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

REGULAR MEETING OF THE GOVERNING BOARD
AGENDA

THURSDAY, NOVEMBER 14, 2013 • 5:00 PM • PUBLIC MEETNG
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. Gail Coakley, Member
Mr. Dave Cassar, Member
Mr. Dave Clark, Member
Ms. Jill Vinson, Superintendent

D. Approval of agenda for November 14, 2013
All items are action unless labeled information

E. Approve minutes from the regular meeting of October 10, 2013 ***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 fifteen minutes, unless the time limit is waived by a majority vote of the Board. The Board may 1) acknowledge receipt of the information; 2) refer to staff for further study; or 3) refer the matter to a future agenda).*
B. Cardiff Elementary Teachers Association
C. ELAC/DELAC
D. School Site Council
E. Cardiff SEA
F. School Reports
G. Reports on Workshops/Conference
H. Superintendent's Report

III. CONSENT CALENDAR

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

A. Approval of Current Business Items:
   1. Purchase Orders
   2. Commercial Warrants #12-230517 to #12-242093 $135,089 ***B***
   3. Payroll Warrants, October, $500,236

B. Enrollment report as of 11/06/13 ***C***

C. Authorize the payment of $3,122.08 per OAH Case No 2013100287 Agreement. This is reimbursement to attorney fees for a special education student per final settlement and release agreement (*Under separate cover)*

D. Removal of items from Consent Calendar

E. Approval of Consent Calendar

IV. BUSINESS AND FINANCE

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

B. Budget Assumptions for 2013-14 ***D***

V. GENERAL FUNCTIONS

A. Second reading and adoption of BP 5141.27, Food Allergies/ Dietary Needs ***E***

B. Second reading and adoption of AR 5141.27, Food Allergies/ Dietary Needs ***F***

C. Second reading and adoption of Common Core State Standards (CCSS) District Spending Plan ***G***

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

E. Approve Disclosure Of Collective Bargaining Agreement (AB 1200) ***I***

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

Exhibit

V. GENERAL FUNCTIONS continued

G. Approve Independent Contractor Agreement between Cardiff School District and the Community School of San Diego ***K***

H. Adopt resolution 13-14-03 to apply for technical assistance through the California Energy Commission in conjunction with the Bright Schools Program ***L***

VI. FUTURE AGENDA ITEMS

VII. ANNOUNCEMENT: ADJOURNING TO CLOSED SESSION

A. Conference with the District's labor negotiator, Jill Vinson, regarding negotiations with the Cardiff Elementary Teachers Association– Government Code Section 54957.6

B. Public Employment Evaluation
Position: Superintendent

VIII. REPORT FROM CLOSED SESSION (If applicable)

IX. ADJOURNMENT OF MEETING

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

MINUTES
REGULAR MEETING OF OCTOBER 10, 2013

The regular meeting of the Governing Board of the Cardiff School District was held on Thursday, October 10, 2013 at the Cardiff School, 1888 Montgomery Avenue, Cardiff-by-the-Sea, California. President Whitehouse called the meeting to order at 5:03 p.m. Trustees and visitors were led in the pledge of allegiance.

Members present: Cassar, Clark, Coakley, Orr, Whitehouse

Members absent: None

Administrators present: Vinson, Parker, Kissell

Visitors: Chris Carterette, SANDAG

The agenda for October 10, 2013 was approved as presented.

MOTION: Orr
SECOND: Coakley
CARRIED: 5:0

The minutes from the regular meeting of September 12, 2013 were approved as written.

MOTION: Clark
SECOND: Cassar
CARRIED: 5:0

Hearing Session:

- Chris Carterette, Transportation Planner with SANDAG, gave a brief overview on the two-mile coastal rail trail Encinitas segment from E Street to Chesterfield that is planned as a Class I bike path. The Coastal Tail Trail is a planned continuous bike route that runs approximately 44 miles from Oceanside all the way to Santa Fe Depot in Downtown. The project was initially planned in the mid 1990's and is being constructed in segments by SANDAG and the various cities it traverses. The goal is to have the two-mile constructed by late 2016. There is an open house planned for some time this fall with more details available to the community. Mr. Carterette will send our office the details when they are available.

Hearing Session continued:

- SEA met last night. Plans for the Boo-by-the-Sea were finalized. This year, SEA decided to do an online magazine drive.
- Brian Kissell reported students had the opportunity to meet children's author and founder of Read3Zero, Melissa Williams. She is here on tour for her new book series and offered to come provide a presentation to our students as she has a connection to one of our own Cardiff families. The MAC and fifth grade classes took advantage of doing a creative project with her. Mike Fitchett's math presentations are going very well. Staff is putting to use strategies they are learning.
- Julie Parker reported teachers are working hard. Mike Fitchett has worked with all grade levels. It has been a fascinating process to watch. Teachers are using what they are learning and using it in their own classrooms. EDCO started recycling the milk cartons on October 1st. The kids are very excited because they are so conscientious and take the recycling program seriously. Dave Johnston continues to do a great job with the garden program. He is posting pictures on the web site every week.
- Superintendent Vinson reported that she and Principals Julie Parker, Brian Kissell, Barbara Cobb, and 30 others were present at the Council Chambers before the City Council Meeting where Pete and John Najjar and Seaside Market were recognized through a proclamation thanking them for all of their many contributions they have made to Cardiff over the years. Ms. Vinson informed Trustees that the STAR test has been suspended except for fifth grade science. All districts will take pilots of the Smarter Balance (MAPP) in either language arts or math. We will not know which. Test results will not be posted. The test is only to measure infrastructure. The following year will be the actual test. Ms. Vinson reported we have received money from the state for a five-year energy grant. Because we are under 1,000 ADA we can apply for two years at one time. We are looking into the parameters of the grant. We are hoping to be able to use these funds on the Cardiff School window replacements.

The consent calendar was approved as presented.

MOTION: Coakley
SECOND: Orr
CARRIED: 5:0

The SF2 Regional Meeting is on October 16, 2013 and is being hosted by Cardiff School District.

Board Policy 5141.27, Food Allergies/Dietary Needs was reviewed.

Administrative Regulation 5141.27, Food Allergies/Dietary Needs was reviewed.

The Common Core State Standards (CCSS) District Spending Plan was reviewed.

Public notice of contract articles to be included in negotiations between Cardiff School District and the Cardiff Elementary Teachers Association (CETA) was given.

Future agenda items:

1. Approve BP/AR 5141.27, Food Allergies/Dietary Needs

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 5:50 p.m. The meeting was reconvened at 7:45 p.m. President Whitehouse reported that no action was taken during the closed session. There being no other business to come before the Board, the meeting was adjourned at 7:46 p.m.

