

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

Tuesday, January 22, 2018
**Board of Education
Closed Session – 5:15 p.m.
Regular Session – 7:30 p.m.**

MINUTES

1. **OPEN SESSION** 5:15 p.m.

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

No comments were presented.

3. **CLOSED SESSION** 5:15 p.m.

- a. Public Employee Appointment (Government Code Section 54957 (b) (1).)
Title: Superintendent
- b. Public Employee Discipline/Dismissal/Release (Govt. Code 54954.5(e) pursuant
to Govt. Code 54957) Title: Unrepresented
- c. Conference with Labor Negotiators (Govt. Code 54957.6)
- d. Conference with Legal Counsel - Existing Litigation (Govt. Code 54956.9,
subd. (d)(1)) Name of case: OAH Case No. 2018090422

4. **REPORT OF CLOSED SESSION**

In closed session, the Board took action to unanimously approve the Final Settlement Agreement on behalf of OAH Case No. 2018090422.

The roll call vote was as follows:

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

In Closed Session, after comprehensive review and discussion, the Board voted unanimously to select JG Consulting with Escalante & Associates as the firm to manage the District's search for a Superintendent.

The roll call vote was as follows:

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

5. **REGULAR OPEN SESSION**

7:30 p.m.

6. **CALL TO ORDER**

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

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

7. **PUBLIC HEARING SECTION**

a. Public Hearing and Comment on the Proposed Resolution Calling for an Election to Approve Renewal of the District's Education Parcel Tax

This is a public hearing on Resolution Number 12 - a resolution of the Board of Education calling for a election on May 14, 2019 to renew the District's parcel tax Measure R. This election would only take place if the all-mail ballot election scheduled on February 26, 2019 is not approved by at least two-thirds. The May 14 election would also be an all-mail ballot parcel tax election. If the February 26, 2019 election is successful, then the District will inform the Los Angeles County Registrar Recorders Office to cancel the May 14, 2019 election order.

No comments were presented.

8. **PUBLIC COMMENTS**

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

No comments were presented.

9. **CONSENT AGENDA**

- a. 2018-19 P1 Average Daily Attendance
- b. 2018-19 Title I Budget Plan - Huntington Middle School
- c. Budget Adjustments
- d. Certificated Personnel Documents
- e. Classified Personnel Documents
- f. Contracts and Agreements Report 2018-19 # 10
- g. Purchase Order Report 2018-19 # 9
- h. SMHS Annual Yosemite Trip, Yosemite National Park, California, February 10-15, 2019

i. Warrant Report 2018-19 # 5

The Board asked for clarification regarding the Villa Esperanza Services contracts on the Contracts and Agreements Report #10. Mrs. Julie Boucher and Mr. Jason Kurtenbach explained that they provide basic education services for two special ed students. It is a non public school service offered because the District does not have the appropriate offerings to meet the students' special education needs. The District helps with adaptive PE and all other services are provided through these contracted services.

The Board asked for clarification regarding the payments to Shenk Developers and Herk Edwards, Inc. reported on the Purchase Order Report #9. Mrs. Julie Boucher explained that the Shenk Developers charge pertains to the HVAC system in the Barth Athletics Complex, and the Herk Edwards, inc. is for the purchase of bleachers for the gym.

