

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

**REGULAR MEETING OF THE GOVERNING BOARD
AGENDA**

**THURSDAY, APRIL 18, 2019 • 4:00 PM CLOSED SESSION • 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. Roll call

Ms. Siena Randall, President

Mr. David Ross, Clerk

Ms. Nancy Orr, Member

Mr. Dave Clark, Member

Mr. Mark Whitehouse, Member

Ms. Jill Vinson, Superintendent

C. 4:00 p.m. – CLOSED SESSION

Conference with Legal Council – existing litigation pursuant to paragraph (2) subdivision (d) of Section 54956.9

1 Case

5:00 p.m. – PUBLIC SESSION

D. Approval of agenda for April 18, 2019

All items are action unless labeled information

E. Approve minutes from the regular meeting of March 12, 2019

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 twenty 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/Conference
- 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. Approval of Current Business Items:
 - 1. Purchase Orders
 - 2. Commercial Warrants #14-516150 to #14-527389 \$330,102 **B**
 - 3. Payroll Warrants, March, 2019, \$680,083
- B. Enrollment Report as of 03/05/19 **C**
- C. Adopt Resolution Numbers 18-19-08, 18-19-09, 18-19-10, 18-19-11, **D**
and 18-19-12, for routine payroll, accounting and financial report
signature authorizations to the San Diego County Office of Education
- C. Removal of items from Consent Calendar
- D. Approval of Consent Calendar

IV. GENERAL FUNCTIONS

- A. Approve Interdistrict Attendance Agreements for 2019-20 with
the following school districts:

Carlsbad Unified	Del Mar Union	Rancho Santa Fe
Encinitas Union	Escondido Union	Vista Unified
San Marcos Unified	Oceanside Unified	Poway Unified
San Diego City Schools	Solana Beach	
- B. Approve revised AR 5117, Interdistrict Attendance **E**

V. FACILITIES

- A. Bond Implementation Update **(Information)**
- B. Approve Amendment to the Contract Agreement Between Cardiff **F**
School District and McCarthy Building Companies

VI. FUTURE AGENDA ITEMS

VII. ADJOURNMENT OF MEETING

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

MINUTES
REGULAR MINUTES OF MARCH 12, 2019

The regular meeting of the Governing Board of the Cardiff School District was held on Tuesday, March 12, 2019 at the Cardiff School, 1888 Montgomery Avenue, Cardiff-by-the-Sea, California. President Randall 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, Scheftner, Parker

Visitors: Cindy Switzler, CETA
Trish d'Entremont
Bob Wilkinson

The agenda for March 12, 2019 was approved as presented.

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

The minutes from the special meeting of February 7, 2019 and the regular meeting of February 12, 2019 were approved as written.

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

Hearing Session:

- Cindy Switzler reported teachers are preparing for parent conferences.
- Principal Parker reported School Site Council continues to work on the Plan for Student Achievement.

Exhibit A

Hearing Session continued:

- Sue Misner reported the Gala was a huge success. She thanked all the volunteers and sponsors. She also said the SEA will be sponsoring Family Art Night on March 21st and the Ada Harris student talent show taking place on March 28th. SEA will be providing teacher appreciation treats during parent conference week. Ms. Misner thanked parent volunteers for organizing the treats for both schools. President Randall thanked the SEA for a great Gala event.
- Julie Parker reported teachers are working on assessments in preparation for parent conferences. Ms. Parker is also working on the third year of the three-year LCAP report.
- Janelle Scheftner reported students are finishing up their STEAM projects. Ada Harris teachers are also preparing for parent conferences.
- Superintendent Vinson also extended her thanks to the SEA for putting on such a great event. She expressed how fun it was to be attending as a parent as well as a staff member. Ms. Vinson said it has been very touching to see parents, staff, and board member engaging on the rebuild of Cardiff School. The administrative team is working hard organizing the phasing.

The consent calendar was approved as presented

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

Budget changes through January 31, 2019 were approved.

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

The second period interim state report for the period ending January 31, 2019 was approved.

