- I. 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. Approve Current Business Items:
 - 1. [Purchase Orders for December 2020](#)
 - 2. Commercial Warrants #14-731512 to #14-738324;
\$1,393,291.50
 - 3. Payroll Warrants, December 2020, \$681,799.75
- B. Approve [Enrollment Report as of January 8, 2021](#)
- C. Approve Cardiff School District's [Uniform Complaint Quarterly Report for October 1, 2020 – December 31, 2020](#)
- D. Approve the Increase of Services with [Nonpublic Agency Verbal Behavior Associates](#) for the remainder of the 2020-21 school year.
- E. Removal of Items from Consent Calendar
- F. Approve Consent Calendar

IV. GENERAL FUNCTIONS

- A. COVID-19 Reopening Update 2020-21 (**Information**)
- B. Approve the [Proposed Increase to the Substitute Teacher Rates](#) and the Proposed District Contribution to the Daily Substitute Rates for those on Extended Sick Leave, Effective January 4, 2021 through June 11, 2021

V. BUSINESS AND FINANCE

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

VI. PERSONNEL

- A. Approve 50% Unpaid Leave Request for Classified Employee #600438, Effective January 21, 2021 through June 11, 2021

VII. FACILITIES

- A. Bond Program Manager Update (**Information**)
- B. Approve a [Third Term of Service for the Independent Citizens Oversight Committee Members](#) whose Second Term has Concluded
- C. Approve [Second Amendment to Professional Services Agreement for Bond Program Management Services](#) for Measure GG

VIII. FUTURE AGENDA ITEMS

IX. ANNOUNCEMENT: ADJOURNING TO CLOSED SESSION

- A. Conference with Legal Counsel regarding anticipated litigation- Government Code 54956.9
- B. Conference with the District's labor negotiator, Jill Vinson, Regarding Negotiations with the Cardiff Elementary Teachers Association- Government Code Section 54957.6

X. REPORT FROM CLOSED SESSION (If applicable)

XI. ADJOURNMENT OF MEETING

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

MINUTES
REGULAR BOARD MEETING, DECEMBER 15, 2020

The Regular Meeting of the Governing Board of the Cardiff School District was held on Tuesday, December 15, 2020, remotely via teleconference. President Randall called the meeting to order at 5:02 p.m. and led the Trustees and visitors in the Pledge of Allegiance.

Members Present: Clark, Orr, Randall, Whitehouse, Ross, Stewart

Members Absent: 0

Administrators

Present: Vinson, Parker, Scheftner

President Randall opened the organizational meeting to public comment from Nancy Perry-Sheridan of the San Dieguito Alliance. Nancy Perry-Sheridan congratulated Rhea Stewart and Nancy Orr on their appointment as Board members, and thanked David Ross for his service. She also thanked the Cardiff School District for participating in the Study Buddy Program in connection with the San Dieguito Union High School District.

The Annual Organizational meeting of the Board was then conducted.

Trustees and Superintendent Vinson thanked David Ross for his years of service to the Cardiff School District School Board.

Superintendent Vinson administered the Oath of Office to newly elected Trustee Nancy Orr and Trustee Rhea Stewart.

The Board election of Siena Randall, as President of the Governing Board of Trustees for the 2021 calendar year, was approved.

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

Ms. Randall presided over the remainder of the meeting.

The Board election of Nancy Orr as the Clerk of the Governing Board of Trustees for the 2021 calendar year, was approved.

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

The following appointments were made:

1. Superintendent Jill Vinson was appointed as Secretary to the Board
2. Dave Clark was appointed as Representative to the Trustee Review Committee of the North Coastal Consortium for Special Education
3. Nancy Orr and Rhea Stewart (as alternate) were appointed Representatives to the City of Encinitas School District Liaison Committee

The Regular meetings of the Governing Board for the 2021 calendar year, were approved and scheduled for the following dates and times:

Thursday, January 14, 2021, at 5 p.m.
Tuesday, February 9, 2021, at 5 p.m.
Thursday, March 11, 2021, at 5 p.m.
Thursday, April 15, 2021, at 5 p.m.
Thursday, May 13, 2021, at 5 p.m.
Thursday, June 3, 2021, at 5 p.m. AND
Tuesday, June 8, 2021, at 5 p.m.
Thursday, July 8, 2021, at 9 a.m.
Thursday, August 12, 2021, at 9 a.m.
Thursday, September 9, 2021, at 5 p.m.
Thursday, October 14, 2021, at 5 p.m.
Tuesday, November 9, 2021, at 5 p.m.
Tuesday, December 14, 2021, at 5 p.m. (Organizational Meeting)

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

The agenda for the December 15, 2020 Regular Board meeting, was approved as presented.

