Governing Board of Trustees Regular Meeting  
Wednesday, July 26, 2023

Members present  
Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Meeting called to order at 5:46 PM

1. CALL TO ORDER OPEN SESSION

Procedural: 1.1 CALL TO ORDER OPEN SESSION  
Governing Board President Mok called the Governing Board of Trustees Regular Meeting to order at 5:46pm.

Information, Procedural: 1.2 PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA  
No public requests to address the Governing Board of Trustees regarding closed session agenda items.

2. CLOSED SESSION

3. RECONVENE OPEN SESSION / MEETING OF THE LEGISLATIVE BODY OF CFD NO. 95-1 AND CFD NO. 99-1

Procedural: 3.1 PLEDGE OF ALLEGIANCE & WELCOME  
Superintendent McClurg led the Pledge of Allegiance.

Action: 3.2 APPROVAL OF THE AGENDA  
Item 6.5 was removed from the consent agenda as there was no action needed for obsolete and surplus items.

Approve agenda for the July 26, 2023 Regular Meeting of the Governing Board of Trustees.  
Motion by Doug Rafner, second by Alan Kholos.  
Final Resolution: Motion Carries  
Aye: Doug Rafner, Erica Halpem, Gee Wah Mok, Alan Kholos  
Not Present at Vote: Katherine Fitzpatrick

Procedural: 3.3 CALL TO ORDER, MEETING OF THE LEGISLATIVE BODY OF CFD NO. 95-1  
Governing Board President Mok called the Legislative Body of CFD No. 95-1 to order at 5:48pm.

Action, Procedural: 3.4 BOARD APPROVAL, AGENDA FOR MEETING OF THE LEGISLATIVE BODY OF CFD NO. 95-1  
Approve agenda for meeting of the Legislative Body of CFD No. 95-1.

Approve agenda for meeting of the Legislative Body of CFD No. 95-1.  
Motion by Doug Rafner, second by Erica Halpem.  
Final Resolution: Motion Carries  
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action, Minutes, Procedural: 3.5 BOARD APPROVAL, MINUTES OF JULY 27, 2022 CFD NO. 95-1 MEETING  
Approve Minutes of July 27, 2022 CFD No. 95-1 Meeting.  
Motion by Doug Rafner, second by Erica Halpem.  
Final Resolution: Motion Carries  
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok  
Abstain: Alan Kholos
Action: 3.6 BOARD APPROVAL, RESOLUTION NO. CFD 95-100: RESOLUTION OF THE BOARD OF TRUSTEES OF THE DEL MAR UNION SCHOOL DISTRICT, ACTING AS THE LEGISLATIVE BODY OF THE COMMUNITY FACILITIES DISTRICT 95-1 DETERMINING ADJUSTMENTS IN SPECIAL TAX RATES FOR SUCH COMMUNITY FACILITIES DISTRICT FOR FISCAL YEAR 2023-2024
Doug Floyd from Koppel and Gruber explained item 3.6 and responded to clarifying questions from the Board.
Approve Resolution No. CFD 95-100.
Motion by Doug Rafner, second by Erica Halpern.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Approve Resolution No. CFD 95-101.
Motion by Doug Rafner, second by Erica Halpern.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action, Procedural: 3.8 BOARD APPROVAL, ADJOURNMENT OF MEETING OF THE LEGISLATIVE BODY OF CFD NO. 95-1
Governing Board President Mok adjourned the meeting of the Legislative Body of CFD No. 95-1 at 5:59pm.
Adjourn Meeting of the Legislative Body of CFD No. 95-1.
Motion by Alan Kholos, second by Doug Rafner.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Procedural: 3.9 CALL TO ORDER, MEETING OF THE LEGISLATIVE BODY OF CFD NO. 99-1
Governing Board President Mok called the Legislative Body of CFD No. 99-1 at 5:59pm.

Action, Procedural: 3.10 BOARD APPROVAL, AGENDA FOR MEETING OF THE LEGISLATIVE BODY OF CFD NO. 99-1
Approve agenda for meeting of the Legislative Body of CFD No. 99-1.
Motion by Alan Kholos, second by Doug Rafner.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action, Minutes, Procedural: 3.11 BOARD APPROVAL, MINUTES OF JULY 27, 2022 CFD NO. 99-1 MEETING
Motion by Erica Halpern, second by Doug Rafner.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok
Abstain: Alan Kholos

Doug Floyd from Koppel and Gruber explained item 3.12 and responded to clarifying questions from the Board.
Approve Resolution No. CFD 99-66.
Motion by Alan Kholos, second by Doug Rafner.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

ESTABLISHING A BUDGET FOR FISCAL YEAR 2023-2024; DIRECTING THE LEVY OF THE SPECIAL TAX AND TAKING RELATED ACTIONS

Approve Resolution No. CFD 99-67.

