

Date:	September 19, 2007
To:	Board Members
From:	Rodger Smith
Through:	Tom Bishop
Subject:	Approval of Recommended Personnel Actions: Employment, Resignations, Dismissals, Leaves of Absences and Change of Status

CERTIFICATED

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Hauseur, Grace	Teacher on Special Assignment	1.00	District Office	Approve Retirement Effective 10/1/07	
Hauseur, C. Thomas	Director of Technology	1.00	District Office	Approve Retirement Effective 10/1/07	
McGraw, Kate	Teacher	1.00	Torrey Hills	Approve Assignment Effective 8/24/07	Expansion

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CLASSIFIED

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Ablola, Marilou	Noon Duty	0.03125	Sycamore Ridge	Approve Assignment Effective 9/17/07	Replacement
Altaffer, Quing	Noon Duty	0.1875	Sage Canyon	Approve Assignment Effective 9/4/07	Replacement
Ambriz, Brittany	Instructional Aide I	0.625	Sycamore Ridge	Approve Assignment Effective 8/29/07	Expansion
Armao, Sharon	Noon Duty	0.0125	Ashley Falls	Approve Resignation Effective 6/14/07	
Azzam, Rania	Instructional Aide I	0.65	Del Mar Hills	Approve Assignment Effective 8/27/07	Expansion
Brizes, Cathyleen	Health Care Technician	0.50	Sycamore Ridge	Approve Assignment Effective 8/22/07	Replacement
Brown, Chelsea	Child Care Worker I	0.45	Child Care	Approve Assignment Effective 9/5/07	Replacement

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Cabrera, Jacob	Child Care Worker I	0.75	Child Care	Approve Assignment Effective 8/23/07	Replacement
Cao, Diana	Child Care Instructional Assistant - Preschool	0.80	Child Care	Approve Assignment Effective 9/4/07	Replacement
Cazares, Sonya	Child Care Worker I	0.75	Child Care	Approve Resignation Effective 8/21/07	
Cazares, Sonya	Special Education Aide I	0.75	Carmel Del Mar	Approve Assignment Effective 8/22/07	Replacement
Cazares, Sonya	Child Care Worker I	0.075	Child Care	Approve Assignment Effective 9/5/07	Replacement
Chambers, Michelle	Before School Supervision	0.0625	Del Mar Hills	Approve Resignation Effective 6/14/07	
Churchill, Tyler	Child Care Instructional Assistant - Preschool	0.80	Child Care	Approve Assignment Effective 8/27/07	Replacement
Darling, Robin	Before School Supervision	0.0625	Del Mar Hills	Approve Assignment Effective 8/22/07	Replacement
De Luca, Anthony	Special Education Aide II	0.75	Ashley Falls	Approve Resignation Effective 9/14/07	
De Vito, Sally	Noon Duty	0.0375	Ocean Air	Approve Assignment Effective 8/27/07	Expansion

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Foster, Kelly	Child Care Worker I	0.45	Child Care	Approve Assignment Effective 9/4/07	Replacement
Fox, Deanna	Noon Duty	0.075	Carmel Del Mar	Approve Assignment Effective 9/10/07	Replacement
Glenn, Emily	Child Care Worker I	0.45	Child Care	Approve Resignation Effective 8/31/07	
Gupte, Mamta	Noon Duty	0.0875	Torrey Hills	Approve Resignation Effective 6/14/07	
Herreria, Carrie	Instructional Aide II /Noon Duty	0.575	Sycamore Ridge	Approve Increase in Hours from 18 Hours per Week to 23 Hours per Week Effective 8/22/07	Expansion
Johnson, Courtney	Special Education Aide II	0.625	Sycamore Ridge	Approve Increase in Hours from 23.5 Hours per Week to 25 Hours per Week Effective 8/22/07	Replacement
Johnson, Patricia	Special Education Aide II /Crossing Guard	0.80	Sycamore Ridge	Approve Increase in Hours from 30 Hours per Week to 32 Hours per Week Effective 8/27/07	Replacement
Lee, Jeanne	Occupational Therapist	0.40	Del Mar Heights	Approve Reduction in Hours from 20 Hours per Week to 16 Hours per Week Effective 8/22/07	
Lettner, Haley	Child Care Worker I	0.225	Child Care	Approve Assignment Effective 8/15/07	Replacement