Respectfully submitted,

_____ _____

Nancy Orr, Clerk Jill Vinson, Superintendent

2013-2014 Purchase Order Listing

Date	PO #	Fund	Resc.	Goal	Func.	Object	Loc.	Vendor	Description	Amt Paid
10/9	19424	6	6300	1110	1000	4100	111	PEARSON EDUCATION	D'NEALIAN HANDWRITING WKBK	$629.39
10/16	19411	6	6300	1110	1000	4100	222	HOUGHTON MIFFLIN	MATH BOOKS GR. K,1,2	$7,064.85
10/9	19606	3		1110	1000	4300	000	VIRCO, INC.	TABLES & TABLE TRUCK	$2,270.38
10/9	19607	3		1110	1000	4300	111	USI EDUCATION	LAMINATING FILM	$525.45
10/7	19698	3		1110	1000	4300	111	SUSAN YANT	REIMBURSE/TEACHING SUPPLIES	$56.14
10/7	19697	3		1110	1000	4300	111	AMY PRICE	REIMBURSE/TEACHING SUPPLIES	$183.33
10/7	19614	3		1110	1000	4300	111	SARAH POWELL	REIMBURSE/GLUE & STICKS	$42.56
10/7	19696	3		1110	1000	4300	111	SUSAN MURRAY	REIMBURSE/MATH MATERIALS	$78.99
10/7	19597	3		1110	1000	4300	111	CAMBIUM LEARNING	ACADEMIC VOCABULARY KITS	$128.00
10/7	19502	3		1110	1000	4300	111	CANNON SPORTS, INC.	PE EQUIPMENT	$93.96
10/9	19703	3		1110	1000	4300	111	SCHOLASTIC INC.	STORYWORKS SUBSCRIPTION	$21.95
10/9	19575	3		1110	1000	4300	222	SCHOLASTIC INC.	SCHOLASTIC SUBSCRIPTIONS	$171.82
10/9	19482	3		1110	1000	4300	222	SCHOOL SPECIALTY	GLITTER, TAG BRD, PAPER	$16.98
10/9	19528	3		1110	1000	4300	111	SOUTHWEST SCH. SUPPLY	INSTRUCTIONAL MATERIALS	$218.62
10/9	19549	3		1110	1000	4300	222	SOUTHWEST SCH. SUPPLY	CRAYOLA PENCIL SETS	$38.10
10/9	19596	3		1110	1000	4300	222	SOUTHWEST SCH. SUPPLY	VIEW BINDERS	$120.42
10/9	19435	3		1110	1000	4300	222	G/M BUSINESS INTERIORS	BOOKCASES	$179.58
10/16	19659	3		1110	1000	4300	111	SCHOLASTIC INC.	SRI HOSTING SERVICE	$100.00
10/16	19623	3		1110	1000	4300	000	SEATING COMPONENT MFG	METAL TABLES W/BENCHES	$2,154.60
10/16	19650	3		1110	1000	4300	222	OFFICE DEPOT	GLUE & STORAGE POUCHES	$42.07
10/16	19574	3		1110	1000	4300	111	LOCKDOWN MAGNET	LOCKDOWN MAGNETS FOR DOORS	$97.50
10/16	19649	3		1110	1000	4300	222	ANSMAR PUBLISHERS	EXCEL MATH	$27.00
10/18	19729	3		1110	1000	4300	000	DAVID JOHNSTON	REIMBURSE/GARDEN SUPPLIES	$165.65
10/23	19614	3	0800	1110	1000	4300	111	SARAH POWELL	REIMBURSE/GATE SUPPLIES	$6.47
10/23	19662	3		1110	1000	4300	222	MUSICIAN'S FRIEND/MC	DRUMSTICKS	$75.55
10/23	19708	3	0000-066	1110	1000	4300	222	TARGET.COM/MC	NURSING/CLOTHING SUPPLIES	$146.36
10/29	19677	3		1110	1000	4300	111	SCHOOL SPECIALTY	TAG BOARD	$97.19
10/29	19746	3		1110	1000	4300	111	KRISTIN FORD	REIMBURSE/TEACHING SUPPLIES	$188.79
10/9	19551	3			3160	4300	000	NCS PEARSON, INC.	CELF-5 KIT W/O CASE	$676.87
10/16	19626	3			3160	4300	000	EDUCATIONAL DATA SYSTEMS	CELDT PRE-ID LABELS	$251.69
10/9	19453	3			7100	4300	000	ENCINITAS ROTARY CLUB	MEALS	$46.00
10/16	19650	3			7200	4300	000	OFFICE DEPOT	POST-ITS	$17.28
10/29	19751	3			7200	4300	000	PITNEY BOWES	INK CARTRIDGE FOR METER	$70.68
10/9	19608	3			8200	4300	000	WAXIE	CUSTODIAL SUPPLIES	$391.85
10/16	19716	3			8200	4300	000	ERMAL DANI	REIMBURSE/WORK BOOTS	$100.00
10/25	19665	3			8200	4300	000	DALLAS MIDWEST LLC	STAGE SKIRTING	$555.26
10/25	19680	3			8200	4300	000	CAMEO PAPER & JANITORIAL	DISPOSABLE GLOVES	$268.92
10/30	19410	3			8200	4300	000	HYDRO-SCAPE PRODUCTS	LANDSCAPE SUPPLIES	$473.57
10/29	19683	3			8200	4300	000	WAXIE	CUSTODIAL SUPPLIES	$965.39
10/29	19681	3			8200	4300	000	SOUTHWEST SCH. SUPPLY	MOP HEADS	$70.63
10/29	19682	3			8200	4300	000	MAINTENANCE SOLUTIONS	CUSTODIAL SUPPLIES	$827.28
10/29	19679	3			8200	4300	000	MISSION JANITORIAL	MISSION SPRAY 93 CLEANER	$111.89
10/25	19653	3			8200	4300	000	MAINTEX, INC.	CUSTODIAL SUPPLIES	$3,908.37
10/16	19652	6	6300	1110	1000	4300	111	SEHI COMPUTER PRODUCTS	INK FOR PHASER 8560	$975.87
10/25	19699	6	6300	1110	1000	4300	111	ACADEMIC SUPPLIER	HP305 TONER CARTRIDGES	$794.28
10/7	19590	6	6500	5770	1110	4300	111	MCGRAW-HILL	INSTRUCTIONAL MATERIALS	$586.83
10/9	19669	6	6500	5770	1110	4300	222	MULTI-HEALTH SYSTEMS	CEFI HANDSCORED KIT	$313.76