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

Trustees voted for the following six (6) candidates in the 2019 CSBA Delegate Assembly Election, Region 17:

Leslie Ray Bunker (Chula Vista ESD)
Stephen Cochran (Del Mar Union SD)
Al Guerra (Alpine Union SD)

Beth Hergesheimer (San Dieguito UHS)
Dawn Perfect (Ramona USD)
Barbara Ryan (Santee SD)

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

The March manual maintenance policy revisions were approved.

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

The Measure GG Bond Fund audit report ending June 30, 2018 was accepted.

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

Courtney Jasper, Chief Business Officer, reviewed Measure GG expenses through December 31, 2018

Randy Peterson, Bond Program Manager, reported the Division of State Architects has provided comments on Increment 1. The permit will be resubmitted in order to stay on the timeline for work to commence this summer. Increment 2, for the work to begin in November, will be submitted next month. He reported the coastal development permit has been elevated to the City of Encinitas Planning Commission even though the District has met all planning conditions and should be exempt from that process. Mr. Peterson informed Trustees the Environmental Screening Form has been submitted to OGALS, the next step in the conversion process. In October 2018, National Park Service communicated to the District and the City staff that the project appeared to be eligible. City staff will be preparing a report the City Council in April. The District will be providing a presentation at that same meeting. Mr. Peterson also reported on the Coasters, a subset group of the North County Group of the San Diego Chapter of the Sierra Club, representing the coastal areas from Del Mar to Oceanside.

This group issued a position statement based on misinformation provided to them from someone opposed to the project. The Coasters were invited to the District to review a presentation of the project. They stated the position statement would be revised. Mr. Peterson informed Trustees that a group called Save the Park and Build the School is legally challenging the CEQA process. Mr. Peterson said it is unknown who is all involved but the document the District received is signed by Eleanor Musick as the secretary.

The amendment to the contract between Cardiff School District and PlaceWorks, was approved.

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

The amendment to the contract between Cardiff School District and Studio E Architects, was approved.

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

An amendment to the superintendent's contract was made. Ms. Vinson's contract, at the salary of \$194,000, was extended to June 30, 2022.

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

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 5:35 p.m. The meeting was reconvened at 7:40 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 7:40 p.m.

Respectfully submitted,

David Ross, Clerk

Jill Vinson, Superintendent

MARCH PO LISTING

	Date	Supplier	Fund	Resource	Goal	Function	Object	Site	Description	Inv Amount
INSTRUCTIONAL SUPPLIES										
2555	3/8/19	FITNESS FINDERS	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 107.45
2553	3/8/19	DEMCO, INC.	0100	0000000	0000	2420	4300008	111	Library Supplies	\$ 292.68
	3/12/19	JONATHAN KARDOS	0100	0000000	1110	1000	4300013	222	Instructional Supplies	\$ 42.59
2556	3/20/19	TROXELL COMMUNICATIONS	0100	0000068	0000	2420	4300005	111	Technology Supplies	\$ 139.73
2559	3/20/19	TROXELL COMMUNICATIONS	0100	0000068	0000	2420	4300005	222	Technology Supplies	\$ 409.45
	3/21/19	MISSION FEDERAL CREDIT UNION	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 40.45
2564	3/21/19	SOUTHWEST SCHOOL &	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 239.42
2549	3/21/19	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 55.92
2552	3/21/19	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 63.57
2554	3/21/19	SYNCB/AMAZON	0100	0000068	0000	2420	4300005	111	Technology Supplies	\$ 96.93
2557	3/21/19	SYNCB/AMAZON	0100	0000068	0000	2420	4300005	111	Technology Supplies	\$ 264.84
2566	3/21/19	SYNCB/AMAZON	0100	0000000	0000	2420	4300008	111	Technology Supplies	\$ 43.93
2579	3/22/19	KELLY PAPER	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 1,240.85
2577	3/29/19	SOUTHWEST SCHOOL &	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 61.74
2583	3/29/19	US GAMES	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 91.29
2581	3/29/19	DEMCO, INC.	0100	0000000	0000	2420	4300008	222	Library Supplies	\$ 83.48
										\$ 3,274.32

