

**BOARD OF EDUCATION
MEETING**
San Marino Unified School District
1665 West Drive
San Marino, CA 91108

Tuesday, April 9, 2019
Board of Education
Closed Session – 6:45 p.m.
Regular Session – 7:30 p.m.

MINUTES

1. **OPEN SESSION** 6:45 p.m.

2. **PUBLIC COMMENT SECTION - CLOSED SESSION**

No comments were presented.

3. **CLOSED SESSION** 6:45 p.m.

- a. Conference with Labor Negotiators (Govt. Code 54957.6)
- b. Public Employee Discipline/Dismissal/Release (Govt. Code 54954.5(e) pursuant to Govt. Code 54957) Title: Certificated

4. **REPORT OF CLOSED SESSION**

In Closed Session, Item 3b, the Board took unanimous action directing staff to notify certificated employee number Z3N621 of non-reelection from District employment for the upcoming 2019-20 school year.

The roll call vote was as follows:

Mr. C. Joseph Chang Aye
Mrs. Lisa Link Aye
Mr. Chris Norgaard Aye
Mrs. Shelley Ryan Aye
Mr. Corey Barberie Aye

Ayes: 5, Noes: 0

5. **REGULAR OPEN SESSION** 7:30 p.m.

6. **CALL TO ORDER**

Board members present were Mr. Corey Barberie, Mr. C. Joseph Chang, Mrs. Lisa Link, Mr. Chris Norgaard, Mrs. Shelley Ryan, and Student Board Member Alyssa Escamilla. Administrators present were Mr. Loren Kleinrock, Mr. Stephen Choi, Mrs. Linda de la Torre, and Mr. Jason Kurtenbach. Mrs. Julie Boucher was excused.

- a. Pledge of Allegiance
- b. Approval of Agenda

Moved for approval by Mr. Norgaard, seconded by Mrs. Ryan

Ayes: 5, Noes: 0
Abstention: 0
Preferential: 1

c. Approval of Minutes

March 12, 2019

Moved for approval with amendments by Mr. Chang, seconded by Mr. Barberie

Ayes: 5, Noes: 0
Abstention: 0
Preferential: 1

7. **PUBLIC COMMENTS**

a. Communications from the audience regarding matters not on the agenda.

No comments were presented.

8. **CONSENT AGENDA**

- a. Amendment to May 2019 Board of Education Meeting Dates
- b. Board Policy 1000 Concept and Roles
- c. Board Policy 1260 Educational Foundation
- d. Board Policy 1312.2 Complaints Concerning Instructional Materials
- e. Board Policy 1321 Solicitation of Funds From and By Students
- f. Board Policy 1700 Relations Between Private Industry and The Schools
- g. Certificated Personnel Documents
- h. Classified Personnel Documents
- i. Contracts and Agreements Report 2018-19 # 14
- j. Donations Report 2018-19 # 5
- k. HMS 7th Grade Outdoor Education Field Trip to Emerald Bay, Catalina Island, October 7-11, 2019
- l. Purchase Order Report 2018-19 # 13
- m. SMHS Swim Team CIF State Swim Meet, Clovis West High School, Clovis, California, May 9-11, 2019
- n. Warrant Report 2018-19 # 7
- o. Williams Settlement Quarterly Report on Uniform Complaints - 3rd Quarter 2018-19

The Board noted that there were some significant items on the Purchase Order Report related to the Barth Athletics Complex and stated that Administration has indicated that they are still within budget.

The Board pulled Item 8k for further discussion and voted to approve Items 8a-j and 8l-o.

Items 8a-j and 8l-o were moved for approval by Mr. Norgaard, seconded by Mr. Chang

Ayes: 5, Noes: 0
Abstention: 0
Preferential: 1

In discussion regarding Item 8k, the Board asked about the increase in cost per student for the HMS 7th Grade Outdoor Education field trip to Catalina Island, and reported parent concern and frustration. They addressed the need to be conscious about the cost, evaluate academic value, and perhaps look at alternate options in the future.

