

**DEL MAR UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
Del Mar Hills School  
14085 Mango Drive  
Del Mar, California 92014**

**Regular Meeting Minutes**

**September 25, 2006**

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**OPENING PROCEDURES**

1. Board President Barbara Myers called the meeting to order at 6:00 p.m. Emily Disney, Principal, Sycamore Ridge, led the audience in the Pledge of Allegiance.

**Members Present:** Barbara Myers, President of the Board  
Linda Crawford, Clerk of the Board  
Annette Easton, Janet Lamborghini, Peggy Yamamoto

**Members Absent:** None

**Staff:** Thomas F. Bishop, Superintendent  
Sherry Forte, Exec. Asst. to the Superintendent  
Janet Bernard, Asst. Supt., Curriculum & Instruction  
Tom Hauseur, Director of Technology  
Rodger Smith, Director of Personnel/Facilities  
Trish Snider, Director of Pupil Services  
Dena Whittington, Asst. Supt., Business Services  
Randy Wheaton, Maintenance Supervisor  
Todd Boteler, District Webmaster  
Grace Hauseur, Teacher on Special Assignment  
Jennifer Steinman, DMCTA President/Syc. Ridge Teacher  
Emily Disney, Principal, Sycamore Ridge  
Bill Porter, 2<sup>nd</sup> grade teacher, Carmel Del Mar

**In Attendance:** Bruce Braciszewski, SDCOE, Classroom of the Future; Jim Kerr – *Del Mar Times*, Katherine White, Steve McDowell, Martha Murphy, Misty Mills, Alison King, Karen Gilbert, Jennifer McDowell, Emily Small, Laurie Wilson, Kevin Cahill, John Wells, Kit and approximately ten other community members

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**REPORT OF ACTION TAKEN IN CLOSED SESSION:**

Board President Myers reported on the action taken in Closed Session: *“The Board voted unanimously to dismiss classified employees #5692 effective August 21, 2006. No other actions were taken during Closed Session.”*

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**BOARD PRESIDENT MYERS CALLED FOR SPEAKER SLIPS.**

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2. *Approval of the Agenda* 2.0 On motion by Member *Easton* seconded by Member *Yamamoto* the Board voted unanimously to approve the amended agenda.
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### **3. REPORTS, RECOGNITIONS and HEARINGS**

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- 3.1 *Staff Recognition*  
*Employees of the Month – February 2006* 3.1 The following staff members were recognized as Employees of the Month for September 2006:

- *Ashley Falls: Jan Boettcher, Instr. Asst./RSP*
- *Carmel Del Mar: Rose Graves, Instr. Asst./SDC*
- *Del Mar Heights: Kathy Zack, School Admin. Asst.*
- *Del Mar Hills: AJ Pearce, School Plant Manager*
- *Sage Canyon: Ryan Martinez, Sp. Ed. Aide II/RSP*
- *Sycamore Ridge: Irene Halliday, Library Media Specialist*
- *Torrey Hills: Carlos Vasquez, School Plant Manager*

The Board congratulated the September Employees of the Month.

- 3.2 *Presentation*  
*\$5,000 Classroom of the Future Award by Mr. Bruce Braciszewski, Senior Director, Classroom of the Future Foundation* 3.2 The Board of Trustees welcomed Mr. Bruce Braciszewski, Senior Director, Classroom of the Future Foundation, who presented a \$5,000 award for Sycamore Ridge School to Mrs. Emily Disney, Principal. Jerry Foust, Music Teacher at Sycamore Ridge School, had been awarded a \$5,000 cash award stipend to further implement an innovative and motivating technology project, "Bridging Ancient African Culture and Music Using Modern Technologies."

Emily Disney, Principal, accepted the cash award on behalf of Sycamore Ridge and expressed her appreciation.

- 3.3 *Report - DMCTA*  
*Jennifer Steinman, DMCTA President* 3.3 Jennifer Steinman, DMCTA President, reported that the DMCTA has scheduled a School Board Candidates Forum for October 2, at 3:00 p.m. at Ashley Falls School. Ms. Steinman expressed gratitude on behalf of the DMCTA for the Board's participation and visitation to each of the school sites throughout the year. The DMCTA is in the process of

3.4 Report  
*Opening of School*  
*Enrollment: Trish Snider,*  
*Director of Pupil Services*

3.4 Trish Snider, Director of Pupil services reported on the September 1, 2006 DMUSD enrollment. The September 1, 2006 enrollment of 3855 students is 3% higher than the September 2005 enrollment of 3738 students. In February 2006, Davis Demographics projected the enrollment to be 3829.8 students. The actual enrollment for September 2005 was slightly higher than projected (53 students).

