

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

REGULAR MEETING OF THE GOVERNING BOARD
AGENDA

THURSDAY, JANUARY 9, 2025

5:00 PM BOARD MEETING

CARDIFF SCHOOL MULTIPURPOSE ROOM • 1888 MONTGOMERY AVE • 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 upon request at the Cardiff School District, 1888 Montgomery Avenue, Cardiff or on our [website](#).

The public's health and well-being are a top priority for the Board of Trustees of the Cardiff School District and you are urged to take all appropriate health and safety precautions.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications, or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Board of Trustees, please contact the Office of the Superintendent at (760) 632-5890, Extension 101. Notification 24 hours prior to the meeting will enable the District to make the necessary arrangements to ensure accommodation and accessibility to this meeting.

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

Members of the audience may address the Board of Trustees on items that are within the Board's subject matter jurisdiction. Persons wishing to address the Board concerning items on the agenda are invited to do so when the item is addressed at the meeting. Please complete and submit a written request to the secretary before the meeting. When the Board President invites you to speak, please state your name for the record. In the interest of time and order, each speaker is allotted a maximum of three (3) minutes. When your speaking time expires you will be prompted with a 15-second warning.

I. ORGANIZATIONAL ITEMS

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

Ms. Rhea Stewart, President

Mr. Shad Thielman, Clerk

Mr. Richard Brocchini, Member

Mr. Andrew Howard, Member

Mr. Ashok Swaminathan, Member

Ms. Jill Vinson, Superintendent

D. Approve Agenda for January 9, 2025

(All items are action unless labeled information.)

E. Approve Minutes from the Regular/Organizational Meeting of December 16, 2024

II. HEARING SESSION

- A. Public Comments *(The purpose of the Board meeting is to conduct the School Board's business in public. The Board welcomes and encourages public comments, however, in accordance with the Brown Act, Board members may not respond to comments during the public comment portion of the agenda. Any member of the public who wishes to address the Board on an item on the agenda or on another topic which lies within the Governing Board's jurisdiction may do so, but must submit a written request. 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/Conferences
- 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. Approve Current Business Items:
 - 1. Purchase Orders; December 2024
 - 2. Commercial Warrants #14-229908 to #14-237891; \$121,701.99
 - 3. Payroll Warrants December 2024; \$882,975.42
- B. Approve Enrollment Report as of January 9, 2025
- C. Approve Cardiff School District's Uniform Complaint Quarterly Report for October 1, 2024 through December 31, 2024
- D. Approve the 2023-2024 Cardiff School and Ada Harris School Accountability Report Cards
- E. Removal of Items from Consent Calendar
- F. Approve Consent Calendar

IV. GENERAL FUNCTIONS

- A. Governance Workshop on Board Protocols and Responsibilities (**Information**)

V. PERSONNEL

- A. Approve Request from Employee #651-882 for an Unpaid Leave of Absence from February 7, 2025 to May 30, 2025

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– Pursuant to Government Code Section 54957.6

VIII. RECONVENE TO OPEN SESSION

IX. REPORT FROM CLOSED SESSION

X. ADJOURNMENT OF MEETING

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

MINUTES
REGULAR/ORGANIZATIONAL BOARD MEETING, DECEMBER 16, 2024

The Regular Board Meeting of the Governing Board of the Cardiff School District was held on Monday, December 16, 2024, in the Cardiff School Multipurpose Room, located at 1888 Montgomery Ave, Cardiff-by-the-Sea, California. President Stewart called the meeting to order at 5:02 p.m. and led the trustees and visitors in the Pledge of Allegiance.

Members Present: Brocchini, Howard, Stewart, Swaminathan, Thielman

Members Absent: 0

Administrators Present: Vinson, Giroux, Scheftner

Superintendent Vinson administered the Oath of Office to reelected Trustee Rhea Stewart and newly elected Trustee Richard Brocchini.

The Annual Organizational Meeting of the Board was conducted.

Rhea Stewart was nominated and approved as President of the Governing Board of Trustees for the 2025 calendar year.

MOTION: Thielman

SECOND: Howard

AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman

NOES: 0

ABSENT: 0

President Stewart presided over the remainder of the meeting.

Trustee Thielman was nominated and approved as Clerk of the Governing Board of Trustees for the 2025 calendar year.

MOTION: Swaminathan

SECOND: Brocchini

AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman

NOES: 0

ABSENT: 0

The following appointments were made:

1. Superintendent Jill Vinson was appointed as Secretary to the Board.
2. Trustee Thielman was appointed as Representative to the City of Encinitas School District Liaison Committee. Trustee Swaminathan will serve as the alternate.

The Regular meetings of the Governing Board for the 2025 calendar year were approved and scheduled for the following dates, times, and locations:

Thursday, January 9, 2025, at 5 pm, Cardiff School Multipurpose Room
Thursday, February 13, 2025, at 5 pm, Cardiff School Multipurpose Room
Thursday, March 13, 2025, at 5 pm, Cardiff School Multipurpose Room
Thursday, April 10, 2025, at 5 pm, Cardiff School Multipurpose Room
Thursday, May 8, 2025, at 5 pm, Cardiff School Multipurpose Room
Thursday, June 5, 2025, at 5 pm, Cardiff School Multipurpose Room
Monday, June 9, 2025, at 5 pm, Cardiff School Multipurpose Room (Special Meeting)
Thursday, July 10, 2025, at 9 am, Cardiff School Multipurpose Room
Thursday, August 7, 2025, at 9 am, Cardiff School Multipurpose Room
Thursday, September 11, 2025, at 5 pm, Cardiff School Multipurpose Room
Thursday, October 9, 2025, at 5 pm, Cardiff School Multipurpose Room
Thursday, November 13, 2025, at 5 pm, Cardiff School Multipurpose Room
Thursday, December 11, 2025, at 5 pm (Organizational Meeting), Cardiff School Multipurpose Room

MOTION: Thielman

SECOND: Howard

AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman

NOES: 0

ABSENT: 0

The agenda for the December 16, 2024 Regular Board meeting was approved.

MOTION: Thielman

SECOND: Swaminathan

AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman

NOES: 0

ABSENT: 0

The minutes from the Special Board Meeting of November 8, 2024 were approved as written.

MOTION: Howard

SECOND: Swaminathan

AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman

NOES: 0

ABSENT: 0

The minutes from the Regular Board Meeting of November 14, 2024 were approved as written.