2013-2014 Purchase Order Listing

10/16	19667	6	6500	5770	1110	4300	222	NCS PEARSON, INC.	INSTRUCTIONAL MATERIALS	$2,345.60
10/16	19668	6	6500	5770	1110	4300	111	PAR, INC.	INSTRUCTIONAL MATERIALS	$521.64
10/16	19657	6	6500	5770	1110	4300	111	MOUNTAIN MATH/LANGUAGE	MATH & LANGUAGE KITS GR 2	$151.90
10/25	19691	6	6500	5770	1110	4300	222	RIVERSIDE PUBLISHING	CAS RESPONSE BOOKS	$77.76
10/25	19693	6	6500	5770	1110	4300	000	ACADEMIC THERAPY PUB.	STRATEGIES FOR CALMING MINDS	$53.50
10/29	19692	6	6500	5770	1110	4300	222	PRO-ED	EXAMINER RECORD FORMS	$53.90
10/7	19684	6	6500	5770	3120	4300	000	MIRANDA SHIELDS	REIMBURSE/SUBSCRIPTION	$334.50
10/16	19658	6	6500	5770	3120	4300	000	NCS PEARSON, INC.	CELF-5 KIT W/O CASE	$733.37
10/7	19514	6	8150		8110	4300	000	SHELL	GASOLINE FOR TRUCK & EQUIP	$222.00
10/9	19446	6	8150		8110	4300	000	PEP BOYS	FIX-A-FLAT & WINDOW TINT	$19.42
10/9	19413	6	8150		8110	4300	000	HOME DEPOT	MAINTENANCE SUPPLIES	$1,093.07
10/16	19487	6	8150		8110	4300	111	LEE'S LOCK & SAFE	KEYS, LUBRICANT & PADLOCKS	$127.14
10/16	19487	6	8150		8110	4300	222	LEE'S LOCK & SAFE	KEYS	$66.42
10/29	19609	6	8150		8110	4300	000	SHIFFLER	SWING REPLACEMENT PARTS	$498.49
10/29	19752	6	8150		8110	4300	000	PACIFIC PLUMBING SPEC.	MAINTENANCE SUPPLIES	$928.42
10/29	19655	6	8150		8110	4300	000	NEW MANAGEMENT, INC.	LOCK BLOC FOR DOORS	$271.20
10/7	19509	3		1110	1000	4300-005	111	MAX INTERACTIVE INC	iPAD CASES	$2,536.86
10/11	19619	3		1110	1000	4300-005	000	CAMCOR	CALIFONE HEADPHONES	$416.01
10/18	19728	3	0000-068	1110	1000	4300-005	111	LESLIE PINYAN	REIMBURSE/TECH SUPPLIES	$87.78
10/30	19442	3		1110	1000	4300-005	111	APLUS ELECTRONICS	iPAD REPAIR	$100.00
10/9	19506	3			2420	4300-005	111	PATHWAY COMMUNICATIONS	EPSON 475W PROJECTORS	$3,913.92
10/9	19543	3			2420	4300-005	222	PATHWAY COMMUNICATIONS	EPSON 475W PROJECTOR	$489.24
10/25	19694	3			2420	4300-005	222	APPLE INC.	APPLE TV	$427.68
10/25	19694	3			2420	4300-005	111	APPLE INC.	APPLE TV	$427.68
10/25	19544	3			2420	4300-005	222	DIGITAL NETWORKS GROUP	PROJECTOR INSTALLATIONS	$2,042.93
10/9	19604	6	6300	1110	1000	4300-005	222	ACADEMIC SUPPLIER	PRINTER TONER CARTRIDGES	$348.14
10/9	19604	6	6300	1110	1000	4300-005	111	ACADEMIC SUPPLIER	PRINTER TONER CARTRIDGES	$696.29
10/16	19605	6	6300	1110	1000	4300-005	111	HYPHENET	HP LASERJET PRO 400 + CARE PK	$1,090.80
10/16	19605	6	6300	1110	1000	4300-005	222	HYPHENET	HP LASERJET PRO 400 + CARE PK	$545.40
10/7	19614	6	6300	1110	1000	4300-006	111	SARAH POWELL	REIMBURSE/SCIENCE SUPPLIES	$438.21
10/23	19614	6	6300	1110	1000	4300-006	111	SARAH POWELL	REIMBURSE/SCIENCE SUPPLIES	$50.24
10/9	19588	3			2420	4300-008	111	SCHOOL SPECIALTY	MARKERS, PENCILS & ERASERS	$51.36
10/16	19646	3			2420	4300-008	111	COMPANION CORP.	CCD SCANNER & LICENSE UPGRADE	$396.00
10/25	19741	3			2420	4300-008	111	LONG TALE PUBLISHING	BOOKS	$95.00
10/25	19700	3			2420	4300-008	222	DEMCO	1/4" PRELAMINATED DOTS	$85.28
10/29	19589	3			2420	4300-008	111	SOUTHWEST SCH. SUPPLY	PENCILS, MARKERS & OIL PASTELS	$33.24
10/10	19651	3		1110	1000	4300-700	222	APPLE, INC.	VOUCHER	$1,000.00

4000 BALANCE: $559,125.00 ACCUMULATED BALANCE: $136,925.89 REMAINING BALANCE: $422,199.11

10/9	19454	6	7240	5001	3600	5100	000	CARE-A-VAN TRANSPORT	SPECIAL ED TRANSPORTATION	$8,692.00
10/29	19454	6	7240	5001	3600	5100	000	CARE-A-VAN TRANSPORT	SPECIAL ED TRANSPORTATION	$4,260.00
10/16	19521	3			7100	5200	000	FOUNDATION FOR ED ADMIN	REGISTRATION FOR SYMPOSIUM	$545.00
10/29	19635	3			7100	5200	000	SD CO SUPT OF SCHOOLS	WORKSHOP REGISTRATION	$85.00
10/7	19673	6	6500	5770	1110	5200	111	LOZANO SMITH	CONFERENCE REGISTRATION	$135.00
10/7	19686	3			7200	5300	000	NCEPC	MEMBERSHIP DUES	$30.02
10/18	19559	3			8200	5500-001	111	SDG&E	SERVICE FOR 9/10-10/9	$9,334.03
10/18	19559	3			8200	5500-001	222	SDG&E	SERVICE FOR 9/9-10/8	$3,468.92
10/7	19513	3			8200	5500-002	111	EDCO WASTE	SERVICE FOR SEPT	$426.64

