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

REGULAR MEETING OF THE GOVERNING BOARD
AGENDA

THURSDAY, MAY 8, 2014 • 3:30 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
Mr. Dave Clark, Member
Mr. Rick Cassar, Member
Ms. Jill Vinson, Superintendent

D. Approval of agenda for May 8, 2014
All items are action unless labeled information

E. Approve minutes from the regular meeting of April 15, 2014 ***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 #14002060 to #14002370 $95,496 ***B***
   3. Payroll Warrants, April, 2014, $488,400

B. Enrollment Report as of 05/02/14 ***C***

C. Approval of Cardiff School District's Uniform Complaint Quarterly Report for January 1, 2014 – March 31, 2014 ***D***

D. Approve Nonpublic Agencies Master Contract between Cardiff School District and Dependable Nursing, Inc. ***E***

E. Approve Nonpublic Agencies Master Contract between Cardiff School District and Bridges Educational Corporation ***F***

F. Removal of items from Consent Calendar

G. Approval of Consent Calendar

IV. BUSINESS AND FINANCE

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

V. GENERAL FUNCTIONS

A. Consider ratification of Collective Bargaining Agreement between Cardiff Elementary Teachers' Association (CETA) and Cardiff School District ***G***

B. Approve AB 1200 document for certificated and classified employees ***H***

C. Consider approval of an increase in compensation for current Classified Employees

D. Consider approval of an increase in compensation for current Classified Confidential/Classified Management employees

E. Consider approval of an increase in compensation for current Certificated Management employees

Exhibit

V. GENERAL FUNCTIONS (continued)

F. Second reading and adoption of 2015-16 and 2016-17 proposed district attendance calendars ***I***

G. Approve 2014-15 Declaration of Need for Fully Qualified Educators ***J***

H. Second reading and adoption of 2014-17 Strategic Plan ***K***

H. Decision on preparation of interview questions for Board candidates

VII. PERSONNEL

A. Approve Resolution 13-14-05 In the Matter of the Discontinuation Of Services and Layoff of Classified Employees for the 2014-15 school year ***L***

B. Consider approval of reclassification of four specialty positions ***M***

VIII. FUTURE AGENDA ITEMS

IX. ANNOUNCEMENT: ADJOURNING TO CLOSED SESSION

A. Conference with the District's labor negotiator, Jill Vinson, regarding negotiations with unrepresented employees– Government Code Section 54957.6

X. REPORT FROM CLOSED SESSION (If applicable)

XI. ADJOURNMENT OF MEETING

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

MINUTES

REGULAR MINUTES OF APRIL 15, 2014

The regular meeting of the Governing Board of the Cardiff School District was held on Thursday, April 15, 2014 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, Coakley, Orr, Whitehouse

Members absent: Cassar

Administrators present: Vinson, Parker, Kissell

Visitors: Keith Carter, CETA
Trish d'Entremont, CETA
Siena Randall, SEA

The agenda for April 15, 2014 was approved.

MOTION: Coakley
SECOND: Orr
AYES: Clark, Coakley, Orr, Whitehouse
NOES: 0

The minutes from the regular meeting of March 13, 2014 were approved as written.

MOTION: Clark
SECOND: Coakley
AYES: Clark, Coakley, Orr, Whitehouse
NOES: 0

Retiring Board member Gail Coakley was recognized for her twenty-eight years of service and dedication to the district. Fellow Board members acknowledged her many years of great accomplishments and financial discipline. On behalf of teachers, Trish d'Entremont thanked Ms. Coakley and presented her with cards signed by staff from both school sites. The district will honor Ms. Coakley with a plaque that will be placed on a designated garden bed in the Cardiff School garden.

Hearing Session:

- Trish d'Entremont reported the negotiations team has started the conversation regarding salaries.
- Mr. Kissell will present the LCAP to ELAC/DELAC on Thursday.
- School Site Council will also be reviewing the LCAP.
- Siena Randall reported $160,000 has been raised. The SEA is busy planning for the Ice-Cream Social taking place on Saturday, May 3rd from 10 – 3.
- Principal Kissell reported third and fourth grades as well as the MAC classes enjoyed a performance presented by the La Jolla Playhouse. The talented, hardworking students of Ada Harris School put on another fantastic Musical Showcase. Mr. Kissell thanked Mr. Whitehouse for volunteering to take pictures for the yearbook. Lastly, the third graders were treated to a "Fire Safety" presentation.
- Principal Parker reported teachers returned from spring break relaxed and ready to resume the remainder of the school year. Kindergarten registration opened on April 14th. There are currently 47 kindergarten registrations picked up and 7 TK's. Kindergarten Information night is scheduled for Wednesday, April 16th followed by the tour on Friday after the assembly.
- Director of Fiscal Services, Sandie Luehrs attended the School Services workshop with Superintendent Vinson. Highlights of the workshop included the topics of the CALSTRS and CALPERS underfunding and Universal Transitional Kindergarten.
- Trustee Clark reported on his attendance to the City Liaison meeting. Acquisition of civic property and Walk San Diego were discussed. San Dieguito Union High School District Superintendent Rick Schmidt discussed Common Core Standards.
- Superintendent Vinson reported the math committee met and decided to explore Math Expressions further. The Staff Appreciation Lunch is scheduled for May 7th. Rimel's, Cicciotti's, Pacific Coast Grill, Tower 13 and Ki's are all participating again this year. The landscaping projects were completed over spring break and the campuses look great. Ms. Vinson thanked Principals Parker and Kissell, as well as Sandie Luehrs for the great work on the LCAP.

The consent calendar was approved as presented.

MOTION: Coakley
SECOND: Orr
AYES: Clark, Coakley, Orr, Whitehouse
NOES: 0

The 2015-16 and 2016-17 district attendance calendars were reviewed.

The 2014-17 Strategic Plan was reviewed.

A provisional appointment to fill the vacancy created by the retirement of member Gail Coakley was approved.

MOTION: Orr
SECOND: Clark
AYES: Clark, Orr, Whitehouse
NOES: 0
ABSTAIN: Coakley

The timeline for filling the board vacancy was approved.

MOTION: Orr
SECOND: Clark
AYES: Clark, Orr, Whitehouse
NOES: 0
ABSTAIN: Coakley

The application for the Board appointment was approved.

MOTION: Orr
SECOND: Clark
AYES: Clark, Orr, Whitehouse
NOES: 0
ABSTAIN: Coakley

A special board meeting for Thursday, June 12, 2014 to approve the district's 2014-15 budget was approved.