MOTION: Thielman

SECOND: Howard

AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman

NOES: 0

ABSENT: 0

Hearing Session:

- No public comments.
- CETA member Trish d'Entremont congratulated Trustee Brocchini and President Stewart and acknowledged outgoing Trustee Orr for over three decades of appreciated service.
- The next meeting for ELAC/DELAC will be on February 6th.
- The next meeting for the School Site Council will be on January 23rd, and they will review the Safety Plan.
- The Cardiff SEA held its December meeting last week and they are thrilled to have raised \$92,000 to date. They have a firm gala date of March 8th.
- Principal Giroux shared that the Kindergarten has been practicing daily for their holiday performance on December 20th. First grade enjoyed a visit from The Sky Dome last week. The MPR was filled with stars and it was an incredible experience to bring the constellations to life for the students. Ten second-grade students sang "Jingle Bells" in the Encinitas Holiday Parade. The students and their families enjoyed participating. Everyone loves Pajama Day, and they look forward to it on Friday, December 20th.
- Principal Scheftner reported an amazing turnout at the Encinitas Holiday Parade. Third graders played on their recorders followed by second grade carolers and then the Wildcat Band. Ms. Zapata did a wonderful job preparing the students and arranging how they played. The 6th Grade Toy Fair is on December 17th and students have been busy practicing their pitches. The 3rd Grade play is on Dec 19th. They are also looking forward to Pajama Day and their staff breakfast on Friday, December 20th. *Parenting in a Digital World* will be on January 23rd at 5:30pm in the Ada Auditorium. Teachers will send information out about the evening to help spread the word.
- President Stewart attended the CSBA Delegate Assembly meetings ahead of the 2024 CSBA conference. Trustees Stewart, Swaminathan, and incoming Trustee Brocchini, along with Superintendent Vinson, attended the CSBA conference. Everyone mentioned their takeaways, including gratitude for the information learned and the connections made between the Board. Superintendent Vinson attended the School District Liaison Community meeting and shared information regarding local street improvement projects. Superintendent Vinson and Trustee Thielman attended the Legislative Action Network meeting on December 13th.
- Superintendent Vinson thanked the principals and Isabelle Zapata for the wonderful student performance at the Encinitas Holiday Parade. Field maintenance is scheduled for both sites during the winter break this December. Grant monies will allow the District to replace the existing exterior tables at Ada Harris this winter. We will be shifting to a new website template in late January. Ms. Vinson thanked District Technology Coordinator Rossi and his team for their hard work on the website project, and also for the recent replacement of

seven projectors at Cardiff School.

The Consent Calendar was approved as presented.

MOTION: Howard
SECOND: Swaminathan
AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman
NOES: 0
ABSENT: 0

The CSBA Board Policy updates were approved as presented.

MOTION: Thielman
SECOND: Swaminathan
AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman
NOES: 0
ABSENT: 0

The Budget Changes through October 31, 2024 were approved.

MOTION: Thielman
SECOND: Howard
AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman
NOES: 0
ABSENT: 0

The District Certification of the First Interim Budget State Report for the period ending October 31, 2024 was authorized.

MOTION: Thielman
SECOND: Swaminathan
AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman
NOES: 0
ABSENT: 0

The 2025-2026 Budget Assumptions were approved.

MOTION: Thielman
SECOND: Brocchini
AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman
NOES: 0
ABSENT: 0

Future agenda items include the 2023-24 audit report, School Accountability Report Cards, Board governance protocols, and negotiations.

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 reconvened to open session at 6:35 p.m. President Stewart reported that the following action was taken during the closed session.

An early retirement incentive was authorized by the Board for the 2024-25 school year.

MOTION: Thielman

SECOND: Howard

AYES: Brocchini, Howard, Stewart, Swaminathan, Thielman

NOES: 0

ABSENT: 0

There being no other business to come before the Board, the meeting was adjourned at 6:36 p.m.

Respectfully submitted,

Shad Thielman, Clerk

Jill Vinson, Superintendent

DECEMBER 2024 PO LISTING

PO	Date	Supplier	Fund	Resource	Goal	Function	Object	Site	Description	Amount
INSTRUCTIONAL SUPPLIES										
5556	12/5/24	AMAZON CAPITAL SERVICES	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 268.54
5549	12/5/24	AMAZON CAPITAL SERVICES	0100	6500000	5760	1110	4300000	111	SPED Instructional Supplies	\$ 53.80
5558	12/5/24	AMAZON CAPITAL SERVICES	0100	6500000	5760	1120	4300000	111	SPED Instructional Supplies	\$ 67.57
5561	12/5/24	AMAZON CAPITAL SERVICES	0100	6500000	5760	1120	4300000	222	SPED Instructional Supplies	\$ 56.02
5571	12/5/24	S.W. SCHOOL SUPPLY	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 1,383.51
5570	12/5/24	S.W. SCHOOL SUPPLY	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 1,461.52
	12/9/24	TIFFANY GLASS EVERETT	0100	0000000	1110	1000	4300000	222	Annual Subscription	\$ 125.00
5576	12/12/24	S.W. SCHOOL SUPPLY	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 34.46
5570	12/12/24	S.W. SCHOOL SUPPLY	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 47.89
5579	12/12/24	S.W. SCHOOL SUPPLY	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 220.42
5571	12/12/24	S.W. SCHOOL SUPPLY	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 228.43
5576	12/12/24	S.W. SCHOOL SUPPLY	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 38.52
5576	12/12/24	S.W. SCHOOL SUPPLY	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 34.46
	12/16/24	MARTA REINOSO	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 158.98
	12/19/24	BLICK ART MATERIALS	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 276.14
	12/19/24	KAREN SELANDER	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 123.48
5584	12/19/24	S.W. SCHOOL SUPPLY	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 77.11
5491	12/5/24	AMAZON CAPITAL SERVICES	0100	0000000	0000	2420	4300008	222	Library Supplies	\$ 11.84
5560	12/5/24	AMAZON CAPITAL SERVICES	0100	0000000	0000	2420	4300008	222	Library Supplies	\$ 146.26
5559	12/5/24	AMAZON CAPITAL SERVICES	0100	0000000	0000	2420	4300008	222	Library Supplies	\$ 262.77
5583	12/16/24	LAZEL	0100	0000000	0000	2420	4300111	111	Annual Subscription	\$ 186.00
5572	12/16/24	LAZEL	0100	0000000	0000	2420	4300111	111	Annual Subscription	\$ 93.75
										\$ 5,356.47

NON-INSTRUCTIONAL SUPPLIES										
5568	12/2/24	S.W. SCHOOL SUPPLY	0100	0000000	0000	7200	4300000	000	Office Supplies	\$ 74.84
5373	12/2/24	WEX BANK	0100	0000000	0000	8110	4300000	000	Automotive Supplies	\$ 266.00
5545	12/5/24	AMAZON CAPITAL SERVICES	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$ 68.84
5546	12/5/24	AMAZON CAPITAL SERVICES	0100	0000000	0000	7200	4300000	000	Office Supplies	\$ 446.06
5551	12/5/24	AMAZON CAPITAL SERVICES	0100	0000000	0000	7200	4300000	000	Office Supplies	\$ 140.06
5569	12/5/24	AMAZON CAPITAL SERVICES	0100	0000000	0000	7100	4300000	000	Office Supplies	\$ 267.21
5514	12/5/24	AMAZON CAPITAL SERVICES	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$ 107.72
5368	12/5/24	HOME DEPOT CREDIT SERVICES	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$ 510.64
	12/5/24	PACIFIC PLUMBING SPECIALTIES	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$ 1,226.63
5375	12/12/24	READY REFRESH BY NESTLE	0100	0000000	0000	2700	4300000	222	Services for November	\$ 125.49
5375	12/12/24	READY REFRESH BY NESTLE	0100	0000000	0000	7200	4300000	000	Services for November	\$ 80.81
5375	12/12/24	READY REFRESH BY NESTLE	0100	0000000	0000	2700	4300000	111	Services for November	\$ 103.42
	12/19/24	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7200	4300000	000	Office Supplies	\$ 284.00
	12/19/24	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$ 39.85
	12/19/24	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7100	4300000	000	Office Supplies	\$ 522.77
										\$ 4,264.34