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

The minutes from the Regular Board Meeting of November 12, 2020, were approved as written.

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

President Randall opened the Regular Board meeting to public comment. Trish d'Entremont addressed the Board with suggestions regarding the distribution of the Board packet and the archiving of meetings.

Hearing Session

- Cindy Switzler reported on behalf of CETA and informed the Board that they are happy with the hybrid model in place and are excited for the second-graders to transition back to Cardiff School.
- Cardiff SEA is conducting their monthly meetings via Zoom. Over \$5000. was donated for the recent holiday food drive for our Cardiff families in need. The Cardiff SEA recently sold Cardiff sweatshirts and beanies ahead of the holiday season.
- Principal Julie Parker reported that she is excited to welcome second grade back to the Cardiff School campus. The construction fence is down and the classroom area of the campus is open. Students were able to see the new kindergarten and first-grade classrooms. Unfortunately, due to the stay-at-home order, families were not able to come in-person to tour the new campus. As an alternative, Principal Parker, with the help of Misael Chico, Senior Custodian at Ada Harris, created a virtual tour of the school for families to see. Ms. Parker thanked McCarthy for all their hard work on the project.
- Principal Janelle Scheftner shared that Ada Harris School teachers and students are focused on academics and the normal activities this time of year. The fifth grade classes, supported by the student council, ran a successful food drive for the Community Resource Center during the holiday season.
- Trustee Rhea Stewart, Superintendent Vinson, and Chief Business Officer Courtney Jasper attended a virtual Schools For Sound Finance meeting.
- Superintendent Vinson expressed her excitement for the return of students to the new Cardiff School campus. Ms. Vinson noted several future property developments

within the community which will ultimately impact student enrollment within the District. Superintendent Vinson thanked the Assistance League of Rancho San Dieguito, Tracey Conrey, and both school office staff teams for their assistance in coordinating the Operation School Bell program for Cardiff School District this fall. She also recognized Debbie Heyer for her collaboration with General Atomics and their generous donations to support the STEM program. Superintendent Vinson informed the Board that the ICOC will be able to sunset in June 2021 after their 2020 annual report is completed, as the Measure GG Bond dollars will be spent by the end of the 2020 calendar year. Ms. Vinson would like the committee members to extend their volunteer obligation through June 2021. She will be bringing forth the names of the members whose terms would need to be extended to the Board in January for approval.

The Consent Calendar was approved as presented.

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

A COVID-19 informational update was provided to the Board. Superintendent Vinson acknowledged everyone's hard work and dedication to maintaining a safe learning environment. The hybrid model has found a nice groove and is operating smoothly. Students are on target academically and getting additional support as needed. Discussions have begun regarding returning students to more frequent in-person learning under the appropriate conditions. Ms. Vinson reiterated that the safety of the staff and students is foremost. Ms. Vinson thanked Janelle Scheftner, Julie Parker, Cindy Switzler, and the negotiations team for their collaboration in this process. An update will be forthcoming in January.

The budget changes through October 31, 2020, were approved.

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

The District Certification of the First Interim Budget State Report for the period ending October 31, 2020 and LCAP budget overview, were authorized.

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

The 100% unpaid leave request for classified employee #600040, effective January 4, 2021 through May 13, 2021, was approved.

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

The 100% unpaid leave request for classified employee #400934, effective January 4, 2021 through May 6, 2021, was approved.

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

The 50% unpaid leave request for classified employee #600438, effective December 15, 2020 through January 21, 2021, was approved.

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

The 100% unpaid leave request for classified employee #325405, effective January 4, 2021 through February 22, 2021, was approved.

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

Bond Program Manager Randy Peterson informed the Board that Cardiff School campus is looking great and the classrooms are finished. Teachers will now begin moving into their new classrooms. The next phase of the project will commence during the Winter Break with the removal of the portables. When classes resume, a fence will be up around the active construction to ensure the safety of students and staff.