NON-INSTRUCTIONAL SUPPLIES										
	3/6/19	SHELL	0100	8150000	0000	8110	4300000	000	Automotive Supplies	\$ 58.18
	3/6/19	WEX BANK	0100	8150000	0000	8110	4300000	000	Shell - Automotive Supplies	\$ 78.18
2585	3/8/19	MAINTEX, INC.	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$ 667.94
2540	3/8/19	SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	7200	4300000	000	Office Supplies	\$ 169.71
2551	3/11/19	DECKER, INC.	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$ 91.21
2156	3/12/19	HOME DEPOT CREDIT SERVICES	0100	8150000	0000	8110	4300000	000	Maintenance Supplies	\$ 1,345.63
2164	3/12/19	READY REFRESH BY NESTLE	0100	0000000	0000	2700	4300000	111	Services for February	\$ 35.55
2164	3/12/19	READY REFRESH BY NESTLE	0100	0000000	0000	2700	4300000	222	Services for February	\$ 86.16
2164	3/12/19	READY REFRESH BY NESTLE	0100	0000000	0000	7200	4300000	000	Services for February	\$ 35.55
2174	3/15/19	GRAINGER	0100	8150000	0000	8110	4300000	000	Maintenance Supplies	\$ 123.58
	3/21/19	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7100	4300000	000	Office Supplies	\$ 88.14
	3/21/19	MISSION FEDERAL CREDIT UNION	0100	8150000	0000	8110	4300000	000	Maintenance Supplies	\$ 28.52
	3/21/19	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7200	4300000	000	Office Supplies	\$ 34.65
2565	3/21/19	SOUTHWEST SCHOOL &	0100	0000000	0000	7200	4300000	000	Office Supplies	\$ 68.60
2550	3/21/19	SYNCB/AMAZON	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$ 200.52
2548	3/21/19	SYNCB/AMAZON	0100	0000000	0000	7200	4300000	000	Office Supplies	\$ 48.00
2558	3/21/19	SYNCB/AMAZON	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$ 63.54
2562	3/21/19	SYNCB/AMAZON	0100	0000000	0000	7200	4300000	000	Office Supplies	\$ 28.84
2563	3/22/19	DUGMORE AND DUNCAN OF CA	0100	8150000	0000	8110	4300000	000	Maintenance Supplies	\$ 3,976.77
2585	3/22/19	MAINTEX, INC.	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$ 1,811.57
2165	3/22/19	RANCHO SANTA FE	0100	0000000	0000	2700	4300000	222	Services for 04/01-06/30	\$ 210.00
										\$ 9,250.84

4000 (SUPPLIES) TOTALS: BALANCE: 246,714 ACCUMULATED BALANCE: 200,676 REMAING BALANCE: 46,038

UTILITIES										
2168	3/5/19	EDCO WASTE & RECYCLING SERVICE	0100	0000000	0000	8200	5500002	222	Services for February	\$ 494.43
2168	3/5/19	EDCO WASTE & RECYCLING SERVICE	0100	0000000	0000	8200	5500002	111	Services for February	\$ 494.43
2170	3/5/19	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	111	Services for February	\$ 80.70
	3/8/19	AT&T	0100	0000000	0000	7200	5900001	000	Services for February	\$ 1,223.72
	3/13/19	AT&T	0100	0000000	0000	7200	5900001	000	Services for February	\$ 356.06
	3/13/19	AT&T	0100	0000000	0000	7200	5900001	000	Services for February	\$ 33.30
2162	3/15/19	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	222	Services for February	\$ 227.67
2162	3/15/19	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	222	Services for February	\$ 17.22
2162	3/15/19	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	222	Services for February	\$ 3,775.66
	3/15/19	AT&T	0100	0000000	0000	7200	5900001	000	Services for February	\$ 30.45
2162	3/20/19	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	222	Services for February	\$ 433.08
2162	3/20/19	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	111	Services for February	\$ 5,167.43
										\$ 12,334.15