MOTION: Orr
SECOND: Clark
AYES: Clark, Orr, Whitehouse
NOES: 0
ABSTAIN: Coakley

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 5:53 p.m. The meeting was reconvened at 6:26 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 6:27 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
4/2	38	0100		1110	1000	4300	000	SCHOLASTIC INC.	NUMBER TALKS	$261.17
4/2	46	0100		1110	1000	4300	000	PEARSON EDUCATION	INSTRUCTIONAL MATERIALS	$399.33
4/2	49	0100		1110	1000	4300	222	EAI EDUCATION	10-SIDED DICE	$38.45
4/22		0100		1110	1000	4300	222	BARBARA HALL	REIMBURSE/TEACHING SUPPLIES	$42.90
4/24	51	0100		1110	1000	4300	222	ATLAS PEN & PENCIL CORP	DOLPHIN PENCILS	$80.54
4/25	55	0100		1110	1000	4300	222	SOUTHWEST SCH & OFFICE	STAPLES	$48.71
4/25	54	0100		1110	1000	4300	222	SOUTHWEST SCH & OFFICE	INSTRUCTIONAL MATERIALS	$160.85
4/25	64	0100		1110	1000	4300	000	NCS PEARSON, INC.	OLSAT SCORABLES	$721.83
4/25	57	0100		1110	1000	4300	111	DEMCO	CLEAR GLOSSY LABELS	$64.97
4/23	43	0100		1110	1000	4300	000	AMAZON.COM	MATH MANIPULATIVES	$241.85
4/23	39	0100		1110	1000	4300	222	AMAZON.COM	ELECTRIC STAPLERS	$127.16
4/30	73	0100		1110	1000	4300	222	THE TREE HOUSE, INC.	PHASER PRINTER INK	$582.07
4/30	66	0100	0000-066	1110	1000	4300	222	RHODE ISLAND NOVELTY	SUPPLIES FOR TREASURE BOX	$414.75
4/30	19614	0100	0800	1110	1000	4300	111	SARAH POWELL	REIMBURSE/GATE SUPPLIES	$10.66
4/25	69	0100		1110	1000	4300	222	BARNES & NOBLE	BOOKS	$89.29
4/24		0100			3160	4300	000	UNIVERSITY OF OREGON	DIBELS DATA SYSTEM	$769.00
4/16	19577	0100			7100	4300	000	SMART & FINAL	SUPPLIES FOR ST. PLAN MTG	$92.09
4/18	19453	0100			7100	4300	000	ENCINITAS ROTARY CLUB	MEALS	$60.00
4/22		0100			7100	4300	000	LAS CONSUELAS/MC	DINNER/CUE CONFERENCE	$812.70
4/22		0100			7100	4300	000	NOTHING BUNDT CAKES/MC	CAKE FOR COAKLEY RETIREMENT	$41.00
4/24	19769	0100			7100	4300	000	AMAZON.COM	NEXT PRACTICES BOOK	$24.78
4/29	19611	0100			7100	4300	000	MARK WHITEHOUSE	REIMBURSE/STAFF CARDS	$307.00
4/25	54	0100			7200	4300	000	SOUTHWEST SCH & OFFICE	DIVIDERS & PEN REFILLS	$8.51
4/16	19514	0100	8150		8110	4300	000	SHELL	GAS FOR TRUCK & EQUIP.	$463.21
4/16	17	0100	8150		8110	4300	000	HOME DEPOT	MAINTENANCE SUPPLIES	$573.84
4/23	19493	0100	8150		8110	4300	000	PACIFIC PLUMBING SPEC.	PLUMBING SUPPLIES	$3,116.23
4/22		0100			8200	4300	000	EASY TURF/MC	TURF & SUPPLIES	$2,837.08
4/23	60	0100			8200	4300	000	AMAZON.COM	PORTABLE PA SYSTEM	$166.31
4/23		0100	0000-068	1110	1000	4300-005	222	JACKIE MUSIL	REIMBURSE/TECH SUPPLIES	$358.73
4/25	76	0100		1110	1000	4300-005	111	APPLE INC.	ADAPTERS & USB CABLES	$205.20
4/25	74	0100	0000-068	1110	1000	4300-005	222	ENCHANTED LEARNING	SUBSCRIPTION	$125.00
4/25	75	0100		1110	1000	4300-005	222	CAMCOR, INC.	ELMO POWER ADAPTER	$105.71
4/23	33	0100	0000-068	1110	1000	4300-005	111	AMAZON.COM	TECH EQUIPMENT & SUPPLIES	$437.08
4/23	58	0100		1110	1000	4300-005	111	AMAZON.COM	TECH EQUIPMENT & SUPPLIES	$137.57
4/30	65	0100		1110	1000	4300-005	222	THE TREE HOUSE, INC.	PHASER PRINTER INK	$783.00
4/25	23	0100			2420	4300-005	111	CABLES2GO	CABLES	$1,026.91
4/2	19614	0100	6300	1110	1000	4300-006	111	SARAH POWELL	REIMBURSE/SCIENCE SUPPLIES	$37.59

4000 BALANCE: $649,239 ACCUMULATED BALANCE: $222,958.11 REMAINING BALANCE: $426,280.89

4/23	19454	0100	7240	5001	3600	5100	000	CARE-A-VAN TRANSPORT	SPECIAL ED TRANSPORTATION	$7,220.00
4/2	9	0100		1110	1000	5200	000	SD CO SUPT OF SCHOOLS	REGISTRATION GATE CERT.	$285.00
4/2		0100		1110	1000	5200	000	SASHA PAZANOWSKI	REIMBURSE/CUE EXPENSES	$141.12
4/2		0100		1110	1000	5200	000	JACKIE MUSIL	REIMBURSE/CUE EXPENSES	$451.18
4/16		0100		1110	1000	5200	000	KRIS ENSBERG	REIMBURSE/CUE EXPENSES	$341.12
4/18		0100		1110	1000	5200	000	KATHY PEERY	REIMBURSE/CUE EXPENSES	$397.15
4/18		0100		1110	1000	5200	000	PATRICIA D'ENTREMONT	REIMBURSE/CUE EXPENSES	$685.09

2013-2014 Purchase Order Listing

4/2	19882	0100			2420	5200	000	SD CO SUPT OF SCHOOLS	WORKSHOP REGISTRATION	$50.00
4/23		0100			2420	5200	222	JACKIE MUSIL	REIMBURSE/MILEAGE	$52.64
4/22		0100			7100	5200	000	MISSION FEDERAL/MC	CONFERENCE EXPENSES	$114.00
4/18	20	0100			8200	5500-001	111	SDG&E	SERVICE FOR 3/11-4/9	$5,304.45
4/18	20	0100			8200	5500-001	222	SDG&E	SERVICE FOR 3/11-4/9	$2,993.35
4/16	19513	0100			8200	5500-002	111	EDCO WASTE & RECYCLING	SERVICE FOR MARCH	$426.64
4/16	19513	0100			8200	5500-002	222	EDCO WASTE & RECYCLING	SERVICE FOR MARCH	$426.64
4/18	19534	0100			8200	5500-003	111	SAN DIEGUITO WATER	RECYCLED WATER 2/26-3/27	$657.91
4/18	19535	0100			8200	5500-003	000	SAN DIEGUITO WATER	SERVICE 2/3-3/31	$171.34
4/18	19535	0100			8200	5500-003	111	SAN DIEGUITO WATER	SERVICE 2/3-3/31	$274.79
4/18	19535	0100			8200	5500-003	222	SAN DIEGUITO WATER	SERVICE 1/27-3/24	$1,454.66
4/23	19533	0100			8200	5500-003	111	ARROWHEAD	SERVICE FOR MARCH	$26.99
4/23	19533	0100			8200	5500-003	222	ARROWHEAD	SERVICE FOR MARCH	$52.75
4/23	19533	0100			8200	5500-003	000	ARROWHEAD	SERVICE FOR MARCH	$26.06
4/16	19519	0100			8200	5500-004	111	AMERICAN PEST CONTROL	SERVICE FOR MARCH	$60.00
4/16	19519	0100			8200	5500-004	222	AMERICAN PEST CONTROL	SERVICE FOR MARCH	$96.00
4/2	19881	0100		1110	1000	5600	111	SD DIGITAL SOLUTIONS	MAINTENANCE AGREEMENT	$286.00
4/18	19452	0100		1110	1000	5600	111	CANON FINANCIAL SERVICE	LEASE PAYMENT	$756.38
4/18	19452	0100		1110	1000	5600	222	CANON FINANCIAL SERVICE	LEASE PAYMENT	$754.37
4/23	19782	0100			7100	5600	000	TOSHIBA FINANCIAL SERV.	LEASE PAYMENT	$100.99
4/23	19782	0100			7200	5600	000	TOSHIBA FINANCIAL SERV.	LEASE PAYMENT	$100.98
4/23	19540	0100			7200	5600	000	PRUDENTIAL OVERALL	MATS	$13.52
4/2		0100	8150		8110	5600	000	FREDRICKS ELECTRIC	INSTALL SECURITY LIGHT	$450.00
4/18	19706	0100	8150		8110	5600	000	SOUTHCOAST HEATING	REPAIR EXHAUST FAN	$124.00
4/18	45	0100	8150		8110	5600	000	SOUTHCOAST HEATING	REPLACE MOTOR IN EXHAUST FAN	$347.15
4/23	19540	0100			8200	5600	111	PRUDENTIAL OVERALL	TOWELS & MOPS	$102.96
4/23	19540	0100			8200	5600	222	PRUDENTIAL OVERALL	TOWELS, MOPS & MATS	$165.84
4/2		0100	3010	1110	1000	5800	111	A TO Z IN-HOME TUTORING	TUTORING SERVICES	$690.00
4/18	19789	0100	0000-085	1110	1000	5800	111	STEVE BROWN	INSTRUMENTAL MUSIC COACH	$880.00
4/24		0100	3010	1110	1000	5800	111	1 COMPUTADORA GRATIS	TUTORING SERVICES	$240.00
4/24		0100		1110	1000	5800	111	CLUB Z IN-HOME TUTORING	TUTORING SERVICES	$585.64
4/24		0100	3010	1110	1000	5800	111	ALTERNATIVES UNLIMITED	TUTORING SERVICES	$68.10
4/30	19884	0100	3010	1110	1000	5800	111	FRIENDLY COMM. OUTREACH	TUTORING SERVICES	$400.00
4/22	78	0100	0000-085	1110	1000	5800	111	CATHERINE GOLD	BAND DIRECTOR	$1,880.00
3/28	18	0100	6500	5770	1180	5800	000	COMMUNITY SCH OF SD	TUITION FOR SP. ED. STUDENT	$5,453.00
4/25	18	0100	6500	5770	1180	5800	000	COMMUNITY SCH OF SD	TUITION FOR SP. ED. STUDENT	$5,166.00
4/2	19750	0100	6500	5770	1190	5800	000	PREMIER HEALTHCARE	NURSE FOR SP. ED. STUDENT	$2,470.00
3/28	19647	0100	6500	5770	1190	5800	000	LEAPS-N-BOUNDS	OCCUPATIONAL THERAPY	$2,900.00
4/2	19749	0100	6500	5770	1190	5800	000	SD OCCUPATIONAL THER.	OCCUPATIONAL THERAPY	$1,050.00
4/25	19749	0100	6500	5770	1190	5800	000	SD OCCUPATIONAL THER.	OCCUPATIONAL THERAPY	$2,287.50
4/25	19507	0100	6500	5770	1190	5800	000	JOANNE K. DANSSAERT	PHYSICAL THERAPY	$420.00
4/25	19750	0100	6500	5770	1190	5800	000	PREMIER HEALTHCARE	NURSE FOR SP. ED. STUDENT	$3,230.00
4/25	19647	0100	6500	5770	1190	5800	000	LEAPS-N-BOUNDS	OCCUPATIONAL THERAPY	$4,740.00
3/28	19777	0100	7405	1110	2140	5800	000	MICHAEL FITCHETT	CURR. SUPPORT FOR CC MATH	$1,650.00
4/2	19846	0100	7405	1110	2140	5800	000	JUST THINK LITERACY	MATH PROF. DEVELOPMENT	$1,650.00
4/25	19777	0100	7405	1110	2140	5800	000	MICHAEL FITCHETT	CURR. SUPPORT FOR CC MATH	$1,650.00
4/25	19846	0100	7405	1110	2140	5800	000	JUST THINK LITERACY	MATH PROF. DEVELOPMENT	$1,650.00
4/24	19499	0100			2700	5800	111	RSF SECURITY SYSTEMS	SYSTEM MONITORING	$210.00
4/24	19499	0100			2700	5800	222	RSF SECURITY SYSTEMS	SYSTEM MONITORING	$210.00

