

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

Tuesday, October 22, 2019  
**Board of Education  
Closed Session – 5:45 p.m.  
Regular Session – 6:30 p.m.**

**MINUTES**

1. **OPEN SESSION** 5:45 p.m.

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

No comments were presented.

3. **CLOSED SESSION** 5:45 p.m.

- a. Conference with Legal Counsel - Anticipated Litigation (Govt. Code 54956.9)(3)
- b. Conference with Legal Counsel - Existing Litigation (Govt. Code 54956.9)  
Name of Case: OAH Case No. 2019100076
- c. Public Employee Discipline/Dismissal/Release (Govt. Code 54954.5(e)  
pursuant to Govt. Code 54957) Title: Classified
- d. Conference with Labor Negotiators (Govt. Code 54957.6)

4. **REPORT OF CLOSED SESSION**

Nothing to report.

5. **REGULAR OPEN SESSION** 6:30 p.m.

6. **CALL TO ORDER**

Board members present were Mr. Corey Barberie, Mr. C. Joseph Chang, Mrs. Lisa Link, Mrs. Shelley Ryan, and Student Board Member Grace Davis. Mr. Chris Norgaard was excused. Administrators present were Dr. Jeff Wilson, Mrs. Julie Boucher, Dr. Stephen Choi, Mrs. Linda de la Torre, and Mr. Jason Kurtenbach.

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

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

Ayes: 4, Noes: 0  
Abstention: 0  
Preferential: 1

- c. Approval of Minutes

October 7, 2019

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

Ayes: 4, Noes: 0  
Abstention:  
Preferential: 1

7. **PUBLIC COMMENTS**

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

No comments were presented.

8. **CONSENT AGENDA**

- a. Certificated Personnel Documents
- b. Classified Personnel Documents
- c. Contracts and Agreements 2019-20 #12
- d. Donation Report 2019-20 #3
- e. Purchase Order Report 2019-20 #5
- e. Memorandum of Understanding between Azusa Pacific University and San Marino Unified School District for Student Teaching
- f. Memorandum of Understanding between University of La Verne LaFetra College of Education and San Marino Unified School District for Student Teaching
- g. Purchase Order Report 2019-20 #6
- h. SMHS Annual Yosemite Trip, Yosemite National Park, California, February 9-14, 2020
- i. Warrant Report 2019-20 #3

**Board Comments:**

Regarding the SMHS Yosemite trip, a Board member asked about actions taken for students who cannot afford to go. Mrs. Boucher indicated that fundraising is done and there is a scholarship process in place that students can apply for.

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

Ayes: 4, 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:

- 10/8 Meeting with Mr. Kurtenbach, AAC Chair Michiko Lee and other volunteers regarding possible brochures about SMHS (Link)  
Meetings with Dr. Wilson (Link)  
SMHS Titan Wellness Meeting (Chang, Link)
- 10/9 Meeting with Dr. Wilson (Link)
- 10/10 Meetings with Dr. Wilson (Link)  
Lunch with Dr. Wilson (Barberie)
- 10/12 APISBMA Board Meeting to plan Event for CSBA (Ryan)
- 10/13 Fire & Police host SM Community Open House (Ryan)
- 10/14 Meetings with Dr. Wilson (Link)
- 10/15 City Club (Chang, Link, Ryan)
- 10/16 Safety & Wellness Committee Meeting (Chang, Ryan)  
Caltech Associate Board Meeting (Chang)

- Friends of the Crowell Public Library Board Meeting (Ryan)
- Attend Valentine PTA meeting (Link)
- Meetings with Dr. Wilson (Link)
- Meeting with Mr. Kurtenbach and AAC Chair Michiko Lee (Link)
- Meeting with Dr. Wilson and Mrs. Boucher (Link)
- 10/17 Meeting with Assistant Superintendent Linda De La Torre (Ryan)
- Meeting with PTA Presidents and Dr. Wilson (Link)
- Attend Great American Shakeout (Link, Ryan)
- Town Hall - Facilities Needs at Valentine (Barberie, Chang, Link, Ryan)
- 10/18 Meeting with Dr. Wilson (Link)
- Attend Pep Rally at SMHS (Link)
- Homecoming Parade (Barberie, Chang, Link, Ryan)
- Attend PTAffiliates Homecoming Party (Barberie, Chang, Link, Ryan)
- Attend SMHS Homecoming Game (Barberie, Chang, Link, Ryan)
- 10/19 Attend Huntington Breakfast (Barberie, Chang, Link, Ryan)
- 10/20 Huntington Hospital Volunteer (Ryan)
- Coffee for Mayor Steven Huang (Ryan)
- 10/21 Town Hall - Facilities Needs at SMHS (Barberie, Link, Ryan)

Various communications and meetings with San Marino community members about possible bond, possible fundraisers, and various matters (Link)

b. Communications from the Superintendent

Dr. Jeff Wilson reported on the excitement at all the various homecoming events. He stated that he has been busy with facilities needs presentations at town halls, faculty meetings, and PTA meetings. He has enjoyed getting out to talk with everyone, and additional meetings are being scheduled. There are two facilities needs tours scheduled for the community on Saturday, November 2.

