

DEL MAR UNION SCHOOL DISTRICT

BOARD OF TRUSTEES

**Del Mar Hills School
14085 Mango Drive
Del Mar, California 92014**

Regular Meeting Minutes

August 30, 2006

OPENING PROCEDURES

1. Board President Barbara Myers called the meeting to order at 6:02 p.m. Grace Hauseur, teacher on special assignment, 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, Director, 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
Bill Porter, 2nd grade teacher, Carmel Del Mar
Jennifer Steinman, DMCTA Pres., Sycamore Ridge Tchr.

In Attendance: Steven McDowell, Katherine White, Martha Murphy,
Maria Olson, Jim Kerr, Del Mar Times, and approximately
eight other community members.

REPORT OF ACTION TAKEN IN CLOSED SESSION:

Board President, Barbara Myers reported on the action taken in Closed Session: The Board voted unanimously to dismiss classified employees #6092 effective June 23, 2006. No other actions were taken during Closed Session.

BOARD PRESIDENT MYERS CALLED FOR SPEAKER SLIPS.

2.0 <i>Approval of the Agenda</i>	2.0 On motion by Member <i>Yamamoto</i> seconded by Member <i>Crawford</i> the Board voted unanimously to approve the agenda subject to the withdrawal of Item 6.10, 6.11 and Item 7.7.
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3. REPORTS, RECOGNITIONS and HEARINGS

3.1 <u>Report</u> DMCTA: Jennifer Steinman, DMCTA President	3.1 Jennifer Steinman, DMCTA President and Sycamore Ridge Teacher, welcomed everyone back and congratulated administration and staff on a smooth start of the school year. She also thanked the negotiation team and administration for the professional Collective Bargaining process. She expressed the DMCTA's appreciation to Supt. Bishop and Director of Personnel/Facilities, Rodger Smith for their commitment to the IBB negotiating process.
3.2 <u>Public Hearing</u> Public Hearing To Review Resolution No. 2006-18 Regarding the Sufficiency of Instructional Materials for the 2006/2007 School Year, as Required by Education Code Section 60119	3.2 Board President Myers opened the Public Hearing regarding the Sufficiency of Instructional Materials for the 2006/2007 School Year at 6:09 p.m. There being no one in attendance to offer public input, the Public Hearing closed at 6:08 p.m.
3.3 <u>Report</u> Board Report/Comments	3.3 <u>Board Report/Comments:</u> <ul style="list-style-type: none"> ▪ Barbara Myers She also expressed gratitude to all in the parties who took part in the negotiating process. She also attended the retirement celebration for Eric Hall of San Dieguito Union High School District and thanked him publicly for his service.
3.4 <u>Report</u> Superintendent's Report	3.4 Superintendent Tom Bishop thanked Members <i>Easton</i> and <i>Yamamoto</i> for their attendance at the Welcome Back Breakfast and thanked all staff for their diligent work towards a great start of the school year. Supt. Bishop toured the district on the first day of school and saw many smiles on staff and students. He thanked Maintenance Supervisor, Randy Wheaton and Day Custodian Supervisor, Patrick Lum for their organization of all summer projects, cleaning, repair, etc. All the school sites are in excellent shape as we begin the 06/07 school year.

Supt. Bishop stated that the district enrollment appears to be as expected and he reminded the Board and community that Back to School Night is tomorrow, August 31, 2006.

BOARD PRESIDENT MYERS CALLED FOR SPEAKER SLIPS.

4.1 Approval of the Minutes

- 4.1
- 2nd Reading & Approval of Special Meeting of the Board of Trustees of May 24, 2006
 - Regular Meeting of the Board of Trustees of June 28, 2006
 - Special Meeting of the Board of Trustees of July 24, 2006

Public Input:

Katherine White, 2575 Cordero Road, Del Mar, spoke with regards to an incorrect footer and she felt she was misquoted regarding Item 5.2 on the June 28, 2006 Agenda. She stated that on page 10 of the June 28, 2006 Minutes her statement at that meeting was that she represented all PTA presidents.

