Closed Session

The Board of Trustees approved the appointment of Dr. Bryan Brockett as Principal of Carlsbad High School, effective at the beginning of the second semester (January 25, 2018).

Mrs. Julie Redfield will continue to serve as Interim Principal of Carlsbad High School through the first semester, graciously accepting the temporary assignment after indicating that she was not interested in pursuing the Principalship at the time.

Mr. Chris Robertson, Carlsbad High School Social Studies teacher, will serve as Interim Assistant Principal at CHS through the first semester, at which time Ms. Redfield will return to her position as Assistant Principal of Carlsbad High School.

Mrs. Julie Steitz, current Valley Middle School Assistant Principal, was named Interim Principal of Aviara Oaks Middle School, effective January 25, 2018 when Dr. Brockett moves to CHS. Mrs. Steitz will serve the AOM community during the recruitment process to select Dr. Brockett’s successor at AOM. An Interim Assistant Principal at Valley Middle School will be named at a later date.

Public Hearing: Proposed Annexation of Property into Community Facilities District No. 5 of the Carlsbad Unified School District

The Board of Trustees held a Public Hearing on the annexation of property into Community Facilities District No. 5 in accordance with the provisions of Resolution No. 44-1718, adopted on June 21, 2017. The Public Hearing also relates to Resolution No.44-1718 and the proposed imposition of special taxes pursuant to the Rate and Method of Apportionment of Special Taxes on territory within proposed Annexation No. 6 to CFD No. 5.

No public comment was received.

No action was taken.
Meeting of the Board of Trustees, Acting as the Legislative Body of Community Facilities District No. 5 of the Carlsbad Unified School District:

- Resolution No. 07-1718 Public Hearing and Special Election Regarding the Proposed Annexation No. 6 to Community Facilities District No. 5 and Levying Special Taxes Within Such Proposed Annexation Territory
- Resolution No. 08-1718 Canvass of Special Election Results Regarding Proposed Annexation No. 6 to Community Facilities District No. 5 Levying Special Taxes Within Such Proposed Annexation Territory and Annexing Property to Community Facilities District No. 5

The Carlsbad Unified School District (“District”) previously formed Community Facilities District No. 5 of the Carlsbad Unified School District (“CFD No. 5”). The Mello-Roos Community Facilities Act of 1982, as amended (“Mello-Roos Act”) authorizes territory to be annexed to an existing community facilities district, provided certain requirements are met.

Shea Homes Limited Partnership (“Developer”) owns certain real property located within the District (“Property”) on which Developer proposes to develop ten (10) for-sale, detached dwelling units (“Single Family Detached Property”) and one (1) private street/open space lot. The Developer agreed to annex the Property into the CFD as means to mitigate the impact of new development on the school district’s facilities. The Property is described and depicted in Exhibits “A” and “B” to Resolution No. 44-1617 (“Resolution of Intention”).

On June 21, 2017, the Board adopted Resolution No. 44-1617, stating its intention to annex the Annexation No. 6 Property into CFD No. 5. In accordance with the Mello-Roos Act, Resolution No. 44-1617, adopted by the Board on June 21, 2017, called for a public hearing to be conducted on August 16, 2017 (“Public Hearing”).

At the meeting of the Board on August 16, 2017, the Board opened and duly conducted the Public Hearing regarding proposed Annexation No. 6, pursuant to the Rate and Method of Apportionment of Special Taxes for CFD No. 5 (“Rate and Method”) on the Annexation No. 6 Property.

On August 16, 2017, and pursuant to the directives of Resolution No. 07-1718, a special tax election was conducted within the territory proposed for annexation to CFD No. 5. The results of the special tax election were presented to the Board.

The Developer has deposited with the District $10,000 to be utilized by CFD No. 5 to pay for the annexation proceedings and will deposit additional funds if requested.

The Board of Trustees, acting as the Legislative Body of CFD No. 5, approved Resolution No. 07-1718 and Resolution No. 08-1718.
Resolution No. 07-1718
Resolution No. 08-1718
Meeting of the Board of Trustees, Acting as the Legislative Body of Community Facilities District No. 5 of the Carlsbad Unified School District:

- First Reading of Ordinance 01-1718 Regarding Proposed Annexation No. 6 to Community Facilities District No. 5 and Levying Special Taxes Within Such Proposed Annexation Territory

The Carlsbad Unified School District ("District") previously formed Community Facilities District No. 5 of the Carlsbad Unified School District ("CFD No. 5"). The Mello-Roos Community Facilities Act of 1982, as amended ("Mello-Roos Act") authorizes territory to be annexed to an existing community facilities district, provided certain requirements are met.