4000 (SUPPLIES) TOTALS: BALANCE: 463,311 ACCUMULATED BALANCE: 368,289 REMAINING BALANCE: 95,022

UTILITIES										
5421	12/16/24	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	222	Services for November	\$ 485.13
5421	12/19/24	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	111	Services for November	\$ 6,629.10
5371	12/5/24	EDCO WASTE & RECYCLING SERVICE	0100	0000000	0000	8200	5500002	111	Services for November	\$ 806.04
5371	12/5/24	EDCO WASTE & RECYCLING SERVICE	0100	0000000	0000	8200	5500002	222	Services for November	\$ 806.04
5376	12/5/24	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	222	Services for November	\$ 685.22
5376	12/5/24	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	111	Services for November	\$ 1,121.38
5376	12/5/24	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	222	Services for November	\$ 66.75
5376	12/5/24	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	111	Services for November	\$ 902.08
5376	12/5/24	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	222	Services for November	\$ 965.39
5376	12/5/24	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	111	Services for November	\$ 1,837.27
5376	12/5/24	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	222	Services for November	\$ 6,668.77
	12/5/24	AT&T	0100	0000000	0000	7200	5900001	000	Services for November	\$ 138.24
	12/5/24	AT&T	0100	0000000	0000	7200	5900001	000	Services for November	\$ 138.24
	12/5/24	AT&T	0100	0000000	0000	7200	5900001	000	Services for November	\$ 273.24
	12/12/24	AT&T	0100	0000000	0000	7200	5900001	000	Services for November	\$ 61.05

12/12/24 AT&T	0100	0000000	0000	7200	5900001	000	Services for November	\$	377.10
12/12/24 AT&T	0100	0000000	0000	7200	5900001	000	Services for November	\$	120.20
									\$ 22,081.24

SERVICES

5370	12/9/24	EVERDRIVEN TECHNOLOGIES	0100	0000000	5760	3600	5100000	000	Transportation	\$	4,553.60
	12/2/24	SEBASTIAN ROSSI	0100	6266000	0000	2420	5200000	000	Mileage	\$	231.82
	12/2/24	SEBASTIAN ROSSI	0100	6266000	0000	2420	5200000	000	Conference - CITE	\$	150.00
	12/16/24	RUTH MONAHAN SMITH	0100	0000000	0000	7200	5200000	000	Mileage	\$	176.08
	12/19/24	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7100	5200000	000	Conference - CSBA	\$	2,499.16
	12/19/24	SAN DIEGO COUNTY	0100	0000000	0000	7200	5200000	000	Conference - CBO Forum	\$	250.00
	12/19/24	COSTCO MEMBERSHIP	0100	0000000	0000	7200	5300000	000	Membership Dues	\$	130.00
5357	12/16/24	AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	222	Maintenance Services	\$	105.00
5357	12/16/24	AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Maintenance Services	\$	66.00
	12/5/24	FREDRICKS ELECTRIC, INC.	0100	0000000	0000	8110	5600000	000	Facility Repairs	\$	7,711.76
	12/5/24	MISSION LINEN & UNIFORM	0100	0000000	0000	8110	5600000	000	Services for November	\$	472.72
5399	12/12/24	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	7200	5600000	000	Lease Payment December	\$	318.53
5399	12/12/24	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	2700	5600000	111	Lease Payment December	\$	217.76
5399	12/12/24	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	2700	5600000	222	Lease Payment December	\$	217.76
5398	12/5/24	STERICYCLE	0100	0000000	0000	7200	5800000	000	Services for November	\$	153.68
5542	12/5/24	THE STEPPING STONES GROUP	0100	6500000	5760	3120	5800000	000	Services for October	\$	1,365.75
	12/9/24	BRIAN CRIST	0100	0000085	1110	1000	5800000	000	Music Boosters	\$	250.00
	12/9/24	CONNOR BAGHERI	0100	0000085	1110	1000	5800000	000	Music Boosters	\$	350.00
	12/9/24	KHOI LE	0100	0000085	1110	1000	5800000	000	Music Boosters	\$	300.00
5411	12/9/24	VERBAL BEHAVIOR ASSOCIATES	0100	6500000	5760	1190	5800000	000	Services for November	\$	683.28
5411	12/9/24	VERBAL BEHAVIOR ASSOCIATES	0100	6500000	5760	1190	5800000	000	Services for November	\$	2,925.84
5411	12/9/24	VERBAL BEHAVIOR ASSOCIATES	0100	6500000	5760	1190	5800000	000	Services for November	\$	6,026.88
5411	12/9/24	VERBAL BEHAVIOR ASSOCIATES	0100	6500000	5760	1190	5800000	000	Services for November	\$	4,309.92
5411	12/9/24	VERBAL BEHAVIOR ASSOCIATES	0100	6500000	5760	1190	5800000	000	Services for November	\$	2,207.52
5410	12/12/24	COASTAL SPEECH THERAPY	0100	6500000	5760	1190	5800000	000	Services for November	\$	4,534.50
	12/12/24	TOSHIBA BUSINESS SOLUTIONS	0100	0000000	0000	7200	5800000	000	Maintenance Services	\$	2,326.67
5564	12/16/24	ACCOUNTABLE HEALTHCARE STAFFING	0100	6500000	5760	1190	5800000	000	Services for November	\$	5,400.00
	12/16/24	BILL HOWE PLUMBING	0100	0000000	0000	8200	5800000	000	Maintenance Services	\$	149.00
	12/16/24	RACHEL CARRILLO	0100	6500000	5760	3120	5800000	000	Services for December	\$	2,100.00
	12/16/24	SAN DIEGO COUNTY VECTOR CONTROL PROGRAM	0100	0000000	0000	8200	5800000	000	Maintenance Services	\$	32.28
	12/16/24	STATE OF CALIFORNIA	0100	0000000	0000	7200	5800000	000	Fingerprinting Services	\$	32.00
5310	12/19/24	J.M.D.LANDSCAPE INC.	0100	0000000	0000	8110	5800000	000	Maintenance Services	\$	6,098.40
5465	12/19/24	VILLANI EDUCATIONAL SUPPORT SERVICES	0100	6500000	5760	3120	5800000	000	Services for December	\$	2,109.00
	12/2/24	FAGEN FRIEDMAN & FULFROST, LLP	0100	0000000	0000	7100	5800005	000	Services for October	\$	296.00
	12/19/24	ARTIANO SHINOFF	0100	0000000	0000	7100	5800005	000	Professional Services	\$	491.50
	12/19/24	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7200	5900001	000	Verizon - November Statement	\$	257.16