Board Discussion:

Member *Easton* questioned an item in the Minutes of June 28, 2006 and asked that the Board have a discussion regarding Minutes and expressed a desire to have an action for this discussion. She stated that Minutes posted on the website prior to approval should state they are unapproved.

Member *Crawford* spoke regarding the vote on Item 8.1 of the Special Board Meeting of July 24. Member *Easton* voted “No” and it was incorrectly recorded as an abstention. Member *Easton* confirmed that she voted “No”.

Member *Crawford* recommended that no revisions to the Minutes be made until the Board has discussed Minutes.

On motion by Member *Crawford* seconded by Member *Yamamoto* the Board unanimously agreed to hold approval of the Minutes until further discussion regarding the content of Minutes.

4.2 Approval of Consent Items

- 4.2
- On Motion by Member *Lamborghini* seconded by Member *Easton* the Board unanimously approved the Consent Item calendar as follows subject to Items 6.11, 7.3 and 8.2 being pulled from Consent:

- *5.1 Approval of the Gifted and Talented Education (GATE) State Application for 2006/2007 Funding
- *5.2 Board Approval, Resolution No. 2006-18 Regarding the Sufficiency of Instructional Materials for the 2006/2007 School Year, as Required by Education Code Section 60119
- *5.3 Approval of Statement of Assurance, State Instructional Materials Funding for the 2005/2006 Fiscal Year
- *6.3 2nd Reading and Approval, Board Policy 3550: Food Service/Child Nutrition Program
- *6.4 2nd Reading and Approval, Board Policy 6142.7: Physical Education
- *6.5 Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for April 1 to June 30, 2006
- *6.6 Approval of Interdistrict Attendance Agreement Between the Del Mar Union School District and other school districts for the 2006/2007 school year
- ~~*6.11 Board Approval of Resolution 2006 20 in Opposition to AB 138 1 (Nunez)~~
- *7.2 Board Approval of Contract between the Del Mar Union School District and Davis Demographics & Planning, Inc. for Updating Enrollment Projections and Report Development for Fall 2006-2007 in the Amount of \$12,360.00.
- ~~*7.3 Board Approval, Contract between Del Mar Union School District and Tetra Tech EM, Inc. in the Amount not to Exceed \$7,444.00 for Additional Environmental Sampling.~~
- *7.4 Board Approval, Contract between the Del Mar Union School District and Shade Structures, Inc. in the Amount of \$34,250.00 for Shade Structure Fabrication and Installation at Ocean Air School.
- *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 Approval of Association Memberships and Dues for 2006-2007

Pulled from Agenda.

Pulled from Consent

Pulled from Consent

- *8.4 Board Consideration of Resolution No. 2006-16 Adopting the “Gann Limit” Pursuant to Government Code 7902.1
- *8.5 Board Approval of Performance Agreements Between the Del Mar Union School District and Jessica R. Drosman for Curriculum Development for Drama Education for Students with Autism Spectrum Disorder in the amount of \$700.00
- *8.6 Board Ratification of Agreement Between the Del Mar Union School District and NvLS Professional Services, LLC for Filing and Reviewing E-rate Program Applications and Claims in an Amount \$1,300.00
- *8.7 Board Approval of Memorandums of Understanding Between the Del Mar Union School District and Solana Beach School District For Transportation Services Between June 5, 2006 and June 30, 2007 in the Amount of \$10,100.00
- *8.8 Board Approval of Agreement Between Goodall’s Charter Bus/dba Coach USA and the Del Mar Union School District for Field Trip Transportation in the Amount of \$100,000.00 for the 2006-2007 Fiscal Year
- *8.9 Action to Declare District Personal Property Obsolete and Surplus Property and to Dispose of or Donate per Education Code 17546(a)(b)(c)
- *8.10 Board Approval of Addendum to Financial Information System (FIS) to Contract for Fixed Assets System Between San Diego County Office of Education and the Del Mar Union School District in the Amount of \$870.00 for the First Year and \$621.00 as an Annual Maintenance Fee
- *8.11 Board Approval of Notice of Completion for Color New Co. and Roof Construction
- *8.12 Board Approval of Advertising for Bids for Custodial Supplies
- *8.13 Board Ratification of Public Works Contract Between the Del Mar Union School District and Playrite Playground Construction for Construction of Ball Wall at Del Mar Heights School in the Amount of \$4,500.00

