

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

**REGULAR MEETING OF THE GOVERNING BOARD
AGENDA**

**THURSDAY, NOVEMBER 12, 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
 - Ms. Siena Randall, Member
 - Mr. Dave Clark, Member
 - Mr. David Ross, Member
 - Ms. Jill Vinson, Superintendent
 - D. Approval of agenda for November 12, 2015
All items are action unless labeled information
 - E. Approve minutes from the Board Policy Workshops on September 21, A
and September 28, 2015
 - F. Approve minutes from the regular meeting October 1, 2015 and **B**
minutes from the special meeting of October 13, 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

II. HEARING SESSION continued

- F. School Reports
- G. Reports on Workshops/Conference
- H. Superintendent's Report

III. CONSENT CALENDAR

Items listed in the Consent Calendar are considered to be routine and are acted on by the Board in one motion unless members of the Board request specific items to be discussed or pulled. It is understood that the Superintendent recommends approval on all Consent Items. Each item of the Consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

A. Approval of Current Business Items:

- 1. Purchase Orders
- 2. Commercial Warrants #14-054721 to #14-062201 \$186,214 **C**
- 3. Payroll Warrants, October, 2015 \$638,147

B. Enrollment report as of 11/06/15 **D**

C. Approval of Cardiff School District's Uniform Complaint Quarterly Report for July 1, 2015 – September 30, 2015 **E**

D. Approve Nonpublic Agencies Master Contract Between Cardiff School District and Dependable Nursing **F**

E. Removal of Items from Consent Calendar

F. Approval of Consent Calendar

IV. BUSINESS AND FINANCE

A. Budget Update (**Information**)

V. GENERAL FUNCTIONS

A. Public Notice of Contract Articles to be Included in Negotiations Between Cardiff School District and the Cardiff Elementary Teachers Association (CETA) **G**

B. Consider Approval of Health & Welfare Cap Increase for all Current Eligible District Employees **H**

C. Approve Disclosure of Collective Bargaining Agreement (AB 1200) **I**

D. Approve Cardiff School District Kindergarten Program beginning the 2016-17 school year **J**

E. Approve Revisions to Administrative Regulation 5111, Admissions **K**

V. GENERAL FUNCTIONS continued:

- F. Consider request from certificated employee #600039 for an unpaid Maternity leave effective 11/09/15 through 12/18/15

VI. FUTURE AGENDA ITEMS

VII. ANNOUNCEMENT: ADJOURNING TO CLOSED SESSION

- A. Public Employment Evaluation
Position: Superintendent
- B. Conference with the District's labor negotiator, Jill Vinson, regarding negotiations with the Cardiff Elementary Teachers Association– Government Code Section 54957.6

VIII. REPORT FROM CLOSED SESSION (If applicable)

IX. ADJOURNMENT OF MEETING

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

MINUTES

BOARD POLICY WORKSHOP, SEPTEMBER 21, 2015

The Governing Board of the Cardiff School District held a Board Workshop on Monday, September 21, 2015 at Ada Harris School, 1508 Windsor Road, Cardiff CA 92007. President Whitehouse called the meeting to order at 9:30 a.m.

Members present: Clark, Randall, Whitehouse

Members absent: Orr, Ross

Administrators
present: Vinson

No public comments were presented.

Policy and Administrative Regulations Series 5000, Students were reviewed and adopted.

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

The meeting was adjourned at 12:05 p.m.

Respectfully submitted,

Nancy Orr, Clerk

Jill Vinson, Superintendent

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

MINUTES

BOARD POLICY WORKSHOP, SEPTEMBER 28, 2015

The Governing Board of the Cardiff School District held a Board Workshop on Monday, September 28, 2015 at Cardiff School District, 1888 Montgomery Avenue, Cardiff CA 92007. Clerk Orr called the meeting to order at 9:20 a.m.

Members present: Orr, Randall, Ross

Members absent: Clark, Whitehouse

Administrators
present: Vinson

No public comments were presented.

Policy and Administrative Regulations Series 0000, Philosophy-Goals-Objectives & Comprehensive Plans were reviewed and adopted.

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

Policy and Administrative Regulations Series 1000, Community Relations were reviewed and adopted.

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

Policy and Administrative Regulations Series 2000, Administration were reviewed and adopted.

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

Policy and Administrative Regulations Series 7000, Facilities were reviewed and adopted.

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

The meeting was adjourned at 11:45 a.m.

Respectfully submitted,

Nancy Orr, Clerk

Jill Vinson, Superintendent

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

MINUTES
REGULAR MINUTES OF OCTOBER 1, 2015

The regular meeting of the Governing Board of the Cardiff School District was held on Thursday, October 1, 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, Randall, Orr, Ross, Whitehouse

Members absent: None

Administrators
present: Vinson, Parker, Scheftner

Visitors: Trish d'Entremont, CETA

The agenda for October 1, 2015 was approved.