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

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

10. **COMMUNICATION SECTION**

a. Communications from the Board

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

- 12/12 SMHS Stanford Challenge Success (Chang, Norgaard)
- 12/14 Carver Holiday Program (Barberie, Chang)
- 12/14 HMS Orchestra (Barberie)
- 12/15 Arcadia Chinese Association Mid-Autumn Dinner (Norgaard)
- 12/16 Senator Anthony Portantino's Holiday Celebration (Norgaard)
- 12/19 Friends of Crowell Public Library Holiday Meeting (Ryan)
- 12/19 AAC Meeting (Link, Norgaard)
- 12/20 Valentine Holiday Program (Barberie, Chang, Link, Norgaard)
- 12/21 HMS Holiday Music Assembly, Tour of BAC, HMS, & Valentine (Barberie)
Vancouver & Whistler, BC (Ryan)
- 1/2 SMHS Boys Basketball (Norgaard)
- 1/ 4-6 City Club Board Retreat (Ryan)
- 1/7 Mayor Steven Huang Town Hall (Link, Norgaard)
- 1/8 SMHS Girls & Boys Basketball (Norgaard)
- 1/9 President's Asian Pacific Islanders Academic Advisory PCC (Ryan)
- 1/10 Rotary (Chang, Norgaard)
- 1/11 Meeting with SMTA - Jessica Bulgin/Kristin Van Steenwyk (Link)
- 1/11 SMHS Girls & Boys Basketball (Norgaard)
- 1/12 Special Board Study Session (Barberie, Chang, Link, Norgaard, Ryan)
- 1/14 Rotary (Chang)
- 1/14 Carver PTA Meeting (Link)
- 1/14 NWPC National Women's Political Caucus (Ryan)
- 1/15 Special Board Meeting Search Firm Interviews (Barberie, Link, Norgaard)
- 1/15 City Club (Norgaard, Ryan)
- 1/16 Meeting with Mayor Steven Huang (Link)
- 1/16 Meeting with CSEA - Marguerite Lindsay (Link)
- 1/16 Meeting with SMSF - Chris Maling & James Lau (Link)
- 1/16 Schools Foundation Trustee Meeting (Link)
- 1/16-18 Singapore (Chang)
- 1/18 SMHS Boys Basketball (Norgaard)

- 1/18 Monrovia Chambers Awards Dinner (Ryan)
- 1/20 APISBMA Board Training (Ryan)
- 1/22 HMS PTA Meeting (Link, Norgaard)

b. Communications from the Superintendent

Mr. Loren Kleinrock reported that his goal moving forward is to be more visible at the school sites and PTA meetings. He has attended the scheduled PTA meetings in January and is planning for weekly school visits as much as possible.

Mr. Kleinrock recognized the accomplishments of Student Board Representative Alyssa Escamilla who presented before the joint Senate and Assembly Committees on Education in Sacramento.

a. Recognition of 2018 Tournament of Roses Princess, Sherry Xiaorui Ma

Mr. Kleinrock invited Dr. Issaic Gates to introduce 2018 Tournament of Roses Princess, Miss Sherry Xiaorui Ma. Dr. Gates expressed the District's pride in having Miss Ma as the representative of SMHS in the Royal Court and recognized the vast assortment of her accomplishments and interests.

c. Communications from the Student Board Member

Student Board Member Alyssa Escamilla reported the following events:

- 12/11 SMHS Instrumental Music Holiday Concert
- 12/12 HMS Winter Band Concert
- 12/13 HMS Choir Winter Concert
- 12/14 Carver Holiday Program
- 12/14 HMS Orchestra Concert
- 12/14 2nd Grade Field Trip - San Gabriel Civic
- 12/14 SMHS Choir Winter Concert
- 12/15 SMHS A Night of Choreography
- 12/20 Valentine Winter Musical
- 12/21 HMS Holiday Music Assembly
- 1/9 Valentine 5th Grade Field Trip - Griffith Observatory
- 1/10 2nd Grade Assembly - Plastic Pollution
- 1/11 SMHS Hoopcoming
- 1/12 SMHS Winter Formal

Miss Escamilla reported that she spent the past week at the Student Advisory Board on Education in Legislation in Sacramento and was able to present in front of the joint Senate and Assembly Committees on Education. The proposal, that all schools be mandated to clearly publicize their sexual harassment and assault protocols in frequented places within schools and readily accessible to students is being picked up by Congresswoman Connie Leyva and Congresswoman Christi Smith to be put in motion. Miss Escamilla thanked the Board and District for helping her to attend.

