

**Regular Meeting of the San Dieguito Union High School District Board of Trustees (Thursday, December 14, 2023)**

*Generated by Shannon Martinez*

**Members present**

Michael Allman, Rimga Viskanta, Jane Lea Smith, Phan Anderson

Katrina Young participated remotely at 805 Hays Mill Rd Unit 7  
Carrollton, GA 30117

**The meeting was called to order at 5:00 PM**

**1. Call to Order/Closed Session (5:00 PM)**

**A. Call to Order**

**B. Public Comment Regarding Closed Session Items**

There were no speakers for public comment closed session.

**C. Adjournment to Closed Session**

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**2. Closed Session**

**A. Public Employee discipline(s)/dismissal(s)/release(s)/transfer(s)/appointment(s)/assignment(s)/reassignment(s)/non-renewal(s)/resignation(s) (Government Code Section 54957)**

**B. Conference with Labor Negotiators (Agency Negotiators, Anne Staffieri, Mary Anne Nuskin)**

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**3. Preliminary Activities (6:00 PM)**

**A. Reconvene Regular Board Meeting/Welcome and Call to Order**

The meeting was reconvened at 6:10 pm.

**B. Pledge of Allegiance**

Torrey Pines Student Board member Savannah Keith led the Pledge of Allegiance.

**C. Report Out of Closed Session**

**D. Approval of Minutes for the November 14, 2023 Regular Board Meeting**

It is recommended that the Board approve the minutes of the November 14, 2023, Regular Board Meeting as shown in the attached supplement.

Motion by Jane Lea Smith, second by Katrina Young.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

**E. Approval of Agenda**

It is recommended that the Board approve the agenda for the December 14, 2023, Regular Board Meeting of the San Dieguito Union High School District Board of Trustees.

Motion by Jane Lea Smith, second by Katrina Young.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith

No: Phan Anderson

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**4. Recognition and Presentations**

**A. Student Board Member Reports**

Savannah Keith from Torrey Pines and Luran Chemtob from Sunset provided a report on all the things going on at their campuses. Lauren was recognized for her last Board meeting.

**B. Diegueño Middle School**

Principal Dr. Celeste Barnette provided a presentation about Diegeno Middle School.

**C. Girl's Flag Football**

Representatives from the Girl's Flag Football teams talked about their first season.

**5. Approval of the Consent Agenda**

**A. Approval of Consent Agenda - Items on agenda marked with an \*asterisk**

It is recommended that the Board approve/ratify the Consent Agenda items as presented.

Motion by Katrina Young, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

**6. Annual Organizational Meeting**

**A. Appointment of Board Representative and Alternative Representative to North City West School Facilities Financing Authority**

It is recommended that the Board appoint the Superintendent as the Board Representative and the Executive Director of Planning Services be appointed the Alternative Board Representative to North City West School Facilities Financing Authority.

Motion by Phan Anderson, second by Katrina Young.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

**B. Board Member Representatives to Committees**

It is recommended that the Board approve the committee assignments as presented.

Motion by Jane Lea Smith, second by Katrina Young.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

**Board of Trustees Committee Calendar  
2024**

<b>Committee Name</b>	<b>No. of Board Representatives</b>	<b>No. of Meetings (Approximate)</b>	<b>Current Board Representative (2024 Year)</b>
<p><b>Career Technical Education</b></p> <p>Dates: TBD Time: TBD Location: TBD</p> <p>Purpose: Two or three meetings annually, where community partners, staff, and high school students discuss and plan best ways to support the 70+ high school courses we offer. A sampling of those courses: Digital Imaging, Journalism, Digital Photo, Computer Programming, AP Computer Science, Biotechnology, Engineering Design, Robotics, Metals Technology, Auto Tech, Culinary Arts.</p>	1	2-3 times per year	Smith Anderson
<p><b>City of Carlsbad City/Schools Committee</b></p> <p>Dates: TBD Time: 2-4:00 pm Location: TBD</p> <p>Committee includes representations from the City of Carlsbad, Carlsbad Unified School District, Encinitas Union School District, San Dieguito Union High School District and San Marcos Unified School District</p>	1 plus 1 alternate	3-4 times per year	Young

<p><b>City of Encinitas School District Liaison Committee</b></p> <p>Dates: TBD  Time: 8:10 am - 9:30 am  Location: Poinsettia Room</p> <p>at Encinitas City Hall.</p> <p>Purpose: The City of Encinitas School District Liaison Committee includes representation from the City of Encinitas, Cardiff School District, Encinitas Union School District, Mira Costa College and San Dieguito Union High School District.</p>	<p>1 plus 1 alternate</p>	<p>6 times per year</p>	<p>Young</p>
<p><b>City of Solana Beach School Relations Committee</b></p> <p>Dates: TBD  Time:TBD  Location: City Hall</p> <p>Meeting Times/Locations: 1st Thursday of the month on a quarterly / Mayor’s Conference Room, City Hall, City of Solana Beach  635 S. Highway 101, Solana Beach</p> <p>Purpose: This committee handles relations with San Dieguito Union High School District, Solana Beach School District and Solana Beach and private schools located within the Solana Beach boundaries</p>	<p>1</p>	<p>4 times per year</p>	<p>Smith</p>
<p><b>Legislative Action Network, Local/Regional</b></p> <p>Date: TBD  Time: TBD  Location: TBD</p> <p>Purpose: This network is composed of area districts and is intended to create collaboration when communicating with elected officials in Sacramento and Washington D.C regarding regional impact of state and federal policies and financial decisions</p>	<p>1</p>	<p>Once annually in December</p>	<p>Young</p>