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

The minutes from the regular meeting of September 10, 2015 were approved as written.

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

Hearing Session:

- Trish d'Entremont reported she will continue to serve as the CETA President and Veronica Nguyen will be Vice-president. The negotiating team will be comprised of Barb Hall, Trish and Veronica.
- Principal Scheftner reported that the ELAC/DELAC Committee was restructured so that meetings would take place after school instead of evening. New invitations were sent out for the first meeting scheduled for October 15th at 3:00 p.m.
- School Site Council will meet for the first time this year on October 22nd.

Hearing Session continued:

- SEA is busy planning Boo-by-the Sea. The date for the GALA has been set for March 18, 2016. SEA is working on assembling a committee to start planning the event. Kinder Night was well attended with over 100 in attendance. A special thank you to the Polan family for hosting.
- Principal Parker reported students at Cardiff are engaged and working hard. Math Night with Mike Fitchett for parents K-2 had a great turn out on September 23rd.
- Principal Scheftner reported Math Night at Ada Harris School was held the following day. There were 75 people in attendance. She also reported that Superintendent Vinson accompanied her to Camp Cuyamaca to visit the sixth graders who are they for the week.
- Superintendent Vinson reported on the District Liaison meeting. There was a presentation on gun safety and keeping students safe. We will put the link in our weekly epacket. There was another on connecting kids to kids. San Dieguito Superintendent gave an update. Mike Strong gave an update on the housing density project. There was also an update on the Pacific View property.
- Ms. Vinson shared a note from the YMCA thanking the district for allowing the use of facilities this summer. She shared that through the Board Policy Workshops we have adopted Series 0000, 1000, 2000, 5000, and 7000. Superintendent Vinson informed the Board that she has been made aware of the widening project that SANDAG will be doing on McKinnon. The City Manager will be scheduling a meeting with Ms. Vinson and Catherine Blakespear regarding safety measures. Thank you to Julie and Janelle for their help trouble shooting alternate safety routes. The LAN meeting is on November 6th from 1:30 – 3:00. The SF2 meeting is tomorrow from 9:00 – 11:30 here in the auditorium.

The consent calendar was approved as presented.

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

The Transitional Kindergarten program was discussed. At this time plans to continue the current program in 2016-17 are undecided.

The revised 2015-16 Declaration of Need was approved.

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

Policy and Administrative Regulations Series 9000, Board Bylaws were reviewed and adopted.

MOTION: Clark

SECOND: Ross

AYES: Clark, Randall, Whitehouse

NOES: 0

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 6:50 p.m. The meeting was reconvened at 8:26 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 8:27 p.m.

Respectfully submitted,

Nancy Orr, Clerk

Jill Vinson, Superintendent

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

MINUTES
SPECIAL MEETING OF OCTOBER 13, 2015

The special meeting of the Governing Board of the Cardiff School District was held on Tuesday, October 13, 2015 at the Cardiff School, 1888 Montgomery Avenue, Cardiff-by-the-Sea, California. President Whitehouse called the meeting to order at 3:30 p.m.

Members present: Randall, Ross, Whitehouse

Members absent: Clark, Orr

Administrators
present: Vinson

The agenda for October 13, 2015 was approved as presented.

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

The 2014-15 Unaudited Actual Financial Report was adopted.

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

Resolution 15-16-02 to adopt the Gann Limit was approved.

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

There being no other regular business to come before the Board, the meeting was adjourned at 3:40 p.m.

