

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

Regular Meeting Minutes

November 15, 2006

OPENING PROCEDURES

1. Board Clerk, Linda Crawford, called the meeting to order at 6:00 p.m. Laurie Francis, Principal, Del Mar Hills Academy, led the audience in the Pledge of Allegiance.

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

Members Absent: Barbara Myers, President of the Board

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
Todd Boteler, District Webmaster
Randy Wheaton, Maintenance Supervisor
Jonathon Guertin, Student Info. Data Mgmt. Coordinator
Laurie Francis, Principal, Del Mar Hills Academy
Grace Hauseur, Teacher on Special Assignment
Tori Giles, 4th/5th grade teacher, Del Mar Hills Academy
Cathy Birks, Business Services Specialist
Bill Porter, 2nd grade teacher, Carmel Del Mar
Cecelia McPhee, Kdg. teacher, Del Mar Hills Academy

In Attendance: Jim Kerr – *Del Mar Times*, John Logan, Katherine White,
Steven McDowell, parents of Del Mar Hills Academy
students and approximately eight other community
members

REPORT OF ACTION TAKEN IN CLOSED SESSION:

Board Clerk Crawford reported on the action taken in Closed Session: *The Board took action to approve a November 15, 2006 settlement agreement that will resolve a due process hearing between the District and another party.*

BOARD CLERK CRAWFORD CALLED FOR SPEAKER SLIPS.

2. *Approval of the Agenda* 2.0 On motion by Member *Yamamoto* seconded by Member *Lamborghini* the Board voted unanimously to approve the Agenda.

3. REPORTS, RECOGNITIONS and HEARINGS

- 3.1 *Staff Recognition*
Employees of the Month –
November/December 2006 3.1 The following staff members were recognized as Employees of the Month for November/December 2006:
- *Ashley Falls: Caitlin Williams, Kdg. Teacher*
 - *Carmel Del Mar: Jason Bethurum, 3rd Grade Teacher*
 - *Del Mar Heights: Donna Kuriyama, School Psychologist*
 - *Del Mar Hills: Hilary Nelsen, Kdg. Teacher*
 - *Sage Canyon: Christie Uzelac, 1st Gr. Teacher*
 - *Sycamore Ridge: Jennifer Steinman, Technology Teacher*
 - *Torrey Hills: Michael Messerschmitt, Special Day Class*
- The Board congratulated the November/December Employees of the Month.
- 3.2 *Student Recognition*
Del Mar Hills Academy, 5th
grade students 3.2 The Del Mar Hills Academy 5th grade students performed a humorous, science related song about the sun, which was coordinated with a PowerPoint presentation depicting student renderings of the sun.
- 3.3 *Report - DMCTA*
Jennifer Steinman,
DMCTA President 3.3 Tori Giles, 4th/5th grade teacher, Del Mar Hills Academy, representing the DMCTA, thanked Dena Whittington, Asst. Supt., Business, for the coordination of the new National School Lunch Program. She thanked all the employees for stepping forward to ensure the success of the program and making sure all students are taken care of. She stated she didn't see junk foods at the sites on Halloween due to the new Wellness Policy. Parents thought of many creative ways to celebrate in a healthy way. DMCTA wished everyone a Happy Thanksgiving.
- 3.4 *Report*
Personnel Services:
Rodger Smith, Director,
Personnel/Facilities 3.4 Rodger Smith, Director of Personnel/Facilities, provided the Board of Trustees with a brief annual report on the growth of personnel services in the District over the past several years.

3.5 Report
Board Report/Comments

3.5 Board Report/Comments:
Linda Crawford

- She thanked Shelley Peterson for conducting the Board's annual visit to Ashley Falls School. She said it was enlightening to see the afternoon program of art, music, science and technology. She congratulated the staff for a job well done.

