

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

**October 24, 2007
Regular Meeting
5:45 PM**

Written notice is hereby given in accordance with Education Code Section 35144, Government Code 54956, and other applicable law that the following Regular Meeting of the Board of Trustees, Del Mar Union School District, will be held on Wednesday, October 24, 2007 beginning at 5:45 p.m. at the Del Mar Hills Academy, 14085 Mango Drive, Del Mar, California 92014.

PLEASE NOTE: Any member of the public who wishes to address the board on an item on the agenda or on another topic which lies within the governing board's jurisdiction may do so, but must present a written request on the form provided. The President of the Board will call for speaker slips twice during the meeting: when the meeting is called to order and at the conclusion of the "Reports, Recognitions & Hearings" section of the Meeting. A member of the public who wishes to address the Board on such item is limited to three minutes unless such time limit is waived by a majority vote of the Board. The total amount of time to be allowed on any item is twenty minutes, unless the time limit is waived by a majority vote of the Board.

In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, 3) refer the matter to the next agenda.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's governing board, please contact the office of the District Superintendent at (858) 523-6198. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

CALL TO ORDER, CFDs – 5:30 p.m.

- **CALL TO ORDER, MEETING OF THE LEGISLATIVE BODY OF CFD No. 95-1**
 - **THERE IS NO MEETING OF THE LEGISLATIVE BODY OF CFD No. 99-1**
-

CALL TO ORDER, REGULAR MEETING OF BOARD OF TRUSTEES – 5:45 P.M.

1.0 FLAG SALUTE**2.0 APPROVAL OF THE AGENDA**

Motion____Second____Ayes____Nays____

3.0 STUDENT RECOGNITION – SYCAMORE RIDGE – TIMED 5:50 P.M.

1

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

4. 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.

4.1 Correspondence: None

4.2 Public Input:

5 REPORTS, RECOGNITIONS and HEARINGS**5.1 Recognition**

2

Employees of the Month for October 2007:

Ashley Falls – Vicky Beauchane, Health Care Technician

Carmel Del Mar – Lori Christenson, Instructional Assistant

Del Mar Heights Marla Hernandez, SDC Teacher

Del Mar Hills – Kimberly Cunningham, 6th Grade Teacher

Ocean Air – Tanya Lubomudrov, Science Teacher

Sage Canyon – Robin Gordon, 4th Grade Teacher

Sycamore Ridge – Jennifer Howard, 4th Grade Teacher

Torrey Hills – Mike Davis, P.E. Teacher

5.2 Public Hearing

3-5

To Review Resolution No. 2007-14 Regarding the Sufficiency of Instructional Materials for the 2007/2008 School Year, as Required by Education Code Section 60119

5.2.1 Resolution 2007-14 of the Board of Trustees of the Del Mar Union School District Regarding the Sufficiency of Instructional Materials for the 2007/2008 School Year

6-8

5.3 Report

9

DMCTA Report: David Skinner, DMCTA President, Carmel Del Mar teacher

5.4 Report

10

DMSEF Report: Bob Gans, DMSEF President

5.5 Report

Board Report/Comments

5.6 Report

Superintendent's Report

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

Board Meeting Agenda -October 24, 2007

6.1 Approval of the Minutes of:

- Minutes of Regular Board Meeting of September 26, 2007
- Minutes of Special Board Meeting of September 5, 2007

Motion ____ *Second* ____ *Ayes* ____ *Nays* ____ *Abstain* ____

6.2 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

Motion ____ *Second* ____ *Ayes* ____ *Nays* ____ *Abstain* ____

Consent Items:

- | | | |
|---------------|--|---------|
| *7.1 | Board Approval, Performance Agreement with Kris Hare, Reading Specialist | 11-12 |
| *8.1 | Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for July 1 – September 30, 2007. | 13-15 |
| *10.1 | Board Approval and Acceptance of Donations to the Del Mar Union School District | 74 |
| *10.2 | Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements | 75-85 |
| *10.3 | Board Approval of Agreement Between the Del Mar Union School District and InterSchola Trading Company for Management of Surplus Equipment Auctions | 86-87 |
| *10.8 | Board Approval of Agreement Between the Del Mar Union School District and School Wise Press for Producing and Publishing 2006-2007 Site Accountability Report Cards in the Amount of \$6,520 | 112 |
| *10.9 | Board Consideration of Resolution No. 2007-17 Designation of Applicant's Agent Resolution for October, 2003 Firestorm Property Claim Final Settlement in the Amount of \$12,797 | 113-114 |
| *10.10 | Board Approval of Performance Agreement Between the Del Mar Union School District and Music Coaches at Carmel Del Mar School in the Amount of \$800 | 115 |
| *11.1 | Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status | 130-135 |

7. CURRICULUM AND INSTRUCTION

8. ADMINISTRATION AND POLICY

- | | | |
|-----|--|-------|
| 8.2 | Board Discussion with Possible Action, Strategic Planning Action Team Charter Documents for the Four Proposed Action Teams | 17-18 |
| | <i>Motion</i> ____ <i>Second</i> ____ <i>Ayes</i> ____ <i>Nays</i> ____ | |
| 8.3 | Board Approval, 08/09 Foreign Language Program | 19-20 |
| | <i>Motion</i> ____ <i>Second</i> ____ <i>Ayes</i> ____ <i>Nays</i> ____ | |
| 8.4 | Board Review and Approval, Board Policy/Administrative Regulations 1325: Community Relations | 21-28 |
| | <i>Motion</i> ____ <i>Second</i> ____ <i>Ayes</i> ____ <i>Nays</i> ____ | |

8.5	Board Acceptance of Automatic External Defibrillators (AED) and Board Approval of Agreement Between San Diego Medical Services Enterprise (SDMSE) Automatic External Defibrillator (AED)/Public Access Defibrillation (PAD) Program and the DMUSD <i>Motion____Second____Ayes____Nays____</i>	29-42
8.6	Board Discussion, BP 3350 Travel and Conference	43-59
8.7	First Reading of the 2008/2009 DMUSD Master School Calendars	60-63
8.8	Proposed Change on the 2007-08 District Calendar District Staff Development Days <i>Motion____Second____Ayes____Nays____</i>	64
8.9	Board Approval, Special Board Meeting to Review Board Policy Series 6000, November 7, 2007 <i>Motion____Second____Ayes____Nays____</i>	65
8.10	Reminder of Upcoming Events	66-67
9.	OPERATIONS AND FACILITIES	
9.1	Facilities Report	68-70
9.2	Update: Shores Escrow	71
9.3	Board Approval of Preliminary Planning Activity for a New District Office Facility <i>Motion____Second____Ayes____Nays____</i>	72-73
10.	BUSINESS AND FINANCE	
10.4	Board Approval, Revised 2006/2007 Capital Project Fund for Blended Component Units (Fund 49) Unaudited Actuals <i>Motion____Second____Ayes____Nays____ Abstain____</i>	88-97
10.5	Board Approval of Agreement Between the Del Mar Union School District and NTI Group, Inc. For District All-Call System in the Amount of \$12,240.00 <i>Motion____Second____Ayes____Nays____ Abstain____</i>	98
10.6	Board Approval, CPR Training and Related Budget Increase <i>Motion____Second____Ayes____Nays____ Abstain____</i>	99-100
10.7	Board Approval, 2007/2008 SIP Budgets <i>Motion____Second____Ayes____Nays____ Abstain____</i>	101-111
10.11	Update: 2007/2008 Monthly Budget	116-129
11.	PERSONNEL	
12.	ARTICLES OF INTEREST	
12.1	None.	

13. ITEMS FOR NOVEMBER 2007 BOARD MEETING:

- Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status
- Board Review, Administrative Regulation 5030 Student Wellness
- ~~BB 9010: Public Statements Completed & Approved~~
- BB 9124: Attorney (see minutes of July 07 Item 7.5)
- BB 9140: Board Representatives (see minutes of July 07 Item 7.5)
- BB 9320: Meetings and Notices (see minutes of July 07 Item 7.5)
- ~~BB 9323: Meeting Conduct Completed & Approved~~
- BB 9325: Public Access
- Report: Academic Learning Program
- Executive Summary, HR/Facilities
- Board Approval to Hold the Regular Board Meeting and 2007 Organizational Meeting on December 12, 2007
- 1st Reading of Proposed Board Meeting Dates and Locations for 2007
- 2nd Reading and Approval of new Board Bylaw 9400, Board Self Evaluation
- Board Approval, Resolution 2007-___ of the Board of Trustees of the Del Mar Union School District Approving the Annual and Five-Year Report for Fiscal Year 2006/2007, In Compliance with Government Code Sections 66006 and 66001
- 08/09 Enrichment Follow-up from July 25, 2007 Board Meeting
- Discussion, Teacher & Staff Recognition – Incentive Programs
- Monthly Budget Report
- Recommendation Regarding the Fee Charged for the Use of Fields by Profit vs Non-profit Organizations
- Recommendation on hiring of 08/09 enrichment teachers
- Contract with Nexus for District network upgrades
- Board Discussion, Teacher Recognition / Staff Recognition
- Facilities Report

14. ADJOURNMENT

Time: _____p.m.

Motion____Second____Ayes____Nays____ Abstain____

**DEL MAR UNION SCHOOL DISTRICT
BOARD OF TRUSTEES**

**MINUTES OF SPECIAL BOARD MEETING
BY THE BOARD OF TRUSTEES
Sycamore Ridge, MUR
5333 Old Carmel Valley Road
San Diego, CA 92130**

**Wednesday, September 5, 2007
3:30 p.m.**

DMUSD Members Present:

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

DMUSD Staff:

Thomas F. Bishop, Superintendent

Others In Attendance:

Woody Merrill, Legal Counsel

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

Board President, Annette Easton, called the meeting to order at 3:30 p.m.

- A. *On motion by Member Lamborghini seconded by Member Crawford the Board voted 4-1-0 to approve the Agenda. Ayes: Members Crawford, Easton, Lamborghini, McDowell; Nay: Member White*

BOARD PRESIDENT EASTON CALLED FOR BLUE SPEAKER SLIPS

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- B. **PUBLIC COMMENT:** NONE.

THE BOARD ADJOURNED TO CLOSED SESSION AT 3:34 P.M. TO DISCUSS:

- C. **PUBLIC EMPLOYEE DISMISSAL/RELEASE PURSUANT TO SECTION 54956.95**
- D. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO SECTION 54956.95
POSITION TITLE: CLASSROOM TEACHER**
- E. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOVERNMENT CODE SECTION 54956.9(A); NAME OF CASE: GRIEVANCE OF DMCTA AND CERTIFICATED EMPLOYEE)**

AT THE CONCLUSION OF THE CLOSED SESSION, THE BOARD RECONVENED IN OPEN SESSION AT 6:58 P.M.

REPORT OF ACTION TAKEN IN CLOSED SESSION:

Board President Easton announced that no action was taken in Closed Session.

F. TECHNOLOGY LEADERSHIP STUDY

On motion by Member Lamborghini, seconded by Member White, the Board voted 4-1-0 to table the item to the September 12, 2007 meeting. Ayes: Members Easton, Lamborghini, McDowell, White; Nay: Member Crawford

On motion by Member White, seconded by Member Lamborghini, and carried unanimously, the Special Board Meeting of September 5, 2007 was adjourned at 7:18 p.m.

Janet Lamborghini, Clerk of the Board of Trustees

Thomas F. Bishop, Superintendent

**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

September 26, 2007

OPENING PROCEDURES

1. Board President *Easton*, called the meeting to order at 6:00 p.m. Tom Hauseur, Director of Technology, 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

Staff:

Thomas F. Bishop, Superintendent
Sherry Forte, Exec. Assist. to the Superintendent
Janet Bernard, Assist. Superintendent, Curriculum & Instruction
Tom Hauseur, Director of Technology
Rodger Smith, Director of HR/Facilities
Trish Snider, Director of Pupil Services
Dena Whittington, Assist. Superintendent Business Services
Todd Boteler, District Webmaster
Randy Wheaton, Maintenance Supervisor
Grace Hauseur, Teacher on Special Assignment
David Skinner, 4th gr. teacher, Carmel Del Mar, DMCTA President

Others In Attendance:

Jim Kerr – Del Mar Times,

REPORT OF ACTION TAKEN IN CLOSED SESSION:

No Closed Session was held on September 26, 2007

2.0 Approval of the Agenda

Board members asked for the following amendments to the Agenda:

Item 5.1 follow 7.2

Items 6.2, 9.1, 9.4 and 9.5 be pulled off consent

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

Board Meeting Agenda – September 26, 2007

A detailed description of all agenda items is available in the board packet at www.dmusd.org. Go to Board of Trustees - Board Meetings - view Board Packet.

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 **Recognition: Employees of the Month for September 2007:**

Ashley Falls – Pam Kyle, 6th Grade Teacher
Carmel Del Mar – Sandra Nelson, 5th Grade Teacher
Del Mar Heights Jeff Thaden, School Plant Manager
Del Mar Hills – Linda Mettling, School Administrative Assistant
Ocean Air – Karen Holty, School Administrative Assistant
Sage Canyon – Marian Rubino, School Office Assistant
Sycamore Ridge – Lesa House, School Administrative Assistant
Torrey Hills – Carlos Vasquez, School Plant Manager

4.2 **Recognition: Proclamation Honoring Tom and Grace Hauseur.**

On motion by Member Lamborghini, seconded by Member Crawford, the board unanimously voted to approve the Proclamation of the Board of Trustees of the Del Mar Union School District, September 26, 2007.

4.3 **Report, DMCTA Report:**

On behalf of the DMCTA Leslie Johnson, DMCTA Vice President and Sycamore Ridge teacher, extended congratulations and best wishes to Tom & Grace Hauseur. Ms. Johnson stated the DMCTA is looking forward to Strategic Planning and participating on the personnel committee. On behalf of the DMCTA Ms. Johnson thanked Supt. Bishop meeting monthly and problem solving with the DMCTA representatives.

4.4 **Report DMSEF Report:**

Bob Gans, DMSEF President, thanked Board Members Crawford, Easton and McDowell for attending the DMSEF public forum. Mr. Gans stated the DMSEF is working to eliminate the confusion that still exists within the community as to the district's interest in the DMSEF raising funds. He stated that although the DMSEF is approximately 20% behind last year in its fundraising, the DMSEF has raised \$150,000, to date. Mr. Gans reminded the board of the DMSEF golf tournament on October 15 at Lomas Santa Fe Country Club.

Board Meeting Minutes – August 29, 2007

A detailed description of all agenda items is available in the board packet at www.dmusd.org. Go to Board of Trustees - Board Meetings - view Board Packet.

4.5 Report: School Enrollment

Presented for information.

Superintendent, Thomas Bishop, presented the 2007/2008 enrollment report. District enrollment exceeded the Davis Demographics projection.

4.6 Report : Opening of School, Site Reports 2007

Presented for information.

No oral presentation was given. The reports as written summarized the opening day in the DMUSD.

4.7 Report Accountability Progress Report: 2007 Academic Performance Index (API) Report • Adequate Yearly Progress (AYP) Report: Janet Bernard, Asst. Supt. of Curriculum & Instruction

Assist. Supt., Curriculum and Instruction, Janet Bernard, presented a report on the API and AYP including an explanation of the State benchmarks and the percentage of growth within the DMUSD. Based on current State benchmarks all students should reach proficiency in Language Arts and Math by 2013-2014. The Board thanked the superintendent, directors and staff for their leadership, foresight, planning and hard work resulting in student growth and high standards.

4.8 Report: Results of the 2007 STAR Testing

Assist. Superintendent, Curriculum & Instruction, Janet Bernard, reviewed 2007 STAR test data and answered Board questions.

4.9 Report, Board Report/ Comments:

Member Easton attended the DMSEF public forum and stated she appreciates the DMSEF effort with DMSEF's strategic planning and communication. Dr. Easton thanked Supt. Bishop and Assist. Supt. Bernard for their work planning and developing the upcoming strategic planning.

Member McDowell stated that he is looking forward to the DMSEF Golf Tournament on October 15. Mr. McDowell thanked the DMSEF for diligently working with the DMSEF consultant during the summer and focusing "on the governance of the Board not the fundraising and how to go forward on the fundraising." Member McDowell complimented the DMSEF for taking the more safe course and not taking risks by moving more aggressively.

Member White thanked Carmel Del Mar PTA President, Alison King, for inviting Bob Gans and herself to the PTA meeting. Ms. White stated she is accepting applications to serve on the Personnel Committee. Ms. White commented about some vandalism at Del Mar Heights that occurred while an outside organization was using the Heights' fields. Ms. White stated that she appreciates that they are claiming ownership and will rectify the vandalism damage.

Board Meeting Minutes – August 29, 2007

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4.10 **Report, Superintendent's Report:**

Superintendent Tom Bishop thanked the Board for supporting strategic planning. Supt. Bishop reminded the audience that the dedication ceremony of Ocean Air School is scheduled for, Friday, September 28 at 3:15 p.m. and former State Senator Dede Alpert is the guest speaker. Supt. Bishop congratulated the Board for the balanced instructional programs

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

5.1 **Approval of the Minutes**

- Minutes of Regular Board Meeting of July 25, 2007
On motion by Member McDowell, seconded by Member Crawford, the Board unanimously voted to approve the Minutes of the Regular Board Meeting of July 25, 2007, as amended.
- Minutes of Special Board Meeting of August 22, 2007
On motion by Member White, seconded by Member McDowell, the Board voted 4-0-1 to approve the Minutes of the Special Board Meeting of August 22, 2007. Ayes: Members Crawford, Easton, McDowell, White. Noes: -0-; Abstain: Member Lamborghini because she was not in attendance.
- Welcome Back Social of August 22, 2007
This notice was for the purpose of Board members attending a Welcome Back event for DMUSD staff. No business was conducted and, therefore, no Minutes are necessary.
- Minutes of Regular Board Meeting of August 29, 2007
On motion by Member Lamborghini, seconded by Member McDowell, the Board unanimously voted to approve the Minutes of the Regular Board Meeting of August 29, 2007,
- Minutes of Closed Session Board Meeting of September 5, 2007
The Minutes of September 5, 2007 were tabled until October 24, 2007
- Minutes of Special Board Meeting of September 12, 2007
On motion by Member McDowell, seconded by Member Easton, the Board unanimously voted to approve the Minutes of the Special Board Meeting of September 12, 2007.

Board Meeting Minutes – August 29, 2007

A detailed description of all agenda items is available in the board packet at www.dmusd.org. Go to Board of Trustees - Board Meetings - view Board Packet.

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 to approve the following consent items as amended.

Consent Items:

- *6.1 Board Approval, Resolution 2007-15 of the Board of Trustees of the Del Mar Union School District Proclamation Endorsing Red Ribbon Week, October 15-19, 2007
- *6.2 *Pulled from consent*
~~Board Approval, Resolution 2007-16 of the Board of Trustees of the Del Mar Union School District Proclamation Supporting International Walk to School Day on October 3, 2007~~
- *9.1 *Pulled from consent*
~~Board Approval and Acceptance of Donations to the Del Mar Union School District~~
- *9.2 Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements
- *9.3 Board Approval of the 2007-2008 K-3 Class Size Reduction Operations Application and Resolution 2007-13 Resolution of the Board of Trustees of the Del Mar Union School District Relative to Conditions For and Receiving Class Size Reduction Program Funds
- *9.4 *Pulled from consent*
~~Board Approval of Interdistrict Agreement Between the Del Mar Union School District and Encinitas Union School District To Arrange for Certificated Substitutes for the 2007-2008 School Year~~
- *9.5 *Pulled from consent*
~~Board Ratification of Change Order to Agreement Between the Del Mar Union School District and Gould Electric, Inc. For Additional Wiring Needed to Support New Computer Lab at Sage Canyon School in the Amount of \$1,000.00~~
- *9.6 Board Approval of Performance Agreement Between the Del Mar Union School District and Rosalind Richards for Clarinet and Flute Coaching at Ocean Air School in the Amount of \$1,920.00
- *9.7 Board Approval of Performance Agreement Between the Del Mar Union School District and Phyllis Quan for Consulting Services at Del Mar Heights School in the Amount of \$1,050.00
- *10.1 Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status

Board Meeting Minutes – August 29, 2007

A detailed description of all agenda items is available in the board packet at www.dmusd.org. Go to Board of Trustees - Board Meetings - view Board Packet.

6. CURRICULUM AND INSTRUCTION

6.2 Board Approval, Resolution 2007-16 of the Board of Trustees of the Del Mar Union School District Proclamation Supporting International Walk to School Day on October 3, 2007

Member McDowell shared communication received from a community member in support of International Walk to School Day.

On motion by Member McDowell, seconded by Member White, the board voted unanimously to approve Resolution 2007-16 supporting International Walk to School Day on October 3, 2007.

7. ADMINISTRATION AND POLICY

7.1 Board Discussion of Foreign Language Immersion Program

Presented for information.

Assist. Supt., Curriculum & Instruction, Janet Bernard, presented options for structuring a foreign future language immersion program. Board requested information on the number of DMUSD staff currently credentialed to teach a language and the possible impact on test scores.

Public Input:

Cheryl Ward, 4922 Hidden Dune Court, San Diego, 92130; Mrs. Ward spoke in favor of a Foreign Language Immersion Program. She expressed that her language preference is Spanish.

7.2 Board Discussion of Board Policy 9324, Minutes and Recordings (Presented for information only.)

Board directed staff to revise the public speaker slip to include a statement giving notification of the board meeting being recorded and to include a space for the speaker to state if their position is for or against the topic. Board directed staff to add a statement on the Minutes notifying the public that detailed information on all items is available in the monthly meeting Board packet. Board summarized for staff the Board's preference for the Minutes to be concise, to include reported information not contained in the board packet, to follow the agreed upon protocol of the Minutes being prepared and forwarded to the Board within one week of the board meeting for review, and the Board to send revisions, deletions, etc. to staff within one week of receiving the Minutes from staff. Revisions received by staff from Board members, and verified by staff will be incorporated into the Minutes. The revised Minutes will be forwarded to Board members together with a listing of revision requests that are not verified by the audio recording. Relative to a member of the public addressing the Board, Board directed staff to include the

Board Meeting Minutes – August 29, 2007

A detailed description of all agenda items is available in the board packet at www.dmusd.org. Go to Board of Trustees - Board Meetings - view Board Packet.

agenda item and whether they are speaking "for" or "against" the topic in the Minutes.

On motion by Member Easton, seconded by Member Lamborghini, the board voted unanimously to delete "p" under number 2, Content, in Policy 9324

7.3 2nd Reading and Board Approval of Board Bylaw 9010, Public Statements; and Board Bylaw 9323, Meeting Conduct

On motion by Member McDowell, seconded by Member Crawford, the Board voted unanimously to approve Board Bylaw 9010, Public Statements as amended.

On motion by Member White, seconded by Member McDowell, the Board voted unanimously to approve Board Bylaw 9323, Meeting Conduct.

Board members agreed that it is not mandatory for each Board member to create a blog.

7.4 1st Reading of new Board Bylaw 9400, Board Self Evaluation

(Presented for information only.)

Superintendent, Thomas Bishop, thanked Board Members Crawford and McDowell for working to produce new BB 9400. Board members discussed the content and intent of the Bylaw and made suggested revisions. BB 9400 will be presented for a 2nd Reading at the October 24, 2007 board meeting.

7.5 Board Discussion of School Recognition as an Item on the DMUSD Board Meeting Agenda. (Presented for information only.)

Board Member White volunteered *to work with Supt. Bishop* to create a plan for recognizing individual schools at Board meetings and to bring the plan back to the Board for discussion.

7.6 Board Approval of Community Advisory Committee Representative, North Coastal Consortium for Special Education (NCCSE)

On motion by Member Lamborghini, seconded by Member White, the Board voted unanimously to Community Advisory Committee Representative, North Coastal Consortium for Special Education (NCCSE)

7.7 Reminder of Upcoming Events

(Presented for information only.)

Board directed staff to revise the start time of the monthly Board meeting in "Upcoming Events" to 5:45 p.m., as approved by the Board at the August 29, 2007 meeting.

Board Meeting Minutes – August 29, 2007

A detailed description of all agenda items is available in the board packet at www.dmusd.org. Go to Board of Trustees - Board Meetings - view Board Packet.

8. OPERATIONS AND FACILITIES

8.1 Facilities Report

(Presented for information only.)

Director of Facilities/HR, Rodger Smith, presented the monthly Facilities Report. Mr. Smith reported that pending the approval of the final change orders being presented for approval, the construction of Ocean Air is complete.

8.2 Update: Shores Escrow

(Presented for information only.)

Superintendent, Thomas Bishop, stated in reference to the Shores escrow, "it is all good news." The report as written outlines the recent activity.

8.3 Board Discussion of Calendar for Future Capital Facilities Needs

(Presented for information only.)

Board requested to have future capital facility needs placed on the October agenda as well as the agenda for DMUSD Strategic Planning. Board requested that the priorities for capital facilities include the possibility of "banking" some funds for future facility needs.

8.4 Board Approval, Change Orders

On motion by Member White, seconded by Member McDowell, the Board voted unanimously to approve Change Order #8 in the construction of Ocean Air School in the amount of \$21,932.00.

8.5 Board Approval, Notices of Completion

On motion by Member White, seconded by Member Crawford, the Board voted unanimously to approve Notices of Completion for Sierra Pacific West, Inc., Murray Cabinets, Inc., and ISEC, Inc. for the construction of Ocean Air School.

8.6 Board Approval of an Agreement with the Dolinka Group to Update the Del Mar Union School District's School Fee Justification Studies

On motion by Member McDowell, seconded by Member Crawford, the Board voted 4-1-0 to approve the agreement with the Dolinka Group. Ayes: Members Easton, Crawford, Lamborghini, McDowell; Noe: Member White; Abstain: -0-

9. BUSINESS AND FINANCE

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

No action taken. Board directed staff to not include the Approval and Acceptance of Donations on the board meeting agenda unless donations have been received.

Board Meeting Minutes – August 29, 2007

A detailed description of all agenda items is available in the board packet at www.dmusd.org. Go to Board of Trustees - Board Meetings - view Board Packet.

9.4 Board Approval of Interdistrict Agreement Between the Del Mar Union School District and Encinitas Union School District To Arrange for Certificated Substitutes for the 2007-2008 School Year

On motion my Member Crawford, seconded by Member McDowell, the board voted unanimously to approve the Interdistrict Agreement between the Del Mar Union School District and Encinitas Union School District

9.5 Board Ratification of Change Order to Agreement Between the Del Mar Union School District and Gould Electric, Inc. For Additional Wiring Needed to Support New Computer Lab at Sage Canyon School in the Amount of \$1,000.00.

Assist. Supt., Business, Dena Whittington, advised the board that no action was required due to Gould Electric donating their time and materials for the installation of additional wiring in the Sage Canyon computer lab. No action taken.

9.8 Recommendation Regarding the Fee Charged for the Use of Fields by Profit vs Non-profit Organizations

Director of Facilities/HR, Rodger Smith, reported that he is continuing to work with district's legal counsel on the definition of what type of organization would constitute the need to charge the commercial rate. Mr. Smith expects to have the information available for the October board meeting. If it is determined that a revision to the fee structure is necessary, Board directed staff to take into consideration the field being used to benefit K-6th gr. children versus benefiting adults.

9.9 Board Approval of Professional Service Agreements for the Del Mar Union School District After School Enrichment Program

On motion by Member White, seconded by Member Easton, the Board voted unanimously to approve the professional service agreements for the Del Mar Union School District After School Enrichment Program.

9.10 2006/2007 Monthly Budget Update (Presented for information only.)

Assist. Supt., Business, Dena Whittington, presented the monthly update and reported the DMUSD was reimbursed by the CFD for computers purchase for Ocean Air School.

10. PERSONNEL

10.2 Board Approval of Agreements for Certificated Substitute Services Between the Del Mar Union School District, Lynnette Carlson and Nancy Bonnafoux

On motion by Member White, seconded by Member Lamborghini, the Board voted unanimously to approve the agreements for certificated substitute services between the Del Mar Union School District, Lynnette Carlson and Nancy Bonnafoux.

10.3 Board Approval of Emergency Services for Speech and Language Pathologists

On motion by Member White, seconded by Member Crawford, the Board voted unanimously to approve emergency services for speech and language pathologists with the understanding the vacancy will be filled by a temporary employee.

12. ITEMS FOR OCTOBER 2007 BOARD MEETING:

- Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status Board Approval, 2007/2006 SIP Budgets
- Review, Administrative Regulation 5030 Student Wellness
- Board Approval, Williams Quarterly Report Monthly Budget Report
- Facilities Report
- ~~1st Reading, 6000 series Board Policies Agenda item on Minutes~~
- Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements
- Board Approval and Acceptance of Donations to the Del Mar Union School District
- Monthly Budget Report
- Strategic Planning update
- World language immersion
- Facilities
- Review of Board Policy on travel
- Remainder of 9000 bylaws

13.

ADJOURNMENT

On motion by Member White, seconded by Member McDowell, the Board voted unanimously to adjourn the September 26, 2007 Board meeting at 10:18 p.m.

Janet Lamborghini, Clerk of the Board of Trustees

Thomas F. Bishop, Superintendent

Date

Date

Board Meeting Minutes – August 29, 2007

A detailed description of all agenda items is available in the board packet at www.dmusd.org. Go to Board of Trustees - Board Meetings - view Board Packet.

October 12, 2007

To: Board Members

From: Emily Disney

Through: Tom Bishop

Subject: Student Recognition: Sycamore Ridge
Stallions Students Demonstrate Peace Building Behaviors

The Del Mar Union School District Board of Trustees will learn about the newly implemented *Peace Coach* initiative at Sycamore Ridge School. Students who serve as "*Peace Coaches*" will share their experiences building peace on the playground and during recess. See the **Sycamore Ridge Peace Coaches** in action during a brief iMovie presentation followed by some student testimonial.

Stallion Singers have been working on a song that emphasizes peace in our world and with the people we work with everyday. "Build Me A World", by Ginger Littleton addresses what we can do to bring peace to our community and world.

The Stallion Singers work hard every Wednesday and Friday at lunch to learn choral music that they can perform for their community and school.

October 12, 2007

To: Board Members

From: Tom Bishop

Subject: Staff Recognition – Employees of the Month

Jake's Del Mar is continuing its support of our educational program by honoring staff members each month who are recognized by their site or department as "Employees of the Month". Jake's provides honorees with a \$30.00 gift certificate.

Employees of the Month for October are:

Ashley Falls	Vicky Beauchane, Health Care Technician
Carmel Del Mar	Lori Christenson, Instructional Assistant
Del Mar Heights	Marla Hernandez, SDC Teacher
Del Mar Hills	Kimberly Cunningham, 6 th Grade Teacher
Ocean Air	Tanya Lubomudrov, Science Teacher
Sage Canyon	Robin Gordon, 4 th Grade Teacher
Sycamore Ridge	Jennifer Howard, 4 th Grade Teacher
Torrey Hills	Mike Davis, P.E. Teacher

RECOMMENDED: For Information Only; No Action is Required.

5.1

October 24, 2007

To: Board Members

From: Tom Bishop

Subject: Public Hearing To Review Resolution No. 2007-14 Regarding the Sufficiency of Instructional Materials for the 2007/2008 School Year, as Required by Education Code Section 60119

This Public Hearing is conducted for the purpose of hearing from the public prior to the consideration and possible adoption of Resolution No. 2007-14 by the Board of Trustees of the Del Mar Union School District regarding the sufficiency of instructional materials for the 2007/2008 School Year.

Public Hearing Procedure:

- Hearing Opened at ____ P.M. by Board President Easton
- Public Comments
- Hearing Closed at ____ P.M. by Board President Easton

5.2

NOTICE OF PUBLIC HEARING

OF THE BOARD OF TRUSTEES OF THE DEL MAR UNION SCHOOL DISTRICT REGARDING THE SUFFICIENCY OF INSTRUCTIONAL MATERIALS FOR THE 2007-2008 SCHOOL YEAR

Education Code 60119 requires that Governing Boards adopt a resolution determining that each pupil has sufficient textbooks or instructional materials in each of the following subjects that are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education: mathematics, science, history-social science, English/language arts, including the English language development.

Written notice is hereby given in accordance with Education Code 60119, and other applicable law that the following public hearing be held before the Board of Trustees of the Del Mar Union School District, for the Sufficiency of Instructional Materials for the 2007-2008 school year.

The time and place for the hearing regarding such matter shall be 6:00 p.m., or as soon thereafter as practicable, on Wednesday, October 24, 2007, at Del Mar Hills Academy MPR, 14085 Mango Drive, Del Mar, California 92014. At such time and place, any person interested will be heard.

A summary of the Resolution of the Board of Trustees concerning the Sufficiency of Instructional Materials for the 2007-2008 school year is set forth below:

Resolution 2007-14

Resolution 2007-14 of the Board of Trustees of the Del Mar Union
School District Regarding the Sufficiency of Instructional Materials
for the 2007/2008 School Year

On motion of Member _____, seconded by Member _____, the following resolution is adopted:

WHEREAS, in order to receive state instructional materials funds, the Governing Board is required by Education Code Section 60119 to hold a public hearing and adopt a resolution determining that each pupil has sufficient textbooks or instructional materials in each of the following subjects that are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education: mathematics, science, history-social science, English/Language Arts, including the English language development.

WHEREAS, as part of the hearing required, the Governing Board must also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum frameworks adopted by the state board for those subjects.

WHEREAS, “sufficient textbooks or instructional materials” means that each pupil, including English learners, has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments. This does not require two sets of textbooks or instructional materials for each pupil.

THEREFORE BE IT RESOLVED, that the Governing Board of the Del Mar Union School District hereby determines, as required by Education Code Section 60119, that the school district has sufficient instructional materials for each pupil in the following areas:

1. Mathematics
2. Science
3. History-Social Science
4. English/Language Arts, including the English language development component of an adopted program
5. Health

PASSED AND ADOPTED by the Governing Board on October 24, 2007 by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Janet Lamborghini, Clerk of the Governing Board, do hereby certify that the foregoing is a full and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date: October 24, 2007

Janet Lamborghini, Clerk of the Governing Board

Thomas F. Bishop, Secretary of the Governing Board

October 24, 2007

To: Board Members

From: Tom Bishop

Subject: Board Approval, Resolution No. 2007-14 Regarding the Sufficiency of Instructional Materials for the 2007/2008 School Year, as Required by Education Code Section 60119

Resolution 2007-14 is presented this evening for the Board's approval. Approval of this resolution allows the District to secure textbook funding from the state.

Resolution 2007-14 incorporates additional language specified in the Williams settlement of 2004, which specifically identifies curriculum framework texts in various subject areas, and requires school districts to confirm sufficiency of materials in these subject areas. This resolution is submitted for your approval.

FISCAL IMPACT: No new expense.

RECOMMENDED: The Superintendent Recommends Approval of Resolution No. 2007-14 Regarding the Sufficiency of Instructional Materials for the 2007/2008 School Year, as Required by Education Code Section 60119.

5.2.1

Resolution 2007-14

7

Resolution 2007-14 of the Board of Trustees of the Del Mar Union School District Regarding the Sufficiency of Instructional Materials for the 2007/2008 School Year

On motion of Member _____, seconded by Member _____, the following resolution is adopted:

WHEREAS, in order to receive state instructional materials funds, the Governing Board is required by Education Code Section 60119 to hold a public hearing and adopt a resolution determining that each pupil has sufficient textbooks or instructional materials in each of the following subjects that are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education: mathematics, science, history-social science, English/Language Arts, including the English language development.

WHEREAS, as part of the hearing required, the Governing Board must also make a written determination as to whether each pupil enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the curriculum frameworks adopted by the state board for those subjects.

WHEREAS, "sufficient textbooks or instructional materials" means that each pupil, including English learners, has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments. This does not require two sets of textbooks or instructional materials for each pupil.

THEREFORE BE IT RESOLVED, that the Governing Board of the Del Mar Union School District hereby determines, as required by Education Code Section 60119, that the school district has sufficient instructional materials for each pupil in the following areas:

1. Mathematics
2. Science
3. History-Social Science
4. English/Language Arts, including the English language development component of an adopted program
5. Health

PASSED AND ADOPTED by the Governing Board on October 24, 2007 by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)) SS
COUNTY OF SAN DIEGO)

I, Janet Lamborghini, Clerk of the Governing Board, do hereby certify that the foregoing is a full and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date: October 24, 2007

Janet Lamborghini, Clerk of the Governing Board

Thomas F. Bishop, Secretary of the Governing Board

October 24, 2007

To: Board Members

From: Tom Bishop

Subject: Report: DMCTA President, David Skinner

DMCTA President, David Skinner, will be present to give a brief report to the Board.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

October 24, 2007

To: Board Members

From: Tom Bishop

Subject: Report: Del Mar School Education Foundation

DMSEF President Bob Gans will provide a brief report on DMSEF activities during the past month.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

5.4

October 16, 2007

To: Board Members
From: Janet Bernard
Through: Tom Bishop
Subject: Approval of Performance Agreement with Kris Hare,
Reading Specialist

Staff is requesting approval to contract with Kris Hare, a part-time Reading Specialist with the Encinitas Union School District, to train K-3 teachers on the administration of the DIBELS reading assessment. DIBELS (Dynamic Indicators of Basic Early Literacy Skills) is a series of one-minute assessments used to monitor the development of early reading skills. The DIBELS assessment is used in conjunction with the Developmental Reading Assessment (DRA) to gather individual student data for planning an appropriate instructional program for each student. The DIBELS workshops will be held at Torrey Hills School on November 7 for teachers at Grades K and 1, and on December 5 for teachers at Grades 2 and 3.

The contract for this work is available for review at the District Office.

FISCAL IMPACT:	Revenue:	Unrestricted	General	Fund
	Revenue			
	Expenditures:	This item was included in the curriculum budget during the 07-08 budget process.		
	Fund Balance:	There is no change to the Fund Balance		
RECOMMENDED:	The Superintendent Recommends Approval of the Performance Agreement with Kris Hare, Reading Specialist.			

*7.1

DEL MAR UNION SCHOOL DISTRICT PERFORMANCE AGREEMENT

This agreement is entered into this October 24, 2007, between the Del Mar Union School District, hereinafter called the District, and Kris Hare, Reading Specialist hereinafter called the Contractor.

1. Service to be rendered by the Contractor:

To provide training to K-3 teachers on the administration of the DIBELS Reading Assessment

2. Period covered by this Agreement:

*November 7, 2007, 12:45 p.m. – 2:45 p.m.
December 5, 2007, 12:45 p.m. – 2:45 p.m.*

3. Financial arrangements:

\$600 plus expenses

(Total Cost not to exceed: \$700)

Approved by the Board of Trustees:

Contractor's Signature
Kris Hare

Address
814 Morning Sun Drive, Encinitas, CA 92024

District Superintendent

Phone home 760-942-0484, cell 760-473-5447,
kristenhare@yahoo.com

Date

Tax ID Number

Date

NOTE: This agreement is not valid until it has been approved by the Board of Trustees.

October 24, 2007

To: Board Members

From: Tom Bishop

Subject: Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for July 1 – September 30, 2007

As the Board is aware, the governing boards of school districts in California are now required to review and approve the District's quarterly report of complaints regarding instructional materials, facilities and teacher staffing.

Attached for your approval is the third quarterly report of 2007 prepared for the period of July 1 through September 30, 2007. No complaints have been received for this period.

The San Diego County Office of Education has created a link on their website for school districts to electronically report the required information, and the Del Mar School District has completed the reporting process for the quarter specified here.

FISCAL IMPACT: None

RECOMMENDED: The Superintendent Recommends Approval of the Del Mar Union School District's Uniform Complaint Quarterly Report for July 1, 2007 – September 30, 2007

*8.1

SDCOE Williams Settlement

14

Quarterly Complaint Summary
ADD a new summary recordDistrict Number : Quarter to Add:

Please fill in the following table. Enter 0 in any cell that does not apply.

	Number of Complaints for Quarter		
	Received	Resolved	Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0

Submitted By: Title:

Add Quarter Record

15

Williams Compliant Summary SDCOE Services

[Back to Home Menu](#)

The Complaint Summary Record has been added.

October 17, 2007

To: Board Members

From: Janet Bernard

Through: Tom Bishop

Subject: Board Discussion with Possible Action, Strategic Planning Action Team Charter Documents for the Four Proposed Action Teams

On October 3-5, 2007, a group of fifty energetic and positive Del Mar Union School District stakeholders met to discuss long-range strategies to help improve the educational program for DMUSD students over the next five years. Participants included parents, teachers, principals, directors, board members, classified staff, and community members. Three key outcomes were realized from the 2-½ day event. These outcomes include:

- The deployment of a small committee of five members to study possible revisions to the District's mission statement. Change recommendations will be brought back to the Board for consideration in the spring of 2008.
- A new format for developing the District's annual Goals and Objectives. Commencing in 2008-09, the District will use a "balanced scorecard" tool, which provides greater detail on how each objective will be achieved and measured.
- Reaching consensus on the following four areas of focus over the next five years:

1. Health, Wellness, and Physical Education

The District is in need of a districtwide program for physical education. How can we better teach physical education? How can we better teach physical, social, and emotional well-being and promote healthy living for all students?

2. Professional Learning Communities

Building upon the PLC work that is currently being done is necessary to further improve student achievement over the next five years. How can the District increase opportunities for teachers to share best practices and for finding greater meaning and application on the use of student data to improve learning?

3. Meeting the Needs of All Students

Student achievement and success is our most important priority. How can the District better provide a high quality educational program for each student, including highly advanced students, English learners, special education students, and students with exceptional skills in a specific curricular area? How can the District support teachers with more opportunities to nurture the concept of developing the "whole child"?

4. Securing Permanent Funding for the Enrichment Program

The District Enrichment Program has provided a balanced educational program for students over the last eight years. Enrichment science, music, art, technology, and sometimes physical education, have successfully complemented the core academic program. Funded by the District and dependent upon the generous financial support from the DMUSD parent community each year, a portion of the program is financially tenuous. How can the District secure an ongoing funding source so that there is no threat to the program being eliminated or reduced over the next five years?

The Board may wish to consider deploying Action Teams for the 07-08 school year to address any of the above focus areas. An Action Team would be responsible for developing a written multi-year plan that addresses new strategies and actions for implementation in the focus area. If Action Teams were deployed, the following draft of timeline of activities would occur in 2007-08:

October-November	Volunteers sought for Action Team membership (parents, staff, community members, consultants)
November 29	Training for action team leaders/co-leaders

December – April

Action Team meetings
Development of plans

May

Present plans to District Strategic
Planning Team

FISCAL IMPACT: To Be Determined.

RECOMMENDED: The Superintendent Recommends that the Board
Discuss the Identified Focus Areas for the District's
Strategic Plan and Provide Direction for Next Steps.

October 24, 2007

To: Board Members
From: Tom Bishop
Subject: 08/09 Foreign Language Options

At its September 26 meeting, the Board discussed DMUSD foreign language options for the 08/09 school year, and asked staff to find out if the DMUSD currently employs any Bilingual Certified Spanish speaking teachers and what impact an immersion program might have on CST scores.

District personnel records show that the DMUSD currently employs two Bilingual Certified Spanish teachers who have been providing instruction exclusively in English for the past few years. Neither teacher is interested in teaching Spanish at this time.

Staff contacted the Encinitas School District to find out what happened to CST scores at Capri after the school began a dual immersion program in Spanish at the kindergarten level in 2004/2005. English speakers at Grade 3 actually did as well as their counterparts in all English. However, there was a slight drop amongst second language Spanish speakers. By sixth grade when students are instructed in English 50% of the day and Spanish 50% of the day, the majority of students are performing as well or better than students in all English classrooms.

At this point, the Board has several options to consider for foreign language implementation in 08/09:

- A. Begin a Spanish immersion "school within a school" program for 40 kindergarten students at Sycamore Ridge School, assuming that the District can hire three or four Spanish Certified Bilingual teachers who are fluent in Spanish by mid-summer, and also assuming that forty 08/09 kindergarten parents enroll their kindergarten student in the new immersion program. If the program is successful in 08/09, the number of students enrolled in the program will gradually expand to about 250-270 students during the next seven years. If more than forty kindergarten students apply for admission to this program in 08/09, the District will hold a lottery (as required by law).

- B. Require one or more sites to hire a Spanish Certified Bilingual teacher and place Spanish into the enrichment program. This will also require the Board to remove one 07/08 enrichment teacher (Art, Music, Technology, Science, or PE) from the 08/09 enrichment program. To date, no site principal has supported this "enrichment" model for 08/09.
- C. It is conceivable that a site principal and staff might create a 08/09 foreign language model that is neither enrichment nor immersion. If a site determines that a "third" model has possible merit, the site principal will need to create a written proposal for the superintendent and Board to review. The written proposal must address instructional goals, instructional methodology, instructional time, instructional measurement (how do you measure if the model successfully meets its goals), and staffing requirements.
- D. Delay foreign language implementation for several years and concentrate the efforts of administrators and teachers on the implementation of new Action Team recommendations that may be approved by the Board in the spring of 2008.

NOTE: During the October 9 meeting of the PTA Presidents Advisory Committee, the eight PTA Presidents unanimously endorsed the 08/09 implementation of the "school within a school" Spanish immersion program at Sycamore Ridge, and also asked the District to explore the feasibility of providing certificated instruction in a foreign language before school or after school with parents paying tuition for the instruction. Janet Bernard will be glad to provide some preliminary answers to some feasibility questions regarding before or after school foreign language programs.

Depending on the Board's discussion tonight, staff will be glad to bring this item back again on November 14.

FISCAL IMPACT:

Revenue: This program will be supported by the General Fund Unrestricted Revenues.

Expenses: This program was not part of the 07/08 budget process. Some start-up costs may be incurred during the 07/08 school year. Increased costs in the 08/09 school year will be addressed during the 08/09 budget process.

Fund Balance: This program will reduce the fund balance in 07/08 and 08/09.

October 24, 2007

To: Board Members

From: Tom Bishop

Subject: Review of BP/AR 1325: Community Relations (Includes Flyer Distribution)

Board Members Easton and White met with Superintendent Bishop and Executive Assistant Sherry Forte to review and discuss possible revisions to BP/AR 1325: Community Relations. Board Members Easton and White are recommending approval of revised BP/AR 1325 (attached).

Additions are identified by language in ***bold italics*** and deletions are identified by ~~strikethroughs~~.

DEL MAR UNION SCHOOL DISTRICT
COMMUNITY RELATIONS

BOARD POLICY 1325: ADVERTISING AND PROMOTION

The primary function of the school and school personnel is to educate children. However, in order to promote positive relationships between the schools and community organizations, the Governing Board of the Del Mar Union School District desires to cooperate with community organizations, who provide strong support for our schools, by agreeing to publicize services, special events and public meetings of interest to students and parents/guardians that meet specific district guidelines.

The Superintendent or designee shall develop regulations that delineate guidelines for materials sent home to students and for those materials approved for counter distribution.

All distribution of materials will ultimately be at the discretion of the Superintendent or designee according to adopted guidelines. The Superintendent or designee may approve the distribution of materials prepared by organizations which are school-sponsored, further the district's intended purpose, directly benefit the students, support the basic educational mission of the district or be of intrinsic value to the students. Materials shall not promote any particular religious or political interest.

Legal Reference:

EDUCATION CODE

7050-7058 *Political activities of school officers and employees*

35160 *Authority of governing boards*

35160.1 *Broad authority of school districts*

35172 *Promotional activities*

38130-38138 *Civic Center Act*

48907 *Student exercise of free expression*

BUSINESS AND PROFESSIONS CODE

25664 *Advertisements encouraging minors to drink*

U.S. CONSTITUTION

Amendment 1, Freedom of speech and expression

COURT CASES

DiLoreto v. Downey Unified School District, (1999) 196 F.3d 958

Yeo v. Town of Lexington, (1997) U.S. First Circuit Court of Appeals, No. 96-1623

Hemry v. School Board of Colorado Springs, (D.Col. 1991) 760 F.Supp. 856

Bright v. Los Angeles Unified School District, (1976) 134 Cal. Rptr. 639, 556 P.2d 1090, 18 Cal. 3d 350

Lehman v. Shaker Heights, (1974) 418 U.S. 298

Board Policy/Administrative Regulation 1325 (replaces B.P./A.R. 1006 approved Sept. 25, 2002)

Reviewed by the Board of Trustees: November 16, 2005

2nd Reading and Approval by the Board of Trustees: December 14, 2005

Presented with Revisions for Approval by the Board of Trustees: October 24, 2007

DEL MAR UNION SCHOOL DISTRICT
COMMUNITY RELATIONS

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Reviewed by the Board of Trustees: November 16, 2005

2nd Reading and Approval by the Board of Trustees: December 14, 2005

Presented with Revisions for Approval by the Board of Trustees: October 24, 1007

DEL MAR UNION SCHOOL DISTRICT
COMMUNITY RELATIONS

BOARD POLICY 1325: ADVERTISING AND PROMOTION

The primary function of the school and school personnel is to educate children. However, in order to promote positive relationships between the schools and community organizations, the Governing Board of the Del Mar Union School District desires to cooperate with community organizations, who provide strong support for our schools, by agreeing to publicize services, special events and public meetings of interest to students and parents/guardians that meet specific district guidelines.

The Superintendent or designee shall develop regulations that delineate guidelines for materials sent home to students and for those materials approved for counter distribution.

All distribution of materials will ultimately be at the discretion of the Superintendent or designee according to adopted guidelines. The Superintendent or designee may approve the distribution of materials prepared by organizations which are school-sponsored, further the district's intended purpose, directly benefit the students, support the basic educational mission of the district or be of intrinsic value to the students. Materials shall not promote any particular religious or political interest.

Legal Reference:

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U.S. CONSTITUTION

Amendment I, Freedom of speech and expression

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DEL MAR UNION SCHOOL DISTRICT
COMMUNITY RELATIONS

ADMINISTRATIVE REGULATION TO BOARD POLICY 1325:
ADVERTISING AND PROMOTION

Distribution of Materials to Students/School Personnel

~~Materials may be distributed or posted in district schools only when prior approval has been granted by the Superintendent or his designee.~~

Criteria for Distribution of School-Sponsored Flyer

~~School-sponsored information (PTA, Site Council, etc.): The principal is directly responsible for the **approval of** content and distribution of individual school-sponsored flyers. **These include the PTA, Site Council and other school related organizations.**~~

~~District-sponsored information (Parental Rights, Immunization Requirements, DMSEF, Personnel Bulletins, etc.): The originator is directly responsible for the content and distribution of district-sponsored flyers. The principal is responsible for any clarification necessary.~~

Criteria for Distribution of Community (Non-School Sponsored) Flyers

~~Before distribution,~~ **The Superintendent or his/her designee *is directly responsible for the approval and content of community flyers and* shall review all flyers to assure that it complies with the provisions of Board Policy and administrative regulations.**

Materials must meet the following criteria in order to be distributed to students:

1. Agency distributing must be non-profit, and be an established entity operating as a business (not an in-home cottage operation).
2. If a fee is involved, scholarships must be provided, and it must be noted on the flyer.
3. A majority of the activities specified must be age-appropriate for K-6 students ***including 6th grade students transitioning to 7th grade during the summer months.***
4. No more than one flyer per month, per organization will be distributed.

Board Policy/Administrative Regulation 1325 (replaces B.P./A.R. 1006 approved Sept. 25, 2002)
Reviewed by the Board of Trustees: November 16, 2005
2nd Reading and Approval by the Board of Trustees: December 14, 2005
Presented with Revisions for Approval by the Board of Trustees: October 24, 2007

5. The activity must fall within the boundaries of the Del Mar Union School District. In the case of sports teams, at least half of the games must be played within the boundaries of the Del Mar School District/*Carmel Valley/Rancho Santa Fe/Solana Beach area*.
6. Non-profit organizations operating outside the Del Mar School District may be authorized if ~~all other~~ *numbers 1-4 above* criteria are met. ~~and they are participating in the DMUSD PTA sponsored Summer Camp and Activities Fair.~~

Procedures for Distribution of Materials to Students

A copy of the flyer must be brought to the Superintendent or designee for review.

~~If the above guidelines have been met and~~ the flyer has been approved by the Superintendent or his/her designee, the following ~~procedure~~ steps must be *adhered to* when distributing flyers:

- 1.
2. An approval form from the Superintendent or designee will be issued to the organization requesting distribution. The authorization must be presented at each school site before the site will distribute the flyer to students.
3. A file copy of the authorization will remain in the district office.
4. All flyers or announcements will be bundled as specified by the Superintendent or designee and delivered to the school sites by 3:00 p.m. on the preceding Friday in order to be included in the weekly envelope the following week.
5. Flyers will not be distributed during the first week of school or during any week which may result in a conflict with the distribution of district materials.

DEL MAR UNION SCHOOL DISTRICT
ADVERTISING AND PROMOTION
Exhibit 1

Helpful Reminders

The district has supported the practice of permitting qualified organizations to distribute flyers through students. On a regular basis, it is not unusual for our district office to receive as many as 10-20 requests per week to distribute flyers. In order to assist the school personnel who perform this service, the district office has implemented guidelines to ensure that flyers are distributed in an orderly and timely manner.

We realize that timelines are often rushed and deadlines are challenging. However, please be reminded of the following requirements:

- An approval sheet must be obtained before dropping off flyers. When you receive your approval sheet from the district office, please make enough copies so that every school will receive a copy of the approval notification for their files.
- Flyers should be delivered to the school sites no later than 3:00 p.m. on the Friday before the week of distribution (usually Wednesdays).
- In order to allow enough time for the flyers to meet the Friday deadline, please give the district office adequate time to issue approval sheets.
- Please provide accurate fax numbers in which to issue approvals (correct area codes, operational fax machines, etc.). Incorrect fax or non-operational fax numbers can cause delays.

Your cooperation is appreciated and will assist us in serving your organization.

Del Mar Union School District
Office of the Superintendent

Board Policy/Administrative Regulation 1325 (replaces B.P./A.R. 1006 approved Sept. 25, 2002)

Reviewed by the Board of Trustees: November 16, 2005

2nd Reading and Approval by the Board of Trustees: December 14, 2005

Presented with Revisions for Approval by the Board of Trustees: October 24, 2007

PLEASE SEE DISTRICT MATERIAL IN THE DISTRICT OFFICE FOR EXHIBIT
(2)1325 ENTITLED "FLYER DISTRIBUTION-SCHOOL ADDRESS/BUNDLING
REQUIREMENTS"

Board Policy/Administrative Regulation 1325 (replaces B.P./A.R. 1006 approved Sept. 25, 2002)
Reviewed by the Board of Trustees: November 16, 2005
2nd Reading and Approval by the Board of Trustees: December 14, 2005
Presented with Revisions for Approval by the Board of Trustees: October 24, 2007

October 17, 2007

To: Board of Trustees

From: Trish Snider

Through: Tom Bishop

Subject: Board Acceptance of Automatic External Defibrillators (AED) and Board Approval of Agreement Between San Diego Medical Services Enterprise (SDMSE) Automatic External Defibrillator (AED)/Public Access Defibrillation (PAD) Program and the DMUSD

Many school districts in San Diego County are placing the Automatic External Defibrillators (AEDs) on their campuses. Mr. and Mrs. Marshall Merrifield have donated eight (8) AEDs to the Del Mar Union School District.

Previous concerns regarding liability and responsibility for servicing these machines as well as the initial cost of the machine themselves, caused the District to decide not to implement this program several years ago.

With the passage of AB254 liability issues have been ameliorated. The stipulations of oversight by a medical director, training for staff and servicing of the machine can be met through a very reasonable contract with San Diego Project Heartbeat and through our CPR training sessions. The cost of the contract will be a special rate of \$62.50 for the first AED and \$25.00 for the remaining seven school sites or approximately \$1737.50 annually.

It is recommended that Del Mar School District accept the generous donation of eight AEDs from Mr. and Mrs. Merrifield and implement the San Diego Project Heartbeat Program. In addition, it is recommended that one additional machine be purchased for the district office at a one time cost of \$1495.00

FISCAL IMPACT:

Revenue: Unrestricted General Fund Revenue will pay for this expenditure.

Expenditure: This item was not included in the 2007-2008 budget process.

Fund Balance: Fund Balance in the unrestricted General Fund will be reduced by \$3,232.50 in 2007-2008.

RECOMMENDED:

The Superintendent recommends that Del Mar School District accept the generous donation of eight AEDs from Mr. and Mrs. Merrifield and implement the San Diego Project Heartbeat Program. In addition, it is recommended that one additional machine be purchased for the district office.

Schools District's	AED'S
Carlsbad Unified	20
Chula Vista Elem. Sch. Dist	45
Coronado Unified	10
Encinitas Union	11
Escondido Union High Dist.	10
Grossmont Union High Dist.	25
National School District	12
Poway Unified(Individual Sites)	5
San Dieguito Union High	12
San Marcos High Schools	4
San Pasqual Union	2
San Ysidro Union	12
Santee Union	13
South Bay Union	14
Sweetwater Union High	32
Vista Unified (individual sites)	3
Total	230

Private Schools	AED's
Cathedral Catholic High	4
Maranatha Christian School	1
Monarch School	1
San Diego Jewish Academy	2
School of the Madeleine	2
St. Patrick Parish	1
St. Mary School	1
Total	12
Total	242

Note: Not all of Poway School District is on board, **only three** schools.

Note: Not all of Vista School District is on board, **only two** schools.

SAN DIEGO MEDICAL SERVICES ENTERPRISE
AED / PAD PROGRAM
SERVICE LEVEL AGREEMENT

An agreement between San Diego Medical Services Enterprise (SDMSE) Automatic External Defibrillator (AED) / Public Access Defibrillation (PAD) Program and
 (Name/Title) Del Mar Union School District, Thomas F. Bishop, Superintendent
 (Address) 225 9th Street, Del Mar, CA 92014
 for the period beginning November 1, 2007 through November 8, 2007.
 This agreement will provide program management for 9 AED unit(s) on site.

The purpose and objective of this agreement is to acknowledge that SDMSE PAD Program staff will provide training and PAD Program management services as outlined in "Service Activities".

"**Service Activities**" include instruction of required training and complete PAD Program Management services as follows:

PHASE I "Training." Identified persons to be trained in the use of AED's as required by CCR Title 22, will receive instruction in the following subjects: Basic Life Support to include but not be limited to; Adult and / or Pediatric CPR, Foreign Body Airway Obstruction and the proper use of an AED. First Aid Training may be included at an additional rate. Re-certification training is addressed bi-annually and according to the length of the Service Level Agreement. Refresher training as required currently at every twelve months shall be arranged and agreed upon by both parties as seen fit for each individual PAD Program. PAD Program Pricing rates as listed for training shall apply to this Service Level Agreement.

PHASE II "PAD Program Management." Minimum management service activities include; required Physician Medical Oversight, the arrangement of this Service Level Agreement, 24 hour AED Emergency Contact Service with a designated SDMSE PAD Program staff member and complete record keeping services to assure quality program management. This service will be provided at a rate of \$125.00 for the first AED, \$25.00 for each additional AED. Annual reinstatement: \$75.00 for the first AED, \$25.00 for each additional AED, up to 10. After 10 AEDs, the price for management is \$10.00.

PHASE III "Incident Management." The services described below are effective at the time of an AED deployment incident should an incident occur. These services are payable at a rate of \$55.00 per hour. A separate charge for the replacement of electrodes at \$50.00 each shall be expected in the case of a deployment incident. Should a deployment incident occur a SDMSE PAD Program representative will be notified and will arrive at scene within the time frame of four hours from formal point of notification, to perform the following services; on-site downloading of data from the deployed AED unit data card, replace electrodes, process and file required reports at the time of an incident for quality assurance and management purposes. Critical Incident Stress Debriefing (CISD) can be arranged within 48 hours of the incident to provide counseling services for the individuals involved. Certified SDMSE PAD Program Associates are available for this service. * In the event that a company owns an AED other than a Cardiac Science AED, please see the note at end of agreement.

SDMSE PAD Program Training and Management Responsibilities

- Provide Physician Medical Oversight as is required in CCR Title 22.
- Provide quality PAD Program Staff to include a CA. State licensed Physician / Surgeon, a PAD Program Coordinator and other qualified personnel to offer 24-hour AED emergency contact service.
- Provide qualified instructors to administer training and instruction as required through CCR Title 22.
- Instructors will have completed all required training and possess the necessary credentials to be eligible to serve as a primary instructor in all of the above listed instruction.
- Instructors will use course curricula and materials approved by the American Heart Association (AHA) for CPR/AED training.
- SDMSE will provide a suitable instructional classroom with the necessary training equipment, basic audio/visual equipment and supplies.
- Provide record keeping services for program management, service level agreements, certifications, incident correspondence, and data collection and re-certification notification.
- SDMSE Finance Department will invoice Del Mar Union School District within ten days from the date of services rendered.

(Private/Public Sector) Responsibilities

- DMUSD will reimburse SDMSE for all Service Activities rendered as outlined within this Service Level Agreement sixty days from the date of invoice for the services provided. All payment remittance will be sent to:

San Diego Medical Services Enterprise
10405 San Diego Mission Road Suite 100
San Diego, CA. 92108
- DMUSD will arrange the necessary re-certification and refresher training with the SDMSE PAD Program staff within a timely basis so not to allow a lapse in certification.

or through JPA contract
- DMUSD will select a PAD Program liaison to manage and be the contact person for its PAD Program site. Responsibilities of this position will include oversight of daily maintenance checks, scheduling recertification and refresher courses and all necessary correspondence between the site and SDMSE PAD Program Manager.

- DMUSD will follow all requirements as outlined for a PAD Program as written within CA State AB2041 and CCR Title 22.
- The use of the classroom or facility designated for PAD Program AED training shall be used solely for that purpose. Any unauthorized use shall constitute a substantial default and subject this agreement to termination.

Schedules and Time Lines

- All training or other related schedules and time lines related to this Service Level Agreement are to be established between SDMSE PAD Program Personnel and Del Mar Union School District.

Dispute Resolution Process

- Initial disputes if they should arise will be discussed and a resolution sought between DMUSD and the SDMSE PAD Program Coordinator.
- If resolution is not achieved, second- and third-level supervisors from SDMSE and DMUSD or their designee will seek resolution.

Upon signing this service agreement, DMUSD will be invoiced only for "services agreed upon and rendered" for program management as set forth by this service level agreement.

All invoices generated from services rendered are due within 60 days of receipt of invoice. A 5% late fee for the total amount due will be added after 60 days from the date of invoice. An additional 5% late fee will be applied every 30 days past the due date.

Modification of this Service Level Agreement

This Service Level Agreement may only be modified with the prior written approval of both parties.

Trish Snider, 858/755-9301
PAD Program Site Liaison / Contact Number

 SDMSE PAD Program Coordinator / Date

 Authorized Entity Signature / Date

* For program participants who utilize AEDs other than the Cardiac Science manufactured AED units, it is recommended that the facility owning these units has a back stock of supplies, (defibrillator pads, spare battery etc...), and needed equipment (i.e. downloading software) per the manufacturers' recommendation.

** Incident Management will be invoiced for a minimum of four hours of service between the hours of 1800 hours to 0600 hours Monday through Friday and all hours Saturday and Sunday, as well as all City recognized Holidays within San Diego County limits. An hourly cost for Incident Management will be incurred for entities requesting staff response outside of the San Diego County limits at all times.