Respectfully submitted,

Nancy Orr, Clerk

Jill Vinson, Superintendent

PURCHASE ORDER LISTING 2015-2016

DATE	PO#	SUPPLIER	FUND	RESC.	GOAL	FUNC.	OBJ	SITE	DESCRIPTION	AMT.
INSTRUCTIONAL SUPPLIES										
9/25	772	DISCOUNT SCHOOL SUPPLY	0100	0000000	1110	1000	4300000	222	Instructional supplies	62.11
9/28	774	EPS LITERACY & INTERVENTION	0100	6500000	5770	1120	4300000	222	Spec Ed instructional supplies	51.00
9/28		AMY PRICE	0100	0000000	1110	1000	4300000	111	Instructional supplies	106.21
9/28	694	EPS LITERACY & INTERVENTION	0100	0000000	1110	1000	4300000	222	Instructional supplies	62.25
9/30	729	AMAZON	0100	6500000	5770	1110	4300000	111	Spec Ed instructional supplies	68.95
9/30	719	AMAZON	0100	0000068	1110	1000	4300005	111	Tech Instructional Supplies	931.25
9/30	707	AMAZON	0100	0000000	1110	1000	4300000	222	Instructional supplies	12.08
9/30	721	AMAZON	0100	0000000	1110	1000	4300000	111	Instructional supplies	215.47
9/30	715	AMAZON	0100	0000000	1110	1000	4300000	111	Instructional supplies	75.27
9/30	770	AMAZON	0100	0000000	1110	1000	4300000	222	Instructional supplies	24.17
9/30	790	AMAZON	0100	0000000	1110	1000	4300000	222	Instructional supplies	245.06
9/30		AMAZON	0100	0000000	1110	1000	4300000	222	Instructional supplies	829.24
9/30		AMAZON	0100	0000000	1110	1000	4300000	111	Instructional supplies	668.32
9/30		AMAZON	0100	0000000	0000	2420	4300008	222	Library Books	164.85
10/5	816	PEARSON EDUCATION INC.	0100	6500000	5770	1190	4300000	222	Spec Ed instructional supplies	98.56
10/5	742	NATIONAL GEOGRAPHIC LEARNING	0100	0000000	1110	1000	4300000	222	Instructional supplies	351.45
10/9	844	KELLY PAPER	0100	0000000	1110	1000	4300000	111	Instructional supplies	1110.24
10/9	826	OFFICE DEPOT	0100	0000000	1110	1000	4300000	222	Instructional supplies	117.63
10/9	657	WHOO'S SMART	0100	0000000	1110	1000	4300000	111	Instructional supplies	474.32
10/14	825	THINKWRITE TECHNOLOGIES, LLC	0100	0000003	1110	1000	4300005	000	Tech Instructional Supplies	806.34
10/23	817	QUILL CORPORATION	0100	0000000	1110	1000	4300000	222	Instructional supplies	98.98
10/28		FREE FORM CLAY & SUPPLY	0100	6300000	1110	1000	4300012	000	Art Supplies	765.06
										7338.81

NON-INSTRUCTIONAL SUPPLIES

9/25	653	SAN DIEGO DIGITAL SOLUTIONS	0100	0000000	1110	1000	4300000	222	Toner supplies	360.02
9/28	593	APPLE INC.	0100	0000000	0000	2420	4300005	222	Apple Care	366.00
9/28	593	APPLE INC.	0100	0000000	0000	2420	4300005	111	Apple Care	366.00
9/28	617	HOME DEPOT CREDIT SERVICES	0100	8150000	0000	8110	4300000	000	Maintenance supplies	2219.59
9/28		SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	7200	4300000	000	Office stationary [new logo]	172.00
9/28		SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	7100	4300000	000	Office stationary [new logo]	295.13
9/28		SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	2700	4300000	222	School stationary [new logo]	256.25
9/28		SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	2700	4300000	111	School stationary [new logo]	256.25
9/28		SAN DIEGO COUNTY OFFICE OF ED	0100	6500000	5770	3120	4300000	000	Spec Ed stationary [new logo]	86.00
9/28	681	SMARTSIGN	0100	0000000	0000	2420	4300005	000	Tech supplies	399.00
9/28	835	SCHOLASTIC INC.	0100	0000000	1110	1000	4300000	222		780.67
9/30		AMAZON	0100	0000000	0000	3140	4300000	222	Health supplies	178.15
9/30		AMAZON	0100	0000000	0000	7100	4300000	000	Staff Development	111.86
10/5	778	APPLE INC.	0100	6500000	5770	3120	4300000	000	Spec Ed office/tech supplies	1296.24
10/5	765	The Tree House, Inc.	0100	6300000	1110	1000	4300005	111	Toner supplies	1556.33
10/5	802	The Tree House, Inc.	0100	6300000	1110	1000	4300005	111	Toner supplies	242.25
10/5	777	The Tree House, Inc.	0100	6300000	1110	1000	4300005	111	Toner supplies	205.85
10/8	617	HOME DEPOT CREDIT SERVICES	0100	8150000	0000	8110	4300000	000	Maintenance supplies	667.46
10/9	839	OFFICE DEPOT	0100	0000000	0000	7100	4300000	000	Office Supplies	28.18
10/9		SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	2700	4300000	111	School stationary [new logo]	185.76
10/9		KRYSTAL CLOVER	0100	6300000	1110	1000	4300006	111	Science supplies	17.27
10/14	837	HENRY SCHEIN INC.	0100	0000000	1110	1000	4300000	222	Health supplies	31.03
10/14	839	OFFICE DEPOT	0100	0000000	0000	7200	4300000	000	Office Supplies	117.15
10/14	843	OFFICE DEPOT	0100	0000000	0000	7100	4300000	000	Office Supplies	87.95
10/14	819	The Tree House, Inc.	0100	6300000	1110	1000	4300005	111	Toner supplies	73.66
10/14	819	The Tree House, Inc.	0100	6300000	1110	1000	4300005	111	Toner supplies	876.61
10/14	819	The Tree House, Inc.	0100	6300000	1110	1000	4300005	222	Toner supplies	1330.25
10/28		KRYSTAL CLOVER	0100	6300000	1110	1000	4300006	111	Science supplies	57.42
10/28		STEPHEN CASMAR	0100	0000068	1110	1000	4300005	111	Tech supplies	20.00
10/30	852	AMERICAN FENCE COMPANY INC.	0100	0000000	0000	8200	4300000	000	Maintenance supplies	20.41

