



**POWAY UNIFIED SCHOOL DISTRICT
MINUTES OF THE BOARD OF EDUCATION
AT A REGULAR MEETING**

September 14, 2017
District Office Community Room

CLOSED SESSION

Board President O'Connor-Ratcliff called the meeting to order at 4:30 p.m. to receive public comment on the closed session agenda items. There were no public comments, and all Board members convened to closed session in the Board Conference Room. The closed session was adjourned at 5:45 p.m., and Board members reconvened in the Community Room to begin their regular meeting and relay any reportable action taken during closed session.

REGULAR MEETING

1.0 CALL TO ORDER – PUBLIC SESSION

2.0 CLOSED SESSION

- 2.1 Pupil Personnel – Student Expulsion(s), Disciplinary Matter(s), and Other Confidential Student Matters Pursuant to Education Code 48900(c)
- 2.2 Negotiations – PFT, PSEA Unit I and Unit II, Management/Confidential, and Real Property Pursuant to Government Codes 54957.6, and 54956.8
 - a. **Agent Negotiator: James Jimenez**
- 2.3 Public Employee Discipline/Dismissal/Release Pursuant to Government Codes 54954.5(e), and 54957
 - a. **Classified Employee**
- 2.4 Public Employee Appointment/Employment Pursuant to Government Code 54957
- 2.5 Pending/Existing Litigation Pursuant to Government Codes 54956.9(a), and 4956.9(d)(1)
 - a. **Name of Case: No. TC-17-02**
Legal Counsel: Dennis Walsh / Steve Salvati, Director Risk Management
 - b. **Name of Case: No. 37-2014-00040788-CU-CR-CTL**
Legal Counsel: Daniel Shinoff / Steve Salvati, Director Risk Management
 - c. **Name of Case: No. USDC 16-CV-2630 LAB AGS**
Legal Counsel: Daniel Shinoff / Steve Salvati, Director Risk Management
 - d. **Name of Case: No. 37-2014-00035745-CU-PT-CTL**
Legal Counsel: Daniel Shinoff / Steve Salvati, Director Risk Management
- 2.6 Conference with Legal Counsel Anticipated Litigation Pursuant to Government Code 54956.9

3.0 RECONVENE / CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Board President O'Connor-Ratcliff reconvened the meeting in Public Session at 6:03 p.m. and led the salute to the flag.

3.1 Report Out of Closed Session

2.3-A: Clerk Patel reported that in the matter of Public Employee Discipline/Dismissal/Release, on a motion by Mr. Zane and a second by Mrs. Beatty, the Board voted to impose a 2-day suspension without pay for a classified employee. *Ayes: O'Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

There was no other reportable action taken in closed session.

3.2 Members in Attendance

All Board members were in attendance, including Student Board Member Shaina Mishra.

3.3 Welcome to Public

Student Board Member Shaina Mishra welcomed the public and offered instructions on the procedure for addressing the Board during the Public Comments segment of the meeting.

3.4 Approval of Agenda/Sequence

On a motion by Mr. Zane, and a second by Mrs. Beatty, the agenda/sequence was approved. *Ayes: O'Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

4.0 ORAL PRESENTATIONS

4.1 Student Board Representatives

Student Board representatives Olivia Hampton from Abraxas High School, Nicole Labrador from Del Norte High School, and Alliyah Gardea from Mt. Carmel High School, reported on events and activities at their respective schools.

4.2 Public Comments

Individuals wishing to address the Board regarding an item on the agenda or items of specific concern, may do so at this time. Speakers are limited to (3) three minutes, (15) fifteen minutes per topic. Times may be shortened or extended at the direction of the Board. Speakers are requested to submit a speaker slip to the Clerk of the Board prior to the start of the meeting.

Public Comments:

- Ying Tao, Yang Yu, Cathy Wang, and Dr. Jessica Xu spoke in support of a paper-based curriculum option.
- Janet Lettang spoke about Poway High parking lot, tree removal, and the Performing Arts.