- *8.14 Board Approval of Professional Services Agreement and Rate Schedule between Del Mar Union School District and Fagen Friedman & Fulfroost, LLP
- *9.1 Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status
- *9.3 Approval of Resolution 2006-19 of the Board of Trustees of the Del Mar Union School District to Utilize Temporary Assignment Options for Departmentalized Classes

5. CURRICULUM AND INSTRUCTION

6. ADMINISTRATION AND POLICY

6.1 *Timeline: CSBA Board Policy Review of 6000 Series*

6.1 The Superintendent congratulated the Board of Trustees for their successful effort to complete the comprehensive review and revision of all Board policies. Currently the Board has only one board policy section (Instruction) left to review. The Superintendent is seeking two Board members to work with Janet Bernard, Trish Snider, and the Superintendent to complete the review of the 6000 series.

The District has scheduled a meeting with two Board members to review the 6000 series for Friday, October 6 from 1:00-3:00 p.m. OR Tuesday, October 10. Supt. Bishop will confirm with members via email.

6.2 *New 1st Reading of 2006/2007 Board Visitation Schedule to School Sites*

6.2 Superintendent Tom Bishop presented Board members with a revised Visitation Schedule. All dates fall on Mondays and the time for the visitations has been shifted to 12:30 p.m. The time change was made to give the Board an opportunity to visit the afternoon program at each site.

6.7 *Acceptance of Educational Technology State Grant, \$1,500*

6.7 Supt. *Tom Bishop* reported that the District was notified that we are eligible for a small (\$1,553) Educational Technology State Grant (Award Number S318X050005). One of the conditions of this grant is that we spend at least 25% of the grant proceeds on “ongoing, sustained, and intensive high quality professional development in the integration of advanced technologies into curriculum and instruction...”

6.8 ***Board Approval of Action Team to Study the Impacts of Current Practice that Allows Sites to purchase Enrichment Staffing Above Board Approved Equity Formula***

Supt. Bishop recommended that the Board accept this grant and follow the requirements and assurances that come with the grant.

On motion by Member *Lamborghini* seconded by Member *Yamamoto* the Board voted unanimously to accept the Educational Technology State Grant.

6.8 On July 24, the Board directed Supt. Bishop to remove proposed 06/07 Objective 7.2 from the 06/07 Goals and Objectives, and to bring the item back as a “stand alone item”.

Supt. Bishop proposed that the Board approve the concept of a Study Team to review the impacts of the current practice that allows sites to purchase enrichment staffing that exceeds the District equity formula guided by the Board’s equity policy. Supt. Bishop suggested that the Study Team be composed of 14 members, and that seven members be parents and seven members be staff members. One of the staff members will be a Principal or an Assistant Principal. Principals will be asked to forward the names of interested parents and staff to the Superintendent by October 1st, with the first meeting of the Study Team to be scheduled for October 15.

Board Discussion:

Member *Easton* asked for clarification regarding the two members from each school to be on the action tem. Supt. Bishop said one parent and one staff member from each school will be on the team. The Study Team should review sites that have purchased enrichment staffing, talk to the principals, parents and teachers.

Supt. Bishop would support bringing the study to the January board meeting in an effort to have an early review and decision by the Board.

On motion by Member *Yamamoto* seconded by Member *Crawford* the Board unanimously approved a Study Team to review the impacts of the current practice that allows sites to purchase enrichment staffing that exceeds the District equity formula guided by the Board’s equity policy.

