

**Regular Organizational Meeting of the San Dieguito Union High School District Board of Trustees (Thursday, December 11, 2025)**

*Generated by Andrea Pizana on Monday, January 5, 2026*

**Members present**

Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

**Meeting called to order at 5:16 PM**

**1. Call to Order/Closed Session (5:00 PM)**

**A. Call to Order/Establish a Quorum**

The meeting called to order at 5:16 pm.

**B. Public Comment Regarding Closed Session Items**

There were four speakers.

Marci Strange

Mike Riis

Joe Rossettie

Brian Brady

**C. Adjournment to Closed Session**

The Board adjourned to Closed Session at 5:29 pm.

**2. Closed Session**

**A. Conference with Legal Counsel - Anticipated Litigation - Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (One Case: Threatened litigation by former temporary athletic team coach)**

**3. Preliminary Activities (6:00 PM) Musical Performance (5:45 PM)**

**A. Reconvene Regular Board Meeting/Welcome and Call to Order/Establish a Quorum**

The meeting reconvened to Open Session at 6:22 pm. The La Costa Canyon High School Jazz Trio held a musical performance.

**B. Pledge of Allegiance - Student Board Representative**

Torrey Pines High School Student Board Member, Henri Tanghe, led the Pledge of Allegiance.

**C. Report Out of Closed Session**

There was nothing to report out of Closed Session.

**D. Approval of Minutes for the November 20, 2025 Regular Board Meeting and November 20, 2025 Special Board Meeting**

It is recommended that the Board approve the minutes of the November 20, 2025 Regular Board Meeting and November 20, 2025 Special Board Meeting as shown in the attached supplements.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

**E. Approval of Agenda**

It is recommended that the Board approve the agenda for December 11, 2025, Regular Board Meeting of the San Dieguito Union High School District Board of Trustees.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

**4. Recognition and Presentations**

**A. Student Board Member Reports**

Student Board Members Romeo Prom from Sunset High School, Jonah Lupien from San Dieguito Academy, and Henry Tanghe from Torrey Pines High School shared updates on each of their school's events including athletic events, community building events, and academic accomplishments.

## B. Requeza Education Center

Principal Rick Ayala gave presentation on the Requeza Education Center. Two students joined Principal Ayala to share their student experiences from Sunset and COAST, and Principal Ayala read an experience written by an Online Learning Program student who could not be present.

## 5. Public Comment - Non-Agenda Items

### A. Public Comment Regarding Non-Agendized Topics that Lie within the Subject Matter Jurisdiction of the Board

There were eight speakers.

Marci Strange  
Dr. Mingzhu  
Marcos Schmidt  
Kristen Weaver  
Hong  
Mary Davis  
Bob Ayers  
Rosie Higuera

## 6. Approval of the Consent Agenda

### A. Approval of Consent Agenda - Items on agenda marked with an \*asterisk

There were three speakers.

Taxpayers Oversight for Parents and Students (TOPS)  
Dr. Mingzhu  
Hong

It is recommended that the Board approve/ratify the Consent Agenda items as presented.

An alternate motion was made by Trustee Allman that the Board approve/ratify the Consent Agenda items 7A, 8A, 9A and 9B only.

Motion by Michael Allman, second by Jane Lea Smith.  
Final Resolution: Motion Carries  
Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

## 7. Educational Services Division

### A. \*Consideration of Approval of Field Trip Requests and Out-of-State Travel

It is recommended that the Board approves the field trip and out of state travel requests as shown in the attached supplement.

An alternate motion was made by Trustee Allman that the Board approve/ratify the Consent Agenda items 7A, 8A, 9A and 9B only.

Motion by Michael Allman, second by Jane Lea Smith.  
Final Resolution: Motion Carries  
Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

### B. Approval of 2027-2028 Instructional Calendar

Mr. Marcus introduced the item.

It is recommended that the Board approve the 2027-2028 Instructional Calendar as presented.

Motion by Jane Lea Smith, second by Rimga Viskanta.  
Final Resolution: Motion Carries  
Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

## 8. Business Services Division

### A. \*Acceptance of Gifts and Donations

It is recommended that the Board accept the gifts and donations to the district as shown in the attached report.

An alternate motion was made by Trustee Allman that the Board approve/ratify the Consent Agenda items 7A, 8A, 9A and 9B only.

Motion by Michael Allman, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

**B. \*Approval/Ratification of Purchase Orders, Paid Warrants, and Procurement Card Purchases**

It is recommended that the Board approve/ratify item 8B.

Motion by Rimga Viskanta, second by Jane Lea Smith.

Materials were distributed during the meeting by Trustee Allman pertaining to items 8B and 8C. It was noted for the record after counsel review, that the document contained privileged information and as such, counsel advised that the privileged information be removed prior to Trustee Allman distributing the materials in the public meeting (Government Code 54957.5). Prior to handing out the information, Trustee Allman removed pages protected by privilege/confidentiality.

