

**Governing Board of Trustees Regular Meeting
Wednesday, November 15, 2017**

Members present

Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Meeting called to order at 5:16 PM

1. CALL TO ORDER OPEN SESSION

Procedural: 1.1 CALL TO ORDER OPEN SESSION

Governing Board President Rafner called the meeting to order at 5:16pm.

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

No public input.

Procedural: 1.3 ADJOURNMENT INTO CLOSED SESSION

Governing Board President Rafner adjourned to Closed Session at 5:17pm.

2. CLOSED SESSION

Discussion: 2.1 EVALUATION OF EMPLOYEE: Evaluation of performance of a public employee – 54957(b)(1). Evaluation of performance of Holly McClurg, Ph.D., Superintendent, in accordance with the contractual obligation for evaluation

Discussion: 2.2 EVALUATION OF EMPLOYEE: Evaluation of performance of a public employee – 54957(b)(1). Evaluation of performance of Jason Romero, Assistant Superintendent of Human Resources, in accordance with the contractual obligation for evaluation

Discussion: 2.3 EVALUATION OF EMPLOYEE: Evaluation of performance of a public employee – 54957(b)(1). Evaluation of performance of Shelley Petersen, Assistant Superintendent of Instructional Services, in accordance with the contractual obligation for evaluation

Discussion: 2.4 EVALUATION OF EMPLOYEE: Evaluation of performance of a public employee – 54957(b)(1). Evaluation of performance of Cathy Birks, Assistant Superintendent of Business Services, in accordance with the contractual obligation for evaluation

3. RECONVENE OPEN SESSION

Procedural: 3.1 CALL TO ORDER OPEN SESSION

Governing Board President Rafner reconvened Open Session at 5:51pm.

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

Governing Board President Rafner reported the following action taken in Closed Session:

The Governing Board of Trustees discussed Closed Session Items 2.1 – 2.4 relating to goal progress for:

- Holly McClurg, Superintendent
- Cathy Birks, Assistant Superintendent of Business Services
- Shelley Petersen, Assistant Superintendent of Instructional Services
- Jason Romero, Assistant Superintendent of Human Resources

The Governing Board has determined that goal progress, as required by employment agreements for the Superintendent and Assistant Superintendents, has been met.

As specified in the employment agreements, the Board approved goals related performance compensation.

Procedural: 3.3 PLEDGE OF ALLEGIANCE/ROLL CALL

Action, Procedural: 3.4 APPROVAL OF THE AGENDA

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

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

4. CORRESPONDENCE/COMMUNICATIONS

Report: 4.1 CORRESPONDENCE

Superintendent's Office received the following correspondence from the community:

- (1) parent regarding the snake fencing at Del Mar Heights School, which is being installed.

Procedural: 4.2 HEARING OF THE PUBLIC REGARDING NON-AGENDA ITEMS

Member of the public addressed Governing Board of Trustees members regarding non-agenda item:

Ryan Gordon, parent of Ashley Falls student, regarding commending the district's inclusion of "Civic Knowledge" in the "Skills That Matter Most" section of the District Design 2022 document.

5. REPORTS, RECOGNITIONS AND HEARINGS

Recognition: 5.1 BOARD RECOGNITION: DMUSD EMPLOYEES OF THE MONTH, NOVEMBER/DECEMBER 2017

Superintendent and Governing Board recognized the following DMUSD Certificated Employees of the Month, November/December 2017:

Ashley Falls School: Sandy Johnson, Third Grade Teacher

Carmel Del Mar School: Lisa Poleno, Fourth Grade Teacher

Del Mar Heights School: Lori Smiley, District Nurse

Del Mar Hills Academy: Sandra Uhren, Speech-Language Pathologist

Ocean Air School: Karen Harp, Second/Third Grade Teacher

Sage Canyon School: Jessica Jackson, Third Grade Teacher

Sycamore Ridge School: Emily Lohmeyer, Speech-Language Pathologist

Torrey Hills School: Holly Morey, Sixth Grade Teacher

Early Childhood Education Program: Sara Meredith, Interim Lead Preschool Teacher

District Office: Margaret Mendenhall, Payroll/Benefits Supervisor, Business Services

Report: 5.2 BOARD REPORT: DEL MAR CALIFORNIA TEACHERS ASSOCIATION (DMCTA)

Due to illness, 2017-2018 DMCTA President, Erik Bienke, was not present. Del Mar Heights DMCTA site representatives, Alaina Symes and Laurie Carpenter introduced Principal Wendy Wardlow and 6th grade teacher, Jasmyn Tanner. Ms. Tanner shared a presentation on Quest and the design thinking that is happening in the classrooms at Del Mar Heights School.

Report: 5.3 BOARD REPORT: DEL MAR SCHOOLS EDUCATION FOUNDATION (DMSEF)

The 2017-2018 Del Mar Schools Education Foundation President, Susan Polizzotto, provided a report on DMSEF activities to date, including:

- October 29, 2017, DMSEF held Barn at the Beach Celebrate Del Mar Event with a luncheon and a dinner event.
- November 8, 2017 DMSEF Board Meeting; Holly McClurg and Cathy Birks attended and discussed allocation of STEAM+ budget and funding and 2018-2019 school contribution goal. Laura Spencer, Executive Director of Innovation and Design, and Sarah Raskin and Paula Intravia, Design Engineers, shared their roles in the district.
- November 28, 2017 is Giving Tuesday, begun by the Bill and Belinda Gates Foundation. It is a global day of giving, a social media campaign the DMSEF began participating in last year. The DMSEF will promote this day throughout the district.

Report: 5.4 BOARD REPORT: DEL MAR PARENT TEACHERS ASSOCIATION (PTA)

Del Mar Heights School PTA President, Amy Chelesnik, shared a report on community service.

Report: 5.5 BOARD REPORT: GOVERNING BOARD MEMBERS

Board President Rafner reported the following:

- Attended the Governing Board of Trustees Visitation to Ocean Air School.
- Attended and completed the Masters in Governance Program.

Member Gibson:

- Thanked parent, Ryan Gordan, for his feedback to the Board.
- Thanked PTA president, Amy Chelesnik, who shared this evening.

Member Wooden:

- Had opportunity to attend the Eric Paredes Save a Life Foundation cardiac screening at UCSD this weekend, where they screened 12 -25 year olds. Encouraged community members to attend the screenings through this organization.

Member Cochrane:

- Attended November DMSEF Board meeting.
- Attended Masters in Governance *Student Learning & Achievement and Policy & Judicial Review Course*.

Member Halpern:

- Attended DMSEF Barn at the Beach event. Excited about bold goals the DMSEF has embraced.
- Attended Masters in Governance *School Finance Course*.

Report: 5.6 BOARD REPORT: SUPERINTENDENT

Superintendent McClurg reported on current District activities, including:

- Congratulated Board President, Doug Rafner, who graduated from the California School Boards Association / Masters in Governance Program that defines the roles and responsibilities of school boards and provides governance teams with the knowledge and skills to build and support an effective governance structure. This certificate represents 35 hours of intensive training on the role of the governance team.
- Many important meetings going on in the district where we are able to hear what is on people's minds, including PTA Presidents' Meetings, Focus Groups, and Stakeholder Meetings, recent and those upcoming.
- Shared District Design 2022 call to action to keep the focus right where it should be in our district.
- Thanked Ryan Gordon for coming tonight to give input regarding one piece of DD2022.

Procedural: 5.7 HEARING OF THE PUBLIC REGARDING AGENDA ITEMS

No public input.

Action, Minutes, Procedural: 5.8 BOARD APPROVAL, MINUTES

Approve Minutes:

October 25, 2017 Regular

November 2, 2017 Special Visitation

Motion by Kristin Gibson, second by Scott Wooden.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

6. CONSENT

Action (Consent): 6.1 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 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

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 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Action (Consent): 6.3 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 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Action (Consent): 6.4 BOAR APPROVAL, AGREEMENT WITH SAN DIEGO UNIFIED SCHOOL DISTRICT AND MENTAL HEALTH SYSTEMS TO PROVIDE EDUCATIONAL SERVICES TO STUDENTS PLACED IN STEPS DAY TREATMENT PROGRAM

Resolution: Approve Agreement with San Diego Unified School District and Mental Health Systems to provide services to students placed in the STEPS Day Treatment program (PS-18-0312-18). Authorize the execution of any documents necessary to effectuate this Agreement. The term of the Agreement is August 1, 2017 through July 31, 2019.

Approve Consent Items 6.1 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Action (Consent): 6.5 BOARD APPROVAL, FAIRBANK, MASLIN, MAULLIN, METZ & ASSOCIATES AGREEMENT

Resolution: Approve agreement with Fairbank, Maslin, Maullin, Metz & Associates

Approve Consent Items 6.1 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Action (Consent): 6.6 BOARD APPROVAL, FACILITIES PROJECTS OVER \$5,000

Resolution: Approve facilities projects over \$5,000 for the month of November 2017.

Approve Consent Items 6.1 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Action (Consent): 6.7 BOARD APPROVAL, ATTENDANCE AT THE ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS (ACSA) 2018 SUPERINTENDENTS' SYMPOSIUM

Resolution: Approve attendance at the Association of California School Administrators (ACSA) 2018 Superintendents' Symposium.

Approve Consent Items 6.1 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Action (Consent), Procedural: 6.8 6.4 BOARD APPROVAL, ATTENDANCE AT ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS (ACSA) EVERY CHILD COUNTS 2018 SYMPOSIUM

Resolution: Approve attendance at ACSA Every Child Counts 2018 Symposium

Approve Consent Items 6.1 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Action (Consent): 6.9 BOARD APPROVAL, REVISED JOB DESCRIPTION FOR THE POSITION OF COORDINATOR OF SPECIAL EDUCATION

Resolution: Approve revised job description for the position of Coordinator of Special Education.

Approve Consent Items 6.1 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Action (Consent): 6.10 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 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Action (Consent): 6.11 BOARD APPROVAL, CONSENT CALENDAR

Resolution: Approve Consent Items 6.1 - 6.10.

Approve Consent Items 6.1 - 6.10.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

7. CURRICULUM AND INSTRUCTION

Information: 7.1 BOARD REPORT, THE CALIFORNIA SCHOOL DASHBOARD – Local Performance Indicators

Vivian Firestone, Coordinator of Assessment, Data and Integrated Technology, presented The California School Dashboard, focusing the Local Performance Indicators, including:

- 10 Indicators of School Success:
 - Six State Indicators
 - Four Local Indicators
 - California School Dashboard Reference Guide
 - Local Performance Indicators Outcomes 2016-2017

Shelley Petersen, Assistant Superintendent of Instructional Services, and Vivian Firestone, Coordinator of Assessment, Data and Integrated Technology, responded to clarifying questions from the Board.

Mike Galis, Director of Maintenance, Operations and Facilities, shared the purpose of the FIT Report.

8. ADMINISTRATION AND POLICY

Action: 8.1 BOARD APPROVAL TO HOLD THE 2017 ORGANIZATIONAL MEETING OF THE GOVERNING BOARD OF TRUSTEES ON DECEMBER 13, 2017

Approve to hold the 2017 Organizational Meeting of the Board of Trustees on December 13, 2017.

Motion by Kristin Gibson, second by Scott Wooden.

Final Resolution: Motion Carries

Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Information: 8.2 BOARD REVIEW, FIRST READING OF PROPOSED 2018 GOVERNING BOARD MEETING DATES AND LOCATIONS

Report: 8.3 BOARD INFORMATION, SUPERINTENDENT REPORT ON GOALS

Superintendent provided a report to the Board regarding District/Superintendent goals and progress for 2017-2018, including:

- Our Vision
- Our Mission
- District Design 2022
- Lever 1: Strong Academic Core/High Quality Instruction
- Lever 2: Mastery of Skills that Matter Most
- Lever 3: Environment
- Significant Facility Needs
- Funding for Facilities

9. OPERATIONS AND FACILITIES

10. BUSINESS AND FINANCE

11. PERSONNEL

12. CLOSING ITEMS

Information: 12.1 BOARD REVIEW, REMINDER OF UPCOMING DMUSD EVENTS

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

Information: 12.3 PRELIMINARY ITEMS FOR THE DECEMBER REGULAR BOARD MEETING
Preliminary items for the December Regular Governing Board Meeting:

Board Approval, Minutes of Regular Board Meeting, November 15, 2017
Board Approval, Minutes of Special Board Visitation, December 6, 2017
Hold the Annual Organizational Meeting of the Governing Board, December 13 2017

Action, Procedural: 12.4 ADJOURNMENT OF MEETING
Governing Board President Rafner adjourned the meeting at 7:10pm.

Motion to Adjourn meeting.

Motion by Kristin Gibson, second by Scott Wooden.
Motion Carries
Aye: Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden, Steve Cochrane

Minutes of November 15, 2017 Adopted:

Signature of Board Clerk:



Governing Board Clerk

12/13/17

Date

Signature of Superintendent:



Holly McClurg, Ph.D.

12/14/2017

Date

Generated by Holly Palmer, Executive Assistant to the Superintendent