The amendment between the Cardiff School District and Studio E Architects for additional services, was approved.

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

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 6:33 p.m. The meeting was reconvened at 8:35 p.m. President Randall reported that no action was taken during closed session.

There being no other business to come before the Board, the meeting was adjourned at 8:36 p.m.

Respectfully submitted,

Nancy Orr, Clerk

Jill Vinson, Superintendent

DECEMBER 2020 PO LISTING

[illegible]

NON-INSTRUCTIONAL SUPPLIES

[illegible]

4000 (SUPPLIES) TOTALS: BALANCE: 326,411 ACCUMULATED BALANCE: 227,501 REMAINING BALANCE: 98,910

UTILITIES

[illegible]

SERVICES										
3182	12/3/20	AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Maintenance Services	\$ 795.00
3426	12/3/20	FRUTH GROUP	0100	0000000	0000	2700	5600000	111	Maintenance Services	\$ 479.91
3209	12/3/20	MISSION LINEN & UNIFORM	0100	8150000	0000	8110	5600000	000	Services for November	\$ 205.38
3283	12/3/20	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	2700	5600000	111	Lease Payment December	\$ 294.43
3283	12/3/20	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	7200	5600000	000	Lease Payment December	\$ 294.43
3283	12/3/20	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	2700	5600000	222	Lease Payment December	\$ 294.42
	12/3/20	BILL HOWE PLUMBING	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$ 880.68
	12/3/20	HARRIS SCHOOL SOLUTIONS	0100	0000000	0000	2420	5800000	000	Merchant Fees for October	\$ 58.75
	12/3/20	HARRIS SCHOOL SOLUTIONS	0100	0000000	0000	2420	5800000	000	Merchant Fees for September	\$ 38.75
	12/3/20	MONIKA VAN VLIET	0100	6500000	5760	1190	5800000	000	Services for November	\$ 1,468.80
	12/3/20	STANDARD ELECTRONICS	0100	0000000	0000	8200	5800000	000	Maintenance Services	\$ 190.00
	12/3/20	THE HOWARD E NYHART COMPANY INC	0100	0000000	0000	7200	5800000	000	Professional Services	\$ 2,575.00
	12/3/20	VERIZON WIRELESS	0100	0000000	0000	7200	5900001	000	November Statement	\$ 127.95
	12/7/20	CASBO	0100	0000000	0000	7100	5200000	000	Conference - HR Summit	\$ 89.00
3182	12/7/20	AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Maintenance Services	\$ 525.00
	12/7/20	SYNDEO COMMUNICATIONS	0100	0000000	0000	2420	5800000	000	Technology Supplies	\$ 451.00
	12/7/20	FAGEN FRIEDMAN & FULFROST, LLP	0100	0000000	0000	7100	5800005	000	Services for October	\$ 10,739.00
3308	12/10/20	SHRED-IT USA	0100	0000000	0000	7200	5800000	000	Services for November	\$ 113.24
3418	12/14/20	ALC SCHOOLS	0100	0000000	5760	3600	5100000	000	Transportation	\$ 2,025.00
3426	12/14/20	FRUTH GROUP	0100	0000000	0000	2700	5600000	222	Maintenance Services	\$ 527.69
3307	12/14/20	K.I.D.S. THERAPY ASSOCIATES	0100	6500000	5760	1130	5800000	000	Services for November	\$ 6,092.40
	12/14/20	WILKINSON HADLEY KING & CO.	0100	0000000	0000	7191	5800000	000	Audit Services	\$ 7,960.00
	12/17/20	RUTH MONAHAN SMITH	0100	0000000	0000	7200	5200000	000	Mileage	\$ 222.18
	12/17/20	COSTCO MEMBERSHIP	0100	0000000	0000	7200	5300000	000	Membership Dues	\$ 120.00
3182	12/17/20	AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Maintenance Services	\$ 60.00
3182	12/17/20	AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	222	Maintenance Services	\$ 96.00
3354	12/17/20	ADT COMMERCIAL LLC	0100	0000000	0000	8200	5800000	000	Maintenance Services	\$ 1,936.00
3354	12/17/20	ADT COMMERCIAL LLC	0100	0000000	0000	8200	5800000	000	Maintenance Services	\$ 990.00
	12/17/20	BILL HOWE PLUMBING	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$ 344.92
	12/17/20	BILL HOWE PLUMBING	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$ 82.00
3367	12/17/20	JAN-PRO	0100	3220000	0000	8200	5800000	000	Professional Services	\$ 3,080.00
	12/17/20	STATE OF CALIFORNIA	0100	0000000	0000	7200	5800000	000	Fingerprinting Services	\$ 32.00
	12/17/20	T.L. SHIELD & ASSOCIATES, INC.	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$ 158.00
	12/17/20	THE HOWARD E NYHART COMPANY INC	0100	0000000	0000	7200	5800000	000	Professional Services	\$ 2,575.00
	12/17/20	TOSHIBA BUSINESS SOLUTIONS	0100	0000000	0000	7200	5800000	000	Maintenance Services	\$ 1,664.78
	12/17/20	BEST BEST & KRIEGER LLP	0100	0000000	0000	7100	5800005	000	Services for November	\$ 342.30
	12/21/20	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7100	5200000	000	Annual Support	\$ 196.81
	12/21/20	MONIKA VAN VLIET	0100	6500000	5760	1190	5800000	000	Services for December	\$ 1,370.88
										\$ 49,496.70