4.3 Poway Unified District Classified Employees of the Year 2017: Linda Farmer and Bridgette Padilla

Associate Superintendent James Jimenez shared information on our PUSD Classified Employees of the Year, while Board President O'Connor-Ratcliff and Dr. Kim-Phelps presented awards.

4.4 Poway Unified District Teachers of the Year 2017: Mark Lantsberger, Susan Michelena, and Keith Opstad

Associate Superintendent Mel Robertson shared information on our PUSD Teachers of the Year, while Board President O'Connor-Ratcliff and Dr. Kim-Phelps presented awards.

4.5 Poway Unified District Volunteers of the Year 2017: Rachel Allums, Jenny Burnett, and Cathy Rongey

Associate Superintendent Ron Little shared information on our PUSD Volunteers of the Year, while Board President O'Connor-Ratcliff and Dr. Kim-Phelps presented awards.

4.6 Public Hearing to Establish Trustee Areas and Elections By-Trustee Areas

A presentation was provided by Doug Johnson of National Demographics Corporation.

Board President O'Connor-Ratcliff opened a public hearing at 7:10 p.m. to hear any public comments on this issue.

Public Comments:

- Janet Lettang asked that the determinations for district trustees areas be posted to the website.
- Bill Huff asked if the number of students in each district will be considered for maps.

Following public comments, the public hearing was closed at 7:14 p.m.

4.7 Internal Controls Assessment Review

Information and a presentation was provided by Associate Superintendent Ron Little; and Mark Steranka and Scilla Outcault of Moss Adams LLP.

Agenda items 5.2(l), 5.2(m), 5.2(n), and 5.2(k) were pulled from the Consent Calendar for discussion as action items in Business Support Services 6.7, 6.8, 6.9, and 6.10.

5.0 CONSENT CALENDAR

5.1 Consent Calendar - Approval of Minutes

5.2 Consent Calendar - Business Support Services

- a. Award a Contract for Bid 2017-04B Classroom Additions at Del Norte High School to EC Constructors, Inc.
- b. Award a Contract for Request for Proposal 2017-10P Consulting Services Group Insurance to Keenan and Associates
- c. Approval/Ratification of Contractual Services Report No. 02-2018
- d. Ratification of District Purchase Orders, Revolving Cash Fund Expenditures, and Purchase Card Transactions
- e. Accept the Project as Complete and Authorize to File a Notice of Completion for Roof Replacement at Mt. Carmel High School
- f. Accept the Project as Complete and Authorize to File a Notice of Completion for Chiller Repair at Rancho Bernardo High School

- g. Approval of Resolution No. 22-2018 Entitled “Certification of the Actual Appropriation Limit for 2016-2017 and Adoption of the 2017-2018 GANN Limit”
- h. Approval of Quarterly Associated Student Body (ASB) and Student Council Financial Reports and Ratification of ASB Purchase Orders
- i. Approval of Notice of Exemption for Del Norte High School Classroom Addition Project
- j. Approval of Resolution Nos. 16-2018, 17-2018, 18-2018, 19-2018, and 20-2018, Designating an Additional Person Authorized to Act on Behalf of Poway Unified School District and Amending Resolution Nos. 89-2017, 92-2017, 93-2017, 94-2017, and 95-2017
- k. Reject a Non-Responsive Bid from California Tree Service, Inc., for Bid 2017-08B for Tree Removal Service at Poway High School and Award the Contract to West Coast Arborists, Inc.
- l. Approval of Resolution No. 13-2018 Entitled “Authorizing Election Under Public Contract Code Section 22030 to Become Subject to California Uniform Public Construction Cost Accounting Act Procedures; and Authorization for Superintendent or Designee to Execute Same”
- m. Approval of Resolution No. 14-2018 Entitled “Delegation of Authority in Regard to Award of Public Works Contracts, Bidding and Management of Proposition and Other Capital Improvement Projects”
- n. Approval of Resolution No. 15-2018 Entitled “Delegation of Authority to the Superintendent and or Associate Superintendent Business Support Services to Award Emergency Contracts”
- o. Approval of the Purchase of Replacement Vehicles
- p. Memorandum of Understanding Between the District, Joined by 40 Additional County School Districts Utilizing the New PeopleSoft Enterprise Resource Planning Solution, and the San Diego County Office of Education (SDCOE) to Resolve Current Issues Resulting from the PeopleSoft Implementation and to Develop a Strategy to Continue to Improve Performance Regarding the Same