Motion by Alan Kholos, second by Doug Rafner.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action, Procedural: 3.14 ADJOURNMENT OF MEETING OF THE LEGISLATIVE BODY OF CFD NO 99-1
Governing Board President Mok adjourned the meeting of the Legislative Body of CFD No. 99-1 at 6:03pm.

Adjourn Meeting of the Legislative Body of CFD No 99-1.

Motion by Alan Kholos, second by Doug Rafner.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

4. CORRESPONDENCE/COMMUNICATIONS

Report: 4.1 CORRESPONDENCE
Superintendent's Office received the following correspondence regarding District business:
Transitional Kindergarten
De Vinne Heights School Project
School Placement

Procedural: 4.2 HEARING OF THE PUBLIC REGARDING NON-AGENDA ITEMS
Public Requests to address the Governing Board of Trustees regarding non-agenda items:
Janice Holowka regarding staff and enrollment
Genevieve Goldstone regarding school libraries

5. REPORTS, RECOGNITIONS AND HEARINGS

Report: 5.1 REPORT: BOARD MEMBERS
Member Kholos -
Researched Transitional Kindergarten for basic aid school districts

Member Rafner -
Attended and appreciated the June Board Workshop

Member Halpern -
No Report

Member Fitzpatrick -
No Report

Member Mok -
No Report

Report: 5.2 REPORT: SUPERINTENDENT
Superintendent McClurg reported on current District activities, including:
Summer Camp Session 2
Getting ready for 2023-2024 school year

Procedural: 5.3 HEARING OF THE PUBLIC REGARDING AGENDA ITEMS
No Public Requests to address the Governing Board of Trustees regarding agenda items.
Action, Minutes, Procedural: 5.4 BOARD APPROVAL, MINUTES
Approve minutes, June 20, 2023 Special Meeting, June 21, 2023 Regular Meeting, and July 19, 2023 Special Meeting.

Motion by Doug Rafner, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

6. CONSENT

Action (Consent): 6.1 BOARD APPROVAL, DEL MAR UNION SCHOOL DISTRICT'S UNIFORM COMPLAINT QUARTERLY REPORT FROM APRIL 1, 2023 TO JUNE 30, 2023
Resolution: Approve Del Mar Union School District’s Uniform Complaint 4th Quarterly Report From April 1, 2023 to June 30, 2023.


Motion by Alan Kholos, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action (Consent): 6.2 BOARD APPROVAL, 2024-2025, 2025-2026 SCHOOL CALENDARS
Resolution: Approve the proposed 2024-2025 and 2025-2026 school year calendars


Motion by Alan Kholos, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

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


Motion by Alan Kholos, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action (Consent): 6.4 BOARD APPROVAL AND RATIFICATION, DEL MAR UNION SCHOOL DISTRICT AGREEMENTS AND AMENDMENTS
Resolution: Approve and ratify Del Mar Union School District agreements and amendments


Motion by Alan Kholos, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action (Consent): 6.5 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 and to dispose per Education Code 17540 and 17546(a)(b)(c).*

*No action taken on Agenda Item 6.5. It was removed from the consent agenda as there was no action needed for obsolete and surplus items.

Action (Consent): 6.6 BOARD APPROVAL AND RATIFICATION, AWARD OF CONTRACTS FOR BID 2223-08 DISTRICTWIDE PAINTING
Resolution: Approve and ratify award of contracts for BID 2223-08 Districtwide Painting


https://go.boarddocs.com/ct/ctmsd/Board.nsf/Private?open&login#
Motion by Alan Kholos, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action (Consent): 6.7 BOARD APPROVAL, DEL MAR UNION SCHOOL DISTRICT AGREEMENT WITH CODE TO THE FUTURE
Resolution: Approve agreement with Code to the Future.


Motion by Alan Kholos, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action (Consent): 6.8 BOARD APPROVAL, ATTENDANCE AT 2023 AMERICAN ORFF-SCHULWERK ASSOCIATION NATIONAL
CONFERENCE
Resolution: Approve attendance at the 2023 AOSA National Conference.


Motion by Alan Kholos, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action (Consent): 6.9 BOARD APPROVAL, DEL MAR UNION SCHOOL DISTRICT AGREEMENT FOR ESSENTIAL ELEMENTS OF
INSTRUCTION (EEI) TRAINING AND SUPERVISION
Resolution: Approve agreement for Essential Elements of Instruction (EEI) training and supervision.