6.9 <i>November 7, 2006 School Board Election</i>	<p>6.9 Superintendent Bishop reported that the following individuals have completed the filing process for the November 7, 2006 School Board election:</p> <ul style="list-style-type: none"> ▪ Annette Easton, Current Trustee ▪ Steven McDowell, Financial Officer/ Parent ▪ Martha Murphy, Community Volunteer ▪ Barbara Myers, School Board president ▪ Katherine White, Retired Exec./Parent <p>Supt. Bishop congratulated all the candidates.</p>
6.10 <i>Withdrawn from the Agenda – to be brought to the December Board meeting Approval, Change in Date of March 2007 Board meeting</i>	6.10 The 06/07 District Music Festival which is one of the highlights of the entire school year is currently scheduled to take place in a very large room at the Del Mar Fairgrounds that has the capacity to meet The needs for performance space, audience space, and parking. The 2007 Music Festival is scheduled for Wednesday night, March 28, which is also the date of the regular March school board meeting. By changing the date of the March 28 Board meeting to March 27, the Board and District staff will be able to attend the 2007 Music Festival.
6.12 <i>Reminder of Upcoming Events and Schedules</i>	6.12 Supt. <i>Tom Bishop</i> reminded the Board of upcoming meetings and events.

7. OPERATIONS AND FACILITIES

7.1 <i>Facilities Report</i>	<p>7.1 Director of Facilities/Personnel, Rodger Smith, reported on the various facilities projects of the District.</p> <p>Public Input: Katherine White asked clarifying questions which, were answered by Director of Facilities/Personnel, Rodger Smith.</p> <p>Board Discussion: Board asked clarifying questions which, were answered by Director of Facilities/Personnel, Rodger Smith.</p>
7.3 <i>Board Approval, Contract between Del Mar Union School District and Tetra Tech EM, Inc. in the</i>	7.3 Tetra Tech EM, Inc. completed a Phase I Environmental Site Assessment for the CDE site approval package on Ocean Air School.

Amount not to Exceed \$7,444.00 for Additional Environmental Sampling.

7.5 *Approval of Award of Re-Bids on Four Packages, Subject to Final Approval of Project Construction Plans by the Department of the State Architect, to the Lowest Responsible Bidder for Each of the Four Trade Packages for the Construction of Ocean Air School*

7.6 *Board Consideration of Resolution No. 2006-17, A Resolution of the Del Mar Union School District Adopting Local Guidelines for Implementing the*

The California Department of Education is requesting additional environmental services on the six-acre park that will be used as part of the District's education program. Tetra Tech EM, Inc. has proposed to incorporate the park site environmental review into the Phase 1 completed on the school site.

Public Input:

Katherine White asked clarifying question, which was answered by Rodger Smith, Director of Facilities/Personnel.

On motion by Member *Lamborghini* seconded by Member *Yamamoto* the Board voted unanimously to approve the contract between DMUSD and Tetra Tech EM, Inc.

7.5 Subsequent to the Board's rejection of all bids for the trade packages for Sheet Metal and Roof Accessories, Specialties, and Electrical, the packages were re-bid. In addition, due to the absence of any bids for the Elevator package, bids on this item were also solicited for the second time. The bids were opened on August 22. Subsequent to the opening of the bids for these trade packages and a thorough analysis of each of the bids to insure responsiveness to the requirements of the bidding process, it is recommended that the Board award the trade packages, subject to final DSA approval

Board Discussion:

Member *Eason* asked a clarifying question with regard to the electrical bid, which was answered by Director of Facilities/Personnel, Rodger Smith.

On motion by Member *Easton* seconded by Member *Lamborghini* the Board voted unanimously to approve the award of re-bids on four packages, subject to final approval of project construction plans by the Department of the State Architect, to the lowest responsible bidder for each of the four trade packages for the construction of Ocean Air School.

7.6 Director of Facilities/Personnel, Rodger Smith presented for consideration Board Resolution No. 2006-17, A Resolution of the Del

California Environmental Quality Act (Pub. Resources Code 21000 Et. Seq.)

Mar Union School District Adopting Local Guidelines for Implementing the California Environmental Quality Act (Pub. Resources Code 21000 Et. Seq.)