<p><b>North Coastal Consortium for Special Education – Trustees Review Committee</b></p> <p>Date: TBD Time: TBD Location: TBD</p> <p>Purpose: The North Coastal Consortium for Special Education (NCCSE) is a Special Education Local Planning Area (SELPA) that is composed of 14 school districts in North San Diego County.</p>	<p>1</p>	<p>Once annually in the Spring</p>	<p>Smith/Young</p>
<p><b>Parent Curriculum Advisory Committee</b></p> <p>Dates: TBD Time: TBD Location: TBD</p> <p>Meeting Times/Locations: TBD Purpose: The Parent Curriculum Advisory Committee provides guidance and input on the continuous improvement of curriculum and instruction in SDUHSD schools.</p>	<p>2 plus 1 alternate</p>	<p>5 times per year</p>	<p>2 board members at each meeting alternating Allman, Anderson, Smith and Young throughout the year</p>

<p><b>Superintendent Parent Site Representative Council</b></p> <p>Dates: TBD Time:TBD Location:TBD Meeting Times/Locations: Quarterly Purpose: Superintendent will meet with parent reps of school-connected organizations (e.g. presidents of Foundations or PTOs), to share information, discuss school site needs and other topics to support the parent volunteers supporting our school sites. If a site or program does not have a school-connected organization (e.g. COAST, Sunset), then the site Principal may recommend a representative (either by appointment, site interviews, or through a rotating position).</p> <p>Members: Superintendent, Executive Cabinet, Presidents of school-connected organizations or their organization's alternate</p>	2	4 times per year	Young/Smith
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**C. Adoption of the 2024 Board Meeting Schedule**

It is recommended that the Board adopt the 2024 San Dieguito Union High School Board of Trustees Meeting Schedule, as shown in the attached supplement.

Motion by Phan Anderson, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

**D. Election of Board President, Vice President & Clerk**

There were 9 speakers for public comment item 6d.

- Janice Holokwa
- Peng Peng
- Dr. Zhang
- TOPS
- Michael Christensen
- Elizabeth Christensen
- Wendy Christensen
- Shirley Platzer-Stocks
- Bob Ayers

President: Nomination from Smith to nominate Viskanta (Viskanta accepts)

Nomination from Anderson to nominate Allman (Allman accepts)

Nomination from Allman to nominate Smith (Smith Declines)

Motion by Allman and second by Young to elect Rimga Viskanta as President

Yes: Allman, Young, Viskanta, Smith

No: Anderson

Final Resolution: Motion Carries

Vice President: Nomination from Young for Smith (Smith accepts)  
Anderson nominates self

Motion by Allman to elect Anderson as Vice President, Second by Anderson  
Yes: Anderson, Allman  
No: Young, Smith, Viskanta  
Final Resolution: Motion Fails

Motion by Young to elect Smith as Vice President, Second by Viskanta  
Yes: Allman, Young, Viskanta, Smith  
No: Anderson  
Final Resolution: Motion Carries

Clerk of the Board: Nomination from Smith for Young (Young accepts)  
Motion by Smith, Second by Viskanta  
Yes: Allman, Young, Viskanta, Smith, Anderson  
Final Resolution: Motion Carries

#### E. Appointment of Board Secretary

It is recommended that the Board appoint the Superintendent to serve as the Board Secretary.

Motion by Phan Anderson, second by Jane Lea Smith.  
Final Resolution: Motion Carries  
Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

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### 7. Educational Services Division

#### A. \*Approval of Field Trip and Out of State Conference Travel Requests

It is recommended that the Board approve the field trip requests and out-of-state conference travel as shown in the attached supplement.

Motion by Katrina Young, second by Jane Lea Smith.  
Final Resolution: Motion Carries  
Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

#### B. Approval of SDUHSD Multilingual Learner Plan

It is recommended that the Board approve the updated SDUHSD Multilingual Learner Plan, as shown in the attached supplement.

Motion by Katrina Young, second by Jane Lea Smith.  
Final Resolution: Motion Carries  
Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

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### 8. Human Resources Division

#### A. \*Approval of Classified Personnel Listing

It is recommended that the Board approve the classified personnel listing as shown in the attached supplement.

