

**Governing Board of Trustees Regular Meeting
Wednesday, January 23, 2019**

Members present

Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Meeting called to order at 4:45pm.

1. CALL TO ORDER OPEN SESSION

Procedural: 1.1 CALL TO ORDER OPEN SESSION

Governing Board President Halpern called the meeting to order at 4:45pm.

Information, Procedural: 1.2 PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA

No public input concerning items on the Closed Session agenda.

Procedural: 1.3 ADJOURNMENT INTO CLOSED SESSION

Governing Board President Halpern adjourned the meeting to Closed Session at 4:45pm.

2. CLOSED SESSION

Discussion: 2.1 CONFERENCE WITH LABOR NEGOTIATOR (G.C. 54957.6) Agency Designated Representatives: Holly McClurg, Ph.D., Superintendent, and Jason Romero, Assistant Superintendent, Human Resources; Employee Organization: Del Mar California Teachers Association

Discussion: 2.2 REAL PROPERTY TRANSACTION – Government Code Section 54956.8 Real Property: 10.5 acre usable lot, Carmel Valley Road in the City of San Diego, within Pacific Highlands Ranch, to be used as potential elementary school site. Conference with Real Property Negotiator: Cathy Birks; Negotiating Parties: Pardee Homes and Cathy Birks; Under Negotiation: Price and terms for potential acquisition of future school site

3. RECONVENE OPEN SESSION

Procedural: 3.1 CALL TO ORDER OPEN SESSION

Governing Board President Halpern reconvened Open Session at 5:48pm.

Procedural, Report: 3.2 WELCOME AND REPORT OF ACTION TAKEN IN CLOSED SESSION

Governing Board President Halpern reported no action taken in Closed Session.

Procedural: 3.3 PLEDGE OF ALLEGIANCE/ROLL CALL

Action: 3.4 APPROVAL OF THE AGENDA

Approve agenda for the Regular Meeting of the Governing Board of Trustees.

Motion by Scott Wooden, second by Steve Cochrane.

Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

4. CORRESPONDENCE/COMMUNICATIONS

Report: 4.1 CORRESPONDENCE

Superintendent's office received the following correspondence regarding District business:

Nothing to report.

Procedural: 4.2 HEARING OF THE PUBLIC REGARDING NON-AGENDA ITEMS
No public input regarding non-agenda items.

5. REPORTS, RECOGNITIONS AND HEARINGS

Procedural, Report: 5.1 6:30PM TIME CERTAIN / ITEM 10.1: BOARD REVIEW AND ACCEPTANCE OF THE ANNUAL AUDIT REPORT FOR THE 2017-2018 FISCAL YEAR PREPARED BY WILKINSON, HADLEY, KING & COMPANY, CERTIFIED PUBLIC ACCOUNTANTS
(Reference Item 10.1)

Recognition: 5.2 BOARD RECOGNITION: DMUSD EMPLOYEES OF THE MONTH, JANUARY 2019
Superintendent McClurg and the Governing Board recognized the DMUSD Employees of the Month, January 2019.

Ashley Falls School: Erin Lee, Third Grade Teacher
Carmel Del Mar School: Crystal Ellena, Fourth/Fifth Grade Combo Class Teacher
Del Mar Heights School: Ian Phillip, STEAM+ Physical Education Teacher
Del Mar Hills Academy: Jodi Neilson, STEAM+ Music Teacher
Ocean Air School: Kate Daniel, Sixth Grade Teacher
Sage Canyon School: Karyn Conner, Third Grade Teacher
Sycamore Ridge School: Jenna Solares, Speech Language Pathologist
Torrey Hills School: Scott Wilken, Fifth Grade Teacher
Early Childhood Education Program: Haley Harrington, Preschool Special Day Class Teacher
District Office: Kevin Lesko, Business Services & Purchasing Supervisor

Report: 5.3 REPORT: DEL MAR CALIFORNIA TEACHERS ASSOCIATION (DMCTA)

2018-2019 DMCTA President, Erik Bienke, provided a report to the Board, including:

- February 26, 2019 DMCTA members and the District had a productive day of bargaining and will meet again on
- Thanked the District for the School Safety Summits provided to the community.
- Introduced Paula Intravaia, Design Engineer, and Team 56, the 5th and 6th grade team from Del Mar Hills Academy. Teachers and students presented the students' learning experiences at Del Mar Hills Academy.