11. **DISTRICT GENERAL**

a. Superintendent Search Process Update and Approval of Search Firm

Mrs. Linda de la Torre indicated that Board interviewed the five following search firms on January 15:

- JG Consulting with Escalante & Associates - Texas and California
 - Dr. Michael Escalante and James Guerra
- The Cosca Group - Costa Mesa, California
 - Dr. George Bloch and Dr. Theresa Daum
- McPherson & Jacobson - Omaha, Nebraska via Zoom
 - Dr. Thomas Jacobson
- Hazard, Young Attea & Associates - Schaumburg, Illinois
 - Dr. David Cash and Dr. Rudy Castruita
- Leadership Associates - Santa Barbara, California
 - Dr. Kent Bechler and Ms. Sandy Sanchez- Thorstenson

She reported that in Closed Session the Board voted to approve JG Consulting with Escalante & Associates as the firm to manage the Superintendent search, and that the District recommends that the Board agendaize a special meeting so that the contract can be approved and the process moved forward.

The Board noted that this was an exhaustive search and acknowledged that a lot of due diligence and work has been done on this. They indicated that all of the firms that presented were impressive, but JG Consulting stood out based on the quality of their knowledge of San Marino and the District. The Board was also impressed by their experience with modern technology and understanding of social media in attracting candidates nationwide.

Mrs. Link, with assistance from Mr. Norgaard, will reach out and negotiate the contract.

The appointment of JG Consulting with Escalante & Associates is approved subject to the negotiation of a final contract.

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

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

b. Recognition of the C. Joseph Chang Family's Donation to the Barth Athletics Complex Project

Mr. Loren Kleinrock and the Board recognized the Chang family, C. Joseph, Shwu, Fred and Patrick, for their generous \$10,000.00 donation to the Barth Athletics Complex Project.

c. Proposed Formation of District Facilities Advisory Committee

Presented for discussion and action is the proposal that the Board consider the formation of a Facilities Advisory Committee (FAC). Mrs. Julie Boucher reported that the District has completed updated assessments of its capital facilities, deferred maintenance needs, safety and security enhancements, and traffic studies for all District sites. As the Board considers the various facilities needs throughout the District, it is important to seek input and feedback from parents, students, teachers, staff and the community.

She stated that the role of the FAC would be to review, evaluate and report to the Board on the District's facilities needs, deferred maintenance, and safety and security enhancements, as well as financing options and alternatives. The Board could determine members through a nomination process or an application process or a hybrid of both.

Mrs. Boucher provided the proposed timeline:

January 22	Approval of the Committee
January - February	Process of Determining Committee Members
February 25	Board Appointment of Committee Members, Chair and Secretary
March 14	Committee Kick-off Meeting
March - October	Bi- Monthly Committee Meetings (No meetings held in June or July)
November 15	Committee Provide their Report to the Board

The Board determined that the FAC should include Board, District Administration, teachers, staff, student and parent/community representatives, with all four school sites being represented. The selection process will be a hybrid model of appointing and seeking members through application. Each Board member will appoint one person and the rest will be selected through application.

Considerations during the application review will be getting the composition of expertise that is needed. The Board asked that the application provide as much information as possible so that applicants know what they are applying for. The draft of the application will be included in the Weekly Board Memo for Board review. The term will be a two year term, not a staggering term, as the committee duration will not be indefinite.

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

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

d. Resolution No. 12 - 2018-19 Resolution of the Board of Education of the San Marino Unified School District Calling for an Election for Voter Approval to Renew an Education Parcel Tax on May 14, 2019 Establishing Specifications of the Election Order

Mrs. Julie Boucher presented as First Reading, Resolution Number 12 Resolution of the Board of Education of the San Marino Unified School District Calling an Election for Voter Approval to Renew an Education Parcel Tax Establishing Specifications of the Election Order.