2013-2014 Purchase Order Listing

4/2		0100	6500	5770	3120	5800	000	ASHLEY SMITHEY PSYD LEP	PSYCHO-EDUCATIONAL EVAL.	$6,330.00
4/30	19702	0100			7100	5800	000	TECHMASTERS, INC.	E-RATE CONSULTING SERVICE	$2,000.00
4/30	53	0100			7100	5800	000	KEN HARRISON	NEWS RELEASES	$100.00
4/18	19537	0100			7200	5800	000	CINTAS CORP.	SHREDDING SERVICE	$204.96
4/2		0100	8150		8110	5800	000	VAUGHN IRRIGATION SER	SERVICE IRRIGATION PUMP	$250.50
4/16		0100	8150		8110	5800	000	VAUGHN IRRIGATION SER	REPLACE PUMP SWITCH & GAUGE	$923.91
4/23	31	0100			8200	5800	000	J.M.D. LANDSCAPE	MONTHLY GROUNDSCARE	$3,200.00
4/2	19806	0100			7100	5800-005	000	STUTZ, ARTIANO, SHINOFF	LEGAL SERVICES	$522.48
4/23		0100			2700	5900-001	111	ATEL COMMUNICATIONS	PHONE SYSTEM REPAIRS	$223.13
4/25	19488	0100			7200	5900-002	000	FEDEX	SHIPPING CHARGES	$57.54
4/30	19676	0100			7200	5900-002	000	UPS	SHIPPING CHARGES	$33.29

5000 BALANCE: $879,848 ACCUMULATED BALANCE: $609,663.55 REMAINING BALANCE: $270,184.45

CARDIFF SCHOOL DISTRICT

Enrollment Form

As of May 2, 2014

CARDIFF

		BOYS	**GIRLS**		
TK	Paccione	2	1	3	
K	Paccione	6	10	16	
K	Bjorstad	8	11	19	
K	Hall	8	11	19	
K	McNamara	8	10	18	
K	Stone	8	10	18	
				TOT K	93
1	Carter	11	10	21	
1	Easson	9	12	21	
1	Froke	10	11	21	
1	Kulbacki	8	13	21	
1	Sallans	10	10	20	
1	Doui/Boy	10	5	15	
				TOT 1	119
2	Gust/Stua	10	10	20	
2	Kavan	12	9	21	
2	Payte	12	11	23	
2	Redding	13	9	22	
2	Doui/Boy	8	6	14	
				TOT 2	100
3	Hamilton	10	11	21	
3	Pacetti/Paz	10	11	21	
3	Doui/Boy	7	7	14	
				TOT 3	56
	SDC	0	0	**TOT**	0
	Boy/Girl Subtotal		180		188
	SCHOOL TOTAL		368		

ADA HARRIS

		BOYS	**GIRLS**		
3	Green	12	9	21	
3	Peery	11	8	19	
3	Switzler	12	10	22	
				TOT 3	62
4	Ford	15	8	23	
4	Jacobson	13	9	22	
4	Trees	13	10	23	
4	Price/d'Entre	11	10	21	
				TOT 4	89
5	Ensberg	14	10	24	
5	Murray	12	12	24	
5	Therriault	14	9	23	
5	Yant	14	10	24	
5	Price/d'Entre	10	13	23	
				TOT 5	118
6	Brice	14	14	28	
6	Heyer	13	14	27	
6	Jewell	14	14	28	
6	Nguyen	14	13	27	
				TOT 6	110
	SDC	1	2	**TOT**	3
	Boy/Girl Subtotal		207		175
	SCHOOL TOTAL		382		

DISTRICT TOTAL 750

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

May 8, 2014

ITEM: **APPROVAL OF CARDIFF SCHOOL DISTRICT'S UNIFORM COMPLAINT QUARTERLY REPORT FOR JANUARY 1, 2014 – MARCH 31, 2014**

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 2013/2014 3rd quarterly report, prepared for the period of January 1, 2014 – March 31, 2014. 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 January 1, 2014 – March 31, 2014.

SDCOE Uniform Complaint Quarterly Reports Database

Williams and Valenzuela Settlements

Quarterly Complaint Summary
ADD a new summary record

Back to Home Menu

User ID: 68007

Quarter to Add: 2013-14 3rd Qtr Jan-Mar

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: Martha Bailey

Title: Administrative Assistant

Add Record

Main Menu

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

May 8, 2014

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

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 $30,010.50.

RECOMMENDATION

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

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

May 8, 2014

ITEM: **APPROVE NONPUBLIC AGENCIES MASTER CONTRACT BETWEEN CARDIFF SCHOOL DISTRICT AND BRIDGES EDUCATIONAL CORPORATION.**

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

FINANCIAL IMPLICATIONS

The cost is not to exceed $2,100.