2013-2014 Purchase Order Listing

10/7	19513	3			8200	5500-002	222	EDCO WASTE	SERVICE FOR SEPT	$426.64
10/18	19534	3			8200	5500-003	111	SAN DIEGUITO WATER	RECYCLED WATER 9/1-9/26	$1,909.55
10/18	19535	3			8200	5500-003	000	SAN DIEGUITO WATER	SERVICE 7/29-9/30	$224.19
10/18	19535	3			8200	5500-003	111	SAN DIEGUITO WATER	SERVICE 7/29-9/30	$299.19
10/18	19535	3			8200	5500-003	222	SAN DIEGUITO WATER	SERVICE 7/22-9/23	$5,481.74
10/23	19533	3			8200	5500-003	111	ARROWHEAD	SERVICE FOR SEPT	$26.99
10/23	19533	3			8200	5500-003	222	ARROWHEAD	SERVICE FOR SEPT	$52.75
10/23	19533	3			8200	5500-003	000	ARROWHEAD	SERVICE FOR SEPT	$26.06
10/18	19519	3			8200	5500-004	111	AMERICAN PEST CONTROL	SERVICE FOR RODENTS	$120.00
10/18	19519	3			8200	5500-004	222	AMERICAN PEST CONTROL	SERVICE FOR RODENTS & ANTS	$567.00
10/11	19452	3		1110	1000	5600	111	OCE/CANON SOLUTIONS	LEASE PAYMENT	$756.38
10/11	19452	3		1110	1000	5600	222	OCE/CANON SOLUTIONS	LEASE PAYMENT	$754.37
10/30	19753	3		1110	1000	5600	111	OCE/CANON SOLUTIONS	OVERAGE CHARGES	$25.60
10/30	19753	3		1110	1000	5600	222	OCE/CANON SOLUTIONS	OVERAGE CHARGES	$25.16
10/10	19451	3			7100	5600	000	OCE/CANON SOLUTIONS	MAINTENANCE AGREEMENT	$79.00
10/10	19540	3			7200	5600	000	PRUDENTIAL OVERALL SUPPLY	MATS	$10.70
10/10	19451	3			7200	5600	000	OCE/CANON SOLUTIONS	MAINTENANCE AGREEMENT	$79.00
10/10	19540	3			8200	5600	111	PRUDENTIAL OVERALL SUPPLY	TOWELS, MOPS	$161.34
10/10	19540	3			8200	5600	222	PRUDENTIAL OVERALL SUPPLY	TOWELS, MOPS & MATS	$189.09
10/10	19706	6	8150		8110	5600	000	SOUTHCOAST HEATING & A/C	REPAIR A/C UNITS RMS 22 & IDF	$455.00
10/18	19734	6	8150		8110	5600	000	FREDRICKS ELECTRIC, INC.	REPLACE BATTERY BACK UP SYS.	$1,200.10
10/18	19733	6	8150		8110	5600	000	GRADY LOGAN GLASS	WINDOW REPAIR	$75.00
10/18	19732	6	8150		8110	5600	000	TRANE	REPAIR A/C UNITS AT AH	$2,411.38
10/23	19678	6	8150		8110	5600	000	EVANS TIRES/MC	REPAIR TRUCK A/C	$769.15
10/30	19755	6	8150		8110	5600	000	STANDARD ELECTRONICS	TROUBLESHOOT FIRE ALARM	$705.14
10/30	19754	6	8150		8110	5600	000	FREDRICKS ELECTRIC, INC.	INSTALL BATTERY BACK UP SYSTEM	$850.10
10/29	19747	6	8150		8110	5600	111	T.L. SHIELD & ASSOC.	WHEELCHAIR LIFT INSPECTION	$137.00
10/7	19520	3		1110	1000	5800	111	DISCOVERY EDUCATION	DE STREAMING - SCH LICENSES	$1,570.00
10/7	19520	3		1110	1000	5800	222	DISCOVERY EDUCATION	DE STREAMING - SCH LICENSES	$1,570.00
10/18	19731	3	0000-085	1110	1000	5800	111	CATHERINE GOLD	BAND DIRECTOR	$2,880.00
10/9	19543	3			2420	5800	222	PATHWAY COMMUNICATIONS	EPSON 475W PROJECTOR	$489.24
10/9	19702	3			7100	5800	000	TECHMASTERS	ERATE CONSULTING SERVICE	$31.25
10/9	19580	3			7200	5800	000	CA DEPT OF JUSTICE	BACKGROUND CHECKS	$224.00
10/30	19537	3			7200	5800	000	CINTAS CORP.	SHREDDING SERVICE	$102.48
10/16	19717	3			8200	5800	000	WAXIE	REPAIR VACUUM CLEANER	$77.79
10/16	19718	3			8200	5800	000	J.M.D. LANDSCAPE INC.	RE-LANDSCAPE TURF AREA AH	$5,108.50
10/16	19548	3			8200	5800	000	J.M.D. LANDSCAPE INC.	GROUNDSCARE FOR SEPT	$3,200.00
10/25	19544	3				5800	222	DIGITAL NETWORKS GROUP	PROJECTOR INSTALLATIONS	$1,657.85
10/25	19507	6	6500	5770	1190	5800	000	JOANNE K. DANSSAERT, PT	PHYSICAL THERAPY	$420.00
10/25	19647	6	6500	5770	1190	5800	000	LEAPS-N-BOUNDS	OCCUPATIONAL THERAPY	$4,200.00
10/30	19749	6	6500	5770	1190	5800	000	SD OCCUPATIONAL THERAPY	OCCUPATIONAL THERAPY	$787.50
10/29	19750	6	6500	5770	1190	5800	000	PREMIER HEALTHCARE SERV.	LVN SERVICES	$760.00
10/7	19685	6	8150		8110	5800	000	DEPT OF INDUSTRIAL REL	ELEVATOR INSPECTION PERMIT FEE	$125.00
10/9	19701	6	8150		8110	5800	000	SIMPLEXGRINNELL	REPAIR FIRE SPRINKLER SYSTEM	$4,493.00
10/18	19730	6	8150		8110	5800	000	WESTERN FIRE PROTECTION	5-YR CERTIFICATION INSPECTION	$1,360.00
10/30	19536	3			2700	5900-001	111	AT&T	SERVICE FOR 9/4-10/3	$123.14
10/30	19536	3			2700	5900-001	222	AT&T	SERVICE FOR 9/4-10/3	$123.14
10/23	19632	3			7200	5900-001	000	AT&T	OPTIMAN LINES	$1,955.59
10/30	19536	3			7200	5900-001	000	AT&T	SERVICE FOR 9/4-10/3	$123.14