\$ 59,499.57

5000 (SERVICES) TOTALS: BALANCE: 1,504,969 ACCUMULATED BALANCE: 691,057 REMAINING BALANCE: 813,912

CARDIFF

K	Glass	<u>20</u>
K	McNamara	<u>20</u>
K	Sallans	<u>18</u>
K	Stone	<u>19</u>

TOT K 77

1	Douil/Hamilton	<u>23</u>
1	Easson	<u>23</u>
1	Wood	<u>23</u>
1	Stuart	<u>21</u>

TOT 1 90

2	Boyesen	<u>21</u>
2	Kavan	<u>21</u>
2	Payte	<u>22</u>
2	Redding	<u>22</u>

TOT 2 86

Wilson 8

TOT 8

Subtotal 261

DISTRICT TOTAL 641

ADA HARRIS

3	Herrman	<u>22</u>
3	Milliken	<u>20</u>
3	Murray	<u>19</u>
3	Switzler	<u>22</u>

TOT 3 83

4	Cope	<u>23</u>
4	Brice	<u>23</u>
4	Green	<u>23</u>
4	Mihaly	<u>23</u>
4	Atalla	<u>20</u>

TOT 4 112

5	d'Entremont	<u>19</u>
5	Ensberg	<u>20</u>
5	Price	<u>22</u>
5	Yant	<u>22</u>

TOT 6 83

6	Jewell	<u>25</u>
6	Nguyen	<u>22</u>
6	Therriault	<u>18</u>
6	Tiersma	<u>24</u>

TOT 6 89

May 13

TOT 13

Subtotal 380

Cardiff School District
Cardiff by the Sea, California 92007
January 9, 2025

ITEM: APPROVE CARDIFF SCHOOL DISTRICT'S UNIFORM COMPLAINT
QUARTERLY REPORT FOR OCT 1, 2024 THROUGH DEC 31, 2024

BACKGROUND:

Governing boards of school districts in California are required to review and approve the District's Quarterly Report of Complaints regarding instructional materials, facilities and teacher staffing. This is the second Quarterly Report prepared for the period of October 1, 2024 to December 31, 2024. No complaints have been received for this period.

CURRENT CONSIDERATIONS:

The San Diego County Office of Education has created a link on their website for school districts to electronically report the required information and the Cardiff School District has completed the reporting process for the quarter specified above.

FINANCIAL IMPLICATIONS:

There are no current financial implications at this time.

RECOMMENDATION:

It is respectfully recommended that the Board approve the Uniform Complaint Quarterly Report for October 1, 2024 through December 31, 2024.

SDCOE Uniform Complaint Quarterly Reports Database

Williams and Valenzuela Settlements

Quarterly Complaint Summary [ADD a new summary record](#)

Submitted By: Jennifer Hatter
Title: Support Staff
Report Date: 1/6/2025
Quarter: 10/1/2024 - 12/31/2024

Number of Complaints for Quarter:	Received	Resolved	Unresolved
Instructional Material	0	0	0
Facilities	0	0	0
Misassignment	0	0	0

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San Diego County Office of
Education

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San Diego, CA 92111-7319

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[Uniform Complaint Procedure](#)

Cardiff Elementary

2023-2024 School Accountability Report Card (Published During the 2024-2025 School Year)



General Information about the School Accountability Report Card (SARC)

SARC Overview



By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements and access to prior year reports, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.
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DataQuest



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2024-25 School Contact Information

School Name	Cardiff Elementary
Street	1888 Montgomery Avenue
City, State, Zip	Cardiff-by-the-Sea, CA 92007-2313
Phone Number	760-632-5892
Principal	Michelle Giroux, Principal
Email Address	michelle.giroux@cardiffschools.com
School Website	www.cardiffschools.com
Grade Span	K-2
County-District-School (CDS) Code	37680076037766

2024-25 District Contact Information

District Name	Cardiff School District
Phone Number	760-632-5890
Superintendent	Jill Vinson
Email Address	jill.vinson@cardiffschools.com
District Website	www.cardiffschools.com

2024-25 School Description and Mission Statement

Although the Cardiff community is part of the City of Encinitas, Cardiff School District is maintained as a separate, self-directed entity. It is one of the smallest districts in San Diego. Together, the two district schools, Cardiff Elementary School and Ada Harris Elementary School, have an enrollment of approximately 640 students. The intimate size of the district fosters unique learning opportunities for our students' educational growth. Parent and community support and involvement are vital factors in shaping a positive atmosphere of collaboration. Recognizing that young elementary students and older elementary students have different social, academic, and physical needs, the district has separated the schools by grade level. Cardiff Elementary School has students in grades Kindergarten through second. Ada Harris has students in third through sixth grade.

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Lifelong Learners | Contributing Citizens | Educational Excellence

About this School

2023-24 Student Enrollment by Grade Level

Grade Level	Number of Students
Kindergarten	89
Grade 1	91
Grade 2	87
Total Enrollment	267

2023-24 Student Enrollment by Student Group

Student Group	Percent of Total Enrollment
Female	46.1
Male	53.9
Asian	2.2
Filipino	0.4
Hispanic or Latino	14.6
Native Hawaiian or Pacific Islander	0.4
Two or More Races	12
White	61.8
English Learners	6
Foster Youth	0.7
Socioeconomically Disadvantaged	11.6
Students with Disabilities	15

A. Conditions of Learning **State Priority: Basic**

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair.

2020-21 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)	17.30	93.57	38.80	95.33	228366.10	83.12
Intern Credential Holders Properly Assigned	0.00	0.00	0.00	0.00	4205.90	1.53
Teachers Without Credentials and Misassignments (“ineffective” under ESSA)	0.00	0.00	0.00	0.00	11216.70	4.08
Credentialed Teachers Assigned Out-of-Field (“out-of-field” under ESSA)	0.00	0.00	0.00	0.00	12115.80	4.41
Unknown/Incomplete/NA	1.10	6.32	1.90	4.64	18854.30	6.86
Total Teaching Positions	18.50	100.00	40.70	100.00	274759.10	100.00

Note: The data in this table is based on full-time equivalent (FTE) status. One FTE equals one staff member working full-time; one FTE could also represent two staff members who each work 50 percent of full-time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

2021-22 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)	16.30	96.52	37.20	96.61	234405.20	84.00
Intern Credential Holders Properly Assigned	0.00	0.00	0.00	0.00	4853.00	1.74
Teachers Without Credentials and Misassignments (“ineffective” under ESSA)	0.50	3.48	1.30	3.39	12001.50	4.30
Credentialed Teachers Assigned Out-of-Field (“out-of-field” under ESSA)	0.00	0.00	0.00	0.00	11953.10	4.28
Unknown/Incomplete/NA	0.00	0.00	0.00	0.00	15831.90	5.67
Total Teaching Positions	16.90	100.00	38.50	100.00	279044.80	100.00

Note: The data in this table is based on Full-Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

2022-23 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)	16.10	95.85	36.70	96.06	231142.40	100.00
Intern Credential Holders Properly Assigned	0.00	0.00	0.00	0.00	5566.40	2.00
Teachers Without Credentials and Misassignments (“ineffective” under ESSA)	0.00	0.00	0.00	0.00	14938.30	5.38
Credentialed Teachers Assigned Out-of-Field (“out-of-field” under ESSA)	0.00	0.00	0.00	0.00	11746.90	4.23
Unknown/Incomplete/NA	0.60	4.03	1.50	3.92	14303.80	5.15
Total Teaching Positions	16.80	100.00	38.20	100.00	277698	100

Note: The data in this table is based on Full-Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

Teachers Without Credentials and Misassignments (considered “ineffective” under ESSA)

Authorization/Assignment	2020-21	2021-22	2022-23
Permits and Waivers	0.00	0.00	0
Misassignments	0.00	0.50	0
Vacant Positions	0.00	0.00	0
Total Teachers Without Credentials and	0.00	0.50	0

Credentialed Teachers Assigned Out-of-Field (considered “out-of-field” under ESSA)

Indicator	2020-21	2021-22	2022-23
Credentialed Teachers Authorized on a Permit or Waiver	0.00	0.00	0
Local Assignment Options	0.00	0.00	0
Total Out-of-Field Teachers	0.00	0.00	0

Class Assignments

Indicator	2020-21	2021-22	2022-23
Misassignments for English Learners (a percentage of all the classes with English learners taught by teachers that are misassigned)	0.00	0	0
No credential, permit or authorization to teach (a percentage of all the classes taught by teachers with no record of an authorization to teach)	0.00	0	0

Note: For more information refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>.