Dr. Wilson invited Mrs. Julie Boucher to speak and she announced her plan to retire at the end of December 2019. Mrs. Boucher has been with the District for 21 years and is committed to working with the Executive Team and Dr. Wilson over the next few months to ensure a smooth transition.

Dr. Wilson and the Board acknowledged Mrs. Boucher's hard work, knowledge, kind spirit, dedication, and the legacy that she leaves behind.

c. Communications from the Student Board Member

Student Board Representative Grace Davis reported the following events:

- 10/10-11 SMHS All School Play
- 10/11 SMHS/HMS End of Quarter 1
- 10/12 SMHS Coronation Dance
- 10/14-18 Carver Enrichment Week
- Valentine Read-a-thon Week
- 10/16 SMHS PSAT
- 10/17 Great Shakeout
- SMHS Spirit Visit to Carver, Valentine, and HMS
- 10/18 Carver Jog-a-thon Kick-off
- HMS ASB Spirit Assembly
- SMHS Homecoming
- 10/21-25 SMHS Red Ribbon Week

10. **DISTRICT GENERAL**

a. San Marino High School WASC 2020 Focus on Learning Self-Study Report - Second Reading

Dr. Issaic Gates introduced Ms. Lisa Davidson and Ms. Ana Teleguario-Lee who presented the San Marino High School WASC 2020 Focus on Learning Self-Study Report as a second reading. Ms. Davidson reported that feedback from the WASC Chair was positive. Overall, minor changes were recommended and compliments given on the report being well done. No changes to the goals are needed and they are excited about visiting SMHS.

**Board Comment:**

Dr. Wilson acknowledged that it is very impressive to have so few change requests.

The Board will continue to trust the WASC committee leaders with the revisions to be made.

The Board made a motion to approve the report as will be amended by Mrs. Davidson and team.

Moved for approval by Mr. Chang, seconded by Mrs. Ryan  
Ayes: 4, Noes: 0  
Abstention: 0  
Preferential: 1

b. Election of Members to the Los Angeles County Committee on School District Organization (County Committee)

The Board voted on the Election of Members to the Los Angeles County Committee on School District Organization.

**Board Comments:**

President Link indicated that Board member Norgaard, who was absent, suggested Myra Lurie for Third Supervisorial District.

Board voted as follows:

Second Supervisorial: Charles Davis

Moved for approval by Mr. Barberie, seconded by Mr. Chang  
Ayes: 4, Noes: 0  
Abstention: 0  
Preferential: 1

Third Supervisorial District: Myra Lurie

Moved for approval by Mrs. Ryan, seconded by Mr. Chang  
Ayes: 4, Noes: 0  
Abstention: 0  
Preferential: 1

Fifth Supervisorial District: Suzan Solomon

Moved for approval by Mrs. Ryan, seconded by Mr. Barberie  
Ayes: 4, Noes: 0  
Abstention: 0  
Preferential: 1

At-Large Supervisorial Seat: Dr. Ted Edmiston

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

Ayes: 4, Noes: 0  
Abstention: 0  
Preferential: 1

c. Parking Agreement with the City of San Marino

Mrs. Julie Boucher presented the proposed parking agreement with the City of San Marino and recommended Board approval. The District and City worked collaboratively to agree on the terms of the new Agreement, which include:

- 10-year term
- Non-exclusive use of 48 parking spaces
- Back rent of \$30,880 for the period since August 2016
- Annual rent of \$30,880 increased by 2% per year
- Annual maintenance (slurry seal) payment of \$2,000

The parking fees were established based on an appraisal of the non-exclusive parking completed in May 2017. The District is extremely appreciative of the City's partnership and support in finalizing the Agreement.

**Board Comments:**

A Board member asked for clarification regarding back rent and current rent. Mrs. Boucher confirmed that the back rent payment is \$30,880 and current rent is also \$30,880 and indicated that the term is based on the date the agreement is signed and will be that date annually for a period of 10 years.

Dr. Wilson expressed appreciation of City officials.

