

**THURSDAY, JUNE 17, 2021  
3:00 PM**

**MEETING WAS HELD VIRTUALLY, AND IN-PERSON AT  
District Office Board Room  
710 Encinitas Blvd.  
Encinitas, CA 92024**

ATTENDANCE

*\*Link to [video-recording](#).*

BOARD OF TRUSTEES

- \*Michael Allman
- \*Melisse Mossy
- \*Maureen "Mo" Muir
- \*Katrina Young

DISTRICT ADMINISTRATORS / STAFF

- \*Lucile Lynch, Interim Superintendent
- \*Mark Miller, Deputy Superintendent
- \*Tina Douglas, Associate Superintendent, Business Services
- \*Cindy Frazee, Associate Superintendent, Human Resources
- \*Bryan Marcus, Associate Superintendent, Educational Services
- \*Julie Goldberg, Coordinator of Accountability, Assessment & Research
- \*Joann Schultz, Executive Assistant to the Superintendent / Recording Secretary

*\*Participated in the virtual meeting in-person at District Office located at 710 Encinitas Blvd., Encinitas, California, in accordance with Executive Orders N-29-20, N-33-20 and Public Health Executive Order issued on December 10, 2020.*

*\*\*Participated in the virtual meeting remotely.*

**1. CALL TO ORDER**

- a. WELCOME - President Muir called the meeting to order at 5:00 p.m. and announced the meeting was being held in accordance with State of California Executive Order N-29-20, N-33-20 and Public Health Officer regulations issued on December 10, 2020. She further announced that the public was given the opportunity to submit a request to speak at the board meeting, and that updates to supporting information Items 9a-ii, Amendments to Agreements, and Item 10h, Management Employees Salary were posted on the district website earlier in the day.
- b. PLEDGE OF ALLEGIANCE – Mr. Allman led the Pledge of Allegiance.

**2. APPROVAL OF AGENDA**

Motion by Ms. Mossy, seconded by Mr. Allman, to approve the agenda of June 17, 2021, Regular Board Meeting of the San Dieguito Union High School District, as presented, and move up Future Agenda Items (Item 12), to be the first item after this item.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

*\*Item 12, Future Board Agenda Items, was heard here.*

- 12. FUTURE AGENDA ITEMS –** 1) Special Board Meeting for Brown Act and legal matters (Board Governance),  
2) Superintendent Search Firm Request for Proposals, Subcommittee and Job Description.

**3. CLOSED SESSION**

President Muir announced the Board was convening to Closed Session at 3:10 p.m. to discuss the following:

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (GOV'T CODE SECTION 54956.9(D)(2)
  - i. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One (1) potential case.
- b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (GOV'T CODE SECTION 54954.5)
  - i. To confer with real property negotiator:
    - Property: 1221 Encinitas Blvd., Encinitas, CA 92024
    - Agency Negotiator: Tina Douglas, Associate Superintendent, Business and/or Lucile Lynch, Interim Superintendent
    - Negotiating Parties: Boys and Girls Clubs of San Dieguito (Griset Branch)
    - Under negotiation: Instructions pertaining to price and terms of payment
  - ii. To confer with real property negotiator:
    - Property: 800 Santa Fe Drive, Encinitas, CA 92024
    - Agency Negotiator: Tina Douglas, Associate Superintendent, Business and/or Lucile Lynch, Interim Superintendent
    - Negotiating Parties: Dish Wireless
    - Under negotiation: Instructions pertaining to price and terms of payment

**4. RECONVENE TO OPEN SESSION**

President Muir reconvened the meeting at 4:15 p.m. and reported there was no action to report out of Closed Session.

**5. REPORTS**

a. BOARD OF TRUSTEES

All Board members attended the Special Board Meeting held on June 16, 2021.

Ms. Young gave shout outs to two San Dieguito Academy students, attended the CSBA Region 17 Delegate Assembly meeting, the Encinitas City/School Liaison Committee meeting, attended the promotion/graduation ceremonies at Carmel Valley MS, COAST Academy, San Dieguito HS Academy, and Oak Crest MS, and congratulations to class of 2021 & success

Ms. Mossy thanked executive cabinet, our attorney, interim superintendent and fellow trustees, and thanked the entire staff.

Mr. Allman attended the Pacific Trails, Carmel Valley and Earl Warren Middle Schools and Torrey Pines HS promotion and graduation ceremonies, and attended a ceremony for SDA student Holly Shaffer where she received an award from the Lions Club.

Ms. Muir highlight attending graduation ceremonies, and thanked the parents.

b. SUPERINTENDENT

Ms. Lynch attended San Dieguito HS Academy, La Costa Canyon HS, Oak Crest MS, and COAST Academy promotion/graduation ceremonies, is interviewing for a new Associate Superintendent for Human Resources, has been answering parent emails, reported on an upcoming Superintendent Pool Committee meeting, and that staff are working on internal collaborative measures with creativity and thought, reviewing district committees, working on the superintendent's newsletter for June, and preparing for board meetings with a special meeting scheduled on July 28.