2024-25 Quality, Currency, Availability of Textbooks and Other Instructional Materials

Year and month in which the data were collected: 10/2024

Subject	Textbooks and Other Instructional Materials/year of Adoption	From Most Recent Adoption ?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	McGraw-Hill School Education - Reading Wonders	Yes	0
Mathematics	Houghton Mifflin - Math Expressions	Yes	0
Science	Delta Education - FOSS Next Generation Science Elementary	Yes	0
History-Social Science	Studies Weekly - K-6	Yes	0
Foreign Language	N/A		
Health	N/A		
Visual and Performing Arts	N/A		

Note: Cells with N/A values do not require data.

School Facility Conditions and Planned Improvements

Year and month of the most recent FIT report: 10/2023

System Inspected	Rate Good	Rate Fair	Rate Poor	Repair Needed and Action Taken or Planned
Systems: Gas Leaks, Mechanical/HVAC, Sewer	X			
Interior: Interior Surfaces	X			
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	X			

School Facility Conditions and Planned Improvements

Electrical		X		AC Units are in need of replacement due to age and weather damage. A few light fixtures are in need of ballast replacement.
Restrooms/Fountains: Restrooms, Sinks/ Fountains	X			
Safety: Fire Safety, Hazardous Materials	X			
Structural: Structural Damage, Roofs	X			
External: Playground/School Grounds, Windows/ Doors/Gates/Fences	X			

Overall Facility Rate

Exemplary	Good	Fair	Poor
	X		

B. Pupil Outcomes

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8): Pupil outcomes in the subject area of physical education.

2023-24 California Physical Fitness Test Results

This table displays the percentage of students participating in each of the five fitness components of the California Physical Fitness Test Results. The administration of the PFT requires only participation results for these five fitness areas. Percentages are not calculated and double dashes (--) appear in the table when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Grade Level	Component 1: Aerobic Capacity	Component 2: Abdominal Strength and Endurance	Component 3: Trunk Extensor and Strength and Flexibility	Component 4: Upper Body Strength and Endurance	Component 5: Flexibility
Grade 5	N/A	N/A	N/A	N/A	N/A
Grade 7	N/A	N/A	N/A	N/A	N/A
Grade 9	N/A	N/A	N/A	N/A	N/A

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3): Efforts the school district makes to seek parent input in making decisions regarding the school district and at each school site.

2024-25 Opportunities for Parental Involvement

The Cardiff School District values and encourages parent/guardian involvement. Cardiff School and Ada Harris conduct joint School Site Council and English Learner Advisory meetings to seek input on our school programs, safety and wellness plans, and the local control accountability plan. The Cardiff School District also works collaboratively with the Cardiff SEA, a parent-staff organization/education foundation, to support speciality programs for students and coordinate family-oriented community events. The Cardiff School District sends an annual survey to all parents/guardians/staff members to provide input on the schools' culture, climate, school initiatives, and programs. The survey input helps shape the district plans each school year.

2023-24 Chronic Absenteeism by Student Group

Student Group	Cumulative Enrollment	Chronic Absenteeism Eligible Enrollment	Chronic Absenteeism Count	Chronic Absenteeism Rate
All Students	270	270	23	8.5
Female	123	123	12	9.8
Male	147	147	11	7.5
Non-Binary	--	--	--	--
American Indian or Alaska Native	--	--	--	--
Asian	--	--	--	--
Black or African American	--	--	--	--
Filipino	--	--	--	--
Hispanic or Latino	40	40	8	20.0
Native Hawaiian or Pacific Islander	--	--	--	--
Two or More Races	32	32	1	3.1
White	167	167	11	6.6
English Learners	19	19	5	26.3
Foster Youth	--	--	--	--
Homeless	--	--	--	--
Socioeconomically Disadvantaged	34	34	6	17.6
Students Receiving Migrant Education Services	--	--	--	--
Students with Disabilities	44	44	4	9.1

Note: To protect student privacy, double dashes (--) are used in the table when the cell size within a selected student population is ten or fewer.

C. Engagement

State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

Suspensions and Expulsions

This table displays suspensions and expulsions data.

Rate	School 2021-22	School 2022-23	School 2023-24	District 2021-22	District 2022-23	District 2023-24	State 2021-22	State 2022-23	State 2023-24
Suspensions	0.00	0.35	0.37	0.15	0.46	0.30	3.17	3.60	3.28
Expulsions	0.00	0.00	0.00	0.00	0.00	0.00	0.07	0.08	0.07

2023-24 Suspensions and Expulsions by Student Group

Student Group	Suspensions Rate	Expulsions Rate
All Students	0.37	0.00
Female	0.00	0.00
Male	0.68	0.00
Non-Binary	0.0	0.0
American Indian or Alaska Native	0.00	0.00
Asian	0.00	0.00
Black or African American	0.00	0.00
Filipino	0.00	0.00
Hispanic or Latino	0.00	0.00
Native Hawaiian or Pacific Islander	0.00	0.00
Two or More Races	0.00	0.00
White	0.60	0.00
English Learners	0.00	0.00
Foster Youth	0.00	0.00
Homeless	0.00	0.00
Socioeconomically Disadvantaged	0.00	0.00
Students Receiving Migrant Education Services	0.00	0.00
Students with Disabilities	2.27	0.00

Note: To protect student privacy, double dashes (--) are used in the table when the cell size within a selected student population is ten or fewer.

2024-25 School Safety Plan

The Cardiff School District recognizes that maintaining a safe, clean, and orderly environment is a top priority and essential to teaching and learning. The Comprehensive School Safety Plan (CSSP) is developed by Cardiff School and Ada Harris School in consultation with local law enforcement/emergency preparedness staff, School Site Council (SSC) and our administrative team in order to comply with Senate Bill 187. The CSSP includes: School Safety Policies and Procedures, Emergency Preparedness Procedures, and Emergency Plans and Protocols. It was most recently updated and reviewed in January 2024 and approved by the Board of Trustees in February 2024.

We regularly conduct safety drills to include fire, lockdown, and earthquake. We practice evacuation procedures for fire, procedures for disaster preparedness, and for strangers or dangers on campus. Our administrative team and custodial staff conduct monthly safety checks and make recommendations for proactive maintenance.