12,660.74

4000 (SUPPLIES) TOTALS: BALANCE: 253,498 ACCUMULATED BALANCE: 101,073 REMAINING BLANCE: 152,425

UTILITIES									
9/25	755 San Diego Gas & Electric	0100	0000000	0000	8200	5500001	111	Services for Aug 2015	14125.19
9/25	755 San Diego Gas & Electric	0100	0000000	0000	8200	5500001	222	Services for Aug 2015	5559.75
9/25	AT&T	0100	0000000	0000	7200	5900001	000	Aug 2015 Services	717.82
10/5	756 EDCO WASTE	0100	0000000	0000	8200	5500002	222	Sept 2015 Services	426.24
10/5	756 EDCO WASTE	0100	0000000	0000	8200	5500002	111	Sept 2015 Services	426.24
10/9	789 SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	111	Services for Aug-Sept 2015	2798.47
10/9	789 SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	222	Services for Aug-Sept 2015	4091.34
10/9	789 SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	000	Services for Aug-Sept 2015	332.56
10/29	755 San Diego Gas & Electric	0100	0000000	0000	8200	5500001	111	Services for Sept 2015	15743.79
10/29	755 San Diego Gas & Electric	0100	0000000	0000	8200	5500001	222	Services for Sept 2015	6421.94
10/30	AT&T	0100	0000000	0000	7200	5900001	000	Sept 2015 Services	440.04
									51,083.38

SERVICES									
9/25	829 FAGEN FRIEDMAN & FULFROST	0100	6500000	5770	3120	5200000	000	Spec Ed professional development	310.00
9/25	754 AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	222	Sept 2015 Services	96.00
9/25	754 AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Sept 2015 Services	60.00
9/25	754 AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	222	Rodent issue service	795.00
9/25	766 TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	7200	5600000	000	Services for Sept 2015	220.67
9/25	673 DIGITAL NETWORKS GROUP, INC.	0100	0000000	0000	2420	5800000	222	XMS Cloud	1737.84
9/25	673 DIGITAL NETWORKS GROUP, INC.	0100	0000000	0000	2420	5800000	111	XMS Cloud	1737.84
9/25	813 RED TRUCK FIRE & SAFETY CO.	0100	8150000	0000	8110	5800000	000	Fire safety Maintenance	12379.50
9/25	STATE OF CALIFORNIA	0100	0000000	0000	7200	5800000	000	Fingerprinting services	96.00
9/25	TRANE U.S. INC.	0100	8150000	0000	8110	5800000	000	Maintenance services	7587.43
9/28	ROTARY CLUB OF ENCINITAS	0100	0000000	0000	7100	5300000	000	August 2015 Statement	137.00
9/28	FREDRICKS ELECTRIC, INC.	0100	8150000	0000	8110	5600000	000	Maintenance services	205.00
9/28	743 J.M.D.LANDSCAPE INC.	0100	0000000	0000	8200	5800000	000	Aug 2015 Services	3528.00
9/28	Kim Lande	0100	0000000	0000	7100	5800000	000	Branding consulting	1500.00
9/28	836 LEAPS-N-BOUNDS	0100	6500000	5770	1190	5800000	000	Aug 2015 Occupational Therapy	360.00
9/28	834 NORTH COUNTY LIFELINE	0100	3327000	5770	3110	5800000	000	July-Sept 2015 Services	3362.08
9/28	SAN DIEGO UNION-TRIBUNE, LLC	0100	0000000	0000	7200	5800000	000	Employment recruitment	804.50
9/28	798 STUTZ, ARTIANO, SHINOFF&HOLTZ	0100	0000000	0000	7100	5800005	000	Services for Aug 2015	4124.70
9/30	841 PRUDENTIAL OVERALL SUPPLY	0100	0000000	0000	8200	5600000	222	Sept 2015 Services	255.40
9/30	841 PRUDENTIAL OVERALL SUPPLY	0100	0000000	0000	8200	5600000	111	Sept 2015 Services	178.10
9/30	841 PRUDENTIAL OVERALL SUPPLY	0100	0000000	0000	7200	5600000	000	Sept 2015 Services	17.13
10/1	DEBORAH HEYER	0100	0000000	1110	1000	5200000	000	mileage	39.56
10/2	MUFG Union Bank N.A.	0100	6230000	0000	8110	5800000	000	Energy plan consulting	10250.00
10/5	806 Marie Bou K12, Inc.	0100	0000000	0000	2420	5800000	222	Web subscription	3009.00
10/8	856 SHOWCASE CARPET CLEANING	0100	0000000	0000	8200	5800000	000	Maintenance services	686.00
10/9	654 CARE-A-VAN TRANSPORT	0100	0000000	5001	3600	5100000	000	Transportation services	6789.60
10/9	836 LEAPS-N-BOUNDS	0100	6500000	5770	1190	5800000	000	Sept 2015 Occupational Therapy	5960.00
10/12	795 Ready Refresh by Nestle	0100	0000000	0000	8200	5500003	222	Water services Sept 2015	49.13
10/12	795 Ready Refresh by Nestle	0100	0000000	0000	8200	5500003	000	Water services Sept 2015	49.12
10/12	795 Ready Refresh by Nestle	0100	0000000	0000	8200	5500003	111	Water services Sept 2015	71.26
10/14	ROTARY CLUB OF ENCINITAS	0100	0000000	0000	7100	5300000	000	Sept 2015 Statement	76.00
10/14	821 Canon Financial Services, Inc.	0100	0000000	1110	1000	5600000	222	Services for Aug-Sept 2015	1017.13
10/14	821 Canon Financial Services, Inc.	0100	0000000	1110	1000	5600000	111	Services for Aug-Sept 2015	1017.12
10/14	AFFORDABLE DRAIN SERVICE	0100	8150000	0000	8110	5800000	000	Sewer repair	637.50
10/14	807 B.E. Publishing	0100	0000000	0000	2420	5800000	111	Web subscription	2914.56
10/14	807 B.E. Publishing	0100	0000000	0000	2420	5800000	222	Web subscription	1192.32
10/23	837 ARROW PIPELINE REPAIR, INC.	0100	8150000	0000	8110	5800000	000	Sewer repair	3758.00
10/28	SAMUEL WILMURT	0100	0000085	1110	1000	5800000	111	Musicboosters	220.00
10/28	SAMUEL WILMURT	0100	0000085	1110	1000	5800000	111	Musicboosters	160.00
10/28	SOUTHCOAST HEATING & A/C	0100	8150000	0000	8110	5800000	000	Maintenance services	441.00
10/29	PATRICIA WILSON	0100	6500000	5770	3120	5200000	000	mileage	24.84
10/29	754 AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	222	Oct 2015 Services	60.00
10/29	754 AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Oct 2015 Services	96.00
10/29	Shauna Gilbert, M.Ed., Ed.S., NCSP	0100	6500000	5770	3120	5800000	000	Psycho-Ed Evaluation	2375.00
									80,385.33