5.3 Consent Calendar - Learning Support Services

5.4 Consent Calendar - Personnel Support Services

- a. Approval of Salary Allocation for Communications Specialist
- b. Approval of Salary Allocation for Crossing Guard
- c. Approval of Certificated Personnel Report No. 02-2018
- d. Approval of Classified Personnel Report No. 02-2018

- e. Approval of Student Teaching Agreements with Alliant International University and Azusa Pacific University
- f. Approval of School Psychology Unpaid Internship Agreement with Chapman University
- g. Revise Board Policy 4.300 Personnel Commission

5.5 Consent Calendar - Technology and Innovation

5.6 Consent Calendar – Superintendent

Staff asked that items 5.2(l), 5.2(m), and 5.2(n) be pulled for discussion under Business Support Services 6.7, 6.8, and 6.9. Student Board Member Shaina Mishra asked that item 5.2(k) be pulled for discussion under Business Support Services 6.10. On a motion by Mr. Sellers, and a second by Mr. Zane, with the exception of items 5.2(l), 5.2(m), 5.2(n), and 5.2(k) the items on the Consent Calendar were approved as presented. *Ayes: O'Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

6.0 BUSINESS SUPPORT SERVICES

- 6.1 Certification of the 2016-2017 Unaudited Actual Year-End Closing Financial Report**
Following a presentation and discussion, on a motion by Mr. Zane, and a second by Mrs. Beatty, the Board approved the 2016-2017 Unaudited Actual Year-End Closing Financial Report as presented. *Ayes: O'Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*
- 6.2 Proposed Revisions to Board Policy Section 6.40 Purchasing of Supplies, Equipment, and Services**
On a motion by Mrs. Beatty, and a second by Mr. Sellers, the Board approved the revisions to Board Policy Section 6.40. *Ayes: O'Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*
- 6.3 Proposed Addition of Board Policy Section 6.40A Bids**
On a motion by Mrs. Beatty, and a second by Mr. Sellers, the Board approved the addition of Board Policy Section 6.40A Bids. *Ayes: O'Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*
- 6.4 Approval of Resolution No. 21-2018 Entitled “Observance of National School Lunch Week”**
On a motion by Dr. Patel, and a second by Mr. Zane, the Board approved Resolution No. 21-2018 as presented. Preferential vote Aye by Student Board Member Shaina Mishra. *Ayes: O'Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*
- 6.5 Annual Investment Policy Review and Quarterly Disclosure of Local Agency Investments for Community Facilities District Nos. 1 Through 16**
This item was presented as information only.
- 6.6 Annual Investment Policy Review and Quarterly Disclosure of Local Agency Investments for Poway Unified School District**

This item was presented as information only.

Agenda items 5.2(l), 5.2(m), 5.2(n), and 5.2(k) were pulled from the Consent Calendar for discussion as action items in Business Support Services 6.7, 6.8, 6.9, and 6.10.

