

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

Tuesday, December 12, 2017
Board of Education
Closed Session – 6:00 p.m.
Regular Session – 7:30 p.m.

MINUTES

1. **OPEN SESSION** 6:00 p.m.
2. **CLOSED SESSION** 6:00 p.m.

- a. Conference with Legal Counsel – Anticipated Litigation
(Govt. Code 54956.9)
- b. Final Settlement and Release Agreement for Student XXXXXX1576
- c. Final Settlement and Release Agreement for Student XXXXXX6842
- d. Final Settlement and Release Agreement for Student XXXXXX9562

3. **REPORT OF CLOSED SESSION**

In closed session, the Board took no action on the Final Settlement Agreement and General Release on behalf of Student XXXXXX1576.

In closed session, the Board took action to unanimously approve the Final Settlement Agreement and General Release on behalf of Student XXXXXX6842.

The roll call vote was as follows:

Mr. C. Joseph Chang	Aye	Ayes: 5, Noes: 0
Mrs. Nam Jack	Aye	
Mrs. Lisa Link	Aye	
Mr. Chris Norgaard	Aye	
Mrs. Shelley Ryan	Aye	

In closed session, the Board took action to unanimously approve the Final Settlement Agreement and General Release on behalf of Student XXXXXX9562.

The roll call vote was as follows:

Mr. C. Joseph Chang	Aye	Ayes: 5, Noes: 0
Mrs. Nam Jack	Aye	
Mrs. Lisa Link	Aye	
Mr. Chris Norgaard	Aye	
Mrs. Shelley Ryan	Aye	

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

5. **CALL TO ORDER**

Board members present were Mr. C. Joseph Chang, Mrs. Nam Jack, Mrs. Lisa Link, Mr. Chris Norgaard, Mrs. Shelley Ryan, and Student Board Member Alyssa Escamilla. Administrators present were Dr. Alex Cherniss, Mrs. Julie Boucher, and Mr. Stephen Choi. Mrs. Linda de la Torre was excused.

a. Pledge of Allegiance

b. Approval of Agenda

Moved for approval by Mrs. Jack, seconded by Mrs. Ryan

Ayes: 5, Noes: 0

Abstention: 0

Preferential: 1

c. Approval of Minutes

November 7, 2017

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

Ayes: 5, Noes: 0

Abstention: 0

Preferential: 1

6. **PUBLIC HEARING SECTION**

a. Communications from the audience concerning matters on the agenda

No comments were presented.

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

Linda Wah, PCC Trustee, thanked the Board and SMUSD Administration for the continued partnership in education and for their strong leadership. Ms. Wah reported that PCC will be conducting a presidential search. Their search consultant, CBT, will be reaching out to K-12 superintendents and the Board for community input to assist in their creation of search criteria. She thanked the Board and Administration in advance for their participation and assistance. She also thanked Mrs. Ryan and Mr. Chang for their input and participation on the PCC Asian-American Advisory Board and the input that they will provide for the presidential search.

7. **CONSENT AGENDA**

a. Budget Adjustments

b. Certificated Personnel Document

c. Classified Personnel Document

d. Contracts and Agreements Report 2017-18 #8

e. Donations Report 2017-18 #3

f. Purchase Order Report 2017-18 #4

g. Purchase Order Report 2017-18 #5

h. HMS 6th Grade Outdoor Education trip to River Way Ranch Camp at Wonder Valley, Sanger, California, October 1-5, 2018

i. HMS 7th Grade Outdoor Education trip to Cherry Cove Camp, Catalina Island, September 10-14, 2018

- j. HMS 8th Grade Outdoor Education trip to Pali Institute, Running Springs, California, September 17-21, 2018
- k. HMS Bel Canto Choir trip to the National Heritage Festival in New York City, New York, April 5-8, 2018
- l. HMS Chamber Orchestra trip to the National Music Festival in Annapolis, Maryland and Washington D.C., April 5-8, 2018
- m. SMHS Varsity Baseball Tournament in Sarasota, Florida, March 24-30, 2018