Motion by Katrina Young, second by Jane Lea Smith.  
Final Resolution: Motion Carries  
Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

#### B. \*Approval of Certificated Personnel Listing

It is recommended that the Board approve the certificated personnel listings shown in the attached supplement.

Motion by Katrina Young, second by Jane Lea Smith.  
Final Resolution: Motion Carries  
Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

#### C. Approval of New Position - Director of Community Resolution & Outreach

There were 2 public speakers for agenda item 8c.

Dr. Zhang  
TOPS

It is recommended that the Board approve a 1.0 FTE new position, Director of Community Resolution & Outreach.

Motion by Jane Lea Smith, second by Katrina Young.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

#### 9. Business Services Division

##### A. \*Acceptance of Gifts and Donations

It is recommended that the Board accept the gifts and donations to the district as shown on the attached report.

Motion by Katrina Young, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

##### B. \*Approval/Ratification of Purchase Orders, Paid Warrants, and Procurement Card Purchases

It is recommended that the Board approve/ratify the purchase orders and paid warrants as attached.

Motion by Katrina Young, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

##### C. \*Approval/Ratification of Agreements & Amendments to Agreements

It is recommended that the Board approve/ratify the agreements/amendments to agreements, as shown in the attached Report.

Motion by Katrina Young, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

##### D. Consideration of Certification and Approval of the 2023-24 District General Fund/First Interim Report

It is recommended that the Board certify and approve the 2023-24 First Interim Financial Report, as shown in the attached supplements.

Motion by Katrina Young, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

##### E. Retention Reduction / District Office Modernization Project

It is recommended that the Board authorize the reduction of the retention being withheld from Barnhart Reese Construction, Inc., for construction of the District Office Modernization Project, reducing the retention from 5% to 2.5%, releasing \$176,158.08, and authorizing future billings to reflect a 2.5% retention.

Motion by Phan Anderson, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

##### F. Adoption of Resolution / Lease-Leaseback Agreement / San Dieguito High School Academy Modernization of Buildings A, B, I, Mosaic Cafe & Locker Rooms

It is recommended that the Board approve the proposal ranking for Preconstruction Services and Lease-Leaseback Services, and adopt the Resolution approving and authorizing execution of Site Lease, Sublease Agreement, and Pre-Construction/Construction Services Agreement for the Lease/Leaseback Agreement with C.W. Driver, LLC, for the San Dieguito High School Academy Modernization of Buildings A, B, I, Mosaic Café & Locker Rooms Project, authorizing Dr. Anne Staffieri to execute all necessary documents.

Motion by Jane Lea Smith, second by Katrina Young.

Final Resolution: Motion Carries



Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

#### G. Award of Contract / Facilities Planning & Construction

It is recommended that the Board approve awarding the following contract and authorize Dr. Anne Staffieri to execute same:

1. GEM Industrial Electric, Inc., San Dieguito High School Academy Hard Courts Project CB2024-02 during the period December 15, 2023 through March 30, 2024, in the amount of \$924,850.00 to be expended from Building Fund 21-39.

Motion by Jane Lea Smith, second by Katrina Young.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

#### H. Approval of Guaranteed Maximum Price / Torrey Pines High School Athletic Facilities Improvements Project Phase 2

It is recommended that the Board approve the Final Guaranteed Maximum Price (GMP) for Phase 2 in the amount of \$9,215,946 for a revised Total Preliminary Guaranteed Maximum Price (GMP) of \$29,906,042 for the Torrey Pines High School Athletic Facilities Improvements Project, authorizing administration to execute all necessary documents.

Motion by Phan Anderson, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Michael Allman, Katrina Young, Rimga Viskanta, Jane Lea Smith, Phan Anderson

#### I. Public Notice - 2022-23 Report on Statutory School Fees and Findings

### 10. District Operations

#### A. Governance Handbook

Trustee Smith and Trustee Allman provided a presentation and the Board of Trustees discussed the updates to the handbook.

#### B. Superintendent Report

Superintendent Staffieri expressed gratitude to all the staff at SDUHSD and wished everyone Happy Holidays.

#### C. Board Member Reports

The Board provided an update on all the things they are doing in the district.

### 11. Public Comment - Non-Agenda Items

#### A. Public Comment Regarding Non-Agendized Topics that Lie within the Subject Matter Jurisdiction of the Board

There were 4 public speakers for non-agenda items.

Summer Boger  
Abu-Hantash, Haytham  
Omar Ater-Hamtesh  
Dr. Zhang

### 12. Closed Session (If Needed)

The Board did not reconvene to closed session.

### 13. Reconvene to Open Session (If Needed)

#### A. Report Out of Closed Session

### 14. Adjournment

The meeting adjourned at 8:45 pm.

  
Clerk of the Board of Trustees

1/23/24

Date

  
Anne L. Staffier, Ed.D., Superintendent

1/23/24

Date

Minutes Adopted: 01-23-24