



**BOARD OF TRUSTEES  
SPECIAL MEETING**

**Board of Trustees**  
Michael Allman  
Kristin Gibson  
Melisse Mossy  
Maureen "Mo" Muir  
Katrina Young

**Superintendent**  
Robert A. Haley, Ed.D.

**MONDAY, FEBRUARY 1, 2021  
AT 5:00 PM**

***Public participation will be remote and  
live-stream will be available @ [www.sduhsd.net](http://www.sduhsd.net).  
Earl Warren Middle School  
155 Stevens Avenue  
Solana Beach, CA 92075***

This meeting will be held in accordance with Executive Orders N-29-20 and N-33-20, and the County of San Diego Health and Human Services Order of the Health Officer and Emergency Regulations issued on December 10, 2020. A copy of each order is available online at [www.sduhsd.net](http://www.sduhsd.net) and posted at 710 Encinitas Boulevard, Encinitas, CA. The meeting will be live-streamed and video recorded. The public live-stream link will be posted online at [www.sduhsd.net](http://www.sduhsd.net) prior to the start of the meeting. Members of the Board of Trustees will be permitted to participate virtually/telephonically.

Public comments for special meetings are restricted to items on the agenda before the Board of Trustees for consideration. Members of the public who wish to address the Board of Trustees may do so by submitting a request using this [form](#). This form will open at 12:00 pm on Saturday, January 30, 2021, and will close at 12:00 pm on Sunday, January 31, 2021. Public comment will be limited to two (2) minutes per speaker and a total of twenty (20) minutes per item. If there are more than ten (10) requests for comment on an item, there will be a random selection of ten (10) speakers made prior to the start of the meeting. Please note the meeting is being recorded.

Additional information and supporting documents that may be provided to the Board of Trustees prior to the start of the meeting, if provided, will be posted on the website at [www.sduhsd.net](http://www.sduhsd.net).

**AGENDA**

**1. CALL TO ORDER**

- a. WELCOME
- b. PLEDGE OF ALLEGIANCE
- c. APPROVAL OF AGENDA

**2. CLOSED SESSION – *public comment, if any***

- a. CONFERENCE WITH LABOR NEGOTIATORS (GOV'T CODE SECTION 54957.6)

Employee Organizations: San Dieguito Faculty Association / California School Employees Association

Agency Designated Representatives: Superintendent, Deputy Superintendent, and Associate Superintendents (3)

**3. REPORT OUT OF CLOSED SESSION (THE BOARD OF TRUSTEES WILL RECONVENE OR PROVIDE FURTHER NOTICE AFTER THIRTY (30) MINUTES IN CLOSED SESSION)**

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications, or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Governing Board, please contact the [Office of the Superintendent](#). Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with the meeting in appropriate alternative formats for persons with a disability.

4. **REPORT REGARDING THE 2020-21 ACADEMIC YEAR REOPENING OF SCHOOLS, AND THE HOLDING OF EVENTS, CONSISTENT WITH THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH MANDATE/GUIDELINES AND THE SAN DIEGO COUNTY PUBLIC HEALTH ORDER – *public comment, if any***
5. **CONSIDERATION OF LETTERS OF RECOMMENDATION, OR SUBJECTIVE RATINGS, FOR PRIVATE SECONDARY SCHOOLS – *public comment, if any***
6. **ADJOURNMENT**

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## MEETING PROTOCOL

The members of the San Dieguito Union High School District Board of Trustees are locally elected officials, serve four-year terms of office, and are responsible for the schools' educational programs, in grades seven through twelve. The Board is a policy-making body whose actions are guided by the District's vision, mission, and goals. Administration of the District is delegated to a professional administrative staff led by the Superintendent. Board Members are required to conduct the programs of the schools in accordance with the Constitution of the State of California, the California Education Code, and other laws relating to schools enacted by the Legislature, in addition to policies and procedures adopted by the Board of Trustees.

### **PUBLIC COMMENTS (*Please see public comment process noted above.*)**

Members of the public are entitled to comment on items listed on the agenda for Board consideration or deliberation. At the discretion of the Board President, members of the public are entitled to speak on agenda items either immediately after the item is called or following background information provided related to the item. Members of the public are entitled to comment on an agenda item only once at any meeting and may not have someone speak or read on their behalf. Although the Board President may seek additional information, participation in debate on any item before the Board shall be limited to the Board and staff. The Board President shall determine the order of speakers, when the Board President calls a member of the public to speak they are asked, but not required, to provide their names prior to making comments.

### **PUBLIC INSPECTION OF DOCUMENTS**

In compliance with Government Code 54957.5, agenda-related documents that have been distributed to the Board less than 72 hours prior to the Board Meeting will be available for review on the district website, [www.sduhsd.net](http://www.sduhsd.net).

### **CLOSED SESSION**

The Board may meet in Closed Session to consider qualified matters of litigation, employee negotiations, student discipline, employee grievances, personnel qualifications, and/or real estate negotiations which are timely.