SERVICES										
2326	3/5/19	MISSION LINEN & UNIFORM	0100	8150000	0000	8110	5600000	000	Services for February	\$ 273.20
2167	3/5/19	DEPENDABLE NURSING, LLC	0100	6500000	5770	1190	5800000	000	Services for January	\$ 4,791.50
2453	3/5/19	MEBE	0100	6500000	5770	3120	5800000	000	Services for February	\$ 6,291.68
2506	3/5/19	TRANE U.S. INC.	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$ 3,236.62
2205	3/6/19	CARE-A-VAN TRANSPORT	0100	0000000	5001	3600	5100000	000	Transportation	\$ 4,343.23
	3/6/19	SOUTHCOAST HEATING & A/C	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$ 7,373.00
	3/8/19	ARROW PIPELINE REPAIR, INC.	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$ 495.00
2160	3/8/19	SHRED-IT USA	0100	0000000	0000	7200	5800000	000	Services for February	\$ 102.48
	3/11/19	ASHLEY BRIDGEWATER	0100	0000085	1110	1000	5800000	111	Music Boosters	\$ 1,518.75
	3/11/19	ASHLEY BRIDGEWATER	0100	0000085	1110	1000	5800000	111	Music Boosters	\$ 1,200.00

	3/12/19	JULIE PARKER	0100	0000000	0000	2700	5200000	222	Conference	\$	30.00
2314	3/12/19	AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	222	Maintenance Services	\$	192.00
2314	3/12/19	AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Maintenance Services	\$	120.00
	3/12/19	ALINA FREIMAN STEELE	0100	0000085	1110	1000	5800000	111	Music Boosters	\$	160.00
	3/12/19	COASTAL SPEECH THERAPY	0100	6500000	5770	1120	5800000	000	Speech Therapy	\$	3,811.50
	3/12/19	EVAN WALSH	0100	0000085	1110	1000	5800000	111	Music Boosters	\$	240.00
	3/12/19	GREGORY BANNISTER	0100	0000085	1110	1000	5800000	111	Music Boosters	\$	240.00
	3/12/19	KAELYN HENDERSON	0100	0000085	1110	1000	5800000	111	Music Boosters	\$	120.00
	3/12/19	SOUTHCOST HEATING & A/C	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$	649.16
2571	3/13/19	SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	2700	5200000	111	Conference - GoOpen Summit	\$	75.00
2526	3/13/19	FRUTH GROUP	0100	0000000	0000	2700	5600000	222	Technology Supplies	\$	436.01
	3/13/19	WESTERN FIRE PROTECTION, INC.	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$	297.00
	3/13/19	WILKINSON HADLEY KING & CO.	0100	0000000	0000	7191	5800000	000	Audit Services	\$	995.00
2572	3/14/19	CUE	0100	0000000	0000	2420	5200000	000	Conference - CUE	\$	129.00
	3/14/19	TOSHIBA BUSINESS SOLUTIONS	0100	0000000	0000	7200	5800000	000	Maintenance Services	\$	1,729.03
2150	3/20/19	J.M.D.LANDSCAPE INC.	0100	0000000	0000	8200	5800000	000	Maintenance Services	\$	4,084.08
	3/20/19	MALEA SNYDER, MA CCC-SLP	0100	6500000	5730	1120	5800000	000	Professional Services	\$	150.00
2205	3/21/19	CARE-A-VAN TRANSPORT	0100	0000000	5001	3600	5100000	000	Transportation	\$	5,304.10
	3/21/19	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7200	5200000	000	Conference - SF2	\$	291.96
	3/21/19	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7100	5200000	000	Conference - SF2	\$	291.96
2167	3/21/19	DEPENDABLE NURSING, LLC	0100	6500000	5770	1190	5800000	000	Services for February	\$	4,292.00
	3/22/19	JANELLE SCHEFTNER	0100	0000000	0000	2700	5200000	111	Conference - CAASPP	\$	50.00
2173	3/22/19	LEAPS-N-BOUNDS	0100	6500000	5770	1190	5800000	000	Services for February	\$	2,950.00
2165	3/22/19	RANCHO SANTA FE	0100	0000000	0000	2700	5800000	111	Services for 04/01-06/30	\$	210.00
	3/22/19	SOUTHCOST HEATING & A/C	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$	7,484.00
2154	3/29/19	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	2700	5600000	111	Lease Payment April	\$	294.43
2154	3/29/19	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	2700	5600000	222	Lease Payment April	\$	294.43
2155	3/29/19	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	7200	5600000	000	Lease Payment April	\$	294.42
	3/29/19	T.L. SHIELD & ASSOCIATES, INC.	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$	158.00
	3/29/19	VERIZON WIRELESS	0100	0000000	0000	7200	5900001	000	March Statement	\$	122.88
										\$ 65,121.42	