On motion by Member *Lamborghini* seconded by Member *Yamamoto* the Board voted unanimously to approve Resolution 2006-17.

7.7 *Withdrawn from the Agenda – Resolved prior to the board meeting.*

7.7

Approval of a Deductive Change Order for the Electrical Trade package for Ocean Air School

8. BUSINESS AND FINANCE

8.2 *(Pulled from Consent) Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements*

8.2 **Public Input:**

Steven McDowell, 1605 Forest Way, Del Mar, asked clarifying questions on budget and transportation expenditures, which were answered by Supt. Bishop and Asst. Supt. Business, Dena Whittington.

Board Discussion:

Member *Easton* asked clarifying questions, which, were answered by Supt. Bishop and Asst. Supt. Whittington.

On motion by Member *Crawford* seconded by Member *Lamborghini* the Board voted unanimously to approve the Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements.

8.15 *Board Approval of Disclosure of Collective Bargaining Agreement for Fiscal Year 2006-2007*

8.15 Asst. Superintendent, Business, Dena Whittington reported that Assembly Bill 1200 established three categories of disclosure of school district fiscal obligations. One of those categories is collective bargaining agreements. Pre-disclosure of the major provisions of the proposed written agreement including costs and itemized budget revisions necessary to meet the costs of the agreement in each year of its term must be disclosed. The disclosure requires written certification of the Superintendent and

	<p>Chief Business Official that the costs incurred by the school district can be met by the district during the term of the agreement.</p> <p>This disclosure reflects an increase of 5% to all salary schedules. The health and welfare benefit cap remains at \$8,048.</p> <p>On motion by Member <i>Yamamoto</i> seconded by Member <i>Lamborghini</i> the Board voted unanimously to approve Disclosure of Collective Bargaining Agreement for Fiscal Year 2006-2007.</p>
<p>8.16 <i>Board Approval of 2005/2006 Unaudited Actuals</i></p>	<p>8.16 Dena Whittington, Assistant Superintendent of Business Services has completed the 2005-2006 fiscal year Unaudited Actuals. The State Board of Education requires financial data to be presented in the Standardized Account Code Structure Forms (SACS) at the time of adoption. Deadline for Board adoption and submission to the County Office of Education is September 15, 2006. Adoption by the Board today will comply with the state mandated deadline.</p> <p><u>Board Discussion:</u></p> <p>Member <i>Easton</i> inquired as to whether or not the Board would see a comparison of the estimated 05-06 budget and the actuals and asked clarifying questions, which were responded to by Dena Whittington, Asst. Supt., Business. Member Easton expressed a desire to discuss if child care programs should be running positively. Dena Whittington explained that the increase of \$89,000 still reflects a positive balance.</p> <p>On motion by Member <i>Yamamoto</i> seconded by Member <i>Crawford</i> the Board voted unanimously to approve the 2005/2006 Unaudited Actuals.</p>
<p>8.17 <i>Award from the City of San Diego of legal fees with regard to the CEQA lawsuit against the City of San Diego</i></p>	<p>8.17 Supt. Bishop was pleased to inform the Board that the DMUSD received a check from the City of San Diego to pay for the District's legal fees from the CEQA lawsuit.</p>