Shea Homes Limited Partnership ("Developer") owns certain real property located within the District ("Property") on which Developer proposes to develop ten (10) for-sale, detached dwelling units ("Single Family Detached Property") and one (1) private street/open space lot. The Developer agreed to annex the Property into the CFD as means to mitigate the impact of new development on the school district’s facilities. The Property is described and depicted in Exhibits "A" and "B" to Resolution No.44-1617 ("Resolution of Intention").

As part of the completion of the annexation process, a Special Tax Ordinance needs to be adopted so that the special taxes for CFD No. 5 can be levied and collected within the territory annexed into CFD No. 5.

The ordinance procedure prescribed by law requires a two-step (first reading/second reading) process before the ordinance may be adopted. This item is to conduct the “first reading” of Ordinance No. 01-1718. The Ordinance will be formally adopted after the second reading which will be scheduled for the Board meeting of September 20, 2017.

The Developer has deposited with the District $10,000 to be utilized by CFD No. 5 to pay for the annexation proceedings and will deposit additional funds if requested.

The Board of Trustees, acting as the Legislative Body of Community Facilities District No. 5 of the Carlsbad Unified School District, approved the motion to read Ordinance No. 01-1718 by title only.

Ordinance 01-1718

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Project Addendum No. 2 to the San Diego Schools Coalition for Electricity Cost Reduction Memorandum of Understanding

In May 2015 a coalition of 40 San Diego County School Districts and the County Office of Education executed a Memorandum of Understanding (MOU) to collectively take action to pursue remedies for the electricity rate shock experienced by all San Diego school districts the year before. The increase was overwhelmingly caused by skyrocketing electricity rates, and not increased usage. The increased costs for energy diverted Local Control Funding Formula funds away from the goal of increasing or improving services for students.
Although the coalition was successful in negotiating a settlement agreement with San Diego Gas & Electric (SDG&E) to mitigate some of the electricity rate increases we experienced, these benefits are set to expire after December 31, 2019. As a result, districts will need to participate in the next General Rate Case (GRC), scheduled to be submitted in 2018, and also continue to pursue legislative remedies. In order to participate in this effort and reap the benefits of any future settlement agreements with SDG&E, it is necessary to execute Project Addendum No. 2 to the MOU.

Every several years, public utility companies file a GRC with the Public Utilities Commission (PUC). A GRC is divided into two phases. Phase 1 allows a utility company to present their projections of costs as justification for a rate increase. Phase 2 is concerned with determining how the costs of producing energy, and the costs associated with the legally allowed public utility company profit margins, are distributed among the various classes of ratepayers. In order to continue to advocate for lower electricity costs and the protection of solar investments for school districts, it is necessary to intervene in the next GRC, scheduled to be submitted in 2018, and continue to pursue legislative remedies which would provide a more permanent solution.

GRCs are quasi-judicial proceedings that require legal and utility rate expertise. The total net cost for the entire coalition to intervene in the rate case is estimated to be approximately $137,000. Participating districts have agreed to a four-tiered shared cost structure based on district size. Carlsbad Unified School District costs are expected to be $3,791-$4,800 depending on the final number of participating districts. At this time the coalition expects to have 39 of the 42 districts in the county participate.

The Board of Trustees approved Project Addendum No. 2 to the San Diego Schools Coalition for Electricity Cost Reduction Memorandum of Understanding.

Energy Coalition Addendum No 2

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Facility Master Plan Quarterly Update

Staff provides a Facilities Master Plan update to the Board each quarter. The last update was provided on April 19, 2017.

This update highlighted the capital improvement planning and work that had occurred since April 19, 2017. Staff presented an overview of the status of the summer sprint work, the Aviara Oaks Elementary restroom replacement, the Sage Creek Performing Arts Center, and the Valley Middle School Science Lab/Locker Room, along with the next work planned as part of Prop P. A brief update on the District wide cleaning standards and work order response times was also shared shared with Trustees.

All projects approved under the five-year Facilities Master Plan are paid through Prop P bond proceeds, state matching funds, Community Facility District (CFD) revenues, developer fees, and Prop 39. Maintenance & Operations summer sprint work includes General Funds.

The Board President recognized Assistant Superintendent Chris Wright, who introduced this item and called upon staff to review supporting details. Trustees had the opportunity to ask questions and review timelines.