An alternate motion was made by Trustee Allman that the Board direct the Superintendent and District counsel to provide to each Trustee, as a confidential, Closed Session document, the detailed F3 billing records from July 1, 2024 through November 30, 2025, including for each time entry the date, the matter, the timekeeper, the hours, the hourly rate, and a short narrative description of the work performed in an electronic format that permits analysis, so that each Trustee can, if they so choose, independently review and evaluate those invoices and the proposed F3 contract.

Motion by Michael Allman, second by Phan Anderson

A substitute motion was made by Trustee Williams that F3 Law Firm make its billing records available to any Trustee that wishes to see them and make staff and counsel available to answer any questions, provide additional information, and do calculations at its offices at the Trustee's availability between now and the next Board Meeting.

Motion by Jodie Williams, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith

No: Michael Allman, Phan Anderson

A motion was made by Trustee Smith to re-open the item and approve all remaining purchase orders, paid warrants, and procurement card purchases listed in item 8B except for the purchase order for F3 Law Firm.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

**C. \*Approval/Ratification of Agreements & Amendments to Agreements**

It is recommended that the Board approve/ratify the agreements as shown in the attached charts.

A motion was made by Trustee Williams that counsel make available all information necessary for Trustees to determine whatever calculation, information, and assessments they need to do to vote on the F3's billing going forward.

Motion by Jodie Williams, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith

No: Michael Allman, Phan Anderson

A motion was made by Trustee Smith to approve/ratify all contract agreements and amendments to agreements in Item 8C except for F3 Law Firm.

Motion by Jane Lea Smith, second by Jodie Williams.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

**D. DLR Facilities Master Plan Presentation**

Mr. Dickinson introduced the item and Brian Leonard from the DLR Group. Mr. Leonard gave a presentation on the Facilities Master Plan.

There was one speaker.

Harold Standerfer

**E. Public Notice 2024-2025 Report on Statutory School Fees and Findings**

Mr. Dickinson gave a brief summary of the item.

**F. Consideration of Certification and Approval of the 2025-26 District General Fund/First Interim Report**

Mr. Dickinson gave a presentation on the First Interim Budget Report.

It is recommended that the Board certify and approve the 2025-26 First Interim Financial Report, as shown in the attached supplements.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

The Board took a break at 9:06 pm.

The Board reconvened at 9:16 pm.

G. Approval of Reallocation of Funds within the Existing Erickson-Hall Construction Company Contract to Support Additional HVAC Scope for Phase 1 of the San Dieguito Union High School District Modernization Project (CB2025-01)

It is recommended the Board of Trustees approve the deductive Change Order for Phase 2 – Canyon Crest Academy Black Box Theater Modernization and Nutrition Services HVAC Improvement, in the amount of (\$100,000.00), revising the Phase 2 Guaranteed Maximum Price (GMP) to \$4,217,320, and approve the reallocation of the deducted amount to Phase 1 – Oak Crest Middle School Crest Hall Modernization to fund the additional HVAC scope, authorizing Stephen Dickinson to execute all necessary documents.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

H. Approval of Extended Agreement with SchneiderCM for Facilities Planning & Construction

It is recommended that the Board approve extending the agreement with SchneiderCM for program and construction management services, in support of the Facilities Planning & Construction Department.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

I. Approval of Final Guaranteed Maximum Price ("GMP") for Phase 2B of the San Dieguito High School Academy Modernization Project (CB2024-03): Locker Room Modernization

It is recommended that the Board approve the Final GMP for Phase 2B of the San Dieguito High School Academy Modernization Project: Locker Room Modernization, including contract revisions, authorizing Stephen Dickinson to execute all necessary documents.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

J. Adoption of Resolution R2025-2026/28 and Authorize Purchase Piggyback Bid: NASPO Contract CCAVP231

Adoption of Resolution R2025-2026/28 and Authorize Purchase Piggyback Bid NASPO Contract CCAVP231 with Lenovo for the purchase of computer equipment.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

9. Human Resources Division

A. \*Approval of Classified Personnel Listing

It is recommended that the Board approve the classified personnel listing as shown in the attached supplement.

It is recommended that the Board approve/ratify the Consent Agenda items 7A, 8A, 9B and 9C only.

Motion by Michael Allman, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

B. \*Approval of Certificated Personnel Listing

It is recommended that the Board approve the certificated personnel listing as shown in the attached supplement.

It is recommended that the Board approve/ratify the Consent Agenda items 7A, 8A, 9B and 9C only.

Motion by Michael Allman, second by Jane Lea Smith.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

C. Approval of Updated Salary Schedules for Management, Supervisory, and Confidential Employees and the AB 1200 Financial Disclosure

Mrs. Nuskin introduced the item.