Report: 5.4 REPORT: DEL MAR SCHOOLS EDUCATION FOUNDATION (DMSEF)

2018-2019 DMSEF President, Samantha Madhosingh, provided a report on DMSEF activities, including:

- Contributions are currently at 29% and family participation is at 25%.
- DMSEF is beginning a campaign called "We Can Move Mountains Together" in order to reach their goal of 50% by February.

Report: 5.5 REPORT: PARENT TEACHER ASSOCIATION (PTA)

Ashley Falls School PTA President, Candy Fink, provided a report on New Ways to Engage Parents.

Report: 5.6 REPORT: BOARD REPORTS/COMMENTS

Board President Halpern shared member activities:

- Attended Governing Board Visitation to Sycamore Ridge School.
- District held the first Community Brainstorming Session on Facilities Meeting at Torrey Hills School, which was attended by Members Rafner and Halpern.
- District held the School Safety Summit, Part I "Safety in Our Community" with Deputy District Attorney Andrija Lopez, which was attended by Members Cochrane and Halpern.

Member Halpern:

- Attended the January DMSEF meeting as Governing Board Representative.

Member Wooden:

- Coordinating this year's Science Olympiad events, which includes students from Ocean Air School, Sage Canyon School and Torrey Hills School.

Member Rafner:

- No additional report.

Member Cochrane:

- Expressed appreciation that when a child is dropped off at one of our schools, it is with loving and caring people.
- Attended the Annual Hawaii International Conference on Education this month.

Member Fitzpatrick:

- Gave birth to baby boy on New Year's Eve.
- Impressed with the Board Visitation to Sycamore Ridge School.
- Attended the Capitol Advisors Budget Perspectives Workshop 2019-20 Governor's Budget with Superintendent McClurg.

Report: 5.7 REPORT: SUPERINTENDENT**Superintendent reported on district news:**

- With staff, attended session with Michael Fullan, Professor/Researcher, who spoke about the importance of raising the expectation in academics and what kids learn.
- Governor Newsom's proposed budget includes addressing pension obligations and early childhood education.
- Shared upcoming School Site Brainstorming Sessions on Facilities at Carmel Del Mar School, Ashley Falls School, and Del Mar Hills Academy.
- School Safety Summit, Part II is scheduled for next week.
- District Design 2022 - great work on personalization and agency. Excited about the work the hubs are doing.

Procedural: 5.8 HEARING OF THE PUBLIC REGARDING AGENDA ITEMS

No public input,.

Action, Minutes: 5.9 BOARD APPROVAL, GOVERNING BOARD MEETING MINUTES**Approve Minutes:**

December 12, 2018 Special Visitation

December 12, 2018 Regular Meeting

January 9, 2019 Special Visitation

Motion by Steve Cochrane, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

6. CONSENT

Action (Consent): 6.1 BOARD APPROVAL, DEL MAR UNION SCHOOL DISTRICT'S UNIFORM COMPLAINT QUARTERLY REPORT FOR OCTOBER 1, 2018 - DECEMBER 31, 2018

Resolution: Approve Del Mar Union School District's Uniform Complaint Quarterly Report for October 1, 2018 - December 31, 2018.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.2 BOARD APPROVAL, ACTION TO DECLARE DISTRICT PERSONAL PROPERTY AS OBSOLETE AND SURPLUS AND TO DISPOSE PER EDUCATION CODE 17540 and 17546(a)(b)(c).

Resolution: Approve action to declare district personal property as obsolete and surplus to be disposed of per Education Code 17540 and 17546(a)(b)(c).