**Public Input:**

Corinne Hackbart, 2195 7<sup>th</sup> Ave., Del Mar expressed concern over hearing there could be a DMUSD school closure without the community's knowledge and asked if any such closing would be an item on a Board meeting Agenda.

Supt. Bishop expressed that there are no immediate plans to close either Del Mar Hills Academy or Del Mar Heights. Supt. Bishop also stated that at such time the Board decides to investigate the possibility of a school closure the process would be over a two-year period.

**Board Discussion:**

Member *Easton* asked for clarification regarding the number of DMUSD Special Day classes and the number of Intra District transfers which questions were clarified by Director of Pupil Services, Trish Snider.

Member *Crawford* stated that it is her opinion the district should have long-term plans relative to Intra- and Inter- District transfers, boundaries, and enrollment, etc. Member *Easton* agreed there is a need for long term planning.

Report  
*2006 Standardized Test*  
*Results (STAR): Janet*  
*Bernard, Asst. Supt. of*  
*Curriculum & Instruction*

3.5 Asst. Supt. of Curriculum & Instruction, Janet Bernard, reported in detail on the 2006 Standardized Testing and Reporting Program (STAR), using a PowerPoint presentation and several pages of specific charts and graphs.

**Board Discussion:**

The Board asked clarifying questions about the report, which were answered by Asst. Supt,

Curriculum & Instruction, Janet Bernard. Asst. Supt. Bernard explained how principals and teachers are tracking the students testing below proficient and the Academic Learning Program will be employed again this year to assist those students

Asst. Supt. of Curriculum & Instruction, Janet Bernard, provided the Board with detailed results of the Accountability Progress Report: Preliminary Academic Performance Index (API) and the Adequate Yearly Progress (AYP) from the 2006 spring standardized testing.

**Report**

***Accountability Progress Report: Preliminary Academic Performance Index (API) Report • Adequate Yearly Progress (AYP) Report: Janet Bernard, Asst. Supt. of Curriculum & Instruction***

3.6

**Report**

***Board Report/Comments***

3.6 Board Report/Comments:

**Janet Lamborghini:**

- She congratulated Supt. Bishop for his work on CAHSEE (California High School Exit Exam) Compact and feels there has been significant advances in this area. She thanked Supt. Bishop for his effort in this regard.

**Barbara Myers:**

- She attended the CSBA Back-to-School meeting. She was pleased to announce that the DMUSD will be receiving new one-time funds from the State. She also shared that a new subject was discussed about the response of districts to the bird flu pandemic. She felt that a lot of valuable information was shared.

3.5

**Report**

***Superintendent's Report***

3.5 Superintendent Tom Bishop reported on the following:

- He thanked the Board for allowing him the time to work on CAHSEE Compact.
- He congratulated the Board and community for a wonderful start of the 06-07 school year.
- He requested to have two Board Members attend the San Diego County Basic Aid regional meeting on November 17, 2006. Supt. Bishop stated that there are approximately 60 Basic Aid school districts in California. Both Member Myers and Member Lamborghini volunteered to be part of that meeting.

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**BOARD PRESIDENT MYERS CALLED FOR SPEAKER SLIPS.**

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- 4.1 *Approval of the Minutes*
- 4.2 *Approval of Consent Items*

4.1 No Minutes were presented for approval.

4.2 On Motion by Member *Lamborghini* seconded by Member *Crawford* the Board unanimously approved removing Items 7.2, 7.5, 8.1 and 8.7 from Consent. On motion by Member *Yamamoto* seconded by Member *Crawford* the Board unanimously approved the modified Consent Item calendar as follows:

- \*5.1 Board Approval, Resolution 2006-21 of the Board of Trustees of the Del Mar Union School District Proclamation Supporting International Walk to School Day on October 4, 2006
- \*5.2 Board Approval, Resolution 2006-22 of the Board of Trustees of the Del Mar Union School District Proclamation Endorsing Red Ribbon Week • October 23-27, 2006

*Removed from Consent*

7.2 Board Approval of the Agreement between the Del Mar Union School District and Barnhart Construction for Construction Management Services in the Construction of Ocean Air School.

\*7.3 Board Approval of the Agreement between the Del Mar Union School District and Consulting & Inspection Services for DSA Project Inspection on the Ocean Air School project.

\*7.4 Board Approval of the Agreement between the Del Mar Union School District And Parson's Brinkerhoff for Labor Compliance Services in the Construction of Ocean Air School.