5000 (SERVICES) TOTALS: BALANCE: 1,028,420 ACCUMULATED BALANCE: 287,842 REMAINING BALANCE: 740,578

CARDIFF SCHOOL DISTRICT

Enrollment Form

As of November 6, 2015

CARDIFF				ADA HARRIS			
	BOYS	GIRLS			BOYS	GIRLS	
TK Paccione	<u>9</u>	<u>7</u>	16	3 Rector	<u>9</u>	<u>12</u>	21
			TOT TK	3 Switzler	<u>9</u>	<u>11</u>	20
			<u>16</u>				TOT 3
K Bjorstad	<u>13</u>	<u>10</u>	23				<u>41</u>
K Hall	<u>9</u>	<u>13</u>	22				
K McNamara	<u>10</u>	<u>10</u>	20				
K Sallans	<u>13</u>	<u>10</u>	23				
K Stone	<u>12</u>	<u>11</u>	23				
			TOT K				
			<u>111</u>				
1 Carter	<u>13</u>	<u>10</u>	23	4 Green	<u>9</u>	<u>12</u>	21
1 Easson	<u>13</u>	<u>10</u>	23	4 Mihaly	<u>13</u>	<u>10</u>	23
1 Kulbacki	<u>12</u>	<u>9</u>	21	4 Price	<u>11</u>	<u>12</u>	23
1 Doui/Boye	<u>8</u>	<u>8</u>	16	4 Trees	<u>12</u>	<u>11</u>	23
			TOT 1	4 Herr/d'Entre	<u>12</u>	<u>8</u>	20
			<u>83</u>				TOT 4
							<u>110</u>
2 Gustafson	<u>7</u>	<u>11</u>	18	5 Cataldo	<u>13</u>	<u>10</u>	23
2 Miller/Stua	<u>8</u>	<u>11</u>	19	5 Ensberg	<u>13</u>	<u>10</u>	23
2 Kavan	<u>9</u>	<u>11</u>	20	5 Murray	<u>13</u>	<u>10</u>	23
2 Redding	<u>9</u>	<u>11</u>	20	5 Yant	<u>13</u>	<u>11</u>	24
2 Doui/Boy	<u>7</u>	<u>8</u>	15	5 Herr/d'Entre	<u>10</u>	<u>11</u>	21
			TOT 2				TOT 5
			<u>92</u>				<u>114</u>
3 Hamilton	<u>7</u>	<u>12</u>	19	6 Brice	<u>12</u>	<u>7</u>	19
3 Pacetti/Paz	<u>11</u>	<u>10</u>	21	6 Jewell	<u>11</u>	<u>8</u>	19
3 Payte	<u>10</u>	<u>10</u>	20	6 Nguyen	<u>12</u>	<u>8</u>	20
3 Doui/Boy	<u>8</u>	<u>4</u>	12	6 Therriault	<u>13</u>	<u>10</u>	23
			TOT 3				TOT 6
			<u>72</u>				<u>81</u>
SDC	<u>0</u>	<u>0</u>	TOT	SDC	<u>6</u>	<u>1</u>	TOT
			<u>0</u>				<u>7</u>
Boy/Girl Subtotal	<u>188</u>		<u>186</u>	Boy/Girl Subtotal	<u>191</u>		<u>163</u>
SCHOOL TOTAL	<u>374</u>			SCHOOL TOTAL	<u>353</u>		
DISTRICT TOTAL	<u>727</u>						