5000 (SERVICES) TOTALS: BALANCE: 1,102,883 ACCUMULATED BALANCE: 940,677 REMAING BALANCE: 162,206

BOND EXPENSES											
	3/6/19	STUDIO E ARCHITECTS	2109	9010000	0000	8500	6200000	000	Professional Services	\$	83,839.99
	3/6/19	STUDIO E ARCHITECTS	2109	9010000	0000	8500	6200000	000	Professional Services	\$	92,475.00
	3/12/19	RANDAL L. PETERSON	2109	9010000	0000	8500	6200000	000	Professional Services	\$	11,333.00
	3/12/19	RANDAL L. PETERSON	2109	9010000	0000	8500	6200000	000	Professional Services	\$	11,333.00
	3/12/19	RANDAL L. PETERSON	2109	9010000	0000	8500	6200000	000	Professional Services	\$	11,333.00
	3/12/19	RANDAL L. PETERSON	2109	9010000	0000	8500	6200000	000	Professional Services	\$	955.22
	3/22/19	BEST BEST & KRIEGER LLP	2109	9010000	0000	8500	6200000	000	Professional Services	\$	2,937.00
										\$ 214,206.21	

CARDIFF SCHOOL DISTRICT
Enrollment Form
April 5, 2019

**CARDIFF
GIRLS BOYS**

K Bjorstad	<u>10</u>	<u>9</u>	19
K Glass	<u>10</u>	<u>9</u>	19
K McNamara	<u>10</u>	<u>9</u>	19
K Paccione	<u>8</u>	<u>11</u>	19
K Stone	<u>10</u>	<u>10</u>	20
			TOT K <u>96</u>

1 Easson	<u>11</u>	<u>11</u>	22
1 Kavan	<u>11</u>	<u>11</u>	22
1 Miller	<u>12</u>	<u>11</u>	23
1 Rector	<u>11</u>	<u>11</u>	22
1 Sallans	<u>12</u>	<u>10</u>	22
			TOT 1 <u>111</u>

2 Boyesen	<u>12</u>	<u>12</u>	24
2 Payte	<u>11</u>	<u>13</u>	24
2 Redding	<u>9</u>	<u>14</u>	23
2 Pacetti/Paz	<u>10</u>	<u>13</u>	23
			TOT 2 <u>94</u>

3 Hamilton	<u>9</u>	<u>12</u>	21
3 Doui/Stuart	<u>10</u>	<u>11</u>	21
			TOT 3 <u>42</u>

Wilson	<u>0</u>	<u>0</u>	TOT <u>0</u>
--------	----------	----------	---------------------

Subtotal	<u>166</u>	<u>177</u>
----------	------------	------------

SCHOOL TOTAL	<u>343</u>
---------------------	------------

DISTRICT TOTAL	<u>701</u>
-----------------------	------------

**ADA HARRIS
GIRLS BOYS**

3 Herrman	<u>11</u>	<u>10</u>	21
3 Murray	<u>10</u>	<u>11</u>	21
3 Switzler	<u>9</u>	<u>10</u>	19
			TOT 3 <u>61</u>

4 Green	<u>10</u>	<u>12</u>	22
4 Mihaly	<u>11</u>	<u>10</u>	21
4 Price	<u>10</u>	<u>11</u>	21
4 Trees	<u>9</u>	<u>12</u>	21
			TOT 4 <u>85</u>

5 Cataldo	<u>13</u>	<u>7</u>	20
5 d'Entremont	<u>11</u>	<u>9</u>	20
5 Ensberg	<u>13</u>	<u>10</u>	23
5 Yant	<u>13</u>	<u>9</u>	22
			TOT 5 <u>85</u>

6 Brice	<u>12</u>	<u>10</u>	22
6 Jewell	<u>10</u>	<u>14</u>	24
6 Nguyen	<u>12</u>	<u>13</u>	25
6 Therriault	<u>11</u>	<u>13</u>	24
6 Tiersma	<u>12</u>	<u>13</u>	25
			TOT 6 <u>120</u>