6. **RECOGNITION – NONE SCHEDULED**

7. **PRESENTATION – NONE SCHEDULED**

8. **PUBLIC COMMENT – NON-AGENDA ITEMS**

Comments were made by Heather Dugdale and Janice Holowka.

9. **CONSENT AGENDA**

Motion by Mr. Allman, seconded by Ms. Young, to approve Consent Agenda Items 9a & 9b, as presented with revised Item 9a-ii, Amendments to Agreements.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

a. **CONSENT AGENDA**

- i. APPROVAL OF MINUTES (2) / JUNE 10, 2021 SPECIAL/BOARD WORKSHOP & REGULAR MEETINGS
- ii. APPROVAL/RATIFICATION OF AGREEMENTS & AMENDMENTS TO AGREEMENTS
- iii. RATIFICATION OF PURCHASE ORDERS LISTING
- iv. RATIFICATION OF WARRANTS REPORT LISTING
- v. APPROVAL OF FIELD TRIPS
- vi. ACCEPTANCE OF GIFTS & DONATIONS

b. **CONSENT AGENDA**

- i. APPROVAL/RATIFICATION OF PERSONNEL REPORTS

10. **DISCUSSION / ACTION ITEMS**

a. **CONSIDERATION OF ADOPTION OF 2021-22 DISTRICT BUDGET / GENERAL FUND & SPECIAL FUNDS**

PUBLIC COMMENT: Comments were made Heather Dugdale.

Motion by Mr. Allman, seconded by Ms. Mossy, to adopt the 2021-22 District Budget for the General Fund & Special Funds, as presented.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

b. **CONSIDERATION OF ADOPTION OF LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) ANNUAL UPDATE, 2021-22 THROUGH 2023-24**

Motion by Ms. Young, seconded by Mr. Allman, to adopt the Local Control Accountability Plan Annual Update, for the years 2021-22 through 2023-24, as presented.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

c. **CONSIDERATION OF ADOPTION OF NEW & REVISED BOARD POLICIES, ADMINISTRATIVE REGULATIONS & EXHIBITS, SERIES 6000, INSTRUCTION (13) / EDUCATIONAL SERVICES**

Motion by Ms. Young, seconded by Mr. Allman, to adopt the new and revisions to Board Policy Series 6000, Instruction, as presented.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

d. **CONSIDERATION OF APPROVAL OF SITE PLANS FOR STUDENT ACHIEVEMENT (SPSA), 2021-22**

Motion by Ms. Young, seconded by Ms. Mossy, to approve the School Plans for Student Achievement for Carmel Valley Middle School and Pacific Trails Middle School, as presented.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

e. **CONSIDERATION OF APPROVAL OF 2021-2022 SCHOOL BELL SCHEDULES**

PUBLIC COMMENT: Comments were made Ethan Fitzgerald.

Mr. Marcus provided an update and information regarding this item (*presentation available upon request from the Superintendent's Office*).

Motion by Mr. Allman, seconded by Ms. Young, to approve the 2021-22 bell schedules for Carmel Valley, Diegueño, Earl Warren, Oak Crest and Pacific Trails Middle Schools, and Canyon Crest Academy, La Costa Canyon High School, San Dieguito High School Academy, Sunset High School and Torrey Pines High School, as presented.

BOARD Ayes: Mossy, Muir, Young; Noes: Allman; Abstain: None.

*Motion carried.*

f. **CONSIDERATION OF APPROVAL OF HIGH SCHOOL TEXTBOOK ADOPTIONS**

i. **BIOLOGY**

Motion by Ms. Young, seconded by Ms. Mossy, to approve adoption of the recommended Biology program, "Savvas Publishing, Miller and Levine's Experience Biology: The Living Earth", as presented.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

ii. **AP ENVIRONMENTAL SCIENCE**

Motion by Ms. Young, seconded by Ms. Mossy, to approve adoption of the recommended AP Environmental Science program, "Cengage Learning's Miller, G. Tyler and Scott Spoolman's Exploring Environmental Science for AP", as presented.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

g. **CONSIDERATION OF APPROVAL OF SALARY ALLOCATION OF NEW CLASSIFICATION OF "STUDENT SUPPORT FACILITATOR", PROPOSED REVISED "PERSONNEL/CLASSIFIED SALARY RANGE DEFINITIONS"**

Motion by Ms. Young, seconded by Mossy, to approve the proposed revised Personnel/Classified Salary Range Definitions, as presented.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

h. **CONSIDERATION OF APPROVAL OF JOB DESCRIPTIONS (2) / "PRINCIPAL OF ALTERNATIVE SCHOOLS AND PROGRAMS" AND "DIRECTOR OF TEACHING, LEARNING AND INNOVATION", & APPROVAL OF MANAGEMENT EMPLOYEES SALARY SCHEDULE**