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

November 12, 2015

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

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 2015/2016 1st quarterly report, prepared for the period of July 1, 2015 – September 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 July 1, 2015 – September 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	0	0	0
Facilities	0	0	0
Teacher Vacancy Management	0	0	0

Submitted
By:

Title:

[Main Menu](#)

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

November 12, 2015

ITEM: **APPROVE NONPUBLIC AGENCIES MASTER CONTRACT
BETWEEN CARDIFF SCHOOL DISTRICT AND DEPENDABLE
NURSING**

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 nurses; therefore, we are contracting with a nonpublic agency for these services.

FINANCIAL IMPLICATIONS

The cost is not to exceed \$59,000.00.

RECOMMENDATION

It is respectfully recommended that the Board approve the Nonpublic Agency Services Master Contract between Cardiff School District and Dependable Nursing.

Articles for Consideration

Negotiations 2015 - 2016

Article I	- Recognition/Agreement and Reopeners
Article X	- Teaching Hours
Article XI	- Payment for Extra Curriculum Duties
Article XIV	- Evaluation
Article XVII	- Benefits
Article XVIII	- Salary
Article XXIII	- Peer Assistance and Review Program
XXI	- Miscellaneous Provisions

Side Letter
Between
Cardiff School District
and
Cardiff Elementary Teachers' Association (CETA)

Approval of Health & Welfare Cap for all Current Eligible District Employees

The Cardiff School District Negotiations Team, including District and CETA representatives, has met to discuss the teachers' contract for the 2015-16 school year. At this time both parties and the Cardiff School Board have agreed to:

An increase to the annual Health & Welfare cap to \$7,270.70 effective December 1, 2015. The total approximate cost of the increase is \$10,008.00.

It is understood that this increase to the Health & Welfare cap is part of the total 2015-16 negotiations package between the Cardiff School District and CETA.

Jill Vinson
Superintendent

Patricia d'Entremont
CETA President

Date

Date

November 12, 2015

ITEM: **APPROVE DISCLOSURE OF COLLECTIVE BARGAINING
AGREEMENT (AB 1200)**

BACKGROUND INFORMATION

Assembly Bill 1200, enacted by the State Legislature in 1991, increased the responsibility of the county offices of education in reviewing school districts' budgets, specifically with regard to maintaining fiscal prudence and solvency. This includes adequate reporting of multi-year commitments and collective bargaining agreements. AB 1200 also mandated responsibility of school districts to disclose fiscal obligations. New legislation now mandates that not only the Superintendent, but also the Chief Business Official sign the disclosure.

CURRENT CONSIDERATIONS

This agenda item brings to the Board the Disclosure of Collective Bargaining Agreement, which was submitted to the San Diego County Office of Education on October 22, 2015 and approved on October 26, 2015.

SDCOE has provided a written response to the disclosure.

FINANCIAL IMPLICATIONS

This disclosure is for reporting purposes only. The cost of the salary increase is provided in another agenda item.

RECOMMENDATION

It is respectfully recommended that the Board approve the Disclosure of Collective Bargaining Agreement.