2013-2014 Purchase Order Listing

10/30	19632	3		7200	5900-001	000	AT&T	OPTIMAN LINES	$1,621.92

5000 BALANCE: $788,690.00 ACCUMULATED BALANCE: $224,104.76 REMAINING BALANCE: $564,585.24

CARDIFF SCHOOL DISTRICT

Enrollment Form

As of November 6, 2013

		CARDIFF BOYS	CARDIFF GIRLS		
TK	Paccione	2	3	5	
K	Paccione	6	7	13	
K	Bjorstad	7	11	18	
K	Hall	8	10	18	
K	McNamara	8	10	18	
K	Stone	9	10	19	
				TOT K	91
1	Carter	11	9	20	
1	Easson	9	11	20	
1	Froke	11	11	22	
1	Kulbacki	7	13	20	
1	Sallans	11	9	20	
1	Doui/Boy	10	5	15	
				TOT 1	117
2	Gust/Stua	11	9	20	
2	Kavan	11	11	22	
2	Payte	12	11	23	
2	Redding	13	9	22	
2	Doui/Boy	8	6	14	
				TOT 2	101
3	Hamilton	10	11	21	
3	Pacetti/Paz	10	11	21	
3	Doui/Boy	8	7	15	
				TOT 3	57
	SDC	0	0	**TOT**	0
	Boy/Girl Subtotal		182		184
	SCHOOL TOTAL		366		
	DISTRICT TOTAL		747		

		ADA HARRIS BOYS	ADA HARRIS GIRLS		
3	Green	11	10	21	
3	Peery	10	10	20	
3	Switzler	11	10	21	
				TOT 3	62
4	Ford	15	8	23	
4	Jacobson	11	8	19	
4	Trees	14	10	24	
4	Price/d'Entre	12	11	23	
				TOT 4	89
5	Ensberg	13	10	23	
5	Murray	11	12	23	
5	Therriault	14	10	24	
5	Yant	14	10	24	
5	Price/d'Entre	11	14	25	
				TOT 5	119
6	Brice	14	14	28	
6	Heyer	14	13	27	
6	Jewell	14	13	27	
6	Wenn	14	13	27	
				TOT 6	109
	SDC	1	1	**TOT**	2
	Boy/Girl Subtotal		204		177
	SCHOOL TOTAL		381		

Cardiff School District
Budget Assumptions 2013-14

Foundational

1. The budget shall reflect the goals of the strategic plan.

2. The employee compensation package is an important aspect of the district's budgetary planning.

3. Provision for the basic education program at all levels shall be the primary consideration.

4. One-time income and ending fund balance shall only be for one-time, non-recurring items.

5. Deferred maintenance shall be budgeted at 1% of General Fund expenditures.

6. The district shall reserve sufficient funds in anticipation of upcoming textbook adoptions.

7. The cafeteria program shall be self-supporting.

8. Estimates for utilities, contracted services, insurance, maintenance contracts and supplies shall be based upon a combination of historical data and industry projections.

9. Budgeted expenditures shall not exceed income unless the expenditures which exceed income are one-time only, and are being made possible by an identifiable revenue source.

10. When a new and previously unbudgeted general fund project or program is recommended, the major competing demands for funding shall be reviewed also.

11. Provisions shall be made to maintain the use, value, and safety of the facilities and equipment through capital improvements and preventative maintenance.

12. The District shall maintain a district reserve that is ½ the difference between our basic aid and revenue limit income per year. We hope to work toward achieving 100% of the difference by 2014-15.

13. The district will use the tax assessor’s recommended increase/decrease for property taxes each year.

Staffing and Enrollment

14. Keeping upper grade class sizes in the mid to upper twenties is a target in Cardiff's budgetary planning. Local support will likely be needed to meet a mid twenties target.

15. Combination classes in all grade levels will be avoided whenever possible. (combination classes may be a necessary part of each school's class schedule)

16. The district will plan for an incoming kindergarten class of 110-120 students.

Programs

17. Supply budgets shall be reviewed and adjusted as necessary.

18. The district shall provide carryover for: Categorical programs, state and federal grants and entitlements as provided by statute

19. Consideration for staff development at all levels shall be included.

20. The continuance of specialty programs is contingent on the continued contributions of local sources (Cardiff SEA). As annual costs increase, the district seeks increased funding from local sources.

21. Facilities, Maintenance and Operations expenditures will be considered in three tiers: short term, mid term and long term needs.

22. Consideration of technology support, through staff, services, and equipment, shall be included. Technological support for instruction, learning, communication, and data analysis will be considered in three tiers: short term, mid term and long term needs.

Revised February 14, 2013

FOOD ALLERGIES/SPECIAL DIETARY NEEDS

The Governing Board desires to prevent students' exposure to foods to which they are allergic or intolerant and to provide for prompt and appropriate treatment in the event that a severe allergic reaction occurs at school.

The Superintendent or designee shall develop guidelines for the care of food-allergic students. Such guidelines shall include, but are not limited to, strategies for identifying students at risk for allergic reactions, avoidance measures, education of staff regarding typical symptoms, and actions to be taken in the event of a severe allergic reaction.

(cf. 3550 – Food Service/Child Nutrition Program)
(cf. 3552 – Summer Meal Program)
(cf. 3554 – Other Food Sales
(cf. 4131 – Staff Development)
(cf. 4231 – Staff Development)
(cf. 4331 – Staff Development)
(cf. 5030 – Student Wellness)
(cf. 5141 – Health Care and Emergencies)
(cf. 5141.21 – Administering Medication and Monitoring Health Conditions)

Parent/guardians shall be responsible for notifying the Superintendent or designee, in writing, regarding any food allergies or other special dietary needs of their child in accordance with administrative regulation.

(cf. 5125 – Student Records)

When a student's food allergy or food intolerance substantially limits one or more major life activities, his/her parents/guardians shall be informed of the district's obligation to evaluate the student to determine if he/she requires accommodations pursuant to Section 504 of the federal Rehabilitation Act. The student shall be evaluated in accordance with law and the procedures specified in AR 6164.6 – Identification and Education Under Section 504. If that process results in the development of a Section 504 plan, the district shall provide the accommodations and/or aids and services identified in the plan.

(cf. 6145 – Extracurricular and Cocurricular Activities)
(cf. 6164.6 – Identification and Education Under Section 504)

If a student's diet restrictions and needed services are addressed in an individualized education program (IEP), the Superintendent or designee shall ensure compliance with the IEP including any necessary food substitutions.

(cf. 6159 – Individualized Education Program)

FOOD ALLERGIES/SPECIAL DIETARY NEEDS

Students shall not be excluded from school activities nor otherwise discriminated against, harassed, intimidated, or bullied because of their food allergy.

(cf. 0410 – Nondiscrimination in District Programs and Activities)
(cf. 5131.2 – Nondiscrimination/Harassment

Any complaint of alleged noncompliance with this policy shall be addressed through appropriate district complaint procedures.

(cf. 1312.3 – Uniform Complaint Procedures)
(cf. 3555 – Nutrition Program Compliance)

The district's food services program may, but is not required to, accommodate individual student preferences or diets that are not supported by a statement from the student's health care provider.

Legal Reference:

EDUCATION CODE
234.1 Prohibition against discrimination, harassment, intimidation, and bullying
49407 Liability for treatment
49408 Emergency information
49414 Emergency epinephrine auto-injectors
49423 Administration of prescribed medication for student
CODE OF REGULATIONS, TITLE 5
600-611 Administering medication to students
15562 Reimbursement for meals, substitutions
UNITED STATES CODE, TITLE 20
1232g Family Educational Rights and Privacy Act of 1974
1400-1482 Individuals with Disabilities Education Act
UNITES STATES CODE, TITLE 29
701-795a Rehabilitation Act, including:
794 Rehabilitation Act of 1973, Section 504
UNITED STATES, TITLE 42
1751-1769h National School Lunch Program
1771-1791 Child nutrition, especially:
1773 School Breakfast Program
12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 7
210.1-210.31 National School Lunch Program
220.1-220.21 National School Breakfast Program
225.16 Meal programs, individual substitutions

FOOD ALLERGIES/SPECIAL DIETARY NEEDS

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Training Standards for the Administration of Epinephrine Auto-Injectors, December 2004
FOOD ALLERGY RESEARCH AND EDUCATION PUBLICATIONS
School Guidelines for Managing Students with Food Allergies
NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS
Legal and Practical Issues Relating to Accommodating Students with Peanut Allergies, Inquiry and Analysis, April 2009
U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS
Accommodating Children with Special Dietary Needs in the School Nutrition Programs: Guidance for School Food Service Staff, 2001
U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Dear Colleague Letter and Questions and Answers on ADA Amendments Act of 2008 for Students with Disabilities Attending Public Elementary and Secondary Schools, January 2012
WEB SITES
California Department of Education, Health Services: http://www.cde.ca.gov/1s/he/hn
Food Allergy Research and Education: http://www.foodallergy.org
National School Boards Association: http://www.nsba.org
U.S. Department of Agriculture: http://www.fns.usda.gov
U.S. Department of Education, Office for Civil Rights: http://www2.ed.gov/about/offices/list/ocr

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FOOD ALLERGIES/SPECIAL DIETARY NEEDS

Special dietary needs include food intolerances, allergies, and other medical needs that may require avoidance of specific foods.

Food allergies are abnormal responses of the body's immune system to certain foods or ingredients.

Anaphylaxis is a potentially life-threatening hypersensitivity to a substance and may be caused by a food allergy. Symptoms may include shortness of breath, wheezing, difficulty breathing, difficulty talking or swallowing, hives, itching, swelling, shock, or asthma. (Education Code 49414)

Epinephrine auto-injector is a disposable drug delivery system with a spring-activated concealed needle that is designed for emergency administration of epinephrine to persons suffering a potentially fatal reaction to anaphylaxis. (Education Code 49414)

Notification by Parent/Guardian

The parents/guardians of any student who has a known food allergy or other special dietary need shall notify the Superintendent or designee, in writing, and provide written medical documentation, signed by the student's health care provider, that describes the nature of the student's condition, instructions, and necessary medications. If the student's condition requires food substitutions or modifications in school meals, the written statement shall also describe the specific foods to be restricted and the foods that should be substituted.

Health Plan

Upon receiving notice of a student's food allergy or other special dietary need, the Superintendent or designee shall ensure that a written health plan is developed, in consultation with the student's parents/guardians and health provider, to manage the student's needs while at school or at a school-sponsored activity. The plan shall seek to minimize the student's risk of exposure to the allergen and address actions to be taken if exposure occurs.

As appropriate, the plan may include specific food prohibitions and substitutions, an identification of common school rooms where the student may be exposed, staff responsibilities, information and training to be provided to staff, accommodations and services to facilitate the student's participation in the educational program, and medical/emergency protocols.

When a student with a food allergy or other special dietary need has been identified as disabled pursuant to Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act, necessary accommodations and services shall be identified as part the student's Section 504 services plan or individualized education program, as appropriate.

FOOD ALLERGIES/SPECIAL DIETARY NEEDS

(cf. 5141.24 – Specialized Health Care Services)
(cf. 6159 – Individualized Education Program)
(cf. 6164.6 – Identification and Education Under Section 504)

Prevention Strategies

To minimize students' exposure to foods to which they are allergic, the Superintendent or designee shall, at a minimum, implement the following preventive measures:

1. Notification to District Staff

When notified by the parent/guardian that a student has a food allergy, the Superintendent or designee shall inform the student's principal, teacher(s), school nurse, and/or any other personnel responsible for supervising the student.

The principal or designee shall notify substitute staff of the identity of any students with known food allergies and the school's response plan.

(cf. 5125 – Student Records)

2. Food Services

The district's food services program shall make food substitutions in breakfasts, lunches, and after school snacks when students are considered to have a disability under Section 504 that restricts their diet and when a health care provider has signed a statement of need that includes recommended alternate foods. (7 CFR 210.10, 220.8)

(cf.3550 – Food Service/Child Nutrition Program)
(cf. 3552 – Summer Meal Program)
(cf. 3554 – Other Food Sales)
(cf. 5030 – Student Wellness)
(cf. 5148.2 – Before/After School Programs)

Substitutions may be made on a case-by-case basis for students who do not have a disability under Section 504 but who cannot consume the regular breakfast, lunch, or after-school snack because of medical or other special dietary needs, when supported by a statement of need signed by a health care provider. (7 CFR 210.10, 220.8, 225.16)

The district's food services staff shall check food labels or specifications to ensure that foods do not contain traces of substances to which the student is allergic.

FOOD ALLERGIES/SPECIAL DIETARY NEEDS

Under no circumstances shall food services staff prescribe nutritional requirements or revise a diet order prescribed by a health care provider.

Food substitutions shall not result in any additional cost to the student.

3. Class Parties/School Activities

Without identifying the student, the principal or teacher may notify parents/guardians of other students in the class that a student is allergic to a specific food and may request that certain foods not be provided at class parties or other school events.

Whenever the ingredients in any food served at class parties or other school activities are unknown, the student shall be encouraged to avoid the food.