Moved for approval by Mrs. Link, seconded by Mrs. Ryan

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

8. **COMMUNICATION SECTION**

a. Communications from the Board

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

- 11/9 Rotary Lunch (Norgaard)
- 11/9 Veterans Day Assembly Valentine (Chang)
- 11/11 Active Military Banner Presentation Hosted by City of San Marino (Chang, Link, Norgaard)
- 11/14 Angst Documentary Screening by Partnership for Awareness (Chang, Norgaard)
- 11/15 SMSF Meeting (Chang, Norgaard)
- 11/15 SMHS PTSA Executive Board Meeting (Chang)
- 11/16 SMHS Mock Trial Practice (Norgaard)
- 11/16 Rotary Lunch (Norgaard)
- 11/16 SMHS Mock Trial vs Santa Monica/Malibu (Norgaard)
- 11/18 Asian Pacific with Disabilities Conference and Dinner (Ryan)
- 11/20 SMHS Collaboration Meeting with Caltech (Chang)
- 11/21 City Club, Rose Court (Link, Norgaard, Ryan)
- 11/21 Friends Public Library Board Meeting (Ryan)
- 11/27 Carver PTA Executive Board Meeting (Chang)
- 11/27-28 Adaptive School Workshop (Ryan)
- 11/29-12/2 CSBA AEC Conference (Chang, Jack, Link, Ryan)
- 11/29 Valentine PTA Meeting (Chang)
- 11/29 Huntington Library Education and Volunteer Committee Meeting (Chang)
- 11/30 Golden Bell Awards (Chang, Jack, Link, Ryan)
- 11/30 Rotary Lunch (Norgaard)
- 11/30 SMHS Mock Trial Final Four (Norgaard)
- 12/4 AAC College Readiness Subcommittee Meeting (Norgaard)
- 12/5 SMHS Boys Varsity Basketball vs Poly (Norgaard)
- 12/5 City Club, Incoming Board Dinner (Ryan)
- 12/5 CTA's Annual School Board Dinner (Chang)
- 12/7 Holiday Party, San Marino Rotary and San Marino Chinese Club (Chang)
- 12/9 PCC President's API Advisory Committee Meeting (Chang, Ryan)
- 12/10 SMHS Holiday Choir Performance (Chang)
- 12/11 LACSTA Holiday Reception (Chang, Norgaard, Ryan)
- 12/12 LACOE Board of Supervisors Meeting (Link)
- 12/12 Huntington Trustee Advisory Council Meeting (Chang)
- 12/12 PTA Council Holiday Lunch (Chang, Jack)
- 12/12 City of San Marino Farewell Reception (Chang, Jack, Link, Norgaard, Ryan)

b. Communications from the Superintendent

Dr. Cherniss announced that Mr. C. Joseph Chang has been chosen by the District as the Golden Apple Award recipient, the highest honor that a District can award a community member. He congratulated and thanked Mr. Chang for his leadership and his valuable contribution as the Board President for 2017. He recognized Mr. Chang as a proud, humble, kind, and respectful man who values his family friends and community above all else. Dr. Cherniss stated it is because of because of proud men and women like Mr. Chang that San Marino has pride and is the successful District that it is. Mr. Chang thanked the District for the honor and was humbled by this recognition.

Dr. Cherniss reminded the Board that the District has planned a Board Study Session on January 16, 2018 from 4:00 - 6:00 p.m. to review and discuss the District's capital facilities needs and potential financing.

c. Communications from the Student Board Member

Student Board Member Alyssa Escamilla reported the following events.

12/4-8 HMS Spring Music Auditions - Footloose
12/6 SMHS Java House
12/8 Valentine 2nd Grade Field Trip to The Nutcracker
12/8 HMS 7th/8th Grade Winter Formal
12/11-15 SMHS Winter Wonderland
12/11-15 Carver Canned Food Drive
12/12 SMHS Band Winter Concert

Miss Escamilla also reported that she was in Sacramento, November 5-8, to attend The Student Advisory Board on Education CASC Conference and to continue her application for the Student Board Member on the State Board of Education. She thanked Mr. Norgaard and Mrs. de la Torre for their help with the application process and for being a strong support system.

9. **DISTRICT GENERAL**

a. Recognition of Mr. Huiyong Shi's Donation to the Barth Athletics Complex Project

Dr. Cherniss recognized Mr. Shi for his generous contribution to the Barth Athletics Complex, and the Board thanked him for his support.

b. 2017-18 Election of Officers

Mr. Chang thanked the Board and Administration for their support during his time as President of the Board of Education.

The Board will elect Mrs. Shelley Ryan to serve as President for the 2017-18 year.

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

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

The Board will elect Mrs. Lisa Link to serve as Vice President for the 2017-18 year.

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

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

The Board will elect Mr. Chris Norgaard to serve as Clerk for the 2017-18 year.

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

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

Mrs. Ryan thanked Mr. Chang for being an inspirational leader during his term as President and looks forward to continuing to serve with him on the Board.

c. Compensation for Board Members

In accordance with the provisions of Section 35120(a)(5) of the California Education Code, Board members for a district of less than 10,000 ADA and more than 1,000 ADA are entitled to receive a maximum of \$240 compensation per month. The Board decided to defer compensation and donate it to the District.

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

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

d. Certification of Signatures

Signatures of persons authorized to sign orders drawn on the funds of the school district and notices of employment must be verified by the Board. It is proposed that District forms and other documents are approved when properly endorsed by any two of the following individuals: Accounting Director; Assistant Superintendent/Business Services; Assistant Superintendent/Human Resources; Chief Technology Officer; Food Services Director; Superintendent; Board of Education. The Director of Maintenance and Operations is authorized to sign contracts totaling \$25,000 or less. School Site Principals and Assistant Principals are authorized to sign contracts totaling \$5,000 or less, and warrants for Associated Student Body accounts.