D. Other SARC Information Information Required in the SARC

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

2021-22 Elementary Average Class Size and Class Size Distribution

This table displays the 2021-22 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per class). The “Other” category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	19	4	0	0
1	26	0	4	1
2	25	2	1	1

2022-23 Elementary Average Class Size and Class Size Distribution

This table displays the 2022-23 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per class). The “Other” category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	22	0	4	0
1	27	0	3	1
2	27	0	4	1

2023-24 Elementary Average Class Size and Class Size Distribution

This table displays the 2023-24 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per class). The “Other” category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	22	0	4	0
1	29	0	3	1
2	22	0	4	0

2023-24 Ratio of Pupils to Academic Counselor

This table displays the ratio of pupils to Academic Counselor. One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Ratio
Pupils to Academic Counselor	267

2023-24 Student Support Services Staff

This table displays the number of FTE support staff assigned to this school. One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. The "Other" category is for all other student support services staff positions not listed.

Title	Number of FTE Assigned to School
Counselor (Academic, Social/Behavioral or Career Development)	1
Library Media Teacher (Librarian)	0.0
Library Media Services Staff (Paraprofessional)	0.5
Psychologist	0.4
Social Worker	0.0
Nurse	0.2
Speech/Language/Hearing Specialist	1
Resource Specialist (non-teaching)	0.0
Other	0.6

Fiscal Year 2022-23 Expenditures Per Pupil and School Site Teacher Salaries

This table displays the 2022-23 expenditures per pupil and average teacher salary for this school. Cells with N/A values do not require data.

Level	Total Expenditures Per Pupil	Expenditures Per Pupil (Restricted)	Expenditures Per Pupil (Unrestricted)	Average Teacher Salary
School Site	--	--	--	--
District	N/A	N/A	--	\$103,671
Percent Difference - School Site and District	N/A	N/A	--	--
State	N/A	N/A	\$10,771	\$79,413
Percent Difference - School Site and State	N/A	N/A	--	--

Fiscal Year 2023-24 Types of Services Funded

In addition to general fund State funding, Cardiff School District receives State and Federal categorical funding for special programs that include categorical, special education and support programs. These programs included Special Education, Title I and Title II, where applicable, Mental Health and Instructional Materials.

Fiscal Year 2022-23 Teacher and Administrative Salaries

This table displays the 2022-23 Teacher and Administrative salaries. For detailed information on salaries, see the CDE Certification Salaries & Benefits web page at <http://www.cde.ca.gov/ds/fd/cs/>.

Category	District Amount	State Average for Districts in Same Category
Beginning Teacher Salary	\$60,627	\$51,352
Mid-Range Teacher Salary	\$91,619	\$80,424
Highest Teacher Salary	\$125,425	\$103,442
Average Principal Salary (Elementary)	\$164,730	\$124,852
Average Principal Salary (Middle)	\$0	\$135,030
Average Principal Salary (High)	\$0	--
Superintendent Salary	\$217,000	\$145,237
Percent of Budget for Teacher Salaries	36%	26%
Percent of Budget for Administrative Salaries	6%	6%

Professional Development

This table displays the number of school days dedicated to staff development and continuous improvement.

Subject	2022-23	2023-24	2024-25
Number of school days dedicated to Staff Development and Continuous Improvement	3	3	3

Ada W. Harris Elementary

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2024-25 School Contact Information

School Name	Ada W. Harris Elementary
Street	1508 Windsor Rd.
City, State, Zip	Cardiff-by-the-Sea, CA 92007
Phone Number	(760) 632-5894
Principal	Janelle Scheftner
Email Address	janelle.scheftner@cardiffschools.com
School Website	www.cardiffschools.com
Grade Span	3-6
County-District-School (CDS) Code	37680076037758

2024-25 District Contact Information

District Name	Cardiff Elementary School District
Phone Number	(760) 632-5890
Superintendent	Jill Vinson
Email Address	jill.vinson@cardiffschools.com
District Website	www.cardiffschools.com

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Grade Level	Number of Students
Grade 3	111
Grade 4	82
Grade 5	94
Grade 6	95
Total Enrollment	382

2023-24 Student Enrollment by Student Group

Student Group	Percent of Total Enrollment
Female	50.8
Male	49.2
American Indian or Alaska Native	0.3
Asian	1.8
Black or African American	0.5
Filipino	0.5
Hispanic or Latino	16.2
Two or More Races	7.9
White	65.7
English Learners	5
Socioeconomically Disadvantaged	15.2
Students with Disabilities	18.8

A. Conditions of Learning **State Priority: Basic**

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair.

2020-21 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)	21.40	96.80	38.80	95.33	228366.10	83.12
Intern Credential Holders Properly Assigned	0.00	0.00	0.00	0.00	4205.90	1.53
Teachers Without Credentials and Misassignments (“ineffective” under ESSA)	0.00	0.00	0.00	0.00	11216.70	4.08
Credentialed Teachers Assigned Out-of-Field (“out-of-field” under ESSA)	0.00	0.00	0.00	0.00	12115.80	4.41
Unknown/Incomplete/NA	0.70	3.24	1.90	4.64	18854.30	6.86
Total Teaching Positions	22.10	100.00	40.70	100.00	274759.10	100.00

Note: The data in this table is based on full-time equivalent (FTE) status. One FTE equals one staff member working full-time; one FTE could also represent two staff members who each work 50 percent of full-time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

2021-22 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)	20.80	96.62	37.20	96.61	234405.20	84.00
Intern Credential Holders Properly Assigned	0.00	0.00	0.00	0.00	4853.00	1.74
Teachers Without Credentials and Misassignments (“ineffective” under ESSA)	0.70	3.33	1.30	3.39	12001.50	4.30
Credentialed Teachers Assigned Out-of-Field (“out-of-field” under ESSA)	0.00	0.00	0.00	0.00	11953.10	4.28
Unknown/Incomplete/NA	0.00	0.00	0.00	0.00	15831.90	5.67
Total Teaching Positions	21.60	100.00	38.50	100.00	279044.80	100.00

Note: The data in this table is based on Full-Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

2022-23 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)	20.60	96.17	36.70	96.06	231142.40	100.00
Intern Credential Holders Properly Assigned	0.00	0.00	0.00	0.00	5566.40	2.00
Teachers Without Credentials and Misassignments (“ineffective” under ESSA)	0.00	0.00	0.00	0.00	14938.30	5.38
Credentialed Teachers Assigned Out-of-Field (“out-of-field” under ESSA)	0.00	0.00	0.00	0.00	11746.90	4.23
Unknown/Incomplete/NA	0.80	3.78	1.50	3.92	14303.80	5.15
Total Teaching Positions	21.40	100.00	38.20	100.00	277698	100

Note: The data in this table is based on Full-Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

Teachers Without Credentials and Misassignments (considered “ineffective” under ESSA)

Authorization/Assignment	2020-21	2021-22	2022-23
Permits and Waivers	0.00	0.00	0
Misassignments	0.00	0.70	0
Vacant Positions	0.00	0.00	0
Total Teachers Without Credentials and	0.00	0.70	0

Credentialed Teachers Assigned Out-of-Field (considered “out-of-field” under ESSA)

Indicator	2020-21	2021-22	2022-23
Credentialed Teachers Authorized on a Permit or Waiver	0.00	0.00	0
Local Assignment Options	0.00	0.00	0
Total Out-of-Field Teachers	0.00	0.00	0

Class Assignments

Indicator	2020-21	2021-22	2022-23
Misassignments for English Learners (a percentage of all the classes with English learners taught by teachers that are misassigned)	0.00	0	0
No credential, permit or authorization to teach (a percentage of all the classes taught by teachers with no record of an authorization to teach)	0.00	0	0

Note: For more information refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>.