Carruthers	<u>6</u>	<u>1</u>	TOT <u>7</u>
------------	----------	----------	---------------------

Subtotal	<u>183</u>	<u>175</u>
----------	------------	------------

SCHOOL TOTAL	<u>358</u>
---------------------	------------

CARDIFF SCHOOL DISTRICT
Cardiff-By-the-Sea, California 92007

April 18, 2019

ITEM: **ADOPT RESOLUTION NUMBERS 18-19-08 THROUGH 18-19-12 FOR ROUTINE
PAYROLL, ACCOUNTING AND FINANCIAL REPORT SIGNATURE AUTHORIZATIONS
TO THE SAN DIEGO COUNTY OFFICE OF EDUCATION**

BACKGROUND

Pursuant to various sections of the Education Code, it is necessary that the governing board adopt a series of resolutions prior to the beginning of each fiscal year in order to maintain a current register of persons authorized to act on behalf of the school district.

CURRENT CONSIDERATIONS

Attached are five resolutions:

18-19-08 authorizes Ruth Monahan-Smith and Courtney Jasper to receive district mail from SDCOE and Courtney Jasper or Ruth Monahan-Smith to pick up warrants from SDCOE; also allows San Dieguito Union High School District to pick up payroll warrants;

18-19-09 authorizes Ruth Monahan-Smith or Courtney Jasper to sign the Payroll Payment Order;

18-19-10 authorizes SDCOE to release credential held warrants to employees;

18-19-11 authorizes Courtney Jasper or Jill Vinson to sign Commercial Warrants;

18-19-12 authorizes Courtney Jasper or Jill Vinson to authorize reissue of new payroll and commercial warrants.

FINANCIAL IMPLICATIONS

There are no fiscal implications to the Budget

RECOMMENDATION

It is respectfully recommended that the Board adopt resolutions 18-19-08 through 18-19-12.

Exhibit D

RESOLUTION # 18-19-08
**RESOLUTION DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL
AND PICK UP WARRANTS AT THE COUNTY OFFICE OF EDUCATION**

Cardiff School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2019 through June 30, 2020.

IT IS RESOLVED AND ORDERED that:

1. The authorized agent (**one person only**) to receive mail from the Accounting/Payroll Sections is Courtney Jasper.
2. The authorized person(s) or district(s) to pick up warrants from the County Office (other than the mail addressee) are:

Courtney Jasper or Ruth Monahan-Smith or designated employee from

San Diequito Union High School District who is authorized to pick

up payroll for Cardiff School District

- | | mail | hold | consortium | |
|--------------|--------------------------|--------------------------|--------------------------|---|
| 3. Check one | ☐ | ☐ | ☐ | Monthly payroll warrants each and every month. |
| Check one | ☐ | ☐ | ☐ | Daily/Hourly payroll warrants each and every month. |

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on April 18, 2019 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Jill Vinson, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

San Diego County Office of Education

Resolution 1

RESOLUTION # 18-19-09
PAYMENT ORDER RESOLUTION

Cardiff School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2019 through June 30, 2020.

IT IS RESOLVED AND ORDERED that, in accordance with the provisions of Section 3100 et seq., Chapter 8, Division 4, Title I of the Government Code (**all districts**), the following person(s) be and is hereby designated to ascertain and certify that each employee of said district has taken the oath of allegiance.

Ruth Monahan-Smith or Courtney Jasper.

IT IS FURTHER RESOLVED AND ORDERED that, in accordance with the payroll procedure provided in Education Code Section 45310 (**merit system districts only**), no warrant shall be drawn by or on behalf of the governing board of this district for the payment of any salary or wage to any employee in the classified service unless the assignment bears the certification of the following person:

_____, Personnel Director

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on 04/19/19 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

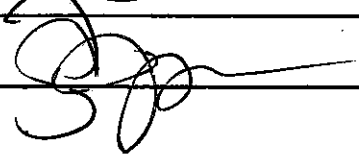
I, Jill Vinson, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp) Gov Code Sec. 5501





RESOLUTION # 18-19-10
**RESOLUTION AUTHORIZING THE COUNTY OFFICE OF EDUCATION CREDENTIALS
DEPARTMENT TO RELEASE CREDENTIAL HELD WARRANTS TO EMPLOYEES**

_____ Cardiff School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2019 through June 30, 2020.

IT IS RESOLVED AND ORDERED that, The County Office of Education Credentials Department is authorized to release credentials held warrants to employees who have provided the required credential paper work.

