



Union High School District

MINUTES
OF THE
SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING

Board of Trustees
Joyce Dalessandro
Beth Hergesheimer
Amy Herman
Maureen "Mo" Muir
John Salazar
Superintendent
Eric R. Dill

JUNE 22, 2017

THURSDAY, JUNE 22, 2017
6:30 PM

DISTRICT OFFICE BOARD ROOM 101
710 ENCINITAS BLVD., ENCINITAS, CA 92024

PRELIMINARY FUNCTIONS ..... (ITEMS 1 – 6)

1. CALL TO ORDER ..... 6:00 PM

President Herman called the meeting to order at 6:00 PM.

A. PUBLIC COMMENTS REGARDING CLOSED SESSION ITEMS (#2A-B)

No public comments were presented.

2. CLOSED SESSION ..... 6:01 PM

The Board convened to Closed Session at 6:01 pm to discuss the following:

A. STUDENT DISCIPLINE / EXPULSIONS/SUSPENDED EXPULSIONS/READMITS

To consider and/or deliberate on student discipline matters. (Case #2016-034SD & #2017-040SD)

B. PUBLIC EMPLOYEE APPOINTMENT, EMPLOYMENT, PERFORMANCE EVALUATION, DISCIPLINE/DISMISSAL/RELEASE

To consider personnel issues, pursuant to Government Code sections 11126 and 54957; limited to consideration of the appointment, employment, evaluation of performance, discipline/release/dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless the employee requests a public session.

REGULAR MEETING / OPEN SESSION ..... 6:30 PM

ATTENDANCE

BOARD OF TRUSTEES AND STUDENT BOARD REPRESENTATIVES

- Joyce Dalessandro
Beth Hergesheimer
Amy Herman
Maureen "Mo" Muir (Absent)
John Salazar

DISTRICT ADMINISTRATORS / STAFF

- Eric Dill, Superintendent
Mike Grove, Ed.D., Associate Superintendent, Educational Services
Torrie Norton, Associate Superintendent, Human Resources (Absent)
Mark Miller, Associate Superintendent, Administrative Services
Delores Perley, Chief Financial Officer
Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

3. RECONVENE REGULAR MEETING / CALL TO ORDER..... (ITEM 3)

A. The regular meeting of the Board of Trustees was called to order at 6:31 PM by President Amy Herman. Ms. Schultz read the meeting protocol instructions.

B. President Herman led the Pledge of Allegiance.

4. REPORT OUT OF CLOSED SESSION ..... (ITEM 4)

A. REPORT OUT OF CLOSED SESSION

There was nothing to report.

B. STUDENT DISCIPLINE / EXPULSIONS/SUSPENDED EXPULSIONS/READMITS

1. CASE #2016-034SD

Motion by Ms. Dalessandro, seconded by Ms. Hergesheimer, to approve the early readmission of Case #2016-034SD from expulsion, effective June 23, 2017. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

2. CASE #2017-040SD

Motion by Ms. Hergesheimer, seconded by Ms. Dalessandro, to approve the early readmission of Case #2017-040SD from expulsion, effective June 23, 2017. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

5. APPROVAL OF AGENDA .....(ITEM 5)

Motion by Mr. Salazar, seconded by Ms. Hergesheimer, to approve the agenda of June 22, 2017, Regular Board meeting of the San Dieguito Union High School District, as presented, except for Items #11A, Gifts & Donations, and #13A, Agreements / Quan Consulting, and #15G, Agreements, were pulled from the Consent Agenda. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

6. APPROVAL OF MINUTES / JUNE 8, 2017 REGULAR MEETING

PUBLIC COMMENTS: Mary Ellen Stives, Janet Schenker, and Lucile Lynch requested that the minutes be more detailed regarding their comments made at the June 22<sup>nd</sup> Board meeting, the audio of the meeting be made available and that the spelling of their names be corrected.

Ms. Herman stated that minutes are written to capture the action taken by the board; the minutes were revised as made available at the meeting and that their names will be corrected.

Motion by Ms. Hergesheimer, seconded by Ms. Dalessandro, to approve the minutes of the June 8, 2017 Regular Meeting, as revised in the handout with correct spelling of names. (Handout available in the Superintendent's Office upon request.) BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

**NON-ACTION ITEMS.....(ITEMS 7 - 10)**

7. STUDENT UPDATES ..... NONE DURING SUMMER BREAK

8. BOARD REPORTS AND UPDATES..... BOARD OF TRUSTEES

Mr. Salazar had nothing to report.