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.3 BOARD APPROVAL, PURCHASE ORDERS AND RATIFICATION OF COMMERCIAL WARRANT PAYMENTS, REVOLVING CASH DISBURSEMENTS AND PURCHASE CARD TRANSACTIONS

Resolution: Approve the purchase orders, ratify the commercial warrant payments, revolving cash disbursements and purchase card transactions as listed.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.4 BOARD APPROVAL AND ACCEPTANCE OF DONATIONS TO THE DEL MAR UNION SCHOOL DISTRICT

Resolution: Approve and accept donations, and grants to the Del Mar Union School District.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.5 BOARD APPROVAL AND RATIFICATION, DEL MAR UNION SCHOOL DISTRICT AGREEMENTS AND AMENDMENTS

Resolution: Approve and ratify Del Mar Union School District agreements and amendments.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.6 BOARD APPROVAL, SOFTWARE LICENSING AGREEMENT FOR WIXIE FOR 2018-2019

Resolution: Approve Software Licensing Agreement for Wixie for 2018-2019.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.7 BOARD APPROVAL, SCHOOL ACCOUNTABILITY REPORT CARDS 2017-2018

Resolution: Approve 2017-2018 School Accountability Report Cards (SARCs).

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.8 BOARD APPROVAL, ATTENDANCE AT CURRICULUM AND INSTRUCTION STEERING COMMITTEE (CISC) 2019 LEADERSHIP SYMPOSIUM

Resolution: Approve attendance at the 2019 CISC Conference.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.9 BOARD APPROVAL, ATTENDANCE AT THE SOCIETY FOR HUMAN RESOURCE MANAGEMENT (SHRM) ANNUAL CONFERENCE & EXPOSITION

Resolution: Approve attendance at Society for Human Resource Management Annual Conference & Exposition.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.10 BOARD REVIEW, BOARD BYLAW 9224: OATH OR AFFIRMATION

Resolution: Board Review of Board Bylaw 9224: Oath or Affirmation.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.11 BOARD APPROVAL, REVISIONS TO BOARD BYLAW 9321.1: CLOSED SESSION ACTIONS AND REPORTS

Resolution: Approve revisions to Board Bylaw 9321.1: Closed Session Actions and Reports.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.12 BOARD APPROVAL, REVISIONS TO BOARD BYLAW 9322: AGENDA/MEETING MATERIALS

Resolution: Approve revisions to Board Bylaw 9322: Agenda/Meeting Materials.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.13 BOARD APPROVAL, REVISIONS TO BOARD BYLAW 9323: MEETING CONDUCT

Resolution: Approve revisions to Board Bylaw 9323: Meeting Conduct.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.14 BOARD APPROVAL, REVISIONS TO BOARD BYLAW 9323.2: ACTIONS BY THE BOARD

Resolution: Approve revisions to Board Bylaw 9323.2: Actions by the Board.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.15 BOARD APPROVAL, REVISIONS TO BOARD BYLAW 9324: MINUTES AND RECORDINGS

Resolution: Approve revisions to Board Bylaw 9324: Minutes and Recordings.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.16 BOARD APPROVAL, RETIRING BOARD BYLAWS

Resolution: Approve retiring Board Bylaws.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.17 BOARD APPROVAL, UPDATED JOB DESCRIPTION: ADMINISTRATIVE ASSISTANT, DISTRICT OFFICE & STUDENT SERVICES

Resolution: Approve updated job description: Administrative Assistant, District Office & Student Services.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.18 BOARD APPROVAL, UPDATED JOB DESCRIPTION: PROGRAM ASSISTANT, STUDENT SERVICES

Resolution: Approve updated job description: Program Assistant, Student Services.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.19 BOARD APPROVAL, RECOMMENDED PERSONNEL ACTIONS: EMPLOYMENT, RESIGNATIONS, DISMISSALS, LEAVES OF ABSENCE, AND CHANGE OF STATUS

Resolution: Approve recommended Personnel actions: employment, resignations, dismissals, leaves of absence, and change of status.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Action (Consent): 6.20 CONSENT CALENDAR

Resolution: Approve Consent Items 6.1 - 6.20.

Approve Consent Items 6.1 - 6.20.