She noted that the Board previously approved an election date of February 26, 2019 for the renewal of Measure R, the District's parcel tax that has been in place since 1991. If the all-mail ballot election on February 26, 2019 is not approved by at least two-thirds of the voters voting on the measure, an election would be held on May 14, 2019 by means of an all-mail ballot election with the question of whether the District shall levy a special parcel tax within the District for the purpose of providing revenue to the District. If voters support Measure R by a two-thirds majority or more on February 26, then the District will inform the LA County Registrar Recorder's Office that Resolution Number 12 is no longer necessary and to cancel the May 14, 2019 election order.

The Board asked if there would be an interruption in revenues based on the potential timelines. Mrs. Boucher stated that there will be no interruption if an election is successful prior to June 30, 2019. She confirmed that this Resolution contains the exact same wording as the last Board approved version.

The Board asked if the May election would allow enough time to tell the County Assessors which properties will be taxed. Mrs. Boucher indicated that every July the District submits a list of all parcels that will be taxed and that there is plenty of time following the May election.

12. CURRICULUM AND INSTRUCTION

a. 2018-19 School Accountability Report Cards

Mr. Jason Kurtenbach presented a review of the 2018-19 School Accountability Report Cards. Since November 1988, state law has required all public schools receiving state funding to prepare and distribute a School Accountability Report Card or SARC. The purpose of the report card is to provide parents and the community with important information about each public school in the state. To be compliant a school's SARC must, at minimum, contain all of the following:

- Student Demographic data
- School safety and climate for learning data
- Academic data
- School completion rates
- Class sizes
- Teacher and staff information including Salary, Teacher Mis-assignments and English Learner Teacher Qualifications
- Facility Conditions
- Career Technical Education
- Per Pupil Expenditures
- Textbook Sufficiency
- Curriculum and instruction descriptions
- Postsecondary preparation information
- Fiscal and expenditure data

Mr. Kurtenbach emphasized that a SARC is intended to be a snapshot in time. Most data is also available on several publicly accessible sites, such as Ed-Data, the California School Dashboard, Dataquest, and the California Department of Education. However, some data is generated at the site level and only reported in the SARC, such as curriculum used, textbook availability, etc. He stated that one area of particular interest is our Facilities Inspection Tool otherwise known as FIT. This annually required inspection, done by the District Maintenance and Operations department, is intended to report on the existing conditions of various aspect of our school facilities. He emphasized that it is not a tool intended to evaluate equipment.

He provided the example that if during the inspection an HVAC unit is working properly that particular day, it is rated as good. It does not reflect repair cost, efficiency of the unit, or the number of times it has broken down in the previous year. He reiterated that it is only a snapshot in time evaluating a predetermined list of the facility equipment and conditions. This inspection is not designed to be used as a capital improvement tool.

He indicated that the SMHS SARC was pulled from the agenda and will be brought back on February 12 as additional time was needed to update certain aspects of the document regarding parental involvement, professional development, and career technical education. They want to accurately include programs such as the Challenge Success program, the WASC Accreditation, and the CTE Pathways programs which are currently being worked on at the high school.

The Board asked why student enrollment by group figures do not total 100%. Mr. Kurtenbach explained that not every subgroup is included as only certain groups required by the state are considered.

Regarding testing data, the Board asked if there was a reason why not all students take the test. Mr. Kurtenbach indicated that it is due to parents opting the student out or illness on testing dates. Any student who doesn't take the test gets assigned the lowest available score. There will be a

penalty to the District for an opt out and if participation falls below 95% for any school site or sub group.

The Board noted the difference between Carver and Valentine regarding textbooks and instructional materials and asked if they utilize different resources. Mr. Kurtenbach stated that they use the same materials and noted that the error in the report would be corrected.

The Board addressed the public perception that these reports indicate facilities are in good status and the conflict it presents when the District talks about the repair needs. They stated the importance of following up and managing this perception. They asked if additional notes can be attached to the SARC. Mr. Kurtenbach indicated that he would do a write-up that will be submitted to the Board in a Weekly Board Memo.