*Removed from Consent*

7.5 Board Approval of Contract between the Del Mar Union School District and Southern California Soil & Testing, Inc. for Special Testing of Material During the Construction of Ocean Air School

\*7.6 Board Approval, Resolution 2006-24 of the Board of Trustees of the Del Mar Union School District Supporting Proposition 1D

*Removed from Consent*

8.1 Approval and Acceptance of Donations to the Del Mar Union School District

\*8.2 Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Checks

\*8.3 Action to Declare District Personal Property Obsolete and Surplus Property and to Dispose of or Donate per Education Code 17546(a)(b)(c)

\*8.4 Board Approval of the 2006/2007 K-3 Class Size Reduction Operations Application and Resolution 2006-23, Resolution of the Board of Trustees of the Del Mar Union School District Relative to

Conditions For and Receiving Class Size Reduction Program Funds.

\*8.5 Board Approval of Contracting for Special Education Services for 2006-2007 school year

\*8.6 Board Approval of Student Teaching Agreement with San Diego State University for the 2006/2007 Term

*Removed from Consent*

8.7 Board Approval of Agreement Between DMUSD and Bowie, Arneson, Wiles, and Giannone for General Legal Services

\*9.1 Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status

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## 5. CURRICULUM AND INSTRUCTION

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## 6. ADMINISTRATION AND POLICY

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6.1 *Board Meeting Minutes – Board Bylaw 9324*

6.1 Supt. Tom Bishop re-introduced the topic regarding “Minutes” at the Board’s request.

Board President, Barbara Myers, suggested that two Board members meet with the Superintendent to discuss the benefits and drawbacks associated with taking a “conservative” or “expansive” interpretation of the Minutes. The Board President asked for two Board members to meet with the Superintendent to generate various “Minutes” options that might be adopted by the Board.

Member *Easton* and Member *Crawford* volunteered to meet with Supt. Bishop for a discussion on Board meeting “Minutes” at a time to be determined by the three participants.

6.2 *2nd Reading and Approval of 2006/2007 Board Visitation Schedule to School Sites*

6.2 Supt. Tom Bishop presented the Board visitation schedule for approval.

On a motion by Member *Yamamoto* seconded by Member *Lamborghini* the Board unanimously approved the 2006/2007 Board visitation schedule to school sites.

6.3 *2nd Reading and Approval of BPIAR 5148 Child Care and Development*

6.3 Trish Snider, Director of Pupil Services, presented Board Policy/Administrative Regulation 5148: Child Care and Development for a 2<sup>nd</sup> reading and approval.

**Public Input:**

Katherine White, 2575 Cordero Road, Del Mar, asked clarifying questions, which were answered by Supt. Tom Bishop (written

statement of questions is included in the District "Minutes" file).

**Board Discussion:**

The Board asked clarifying questions, which were answered by Trish Snider, Director of Pupil Services.

Member *Easton* asked for clarification relative to CCW (Creative Children's Workshop) being part of the policy and the fact that there are no Administrative Regulations associated with CCW. Member *Easton* feels that CCW should be reviewed as a program and that the Board should question whether the After School Enrichment Program should to be addressed in the Board policies.

On motion by Member *Crawford* seconded by Member *Yamamoto* the Board unanimously approved BP/AR 5148.

6.4 *Board Approval of the North Coastal Consortium for Special Education (NCCSE) Community Advisory Committee Representatives*

6.4 Trish Snider, Director of Pupil Services, presented the names of two potential representatives to the Community Advisory Committee (CAC). CAC is a committee that advises the superintendents of the 14 member school districts within the North Coastal Consortium for Special Education (NCCSE) regarding special education services.

On motion by Member *Lamborghini* seconded by Member *Yamamoto* the Board unanimously approved Sarah Domingo and Jennifer Fulston as representatives serving on the Community Advisory Committee.

6.5 *Report: Opening of School, Site Reports 2006*

6.5 Supt. Tom Bishop had requested that each site principal submit a written report to the Board recapping the opening of the 2006/2007 school years at their site. As evidenced by the reports submitted, the opening of the 2006/2007 school year was very smooth, thanks to the skillful work of principals, site office and custodial staff, and teachers and support staff at all of the sites.

6.6 *SB 840 (California Health Insurance Reliability Act)*

6.6 At its last meeting the Board directed staff to secure information about SB 840 (California Health Insurance Reliability Act), which proposes to establish universal health care for all Californians. Carmel Del Mar teacher Bill Porter spoke about this bill at the last meeting of the Board. Supt. Bishop reported that Governor

6.7 *Reminder of Upcoming Events*

Schwarzenegger vetoed SB 840 passed by both the Assembly and Senate during late August.