3.6 Report
Superintendent's Report

3.6 Superintendent Tom Bishop reported on the following:

- He was pleased to inform the Board that the California Business for Education Excellence announced their 2006 Honor Roll which included Del Mar Heights, Del Mar Hills Academy, Carmel Del Mar, Sage Canyon and Torrey Hills.
- He congratulated all staff at all schools.
- He thanked the Board members for the upcoming attendance at the CSBA conference in San Francisco.
- He was pleased to inform the Board that CSBA asked the DMUSD to make a presentation on our Academic Learning Program at their annual conference and thanked Janet Bernard and Laurie Francis for their leadership in making this presentation.
- He attended the most recent DMSEF board meeting and informed the Board that they are planning to hire an outside agency to review their practices and procedures. The DMSEF has asked if the DMUSD would help them with that expense.
- He thanked Janet Lamborghini for attending the San Diego County Basic Aid School District meeting on Friday, Nov. 17, 2006.

BOARD CLERK CRAWFORD CALLED FOR SPEAKER SLIPS.

4.1 *Approval of the Minutes*

4.1 **Board Discussion:**

Member *Easton* reminded the Board that the Minutes of the August 30, 2006 Board meeting reflect an approved motion by the Board to not approve any Minutes until the Board had a discussion regarding the taking of the Minutes.

On motion by Member *Easton* and seconded by Member *Yamamoto* the Board unanimously approved to rescind the prior decision to not

approve any Minutes until the Board had a discussion regarding the taking of the Minutes.

On motion by Member *Easton* seconded by Member *Yamamoto* the Board unanimously approved the following:

- *Minutes of Special Board Meeting of May 24, 2006*
- *Minutes of Special Groundbreaking Ceremony Board Meeting of June 9, 2006*
- *Minutes of Special Board Meeting/Appreciation Breakfast of June 16, 2006*
- *Minutes of Regular Board Meeting of June 28, 2006*
- *Minutes of Special Board Meeting of July 24, 2006*
- *Minutes of Regular Board Meeting of August 30, 2006*
- *Minutes of Regular Board Meeting of September 25, 2006*
- *Minutes of Special School Visitation Board Meeting of October 9, 2006*
- *Minutes of Regular Board Meeting of October 25, 2006*
- *Minutes of Special School Visitation Board Meeting of November 6, 2006*

4.2 *Approval of Consent Items*

4.2

On Motion by Member *Yamamoto* seconded by Member *Lamborghini* the Board unanimously approved the Consent Item calendar as follows, subject to 8.1 being pulled from Consent:

Pulled from Consent

- *8.1 ~~Approval and Acceptance of Donations to the Del Mar Union School District~~
- *8.2 Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements
- *8.3 Board Approval of Performance Agreements Between the Del Mar Union School District and Music Coaches in the Amount of \$1,080.00
- *8.4 Board Approval of Performance Agreement Between the Del Mar Union School District and Jane LaFazio, Guest Artist, for Presentations at Del Mar Hills Academy in the Amount of \$1,600.00
- *8.5 Board Consideration of Standard Business Mileage Rate of 48.5 Cents Per Mile, Effective January 1, 2007
- *9.1 Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status