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

Ayes: 4, Noes: 0  
Abstention: 0  
Preferential: 1

d. Potential General Obligation Bond Planning Considerations and First Reading of Resolution No. 12 - Resolution of the Board of Education of the San Marino Unified School District of the County of Los Angeles, California. Ordering an Election to Authorize the Issuance of General Obligation Bonds, Establishing Specifications of the Election Order, and Requesting Consolidation with Other Elections Occurring on \_\_\_\_\_, 20\_\_ (a date to be determined by the Board of Education)

A first reading of Resolution No. 12 was presented for Board consideration and discussion. Bond Counsel representatives from Norton Rose Fulbright provided an overview of the Resolution as presented. Dr. Wilson presented the Board with several options, including pros and cons, for Board consideration as they decide how to direct the Superintendent to proceed. It was reiterated that the Board was not being asked to adopt the resolution at this meeting, but for direction only.

A Board member recognized Dr. Wilson, the administrative team, and other contributors for their time and effort in reaching out to educate the community through numerous town hall meetings and for providing ways to receive feedback.

**Public Comments:**

Mr. Michael Killackey presented his comment to the Board regarding the bond, stating that he views it as an investment. He is impressed with the research, perspectives, the turnout from the District and experts. He encouraged the community to learn the facts and research that has been made available and not get caught up in complaints. He spoke of the benefits the passing of a bond would have on school safety and security and in providing a comfortable learning environment and state of the art programs. Mr. Killackey also encouraged the addition of renewable energy sources. Stating that the children miss out the longer the wait, he urged the Board to be aggressive in moving forward and to place a bond on the March 2020 ballot, and to allow the community to have a voice and show how important the future of the District's students is to them.

Ms. Lauren Shen speaking on behalf of Dr. Michiko Lee read a statement in support of the bond. Dr. Lee implored the Board to put forth the issuance of a bond on the March 2020 ballot, noting that the students and teachers deserve a healthy and safe environment with tools and resources where they can thrive. She encouraged that with continued town halls and presentations, she believes the community will come through as they love the schools and rally when need arises.

Ms. Christina Pink spoke to the Board asking the Board to consider a bond for the benefit of the students. She noted that without moving forward there will be more costly repairs and that without plans in place the District may miss the opportunity of getting matching funds. Ms. Pink thanked the District for educating the community and believes that once parents are informed and learn what is needed they will be in support of the District.

Mr. Steve Sommers presented his comment to the Board regarding the bond. While recognizing the needs of the District and the likelihood of a bond, he expressed concern about why the size of the bond matters. He stated that most people with mortgages can no longer deduct these types of taxes on their tax return and that the upcoming split enrollment for businesses and changes to Prop 13 will cause a significant increase in taxes. He recognizes the value of a bond for the phase 1 and 2 items, but recommends looking at other options and resources for the remaining items. He recommended building an endowment with a comprehensive and broad campaign. He urged the Board to limit the bond so that a future parcel tax is not jeopardized and to begin a comprehensive campaign.

Mr. Joe Lim spoke to the Board regarding the bond. He stated that as a professional with 27 years of credit risk management, he recommends that financial prudence be the underlying thesis. He agreed that phase 1 and 2 projects absolutely need to be done. He questioned the wants versus needs and suggested looking at the probability of success. He addressed the \$85M auditorium and noted the community concern when it was previously brought up. He spoke of declining enrollment, not being able to predict what interest rates will do, and recommended that the District be prudent and take time to come to the right decision.

Mrs. Jane Chon presented her comment to the Board regarding the bond. She thanked the District for engaging the community in this monumental effort. She indicated that if the District wants to stay highly regarded among its competitors it would be naive to just keep doing what is being done, but cautioned that the District needs to be sure that what it intends to do is what is needed to meet the needs of the whole student. She recommended vetting the project list further as some items may be outdated and to consider what is best to serve the purpose for each of the students.

**Board Comments:**

Read by Dr. Wilson - A Board member expressed favoring a March election and \$200M, but recommended remaining flexible and to continue reaching out to the community for input and education.

A Board member expressed appreciation for the Thoughtexchange and suggested that the community wants to see both a number on a page and what the tax implications are. It was also suggested that the items on the list be further vetted and that time be allowed for the new Superintendent to determine his vision for the District and to make sure that items on the list line up with that vision. It was suggested that a starting point be a smaller bond, \$80M, in March 2020 and a second bond in 2022. The Board member indicated uncertainty that there is community support for a \$200M bond.

A Board member recommended taking a harder look at the numbers to ensure figures are allocated properly in terms of actual costs. A multi phase approach was suggested to see what could be accomplished with \$100M and matching funds.