The Board discussed adoptions cycles, and it was noted that the adoption cycle for NGSS and history/social science are fairly new and limited materials are out and available.

All 2018-19 School Accountability Report Cards were deferred to the February 12 Board meeting for correction and further revision.

The deferral was moved for approval by Mr. Norgaard, seconded by Mrs. Ryan
Ayes: 5, Noes: 0
Abstention: 0
Preferential: 1

13. **BUSINESS SERVICES**

a. Audited Financial Statements as of June 30, 2018

Mrs. Boucher introduced Ms. Gema Ptasinski from CliftonLarsenAllen who presented the District's Audited Financial Statements for the 2017-18 fiscal year as of June 30, 2018. The Board is asked to approve the Audited Financial Statements. The audit results are summarized below:

- Financial Statement Opinion - Unmodified
 - Best opinion that can be rendered
 - Financial statements are materially correct and presented in accordance with accounting standards
 - No adjustments were made to the unaudited actuals
 - No findings
- Federal Compliance Opinion - Unmodified
 - Program tested - Special Education
 - No Findings
- State Compliance Opinion - Unmodified
 - No Findings
 - Update on 2016/17 - Recommendation related to Unduplicated Pupil Count was implemented.
- Schedule of Financial Trends and Analysis
 - Changes in the General Fund balance of the past three years and the budget year
 - District has met the 3% required reserve

The Board asked if there is a need to look at having a larger reserve than the 3% minimum. Ms. Ptasinski stated that it is a matter of opinion but always good to put additional funds aside. She confirmed that the District does not currently have additional funds and added that the majority of the districts she works with are in the 3% range and a few at 5%. Mrs. Boucher added that the Board of Education has an established 5% reserve policy however, since the inception of the increases in pension obligations it has been difficult for the District to reach the 5% reserve level.

The Board asked about generally accepted accounting standards. Ms. Ptasinski stated that any fund that does not have an ongoing source of revenue is consolidated into the general fund.

The Board asked about the SMSF as a component unit. Ms. Ptasinski explained that this information has been reported on previous reports. The Board asked if CliftonLarsenAllen audits SMSF. She stated that the Foundation is audited by a different firm and that their audit report is used in preparation of this report.

The Board asked about the SMSF balances, specifically the \$3.5 million amount. Ms. Ptasinski explained they have investments endowment with the California Community Foundation and it is based on SMSF's audit report.

The Board thanked Julie Boucher and her staff for their diligent work and recognized the accomplishment of receiving the Unmodified ratings.

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

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

b. Recap of the Governor's Proposed State Budget for the 2019-20 Fiscal Year

Mrs. Boucher reported on the Governor's Proposed State budget for the 2019-20 fiscal year. Her report included the following:

- K-12 is 41% of the state budget
- The Governor's Budget includes a 3.46% Cost of Living Allowance (COLA) for the Local Control Funding Formula (base funding), and Sp Ed. However, it is important to note that the 3.46% increase is only half of the formula - the other half is driven by Average Daily Attendance (ADA). Since the District's ADA has decreased, the District will not realize a full 3.46% increase in its funding. The District's increase equals closer .0007%.
- The Governor is proposing \$576M (of which \$186M is one-time) to expand Special Education and school readiness support, Funding for Early Childcare Education, a longitudinal education data system in line with the State's evolving accountability systems.
- The Governor's Budget includes a direct \$3B payment to CalSTRS, lowering the increases in employer contributions by approximately .5% per year. Despite the direct contributions, employer rates will still increase.
- The Governor has not provided details on the proposed \$576 million in funding for Special Education and Early Childhood Education.
- The Governor's Budget does not include One-Time Discretionary Funding for 2019-20.
- The Governor is proposing a \$1.5B sale of Proposition 51 bond funds for the State Facility Program. Due to the backlog of unfunded projects it does not appear that SMUSD approved funding will be included in the \$1.5B. The District is working with School Facility Consultants to seek insight into the Governor's proposals and if there may be any additional funding opportunities for the District in state funding for improvements to its school facilities.
- AB 39 has been introduced as new legislation - if approved, it would establish new LCFF funding targets with the goal of reaching the national average. The intent of the proposal is to help school districts facing increasing operational costs in retirement, health care, transportation, and special education. AB 2808, a bill to increase LCFF funding target introduced last year, and was not successful.

Reported impacts on the District and District Budget planning were noted as follows:

- The District is projecting lower ADA (which means less K and 1 students than graduating 12th graders) for LCFF Funding calculation purposes, In 2016-17 there were 3012 ADA, in 2018-19 there are 2,913 ADA as of P1.
- Currently, COLA is estimated at 3.46% COLA for both General Fund and Special Education, and there are No One-Time Discretionary Funds included in the Governor's Proposed Budget. The District's Local Funding is vital to its budget, providing for various programs, services, and staffing that otherwise would not be possible. Local funding including Parcel Tax Revenues, San Marino Schools Foundation contributions, and Parent and PTA's/PTSA Donations are vital to the District's successful instructional and support programs.
- In planning and preparing the 2019-20 Proposed District Budget the District will project increases in Step and Column Salaries, Increase in Employer CalSTRS and CalPERS Costs, Health Benefit Cost Increases which are TBD, adjustments in Operational Costs which include Supplies, Services & Equipment, increases in Special Education Services and staffing. Required adjustment in Adjustment Supplemental Grant Programs, the required 3% Reserve for Economic Uncertainties.
- In planning for the 2019-20 District Budget, the District will conduct an assessment and evaluation of student enrollment, ADA, and staffing levels. The District will meet with principals and directors to assess and evaluate current and projected staffing, programs, and budgets to identify areas of potential budget savings.

Mrs. Boucher indicated that the second interim financial report will be presented to the Board in March 2019. She noted that the 2019-20 Cost of Living Allocation will be confirmed in April and that in May, the Governor will present his May Revise based on actual state revenues as of April. It is anticipated that the finalized state budget will be adopted in June. She stated that the District's budget will be updated based on the final state budget.

It was noted that enrollment has decreased and students with special education needs have increased.

The Board asked what is being used as a benchmark for the national average. Mrs. Boucher stated that she would research the Board's question. She noted that states such as New York and New Jersey receive considerably more funding, upwards of \$30,000 per student.

The Board asked about the overlay of LCFF concentration grants . Mrs. Boucher stated that SMUSD receives very little supplemental funding and no concentration funding. She added that other school districts with 55% or more unduplicated count students receive this funding, whereas SMUSD is only at 15%. She added that concentration grant funding is substantially more than the District receives in supplemental grant funds.

The Board asked about the facility bond backlog of other districts that have been in line for a number of years. Mrs. Boucher indicated that even though the District has received approval for \$2.4 million for the Barth Athletics Complex, its funding is not expected until 2022-23 because of the backlog in funding. She added that staff is in communication with the state offices to inquire its place in line and if with the sale of the Prop 51 bonds, as proposed by the Governor, if the timing and receipt of its funding.

c. Barth Athletics Complex Project Update

Mr. Schober provided an update on the Barth Athletics Complex. He stated that it is on schedule for the August 2019 completion date and will open on time. He provided photos and reported details of work completed to date and upcoming work. He noted that there is a Barth Athletics Complex

Project webpage on the District website, under Links on the homepage, that is updated weekly.

Of note was the water accumulation due to the recent rain. He said contractors had a pump running for three days to remove water from the site. The Board asked how the water situation will be dealt with when the project is complete. Mr. Schober stated that there are currently no drains on the site and that they will be installed as part of the project completion.

Mrs. Boucher reported that the budget remains balanced, provided a project budget update, and reported on the donations to the BAC. She stated that the District is extremely grateful to the generous donors in the community who have contributed to this project.

It was reported that the cost of lockers was higher than anticipated, and the Board noted that HMS is doing a fund a locker fundraiser via the HMS parent party.

d. Barth Athletics Complex Project Phase III-A Bid Division #2-Shell Change Order # 01

Mr. Gerald Schober stated that the two changes orders on the agenda are a procedural request. NSA Construction Group is unable to perform work originally scoped into the Shell contract. ADCO Roofing & Waterproofing has agreed to complete the work under the Locker Roof contract. There is no increase or decrease in expenses, it is a swap providing one contractor with a credit for worked not performed and the other with the addition for the work being done.

Work originally scoped into the Shell contract by NSA Construction Group will not be performed. A credit for Bid Div #7 work to furnish and install approximately 250 linear feet of reglets on the locker room roof totals: (\$9,683.00).

The change order was moved for approval subject to the amendment of the form showing a true credit with parenthesis added. Mr. Schober stated that the document will be amended to reflect the revision.

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

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

e. Barth Athletics Complex Project Phase III-A Bid Division #7-Locker Room Roofing Change Order # 01

Work originally scoped into the Shell contract by NSA Construction Group will not be performed. ADCO Roofing & Waterproofing has agreed to furnish and install approximately 250 linear feet of reglets on the locker room roof for a total of: \$9,683.00. This charge will be added to Bid Div #7 Locker Roof via this Change Order.

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

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

14. **HUMAN RESOURCES**

a. Board Policy 2000 Concepts and Roles

Mrs. Linda de la Torre presented the 2000 series board policies as a first reading.

The Board asked that this policy be revised and brought back for Second Reading on February 12.

b. Board Policy 2110 Superintendent Responsibilities and Duties

Mrs. Linda de la Torre presented Board Policy 2110 Superintendent Responsibilities and Duties to the Board as First Reading.

The Board asked that this policy be revised and brought back for Second Reading on February 12.

c. Board Policy 2111 Superintendent Governance Standards

Mrs. Linda de la Torre presented Board Policy 2111 Superintendent Governance Standards to the Board as First Reading, new policy.

The Board asked that this policy be revised and brought back for Second Reading on February 12.

d. Board Policy 2120 Superintendent Recruitment and Selection

Mrs. Linda de la Torre presented Board Policy 2120 Superintendent Recruitment and Selection as First Reading, new policy.

The Board asked that this policy be deferred for discussion and decision at a future date because some of these issues will be considered during the superintendent search process.

e. Board Policy 2121 Superintendent's Contract

Mrs. Linda de la Torre presented Board Policy 2121 Superintendent's Contract as First Reading.

The Board asked that this policy be deferred for discussion and decision at a future date because some of these issues will be considered during the superintendent search process.

f. Board Policy 2140 Evaluation of The Superintendent

Mrs. Linda de la Torre presented Board Policy 2140 Evaluation of The Superintendent as First Reading, new policy.

The Board asked that this policy be revised and brought back for Second Reading on February 12.

g. Board Policy 2210 Administrative Discretion Regarding Board Policy

Mrs. Linda de la Torre presented Board Policy 2210 Administrative Discretion Regarding Board Policy as First Reading, existing policy.

The Board asked that this policy be revised and brought back for Second Reading on February 12.

h. Board Policy 2230 Representative and Deliberative Groups

Mrs. Linda de la Torre presented Board Policy 2230 Representative and Deliberative Groups as First Reading, new optional policy.

The Board opted to remove and decline this policy.

15. **BOARD-SUPERINTENDENT DISCUSSION ITEMS**

Nothing presented at this time.

16. **ADJOURNMENT**

There being no need to return to Closed Session, the meeting was adjourned at 10:11 p.m.

Unadopted
Loren Kleinrock
Interim Superintendent
Secretary to the Board