Disclosure of Collective Bargaining Agreement

Page 1 of 7

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213);
GC § 3547.5 (Statutes of 2004, Chapter 52)

Cardiff School District

Name of Bargaining Unit: Cardiff Elementary Teachers Association Certificated: X Classified: _____

The proposed agreement covers the period: Beginning: 7/1/2015 Ending: 6/30/2016

This agreement will be acted upon by the Governing Board at its meeting on: 12-Nov-15
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement (a) \$	Fiscal Impact of Proposed Agreement					
		Current Year 2015/16		Year 2 20 - 20		Year 3 20 - 20	
		(b) \$	(c) %	(b) \$	(c) %	(b) \$	(c) %
1. Step & Column - Increase (Decrease) due to movement plus any changes due to settlement		\$0.00					
2. Salary Schedule - Increase (Decrease)	\$0						
3. Other Compensation - Increase (Decrease) in Stipends, Bonuses, etc.	\$0	\$0.00					
4. Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.							
5. Health/Welfare Benefits - Increase (Decrease)	\$303,674.60	\$7,172.40	2.36%		0.00%		0.00%
6. Total Compensation - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$303,675	\$7,172.40	2.36%	\$0.00	0.00%	\$0.00	0.00%
7. Total Number of Represented Employees	43.00	43.00					
8. Total Compensation Cost for Average Employee - Increase (Decrease)	\$7,062.20	\$166.80	2.36%				

Impact on other Funds: No Impact

Disclosure of Collective Bargaining Agreement

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213);
GC § 3547.5 (Statutes of 2004, Chapter 52)

Cardiff School District

Name of Bargaining Unit: Classified Employees Certificated: Classified: X

The proposed agreement covers the period: Beginning: 7/1/2015 Ending: 6/30/2016

This agreement will be acted upon by the Governing Board at its meeting on: 12-Nov-15
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement (a) \$	Fiscal Impact of Proposed Agreement					
		Current Year 2013/14		Year 2 20 - 20		Year 3 20 - 20	
		(b) \$	(c) %	(b) \$	(c) %	(b) \$	(c) %
1. Step & Column - Increase (Decrease) due to movement plus any changes due to settlement	\$0	\$0.00					
2. Salary Schedule - Increase (Decrease)	\$0						
3. Other Compensation - Increase (Decrease) in Stipends, Bonuses, etc.	\$0	\$0.00					
4. Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$0.00						
5. Health/Welfare Benefits - Increase (Decrease)	\$56,497.60	\$1,668.00	2.95%		0.00%		0.00%
6. Total Compensation - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$56,498	\$1,668.00	2.95%	\$0.00	0.00%	\$0.00	0.00%
7. Total Number of Represented Employees	70.00	70.00					
8. Total Compensation Cost for Average Employee - Increase (Decrease)	\$807.11	\$23.83	2.95%				

Impact on other Funds: Cafeteria Fund (13) \$166.80; Enterprise Fund (63) \$166.80

- A. Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and comments and explanations as necessary:**

Increase annual cap on Health & Welfare from \$7,062.20 to \$7,270.70

Beginning with the December 2015 premiums.

- B. Proposed Negotiated Changes in Non-Compensation Items** (class size adjustments, staff development days, teacher prep time, etc.)

- C. What are the specific impacts on instructional/support programs to accommodate the settlement?** Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.

- D. What contingency language is included in the proposed agreement?** Include specific areas identified for reopeners, applicable fiscal years, and specific contingency language.

E. Source of Funding for Proposed Agreement

1. Current Year

Unappropriated Ending Balance

2. How will the ongoing cost of the proposed agreement be funded in future years?

Reserves and property tax increases.

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations)

Revised 07/04

Revised: 06/06

F. Impact of Proposed Agreement on Current Year Unrestricted Reserves

Page 4 of 7

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$8,562,641
b. State Standard Minimum Reserve Percentage for this District	4.00%
c. Projected P-2 ADA	698.25
d. State Standard Minimum Reserve Amount for this District (Line 1a times Line 1b, or \$50,000, whichever is greater, for a district with less than 1,001 ADA)	\$342,505.64

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties	\$1,714,400.00
b. General Fund Budgeted Unrestricted Unappropriated Amount	\$251,382.00
c. Special Reserve Fund 17-Budgeted Designated for Economic Uncertainties	\$0.00
d. Special Reserve Fund 17-Budgeted Unappropriated Amount	\$0.00
e. Total District Budgeted Unrestricted Reserves	\$1,965,782.00

3. Do unrestricted reserves meet the state standard minimum reserve amount?

Yes

No

G. Certification

The information provided in this document summarized the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement in accordance with the requirements of AB 1200 and Government Code § 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.



District Superintendent
(Signature)

26-Oct-15

Date



Chief Business Official
(Signature)

26-Oct-15

Date

Contact Person: Sandie Luehrs Telephone No.: 760-632-5890

H. Impact of Proposed Agreement on Current Year Operating Budget*

Date of governing board approval of budget revisions in Col. 2: 12-Nov-15
 in accordance with Education Code § 42142 and Government Code § 3547.5

Provide a copy of board-approved budget revisions and board minutes. In addition, provide two expenditure reports generated by the district's financial system: one showing the budget by major object before the changes and a second showing the budget by major object after the changes.