5000 (SERVICES) TOTALS: BALANCE: 989,003 ACCUMULATED BALANCE: 395,484 REMAINING BALANCE: 593,519

FUND 2109 - BUILDING FUND										
3316	12/7/20	RANDAL L. PETERSON	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 11,333.00
3316	12/7/20	RANDAL L. PETERSON	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 11,333.00
	12/10/20	MCCARTHY BUILDING COMPANIES	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 581,632.95
	12/10/20	MCCARTHY BUILDING COMPANIES	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 30,612.26
3254	12/14/20	BLUE COAST CONSULTING	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 15,540.00
	12/17/20	STUDIO E ARCHITECTS	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 23,602.22
	12/17/20	STUDIO E ARCHITECTS	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 39,709.11
	12/17/20	STUDIO E ARCHITECTS	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 24,225.31
3378	12/17/20	TWINING CONSULTING	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 800.00
	12/17/20	ECORP CONSULTING, INC	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 36.25
	12/17/20	ECORP CONSULTING, INC	2109	9010000	0000	8500	6200000	000	Professional Services	\$ 4,783.25
	12/21/20	MCCARTHY BUILDING COMPANIES	2109	0000000	0000	8500	6200000	000	Professional Services	\$ 182,214.55
										\$ 925,821.90

FUND 4000 - CAPITAL FACILITIES										
	12/3/20	BEST BEST & KRIEGER LLP	4000	0000000	0000	8500	6200000	000	Professional Services	\$ 39,243.35
3149	12/10/20	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$ 543.17
3149	12/10/20	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$ 543.17
3149	12/10/20	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$ 543.17
3149	12/10/20	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$ 127.13
3149	12/10/20	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$ 98.04
3149	12/10/20	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$ 543.17

[illegible]

CARDIFF

K	Glass	<u>18</u>
K	McNamara	<u>18</u>
K	Milliken	<u>19</u>
K	Sallans	<u>17</u>
K	Stone	<u>18</u>
K	Van Lear (CVA)	<u>7</u>

TOT K 97

1	Easson	<u>19</u>
1	Kavan	<u>17</u>
1	Miller	<u>21</u>
1	Rector	<u>18</u>
1	Reinoso (CVA)	<u>7</u>

TOT 1 82

2	Boyesen	<u>18</u>
2	Payte	<u>21</u>
2	Redding	<u>20</u>
2	Pacetti/Paz	<u>19</u>
2	Trees (CVA)	<u>3</u>

TOT 2 81Wilson 0**TOT** 0**Subtotal** 260**DISTRICT TOTAL** 630**ADA HARRIS**

3	Doui/Stuart	<u>24</u>
3	Perez	<u>24</u>
3	Murray	<u>25</u>
3	Switzler	<u>25</u>
3	Trees (CVA)	<u>9</u>

TOT 3 107

4	Brice	<u>18</u>
4	Green	<u>20</u>
4	Mihaly	<u>20</u>
4	Price	<u>22</u>
4	Trees (CVA)	<u>3</u>

TOT 4 83

5	d'Entremont	<u>22</u>
5	Ensberg	<u>20</u>
5	Heyer	<u>20</u>
5	Yant	<u>22</u>
5	Trees (CVA)	<u>3</u>