RECOMMENDATION

It is respectfully recommended that the Board approve the Nonpublic Agency Services Master Contract between Cardiff School District and Bridges Educational Corporation.

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

May 8, 2014

ITEM: **PROPOSED SETTLEMENT OF COLLECTIVE BARGAINING WITH THE CARDIFF ELEMENTARY TEACHERS' ASSOCIATION**

BACKGROUND INFORMATION

The District and the Cardiff Elementary Teachers' Association (CETA) are in the third year of a three-year contract. As allowed by the contract, the District and CETA reopened negotiations in fall 2013. The District and CETA have concluded negotiations and have a tentative settlement as follows.

CURRENT CONSIDERATIONS

The proposed settlement of collective bargaining with CETA includes the following terms:

- Increase the salary schedule for all current bargaining unit members by 2.1%, retroactive to July 1, 2013.
- Add 2 longevity steps on Range 4 of the certificated salary schedule for eligible current employees, retroactive to July 1, 2013.
- Provide $300 stipends to bargaining unit members who serve on eligible district wide committees. The maximum amount for the district will be $10,000 per school year, retroactive to July 1, 2013.
- Modifications to Collective Bargaining Agreement language are included herewith.

FINANCIAL IMPLICATIONS

The increase and restructuring of the salary schedule resulted in $137,302 increase in teacher salaries. The funding source for the proposed settlement is the general fund of the district.

RECOMMENDATION

It is respectfully recommended that the Board approve the agreement between the District and Cardiff Elementary Teachers' Association (CETA).

ARTICLE I

RECOGNITION/AGREEMENT AND REOPENERS

1. The Board recognizes the Association as the exclusive representative of certificated employees for the purpose of meeting and negotiating as defined in the Rodda Act, Senate Bill 160, including the following:

   - contractual teachers (temporary)
   - contractual teachers (probationary)
   - contractual teachers (permanent)
   - school nurse
   - ~~school psychologist~~
   - counselor
   - speech therapist
   - this provision specifically excludes management personnel including the Superintendent, Principals and Assistant-Principals. Day-to-day substitute teachers are also not represented by this Association.

2. The Articles and provisions contained herein constitute a bilateral and binding agreement ("Agreement") by and between the Governing Board of the Cardiff School District ("Board") and the Cardiff Elementary Teachers Associaton/CTA/NEA ("Association"), an employee organization.

3. It is understood that both parties to this contract support this agreement and will do everything necessary to assure the implementation of the contract provisions.

4. The Association agrees that neither it nor any employee in the bargaining unit shall engage in any refusal to work including any strike, work stoppage, slow down, or refusal to fully and faithfully perform job duties and responsibilities during the term of this Agreement including compliance with request from other employee organizations to do so. The District shall be entitled, in the event this provision is violated, to withdraw any rights, privileges or services provided for in this Agreement.

5. This Agreement is entered into pursuant to Chapter 10.7, Section 3540-3549 of the Government Code ("Act").

6. ~~During the term of this Agreement, unless expressly provided otherwise herein, the parties shall not meet and negotiate over any subject or matter whether or not referred to in this Agreement~~. The parties may reopen this Agreement by mutual consent.

7. The Agreement, shall become effective upon the date of final ratification by the parties and shall remain in force and effect up to and including June 30, 2017. ~~On or about April 1, 2012 and April 1, 2013,~~ The parties may annually reopen negotiations for ~~the following school year for~~ any two (2) issues as well as health and welfare benefits and salary for the term of this agreement. The parties may reopen other articles by mutual consent.

ARTICLE IV

NEGOTIATIONS PROCEDURES

1. ~~Not later than the first day of May of the calendar year in which this Agreement expires, the Board Representative (e.g. Superintendent) and the recognized bargaining agent shall meet and negotiate in good faith on negotiable items, provided that the recognized bargaining unit presents its initial proposal to the Board by March 1 of the same calendar year. Any agreement reached between the parties shall be reduced to writing and signed by them.~~
   No later than the end of October of each school year, the Association will make public their "Notice of Contract Articles" to be included in negotiations. Any agreement reached between the parties shall be reduced to writing and signed, ~~by May 1.~~ with the intent that it be implemented before the end of the fiscal year.

2. Either party may utilize the services of outside consultants.

3. The Board and Association may discharge their respective duties required by the Agreement by means of authorized officers, individuals, representatives, or committees.

4. Negotiations shall take place at mutually agreeable times and places.

5. The Association shall designate as many as five (5) representatives to attend negotiations and impasse proceedings.

6. The Board shall furnish the Association with copies of all budgetary and other information that is necessary for the Association to fulfill its role as the exclusive bargaining representative.

7. Not later than October 15th, the Board shall furnish the Association with the placement of personnel on the respective salary schedules as of October 1st.

ARTICLE X

TEACHING HOURS

1. Except as modified herein, the workday for bargaining unit members shall be seven and one-half (7 1/2) hours per day, or a total of thirty-seven and one-half (37 1/2) hours per week of school, based on related District service. The bargaining unit members' workday shall be structured and directed by the Building Principal in conformance with this Article.

2. The bargaining unit members' workday will begin at least twenty (20) minutes before his/her first instructional assignment and conclude no sooner than twenty (20) minutes after the school site dismissal time.

3. It is understood by the parties that individual bargaining unit member's service to the district is his/her primary professional obligation.

4. In addition to the basic workday as described in Section 1, bargaining unit members are required to perform duties associated with the education profession such as yard duty, sixth grade camp, parent conferences, Back-to-School Night and Open House. Full attendance at sixth grade camp shall be compensated with two (2) compensatory days.

5. Bargaining unit members, during the term of this Agreement, shall normally be provided a forty (40) minute duty-free lunch period except for emergencies such as inclement weather, and any unavailability of other employees to supervise pupils.

6. In order to accommodate school/~~faculty~~district meetings, the ~~principals~~ administration may designate one day per week which may, ~~at the discretion of the Building Principal~~, extend ~~to 4:30 p.m~~. past the regular workday.

6. ~~In unusual circumstances of District-wide staff meetings required by the District, the Superintendent may require all employees to render service on the same daily schedule in order to accommodate such previously scheduled total staff meetings.~~

7. The bargaining unit member's work year, of not more than one hundred eighty-five (185) days, shall be established annually by the Board of Trustees after consultation with the Association regarding the composition of the calendar. For the 2012-13 school year and subsequent school years, the Board of Trustees may extend the work beyond one hundred eighty-five (185) within its discretion as long as it pays bargaining unit members per diem for additional days actually worked.

8. The last student attendance day of the year shall be a minimum day for students.

ARTICLE XI

PAYMENT FOR EXTRA-CURRICULAR DUTIES

1. "Extra-Curricular Duties" means any duties which are required or permitted by the Board and which occur outside of the thirty-seven and one-half (37 1/2) hour work week.

2. The following duties are considered part of the teaching responsibilities and will receive no additional compensation. These duties include, but are not limited to:

    1. Parent Conferences
    2. Promotion
    3. Open House
    4. Back to School Night
    5. Grade level orientations

3. Unit members who serve as members of an eligible committee may receive an annual stipend of $300. Eligible committees and their makeup are determined annually at the discretion of the District. Eligible committees shall involve a substantive amount of work, meet at least five times per year, and work on District-level initiatives.

4. Unit members who are asked by administration to present on behalf of the District may be compensated at the negotiated certificated hourly rate. Prior District approval shall be required for payment relating to hours spent on planning and presentation time.

5. If the District determines during the term of this agreement to establish extra-curricular duties for which payment may be granted, the hourly rate for such payment will be the yearly negotiated hourly rate. Each year this rate is to be placed at the bottom of the salary schedule and will be subject to the same yearly percentage increase as the salary schedule receives.

SHARED TEACHING ASSIGNMENTS

1. Teachers wishing to participate in the Job Sharing Program must first apply through their principal to the district office. Teachers will be paired through regular district office channels. Mutual agreement between the teachers, the principal, and the superintendent is required. Approval by the Board of Trustees is required before the shared teaching assignment can be finalized and implemented.