A Board member addressed the need to create opportunity and state of the art environments for the students and recommended a more aggressive approach with \$200M bond in March 2020.

A Board member commented that there is no doubt that the District needs to move forward with a bond, and noted that this topic has long been under consideration with 15 presentations on facilities since January 2016. The community has been engaged and the education will continue. The FAC was presented with 200 projects and narrowed the list to 97 priority and/or worthy projects. It was noted that if a larger bond is passed in March 2020 it puts the District first in line for matching funds. The Board member addressed the need to do what is best for the schools, the students, the community, and property values, and that it is the Board's responsibility to put the question before the community and allow them to vote.

Student Board member Grace Davis suggested that getting people to want to move into the community would be a benefit to come from creating facilities that keep students engaged.

Put out the \$200M and allow for community to give input on that number as the number can be changed on November 12. If the larger amount passes, the money comes in phases and allows time to plan and figure out the best allocation and use.

Mr. Chang made a motion to place a \$200M bond on the March 2020 ballot. Motion not seconded.

Mrs. Ryan made a motion to place a bond, not to exceed \$200M, on the March 2020 ballot with the request that a closer look be given to the items and the numbers, and that more than one proposal be presented at the November 12 Board meeting. Motion seconded by Mr. Chang.

Moved for approval by Mrs. Ryan, seconded by Mr. Chang  
Mr. Barberie voted in opposition

Ayes: 3, Noes: 1  
Abstention: 0  
Preferential: 1

e. Overview of Thoughtexchange as a Community Engagement Tool

Dr. Stephen Choi presented an overview of Thoughtexchange, a new community engagement tool being utilized by the District to get input and feedback from the community regarding the proposed bond. He explained that participants can share thoughts anonymously and can review, rate, and/or star them. Thoughts can also be reported. Reported thoughts will be reviewed by administration and held in compliance with the District's Board Policy on Civility. District leaders and administrators have the ability to provide feedback (Leader Comments) on thoughts thereby providing more information or correcting information.

Regarding the current Thoughtexchange on the proposed bond, data analysis revealed that there has been 160 participants and 120 thoughts with over 4,000 ratings so far.

Thoughtexchange is a powerful tool for increasing transparency and the District intends to use it for a variety of topics.

**Public Comment:**

Ms. Lettie Aranda commended Dr. Choi on resourcing a wonderful communication and engagement tool. She indicated that she is not in favor of supporting rude, hurtful, or unproductive comments, but questioned how it is determined which comments are not appropriate. Ms. Aranda also asked about stakeholder engagement and requested more clarity as to who the stakeholders are for a variety of topics including the proposed bond. She indicated that the District has the support of SMTA and CSEA.

Dr. Wilson stated that the District wants everyone to be heard and will as much as possible allow comments to be shared. The hope is that as the District models respectful and civil dialog it will catch on and be a model to students.

**Board Comments:**

A Board member indicated that the preference is not to censure the comments made, but also noted that Thoughtexchange is an open tool and children could have access. It was recommended that users be mindful of civility and the language being used.

A Board member suggested that a FAQ page be created to address comments or questions rather than using Leader Comments in a scattered or arbitrary manner.

It was noted that statistically there is still not a large percentage of the community participating. A Board member suggested getting high school students involved and to get their input on these matters that directly impact them. Dr. Wilson suggested that he and Student Board Representative Davis could work on some plans for student town halls.

**11. CURRICULUM AND INSTRUCTION**

**a. 2019 California Assessment of Student Performance and Progress (CAASPP) Score Results**

Mr. Jason Kurtenbach presented the 2019 CAASPP score results and reported that the District has once again performed very well. He stated that all schools do very well in English and noted that SMUSD English learners score higher than the non English learners in the state do on average. He also noted that SMUSD students with disabilities are outperforming other students with disabilities in the state. The District also performed very well in math. Students with disabilities and English learners also considerably exceed state average in math. Mr. Kurtenbach provided a five year review of ELA and math performance.

He indicated that science,CAST, results are slated to be available in January 2020 for grades 5, 8 & 12. He will report to the Board in mid January or early February.

**Board Comments:**

A Board member asked if this is a first time science test. Mr. Kurtenbach confirmed that it is the first one and that he doesn't think it will be reported on the Dashboard this time, but that the District will receive the three-level scores for each student.

A Board member, commented that students who are opted out are automatically assigned the lowest test score which can impact the District's overall score, and asked how many SMUSD

students opt out. Mr. Kurtenbach indicated that last year four high school students were opted out of school. He noted that administrators do talk to the families to inform them of the impact opting out has on their student and to the District, and in some cases they change their mind.