2024-25 Quality, Currency, Availability of Textbooks and Other Instructional Materials

Year and month in which the data were collected 10/2024

Subject	Textbooks and Other Instructional Materials/year of Adoption	From Most Recent Adoption ?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	Benchmark Education Company - Benchmark Advance	Yes	0
Mathematics	Houghton Mifflin Harcourt - Math Expressions	Yes	0
Science	Delta Education - FOSS Next Generation Elementary and Middle School Houghton Mifflin Harcourt - California Science	Yes	0
History-Social Science	Studies Weekly - K-6	Yes	0
Foreign Language	N/A		
Health	N/A		
Visual and Performing Arts	N/A		

Note: Cells with N/A values do not require data.

School Facility Conditions and Planned Improvements

Year and month of the most recent FIT report 10/2023

System Inspected	Rate Good	Rate Fair	Rate Poor	Repair Needed and Action Taken or Planned
Systems: Gas Leaks, Mechanical/HVAC, Sewer	X			
Interior: Interior Surfaces	X			

School Facility Conditions and Planned Improvements

Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	X			
Electrical	X			
Restrooms/Fountains: Restrooms, Sinks/ Fountains	X			
Safety: Fire Safety, Hazardous Materials	X			
Structural: Structural Damage, Roofs	X			
External: Playground/School Grounds, Windows/ Doors/Gates/Fences		X		Upper parking lot needs to be repaired.

Overall Facility Rate

Exemplary	Good	Fair	Poor
	X		

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

Statewide Assessments

(i.e., California Assessment of Student Performance and Progress [CAASPP] System includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities).

The CAASPP System encompasses the following assessments and student participation requirements:

1. **Smarter Balanced Summative Assessments and CAAs for ELA** in grades three through eight and grade eleven.
2. **Smarter Balanced Summative Assessments and CAAs for mathematics** in grades three through eight and grade eleven.
3. **California Science Test (CAST) and CAAs for Science** in grades five, eight, and once in high school (i.e., grade ten, eleven, or twelve).

College and Career Ready

The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

Percentage of Students Meeting or Exceeding the State Standard on CAASPP

This table displays CAASPP test results in ELA and mathematics for all students grades three through eight and grade eleven taking and completing a state-administered assessment.

To protect student privacy, double dashes (--) are used in the table when the cell size within a selected student population is ten or fewer.

ELA and mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Subject	School 2022-23	School 2023-24	District 2022-23	District 2023-24	State 2022-23	State 2023-24
English Language Arts/Literacy (grades 3-8 and 11)	69	72	69	72	46	47
Mathematics (grades 3-8 and 11)	70	68	70	68	34	35

2023-24 CAASPP Test Results in ELA by Student Group

This table displays CAASPP test results in ELA by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment.

ELA test results include the Smarter Balanced Summative Assessment and the CAA. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAA divided by the total number of students who participated in both assessments.

To protect student privacy, double dashes (--) are used in the table when the cell size within a selected student population is ten or fewer.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
All Students	378	374	98.94	1.06	71.66
Female	190	189	99.47	0.53	76.72
Male	188	185	98.40	1.60	66.49
American Indian or Alaska Native	--	--	--	--	--
Asian	--	--	--	--	--
Black or African American	--	--	--	--	--
Filipino	--	--	--	--	--
Hispanic or Latino	63	62	98.41	1.59	54.84
Native Hawaiian or Pacific Islander	0	0	0	0	0
Two or More Races	56	56	100.00	0.00	82.14
White	246	244	99.19	0.81	73.77
English Learners	19	17	89.47	10.53	29.41
Foster Youth	0	0	0	0	0
Homeless	0	0	0	0	0
Military	0	0	0	0	0
Socioeconomically Disadvantaged	62	61	98.39	1.61	54.10
Students Receiving Migrant Education Services	0	0	0	0	0
Students with Disabilities	76	75	98.68	1.32	32.00

2023-24 CAASPP Test Results in Math by Student Group

This table displays CAASPP test results in Math by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment.

Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAA divided by the total number of students who participated in both assessments.

To protect student privacy, double dashes (--) are used in the table when the cell size within a selected student population is ten or fewer.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
All Students	378	374	98.94	1.06	67.65
Female	190	189	99.47	0.53	64.55
Male	188	185	98.40	1.60	70.81
American Indian or Alaska Native	--	--	--	--	--
Asian	--	--	--	--	--
Black or African American	--	--	--	--	--
Filipino	--	--	--	--	--
Hispanic or Latino	63	62	98.41	1.59	48.39
Native Hawaiian or Pacific Islander	0	0	0	0	0
Two or More Races	56	56	100.00	0.00	71.43
White	246	244	99.19	0.81	71.31
English Learners	19	17	89.47	10.53	23.53
Foster Youth	0	0	0	0	0
Homeless	0	0	0	0	0
Military	0	0	0	0	0
Socioeconomically Disadvantaged	62	61	98.39	1.61	47.54
Students Receiving Migrant Education Services	0	0	0	0	0
Students with Disabilities	76	75	98.68	1.32	25.33

CAASPP Test Results in Science for All Students

This table displays the percentage of all students grades five, eight, and High School meeting or exceeding the State Standard.

Science test results include the CAST and the CAA for Science. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the CAST plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAA for Science divided by the total number of students who participated in a science assessment.

To protect student privacy, double dashes (--) are used in the table when the cell size within a selected student population is ten or fewer.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Subject	School 2022-23	School 2023-24	District 2022-23	District 2023-24	State 2022-23	State 2023-24
Science (grades 5, 8 and high school)	59.60	62.22	59.60	62.22	30.29	30.73

2023-24 CAASPP Test Results in Science by Student Group

This table displays CAASPP test results in Science by student group for students grades five, eight, and High School. Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Not Tested	Percent Met or Exceeded
All Students	92	90	97.83	2.17	62.22
Female	43	43	100.00	0.00	55.81
Male	49	47	95.92	4.08	68.09
American Indian or Alaska Native	0	0	0	0	0
Asian	--	--	--	--	--
Black or African American	--	--	--	--	--
Filipino	--	--	--	--	--
Hispanic or Latino	15	14	93.33	6.67	21.43
Native Hawaiian or Pacific Islander	0	0	0	0	0
Two or More Races	12	12	100.00	0.00	83.33
White	60	59	98.33	1.67	67.80
English Learners	--	--	--	--	--
Foster Youth	0	0	0	0	0
Homeless	0	0	0	0	0
Military	0	0	0	0	0
Socioeconomically Disadvantaged	12	11	91.67	8.33	27.27
Students Receiving Migrant Education Services	0	0	0	0	0
Students with Disabilities	21	21	100.00	0.00	23.81

B. Pupil Outcomes

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8): Pupil outcomes in the subject area of physical education.

2023-24 California Physical Fitness Test Results

This table displays the percentage of students participating in each of the five fitness components of the California Physical Fitness Test Results. The administration of the PFT requires only participation results for these five fitness areas. Percentages are not calculated and double dashes (--) appear in the table when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Grade Level	Component 1: Aerobic Capacity	Component 2: Abdominal Strength and Endurance	Component 3: Trunk Extensor and Strength and Flexibility	Component 4: Upper Body Strength and Endurance	Component 5: Flexibility
Grade 5	100	100	100	100	100

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3): Efforts the school district makes to seek parent input in making decisions regarding the school district and at each school site.