HMS Principal Mrs. Alana Faure was present and provided information regarding changes at Catalina Island that are creating some of the increases in cost. The company the District has contracted with for 10 years lost their lease, and Emerald Bay is the only camp that can accommodate the number of HMS students that attend. HMS has worked with Naturalists at Large before and feels confident that they can provide a program at a level wanted for HMS students. She said that the HMS Executive Board highly values this trip and does not want to see it go away.

The Board asked how many students didn't pay for the program last year and for the cost difference. Mr. Jason Kurtenbach stated that 17 students didn't pay the full cost last year but all paid something. The program is one of the few things that a district can charge for and cannot exclude students if they can't pay. Last year the Catalina camp was \$675 and it has increased to \$800.

Mr. Kurtenbach urged that careful consideration be given to removing the Catalina trip as an option for HMS students, noting that no other middle school runs a program as complete as HMS. The District has always been concerned about the cost and while there is some help from the PTA in terms of transportation, the District also has to consider how to compensate staff who are working 24 hour days during the trip. He reiterated the value of the Catalina trip for students and said the fact that District staff takes the time to go on these trips should also be seen as an indicator of the level of value and commitment they place on the program.

The Board asked for a report back on the total costs, including parent contributions and any other sources of funds for all three Outdoor Program trips. Mr. Kurtenbach indicated that an itemized breakdown of cost per student would also be provided.

After Board discussion, Item 8k was moved for approval by Mr. Barberie, seconded by Mrs. Ryan

Ayes: 5, Noes: 0
Abstention: 0
Preferential: 1

9. **COMMUNICATION SECTION**

a. Communications from the Board

Following is a list of events attended by the Board members:

- 3/13 Founders Day (Barberie, Chang, Link, Ryan)
- 3/14 FAC Meeting (Barberie)
 - Paul Harris Fellow Recognition (Bob F. Horgan) Luncheon (Chang)
 - Valentine School Open House and Art Festival (Barberie, Chang, Norgaard)
 - Carver Open House and Art Showcase (Chang, Norgaard)
- 3/15 District Benefit Committee Meeting (Chang)
- 3/16 International Leadership Foundation Awards Luncheon at Almansor Court (Chang)
 - Les Miserables, State-of-the-art Visual Performance Art Center, Arcadia (Ryan)
- 3/17 Huntington Hospital Volunteer (Ryan)
- 3/19 Board of Overseers Meeting, Huntington Library, Art Collections, and Botanical Gardens (Chang)
 - San Marino City Club Meeting (Chang)
- 3/20 Friends of Crowell Public Library Board Meeting (Ryan)
- 3/26-29 Conference of National Association of Community Health Centers at Washington D.C. (Chang)
- 3/27 SMSF Meeting: Update on Superintendent Search, Wellness Center, Testing
- 3/28 FAC Meeting (Barberie)
- 3/30 FAC Tour of School Facilities (Barberie)

- 4/4 Meeting with Julie Boucher and Joy Tatarka Regarding Possible Future Election Timelines (Link, Norgaard)
Meeting with Julie Boucher and SMSF Regarding Future Facilities Town Hall (Link)
- 4/5 Celebration of Life for Bob Boyd (Norgaard)
Distinguished Schools Awards Ceremony for SMHS (Link)
- 4/6 Arts Rock (Chang, Ryan)
- 4/7 Union Station Pasadena Restaurants Host Fundraiser for Homeless (Ryan)

Various communications from community members regarding SMHS football coach hiring and superintendent search. (Link)

Mr. Barberie provided a brief update the FAC and noted that they would like to know how the facilities are going to be used and what the plan for 10+ years in the future is. Mr. Kurtenbach and Dr. Choi agreed to work on this and provide information. He indicated that future reports should contain very clear communication about dates, timelines, cost, etc. to eliminate misunderstandings when bringing proposals and wishlists forward for consideration.

b. Communications from the Superintendent

Mr. Loren Kleinrock reminded the Board about the April 10, Masonic Lodge Public School Recognition Night, where four District students and a teacher will be honored.

c. Communications from the Student Board Member

Student Board Member Alyssa Escamilla reported the following events:

- 3/14 Carver Art Showcase/Open House
Carver Student Council Ice Cream Social
Valentine Open House and Art Festival
HMS Special Ed End-of-Year Awards Show
SMHS Crisis Text Line Guest Speaker in the Wellness Center
SMHS All State Honor Choir
- 3/15-25 SMHS Choir Europe Tour
- 2/25-28 Valentine Teacher and Staff Appreciation Week
- 3/26-27 Carver 3rd Grade Old Mill Field Trip
- 3/27-31 SMHS Robotics - Idaho Regionals
- 3/27 HMS Southern California School Band Association Festival
- 3/28 Club Rush
HMS SCVA Choir Festival at Baldwin Park Performing Arts Center
- 3/29 HMS 6th Grade Dance
- 4/4-5 Valentine 3rd Grade Old Mill Field Trip
- 4/5 HMS Forum Band Festival
HMS Orchestra Spring Concert
SMHS Choir Spring Concert
- 4/6 Arts Rock

10. **CURRICULUM AND INSTRUCTION**

a. Huntington Middle School Spelling Bee Award Recognition

HMS teacher, Mrs. Sheila Doan introduced 6th grade student and spelling bee winner Henry Lyu to the Board. She reported that the SMUSD 3rd Annual Spelling Bee was an exciting and well attended event. There are over 50 participants and, lasting over two hours, it was the longest lasting spelling bee yet. The Board congratulated Henry and thanked teachers and Mrs. Faure for running the event.

b. California Healthy Youth Act (CHYA)

Mr. Jason Kurtenbach provided an update on the California Healthy Youth Act (CHYA) requirements and reported on the process in which the District evaluated the curriculum being presented for Board consideration.

CHYA was enacted on January 1, 2016 and requires that both comprehensive sexual health and HIV prevention education are taught once in middle school and once in high school.

“Comprehensive sexual health education” means education regarding human development and sexuality, including education on pregnancy, contraception, and sexually transmitted infections (EC 51931). “HIV prevention education” means instruction on the nature of human immunodeficiency virus (HIV) and AIDS, methods of transmission, strategies to reduce the risk of HIV infection, and social and public health issues related to HIV and AIDS (EC51931).

Mr. Kurtenbach provided an overview of the 32 elements of CHYA, noting that all elements are important, critical, and mandatory. Each of the elements is attached to a specific Ed Code.

In December 2018 the CHYA Curriculum Review Team was formed, consisting of ten parents and eight District employees. On January 9, LACOE Rep Tonya Moore came to SMUSD to present the requirements of the law and the three curricula options for the Review Team. The curriculum options presented were: Positive Prevention PLUS, Rights-Respect-Responsibility, and Teen Talk (Health Connected). The Review Team selected Teen Talk (Health Connected) as the curriculum and found it to be the most engaging curriculum for students.

Upon approval of the curriculum by the Board at Second Reading, the implementation timeline is as follows:

- Teacher Training - May 2019
- Parent Information Nights - May 2019 (LACOE led) and August 2019 (SMUSD led)
- Implementation - August/September 2019

The Board asked if there are textbooks. Mr. Kurtenbach noted that the entire curriculum and materials are included in the binders and on flash drives. Teachers are able to print and utilize the documents as needed for class instruction.

The Board asked about the composition of the review committee. Mr. Kurtenbach stated that the majority of the review committee was comprised of parents with middle and high school students and a few with elementary age. Predominantly parents with 5-11 grade students were invited to participate. He noted that in general the committee wants to see more of this material covered earlier including 4th and 5th grade regarding puberty and yearly instruction for middle and high school students. The committee is aware that this will not be happening with the adoption of the curriculum, but that the Board would be made aware of their interest in expanding the curriculum coverage.

The Board asked who will be teaching the curriculum and how it will fit into the schedule. Mr. Kurtenbach indicated that specific teachers will be trained to teach the curriculum and only those teachers will be able to teach it. The curriculum, which is required to be taught straight through, will be taught in health class the summer between 8th and 9th grade, or in 9th grade health, or in 10th grade health.

The Board asked that the curriculum details be made clear to parents along with the understanding that they have an option to opt their student(s) out of all or parts of the curriculum. Mr. Kurtenbach indicated that the curriculum is available for parents to view at the District Office.