	<p>Supt. Bishop congratulated the Board for following through on the CEQA lawsuit. He thanked the Board for staying the course.</p> <p>Board Discussion:</p> <p>Member <i>Crawford</i> congratulated legal counsel, Wendy Wiles, for her expertise and efforts on the district's behalf.</p>
<p>8.18 <i>Ratification, 2006/2007 DMCTA Re-Opener Negotiations, Wages and Health Benefits</i></p>	<p>8.18 Supt. Tom Bishop was pleased to recommend that the Board of Trustees ratify the Tentative Agreement with the DMCTA, which concludes the 2006/2007 negotiations process for 2006/2007 wages and health benefits.</p> <p>Speaker:</p> <p>Bill Porter, 2nd grade teacher at Carmel Del Mar thanked Director of Personnel/Facilities, Rodger Smith, and Supt. Tom Bishop and everyone involved in the bargaining process. Mr. Porter expressed concerns regarding health benefits. He stated that the State legislature approved SB 840 the universal health payer system and asked the Board to research this for the schools. Mr. Porter spoke in favor of SB 840.</p> <p>Board Discussion:</p> <p>Board President <i>Myers</i> asked the district to look into SB 840 and report back to the Board at a future date.</p> <p>On motion by Member <i>Yamamoto</i> seconded by Member <i>Crawford</i> the Board voted unanimously to approve Ratification, 2006/2007 DMCTA Re-Opener Negotiations, Wages and Health Benefits.</p>
<p>8.19 <i>Board Approval of 2006/2007 Salary Schedules: Regular Classified, Certificated Administrators Principal, Classified Occupational Therapist, Certificated Management, Certificated Director, Classified Management</i></p>	<p>8.19 Superintendent Tom Bishop recommended that the Board of Trustees approve the following 2006/2007 Salary Schedules and explained that the schedules have been improved by 5% over the 2005/2006 salary schedules.</p> <ul style="list-style-type: none"> ➤ Regular Classified ➤ Certificated Administrators Principal ➤ Classified Occupational Therapist ➤ Certificated Management ➤ Certificated Director ➤ Classified Management

	<p>On motion by Member <i>Easton</i> seconded by Member <i>Lamaborghini</i> the Board voted unanimously to approve the 2006/2007 Salary Schedules.</p>
<p>8.20 <i>Board Approval, Purchase of Used Delivery Vehicle</i></p>	<p>8.20 Superintendent Tom Bishop reported that shortly after the July 24 Board meeting, the District began comparing the cost to lease a new delivery vehicle for the 06/07 DMUSD Food Service program for one year or to purchase a used delivery vehicle. Staff contacted several auto dealers that specialize in delivery vehicles (both used and new). Staff was surprised at the expense of leasing, and will be recommending that we purchase a used vehicle to transport the 06/07 hot lunches from the SDUHSD kitchen at Carmel Valley Middle School.</p> <p>Public Input:</p> <p>Katherine White asked if the price of the meal will remain the same. Asst. Supt., Business, Dena Whittington replied that it will remain the same.</p> <p>Board Discussion:</p> <p>Member <i>Easton</i> asked clarifying questions with regard to whether expenditures such as insurance, maintenance, etc. were included. Asst. Supt., Dena Whittington explained that the expenses were included in the total expenditure.</p> <p>On motion by Member <i>Crawford</i> seconded by Member <i>Yamamoto</i> the Board voted 4-1-0 to approve the purchase of a used delivery vehicle. Ayes: 4 – Members <i>Myers</i>, <i>Crawford</i>, <i>Lamaborghini</i>, <i>Yamamoto</i>; Noes: 1 – Member <i>Easton</i>; Abstentions: -0-</p>

9. PERSONNEL

<p>9.2 <i>Consider Approval of a Change in Salary Range Placement for the Position of Accounting Technician from Range 20 to Range 24</i></p>	<p>9.2 Director of Personnel/Facilities, Rodger Smith, addressed the request made in the spring of this year for a classification and salary review for the position of Accounting Technician. The study was completed for the DMUSD by the SDCOE. The proposed placement from Range</p>
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	<p>20 to Range 24 wolf establish a salary of %15.88-\$22.36 which is reasonable competitive with the positions in Solana Beach.</p> <p>On motion by Member <i>Easton</i> seconded by Member <i>Crawford</i> the Board voted unanimously to approve a change in salary range placement for the position of Accounting Technician from Range 20 to Range 24.</p>
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10. CORRESPONDENCE AND COMMUNICATIONS	
<i>10.1 Communication</i>	10.1 None.
<i>10.2 Public Input</i>	10.2 None.
12. ITEMS FOR NEXT BOARD MEETING	12.0 Action item on Minutes

Linda Crawford, Clerk of the Board of Trustees

Thomas F. Bishop, Superintendent