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
McCoy, Tabitha	Special Education Aide II	0.78125	Ashley Falls and Ocean Air	Approve Reduction in Hours from 32.25 Hours per Week to 31.25 Hours per Week Effective 8/22/07	
Mejia, Christina	Child Care Worker I	0.55	Child Care	Approve Assignment Effective 8/20/07	Replacement
Miller, Tiffany	Special Education Aide II	0.625	Ocean Air	Approve Assignment Effective 9/4/07	Expansion
Morris-Dennish, Cheryl	Instructional Aide I	0.625	Del Mar Hills	Approve Assignment Effective 8/27/07	Replacement
Olivas, Ariel	Child Care Worker I	0.75	Child Care	Approve Assignment Effective 8/30/07	Replacement
Olivas, Terri	Special Education Aide II	0.75	Del Mar Heights	Approve Increase in Hours from 26 Hours per Week to 30 Hours per Week Effective 8/22/07	Replacement
Pace, Jori	Library Media Specialist /Noon Duty	0.725	Torrey Hills	Approve Assignment Effective 9/10/07	Replacement
Pechtimaldjian, Katharine	Library Media Specialist /Noon Duty	0.65	Sycamore Ridge	Approve Decrease in Hours from 27.5 Hours per Week to 26 Hours per Week Effective 8/22/07	
Portella, Patricia	Special Education Aide II	0.75	Sage Canyon	Approve Assignment Effective 8/22/07	Replacement

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Roberti, Kristin	Instructional Aide I	0.68125	Del Mar Hills	Approve Assignment Effective 8/27/07	Expansion
Roberti, Kristin	Child Care Worker I	0.20	Child Care	Approve Assignment Effective 8/28/07	Replacement
Ross, Kristyn	Child Care Worker I	0.6875	Child Care	Approve Assignment Effective 8/30/07	Replacement
Roth, Katharin	Physical Education Director/Coordinator	0.30	Carmel Del Mar	Approve Assignment Effective 8/23/07	Replacement
Rutledge, Lillian	Library Media Specialist	0.6875	Torrey Hills	Approve Increase in Hours from 25 Hours per Week to 27.5 Hours per Week Effective 8/22/07	Expansion
Scheg, Catherine	Noon Duty	0.125	Torrey Hills	Approve Assignment Effective 9/10/07	Replacement
Serrato, Fernando	Child Care Worker I	0.675	Child Care	Approve Resignation Effective 8/29/07	
Smerik, Brian	Special Education Aide II	0.75	Ashley Falls	Approve Assignment Effective 9/10/07	Expansion
Smerik, Brian	Special Education Aide II Crossing Guard	0.775	Ashley Falls	Approve Increase in Hours from 30 Hours per Week to 31 Hours per Week Effective 8/22/07	Replacement
St John, Alexandra	Child Care Worker I	0.45	Child Care	Approve Assignment Effective 8/15/07	Replacement

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Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Stahler, Amy	Instructional Aide I	0.625	Del Mar Heights	Approve Assignment Effective 8/30/07	Expansion
Taylor, Bethany	Child Care Worker I	0.80	Child Care	Approve Resignation Effective 9/14/07	
Tosetti, Sandra	Special Education Aide	0.50	Carmel Del Mar	Approve Resignation from Noon Duty. Retaining Special Education Position. Reduce Hours from 22.5 Hours per Week to 20 Hours per Week Effective 8/22/07	
Tran, Minh	Special Education Aide II	0.49375	Del Mar Heights	Approve Decrease in Hours from 23.75 Hours per Week to 19.75 Hours per Week Effective 9/4/07	
Trust, Heather	Child Care Worker I	0.45	Child Care	Approve Assignment Effective 8/23/07	Replacement
Wassman, Samuel	Child Care Worker I	0.75	Child Care	Approve Assignment Effective 9/5/07	Replacement
Webster, Dustin	Noon Duty	0.125	Del Mar Hills	Approve Assignment Effective 9/4/07	Replacement
Wilson, Tina	Child Care Worker I	0.45	Child Care	Approve Assignment Effective 8/15/07	Replacement

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Wolthausen, Camille	Special Education Aide II /Crossing Guard	0.8125	Sycamore Ridge	Approve Increase in Hours from 30 Hours per Week to 32.5 Hours per Week Effective 8/27/07	Replacement
Yoon, Patricia	Child Worker I	0.30	Child Care	Approve Assignment Effective 9/5/07	Replacement

Regular Board Meeting of September 26, 2007

September 18, 2007

To: Board Members
From: Rodger Smith
Through: Tom Bishop
Subject: Approval of Agreements for Certificated Substitute Services
Between the Del Mar Union School District, Lynnette Carlson and
Nancy Bonnafoux

Periodically, a highly experienced certificated employee retires from service in the district and the individual desires to work on a part-time basis during their retirement as a certificated substitute. In the past, the district has established an agreement for special substitute arrangements with these individuals based upon their knowledge of district programs and procedures. The terms of the proposed agreement follow this narrative.