The Board expressed concern that the District be conscious and protective over the students who are opted out. Mr. Kurtenbach noted that in past years, after communication with parents, only one student had been opted out of the previous curriculum.

The Board asked if LACOE provides a different curriculum for Special Ed and EL students. Mr. Kurtenbach indicated that the curriculum is offered in Spanish and other than that, there are no other modifications available. The District could look at the option of having a Chinese translation done. As for Special Ed the District would need to make the necessary modifications using District Special Ed professionals.

11. DISTRICT GENERAL

a. Board Policy 1325 Advertising and Promotion

Mrs. de la Torre presented Board Policy 1325 Advertising and Promotion as First Reading.

The Board noted that there are two options on the policy and that traditionally the District has used the second option. They asked that the policy be presented without only the second option for Second Reading on April 23.

b. Board Policy 1330.1 Joint Use Agreements

Mrs. de la Torre presented Board Policy 1330.1 as First Reading.

The Board had questions regarding this policy and asked that it be brought back for discussion on April 23 when Mrs. Boucher will be in attendance.

c. Student Enrollment Report

Mrs. Linda de la Torre provided a presentation regarding student enrollment concerns at the state and District level. The state has seen an enrollment decrease of 9,800 students in the 2017-18 school year, and 55% of the state's K-12 districts are experiencing a decline in enrollment.

Factors possibly causing people to leave the state:

- Cost of Housing
- High Tax Rates
- Non-Business Friendly State

Factors possibly causing declining enrollment in San Marino:

- Cost of Housing
- Foreign Investment in Real Estate Slowing
- Fewer EB-5 Visas Issued
- Vacant Properties in San Marino
- Fewer Real Estate Transactions
- Senior Owned Properties
- Record Low Birth Rate

Mrs. de la Torre reported on the 2018-19 school year student withdrawals which included:

- Transfer to another CA public school: 33
- Transfer to a CA private school: 29
- Move out of state: 13
- Move out of country: 18
- Exit Special Ed: 1
- No show: 22

- Home school: 1

The District is now tracking why people are choosing private school over San Marino USD and in time will provide updates to the Board.

Mrs. de la Torre reminded that with enrollment decline the Districts revenue declines. She noted that there is more revenue for high school students than elementary and reviewed the LCFF Entitlement per ADA. With a decline of 100 students there is nearly a \$1M reduction in funding.

She also provided an overview of suggested next steps including: marketing of programs, staying abreast of enrollment trends, and engaging in strategic planning. She indicated that the low birth rate alone is reason to consider new programs, and also addressed the importance of stabilizing enrollment so that it doesn't decline further. The Board recognized the importance of pushing forward on all of the initiatives the District has undertaken including college placement.

The Board asked if the District has thought about pursuing an alumni or legacy program. Mrs. de la Torre indicated that they would like to engage the Board in those types of conversations in a thoughtful manner with legal counsel so that good solid decisions are made.

The Board suggested marketing the District to large employers to attract people that are relocating for jobs. Mrs. de la Torre that she and Mrs. Lu Jiang have discussed connecting with realtors and will be considering many ideas.

d. 2019 CSBA Delegate Assembly Run-off Election

The Board voted unanimously for Robert "Bob" Gin in the 2019 CSBA Delegate Assembly Run-off Election.

Moved for approval by Mr. Norgaard, seconded by Mr. Chang

Ayes: 5, Noes: 0
Abstention: 0
Preferential: 1

12. **BOARD-SUPERINTENDENT DISCUSSION ITEMS**

With regard to District safety and security initiatives, Mr. Loren Kleinrock provided an update on Catapult trainings that Dr. Choi is conducting within the District and additions made to the District website including an emergency web page that provides information resources in the event of emergency. He reported that Mrs. de la Torre has been in contact with other Districts to see what communication tools and procedures they use regarding safety and emergency protocol measures.

The Board asked that a presentation of the District policy regarding volunteer work projects at the District be included on an upcoming Board agenda.

13. **ADJOURNMENT**

There being no need to return to Closed Session, the meeting was adjourned at 9:28 p.m.

Unadopted
Loren Kleinrock
Interim Superintendent
Secretary to the Board