PASSED AND ADOPTED by said Governing Board on 04/18/19 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Jill Vinson, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

RESOLUTION # 18-19-11
RESOLUTION DESIGNATING AUTHORIZED AGENT TO SIGN SCHOOL ORDERS
(COMMERCIAL WARRANTS)

Cardiff School District, San Diego County ON MOTION

OF member _____, seconded by member _____

effective July 1, 2019 through June 30, 2020.

IT IS RESOLVED AND ORDERED that, pursuant to the provisions of Education Code Section 42632 or 85232, Courtney Jasper or Jill Vinson be and is hereby authorized to sign any and all orders in the name of said District, drawn on the funds of said District.

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on April 18, 2019 by the following vote: (date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

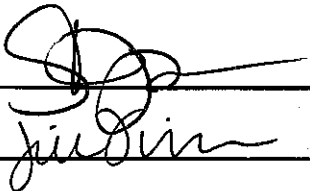
STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Jill Vinson, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary/Clerk of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)





CARDIFF **SCHOOL DISTRICT**
RESOLUTION #XX AUTHORIZING THE REPLACEMENT OF WARRANTS

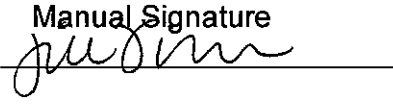
On a motion of Member _____, seconded by Member _____ the following Resolution is adopted:

WHEREAS, during the course of business, this School District issues payroll and commercial warrants for the payments of goods and services received by the District; and
 WHEREAS, payroll and commercial warrants are lost, stolen, mutilated, or expire upon occasion; and

WHEREAS, a petition for issuance of a new warrant may be presented by the payee pursuant to Government Code section 29802.

NOW, THEREFORE BE IT RESOLVED by the governing Board of the
Cardiff

School District of San Diego County, California, that the following persons shall be authorized to reissue new payroll and commercial warrants upon presentation of a properly completed petition for issuance of a new warrant if such new warrant does not exceed the amount of the original warrant.

	Manual Signature	Facsimile Signature
Superintendent		_____
Assistant Superintendent, Business Services	_____	_____
Assistant Superintendent, Employer/Employee Relations	_____	_____
Assistant Superintendent, Educational Services	_____	_____
Director of Accounting		_____

PASSED AND ADOPTED by said Governing Board on April 18, 2019

AYES: _____

NOES: _____

ABSENT: _____

I, Jill Vinson Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Governing Board at a regularly called and conducted meeting held on said date.

 Clerk of the Governing Board

Administrative Regulation

Interdistrict Attendance

AR 5117

Students

Students residing outside the boundaries of the district may, in limited circumstances, be permitted to transfer to a school in the district through approval of an Interdistrict Attendance Agreement/Permit. The interdistrict transfer processes is governed by laws and procedures as described below.

Interdistrict Transfer Agreements and Permits

The Governing Board may enter into Interdistrict Transfer Agreements with other school districts to provide for the transfer of students between the districts, subject to the terms and conditions established by such districts. (Education Code 46600 et seq.)

The Board had determined that transfers approved under this method will be limited to three specific circumstances:

1. In situations of extreme need
2. For children of certain district employees, as described below
3. For students who move out of the district after April 1, for the limited purpose of allowing the student to complete the school year in the district

Students

1. **Extreme Need.** The district may approve an interdistrict Transfer Permit application on the basis of extreme need. The following are reasons a student may be provided an interdistrict Transfer Permit, but only if the Superintendent or designee determines that circumstances constitute extreme need:

a. When the student has been determined by staff of either the district of residence or district of proposed attendance to be a victim of an act of bullying as defined in Education Code 48900(r). Such a student shall be given priority for interdistrict attendance under any existing interdistrict attendance agreement or, in the absence of an agreement, shall be given consideration for the creation of a new permit. (Education Code 46600)

(cf. 5131.2 - Bullying)

b. To meet a child's special mental or physical health needs, as certified by a physician, school psychologist or other appropriate school personnel.