6.7 Supt. Tom Bishop reminded the Board of upcoming events and meetings.

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## 7. OPERATIONS AND FACILITIES

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7.1 *Facilities Report*

7.1 Director of Facilities, Rodger Smith, reported on the various facilities projects of the District.

**Public Input:**

Katherine White, 2575 Cordero Road, Del Mar asked questions relative to the bidders, bidder notification for Ocean Air School and the bidders for the new District Educational Center (District office), which questions were answered by Rodger Smith, Director of Facilities/Personnel.

**Board Discussion:**

Board Member *Myers* confirmed with Rodger Smith that the DMUSD has constructed four schools in the last eight years in a similar time frame and all of them opened on time. Member *Myers* stated the DMUSD has been assured Ocean Air will be completed in the time frame allowed. Member *Myers* also recognized that the only setback would be a winter with significant rainfall.

Member *Lamborghini* asked clarifying questions regarding the purchase of the land, which were answered by Rodger Smith, Director of Facilities/Personnel.

Member *Easton* voiced concern regarding Ocean Air opening on time and suggested the Board start discussing a contingency plan in case winter rains prevent a timely completion.

Member *Crawford* stated she feels the Board will have sufficient notice to discuss a contingency plan should construction fall behind schedule.

*Pulled from consent  
Board Approval of the  
Agreement between the Del  
Mar Union School District  
and Barnhart Construction  
for Construction  
Management Services in  
the Construction of Ocean  
Air School.*

7.2 Rodger Smith, Director of Facilities/Personnel stated that the Del Mar Union School District and Douglas E. Barnhart, Inc. have completed negotiations on an agreement for construction management services for Ocean Air School. The agreement represents standard contract provisions for construction management services. The agreement has been reviewed and

approved by the district's legal counsel. The agreement includes a fee for services of 4.5% of the total amount of the trade contracts and payment for general conditions during the project.

Member *Easton* asked clarifying questions, which were addressed by Rodger Smith, Director of Facilities/Personnel.

On motion by Member *Lamborghini* seconded by Member *Crawford* the Board unanimously approved Agreement between the Del Mar Union School District and Barnhart Construction for Construction Management Services in the Construction of Ocean Air School.

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*Pulled from consent  
Board Approval of  
Contract between the Del  
Mar Union School District  
and Southern California  
Soil & Testing, Inc. for  
Special Testing of Material  
During the Construction of  
Ocean Air School*

7.5

Rodger Smith, Director of Facilities/Personnel stated that special inspection and testing of material is required for all public works projects during construction. Inspection and testing of material includes, but is not limited to: concrete, reinforcing steel, anchor bolts, glulam beams, structural masonry, and structural steel.

**Public Input:**

Steven McDowell, 1605 Forest Way, Del Mar, asked clarifying questions, which were answered by Rodger Smith, Director of Facilities/Personnel.

On motion by Member *Yamamoto* seconded by Member *Lamborghini* the Board unanimously approved contract between the Del Mar Union School District and Southern California Soil & Testing, Inc. for Special Testing of Material During the Construction of Ocean Air School.

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**8. BUSINESS AND FINANCE**

*Pulled from consent  
Approval and Acceptance  
of Donations to the Del  
Mar Union School District*

8.1

**Public Input:**

Jennifer McDowell, 1605 Forest Way, Del Mar asked for clarification regarding donations given to DMUSD and whether a PTA could donate directly to DMUSD.

Tracey Healy, 14333 Recuerdo Dr., Del Mar asked for clarification regarding the vehicles that may be used to make donations directly to a school.

Katherine White stated that the Del Mar Heights PTA gave a gift of \$35,000 for ESC salaries and requested to be placed on the October Agenda to present the donation to the district.

Supt. Tom Bishop expressed thanks to everyone for the support through donations made either to the PTA or Foundation. It was suggested that two Board members meet with Supt. Bishop to discuss donations and the acceptance of them.

**Further Board Discussion:**

Member *Crawford* asked if donations are tax deductible. She feels this subject should be very clear for the public.

Supt. Bishop said he would get advice on donations and suggested two board members meet with him to seek legal opinion on the donations made to the district.

Supt. Bishop will email and establish dates for this meeting.

Member *Crawford* expressed what excellent jobs both the PTA and Foundation have done in an effort to raise money for the DMUSD.

Board Member *Myers* would like to see guidelines with regard to PTA donations.

On motion by Member *Easton* seconded by Member *Yamamoto* the Board unanimously approved and accepted donations to the Del Mar Union School District.