TOT 6 87

6	Jewell	<u>23</u>
6	Nguyen	<u>22</u>
6	Therriault	<u>19</u>
6	Tiersma	<u>18</u>
6	Trees (CVA)	<u>4</u>

TOT 6 86Velit 7**TOT** 7**Subtotal** 370

**Cardiff School District
Cardiff-by-the-Sea, California 92007
January 14, 2021**

ITEM: APPROVAL OF CARDIFF SCHOOL DISTRICT'S UNIFORM
COMPLAINT QUARTERLY REPORT FOR OCTOBER 1, 2020 –
DECEMBER 31, 2020

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. This is the 2ND Quarterly Report, prepared for the period of October 1, 2020 – December 31, 2020. No complaints have been received for this period.

CURRENT CONSIDERATIONS

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 IMPLICATIONS

There are no current financial implications at this time.

RECOMMENDATION

It is respectfully recommended that the Board acknowledge the Uniform Complaint Quarterly Report for October, 2020 – December 31, 2020.

SDCOE Uniform Complaint Quarterly Reports Database

Williams and Valenzuela Settlements

Quarterly Complaint Summary ADD a new summary record

Submitted By: Emily Horta
Title: Williams District Contact
Report Date: 1/4/2021
Quarter: 10/1/2020 - 12/31/2020

**Number of Complaints
for Quarter:**

	Received	Resolved	Unresolved
Instructional Material	0	0	0
Facilities	0	0	0
Misassignment	0	0	0

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San Diego County Office of Education

6401 Linda Vista Road

San Diego, CA 92111-7319

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[Uniform Complaint Procedure](#)

**Cardiff School District
Cardiff-By-The-Sea, California 92007
January 14, 2021**

ITEM: INCREASE SERVICES FOR NONPUBLIC AGENCY VERBAL
BEHAVIOR ASSOCIATES, FOR THE REMAINDER OF THE 2020-21
SCHOOL YEAR

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 CONSIDERATIONS

Special education students have IEPs that may mandate special services. The Cardiff School District has contracted with Verbal Behavior Associates for specialized behavioral intervention services. The original contract for the 2020-21 school year was not to exceed thirty-nine thousand dollars (\$39,000). Additional behavioral intervention needs have been identified for the remainder of the school year, at a cost of eighty-two thousand dollars (\$82,000). The total amount for the 2020-21 school year will not exceed one hundred twenty thousand dollars (\$120,000).

FINANCIAL IMPLICATIONS

This amount will be paid from the General Fund.

RECOMMENDATION

It is respectfully recommended that the Board approve the increase in services for Verbal Behavior Associates, for the remainder of the 2021-20 school year.

**Cardiff School District
Cardiff-by-the-Sea, California 92007
January 14, 2021**

ITEM: APPROVE THE PROPOSED INCREASE TO THE SUBSTITUTE TEACHER RATES AND THE PROPOSED DISTRICT CONTRIBUTION TO THE DAILY SUBSTITUTE RATES FOR THOSE ON EXTENDED SICK LEAVE

BACKGROUND

Cardiff School District is part of the North County Coastal Substitute Consortium (NCCSC). To maintain a qualified substitute teacher pool during the COVID-19 pandemic, the following is proposed.

CURRENT CONSIDERATIONS

In light of the significant substitute teacher rate increase throughout our area, which has the potential to negatively impact our sub pool, it is requested that the Board consider approval of a daily substitute rate increase being proposed by NCCSC.

Current CETA language allows the District to deduct the cost of the substitute teacher or 50%, whichever is less, when a unit member has exhausted all available sick leave and continues to be absent from his/her duties on account of illness or accident for an additional period of up to five months.

The daily rate for substitute teachers would increase from \$125 to \$180 per day. The long-term daily rate for substitute teachers (beginning on the 11th day of consecutive service on the same assignment) would increase from \$130 to \$195 per day.

This is an unanticipated need during this unprecedented time. In order to not create an undue financial burden on our teachers, the District proposes to cover the additional daily rate increase of \$55.00 and the long-term daily rate increase of \$70.00.