Ms. Hergesheimer attended promotion/graduation ceremonies at Oak Crest MS (OCMS), San Dieguito HS Academy (SDHSA) and La Costa Canyon HS (LCC), and the Rancho Santa Fe Security Salute to Education event.

Ms. Dalessandro attended promotion/graduation ceremonies at Sunset HS (SS) and Earl Warren MS (EWMS), the San Dieguito Alliance for Drug Free Youth Networking luncheon, and the Solana Beach School District Skyline Groundbreaking ceremony.

Ms. Herman attended promotion/graduation ceremonies at Pacific Trails MS, Canyon Crest Academy and Torrey Pines HS, the San Dieguito for Drug Free Youth Networking luncheon, Solana Beach School District Skyline Groundbreaking ceremony, the district wide Adaptive PE Kickball Tournament at Carmel Valley MS, a retirement event for Torrie Norton, toured EWMS Adult Transition Program facilities under construction with Mr. Dill, and the Adult Transition Program Exit Ceremony. Ms. Herman thanked Ms. Dalessandro for attending tonight after delaying her pending surgery.

9. SUPERINTENDENT’S REPORTS, BRIEFINGS, LEGISLATIVE UPDATES .....ERIC DILL, SUPERINTENDENT  
Mr. Dill attended promotion/graduation ceremonies at Sunset HS, Carmel Valley MS, Canyon Crest Academy and Torrey Pines HS. Mr. Dill thanked Ms. Perley for serving as interim CBO in Business Services this year.

10. SCHOOL / DEPARTMENT UPDATES ..... NONE SCHEDULED

**CONSENT ITEMS ..... (ITEMS 11 - 15)**

\*Items #11A, #13A, #15G, were pulled from the Consent Agenda, as shown above under Item #5, Approval of Agenda.

Motion by Ms. Hergesheimer, seconded by Mr. Salazar, to approve Consent Agenda Items #11-15, except for Items #11A, #13A, #15G, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

ITEM #11A, PUBLIC COMMENTS: Ron Gladnick, Matt Chess, Ann Lopez, and Ed Burke made comments in support of the donations provided by parents, the community, and the foundations, and expressed concern that about the dissenting vote on the CIF agreement at the previous board meeting. Beth Westburg made comments regarding lack of transparency between the foundations and the district.

Ms. Herman and Mr. Dill made brief comments regarding donations received from the foundations.

\*Motion by Ms. Hergesheimer, seconded by Ms. Dalessandro, to approve Consent Agenda Item #11A, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

ITEM #13A, PUBLIC COMMENTS: Wendy Gumb spoke against entering into an agreement with Quan Consulting, and Leslie Saldana spoke in favor of entering into an agreement with the Quan Consulting.

The Board asked questions of staff and held a brief discussion.

\*Motion by Ms. Dalessandro, seconded by Ms. Hergesheimer, to approve Consent Agenda Item #13A, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

ITEM #15G, PUBLIC COMMENTS: Beth Westburg made comments regarding the batting cages at Torrey Pines HS.

\*Motion by Ms. Hergesheimer, seconded by Ms. Dalessandro, to approve Consent Agenda Item #15G, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

## 11. SUPERINTENDENT

*\*Item #11A was pulled from the consent agenda and voted on separately, as shown above.*

### A. GIFTS AND DONATIONS

Accept the gifts and donations, as presented.

### B. FIELD TRIP REQUESTS

Accept the field trips, *as revised*.

## 12. HUMAN RESOURCES

### A. PERSONNEL REPORTS

Approve matters pertaining to employment of personnel, salaries, leaves of absence, resignations, changes in assignments, extra duty assignments, and consultant services:

1. Certificated and/or Classified Personnel Reports, *as revised*.

### B. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreement and authorize Douglas B. Gilbert, Delores L. Perley or Eric R. Dill to execute the agreements:

1. Debra Dupree, dba Relationships at Work, Inc., to provide organizational consultation on disability and reasonable accommodation practices, employee-management relations, communication/conflict management strategies, and interactive process facilitation services, during the period July 1, 2017 through June 30, 2018, in an amount not to exceed \$5,000.00, to be expended from the General Fund/Unrestricted 01-00.