Moved for approval by Mrs. Jack, seconded by Mrs. Link

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

10. **CURRICULUM AND INSTRUCTION**

a. 2017-18 School Sites' Single Plans for Student Achievement

Mr. Jason Kurtenbach reported on Huntington Middle School's goals for the year. Goals are directly linked to LCAP and actions are linked to measurable outcomes in LCAP. The focus is on two goals Pupil Outcomes and Engagement, with consistent growth targets of 5%. Pupil Outcomes: Related to state testing and state markers of success on the Dashboard. HMS is doing follow-up and continuing with work that began 3-4 years ago in Study Sync and math programs, continuing with NGSS, and this year implementing the History and Social Studies Framework. Engagement concerns the overall culture, connectedness, and wellbeing of students and includes parents and staff. HMS will be continuing with their mindfulness program and expanding it by bringing yoga to the physical education program on site. HMS will also continue their Web Program and Safe School ambassador program among others.

Dr. Issaic Gates reported on San Marino High School's goals for the year. Pupil Outcomes: Increase CAASPP English/Literacy results and CAASPP by 5 points; Increase proficiency levels of students eligible for Title I funding; Reduce the number of students in the "nearly met" performance band of the English/Literacy and Math by 3% each; Reduce the number of students in the "not met" performance band of the CAASPP English/Literacy and Math by 3%; Reflect on the performance of each EL student on the ELPAC; Increase student access to and success in honors and AP classes and maintain or increase the number of honors and AP classes; and Maintain a pass rate of 87% among students taking AP exams. SMHS will hold an AP and Honors night for the community to inform and educate students, parents and community about courses, and to give an understanding of the rigor, responsibility, and expectations along with an awareness of the dangers of academic overload and the impact on academic progress and student self-esteem. Engagement: Form a steering committee to develop a wellness program and explore the viability of a student-wellness center on campus; Continue to expand mindfulness practices; Continue to develop the Link Crew program with training and support for the adults and student leaders.

Mr. Michael Lin reported on Carver Elementary School's goals for the year. There are four overarching School Plan Goals for Carver: Conditions of Learning - to ensure a safe, secure and effective learning environment via highly trained and prepared teachers with access to the latest and best standards-aligned curriculum, equipment and facilities; Pupil Outcomes - ensure that all students experience academic progress and success; Pupil Engagement - a focus on the whole child, including academics, health, wellness, and social/emotional wellbeing to ensure growth and improvement in students' sense of school connectedness; Pupil (Parent) Engagement - promote opportunities for shared and distributed leadership and expanded transparent communication with active involvement in decision making at all levels. Expected Annual Measurable Outcomes: Increase the number of students in the "standards met" range of the CAASPP exam in Math and ELA by 3% each; Reduce achievement gaps for numerically significant subgroups on the CAASPP through research-based interventions and programs; Demonstrate parent and student school connectedness.

Mrs. Colleen Shields reported on Valentine Elementary School's goals for the year. The focus is on three major areas for academic improvement: Implementation of the History and Social Studies Framework, continued implementation of the NGSS program, and continued implementation of everyday mathematics programs. Expected Annual Measurable Outcomes: Percentage of students at each grade who have met or exceeded standards in English Language Arts and Math; Increase of 10% for Hispanic/Latino students in ELA and Math; Increase of 5% for Special Education students in ELA and Math; Decrease percentage of first grade students below grade level in phonics skills by 25% by May 2018; Reduce by 3% EL students designated for 4-6 years; Create baseline data for parent participation in parent learning sessions, parental involvement in meaningful homework discussions, and Second Step data.

11. **BUSINESS SERVICES**

- a. 2017-18 First Interim Financial Report and Long Range Financial Projections

Mrs. Julie Boucher reported on the 2017-18 First Interim Financial Report and Long Range Financial Projections. It was recommended that the Board approve a positive certification acknowledging that the district is able to meet its financial obligations for the current year and two subsequent years.

Moved for approval by Mrs. Link, seconded by Mrs. Ryan

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

- b. Resolution No. 10 Adoption of the Annual and Five-Year Developer Fee Expenditure Report as of June 30, 2017

Mrs. Julie Boucher presented the Annual and Five-Year Developer Fee Expenditure Report.

Moved for approval by Mrs. Link, seconded by Mrs. Ryan

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

12. **BOARD-SUPERINTENDENT DISCUSSION ITEMS**

None at this time.

13. **ADJOURNMENT**

There being no need to return to Closed Session, the meeting was adjourned at 9:00 p.m.

Unadopted
Alex Cherniss
Superintendent
Secretary to the
Board