Motion by Alan Kholos, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action (Consent): 6.10 BOARD APPROVAL, ATTENDANCE AT 2023 CALIFORNIA IT IN EDUCATION (CITE) ANNUAL CONFERENCE
Resolution: Approve attendance at the 2023 CITE Annual Conference.


Motion by Alan Kholos, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Information: 6.11 BOARD APPROVAL, REVISED JOB DESCRIPTION, LIBRARY MEDIA SPECIALIST*

*Consent Agenda Item 6.11 was not include in the Consent Agenda vote.

Action (Consent): 6.12 BOARD APPROVAL, RETIRE BOARD POLICY 4112.61/4212.61/4312.61: EMPLOYMENT REFERENCES
Resolution: Approve retirement of Board Policy 4112.61/4212.61/4312.61: Employment References


Motion by Alan Kholos, second by Erica Halpem.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpem, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action (Consent): 6.13 BOARD APPROVAL, REVIEW/NO CHANGES TO BOARD POLICY 4119.23: UNAUTHORIZED RELEASE OF
CONFIDENTIAL/PRIVILEGED INFORMATION
Resolution: Approve review/no changes to Board Policy 4119.23 Unauthorized Release of Confidential/Privileged Information.

Motion by Alan Kholos, second by Erica Halpern.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action (Consent): 6.14 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.


Motion by Alan Kholos, second by Erica Halpern.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

Action (Consent): 6.15 BOARD APPROVAL, CONSENT CALENDAR
Pull 6.11 then discuss (halpern)

Board Member Mok asked a question regarding Consent Agenda Item 6.7. Staff responded to the clarifying question.

Board Member Halpern requested information regarding how the district is viewing the world of computer science and coding and how that fits with the core curriculum.

Board Member Fitzpatrick asked a question regarding Consent Agenda Item 6.8. Staff responded to the clarifying question.

Board Member Halpern asked for Consent Agenda Item 6.11 to be pulled and asked a question regarding Consent Agenda Item 6.11. Staff responded to the clarifying questions. Consent Agenda Item 6.11 was not a part of the Consent Calendar vote and will be brought back as an agenda item at another meeting.


Motion by Alan Kholos, second by Erica Halpern.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Kholos

7. CURRICULUM AND INSTRUCTION

8. ADMINISTRATION AND POLICY

Information: 8.1 BOARD INFORMATION, DEMOGRAPHICS AND ENROLLMENT
Ryan Stanley, Assistant Superintendent of Human Resources and Chris Delehanty, Assistant Superintendent of Business Services, shared a report with the Board regarding Demographics and Enrollment, including:

July 19, 2023 Special Board Meeting Review
Enrollment Forecasts
Budget Implications
Facilities Implications
New Information
Budget Implications
Enrollment Update
Facilities Implications
Considerations & Next Steps

Staff responded to clarifying questions from the Board.
9. MAINTENANCE, OPERATIONS AND FACILITIES

Report: 9.1 BOARD REPORT, FACILITIES UPDATE
Carlos Avalos, Director of Maintenance, Operations, and Facilities shared a report with the Board regarding Facilities, including:

Del Mar Hills Academy Modernization
Del Mar Heights School Rebuild
Front Entry Security Upgrades

Staff responded to clarifying questions from the Board.

10. BUSINESS AND FINANCE

Action: 10.1 BOARD APPROVAL, AWARD OF CONTRACT FOR A DISTRICTWIDE GREEN TEAM WASTE DIVERSION EDUCATION PROGRAM
Chris Delahanty, Assistant Superintendent of Business Services, shared a report with the Board regarding the Award of Contract for a Districtwide Green Team Waste Diversion Education Program, including:

Green Team Development Timeline
Green Team Development Participants
Board Approval

Staff responded to clarifying questions from the Board.

Motion by Katherine Fitzpatrick, second by Alan Khoslos.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Katherine Fitzpatrick, Gee Wah Mok, Alan Khoslos

11. PERSONNEL

12. CLOSING ITEMS

Information: 12.1 PRELIMINARY ITEMS FOR THE AUGUST REGULAR BOARD MEETING
Preliminary Items:

Board Member Fitzpatrick requested an update on Enrollment with all questions from the July meeting addressed at the August meeting.

Procedural: 12.2 ADJOURNMENT INTO CLOSED SESSION
Governing Board President Mok adjourned into Closed Session at 7:47pm.

13. CLOSED SESSION

Discussion: 13.1 CONFERENCE WITH NEGOTIATORS per Gov. Code section 54957.6 Agency Designated Representatives: Gee Wah Mok, Board President and Peter Fagen, Unrepresented Employees: Assistant Superintendent, Business Services - Chris Delahanty; Assistant Superintendent, Human Resources, Ryan Stanley; Superintendent - Holly McClurg, Ph.D.

14. RECONVENE OPEN SESSION

Procedural: 14.1 RECONVENE OPEN SESSION
Governing Board President Mok reconvened Open Session at 9:45pm.
Procedural, Report: 14.2 REPORT OF ACTION TAKEN IN CLOSED SESSION
The Governing Board met in closed session and no action was taken.

Action: 14.3 BOARD APPROVAL, SUPERINTENDENT'S EMPLOYMENT AGREEMENT
The proposed employment contract is for a term of 4 years July 1, 2023 to June 30, 2027. The agreement also states that the Superintendent will be paid an annual salary of $300,052.00 for the 2023-2024 school year. Superintendent is eligible to receive a $10,000 stipend for an earned Doctoral degree, if applicable. The Superintendent is also eligible to receive an annual longevity stipend equal to eight percent (8%) of her annual contract salary. In addition, the Superintendent of will receive the health and welfare benefits which are provided to the Districts administrative employees at an annual cost to the District of $13,500.00. Other fringe benefits included within the Superintendent agreement include 12 sick days, 25 vacation days per year, and reimbursement for professional growth activities, travel and actual and necessary expenses while performing day-to-day duties for the District in accordance with Board Policy, and monthly employer contribution of Eight Hundred Thirty-Three Dollars and Forty Cents ($833.40) to the Superintendent’s Fringe Benefit Consortium with the San Diego County Office of Education 401(a) account with no cash option.

Approve Superintendent’s Employment Agreement.

Motion by Erica Halpern, second by Doug Rafner.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Gee Wah Mok, Alan Khlos
Nay: Katherine Fitzpatrick

Action: 14.4 BOARD APPROVAL, ASSISTANT SUPERINTENDENTS’ EMPLOYMENT AGREEMENTS
The proposed employment contract is for a term of 4 years July 1, 2023 to June 30, 2027. The agreement also states that the Assistant Superintendent of Business Services will be paid an annual salary of $209,166.00 for the 2023-2024 school year. The Assistant Superintendent of Business Services is eligible to receive a $5,000 stipend for an earned Doctoral degree, if applicable. After completing four (4) years of service as Assistant Superintendent, starting in the fifth year of service, the Assistant Superintendent of Business Services will also be eligible to receive an annual longevity stipend equal to four percent (4%) of his annual contract salary. In addition, the Assistant Superintendent of Business Services will receive the health and welfare benefits which are provided to the Districts administrative employees at an annual cost to the District of $13,500.00. Other fringe benefits included within the Assistant Superintendent of Business Services agreement include 12 sick days, 25 vacation days per year, and reimbursement for professional growth activities, travel and actual and necessary expenses while performing day-to-day duties for the District in accordance with Board Policy.

The proposed employment contract is for a term of 4 years July 1, 2023 to June 30, 2027. The agreement also states that the Assistant Superintendent of Human Resources will be paid an annual salary of $204,396.00 for the 2023-2024 school year. The Assistant Superintendent of Human Resources is eligible to receive a $5,000 stipend for an earned Doctoral degree, if applicable. After completing four (4) years of service as Assistant Superintendent, starting in the fifth year of service, the Assistant Superintendent of Human Resources will also be eligible to receive an annual longevity stipend equal to four percent (4%) of his annual contract salary. In addition, the Assistant Superintendent of Human Resources will receive the health and welfare benefits which are provided to the Districts administrative employees at an annual cost to the District of $13,500.00. Other fringe benefits included within the Assistant Superintendent of Human Resources agreement include 12 sick days, 25 vacation days per year, and reimbursement for professional growth activities, travel and actual and necessary expenses while performing day-to-day duties for the District in accordance with Board Policy.

Approve Assistant Superintendents' Employment Agreements.

Motion by Erica Halpern, second by Doug Rafner.
Final Resolution: Motion Carries
Aye: Doug Rafner, Erica Halpern, Gee Wah Mok, Alan Khlos
Nay: Katherine Fitzpatrick
15. ADJOURNMENT OF MEETING

Action, Procedural: 15.1 ADJOURNMENT OF MEETING
Governing Board President Mok adjourned the meeting at 9:50pm.

Signature of Governing Board Clerk:

[Signature]

Katherine Fitzpatrick

Date

[Signature]

9/13/23

Date

Signature of Superintendent:

[Signature]

Holly McClurg, Ph.D.

Date

9/15/23

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