## 13. EDUCATIONAL SERVICES

*\*Item #13A was pulled from the consent agenda and voted on separately, as shown above.*

### A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreement and authorize Douglas B. Gilbert, Delores L. Perley or Eric R. Dill to execute the agreement:

1. Phyllis Quan, dba Quan Consulting, to provide coaching and advising to staff at the school sites and parent leaders of foundations and PTSA's to ensure their effective relations with one another to ensure best practices, to provide trouble-shooting and facilitating resolution of organizational issues so all can effectively achieve mission, and to provide support to administrative leadership of the high schools and middle schools with respect to fundraising and parent leader relations, during the period July 1, 2017 through June 30, 2018, at the hourly rate of \$130.00 in an estimated amount not to exceed \$5,400.00, to be expended from the General Fund/Unrestricted 01-00.

### B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

## 14. ADMINISTRATIVE SERVICES

### A. APPROVAL/RATIFICATION OF AGREEMENTS

(None Submitted)

### B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

(None Submitted)

## SPECIAL EDUCATION

### C. APPROVAL/RATIFICATION OF NON-PUBLIC SCHOOL / NON-PUBLIC AGENCY CONTRACTS, INDEPENDENT CONTRACTOR AGREEMENTS, AND/OR MEMORANDUMS OF UNDERSTANDING

(None Submitted)

D. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS  
(None Submitted)

E. APPROVAL/RATIFICATION OF PARENT SETTLEMENT AND RELEASE AGREEMENTS  
(None Submitted)

**PUPIL SERVICES**

F. APPROVAL/RATIFICATION OF AGREEMENTS  
(None Submitted)

G. APPROVAL/RATIFICATION OF AMENDMENTS TO AGREEMENTS  
(None Submitted)

**15. BUSINESS / FACILITIES PLANNING & CONSTRUCTION**

**BUSINESS**

A. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Douglas B. Gilbert, Delores L. Perley or Eric R. Dill to execute the agreements:

1. California School Boards Association (CSBA), to provide regular notifications of policy updates, online access to CSBA's reference policy manual, and links to related policy resources through access to GAMUT, during the period July 1, 2017 through June 30, 2018, and continuing with annual renewals unless terminated by written notice prior to June 15th, in an annual amount not to exceed \$3,405.00, to be expended from the General Fund/Unrestricted 01-00.
2. Loomis Armored US, LLC, to provide armored truck services throughout the District, during the period August 1, 2017 through July 31, 2019, at the rates outlined in the attached rate sheet, to be expended from the fund to which the service is charged.
3. NvLS Professional Services, LLC, to provide E-rate consultation services, during the period July 1, 2017 through June 30, 2018, in an amount not to exceed \$12,650.00, to be expended from the General Fund/Unrestricted 01-00.

B. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS  
(None Submitted)

C. AWARD/RATIFICATION OF CONTRACTS

Award/ratify the following contracts and authorize Douglas B. Gilbert, Delores L. Perley or Eric R. Dill to execute all pertinent documents:

1. Gold Star Foods, Inc., and U.S. Foods, Inc. for grocery and snack supplies, B2017-18, during the period July 1, 2017 through June 30, 2018, at the unit prices listed on the attachments, to be expended from the Cafeteria Fund 13-00.

D. APPROVAL OF CHANGE ORDERS  
(None Submitted)

E. AUTHORIZATION TO ADVERTISE FOR BIDS / APPROVE CONTRACTS AND AGREEMENTS

Authorize and/or approve the following:

1. Authorize the Superintendent of Schools or designee to direct the administration to advertise for any necessary bids, during the period July 1, 2017 through June 30, 2018.
2. Authorize the Superintendent of Schools or designee to approve entering into all contracts/agreements, during the period June 23, 2017 through September 14, 2017, and that the contracts/agreements are presented to the Board of Trustees for ratification at the next regularly scheduled meeting.

## F. APPROVAL OF BUSINESS REPORTS

Approve the following business reports:

1. Purchase Orders
2. Change Orders
3. Membership Listing (None Submitted)
4. Warrants
5. Revolving Cash Fund

## FACILITIES PLANNING & CONSTRUCTION

*\*Item #15G was pulled from the consent agenda and voted on separately, as shown above.*

### G. APPROVAL/RATIFICATION OF AGREEMENTS

Approve/ratify entering into the following agreements and authorize Douglas B. Gilbert, Delores L. Perley or Eric R. Dill, to execute the agreements:

1. Zurich, to provide builders risk insurance for the Oak Crest Middle School Science Classroom Quad, Crest Hall and Site Improvements Project, during the period June 19, 2017 through August 27, 2018, in an amount not to exceed \$55,074.00, to be expended from Building Fund Prop 39 – Fund 21-39.
2. The Hartford, to provide builders risk insurance for the Carmel Valley Middle School Music Classroom Building and Site Improvements Project, during the period June 19, 2017 through May 17, 2018, in an amount not to exceed \$10,530.00, to be expended from Building Fund Prop 39 – Fund 21-39 and North City West School Facilities Financing Authority.
3. D A Hogan, to provide architectural engineering services to renovate the athletic play fields at Carmel Valley Middle School, during the period June 23, 2017 through completion, in an amount not to exceed \$85,560.00 plus reimbursable expenses, to be expended from Mello Roos Funds.
4. Western Environmental & Safety Technologies, Inc., for environmental consulting services district wide, during the period July 1, 2017 through June 30, 2018, at the rates established in the attached agreement, to be expended from the fund to which the project is charged.
5. United Site Services, to provide rental of temporary fencing for various projects district wide, during the period July 1, 2017 through June 30, 2018, at the rates established on the attached supplement, to be expended from the fund to which the project is charged.
6. Latitude 33 Planning and Engineering, to provide survey and construction staking services for the 2<sup>nd</sup> Classroom Building at Pacific Trails Middle School, during the period June 23, 2017 through completion, in an amount not to exceed \$10,850.00, plus reimbursable expenses, to be expended from Building Fund Prop 39 – Fund 21-39.

### H. APPROVAL/RATIFICATION OF AMENDMENT TO AGREEMENTS

Approve/ratify amending the following agreements and authorize Douglas B. Gilbert, Delores L. Perley or Eric R. Dill to execute the agreements:

1. Zurich, to amend contract CA2016-28, extending the policy date for the builder's risk insurance for the Canyon Crest Academy B Building Project, increasing the amount by \$1,481.00 for a new total of \$21,354.00, to be expended from Building Fund Prop 39 – Fund 21-39.
2. Class Leasing, LLC, to amend contract CB2015-12, for lease of relocatable classroom buildings as Interim Housing at Earl Warren Middle School, extending the lease term through June 30, 2018 and relocating one toilet building, increasing the amount by \$185,250.00 for a new total of \$1,467,035.49, to be reimbursed by Solana Beach School District.
3. BDS Engineering, to renew contract B2013-08 for land surveying services, during the period July 1, 2017 through May 16, 2018, in an annual amount not to exceed \$200,000.00, to be expended from the fund to which the project is charged.

4. URS Corporation, a division of AECOM, to renew contract CB2014-01 for California Environmental Quality Act (CEQA) Services district wide, during the period July 1, 2017 through June 30, 2018, in an annual amount not to exceed \$150,000.00, to be expended from the fund to which the project is charged.

I. AWARD/RATIFICATION OF CONTRACTS

Approve/ratify the following contracts and authorize Douglas B. Gilbert, Delores L. Perley or Eric R. Dill to execute all the pertinent documents:

1. Blue Pacific Engineering & Construction, Bid Package #1, Landscape, La Costa Canyon High School Landscape Project CB2017-09, during the period June 23, 2017 through August 28, 2017, in the amount of \$118,000.00, to be expended from Building Fund Prop 39 – Fund 21-39.

J. APPROVAL OF AGREEMENT / RIGHT OF ENTRY PERMIT / PACIFIC TRAILS MIDDLE SCHOOL

Approve the attached agreement authorizing Pardee Homes permission to enter onto and across the property known as Canyon Crest Academy and Pacific Trails Middle School, for purposes of performing improvements to the District's property and construction of the Pacific Highlands Ranch Community Park, as presented.

**DISCUSSION / ACTION ITEMS..... (ITEM 16 - 20)**

16. ADOPTION OF RESOLUTION / IN THE MATTER OF UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES

Motion by Mr. Salazar, seconded by Ms. Hergesheimer, to adopt the resolution in the Matter of Uniform Public Construction Cost Accounting Procedures, in compliance with Public Contracting Code § 22030, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

17. ADOPTION OF PROPOSED NEW / REVISED BOARD POLICIES (6) / BUSINESS SERVICES

Motion by Ms. Dalessandro, seconded by Ms. Hergesheimer, to adopt the proposed new / revised Board Policies (6), as presented and as follows:

- A. BP #3311, "BIDS" (REV)
- B. AR #3311, "SOLICITING BIDS (BIDS & QUOTATIONS) (REV)
- C. BP #3311.1, "UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES" (NEW)
- D. AR #3311.1, "UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES" (NEW)
- E. AR #3311.2, "LEASE/LEASEBACK CONTRACTS" (NEW)
- F. AR #3311.3, "DESIGN-BUILD CONTRACTS" (NEW)

BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

18. ADOPTION OF RESOLUTION / TAX & REVENUE ANTICIPATION NOTES (TRANS) FOR 2017-18

Motion by Ms. Hergesheimer, seconded by Ms. Dalessandro, to adopt the Resolution for Tax and Revenue Anticipation Notes (TRANS) for fiscal year 2017-18, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

19. ADOPTION OF 2017-2020 DISTRICT LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)

PUBLIC COMMENTS: Sophy Chaffee made comments in opposition to the LCAP not addressing special education student's needs or the issues addressed at the last meeting and offered a compromise to meet the July 1 deadline by requesting the district work with the special education

parent forum in the fall to address those issues, and Janet Schenker stated it does not address the issues and concerns of special education students and requested the LCAP be amended.

Dr. Grove and Mr. Miller gave a brief update on the LCAP process and content, as presented. Mr. Dill stated that the District would like to work with the special education parent forum group in the fall to continue ongoing conversations regarding the special education issues being addressed in the LCAP.

Motion by Ms. Hergesheimer, seconded by Ms. Dalessandro, to adopt the 2017-2020 District Local Control Accountability Plan (LCAP), as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman, Salazar; Noes: None; Abstain: None; Absent: Muir.

*Motion unanimously carried.*

**20. ADOPTION OF PROPOSED 2017-18 DISTRICT BUDGET / GENERAL FUND & SPECIAL FUNDS**

PUBLIC COMMENTS: Beth Westburg made comments about the budget revenues, expenses, deficits and athletic expenses; Elaine Kooima requested funding be added to the Adult Transition Program (ATP) to provide technology and resources to support the students, and made comments regarding the retention policy; Linda Gunderson requested that a 3<sup>rd</sup> relocatable be added for the ATP program, that the bathrooms are insufficient and the lack of vocational training; and Lucile Lynch made comments regarding input from the special education parents be included in the LCAP as well as budget support of the special education students' needs, and the inclusion of the 3<sup>rd</sup> relocatable for the ATP program.

Mr. Dill gave an update on the 2017-18 district budget, as presented, and the Board asked questions and held a discussion.

Motion by Ms. Hergesheimer, seconded by Ms. Dalessandro, to adopt proposed 2017-18 District Annual Budget / General Fund & Special Funds, as presented. BOARD Ayes: Dalessandro, Hergesheimer, Herman; Noes: Salazar; Abstain: None; Absent: Muir.

*Motion carried.*

**INFORMATION ITEMS ..... (ITEMS 21 - 30)**

**21. UPDATE TO PRE-QUALIFICATION QUESTIONNAIRE, UNIFORM RATING PROCEDURE AND APPEALS PROCESS / BIDDER PRE-QUALIFICATION PROCESS**

This item was submitted as information only.

**22. BUSINESS SERVICES UPDATE ..... DELORES PERLEY, CHIEF FINANCIAL OFFICER**

Ms. Perley had nothing to report.

**23. EDUCATIONAL SERVICES UPDATE..... MIKE GROVE, ED.D., ASSOCIATE SUPERINTENDENT**

Dr. Grove had nothing to report.

**24. HUMAN RESOURCES UPDATE ..... TORRIE NORTON, ASSOCIATE SUPERINTENDENT**

Ms. Norton was absent.

**25. ADMINISTRATIVE SERVICES UPDATE ..... MARK MILLER, ASSOCIATE SUPERINTENDENT**

Mr. Miller had nothing to report.

**26. PUBLIC COMMENTS – Wendy Gumb made comments regarding the use of the batting cages at Torrey Pines HS, and Beth Westburg requested public comments be moved to the beginning of the agenda.**


**27. FUTURE AGENDA ITEMS – Request to move public comments to beginning of agenda.**

**28. ADJOURNMENT TO CLOSED SESSION – No closed session was necessary.**

**29. REPORT FROM CLOSED SESSION – Nothing further to report.**



30. ADJOURNMENT OF MEETING – The meeting adjourned at 8:39 PM.

  
Beth Hergesheimer, Board Clerk

7-13-17  
Date

  
Eric R. Dill, Superintendent

7-19-17  
Date

**Approved at the July 13, 2017, SDUHSD Board of Trustees Meeting  
Joann Schultz, Recording Secretary**