The special arrangement has generally consisted of a rate of compensation for substitute services for a limited period during a school year that is higher than the standard substitute rate. The basis for the higher rate of compensation is to acknowledge the higher degree of effectiveness these highly experienced individuals bring to their work as substitutes.

In the past, the district has agreed to provide compensation of \$145 per day for up to 45 days during a given school year for retired district certificated employees to serve as substitutes in the schools of the district. Generally, these individuals have been placed in long-term substitute assignments in order to take full advantage of their experience and expertise. If the individual continues to serve as a substitute in the district beyond the 45 day period, the rate of compensation reverts to the standard certificated substitute salary schedule.

At this time, district staff is proposing to establish special substitute arrangements, as described above, with Lynnette Carlson and Nancy Bonnafoux, both of whom retired from district service at the end of the 2006-2007 school year. Ms. Carlson was employed as a Speech and Language Pathologist in the DMUSD for thirty years prior to her retirement; Ms. Bonnafoux was employed as a teacher in the

DMUSD for 36 years; both of these individuals are excellent candidates for the special arrangement for certificated substitute services for the district.

FISCAL IMPACT: The fiscal impact of the special arrangements for certificated substitute services described above represents a potential additional cost above the standard rate for substitute wages of \$4350 if both individuals serve the entire forty-five days as proposed. This additional cost would be paid from the general fund.

RECOMMENDED: The Superintendent Recommends Approval of Agreements for Certificated Substitute Services Between the Del Mar Union School District, Lynnette Carlson and Nancy Bonnafoux.

10.2

Regular Board Meeting of September 26, 2007

**AGREEMENT FOR CERTIFICATED SUBSTITUTE SERVICES BETWEEN
LYNNETTE CARLSON AND THE DEL MAR UNION SCHOOL DISTRICT**

This Agreement is entered into by and between Lynnette Carlson and the Del Mar Union School District ("District").

RECITALS

- A. The District desires to retain the services of Lynnette Carlson after her retirement at the end of the 2006/2007 school year.
- B. Lynette Carlson desires to continue serving as a Speech and Language Pathologist on a substitute basis beginning the 2007/2008 school year.

AGREEMENT

NOW, THEREFORE, it is agreed as follows:

1. **Substitute Service:** Lynnette Carlson shall provide up to 45 days of certificated long-term substitute service during the 2007/2008 school year on dates mutually agreed upon between the District and Ms. Carlson.
2. **Payment and Benefits:** Lynnette Carlson shall be compensated for substitute services for days actually worked. She shall be compensated at the rate of \$145.00 per day for up to 45 days of substitute services as a Speech and Language Pathologist during the 2007/2008 school year. If Lynnette Carlson substitutes for more than 45 days during the 2007/2008 school year, beginning with the 46th substitute day, she shall be compensated as at the District's regular long-term substitute rate. Lynnette Carlson shall be paid monthly in accordance with the District's regular procedures for payment of certificated substitutes. Lynnette Carlson shall not accrue seniority, vacation, or sick leave in association with her services under this agreement. Lynnette Carlson shall be provided all rights and benefits afforded to long-term substitutes during her service with the district.
3. **State Teacher's Retirement System ("STRS") Requirements:** Lynnette Carlson shall be solely responsible for being in compliance with STRS laws and regulations, particularly those limiting earnings after retirement.
4. **Conditional Option to Renew:** Upon mutual agreement between Lynnette Carlson and the District, this Agreement may be renewed on a one (1) year basis for the 2008/2009 school year and for the 2009/2010 school year. Lynnette Carlson shall notify the Superintendent in writing by April 15, 2008 of her desire to exercise her conditional option to renew. Lynnette Carlson and the Superintendent shall discuss the conditional option to renew, and the Superintendent shall have the final decision-making authority as to whether to renew this Agreement.

5.

6. **Dispute Resolution:** The parties agree that any dispute regarding this Agreement shall be resolved informally, and that the Superintendent shall have the final decision-making authority regarding any dispute.

The parties hereby execute this Agreement which was approved by the Board of Education of the District at its meeting of September 26, 2007.

Dated: _____

Lynnette Carlson

Dated: _____

DEL MAR UNION SCHOOL DISTRICT

By: _____

Thomas F. Bishop
Superintendent

**AGREEMENT FOR CERTIFICATED SUBSTITUTE SERVICES BETWEEN
NANCY BONNAFOUX AND THE DEL MAR UNION SCHOOL DISTRICT**

This Agreement is entered into by and between Nancy Bonnafoux and the Del Mar Union School District ("District").