- c. When the student is temporarily displaced and will be living out of the district less than one school year.
 - d. When recommended by the School Attendance Review Board or by county child welfare, probation or social service agency staff in documented cases of serious home or community problems which make it inadvisable for the student to attend the school of residence.
 - e. To provide a change in school environment for reasons of academic or personal and social adjustment. These cases must have sufficient verification by the school authorities of both the district and the district of residence.
 - f. When the student is a victim of a violent crime that occurred while on school grounds. The student is only eligible if there are no other schools within the district of residence where the student may be transferred.
2. District Employees. Regardless of whether there is an extreme need, the district may also approve Interdistrict Transfer Permits for the following:
- a. Children of all district certificated employees who are afforded interdistrict transfer rights in the collective bargaining agreement.
 - b. Children of district classified employees with contracts providing for at least 30 hours per week.
3. Moves Outside District. Regardless of whether there is an extreme need, the district may also approve Interdistrict Transfer Permits for children whose parents/guardians have moved out of the district on or after April 1, for the limited purpose of completing that school year in the district.

Limitations, Procedures and Appeals

An interdistrict Transfer Permit shall be valid only for the limited period of time specified on the permit, and may be revoked by the district because of excessive truancy or continual disruption of the educational program.

A parent/guardian seeking an interdistrict Transfer Permit for their child shall submit a completed application to the district for review by the Superintendent's designee. For current school year requests, a final decision must be provided to the parents within 30 days from the date of receipt of the request. For future year requests, a final decision is required as soon as possible, but no later than 14 calendar days following the beginning of the school year for which enrollment is sought. If the Superintendent's designee denies the request, the parent/guardian may appeal that decision to the Superintendent within five days, who shall review the appeal and render a decision. The Superintendent's decision shall be deemed the final decision of the district. The Board expressly delegates to the Superintendent the authority to make the final decision on behalf of the Board with respect to interdistrict Transfer Permit requests.

The parent/guardian of a student who is denied an interdistrict Transfer Permit shall receive timely notice, within 30 calendar days of the initial request, in accordance with Education Code 46601, regarding the process of appeal to the County Board of Education. Appeals shall be filed with the County Board of Education by the parent/guardian within 30 calendar days of being denied an Interdistrict Transfer Permit by the district. Failure to appeal within the required time, or failure to exhaust appeals within the district, is good cause for denial of an appeal by the County Board of Education.

Students who are under consideration for expulsion or who have been expelled may not appeal interdistrict attendance denials or decisions while expulsion proceedings are pending, or during the term of the expulsion.

(cf. 5119 - Students Expelled from Other Districts)

Once a student is admitted to a school on the basis of an interdistrict attendance permit, he/she shall not be required to reapply for an interdistrict transfer and shall be allowed to continue to attend the school in which he/she is enrolled, unless reapplication standards are otherwise specified in the interdistrict attendance agreement. (Education Code 46600)

Regulation
approved: November 9, 2017
Revised:

CARDIFF SCHOOL DISTRICT
Cardiff-By-The-Sea, California

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

April 18, 2019

ITEM: **APPROVE AMENDMENT TO THE CONTRACT AGREEMENT
BETWEEN CARDIFF SCHOOL DISTRICT AND McCARTHY
BUILDING COMPANIES**

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. District staff have begun the implementation phase for Measure GG which necessitates engaging the services of various contractors to provide design, construction and/or other consulting services to the District.

CURRENT CONSIDERATION

McCarthy Building Companies is to provide additional services for the acquisition of main electrical switchgear for the proposed project at Cardiff School. Due to the long lead-time required to fabricate this equipment and have it delivered to the site in time for installation during the summer 2019 construction, it must be ordered before April 22, 2019.

FINANCIAL IMPLICATIONS

The amount to be paid to McCarthy Building Companies for this additional scope of work shall be a not to exceed amount of \$100,000. This shall be paid out of Fund 21.

RECOMMENDATION

It is respectfully recommended that the Board approve the amendment to the contract between Cardiff School District and McCarthy Building Companies

Exhibit F