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*Pulled from consent  
Board Approval of  
Agreement Between  
DMUSD and Bowie,  
Arneson, Wiles, and  
Giannone for General  
Legal Services*

8.7

Supt. Tom Bishop informed the Board that the law firm of Bowie, Arneson Wiles, and Giannone who has provided legal advice to the District for many years, recently increased its hourly rates (effective September, 2006), which necessitates an approval of a new legal services agreement by the Board of Trustees

**Board Discussion:**

Member *Easton* asked what practices were used in determining the accuracy of the increase and if we have any comparison of the rates of other firms to confirm the increase is in line with those firms.

Member *Lamborghini* expressed that this firm has performed high quality work for the DMUSD. Supt. Bishop expressed that due to the

pending legal matters it would not be advisable to search for another legal firm at this time and reminded the Board of the high quality work performed by Bowie, Arneson, Wiles and Giannone on behalf of the DMUSD.

On motion by Member *Lamborghini* seconded by Member *Crawford* the Board approved the agreement between the DMUSD and Bowie, Arneson, Wiles and Giannone by a vote of 4-0-1. Ayes: Members *Crawford*, *Lamborghini*, *Yamamoto*, *Myers*; Noes: -0-; Abstain: Member *Easton*

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8.8 *Board Approval, 50/50 Ed  
Tech Match Plan*

8.8 Asst. Supt., Business Services, Dena Whittington, stated that when the Governor signed the 2006/2007 State Budget, it contained significant new one-time funds for K-12 public education. The total amount of one-time state funds that is estimated to be allocated to the DMUSD is \$688,012. The site based discretionary block grants for the seven DMUSD sites totals \$209,104 (\$56 per student based on 05/06 CBEDS.)

Supt. Tom Bishop recommended that the Board allocate \$70,946 from the 2006 District based discretionary block grant to purchase new computers and related technology equipment for the seven school sites.

**Board Discussion:**

Member *Myers* asked clarifying questions regarding the DMUSD server, which were answered by Tom Hauseur, Director of Technology

**Public Input:**

Steven McDowell asked clarifying questions regarding when the DMUSD would be asking Site Councils to take action.

**Further Board Discussion:**

Member *Crawford* commented that the decision is really a site based decision.

Member *Easton* asked clarifying questions with regard to the 50/50 match and commented on the importance of good technology

On motion by Member *Easton* seconded by Member *Lamborghini* the Board unanimously approved the 50/50 Ed Tech Match Plan.

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8.9 *Board Approval of Agreement Between the Del Mar Union School District and Rancho Santa Fe Protective Services for Night Time School Patrols*

8.9 Randy Wheaton, District Maintenance Supervisor, recommended that the board approve an agreement with Rancho Santa Fe Protective Services for school site patrols. Studies indicate that school site patrols help improve school site security and reduce ongoing vandalism.

**Public Input:**

Steven McDowell commented on the fiscal impact and wondered if parents needed to be aware of anything creating the need for the security.

Katherine White made comments regarding security devices vs. patrolling security and if there had been a cost analysis.

Supt. Bishop responded to comments and stated that he will bring back a report in 60 days on the effectiveness.

On motion by Member *Crawford* seconded by Member *Yamamoto* the Board unanimously approved agreement with Rancho Santa Fe Protective Services

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**9. PERSONNEL**

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**10. CORRESPONDENCE/COMMUNICATIONS**

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**10. Communication**

**10.2 Public Input**

John Wells, 12976 Caminito de las Olas, Del Mar, commented with regard to donations; commented on a letter going home regarding donations; read the letter regarding donations to the DMSEF and expressed concerns about the operation of DMSEF.

Corrine Hackbart, 2195 7<sup>th</sup> St., Del Mar, commented on the letter and "all call" regarding the donations and why DMSEF Board did not address the situation at Del Mar Heights; she spoke in opposition of Supt. Bishop's involvement in the DMSEF situation.

Katherine White asked questions regarding parent refunds on lunch purchases; commented on milk and chocolate milk being served and refund of \$1.00 on lunches paid in the past.

Supt. Bishop responded to comments regarding hot lunch which items will be reported on at the next board meeting.

**Board Discussion:**

Member *Easton* asked clarifying questions regarding hot lunch refunds and looks forward to next month's report.

Member *Crawford* feels some clarity with regard to the Foundation's goals and how it relates to the DMUSD may need to be expressed.

Member *Easton* commented on the independence of the Foundation and its work with the District.

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12. *ITEMS FOR NEXT BOARD MEETING* 12.0 ■  
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13. *ADJOURNMENT* On motion by Member *Crawford* seconded by Member *Lamborghini* and carried unanimously, the Regular Board Meeting of September 25, 2006 was adjourned at 9:05 p.m.

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Linda Crawford, Clerk of the Board of Trustees

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Thomas F. Bishop, Superintendent