2. Shared teaching assignments shall be approved for a maximum of one school year at a time.

3. No more than one shared teaching assignment will be allowed at each school in a given year unless specifically allowed by the superintendent.

4. A teacher on a shared job assignment who performs substitute duties during an unassigned work time shall be paid for that service according to the substitute teacher salary schedule.

5. Teachers wishing to participate in the Job Share Program must be employed by the district on a tenured basis.

6. Prior to the first year of participation, teachers shall request a part-time leave of absence from their full time teaching position.

7. Teachers electing to remain in the Job Sharing Program subsequent to the first year shall resign their full time position prior to March 1 and shall in the same action be rehired as part-time employees at the agreed upon percentage level. This action shall not constitute a break in service but shall effect a reduction of tenure rights to the percentage of the shared teaching position.

8. Teachers wishing to return to full time teaching will be rehired full time with full tenure rights in positions for which they are qualified before outsiders are hired. Teachers returning to full time positions will be reassigned at the same time as others returning from leaves of absence.

9. Salaries, leave benefits, health and welfare benefits, and contributions to State Teachers Retirement System shall be proportionate to the time served.

10. Adjunct duties of teachers will be required as designated in the teacher's contract proportionate to the contract percentage to which they are assigned. In addition, the teachers may be required by the principal to attend meetings (faculty meetings, parent conferences, planning meetings and/or professional development) which do not occur during their work duty time. Such required meetings will be compensated at the teacher hourly rate.

Policy adopted: 11/15/07
revised: 02/11/14
revised: 03/13/14

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

SHARED TEACHING ASSIGNMENTS

JOB SHARING AGREEMENT

_____ and _____ have entered into a job sharing assignment at _____ Elementary School for the _____ school year.

This agreement is entered into on _____ and will be kept in effect for the _____ school year.

An extension of this agreement will require the applicant to submit a letter of resignation of full time employment to the Board of Trustees prior to March 1.

We agree to the terms and conditions of the job share policy of the Cardiff School District and the job sharing agreement.

_____	_____
Teacher's Signature	Teacher's Signature
_____	_____
Principal's Signature	Date
_____	_____
Superintendent	Date

Bylaw
adopted: 11/15/07
revised:

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

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

May 8, 2014

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 April 28, 2014.

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: 7/1/2013 Ending: 6/30/2014

This agreement will be acted upon by the Governing Board at its meeting on: 5/8/2014
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement					
		Current Year 2013 - 2014		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	$3,409,850.00	$0.00	0.00%		0.00%		0.00%
2. **Salary Schedule** - Increase (Decrease)	$3,409,850.00	$118,047.00	3.46%		0.00%		0.00%
3. **Other Compensation** - Increase (Decrease) in Stipends, Bonuses, etc.	$3,409,850.00	$8,965.00	0.26%		0.00%		0.00%
4. **Statutory Benefits** - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.		$10,290.00					
5. **Health/Welfare Benefits** - Increase (Decrease)		$0.00					
6. **Total Compensation** - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	$3,409,850.00	$137,302.00	4.03%	$0.00	0.00%	$0.00	0.00%
7. **Total Number of Represented Employees**		44.10					
8. **Total Compensation Cost for Average Employee** - Increase (Decrease)		$3,113.42					

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: 7/1/2013 Ending: 6/30/2014

This agreement will be acted upon by the Governing Board at its meeting on: 5/8/2014
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement					
		Current Year 2013 - 2014		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	$1,202,797.00	$0.00	0.00%		0.00%		0.00%
2. **Salary Schedule** - Increase (Decrease)	$1,202,797.00	$25,312.00	2.10%		0.00%		0.00%
3. **Other Compensation** - Increase (Decrease) in Stipends, Bonuses, etc.	$1,202,797.00		0.00%		0.00%		0.00%
4. **Statutory Benefits** - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.		$2,817.00					
5. **Health/Welfare Benefits** - Increase (Decrease)		$0.00					
6. **Total Compensation** - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	$1,202,797.00	$28,129.00	2.34%	$0.00	0.00%	$0.00	0.00%
7. **Total Number of Represented Employees**		70.00					
8. **Total Compensation Cost for Average Employee** - Increase (Decrease)		$401.84					

Impact on other Funds: Fund 13 $1,980; Fund 63 $5,235

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

For CERTIFICATED employees; 2.1% increase to the salary schedule and an additional 2 longevity steps on Range 4; both retroactive to 7/1/13.

For CLASSIFIED employees; 2.1% increase to the salary schedule retroactive to 7/1/13.

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

For CERTIFICATED employees; the district will provide stipends to bargaining unit members who serve on eligible district wide committees. The maximum Amount for the district will be $10,000 per school year; retroactive to 7/1/13.

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.

Not applicable

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

Not applicable

E. **Source of Funding for Proposed Agreement**

1. Current Year

General fund

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

General Fund

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)	$8,326,478
b. State Standard Minimum Reserve Percentage for this District	4.00%
c. Projected P-2 ADA	714.99
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)*	$333,059.12

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

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties	$1,616,706.00
b. General Fund Budgeted Unrestricted Unappropriated Amount	$284,474.00
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	$1,901,180.00

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)	4/25/2014 Date
Chief Business Official (Signature)	4/25/2014 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: _____
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 1/31/14	(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)	6,564,511	0	0	6,564,511
Remaining Revenues (8100-8799)	1,348,003	0	0	1,348,003
TOTAL REVENUES	7,912,514	0	0	7,912,514
EXPENDITURES:				0
1000 Certificated Salaries	3,765,233	127,012	0	3,892,245
2000 Classified Salaries	1,324,481	25,312	0	1,349,793
3000 Employee Benefits	1,091,793	13,107	0	1,104,900
4000 Books and Supplies	649,239		0	649,239
5000 Services and Operating Expenses	889,848		0	889,848
6000 Capital Outlay	0		0	0
7000 Other	362,935		0	362,935
TOTAL EXPENDITURES	8,083,529	165,431	0	8,248,960
OPERATING SURPLUS (DEFICIT)	(171,015)	(165,431)	0	(336,446)
OTHER SOURCES AND TRANSFERS IN	259,316		0	259,316
OTHER USES AND TRANSFERS OUT	77,518		0	77,518
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	10,783	(165,431)	0	(154,648)
BEGINNING BALANCE	2,305,676			2,305,676
CURRENT YEAR-ENDING BALANCE	2,316,459	(165,431)		2,151,028
COMPONENTS OF ENDING BALANCE:				
Nonspendable (9711-9719)	1,500			1,500
Restricted (9740)	144,857			144,857
Committed (9750/9760)				0
Assigned (9780)	103,491			103,491
Reserve Economic Uncertainties (9789)	1,616,706			1,616,706
Unassigned/Unappropriated (9790)	449,905	(165,431)		284,474

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.

CARDIFF SCHOOL DISTRICT
2015-16 PROPOSED DISTRICT ATTENDANCE CALENDAR

School Month		M	T	W	T	F	Student Days	Cumulative Student Days	Student Holidays/Recesses
	Aug	17	[18]	[19]	[20]	[21]			8/18-21 Teacher Inservice Days
September	Aug	24	25	26	27	28	4	4	8/25 First day of school
1	Sep	31	1	2	3	4	5	9	
	Sep	**7**	8	9	10	11	4	13	**9/7 Labor Day**
	Sep	14	15	16	17	18	5(18)	18	
October	Sep	21	22	23	24	25	5	23	
2	Oct	28	29	30	1	2	5	28	
	Oct	5	6	7	8	9	5	33	
	Oct	12	13	14	15	16	5(20)	38	
November	Oct	19	20	21	22	23	5	43	
3	Oct	26	27	28	29	30	5	48	
	Nov	2	3	4	5	6	5	53	
	Nov	9	10	**11**	12	13	4(19)	57	**11/11 Veterans Day**
December	Nov	16	17	18	19	20	5	62	
4	Nov	**23**	**24**	**25**	**26**	**27**	0	62	**11/23-27 Fall Break**
	Dec	30	1	2	3	4	5	67	
	Dec	7	8	9	10	11	5(15)	72	
January	Dec	14	15	16	17	18	5	77	
5	Dec	**21**	**22**	**23**	**24**	**25**	0	77	**12/21-1/1/16 Winter Break**
	Jan	**28**	**29**	**30**	**31**	**1**	0	77	
	Jan	4	5	6	7	8	5	82	
	Jan	11	12	13	14	15	5	87	
	Jan	**18**	19	20	21	22	4(19)	91	**1/18 M.L. King Jr. Day**
February	Jan	25	26	27	28	29	5	96	
6	Feb	1	2	3	4	5	5	101	
	Feb	8	19	10	11	12	5	106	**2/15-16 Presidents' Holiday**
	Feb	**15**	**16**	**17**	**18**	**19**	0(15)	106	2/17-19 Family Time/Daycare open
March	Feb	22	23	24	25	26	5	111	
7	Mar	29	1	2	3	4	5	116	
	Mar	7	8	9	10	11	5	121	
	Mar	14	15	16	17	18	5(20)	126	
April	Mar	21	22	23	24	25	5	131	
8	Apr	28	29	30	1	2	5	136	
	Apr	**4**	**5**	**6**	**7**	**8**	0	136	**4/4-8 Spring Break**
	Apr	11	12	13	14	15	5(15)	141	
May	Apr	18	19	20	21	22	5	146	
9	Apr	25	26	27	28	29	5	151	
	May	2	3	4	5	6	5	156	
	May	9	10	11	12	13	5(20)	161	
June	May	16	18	19	20	21	5	166	
10	May	23	24	25	26	27	5	171	
	Jun	**30**	31	1	2	3	4	175	**5/30 Memorial Day**
	Jun	6	7	8	9	**10**	5(19)	180	6/10 Last Student day-Min. day
	Jun	13	14	15	16	17			6th grade Promotion 8:30 a.m.
									6/13 Last day for teachers

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Instructional Calendar 2015-16

August 25, 2015 through June 9, 2016

05-07-13

School Month		M	T	W	T	F	Student Days	Cumulative Student Days	Holiday Legal-Local		Student Holidays/Recesses
	Aug	3	4	5	6	7					
	Aug	10	11	12	13	14					
	Aug	17	[18]	[19]	[20]	[21]					8/18-21 Teacher Prep/Inservice Days
	Aug	24	25 >	26	27	28	4	4			8/24 Teacher Non-Work Day
	Aug	31	1	2	3	4	5	9			8/25 First Day of School
1	Sep	**7**	8	9	10	11	4	13	1		9/7 Labor Day
	Sep	14	15	16	17	18	5 (18)	18			
	Sep	21	22	23	24	25	5	23			
	Sep	28	29	30	1	2	5	28			
2	Oct	5	6	7	8	9	5	33			
	Oct	12	13	14	15	16	5 (20)	38			
	Oct	19	20	21	22	23	5	43			
	Oct	26	27 #	28	29	30	5	48			10/27 1st Quarter Ends# (45 days)
3	Nov	2	3	4	5	6	5	53			
	Nov	9	10	**11**	12	13	4 (19)	57	1		11/11 Veterans Day
	Nov	16	17	18	19	20	5	62			
	Nov	**23**	**24**	**25**	**26**	**27**	0	62	1	4	11/23-27 Fall Break
4	Nov	30	1	2	3	4	5	67			
	Dec	7	8	9	10	11	5 (15)	72			12/11 P-1 Cut Off Date
	Dec	14	15	16	17	18	5	77			
	Dec	**21**	**22**	**23**	**24**	**25**	0	77	1	4	12/21-1/1 Winter Recess
5	Dec	**28**	**29**	**30**	**31**	**1**	0	77	1	4	
	Jan	4	5	6	7	8	5	82			
	Jan	11	12	13	14	15	5	87			1/18 M.L. King Jr. Day
	Jan	**18**	19	20	21	22 #	4 (19)	91	1		1/22 1st Semester/Term Ends# (46 days)
	Jan	**25**	**26**	27	28	29	3	94		2	1/25-26 Teacher Prep/Inservice Days
	Feb	1	2	3	4	5	5	99			
6	Feb	8	9	10	11	**12**	4	103	1		2/12 Lincoln Day
	Feb	**15**	16	17	18	19	4 (16)	107	1		2/15 President's Day
	Feb	22	23	24	25	26	5	112			
	Mar	29	1	2	3	4	5	117			
7	Mar	7	8	9	10	11	5	122			
	Mar	14	15	16	17	18	5 (20)	127			3/18 P-2 Cut Off Date
	Mar	21	22	23	24	25	5	132			
	Mar	28	29	30	31	1 #	5	137			4/1 3rd Quarter Ends# (46 days)
8	Apr	**4**	**5**	**6**	**7**	**8**	0	137		5	4/4-8 Spring Recess
	Apr	11	12	13	14	15	5 (15)	142			
	Apr	18	19	20	21	22	5	147			
	Apr	25	26	27	28	29	5	152			
9	May	2	3	4	5	6	5	157			
	May	9	10	11	12	13	5 (20)	162			
	May	16	17	18	19	20	5	167			
	May	23	24	25	26	27	5	172			
10	May	**30**	31	1	2	3	4	176	1		5/30 Memorial Day
	Jun	6	7	8	9 #	10	4 (18)	180			6/9 2nd Semester/Term Ends# (43 days)
	Jun	13	14	15	16	17					
	Jun	20	21	22	23	24					
	Jun	27	28	29	30	1					
	Jul	**4**	5	6	7	8				1	7/4 Independence Day
	Jul	11	12	13	14	15					
	Jul	18	19	20	21	22					
	Jul	25	26	27	28	29					

Bold Holidays/Breaks/Inservice - No School

Quarter/Semester/Term Ending Dates

CARDIFF SCHOOL DISTRICT
2016-17 PROPOSED DISTRICT ATTENDANCE CALENDAR

School Month		M	T	W	T	F	Student Days	Cumulative Student Days	Student Holidays/Recesses
	Aug	22	[23]	[24]	[25]	[26]			8/23-26 Teacher Inservice Days
September	Aug	29	30	31	1	2	5	5	8/29 First day of school
1	Sep	**5**	6	7	8	9	4	9	**9/5 Labor Day**
	Sep	12	13	14	15	16	5	14	
	Sep	19	20	21	22	23	5(19)	19	
October	Sep	26	27	28	29	30	5	24	
2	Oct	3	4	5	6	7	5	29	
	Oct	10	11	12	13	14	5	34	
	Oct	17	18	19	20	21	5(20)	39	
November	Oct	24	25	26	27	28	5	44	
3	Oct	31	1	2	3	4	5	49	
	Nov	7	8	9	10	**11**	4	53	**11/11 Veterans Day**
	Nov	14	15	16	17	18	5(19)	58	
December	Nov	**21**	**22**	**23**	**24**	**25**	0	58	**11/21-25 Fall Break**
4	Nov	28	29	30	1	2	5	63	
	Dec	5	6	7	8	9	5	68	
	Dec	12	13	14	15	16	5(15)	73	
January	Dec	**19**	**20**	**21**	**22**	**23**	0	73	
5	Dec	**26**	**27**	**28**	**29**	**30**	0	73	**12/19-1/2/17 Winter Break**
	Jan	**2**	3	4	5	6	4	77	
	Jan	9	10	11	12	13	5	82	
	Jan	**16**	17	18	19	20	4	86	**1/16 M.L. King Jr. Day**
	Jan	23	24	25	26	27	5(19)	91	
February	Jan	30	31	1	2	3	5	96	
6	Feb	6	7	8	9	10	5	101	
	Feb	13	14	15	16	17	5	106	**2/20-21 Presidents' Holiday**
	Feb	**20**	**21**	**22**	**23**	**24**	0(15)	106	2/22-24 Family Time/Daycare open
March	Feb	27	28	1	2	3	5	111	
7	Mar	6	7	8	9	10	5	116	
	Mar	13	14	15	16	17	5	121	
	Mar	20	21	22	23	24	5(20)	126	
April	Mar	27	28	29	30	31	5	131	
8	Apr	3	4	5	6	7	5	136	
	Apr	**10**	**11**	**12**	**13**	**14**	0	136	**4/10-14 Spring Break**
	Apr	17	18	19	20	21	5(15)	141	
May	Apr	24	25	26	27	28	5	146	
9	May	1	2	3	4	5	5	151	
	May	8	9	10	11	12	5	156	
	May	15	16	17	18	19	5(20)	161	
June	May	22	23	24	25	26	5	166	
10	Jun	**29**	30	31	1	2	4	170	
	Jun	5	6	7	8	9	5	175	**5/29 Memorial Day**
	Jun	12	13	14	15	**16**	5(19)	180	6/16 Last Student day-Min. day
	Jun	19	20	21	22	23			6th grade Promotion 8:30 a.m.
									6/19 Last day for teachers