4. Sanitation and Cleaning

To avoid spreading allergens, cafeteria tables and classroom surfaces shall be cleaned with fresh cloth or disposable paper towels utilizing cleaning products known to effectively remove food proteins, excluding waterless cleaners or instant hand sanitizers that do not involve a wet-wash step. Cross-contact from a sponge or cloth used to clean allergen-containing tabletops shall be avoided.

Staff shall use and promote hand-washing using soap and water before and after food handling.

Students shall be notified that exchanging meals or utensils is prohibited.

5. Professional Development

Schoolwide professional development shall be provided to appropriate staff on the identification and management of food allergies, including avoidance measures, typical symptoms, the proper use of epinephrine auto-injectors, documentation and storage of medication, and emergency drills.

(cf. 4131 – Staff Development)
(cf. 4231 – Staff Development)
(cf. 4331 – Staff Development)

6. Supervision of Students

When available, staff who are trained and knowledgeable about symptoms of anaphylaxis and actions to take in an emergency shall provide supervision in the classroom and cafeteria, on the playground, and on field trips or other activities whenever students known to have a food allergy are present.

FOOD ALLERGIES/SPECIAL DIETARY NEEDS

(cf. 6153 – School Sponsored Trips)

7. Health Education

The district's health education curriculum may include instruction on food allergies in order to assist food-allergic students in taking responsibility for monitoring their diet and to teach other students about the dangers of sharing foods or utensils with others.

(cf. 6142.8 – Comprehensive Health Education)

Emergency Response

Epinephrine auto-injectors or other medicine provided for use in the event of an anaphylactic shock reaction shall be stored and used in accordance with law and BP/AR 5141.21 – Administering Medication and Monitoring Health Conditions.

(cf. 4119.43 – Universal Precautions)
(cf. 5141.21 – Administering Medication and Monitoring Health Conditions)

In addition, staff shall call 911 and seek immediate medical attention for a student experiencing and anaphylactic shock reaction.

(cf. 5141 – Health Care and Emergencies)

As soon as possible, school staff shall contact the student's parents/guardians or other person identified as an emergency contact.

When a student with a known allergy will be off school grounds, such as on a field trip, he/she shall be accompanied by a kit containing a least two doses of epinephrine, other medications as noted by the student's health care provider, and, as appropriate, the student's individualized food allergy plan.

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

November 14, 2013

ITEM: **APPROVE COMMON CORE STATE STANDARDS (CCSS) DISTRICT SPENDING PLAN**

BACKGROUND

The State of California will appropriate funds in 2013/14 and 14/15 to support the implementation of the Common Core State Standards (CCSS) in K-12 public schools with one-time Proposition 98 General Fund dollars.

As a condition of receiving CCSS Implementation funds, a school district is required to:

1. Develop and adopt a plan delineating how the CCSS implementation funds will be spent. The plan must be explained in a public meeting of the Governing Board of the School District before its adoption in a subsequent meeting.
2. On or before July 1, 2015, report detailed information to the California Department of Education, including, but not limited to, specific purchases made and the number of teachers, administrators, or paraprofessional educators that received professional development.

CURRENT CONSIDERATIONS

CCSS Implementation funds can be expended for any of the following purposes:

1. Professional Development for teachers, administrators, and paraprofessional educators or other classified employees involved in the direct instruction of pupils that is aligned to the academic content standards.
2. Instructional materials aligned to the academic content standards.
3. Integration of those academic content standards through technology-based instruction for purposes of improving the academic performance of pupils.

FINANCIAL IMPLICATIONS

The funding that will be received for the Cardiff School District is $152,600. The tentative budget for these funds is:

1. Professional Development $101,888
   a. Substitute Teacher Cost - Release time for Grade Level Curriculum Development
   b. Professional development seminars with consultant
   c. Consultant fees
2. Instructional Materials $50,712

RECOMMENDATION

It is respectfully recommended that the Board approve the CCSS Spending Plan.

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

November 14, 2013

ITEM: **Consider Approval of Health & Welfare Cap Increase for all Current Eligible District Employees**

BACKGROUND

The District negotiating team and CETA have met to discuss the teachers' contract for the 2013-14 school year. At this time both parties have agreed to:

An increase to the annual Health & Welfare cap to $6,491.60 effective January 1, 2014.

FINANCIAL IMPLICATIONS

Total approximate cost of the increase is $37,967.00

RECOMMENDATION

It is respectfully recommended that the Board approve the increase to the Health & Welfare cap for all current eligible employees of the Cardiff School District.

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

November 14, 2013

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 14, 2013

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

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: 1/1/2014 Ending: 6/30/2014

This agreement will be acted upon by the Governing Board at its meeting on: 14-Nov-13
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							
2. **Salary Schedule** - Increase (Decrease)							
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)	$244,533.00	$29,323.00	11.99%		0.00%		0.00%
6. **Total Compensation** - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	$244,533	$29,323.00	11.99%	$0.00	0.00%	$0.00	0.00%
7. **Total Number of Represented Employees**	44.10	44.10					
8. **Total Compensation Cost for Average Employee** - Increase (Decrease)	$5,544.97	$664.92	11.99%				

Impact on other Funds: No Impact

Revised: 06/06

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: 1/1/2014 Ending: 6/30/2014

This agreement will be acted upon by the Governing Board at its meeting on: 14-Nov-13
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement					
		Current Year 2013/14		Year 2 20__ - 20__		Year 3 20__ - 20__	
	(a) $	(b) $	(c) %	(b) $	(c) %	(b) $	(c) %
1. **Step & Column** - Increase (Decrease) due to movement plus any changes due to settlement							
2. **Salary Schedule** - Increase (Decrease)							
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)	$49,878.00	$5,984.00	12.00%		0.00%		0.00%
6. **Total Compensation** - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	$49,878	$5,984.00	12.00%	$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)	$712.54	$85.49	12.00%				

Impact on other Funds: Enterprise Fund (63) $665; Cafeteria Fund (13) $665.