It is recommended that the Board approve the updated salary schedules for Management, Supervisory, and Confidential Employees, as well as the AB 1200 Financial Disclosure.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

D. Approval of Amendment to Employment Agreement between San Dieguito Union High School District and Mr. Stephen Dickinson, Associate Superintendent of Business Services

It is recommended that the Board approve the amendment to the employment agreement between San Dieguito Union High School District and Mr. Stephen Dickinson, Associate Superintendent of Business Services, as presented.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

E. Approval of Amendment to Employment Agreement between San Dieguito Union High School District and Mr. Bryan Marcus, Associate Superintendent of Educational Services

It is recommended that the Board approve the amendment to the employment agreement between the San Dieguito Union High School District and Mr. Bryan Marcus, Associate Superintendent of Educational Services, as presented.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

F. Approval of Amendment to Employment Agreement between San Dieguito Union High School District and Ms. Mary Anne Nuskin, Associate Superintendent of Human Resources

It is recommended that the Board approve the amendment to the employment agreement between the San Dieguito Union High School District and Ms. Mary Anne Nuskin, Associate Superintendent of Human Resources, as presented.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

10. District Operations

A. Review of SDUHSD Revised Board Policies and Administrative Regulations

There were five speakers.

Taxpayers Oversight for Parents and Students (TOPS)

Dr. Mingzhu

Kristen Weaver

Hong

Rosie Higuera

A motion was made by Trustee Viskanta at 9:50 pm to extend the meeting until 11:00 pm.

Motion by Rimga Viskanta, second by Jane Lea Smith

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

B. Approval of Officers of the Governing Board for 2026 in accordance with Board Bylaw 9100 (Organization)

There were four speakers.

Dr. Mingzhu

Hong

Bob Ayers

Melissa Fischel

Trustee Viskanta nominated Trustee Smith for the role of President. Trustee Anderson nominated Trustee Allman for the role of President. Trustee Allman nominated Trustee Anderson for the role of President.

Trustee Smith and Allman accepted the nominations. Trustee Anderson declined the nomination.

The Board discussed nominees.

A motion was made to appoint Jane Lea Smith as President of the San Dieguito Union High School District Board for 2026.

Motion by Rimga Viskanta, second by Jodie Williams

The role call vote was as follows:

Williams: Yes

Smith: Yes

Viskanta: Yes

Anderson: No

Allman: No

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith

No: Michael Allman, Phan Anderson

Trustee Smith nominated Trustee Viskanta for the role of Vice President. Trustee Anderson nominated herself (Anderson) for the role of Vice President.

Trustee Viskanta and Trustee Anderson accepted the nominations.

The Board discussed nominees.

A motion was made to appoint Rimga Viskanta as Vice President of the San Dieguito Union High School District Board for 2026.

Motion by Jane Lea Smith, second by Jodie Williams

The role call vote was as follows:

Williams: Yes

Smith: Yes

Viskanta: Yes

Anderson: No

Allman: No

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith

No: Michael Allman, Phan Anderson

Trustee Viskanta nominated Trustee Williams for the role of Clerk.

Trustee Williams accepted the nomination.

A motion was made to appoint Trustee Williams as Clerk of the San Dieguito Union High School District Board for 2026.

Motion by Jane Lea Smith, second by Rimga Viskanta.

The role call vote was as follows:

Williams: Yes

Smith: Yes

Viskanta: Yes

Anderson: Yes

Allman: Yes

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

C. Appointment of Dr. Anne L. Staffieri, Superintendent, as Secretary to the Board of Education

It is recommended that the Board appoint Dr. Anne L. Staffieri, Superintendent, as Secretary to the Board of Education.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

#### D. Adoption of 2026 Board Meeting Schedule

It is recommended that the Board adopt the 2026 San Dieguito Union High School Board of Trustees Meeting Schedule, as shown in the attached supplement.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

#### E. Board Member Representatives to Committees

City of Carlsbad City Schools Committee - Williams (Viskanta alternate)

City of Encinitas School District Liaison Committee - Viskanta (Smith alternate)

City of Solana Beach School Relations Committee - Smith (Viskanta alternate)

North Coastal Consortium for Special Education - Allman

Legislative Action Network, Local/Regional - Viskanta

Career Technical Education - Anderson and Smith

District Advisory Committee - Viskanta

Superintendent Parent Site Representative Council - Allman and Viskanta

It is recommended the Board approve the committees as discussed.

Motion by Jane Lea Smith, second by Rimga Viskanta.

Final Resolution: Motion Carries

Yes: Jodie Williams, Rimga Viskanta, Jane Lea Smith, Michael Allman, Phan Anderson

#### F. Superintendent Report

Dr. Staffieri shared her report congratulating Dr. Kelly Gilbert as the interim Principal for SDA and commending Student Board Members for their leadership. She wished all students good luck on their finals and a restful winter break.

#### G. Board Member Reports

Trustees shared their reports.

#### 11. Closed Session (If Needed)

#### 12. Reconvene to Open Session (If Needed)

#### A. Report Out of Closed Session

#### 13. Adjournment

#### A. Adjournment

The meeting adjourned at 10:45 pm.

  
Clerk of the Board of Trustees

  
Date

  
Anne L. Staffieri, Ed.D., Superintendent

  
Date

Minutes Adopted: