

**DEL MAR UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES  
Del Mar Hills Academy – Multi-Purpose Room  
14085 Mango Drive  
Del Mar, CA 92014**

**Regular Meeting Minutes**

**July 25, 2007**

**OPENING PROCEDURES**

1. Board President *Easton*, called the meeting to order at 6:10 p.m. Rodger Smith, Director of HR/Facilities, led the audience in the Pledge of Allegiance.

**Members Present:** Annette Easton, President of the Board  
Janet Lamborghini, Clerk of the Board  
Linda Crawford, Steven McDowell, Katherine White

**Members Absent:** None.

**Staff:**

Thomas F. Bishop, Superintendent  
Sherry Forte, Exec. Asst. to the Supt.  
Tom Hauseur, Director of Technology  
Rodger Smith, Director of HR/Facilities  
Trish Snider, Director of Pupil Services  
Dena Whittington, Asst. Supt., Business Serv.  
Todd Boteler, District Webmaster  
Randy Wheaton, Maintenance Supervisor  
Emily Disney, Principal, Sycamore Ridge  
David Skinner, 4<sup>th</sup> grade teacher, Carmel Del Mar  
Cinda Peck, Music teacher, Carmel Del Mar

**Others In Attendance:**

Jim Kerr – *Del Mar Times*; Marsha Sutton – *Village Voice*; Elizabeth Fitzsimmons– *Village Voice*; Mayor of the City of Del Mar, Carl Hilliard; City Council Member, Crystal Crawford; Leslie Henson, Jennifer McCroskey, Alison King, Elise Kerckhoff, Laura DeMarco, Mike Peterson

---

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

The report of action taken in closed session was given at the close of the Special Closed Session Board meeting held on July 25, 2007 at 10:25 a.m.

**2.0 Approval of the Agenda**

Board Members asked for the following amendments to the Agenda:

- ✓ Item 4.6 was moved to follow immediately after approval of the Agenda.
- ✓ Item 7.11 was tabled. Staff will discuss a date for a special board meeting to address Item 7.11.

*On motion by Member Crawford seconded by Member Lamborghini the Board voted unanimously to approve the Agenda as amended.*

---

**BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS**

---

**3. CORRESPONDENCE/COMMUNICATIONS**

*This section of the agenda is provided for the public to address any item which lies within the governing board's jurisdiction that is not on the agenda. State law prohibits the Board of Trustees from discussing any item not on the agenda.*

**3.1 Correspondence:**

- None.

**3.2 Public Input**

- None

**4. REPORTS, RECOGNITIONS and HEARINGS****4.1 Report: DMCTA Report**

1

There was no July report from DMCTA.

**4.2 Report: DMSEF Report**

Jennifer McCroskey, DMSEF Treasurer, updated the Board on the DMSEF activities during the past month, including:

- the DMSEF Strategic Planning review is proceeding on schedule.
- the Task Force is expecting to receive the initial report from its consultant July 30.
- thanking the Board for considering approval of Agenda Item 7.2, the 2008/2009 interim fundraising proposal for enrichment staffing.
- the announcement that the DMSEF's current Executive Director, Maria Olson, submitted her resignation to be effective 9/15/07.

**4.3 Report: GASB 45 Actuarial Study**

Marilyn Jones, ASA, MAAA, EA, Vice President and Actuary of the Epler Company presented a powerpoint of the GASB 45 Actuarial Study of the DMUSD. Assist. Supt. of Business Services, Dena Whittington, will bring this topic back at a later date to present various 08/09 funding options available to the Board of Trustees. GASB 45 requires that it be shown on the DMUSD Annual Financial Statement. GASB 45 does not require that it be funded. GASB 45 will be a line item on the District's financial statements beginning 2008/2009

*On Motion by Member Crawford, seconded by Member McDowell, the board voted unanimously to approve the GASB 45 Actuarial Study.*

**4.4 Report, Board Report/ Comments:**

Board members had no additional reports or comments.

#### 4.5 **Report, Superintendent's Report**

Superintendent Bishop. . .

- reported 992 students are enrolled in DMUSD summer programs, which includes Day Camp, CCW, ECC, Extended School Year, Speech/OT, Social Scene.
- congratulated Rodger Smith, Director of HR/Facilities for the successful completion of the construction of Ocean Air School. The Ocean Air office staff is scheduled to move in on August 6<sup>th</sup>.
- congratulated Maintenance Supervisor, Randy Wheaton, and Director of Technology, Tom Hauseur, for their successful completion of summer tasks while creatively scheduling around the summer programs.
- the school offices re-open on August 13 and the DMUSD office will resume its regular hours of 7:30 a.m. – 4:00 p.m. on August 13.
- invited Board Members to attend the All District Welcome Back meeting on August 22, 2007 at Ashley Falls School beginning at 8:00 a.m.

#### 4.6 **Report: Update: Shores Property**

Board President Annette Easton read the 7/25/07 Press Release regarding the agreement between the City of Del Mar and the DMUSD to sell the 5.3 acres of the Shores property to the City of Del Mar. A formal Purchase Agreement is expected to be signed by July 31, 2007.

City Council Member, Crystal Crawford, thanked the community, the Winston School and the DMUSD staff and Board of Trustees for their work and commitment on the sale of the Shores Property. City of Del Mar Mayor, Carl Hilliard, acknowledged the Board for their hard work and thanked Laura DeMarco and Joe Sullivan who are heading up the City's fundraising drive.

#### **Public Input:**

The following speakers addressed the Board on Item 4.6

Elise Kerckhoff, 1322 Ocean Air, Del Mar, 92014, praised the board and the city for progress to date on the Shores property sale.

Laura DeMarco, 540 Avenida Primavera, Del Mar, 92014, co-chair of the fundraising group for the Shores property thanked the board and the city and gave an update on their fundraising.

Mike Peterson, 12840 La Tortola, San Diego 92129, and headmaster of Winston School thanked the board and the city and gave a brief update on the Winston's fundraising status.

---

### **BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS**

---

#### 5.1 **Approval of the Minutes**

- Minutes of Special Board Meeting of June 13, 2007

*On motion by Member White seconded by Member Lamborghini the Board unanimously approved the Minutes of the Special Board Meeting of June 13, 2007*

- Minutes of the Regular Board Meeting of June 27, 2007  
*On motion by Member McDowell, seconded by Member White, the Board unanimously approved the Minutes of the Regular Board Meeting of June 27, 2007, as amended.*

## **5.2 Approval of Consent Items**

Agenda items preceded by an asterisk (\*) compose the Consent Agenda, and unless removed at the request of a board member, will be approved by the Board as a group.

*On motion by Member McDowell, seconded by Member Lamborghini, the Board unanimously approved Consent Items as amended.*

### **Consent Items:**

- \*7.1 Board Approval, Del Mar Union School District's Uniform Complaint 122-124 Quarterly Report for April 1 to June 30, 2006
- \*9.1 Approval and Acceptance of Donations to the Del Mar Union School District
- \*9.2 Pulled from consent  
~~Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements~~
- \*9.3 Board Approval of Performance Agreement Between the Del Mar Union School District and Sarah Sutton for Musical Accompaniment for Sixth Grade Production of "Adventures of Annie" in the Amount of \$2,000.00
- \*10.1 Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status

## **6. CURRICULUM AND INSTRUCTION**

### **6.1 Board Approval of the Early Intervention for School Success Grant Application and Acceptance of the 2007-09 Grant Award**

*On motion by Member White, seconded by Member Lamborghini, the Board voted unanimously to approve the Early Intervention for School Success Grant Application and Acceptance of the 2007-09 Grant Award.*

### **6.2 Approval, Waiver of Article 13 (Hours of Employment) from DMCTA Members at Sycamore Ridge School**

Emily Disney, Principal of Sycamore Ridge, addressed the Board on Item 6.2. She stated that she is speaking as the instructional leader of Sycamore Ridge and on behalf of the Sycamore Ridge bargaining unit members. Mrs. Disney outlined the process used to analyze the instructional needs of the students at Sycamore Ridge and the objectives of the Pilot Program of an After School Band Program.

*On motion by Member Crawford, seconded by Member Lamborghini, the Board voted unanimously to approve a Waiver of Article 13 (Hours of Employment) from DMCTA Members at Sycamore Ridge School.*

## **7. ADMINISTRATION AND POLICY**

### **7.2 Interim 2008/2009 Board Policy Regarding Enrichment Funding**

Staff recommended:

- that sites be allowed to purchase up to two additional enrichment

positions (beyond the district's regular 08/09 enrichment allocation).

- that the dollar amount for each additional 08/09 certificated position be temporarily established at \$68,000 until the 07/08 collective bargaining process is completed.
- that the deadline for fundraiser groups to pay for the additional 08/09 enrichment positions be May 15, 2008

Board directed staff to:

- bring a review of the fundraising targets to the February board meeting.
- bring staff's recommendation on how to hire the 08/09 enrichment teachers to the November board meeting.

*On motion by Member Crawford, seconded by Member McDowell, the board voted unanimously to approve the Interim 2008/2009 Board Policy Regarding Enrichment Funding amending the May 15, 2007 deadline for fundraising to May 1, 2007.*

### 7.3 **2<sup>nd</sup> Reading and Board Approval, 2007/2008 DMUSD Goals and Objectives**

*On motion by Member McDowell, seconded by Member Lamborghini, the Board voted unanimously to approve the 2007/2008 DMUSD Goals and Objectives as amended.*

Board decided to schedule a special Board meeting to give the Board an opportunity to determine the Board's top 10 priority objectives in the 2007/2008 Goals and Objectives. The suggested date for a special board meeting is August 22, 2007.

### 7.4 **Review and Possible Modification Paperless Board Packet**

Board members agreed to:

- the DMUSD continuing with the paperless board packet but a hard copy of some items will be provided, i.e. budget items, and the Agenda printed on color paper.
- Board President Annette and Supt. Bishop determining the items to be provided to the Board members in hard copy.
- Board members continuing to use the All-in-One format.
- the audio recording being placed on the web in a location that is easy to find, i.e. near the Minutes.
- the staff researching printing the packet to pdf so files are searchable.

### 7.5 **1st Reading, Board of Trustees School Site Visitation Schedule, 2007/2008**

Presented for information only.

Staff will examine alternative ways of structuring the site visits and bring it back to the Board in August or September.

### 7.6 **Review of Board Bylaw 3350, Travel and Conference** Presented for information only.

Member McDowell brought this to the Board with a concern over the fact that Board is approving/ratifying travel & conference expenses after the fact. Staff will discuss travel/conference with the Cabinet and talk to the Santa

Monica district, as suggested by Member McDowell) and present the findings at the September board meeting.

**7.7 Progress Report on Board Bylaws: AR 9010, BB 9124, BB 9140, BB 9320, BB 9323, BB 9326** Presented for information only.

The following board and staff members will review as follows and bring suggestions to the Board in August and/or September.

- BB 9010 – Board Members Crawford & White and Supt. Bishop
- BB 9214 – Supt. Bishop will survey other districts
- BB 9140 – Members Lamborghini & Crawford. BB 9140 will return to the Board with suggestions at the September 26 board meeting.
- BB 9323 – Board President Easton, Supt. Bishop & Exec. Asst. Sherry Forte
- BB 9326 – Board Members Crawford & McDowell and Supt. Bishop

**7.8 Review, BP 1325, Advertising and Promotion** Presented for information only.

Board Members Easton & White and Exec. Asst. Sherry Forte will review BB 1325 and bring suggestions to the Board at a future board meeting.

**7.9 Possible 2007/2008 DMUSD Calendar Change – SDUHSD**

A revision to the 2007/2008 DMUSD calendar of changing the January 31 and February 1 in-service days to January 28 and 29 was presented to the Board.

*On motion by Member Crawford seconded by Member Lamborghini the Board voted unanimously to revise the 2007/2008 DMUSD calendar to align with the SDUHSD Board approved revision on 5/3/07.*

**7.10 NCCSE Equalization Agreement for 08/09** Presented for information only.

The Board of Governors of the North Coast Consortium for Special Education (NCCSE) unanimously approved a new equalization plan. The DMUSD anticipates that the DMUSD will receive \$14,348 annually in new special education revenue from NCCSE starting July 1, 2008 and will conclude on June 30, 2016.

**7.11 1st Reading and Approval Board Policies/Administrative Regulations – Section 6000 – Instruction** Presented for information only.

A special board meeting will be scheduled to review the 6000 series.

**7.12 Reminder of Upcoming Events** Presented for information only.

## **8. OPERATIONS AND FACILITIES**

**8.1 Facilities Report** Presented for information only.

**8.2 Review of Field Use Fees Including Email Correspondence of May 13, 2007 From Doug Politoske**

Board directed staff to bring back a recommendation regarding the fee charged for the use of fields by profit vs non-profit organizations.

**8.3 Del Mar Heights Study Team – Safety** Presented for information only.

Board directed staff to contact Mr. Harmon to notify him of the board's

discussion this evening and the formation of a study team to look at the overall safety situation at Del Mar Heights.

Principal, Wendy Wardlow, will be asked to chair the study team. It was suggested that an employee of the Torrey Pines State Park Department serve on the team to help find a solution to the safety concerns.

**8.4 Update on Student Enrollment** Presented for information only.

Director of Pupil Services, Trish Snider, reported that summer new enrollment as of July 17 totals 36, which is slightly less than we had last summer at this time.

**8.5 Board Approval of Change Order #6 in the Construction of Ocean Air School in the Amount of \$41,986.00**

*On motion by Member Crawford, seconded by Member McDowell, the Board voted unanimously to approve Change Order #6 in the Construction of Ocean Air School in the Amount of \$41,986.00.*

**9. BUSINESS AND FINANCE**

**9.2 Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements**

*On motion by Member White, seconded by Member McDowell the Board voted 3-2-0 to approve payments of all Commercial Warrant Payments and Revolving Cash Disbursements less \$61,025.55 in legal fees charged by Bowie, Arneson, Wiles & Giannone. Ayes: Members Easton, McDowell, White; Noes: Members Crawford & Lamborghini; Abstain: -0-*

*After further board discussion and on motion by Member McDowell, seconded by Member Crawford, the board voted unanimously to approve payment of \$61,025.55 in legal fees charged by Bowie, Arneson, Wiles & Giannone.*

Board directed staff to bring a recommendation to the Board for a procedure that will give notification to the board of expenditures that are approaching an overrun in any particular budget category. A suggestion was made for next year to put a “not to exceed” amount in a budget item with a large contract so that the provider can stop service as we near the “not to exceed” thereby giving the board an opportunity to review and vote on the budget situation presented. Board Member McDowell disagreed.

The Board directed staff that it did not want to be approving over runs AFTER they occur.

**9.4 2006/2007 Monthly Budget Update** Presented for information only.

Assist. Supt., Business Services, Dena Whittington, presented an update of the 2006/2007 budget and reported that the auditors complete the 2006/2007 audit at the end of August. To date, the auditors had no recommendations.

Board directed staff to post information on the DMUSD website to communicate the timeline of the audit including how the public may contact the auditors.

**10. PERSONNEL**

**10.2 Restructured Classified Salary Schedule, 2007/2008**

Board Member White suggested that the Board address the establishment of an Occupational Therapist position on the salary schedule, but that the classified employees be given an opportunity to view the recommended revisions to the 2007/2008 Classified Salary Schedule and have an opportunity to comment on it prior to the Board's discussion and vote on that portion of Item 10.2.

*On motion by Member White, seconded by Member Crawford, the Board voted unanimously to approve adding a Range 51 to the 2007/2008 Classified Salary Schedule.*

Board directed staff to bring the 2007/2008 Classified Salary Schedule back to the board in 4-6 weeks after the classified employees have had an opportunity to review and comment on it.

**10.3 Consider Approval of Post-Retirement Employment of Lynn Carlson as a Coordinator for the DMUSD Preschool Assessment Team**

*On motion by Member Lamborghini, seconded by Member White, the Board voted unanimously to approve Post-Retirement Employment of Lynn Carlson as a Coordinator for the DMUSD Preschool Assessment Team.*

**12. ITEMS FOR AUGUST 2007 BOARD MEETING:**

- 2<sup>nd</sup> Reading, Board of Trustees School Site Visitation Schedule, 2007/2008
- Public Hearing To Review Resolution No. 2007-\_\_ Regarding the Sufficiency of Instructional Materials for the 2007/2008 School Year, as Required by Education Code Section 60119
- Approval of the Gifted and Talented Education (GATE) State Application for 2006/2007 Funding
- Approval of Statement of Assurance, State Instructional Materials Funding for the 2006/2007 Fiscal Year
- Approval of Interdistrict Attendance Agreement Between the Del Mar Union School District and other school districts for the 2007/2008 school year
- 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 2007-2008 in the Amount of \$\_\_\_\_\_
- Board Approval of Memorandums of Understanding Between the Del Mar Union School District and Solana Beach School District For Transportation Services Between June 5, 2007 and June 30, 2008 in the Amount of \$\_\_\_\_\_
- 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 \$\_\_\_\_\_ for the 2007-2008 Fiscal Year
- Board Approval of Professional Services Agreement and Rate Schedule between Del Mar Union School District and Fagen

- Friedman & Fulfrost, LLP
- Possible Board Approval of Disclosure of Collective Bargaining Agreement for Fiscal Year 2007-2008
- Approval of Association Memberships and Dues for 2007-2008
- Possible Board Approval of 2007/2008 Salary Schedules: Regular Classified, Certificated Administrators Principal, Certificated Management, Certificated Director, Classified Management
- Board Review Bylaws: AR 9010, BB 9124, BB 9140, BB 9320, BB 9323, BB 9326
- Comparison in Cost for Landscape Maintenance of Contracting Out vs. DMUSD Staff Performing the Service
- Board Approval of 2006/2007 Unaudited Actuals
- Update on intradistrict transfers
- Update on Shores

**13. ADJOURNMENT**

*On motion by Member Crawford, seconded by Member Lamborghini the Board voted unanimously to adjourn the July 25, 2007 Board meeting at 10:24 p.m.*

\_\_\_\_\_  
Janet Lamborghini, Clerk of the Board

\_\_\_\_\_  
Thomas F. Bishop, Secretary to the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date