2024-25 Opportunities for Parental Involvement

The Cardiff School District values and encourages parent/guardian involvement. Cardiff School and Ada Harris conduct joint School Site Council and English Learner Advisory meetings to seek input on our school programs, safety and wellness plans, and the local control accountability plan. The Cardiff School District also works collaboratively with the Cardiff SEA, a parent-staff organization/education foundation, to support speciality programs for students and coordinate family-oriented community events. The Cardiff School District sends an annual survey to all parents/guardians/staff members to provide input on the schools' culture, climate, school initiatives, and programs. The survey input helps shape the district plans each school year.

2023-24 Chronic Absenteeism by Student Group

Student Group	Cumulative Enrollment	Chronic Absenteeism Eligible Enrollment	Chronic Absenteeism Count	Chronic Absenteeism Rate
All Students	388	387	30	7.8
Female	197	196	10	5.1
Male	191	191	20	10.5
Non-Binary	--	--	--	--
American Indian or Alaska Native	--	--	--	--
Asian	--	--	--	--
Black or African American	--	--	--	--
Filipino	--	--	--	--
Hispanic or Latino	63	63	5	7.9
Native Hawaiian or Pacific Islander	--	--	--	--
Two or More Races	30	30	3	10.0
White	255	254	22	8.7
English Learners	22	22	2	9.1
Foster Youth	--	--	--	--
Homeless	--	--	--	--
Socioeconomically Disadvantaged	62	62	8	12.9
Students Receiving Migrant Education Services	--	--	--	--
Students with Disabilities	81	80	7	8.8

Note: To protect student privacy, double dashes (--) are used in the table when the cell size within a selected student population is ten or fewer.

C. Engagement

State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

Suspensions and Expulsions

This table displays suspensions and expulsions data.

Rate	School 2021-22	School 2022-23	School 2023-24	District 2021-22	District 2022-23	District 2023-24	State 2021-22	State 2022-23	State 2023-24
Suspensions	0.26	0.55	0.26	0.15	0.46	0.30	3.17	3.60	3.28
Expulsions	0.00	0.00	0.00	0.00	0.00	0.00	0.07	0.08	0.07

2023-24 Suspensions and Expulsions by Student Group

Student Group	Suspensions Rate	Expulsions Rate
All Students	0.26	0.00
Female	0.00	0.00
Male	0.52	0.00
Non-Binary	0.0	0.0
American Indian or Alaska Native	0.00	0.00
Asian	0.00	0.00
Black or African American	0.00	0.00
Filipino	0.00	0.00
Hispanic or Latino	0.00	0.00
Native Hawaiian or Pacific Islander	0.00	0.00
Two or More Races	3.33	0.00
White	0.00	0.00
English Learners	0.00	0.00
Foster Youth	0.00	0.00
Homeless	0.00	0.00
Socioeconomically Disadvantaged	0.00	0.00
Students Receiving Migrant Education Services	0.00	0.00
Students with Disabilities	1.23	0.00

Note: To protect student privacy, double dashes (--) are used in the table when the cell size within a selected student population is ten or fewer.

2024-25 School Safety Plan

The Cardiff School District recognizes that maintaining a safe, clean, and orderly environment is a top priority and essential to teaching and learning. The Comprehensive School Safety Plan (CSSP) is developed by Cardiff School and Ada Harris School in consultation with local law enforcement/emergency preparedness staff, School Site Council (SSC) and our administrative team in order to comply with Senate Bill 187. The CSSP includes: School Safety Policies and Procedures, Emergency Preparedness Procedures, and Emergency Plans and Protocols. It was most recently updated and reviewed in January 2024 and approved by the Board of Trustees in February 2024.

We regularly conduct safety drills to include fire, lockdown, and earthquake. We practice evacuation procedures for fire, procedures for disaster preparedness, and for strangers or dangers on campus. Our administrative team and custodial staff conduct monthly safety checks and make recommendations for proactive maintenance.

D. Other SARC Information Information Required in the SARC

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

2021-22 Elementary Average Class Size and Class Size Distribution

This table displays the 2021-22 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per class). The “Other” category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
3	22	1	3	0
4	20	3	2	0
5	17	2	3	0
6	24	0	4	0

2022-23 Elementary Average Class Size and Class Size Distribution

This table displays the 2022-23 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per class). The “Other” category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
3	21	1	3	0
4	28	0	3	1
5	25	0	4	0
6	21	2	2	0

2023-24 Elementary Average Class Size and Class Size Distribution

This table displays the 2023-24 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per class). The “Other” category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
3	22	0	5	0
4	25	1	2	1
5	24	0	4	0
6	24	0	4	0

2023-24 Ratio of Pupils to Academic Counselor

This table displays the ratio of pupils to Academic Counselor. One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Ratio
Pupils to Academic Counselor	382

2023-24 Student Support Services Staff

This table displays the number of FTE support staff assigned to this school. One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. The “Other” category is for all other student support services staff positions not listed.

Title	Number of FTE Assigned to School
Counselor (Academic, Social/Behavioral or Career Development)	1
Library Media Teacher (Librarian)	0.0
Library Media Services Staff (Paraprofessional)	0.5
Psychologist	0.4
Social Worker	0.0
Nurse	0.2
Speech/Language/Hearing Specialist	1
Resource Specialist (non-teaching)	0.0
Other	2

Fiscal Year 2022-23 Expenditures Per Pupil and School Site Teacher Salaries

This table displays the 2022-23 expenditures per pupil and average teacher salary for this school. Cells with N/A values do not require data.

Level	Total Expenditures Per Pupil	Expenditures Per Pupil (Restricted)	Expenditures Per Pupil (Unrestricted)	Average Teacher Salary
School Site	--	--	--	--
District	N/A	N/A	--	\$103,671
Percent Difference - School Site and District	N/A	N/A	--	--
State	N/A	N/A	\$10,771	\$79,413
Percent Difference - School Site and State	N/A	N/A	--	--

Fiscal Year 2023-24 Types of Services Funded

In addition to general fund state funding, Cardiff School District receives state and federal categorical funding for special programs that include categorical, special education and support programs. These programs include special education, Title I and Title II, mental health and instructional materials.

Fiscal Year 2022-23 Teacher and Administrative Salaries

This table displays the 2022-23 Teacher and Administrative salaries. For detailed information on salaries, see the CDE Certification Salaries & Benefits web page at <http://www.cde.ca.gov/ds/fd/cs/>.

Category	District Amount	State Average for Districts in Same Category
Beginning Teacher Salary	\$60,627	\$51,352
Mid-Range Teacher Salary	\$91,619	\$80,424
Highest Teacher Salary	\$125,425	\$103,442
Average Principal Salary (Elementary)	\$164,730	\$124,852
Average Principal Salary (Middle)	\$0	\$135,030
Average Principal Salary (High)	\$0	--
Superintendent Salary	\$217,000	\$145,237
Percent of Budget for Teacher Salaries	36%	26%
Percent of Budget for Administrative Salaries	6%	6%

Professional Development

This table displays the number of school days dedicated to staff development and continuous improvement.

Subject	2022-23	2023-24	2024-25
Number of school days dedicated to Staff Development and Continuous Improvement	3	3	3