Motion by Ms. Young, seconded by Mr. Allman, to approve the job descriptions, "Principal of Alternative Schools and Programs", and "Director of Teaching, Learning and Innovation", as presented, and approve the Management Employees Salary Schedule, as revised.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

i. **CONSIDERATION OF APPROVAL OF ADDITIONAL DAYS FOR SCHOOL PSYCHOLOGISTS FOR THE 2021-22 SCHOOL YEAR / MEMORANDUM OF UNDERSTANDING WITH SAN DIEGUITO FACULTY ASSOCIATION**

Motion by Ms. Young, seconded by Ms. Mossy, to approve the Memorandum of Understanding with the San Dieguito Faculty Association for additional days for School Psychologists for the 2021-2022 school year, as presented.

BOARD Ayes: Allman, Mossy, Muir, Young; Noes: None; Abstain: None.

*Motion unanimously carried.*

j. **CONSIDERATION OF LETTER AUTHORIZING JULIAN CHARTER SCHOOL - CEDAR-COVE TO OPERATE RESOURCE CENTER WITHIN DISTRICT BOUNDARIES**

PUBLIC COMMENT: Comments were made Heather Dugdale.

Motion by Mr. Allman, seconded by Ms. Mossy, to approve a letter authorizing Julian Charter School – Cedar Cove to operate a resource center within the District’s boundaries, as presented.

BOARD Ayes: Allman, Mossy, Muir; Noes: Young; Abstain: None.

*Motion carried.*

k. **CONSIDERATION OF APPROVAL OF AMENDMENT TO AGREEMENT FOR TEMPORARY EMPLOYMENT / INTERIM SUPERINTENDENT / LUCILE LYNCH**

PUBLIC COMMENT: Comments were made Heather Dugdale.

Motion by Mr. Allman, seconded by Ms. Mossy, to approve the Amendment to the Agreement for Temporary Employment with a monthly salary of Twenty-Two Thousand Five Hundred and Sixty-Two Dollars (\$22,562.00); paid holidays provided to other District management employees; paid vacation which shall accrue at two days per month; and sick leave consistent with Education Code section 45191; and authorize Maureen “Mo” Muir to execute the Amendment, as presented.

BOARD Ayes: Allman, Mossy, Muir; Noes: Young; Abstain: None.

*Motion carried.*

**11. INFORMATION AND DISCUSSION ITEMS**

a. BUSINESS SERVICES – TINA DOUGLAS, ASSOCIATE SUPERINTENDENT

Ms. Douglas provided an update on her attendance at graduation ceremonies where she met two of our student board representatives in person, and reported on vaccination clinics.

b. HUMAN RESOURCES – NONE SCHEDULED

c. EDUCATIONAL SERVICES – BRYAN MARCUS, ASSOCIATE SUPERINTENDENT

Mr. Marcus provided an update on the Educational Tech software district purchase that is working well, and on the following (*\*presentation available upon request from the Superintendent’s Office*):

- i. CHROMEBOOKS\*
- ii. 2021-22 LEARNING MODEL\*

d. ADMINISTRATIVE SERVICES – MARK MILLER, DEPUTY SUPERINTENDENT

Mr. Miller provided an update on the following (*\*presentations available upon request from the Superintendent’s Office*):

- i. SPECIAL EDUCATION STRATEGIC PLAN UPDATE\*  
Mr. Miller and Tiffany Hazlewood made a presentation on this item.
- ii. AUGUST SCHOOLWIDE CONNECTEDNESS ACTIVITIES\*
- iii. CALIFORNIA SCHOOL DASHBOARD LOCAL INDICATORS SUBMISSION FOR 2021  
Julie Goldberg provided an update on this item, as presented.

e. SUPERINTENDENT/DISTRICT – LUCILE LYNCH, INTERIM SUPERINTENDENT

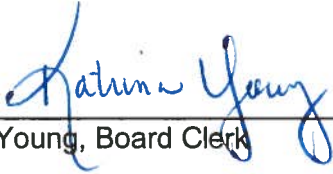
Ms. Lynch provided an update on the following:

- i. COVID-19 SCHOOL MEASURES UPDATE & THE HOLDING OF EVENTS
- ii. COLLEGE COMMITTEE

12. **FUTURE AGENDA ITEMS** – *\*This item was heard after Item 2 above.*

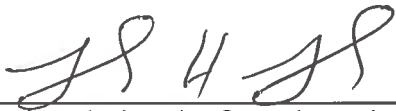
13. **ADJOURNMENT**

The meeting adjourned at 8:35 p.m.



Katrina Young, Board Clerk

Date: August 19, 2021



Lucile Lynch, Interim Superintendent

Date: August 19, 2021

**MINUTES ADOPTED: August 19, 2021**