If the board-approved revisions are different from the proposed budget adjustments in Col. 2, provide a revised report upon approval of the district governing board.

	(Col. 1) Latest Board- Approved Budget Before Settlement as 10/31/2014	(Col. 2) Adjustments as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) (Cols. 1 + 2 + 3) Total Impact on Budget
REVENUES:				
Revenue Limit Sources (8010-8099)	7,136,583			7,136,583
Remaining Revenues (8100-8799)	1,476,702			1,476,702
TOTAL REVENUES	8,613,285	0	0	8,613,285
EXPENDITURES:				0
1000 Certificated Salaries	4,255,235	0		4,255,235
2000 Classified Salaries	1,401,353	0		1,401,353
3000 Employee Benefits	1,311,806	8,840	834	1,321,480
4000 Books and Supplies	253,498			253,498
5000 Services and Operating Expenses	1,028,420			1,028,420
6000 Capital Outlay	0			0
7000 Other	303,489			303,489
TOTAL EXPENDITURES	8,553,801	8,840		8,562,641
OPERATING SURPLUS (DEFICIT)	59,484	(8,840)		50,644
OTHER SOURCES AND TRANSFERS IN	0			0
OTHER USES AND TRANSFERS OUT				0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	59,484	(8,840)	0	50,644
BEGINNING BALANCE	2,146,780			2,146,780
CURRENT YEAR-ENDING BALANCE	2,206,264	(8,840)	0	2,197,424
COMPONENTS OF ENDING BALANCE:				
Nonspendable (9711-9719)				0
Restricted (9740)	202,418			202,418
Committed (9750/9760)	1,500			1,500
Assigned (9780)	27,724			27,724
Reserve Economic Uncertainties (9789)	1,714,400			1,714,400
Unassigned/Unappropriated (9790)	260,222			251,382

If the total amount of the adjustment in Column 2 does not agree with the amount of the total cost shown on page 1, please explain:

*This supplement is a composite recap of "all" the bargaining agreements shown on the preceding pages.

Revised: 07/2011

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

November 12, 2015

ITEM: **APPROVE CARDIFF SCHOOL DISTRICT KINDERGARTEN PROGRAM
BEGINNING THE 2016-17 SCHOOL YEAR**

Proposed changes to the current Cardiff School District Kindergarten include:

Discontinue the two-year TK/Kindergarten program for students whose birthdays fall between September 2 and December 2 of each school year. Expand the full day kindergarten program for all eligible kindergarten students. Currently, eligible kindergarten students attend half-day from the start of the year until late January. Beginning 2016-17, eligible kindergarten students will start full day after the Thanksgiving break.

It is respectfully recommended that the Board approve the proposed Cardiff School District Kindergarten program beginning the 2016-17 school year.

ADMISSION

Age of Admittance to Kindergarten and First Grade

At the beginning of each school year, the Superintendent or designee shall enroll any otherwise eligible child who will have his/her fifth or sixth birthday on or before September 1 of that year into kindergarten or first grade, as applicable. (Education Code 48000, 48010)

~~Any child who will have his/her fifth birthday from September 2 through December 2 of the school year shall be offered a transitional kindergarten (TK) program. (Education Code 48000)~~

~~(cf. 5123—Promotion/Acceleration/Retention)
(cf. 6170.1—Transitional Kindergarten)~~

~~On a case-by-case basis, a child who will turn five years old in a given school year may be enrolled in kindergarten or TK at any time during that school year with the approval of the child's parent/guardian, provided that: (Education Code 48000)~~

- ~~1. The Governing Board determines that the admittance is in the best interests of the child.~~
- ~~2. The parent/guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.~~

~~(cf. 5145.6—Parental Notifications)~~

~~The Superintendent or designee shall make a recommendation to the Board regarding whether a child should be granted early entry to kindergarten. In doing so, the Superintendent or designee shall consider various factors including the availability of classroom space and any negotiated maximum class size.~~

~~(cf. 6151—Class Size)
(cf. 7111—Evaluating Existing Buildings)~~

Documentation of Age/Grade

Prior to the admission of a child to kindergarten or first grade, the parent/guardian shall present proof of the child's age. (Education Code 48002)

Evidence of the child's age may include: (Education Code 48002)

1. A certified copy of a birth certificate or a statement by the local registrar or county recorder certifying the date of birth
2. A duly attested baptism certificate

ADMISSION (continued)

3. A passport

When none of the foregoing is obtainable, the parent/guardian may provide any other appropriate means of proving the age of the child. (Education Code 48002)