FINANCIAL IMPLICATIONS

This increase will be paid out of the General Fund.

RECOMMENDATION

It is recommended that the Board approve the proposed increase to the substitute teacher rate and the proposed District contribution to the daily substitute rate for those on extended sick leave, effective January 4, 2021 through June 30, 2021.

Cardiff School District
Cardiff-By-The-Sea, California 92007
January 14, 2021

ITEM: APPROVE A THIRD TERM OF SERVICE FOR INDEPENDENT
CITIZENS OVERSIGHT COMMITTEE MEMBERS WHOSE SECOND
TERM HAS CONCLUDED

BACKGROUND

In November 2016, the community of Cardiff passed Measure GG, a \$22 million bond for the improvement to Cardiff and Ada Harris School facilities. An Independent Citizens Oversight Committee has been established since early 2017 to oversee the expenditures of the bond funds.

CURRENT CONSIDERATIONS

The following members have completed their second term of membership in the Independent Citizens Oversight Committee. In order to complete the project, the following members have agreed to serve a third and final term of service:

Christine Bruington
Chris Fowler
Bill Moser
Chuck Nichols
David Smiley
Adam Sweet
Kenneth Williams

FINANCIAL IMPLICATIONS

None

RECOMMENDATION

It is respectfully recommended that the Board approve a third term of service for the ICOC members whose second term has concluded.

**SECOND AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT FOR
BOND PROGRAM MANAGEMENT SERVICES FOR MEASURE GG**

THIS SECOND AMENDMENT ("Second Amendment") is made and entered into this 14th day of January, 2021, by and between the **CARDIFF SCHOOL DISTRICT**, (hereinafter referred to as the "District"), and **PETERSON CONSULTING, INC.** ("Consultant") .

RECITALS

A. On or about February 13, 2017, the District and Consultant entered into a Professional Services Agreement (the "Agreement") with Consultant for the provision of Bond Program Management Services for Measure GG, the District's general obligation bond passed by voters in 2016; and

B. The scope of services set forth in the Agreement originally contemplated services associated with the Cardiff School Reconstruction Project ("Project") based on a planned schedule for the Project and corresponding term of the Agreement of three (3) years.

C. The Project has required substantial additional services from the Consultant associated with addressing adjacent neighbor opposition, including support in obtaining local, state, and federal approvals for the Project, as well as a second additional legal challenge filed against the National Park Service, the State of California Department of Parks and Recreation, the District and the Project, which has also resulted in a significant delay to the Project schedule beyond the delays addressed in the First Amendment to the Agreement entered into in April 2020.

D. In light of these issues, the District and Consultant have negotiated the time and cost impacts of these additional services and the delay to the Project schedule in order to amend the Agreement a second time to address these issues in accordance with Section 10.17 of the Agreement, which permits the District and Consultant to amend the terms and conditions of the Agreement upon mutual written agreement of the Parties; and

E. The District and Consultant now desire to further amend the Agreement to explicitly memorialize the mutually agreed upon extension of the schedule and Project duration..

AGREEMENT

NOW, THEREFORE, in good and valuable consideration of the mutual promises and covenants contained herein, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

Second Amendment Terms.

1. The Agreement is hereby amended as follows:

- a. The Parties have agreed that the Agreement shall be amended to incorporate and compensate the Consultant for all of the additional consulting services and extension to the Project Schedule including, but not limited to, addressing adjacent neighbor opposition, support in obtaining local, state, and federal approvals for the Project, and assistance with an additional legal challenge filed against the Project. The Parties

have mutually agreed that based on the additional services provided to date and those that will be required in light of the current Project schedule shall entitle the Consultant to additional compensation, to be paid in one lump sum, and to not exceed the amount of \$72,975.

2. This Second Amendment shall only be effective upon the execution by both the District and Consultant.
3. This Second Amendment may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
4. This Second Amendment shall affect only the items specifically set forth herein, and all other terms and conditions of the original Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have, by their duly authorized representatives, executed this Second Amendment to the Agreement for Professional Services, as of the month, day and year first above written.

CARDIFF SCHOOL DISTRICT

PETERSON CONSULTING, INC.]

By:_____

By:_____

Name:_____

Name:_____

Title:_____

Title:_____