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 cap on Health & Welfare from $5,541.70 to $6,491.60 beginning with the January 2014 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 <u>future</u> 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)

F. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	$7,829,297
b. State Standard Minimum Reserve Percentage for this District	4.00%
c. Projected P-2 ADA	710.00
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)*	$313,171.88

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

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties	$1,115,604.00
b. General Fund Budgeted Unrestricted Unappropriated Amount	$876,750.00
c. Special Reserve Fund 17-Bugeted Designated for Economic Uncertainties	$0.00
d. Special Reserve Fund 17-Budgeted Unappropriated Amount	$0.00
e. Total District Budgeted Unrestricted Reserves	$1,992,354.00

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) — Date: 17-Oct-14

Chief Business Official (Signature) — Date: 17-Oct-14

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

Revised: 06/06

Supplement

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

Date of governing board approval of budget revisions in Col. 2: 12-Dec-13
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 of 7/1/2013	(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)	6,122,078			6,122,078
Remaining Revenues (8100-8799)	1,379,205			1,379,205
TOTAL REVENUES	7,501,283	0	0	7,501,283
EXPENDITURES:				0
1000 Certificated Salaries	3,756,853	0		3,756,853
2000 Classified Salaries	1,314,906	0		1,314,906
3000 Employee Benefits	1,036,269	36,514	1,453	1,074,236
4000 Books and Supplies	531,366			531,366
5000 Services and Operating Expenses	749,450			749,450
6000 Capital Outlay	0			0
7000 Other	362,935			362,935
TOTAL EXPENDITURES	7,751,779	36,514	1,453	7,789,746
OPERATING SURPLUS (DEFICIT)	(250,496)	(36,514)	(1,453)	(288,463)
OTHER SOURCES AND TRANSFERS IN	259,316			259,316
OTHER USES AND TRANSFERS OUT	77,518			77,518
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(68,698)	(36,514)	(1,453)	(106,665)
BEGINNING BALANCE	2,305,676			2,305,676
CURRENT YEAR-ENDING BALANCE	2,236,978	(36,514)	(1,453)	2,199,011
COMPONENTS OF ENDING BALANCE:				
Nonspendable (9711-9719)				0
Restricted (9740)	72,321			72,321
Committed (9750/9760)	1,500			1,500
Assigned (9780)	0			0
Reserve Economic Uncertainties (9789)	1,115,604			1,115,604
Unassigned/Unappropriated (9790)	1,119,874			1,081,907

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 14, 2013

ITEM: REVISED PUBLIC NOTICE OF CONTRACT ARTICLES TO BE INCLUDED IN NEGOTIATIONS BETWEEN CARDIFF SCHOOL DISTRICT AND THE CARDIFF ELEMENTARY TEACHERS ASSOCIATION (CETA)

BACKGROUND

Government Code Number 3540 and Title 8, California Code of Regulations Number 32900 require public notice of the areas of the contract that will be negotiated.

CURRENT CONSIDERATION

The following are the articles of the contract that will be included in negotiations.

Article I	Recognition/Agreement and Reopeners
Article IV	Negotiations Procedures
Article X	Teaching Hours
Article XI	Payment for Extra Curricular Duties
Article XII	Leaves
Article XIV	Certificated Employee Evaluation
Article XVII	Employee Benefits
Article XVIII	Salaries
Article XXI	Miscellaneous Provisions
Article XXIII	Peer Assistance and Review Program
Article XXIV	Shared Contracts

FINANCIAL IMPLICATIONS

The public notice of articles for negotiations has no financial impact.

RECOMMENDATION

Approve the public notice of articles of the Cardiff School District/Cardiff Elementary Teachers Association (CETA) Contract that will be included in negotiations.

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

November 14, 2013

ITEM: **APPROVE INDEPENDENT CONTRACTOR AGREEMENT BETWEEN CARDIFF SCHOOL DISTRICT AND THE COMMUNITY SCHOOL OF SAN DIEGO**

BACKGROUND

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

Part of the process of paying an independent contractor requires an agreement signed between the school district and the consultant/agency.

CURRENT CONSIDERATION

The Community School of San Diego will provide educational services for a special education student whose needs are unable to be met in a local public setting.

FINANCIAL IMPLICATIONS

The amount to be paid to The Community School of San Diego is $39,032, to be paid out of special education funds. This amount has already been included in the 2013-14 budget.

RECOMMENDATION

It is respectfully recommended that the Board approve the Independent Contractor Agreement between Cardiff School District and The Community School of San Diego.

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

November 14, 2013

ITEM: **ADOPT RESOLUTION 13-14-03 TO APPLY FOR TECHNICAL ASSISTANCE THROUGH THE CALIFORNIA ENERGY COMMISSION IN CONJUNCTION WITH THE BRIGHT SCHOOLS PROGRAM**

BACKGROUND

Proposition 39 (California Clean Energy Jobs Act – 2013) was approved by the voters in November 2012. All school districts will receive funds to be used for energy projects over a five year span. The total amount our district is slated to receive is approximately $250,000. Guidelines for the Energy funds are currently being developed.

CURRENT CONSIDERATIONS

In order to maximize the funds, the district has been looking at other funding opportunities.

The Bright Schools Program is a program through the California Energy Commission. The program utilizes a consulting firm who specializes in cost-effective energy saving opportunities. If we are selected to receive the grant, we will be eligible to receive up to $20,000 in consultant services at no cost to the district. These services could include energy audits and feasibility studies; review of proposals and equipment bid specifications.

FINANCIAL IMPLICATIONS

No financial impact.

RECOMMENDATION

It is respectfully recommended that the Board adopt Resolution 13-14-03 California Energy Commission Bright Schools Program.

RESOLUTION NO 13-14-03

RESOLUTION OF THE GOVERNING BOARD OF THE CARDIFF SCHOOL DISTRICT
CALIFORNIA ENERGY COMMISSION
Bright Schools Program

On motion by member _____, seconded by member, _____, the following resolution is adopted by the Governing Board of Cardiff School District of San Diego County, California ("Board");

WHEREAS, the California Energy Commission's Bright Schools Program provides technical assistance to school districts; and

WHEREAS, the Governing Board authorizes the Cardiff School District to apply for technical assistance; and

WHEREAS, the Cardiff School District ("District") recognizes that the California Energy Commission has limited funds available to provide technical assistance and that primary consideration will be given to those schools districts that have a desire and willingness to seek funding to implement the feasible recommended energy-efficiency measure(s);

NOW, THEREFORE BE IT RESOLVED, that the Cardiff School District is willing to seek funding to implement the viable energy-saving measure(s) and therefore requests technical assistance to identify such measures as may be economically feasible.

BE IT ALSO RESOLVED by the Governing Board of the Cardiff School District that the Director, Fiscal Services is hereby authorized and empowered to execute in the name of the Cardiff School District all necessary documents to implement and carry out the purposes of this resolution.

PASSED AND APPROVED by the Board of the Cardiff School District of San Diego County, California this 14th day of November 2013 by the following vote:

AYES:
NOES:
ABSENT:

I, Jill Vinson, Secretary of the Board of the Cardiff School District do hereby certify that the foregoing is a full, true and correct copy of a resolution passed and adopted by the Board of the Cardiff School District at the regular meeting of said Board held on the 14th day of November, 2013.

_____