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT

Instructional Calendar 2016-17

August 30, 2016 through June 16, 2017

05-21-13

School Month		M	T	W	T	F	Student Days		Cumulative Student Days	Holiday Legal-Local		Student Holidays/Recesses
	Aug	1	2	3	4	5	0					
	Aug	8	9	10	11	12	0					
	Aug	15	16	17	18	19	0					8/23-26 Teacher Prep/Inservice Days
	Aug	22	[23]	[24]	[25]	[26]	0					8/29 Teacher Non-Work Day
	Aug	29	30 >	31	1	2	4		4			8/30 First day of school
1	Sep	**5**	6	7	8	9	4		8	1		9/5 Labor Day
	Sep	12	13	14	15	16	5		13			
	Sep	19	20	21	22	23	5	(18)	18			
	Sep	26	27	28	29	30	5		23			
2	Oct	3	4	5	6	7	5		28			
	Oct	10	11	12	13	14	5		33			
	Oct	17	18	19	20	21	5	(20)	38			
	Oct	24	25	26	27	28	5		43			
3	Oct	31	1 #	2	3	4	5		48			11/1 1st Quarter Ends# (45 days)
	Nov	7	8	9	10	**11**	4		52	1		11/11 Veteran's Day
	Nov	14	15	16	17	18	5	(19)	57			
	Nov	**21**	**22**	**23**	**24**	**25**	0		57	1	4	11/21-25 Fall Break
4	Nov	28	29	30	1	2	5		62			
	Dec	5	6	7	8	9	5		67			
	Dec	12	13	14	15	16	5	(15)	72			12/16 P-1 Cut Off Date
	Dec	**19**	**20**	**21**	**22**	**23**	0		72	1	4	12/19-1/2 Winter Recess
5	Dec	**26**	**27**	**28**	**29**	**30**	0		72	1	4	
	Jan	**2**	3	4	5	6	4		76		1	
	Jan	9	10	11	12	13	5		81			
	Jan	**16**	17	18	19	20	4		85	1		1/16 M.L. King Jr. Day
	Jan	23	24	25	26	27 #	5	(18)	90			1/27 1st Semester/Term Ends# (45 days)
	Jan	**30**	**31**	1	2	3	3		93		2	1/30-31 Teacher Prep/Inservice Days
6	Feb	6	7	8	9	10	5		98			
	Feb	13	14	15	16	**17**	4		102	1		2/17 Lincoln Day
	Feb	**20**	21	22	23	24	4	(16)	106	1		2/20 President's Day
	Feb	27	28	1	2	3	5		111			
7	Mar	6	7	8	9	10	5		116			
	Mar	13	14	15	16	17	5		121			
	Mar	20	21	22	23	24	5	(20)	126			3/24 P-2 cut off date
	Mar	27	28	29	30	31	5		131			
8	Apr	3	4	5	6	7 #	5		136			4/7 3rd Quarter Ends# (46 days)
	Apr	**10**	**11**	**12**	**13**	**14**	0		136		5	4/10-14 Spring Recess
	Apr	17	18	19	20	21	5	(15)	141			
	Apr	24	25	26	27	28	5		146			
9	May	1	2	3	4	5	5		151			
	May	8	9	10	11	12	5		156			
	May	15	16	17	18	19	5	(20)	161			
	May	22	23	24	25	26	5		166			
10	May	**29**	30	31	1	2	4		170	1		5/29 Memorial Day
	Jun	5	6	7	8	9	5		175			
	Jun	12	13	14	15	16 #	5	(19)	180			6/16 2nd Semester/Term Ends# (44 days)
	Jun	19	20	21	22	23						
	Jun	26	27	28	29	30						
	Jul	3	**4**	5	6	7				1		7/4 Independence Day
	Jul	10	11	12	13	14						
	Jul	17	18	19	20	21						
	Jul	24	25	26	27	28						
	Jul	31										

Holidays/Breaks/Inservice - No School

Quarter/Semester/Term Ending Dates

State of California
Commission on Teacher Credentialing
Certification, Assignment and Waivers Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

☒ Original Declaration of Need for year: 2014-15
☐ Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Cardiff School District District CDS Code: 68007

Name of County: San Diego County CDS Code: 37

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will m ake a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above a declaration at a regularly scheduled public meeting held on 05 /08 /14 certifying that there is an insufficient number of certificated persons who meet the district' s specified employment criteria for the position(s) listed on the attached form. The attached was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

▶ ***Enclose a copy of the board agenda item***

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall in force until June 30, 2015.

Submitted by (Superintendent, Board Secretary, or Designee):

Jill Vinson		Superintendent
Name	*Signature*	*Title*
(760) 942-5831	(760) 632-5890	April 28, 2014
Fax Number	*Telephone Number*	*Date*

1888 Montgomery Avenue, Cardiff-by-the-Sea, CA 92007
Mailing Address

jill.vinson@cardiffschools.com
EMail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education r he Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____ ____/ ____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who m et the county's, agency 's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

▶ ***Enclose a copy of the public announcement***

Submitted by Superintendent, Director, or Designee:

Name	*Signature*	*Title*
Fax Number	*Telephone Number*	*Date*

Mailing Address

EMail Address

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	**Estimated Number Needed**
☐ CLAD/English Learner Authorization (applicant already holds teaching credential)	
☐ Bilingual Authorization (applicant already holds teaching credential) List target language(s) for bilingual authorization: _____	
☐ Resource Specialist	
☐ Teacher Librarian Services	
☐ Visiting Faculty Permit	

LIMITED ASSIGNMENT PERMITS

Limited Assignm Perm may only be issued to applican holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	1
Special Education	
TOTAL	1

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved intern program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? ☒ Yes ☐ No

If no, explain. _____

Does your agency participate in a Commission-approved college or university intern program? ☒ Yes ☐ No