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# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 29, 2021

**BOARD MEETING DATE:** February 1, 2021

**PREPARED & SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** REPORT REGARDING THE 2020-21 ACADEMIC YEAR REOPENING OF SCHOOLS, AND THE HOLDING OF EVENTS, CONSISTENT WITH THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH MANDATE/ GUIDELINES AND THE SAN DIEGO COUNTY PUBLIC HEALTH ORDER

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### EXECUTIVE SUMMARY

1. Staff will present to the Board of Trustees an update on the planning for the 2020-21 academic year. The presentation will include the following:
  - a. Local Conditions – San Diego County
  - b. Safe Reopening Plan – Posted on Website
  - c. Current District On-campus Instruction and Activities
  - d. Reopening Requirements and Permissible Actions in Purple Tier and Red Tier
  - e. Senior and Other Events Planning
  - f. Communication

### RECOMMENDATION:

It is recommended that the Board of Trustees direct staff accordingly.

### FUNDING SOURCE:

N/A

# San Dieguito Union High School District

## INFORMATION REGARDING BOARD AGENDA ITEM

**TO:** BOARD OF TRUSTEES

**DATE OF REPORT:** January 29, 2021

**BOARD MEETING DATE:** February 1, 2021

**PREPARED BY:** Bryan Marcus, Associate Superintendent  
**SUBMITTED BY:** Robert A. Haley, Ed.D., Superintendent

**SUBJECT:** **CONSIDERATION OF LETTERS OF RECOMMENDATION, OR SUBJECTIVE RATINGS, FOR PRIVATE SECONDARY SCHOOLS**

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### EXECUTIVE SUMMARY

Providing letters of recommendation, or subjective ratings, for private secondary schools is not current district practice. This was changed two years ago due to concerns that information was being shared that was not compliant with the Federal Educational Rights Privacy Act (FERPA). Additionally, public school personnel were being asked to provide subjective ratings or information about a student that were not based on educational records or were outside the scope of public schools (e.g. questions about finances, spirituality, etc.).

Due to student privacy rights, school staff may not release records to outside parties without educational rights holder permission. The Educational Services Department informed all neighboring private secondary institutions that SDUHSD would provide educational records to private schools and that parents could request educational records.

Sample SDUHSD middle school language is attached that is disseminated to the parents in the school community. Also attached is a sample letter sent annually to area private secondary schools.

### RECOMMENDATION:

Continue current district practice. If not, direct staff accordingly while ensuring we are compliant with FERPA and other laws and regulations.

### FUNDING SOURCE:

N/A

ITEM 5



*Engaged, Inspired, Prepared*  
710 Encinitas Boulevard, Encinitas, CA 92024  
Telephone (760) 753-6491  
www.sduhsd.net

**Board of Trustees**  
Michael Allman  
Kristin Gibson  
Melisse Mossy  
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Katrina Young

**Superintendent**  
Robert A. Haley, Ed.D.

**Educational Services Division**  
Bryan Marcus, Associate Superintendent  
Fax (760) 943-3527

January, 2021

Greetings, SDUHSD Middle School Families.

Please note that, in order to prioritize time serving SDUHSD students and their progression within our district, SDUHSD staff members will not be fulfilling any requests to complete subjective ratings, letters, or recommendation forms for private school admission.

Educational records, such as transcripts, grades, attendance, etc. may be printed from the Aeries Parent Portal. Educational records that are not accessible via the Aeries portal must be requested from the school registrar by the parent/guardian/educational rights holder. Due to student privacy rights, school staff may not release records to outside parties without educational rights holder permission.

Requests for records from a new school where a student is actually enrolling or is attending should be addressed to the school registrar.

More information on [educational records](#) and student privacy.

Best,

Bryan Marcus

ITEM 5



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Telephone (760) 753-6491  
www.sduhsd.net

**Educational Services Division**  
Bryan Marcus, Associate Superintendent  
Fax (760) 943-3527

To: [Redacted]  
[Redacted]  
[Redacted]

January, 2021

From: Bryan Marcus  
Associate Superintendent, Educational Services

Similar to last school year, the following message will be shared with all families requesting subjective ratings, letters, or recommendations from SDUHSD for private K-12 institutions.

*In order to prioritize time serving SDUHSD students and their progression within our district, SDUHSD staff members will not complete subjective ratings, letters, or recommendation forms for private school admission.*

Educational records, such as transcripts, grades, attendance, etc. may be printed from the Aeries Parent Portal. Educational records that are not accessible to parents via the Aeries portal must be requested from the school registrar by the parent/guardian/educational rights holder. Due to student privacy rights, school staff may not release records to outside parties without educational rights holder permission.

Requests for records from a new school where a student is actually enrolling or is attending should be addressed to the school registrar.

More information on [educational records](#) and student privacy.

Should you have any questions or concerns, please contact my executive assistant, Lesley Rhodes at [lesley.rhodes@sduhsd.net](mailto:lesley.rhodes@sduhsd.net) or (760) 753-6491, ext. 5550

Best,

  
Bryan Marcus