A Board member asked what should be emphasized going forward based on the scores. Mr. Kurtenbach stated that UDL will be the best way to go as it will capture the few kids on the fringe.

Regarding English learners, a Board member commented that the 15% growth in a five year span is exceptional growth and speaks volumes about the District's students and staff, and congratulated the students and the teachers and staff that support them.

b. California School Dashboard Local Indicators

Mr. Jason Kurtenbach presented the California School Dashboard Local Indicators as required to report in open session information only. There are five state priorities that the District is to measure and report to the Board.

Priority 1 - Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities: He reported that there are 45 instances identified where facilities do not meet the "good repair" standard.

Priority 2 - Implementation of State Academic Standards: All rated in the 4-5 range, indicating full implementation or full implementation and sustainability.

Priority 3 - Self-Reflection tool For Parent Engagement: All rated a 4, indicating full implementation.

Priority 6 - School Climate: The California Healthy Kids Survey and parent survey was utilized as the measurement. The District did well again overall and numbers improved in safety.

Priority 7 - Access to a Broad Course of Study: The District has worked to remove barriers to upper level courses and utilized a review of PowerSchool to determine the number of students in AP and Honors classes for reporting purposes.

**Board Comments:**

A Board member suggested that Thoughtexchange also be added to the Priority 3 Indicators.

A Board member asked if there was a document that shows the 45 instances of facilities not meeting the "good repair" standard. Mr. Kurtenbach will provide the information in the next Weekly Board Memo.

12. **BUSINESS SERVICES**

a. Budget Adjustment Report #2

Mrs. Julie Boucher presented the Budget Adjustment Report For the Unrestricted and Restricted General Fund, Cafeteria Fund, Deferred Maintenance Fund, Health Benefits Fund, Cash Flow Fund, Capital Facilities (Developer Fees) Fund, and the Capital Project Fund. She also gave an overview of a report that provided details on the budget adjustments, including a detailed listing of the specific budget reduction/savings and other budget adjustments included in the Unrestricted Budget. She indicated that the budget savings identified to-date are based on open and unfilled classified positions, supplies and materials, operating services, and equipment accounts.

She also noted that based on recently identified cost increases in non-public school tuition, outside agency services, and legal settlements, special education costs have increased by \$576,000 since the adopted budget in the current year. The District is planning for an in-depth review and analysis of the special education program, services, and budgets, and it is a top priority for the ERT and the Superintendent's Executive Team. She indicated that the ERT is continuing their work and the FiRST task force will begin meeting on October 30, and stated that the District is committed to working toward a balanced budget in planning for the 2020-21 fiscal year.

**Board Comments:**

A Board member expressed appreciation for the report and requested the additional notation of items that are one time or a run rate and if a run rate, what a full year of savings would be.

A Board member referenced special education costs and the need to keep a tight rein on that communication and budget.

A Board member asked if the \$800K that was rolled over from last year is still accurate. Mrs Boucher stated it was the difference between estimated and actuals and reported that because of the unforeseen increases prior and current year, the District will have \$498K going into next year. She stated that the first interim report will be presented at the December 10 Board meeting.

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

Ayes: 4, Noes: 0  
Abstention: 0  
Preferential: 1

b. Transportation Reimbursement Agreement and Amendment with the City of San Marino

Mrs. Julie Boucher presented the Transportation Reimbursement Agreement and Amendment with the City of San Marino. She stated that the agreement was developed in cooperation with the City Manager and her staff, and agreed upon by the City and District. The Agreement covers the retroactive period of July 1, 2018 to June 30, 2019, and the Addendum covers the the 2019-20 fiscal year (July 1, 2019 to June 30, 2020).

Mrs. Boucher stated that the District and San Marino High School are extremely grateful to the City of San Marino for its financial support of its extra-curricular transportation needs.

**Board Comments:**

A Board member asked what the City's total allotted transportation budget is, what is being funded, and what percentage it goes to the District. Mrs. Boucher stated that she will confirm that amount and put it in the next Weekly Board Memo.

It was noted that the dollar amount was not listed in the agreement. Approval of this item was deferred to the November 12 Board meeting with the request that it be amended to include the not to exceed dollar amount.

13. **BOARD-SUPERINTENDENT DISCUSSION ITEMS**

Dr. Jeff Wilson expressed appreciation to those who remained for the duration of the meeting and for the relationship being developed with PTA Presidents and their assistance in reaching out to the community.

14. **ADJOURNMENT**

There being no need to return to Closed Session, the meeting was adjourned at 9:38 p.m.

Unadopted  
Dr. Jeff Wilson  
Superintendent  
Secretary to the Board