RECITALS

- A. The District desires to retain the services of Nancy Bonnafoux after her retirement at the end of the 2006/2007 school year.
- B. Nancy Bonnafoux desires to continue teaching on a substitute basis beginning the 2007/2008 school year.

AGREEMENT

NOW, THEREFORE, it is agreed as follows:

1. **Substitute Service:** Nancy Bonnafoux shall provide up to 45 days of certificated long-term substitute service during the 2007/2008 school year on dates mutually agreed upon between the District and Nancy Bonnafoux.
2. **Payment and Benefits:** Nancy Bonnafoux shall be compensated for substitute services for days actually worked. She shall be compensated at the rate of \$145.00 per day for up to 45 days of substitute teaching during the 2007/2008 school year. If Nancy Bonnafoux substitutes for more than 45 days during the 2007/2008 school year, beginning with the 46th substitute day, she shall be compensated as at the District's regular long-term substitute rate. Nancy Bonnafoux shall be paid monthly in accordance with the District's regular procedures for payment of substitute teachers. Nancy Bonnafoux shall not accrue seniority, vacation, or sick leave in association with her services under this agreement. Nancy Bonnafoux shall be provided all rights and benefits afforded to long-term substitutes during her service with the district.
3. **State Teacher's Retirement System ("STRS") Requirements:** Nancy Bonnafoux shall be solely responsible for being in compliance with STRS laws and regulations, particularly those limiting earnings after retirement.
4. **Conditional Option to Renew:** Upon mutual agreement between Nancy Bonnafoux and the District, this Agreement may be renewed on a one (1) year basis for the 2008/2009 school year and for the 2009/2010 school year. Nancy Bonnafoux shall notify the Superintendent in writing by April 15, 2008 of her desire to exercise her conditional option to renew. Nancy Bonnafoux and the Superintendent shall discuss the conditional option to renew, and the Superintendent shall have the final decision-making authority as to whether to renew this Agreement.

5.

6. **Dispute Resolution:** The parties agree that any dispute regarding this Agreement shall be resolved informally, and that the Superintendent shall have the final decision-making authority regarding any dispute.

The parties hereby execute this Agreement which was approved by the Board of Education of the District at its meeting of August 29, 2007.

Dated: _____

Nancy Bonnafoux

Dated: _____

DEL MAR UNION SCHOOL DISTRICT

By: _____

Thomas F. Bishop
Superintendent

September 19, 2007

To: Board Members
From: Trish Snider
Through: Tom Bishop
Subject: Emergency Coverage for Speech/Language Pathologists

Two of our current Speech/Language Pathologists (SLP) have medical concerns which will cause them to be absent for extended periods of time. The Human Resources Department has posted a position for a substitute Speech/Language Pathologist. This position will be difficult to fill due to the scarcity of Speech Pathologists. In the meantime, the District must provide these services. After consultation with Annette Easton and Tom Bishop, retired Del Mar Union School Speech/Language Pathologist Lynn Carlson has been working for several days to cover this emergency situation. Lynn, however, is not available for at least the next month.

The district has several options to cover these absences:

1. Employ a General Education Teacher as a substitute to cover the speech/language groups on a day to day basis. Since these substitutes do not hold a speech/language credential, they can be used for only 20 days in the one program. In addition they cannot conduct evaluations nor provide specific therapy.
2. Pay currently employed SLPs to conduct evaluations before or after school using the \$25/\$27 rate included in the Teachers' Contract for extra work.
3. When possible utilize the expertise of retired SLP, Lynn Carlson, to cover the absences for the \$145/day rate established through an agreement with the retired employee,

4. Contract with a Non-Public Agency to provide speech/language therapy. This is the least desirable solution, because it is expensive. The rate charged by a non-public agency to provide a Speech/Language Pathologist ranges between \$65 and \$100 per hour.

FISCAL IMPACT: Revenue: This item will be covered by Special Education revenues to the extent of our funding. Expenditures in excess of our Special Education funding will be funded by Unrestricted General Fund revenues.

Expenditures: This item was generated by a need that developed after the 07-08 budget process. This item was not budgeted.

Fund Balance: This item will have a negative impact on the General Fund Unrestricted Fund Balance. The amount can not be quantified at this time.

RECOMMENDED: The Superintendent Recommends Approval of These Four Steps to Provide Emergency Coverage Until January 2008.