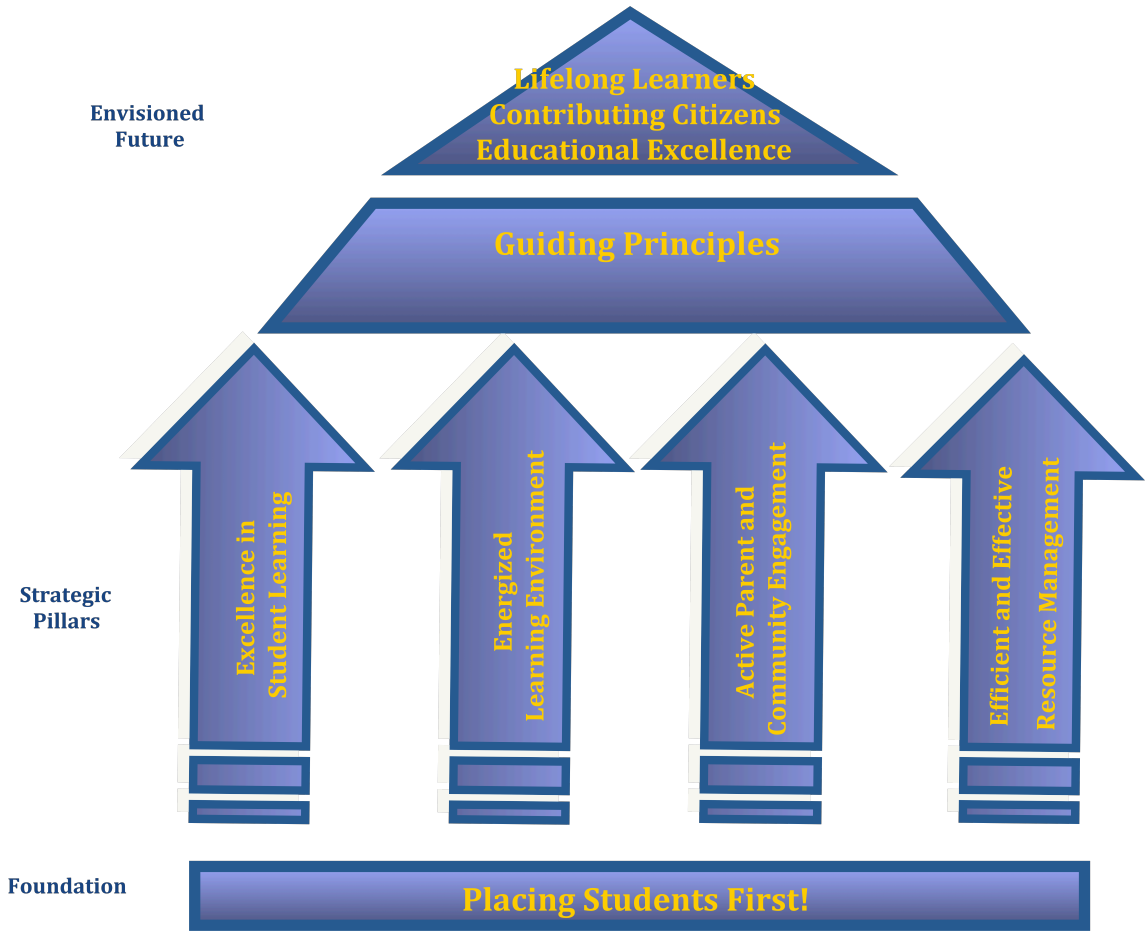
If yes, how many interns do you expect to have this year? 2

If yes, list each college or university with which you participate in an intern program.

National University

If no, explain why you do not participate in an intern program.

DRAFT
CARDIFF SCHOOL DISTRICT
STRATEGIC PLAN
2014-2017



Overview
Along with Board direction and guidance, our past continues to help inform our plan for future years, as the road to success is always under construction. This strategic planning cycle is based upon a three-year time frame. Our 2014-2017 plan is as follows.

Vision
Our envisioned future articulates our organizational aspirations in the hearts and minds of our students, parents, staff, and community. We actively promote this vision to engage our stakeholders and maintain our focus on what is essential. We envision:

Lifelong Learners | Contributing Citizens | Educational Excellence

Guiding Principles
Our *Vision* is supported by *Guiding Principles* that help inform our decisions and actions.

In Cardiff Schools…

- We are a community of learners modeling a culture of reflection and continuous improvement
- Students are recognized as individuals, each contributing to the learning community
- Teachers facilitate engagement and passion for lifelong learning, which fosters an environment where all students learn and grow
- Evidence-based performance and evaluation reflect high quality teaching and learning
- We wisely manage financial and physical resources
- The schools, at the heart of the community, cultivate mutually beneficial relationships with all stakeholders
- All stakeholders take pride in the success of our schools and students

Strategic Pillars
Our *Guiding Principles* are supported by *Four Strategic Pillars* that interdependently help actualize our vision.

Pillar 1: Excellence in Student Learning
Pillar 2: Energized Learning Environment
Pillar 3: Active Parent and Community Engagement
Pillar 4: Efficient and Effective Resource Management

Strategic Pillar #1- Excellence in Student Learning

- Promote initiative, engagement and resilience
- Occurs across all areas of campus and across all subject areas
- Is a continuous, cyclical process involving reflection and feedback
- Require high standards for citizenship locally (Cardiff Way) and globally

Strategic Pillar #2- Energized Learning Environment

- Recruitment, training and support of highly qualified employees
- Cohesive, common core-aligned curriculum focused on 21st century skills
- A blended educational environment in which learning is personalized through computer-adaptive technology and inquiry-based projects
- Focus on the whole child, recognizing and celebrating individual skills, talents and differences
- High quality, innovative instruction informed by meaningful and balanced assessment
- Leveled intervention and enrichment strategies support students to fully realize their potential

Strategic Pillar #3- Active Parent and Community Engagement

- Strong schools equal a strong community in a symbiotic relationship
- Establish and support collaborative partnerships
- Involved, active and supportive parent participation
- Open, regular communication between home and school
- Positive messaging to the community

Strategic Pillar #4- Efficient and Effective Resource Management

- Fiscal Stability
  - -Smart spending
  - -Maximize funding opportunities
  - -Conservative and strategic fiscal planning
- Physical Resources
  - -Balance with community use
  - -Maintain safe and modern infrastructures that are conducive to learning
  - -Flexible towards future needs and individual needs
  - -Think long term
  - -Efficient use of resources
  - -Identification of waste and potential improvements
  - -Recognize the importance of the safe and efficient multimodal transport to school
- Human Resources
  - -Continuous and relevant staff development
  - -Conditions and benefits that promote a highly motivated and qualified staff

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE CARDIFF SCHOOL DISTRICT

Layoff - Classified Personnel
Resolution No. 13-14-05

May 8, 2014

On the motion of Trustee _____, duly seconded, and carried, the following resolution was adopted:

WHEREAS the Board of Trustees of the district has an affirmative responsibility to provide important education and services to the students and community of the district; and

WHEREAS Education Code 45308(a) state, in part, due to a bona fide reduction or elimination of the service being performed by any department, classified employees shall be subject to layoff for lack of work or lack of funds, affected employees shall be informed of their displacement rights, if any, and reemployment rights; and

WHEREAS it is the opinion of the Board of Trustees that it will be necessary by reason of lack of work or lack of funds, to reduce classified services in the district at the close of the current school year in accordance with Education Code Sections 45117(b) and 45308.

WHEREAS it is the opinion of the Board of Trustees one classifications, employing two part-time employee should be eliminated for lack of work and/or lack of funds in accordance with the above principles, and

NOW, THEREFORE, BE IT RESOLVED that an actual and existing inability to provide work and/or funds for these positions exists within the Cardiff School District; and

BE IT FURTHER RESOLVED that as of June 30, 2014, it will be necessary to discontinue two part-time classified positions to the extent set forth above; and

BE IT FURTHER RESOLVED that the Board of Trustees hereby determines that two part-time positions in the classified service shall be eliminated for lack of work and/or lack of funds, the positions being Music Assistants, that the board will lay off all of the employees in this classification which consists of two part-time employment positions. Both of the selected employees will be placed on a rehire list, for first priority in rehiring in the event that work become available; and

BE IT FURTHER RESOLVED that the superintendent shall cause to be created a list of all of the district's classified employees in order of their seniority, as described by applicable provisions of the Education Code and any other applicable provisions of law; and

BE IT FURTHER RESOLVED that the superintendent, or her designated representative, is directed to send appropriate notices to all employees whose positions shall be affected by virtue of this action. Nothing herein shall be deemed to confer any status or rights upon any employee in addition to those specifically granted to such persons by statute.

AYES:

NOES:

ABSENT:

ABSTAIN:

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

May 8, 2014

ITEM: **RECLASIFICATION OF FOUR SPECIALTY POSITIONS**

CURRENT CONSIDERATION

This agenda item brings to the Board for approval the reclassification of the following specialty positions from classified hourly to certificated hourly. Physical Education, Science, Science/GATE, and Performing Arts. If approved this reclassification would be effective August 19, 2014.

FINANCIAL IMPLICATIONS

The increase to the general fund for the 2014-15 school year will be $59,034.13.

RECOMMENDATION

It is recommended that the Board President recognize the Superintendent who will briefly comment on this item. Following the Superintendent's comments, it is recommended that the Board approve the reclassification of these positions.