Motion by Scott Wooden, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

7. CURRICULUM AND INSTRUCTION

Report: 7.1 BOARD REPORT, DISTRICT DESIGN 2022: CREATING A CULTURE OF THINKING

Shelley Petersen, Assistant Superintendent of Instructional Services, shared a presentation on District Design 2022: Creating a Culture of Thinking, including:

Our Vision

Our Mission

Levers

- Lever One: Strong Academic Core and High Quality Instruction
- Lever Two: Mastery of Skills that Matter Most
- Lever Three: Environment

Principles:

- Personalization
- Student Agency
- Design Thinking
- Collaboration
- Cultural Intelligence

Operational Frameworks:

- Cultures of Thinking
- Essential Elements of Instruction

8. ADMINISTRATION AND POLICY

9. MAINTENANCE, OPERATIONS AND FACILITIES

Report: 9.1 BOARD REPORT, CAPITAL IMPROVEMENT PLAN PROCESS

Chris Delehanty, Executive Director of Capital Programs and Technology, presented an overview of the process for the development of the DMUSD Capital Improvement Plan, including:

Community Engagement
 Capital Improvement Plan Timeline
 Timeline for Architect Selection

Mark Pong, Director of Finance, presented the construction timeline and the role of the Citizens' Oversight Committee (COC).

Member Halpern reminded Board Members that they will need two members to serve on the committee.

Information: 9.2 BOARD INFORMATION, INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE SELECTION PROCESS

Chris Delehanty, Executive Director of Capital Programs and Technology, reported on the Independent Citizens' Oversight Committee selection process.

Timeline:

January 23, 2019 Board Meeting: Board provides direction for COC process

February 7, 2019: District issues press release and flyers to solicit applications for COC

February 28, 2019: Applications for COC due

March: Applications are reviewed and applicants are identified for an interview. Interview panel to include two Board Members and two district staff.

April 24, 2019 Board Meeting: Board approval of COC members

Report: 9.3 BOARD REPORT, SCHOOL OF THE FUTURE DESIGN CHALLENGE

Chris Delehanty, Executive Director of Capital Programs and Technology, and Laura Spencer, Executive Director of Innovation and Design, presented information on planning for The School of the Future Design Challenge. This design challenge will provide every student at every school an opportunity to come up with their own creative ideas for how a school should be designed.

Presentation included:

- The Challenge
- The Process
- Kick-off
- Create
- Share
- Next Steps
- Building a Timeline
- Meeting with Principals
- School Kick-off Dates
- Showcase Logistics
- Creating Teacher Resources

10. BUSINESS AND FINANCE

Action, Report: 10.1 TIME CERTAIN 6:30PM: BOARD REVIEW AND ACCEPTANCE OF THE ANNUAL AUDIT REPORT FOR THE 2017-2018 FISCAL YEAR PREPARED BY WILKINSON, HADLEY, KING & COMPANY, CERTIFIED PUBLIC ACCOUNTANTS

Mark Pong, Director of Finance, introduced Kevin Sproul, Partner, from the audit firm of Wilkinson, Hadley, King & Co., who presented the annual audit report for the 2017-2018 fiscal year.

Accept the Annual Audit Report for the 2017-2018 fiscal year prepared by Wilkinson, Hadley, King and Company, Certified Public Accountants

Motion by Steve Cochrane, second by Doug Rafner.

Final Resolution: Motion Carries

Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

11. PERSONNEL

12. CLOSING ITEMS

Information: 12.1 BOARD REVIEW, REMINDER OF UPCOMING DMUSD EVENTS

Information: 12.2 BOARD REVIEW, REMINDER OF UPCOMING DISTRICT DMSEF AND PTA EVENTS

Information: 12.3 PRELIMINARY ITEMS FOR THE FEBRUARY 2019 REGULAR BOARD MEETING
Preliminary items for the February 2019 Regular Board Meeting:

Board Approval, Minutes of Regular Board Meeting, January 23, 2019.
Board Approval, Minutes of the Special Visitation, February 6, 2019.

Action: 12.4 ADJOURNMENT OF MEETING
Governing Board President Halpern adjourned the meeting at 7:11pm.

Motion to Adjourn meeting.

Motion by Doug Rafner, second by Scott Wooden.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Scott Wooden, Steve Cochrane, Katherine Fitzpatrick

Minutes of January 23, 2019 Adopted:

Signature of Governing Board Clerk:




Scott Wooden, Ph.D.

2-27-2019

Date

Signature of Superintendent:



Holly McClurg, Ph.D.

2-28-2019

Date

Generated by Holly Palmer, Executive Assistant to the Superintendent