- 6.7 Approval of Resolution No. 13-2018 Entitled “Authorizing Election Under Public Contract Code Section 22030 to Become Subject to California Uniform Public Construction Cost Accounting Act Procedures; and Authorization for Superintendent or Designee to Execute Same”**

Following discussion, on a motion by Mr. Zane, and a second by Board President O’Connor-Ratcliff, the Board approved Resolution No. 13-2018 as presented. *Ayes: O’Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

- 6.8 Approval of Resolution No. 14-2018 Entitled “Delegation of Authority in Regard to Award of Public Works Contracts, Bidding and Management of Proposition and Other Capital Improvement Projects”**

Following discussion, on a motion by Mr. Zane, and a second by Mrs. Beatty, the Board approved Resolution No. 14-2018 as presented. *Ayes: O’Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

- 6.9 Approval of Resolution No. 15-2018 Entitled “Delegation of Authority to the Superintendent and or Associate Superintendent Business Support Services to Award Emergency Contracts”**

Following discussion, on a motion by Mr. Zane, and a second by Dr. Patel, the Board approved Resolution No. 15-2018 as presented. *Ayes: O’Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

- 6.10 Reject a Non-Responsive Bid from California Tree Service, Inc., for Bid 2017-08B for Tree Removal Service at Poway High School and Award the Contract to West Coast Arborists, Inc.**

Following discussion, on a motion by Dr. Patel, and a second by Mr. Zane, the Board approved Bid 2017-08B to West Coast Arborists, Inc. Preferential vote Aye by Student Board Member Shaina Mishra. *Ayes: O’Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

7.0 LEARNING SUPPORT SERVICES

- 7.1 Ratification of Stipulated Agreement for Student Expulsion**

On a motion by Mrs. Beatty, and a second by Mr. Zane, the Board approved and ratified case number 2017-2018-01. *Ayes: O’Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

- 7.2 Readmission of Students on Expulsion**

On a motion by Dr. Patel, and a second by Mr. Zane, the Board approved the remittance of case numbers: 2013-2014-03, 2016-2017-05, and 2016-2017-11 to the Poway Unified School District. *Ayes: O’Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

- 7.3 Public Hearing and Approval of Resolution No. 12-2018 Entitled “Sufficiency of Instructional Materials for 2017-2018”**

Board President O'Connor-Ratcliff called a public hearing to order at 8:45 p.m. and asked if there were any speaker slips submitted on this topic. Hearing none, the public hearing was closed. On a motion by Mr. Zane, and a second by Mr. Sellers, the Board approved Resolution No. 12-2018 as presented. *Ayes: O'Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

7.4 Approval of Resolution No. 11-2018 Entitled "Character Counts! And Red Ribbon Week for Alcohol, Tobacco, and Other Drugs Prevention"

On a motion by Dr. Patel, and a second by Mrs. Beatty, the Board approved Resolution No. 11-2018 as presented. Preferential vote Aye by Student Board Member Shaina Mishra. *Ayes: O'Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

8.0 PERSONNEL SUPPORT SERVICES

8.1 Governing Board Appointee to the Personnel Commission

On a motion by Mr. Sellers, and a second by Mr. Zane, the Board voted Margaret Wyatt for reappointment to the Governing Board Personnel Commission. *Ayes: O'Connor-Ratcliff, Zane, Patel, Beatty, and Sellers. Motion carried unanimously, 5-0.*

8.2 Maintain the District's Current Carrier, AETNA, for 2018 Coverage

This item was presented as information only.

9.0 TECHNOLOGY AND INNOVATION

10.0 SUPERINTENDENT

11.0 REPORTS AND COMMENTS

11.1 Board Member Reports

Board members reported on their activities and events attended since the previous meeting.

11.2 Superintendent's Report

The following updates on current issues and events were presented:

- Dr. Kim-Phelps thanked Team PUSD for such a smooth start to school, and looks forward to visiting each campus.

(a) Staff Recognition

Accomplishments and awards earned by staff members were recognized

12.0 CLOSED SESSION

There were no additional items discussed in Closed Session.

13.0 ADJOURNMENT

The meeting was adjourned at 9:19 p.m.


Michelle O'Connor-Ratcliff, President


Dr. Darshana Patel, Clerk


Marian Kim-Phelps, Secretary