5. CURRICULUM AND INSTRUCTION

6. ADMINISTRATION AND POLICY

- 6.1 *Board Approval to Hold the Regular Board Meeting and 2006 Organizational Meeting on December 13, 2006* 6.1 Supt. Tom Bishop proposed that the date for the Organizational Meeting of the Board of Trustees of the Del Mar Union School District be proposed for December 13, 2006.
- Board Discussion:**
Member *Easton* suggested that the Board confirm with the newly elected trustees that they are available on the proposed date of December 13, 2006. Both Steve McDowell and Katherine White confirmed they are available on the proposed date.
On Motion by Member *Easton* seconded by Member *Lamborghini* the Board unanimously approved to hold the Regular Board Meeting and 2006 Organizational Meeting on December 13, 2006.
- 6.2 *Update: November 7 Election Results – Local and State* 6.2 Supt. Bishop congratulated the five candidates who participated in the November 7, 2006 Del Mar Union School District Board of Trustees election and reported the results of the election. Annette Easton, Steven McDowell and Katherine White will be sworn in for their new term at the December 13, 2006 Organizational Meeting.
- 6.3 *1st Reading of Proposed Board Meeting Dates and Locations for 2007* 6.3 Supt. Bishop presented a draft of the proposed calendar of Board Meeting dates for the year 2007. Adoption of the 2007 Board Meeting dates is scheduled for the Board's Annual Organizational Meeting, which is proposed for December 13, 2006 (Item 6.1). Whenever possible, the Administration recommends meeting on the fourth Wednesday of the month, which aligns with state and county fiscal reporting deadline requirements.
- 6.4 *Board Approval, Memorandum of Understanding, NCCSE, Part-time Program Specialist* 6.4 Supt. Bishop presented a proposed MOU with NCCSE, which represents the first increase in DMUSD special education administrative staffing in more than nine years. This MOU is the least expensive way to provide all DMUSD stakeholders with continued high quality Special Education leadership and service.

Board Discussion:

Member *Easton* and Member *Lamborghini* asked for clarification on the growth of the Special Ed Department necessitating this new position, the cost of the position and enrollment in Special Education.

Director of Pupil Services, Trish Snider, explained that the pre-school is growing in numbers with many more students receiving services and that it would cost the district more to bring the position in-house.

On Motion by Member *Lamborghini* seconded by Member *Easton* the Board unanimously approved the Memorandum of Understanding, NCCSE, Part-time Program Specialist.

6.5 *Reminder of Upcoming Events*

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

Board Discussion:

Member *Easton* suggested the date of the Board visit to Sage Canyon be changed in order to allow newly elected trustees the opportunity to attend.

On motion by Member *Easton*, seconded by Member *Yamamoto* the Board unanimously approved the December 4, 2006 board visit to Sage Canyon be postponed and that three new potential dates for the Sage Canyon visitation be brought to the board at the December 13, 2006 board meeting.

7. OPERATIONS AND FACILITIES

7.1 *Facilities Report*

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

8. BUSINESS AND FINANCE

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

Supt. Tom Bishop asked the Board not to accept the John Logan donation of \$300.00 pending the outcome of the equity study and asked the board to accept the \$250.00 and \$6,475.00 donations.

Public Input:

John Logan, 12445 Cavallo Street, San Diego, 92130 stated he had attended the most recent DMSEF board meeting and he feels we should support the DMSEF and he supported his

Supt. Bishop proposed that the motion to accept the donations of \$250.00 and \$6,475.00 include the donation of \$300.00.

On motion by Member *Easton*, seconded by Member *Lamborghini* the Board unanimously approved the three donations.

8.6 *Potential Tort Claims
Regarding 2005-06 Hot
Lunch Program*

8.6 Supt. Bishop reported that as a result of the June 28, 2006 action by the Board to transfer the 05/06 food service revenues and expenditures to the Cafeteria Fund, some parents might want to seek a refund for a portion of their 05/06 food service expenditure. Using the existing Tort claim process as a method to gain a possible 05/06 food service refund complies with California Government Code and will not provide selected parents with a "gift of public funds". Claims will be presented to the Board of Trustees for acceptance or denial within 45 days of receipt.

Board Discussion:

Member *Crawford* asked for clarification on how this information will be communicated to parents.

Board members discussed various methods of communication.

DMUSD will publish the notice on the DMUSD website, and the local newspaper, and investigate possible communication through SDUHSD.

9. PERSONNEL

10. CORRESPONDENCE/COMMUNICATIONS

10. *Communication*

10.2 *Public Input*

12. **ITEMS FOR NEXT
BOARD MEETING**

12.0 ■ 1st reading of 6000 series

13. **ADJOURNMENT**

On motion by Member *Yamamoto* seconded by Member *Easton* and carried unanimously, the Regular Board Meeting of November 15, 2006 was adjourned at 7:17 p.m.

_____, Clerk of the Board of Trustees

Thomas F. Bishop, Superintendent