No action was taken, as this item was for Information/Discussion only.
Timeline and Process for Completion of 2017-2022 Facility Master Plan

Currently, the District is in the fourth year of a five-year Facility Master Plan. Because the plan requires an update, on June 7, 2017, the Board approved a contract with WLC Architects for a Facility Conditions Assessment and Asset Inventory and a long range Facility Master Plan (FMP).

The Facility Condition Assessment and Asset Inventory provides the information used in the FMP. However, this information will also be uploaded into our School Dude software platform, allowing staff to create automated preventative maintenance schedules, track equipment’s useful life cycle, identify site-specific deferred maintenance/areas of need, produce maintenance reports, and provide written records of our assets and their value.

This agenda item presents an overview of the process, the work completed to date, and the remaining work to be concluded.

Prop P bond proceeds are used for the Facility Condition Assessment and Asset Inventory, and developer fees are used for the FMP.

The Board President recognized Assistant Superintendent Chris Wright, who introduced this item and called upon staff to review supporting details. Trustees had the opportunity to ask questions, review timelines, and determine if any additional information should be provided.

**No action was taken, as this item was for Information/Discussion only.**

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**School Calendar 2018-19**

In March 2017, the District Calendar Committee met to discuss options for creating the 2018-19 school calendar. The Calendar Committee was comprised of the following representatives:

- Rachel Austin  Director, Classified Personnel
- Bryan Brockett  Principal, Aviara Oaks Middle School
- Amanda Ecoff  PSAC Chair
- Rick Grove  Assistant Superintendent, Personnel Services
- Kimberly Huesing  Director, Elementary Education
- Lisa Kelly  Parent Representative
- Kathy Nichols  CUTA Representative
- Julie Redfield  Assistant Principal, Carlsbad High School
- Kevin Simonds  LIUNA Representative
- Richard Tubbs  Principal, Hope Elementary

Calendar options were developed with consideration given to maximizing attendance, revenue, and student achievement; and input was solicited. The proposed school calendar is analogous to the current calendar, with the first day of school August 29, 2018.
There are no direct fiscal implications associated with the adoption of the school calendar.

**The Board of Trustees adopted the District calendar for the 2018-19 school year.**
[School Calendar 2018-2019.pdf (49 KB)]

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**Board Policy**

The District has contracted with the California School Boards Association (CSBA) for its policy manual updates and related services. Updated policy guides are issued by CSBA three times per year, containing sample language to reflect legislative or related changes. In addition, new and/or revised policies may be brought to the Board based upon District goals and needs, and to bring policies up to date with recent legislative changes.

There is no fiscal impact to the revision, addition and/or deletion of these Board policies.

**The Board approved the following policies as a First Reading, to be brought back for a Second Reading in September:**

- BP 5121 Grades-Evaluation of Student Achievement
- BP 5123 Promotion-Acceleration-Retention
- BP 5125 Student Records
- BP 5126 Awards for Achievement
- BP 5141.21 Administering Medication and Monitoring Health Conditions
- BP 4112.42, 4212.42, 4312.42 Drug and Alcohol Testing for School Bus Drivers
- BP 4112.8, 4212.8, 4312.8 Employment of Relatives
- BP 6161.1 Selection and Evaluation of Instructional Materials
- E 6161.1 Selection and Evaluation of Instructional Materials

**The Board approved following policies to be deleted as a First Reading and waived the Second Reading:**

- BP 4112.23 Special Education Staff
- BP 4112.24 Teacher Qualifications Under the No Child Left Behind Act
- BP 4112.61, 4212.61, 4312.61 Employment References

**The Board approved the following policy as a Second Reading:**

- BP 5022 Student and Family Privacy Rights
Addition of a Special Meeting and a Closed Session Workshop of the Board of Trustees

The District's 2016-17 Unaudited Actuals Financial Report is due to the San Diego County Office of Education by September 15, 2017. Additionally, the Board annually holds a special Closed Session workshop to collaborate on the Superintendent's Evaluation, which is scheduled for October 4, 2017.

In order to meet the deadline, staff recommended that the Special meeting concerning the 2016-17 Unaudited Actuals be held on Wednesday, September 13, 2017. The Board identified September 15, 2017 as the date for the Closed Session workshop on the Superintendent's Evaluation.

The Board of Trustees approved the addition of a Special Board Meeting pertaining to the 2016-17 Unaudited Actuals Financial Report to be held on September 13, 2017, and a Special Board Closed Session Workshop to develop the Superintendent’s Evaluation to be held on September 15, 2017.