PUBLIC ACCESS DEFIBRILLATION (PAD) PROGRAM
SITE LOCATION RESPONSIBILITIES

1. SITE LOCATION MUST HAVE A PAD PROGRAM LIAISON(S) TO MAINTAIN AND PERFORM DUTIES OF PAD PROGRAM ON SITE. SAN DIEGO PROJECT HEART BEAT (SDPHB) MUST BE INFORMED OF THE NAME AND PHONE NUMBERS OF THIS PERSON(S).
2. SITE LOCATION MUST HAVE A TRAINED RESCUER ON THE PREMISES DURING NORMAL BUSINESS HOURS. ALL PERSONNEL SHOULD BE MADE AWARE OF THE TRAINED RESCUERS. (Refer to AB2041)
3. LOCATION OF AUTOMATIC EXTERNAL DEFIBRILLATOR (AED) SHOULD BE CENTRALLY LOCATED AND EASILY ACCESSIBLE. ALL PERSONNEL MUST BE AWARE OF AED LOCATION.
4. AED UNIT MUST BE VISUALLY INSPECTED ON A DAILY OR WEEKLY BASIS. THIS VISUAL INSPECTION MUST BE DOCUMENTED ON THE MAINTENANCE CHECK OFF LIST. THE PAD PROGRAM LIAISON WILL BE RESPONSIBLE TO REPORT THIS INFORMATION TO SDPHB STAFF EITHER BY FAX, POSTAL SERVICE, INTER-OFFICE MAIL OR E-MAIL ON A MONTHLY BASIS.
5. STANDARD OPERATION PROCEDURES (SOP) MANUAL MUST BE AVAILABLE TO ALL PERSONNEL SO THAT THEY MAY HAVE A THOROUGH UNDERSTANDING OF THE PAD PROGRAM IN PLACE AT THEIR SITE.
6. ALL SITE LOCATION RESCUERS ARE RESPONSIBLE FOR MAINTAINING THEIR CERTIFICATIONS AND NEED TO MAINTAIN COMMUNICATIONS WITH THE PAD PROGRAM LIAISON IN THIS REGARD.
7. ALL PAD PROGRAM SITES MUST COMPLY WITH THE REGULATIONS AND PROTOCOLS THAT GOVERN AUTOMATIC EXTERNAL DEFIBRILLATION USE AND APPLICATIONS.

PAD PROGRAM LIAISON(S) RESPONSIBILITIES

8. MAINTAIN COMMUNICATIONS WITH SDPHB STAFF REGARDING ALL PERTINENT INFORMATION IN REGARD TO THEIR SITE PROGRAM.
9. NOTIFY SDPHB STAFF IN THE EVENT OF AN AED DEPLOYMENT SO THAT THEY CAN RESPOND TO THE SCENE.
10. MAINTAIN COMMUNICATIONS ON A MONTHLY BASIS FOR MAINTENANCE OF THE AED UNIT.
11. INSURE THAT ALL PAD PROGRAM RESCUERS ON SITE MAINTAIN THEIR CERTIFICATIONS THROUGH TRAINING AND RELAY THAT INFORMATION TO SDPHB STAFF FROM THE CLASS ROSTERS. ROSTER SHEETS MAY BE FAXED, E-MAILED OR MAILED TO SDPHB OFFICE.

FAX: (619) 243-0913. E-MAIL: sdprojectheartbeat@sandiego.gov

**ALL PROGRAM LIAISONS MUST ATTEND AN ORIENTATION
CONTACT PROGRAM STAFF TO SCHEDULE SESSION**

SAN DIEGO PROJECT HEART BEAT CONTACT PHONE NUMBERS

MAIN OFFICE NUMBER TOLL FREE: 1-866-4HEARTU OR 1-866-443-2788

MAUREEN O'CONNOR

PROGRAM MANAGER / COORDINATOR (619) 243-0911
 Pager (619) 232-2237 #1324 Cell (619) 726-6527

ENRIQUE CHRISTOPHERSON

CARDIAC SCIENCE REGIONAL SALES REPRESENTATIVE
 Cell (949) 294-5977 Toll-free (888) 274-3342 ext. 3363

DAN BEEBE

TRAINING CENTER COORIDINATOR (619) 243-0910
 Pager (619) 232-2237 #1278 Cell (619) 726-6529

STEPHANIE HOUGHTON

ADMINISTRATIVE ASSISTANT
RECEPTION DESK (619) 243-0909



A COMMUNITY EFFORT TO SAVE LIVES!!

Grant Applicant,

San Diego Project Heart Beat (SDPHB), San Diego County's Public Access Defibrillation Program, has one main goal: "to save lives through early defibrillation." To reach that goal, our objective is to make automatic external defibrillators (AED's) as accessible as fire extinguishers throughout the county.

Joining the SDPHB team is easy, accessible and affordable. Realizing this is not necessarily the case for all groups, businesses and organizations, SDPHB is offering financial assistance to provide Phase II, PAD Program Management at a discounted rate to qualifying applicants. A 50% discounted rate will apply to the fee for the first AED covered by the Service Level Agreement. The cost of \$25.00 per AED unit thereafter, up to ten AED units, will remain the same as stated in the program price list.

Simply complete the attached application form. Please be thorough in expressing the requested information and feel free to add any additional information or pages that would benefit a positive approval of your application. Send completed grant application forms to:

San Diego Project Heart Beat
10405 San Diego Mission Road, Suite 100
San Diego, CA. 92108
Forms may also be faxed into (619) 243-0913

Any questions related to the grant application can be directed to:
PAD Program Coordinator at: (619) 243-0911

FINANCIAL ASSISTANCE GRANT APPLICATION FOR PAD PROGRAM MANAGEMENT

Del Mar Union School District
REQUESTING ORGANIZATION NAME:

10/24/07
DATE OF REQUEST:

Please briefly describe the type of service your organization provides to the Community:
Public K - 6th grade elementary school.

Print name: Thomas F. Bishop Contact Phone Number: 858/523-6198
Signature: _____

Price of Program Management quoted can be subject to change.

SAN DIEGO PROJECT HEART BEAT ♥ PUBLIC ACCESS DEFIBRILLATION PROGRAMS
10405 San Diego Mission Road Suite 100 ♥ San Diego, California 92108 ♥ Phone (866) 4HEARTU

Grant App PM 3/03
Copyright 2002. San Diego Project Heart Beat and SDMSF

ASSEMBLY BILL**No. 254**

**Introduced by Assembly Member Nakanishi
(Coauthor: Assembly Member Salinas)**

February 8, 2005

An act to amend Section 1797.196 of the Health and Safety Code, relating to emergency medical services.

LEGISLATIVE COUNSEL'S DIGEST

AB 254, as introduced, Nakanishi. Emergency medical services: automatic external defibrillators.

Existing law, the Emergency Medical Services System and the Prehospital Emergency Medical Care Personnel Act, permits each county to establish an emergency medical services program under which the county is required to designate a local emergency medical services agency (EMS agency). The act authorizes the local EMS agency to implement a trauma care system if the system meets the minimum standards set forth in the regulations established by the Emergency Medical Services Authority and the authority has approved a plan.

Existing law authorizes the authority to establish minimum standards for the training and use of automatic external defibrillators and requires persons or entities that acquire the defibrillators to comply with maintenance, testing, and training requirements, which are scheduled to change on January 1, 2008. Existing law, until January 1, 2008, provides immunity from civil damages for those persons or entities, and sets forth tenant notice and other requirements for building owners in which an AED is placed.

This bill would make those tenant notice provisions applicable to commercial, residential, and industrial buildings, and would set forth

principal or superintendent staff notice and other requirements for an AED placed in a public or private K-12 school.

Vote: majority. Appropriation: no. Fiscal committee: no.
State-mandated local program: no.

The people of the State of California do enact as follows:

1 SECTION 1. Section 1797.196 of the Health and Safety
2 Code, as amended by Section 181 of Chapter 62 of the Statutes
3 of 2003, is amended to read:

4 1797.196. (a) For purposes of this section, "AED" or
5 "defibrillator" means an automated or automatic external
6 defibrillator.

7 (b) In order to ensure public safety, any person or entity that
8 acquires an AED is not liable for any civil damages resulting
9 from any acts or omissions in the rendering of the emergency
10 care under subdivision (b) of Section 1714.21 of the Civil Code,
11 if that person or entity does all of the following:

12 (1) Complies with all regulations governing the placement of
13 an AED.

14 (2) Ensures all of the following:

15 (A) That the AED is maintained and regularly tested according
16 to the operation and maintenance guidelines set forth by the
17 manufacturer, the American Heart Association, and the American
18 Red Cross, and according to any applicable rules and regulations
19 set forth by the governmental authority under the federal Food
20 and Drug Administration and any other applicable state and
21 federal authority.

22 (B) That the AED is checked for readiness after each use and
23 at least once every 30 days if the AED has not been used in the
24 preceding 30 days. Records of these checks shall be maintained.

25 (C) That any person who renders emergency care or treatment
26 on a person in cardiac arrest by using an AED activates the
27 emergency medical services system as soon as possible, and
28 reports any use of the AED to the licensed physician and to the
29 local EMS agency.

30 (D) For every AED unit acquired up to five units, no less than
31 one employee per AED unit shall complete a training course in
32 cardiopulmonary resuscitation and AED use that complies with
33 the regulations adopted by the Emergency Medical Service

1 Authority and the standards of the American Heart Association
2 or the American Red Cross. After the first five AED units are
3 acquired, for each additional five AED units acquired, one
4 employee shall be trained beginning with the first AED unit
5 acquired. Acquirers of AED units shall have trained employees
6 who should be available to respond to an emergency that may
7 involve the use of an AED unit during normal operating hours.

8 (E) That there is a written plan that describes the procedures to
9 be followed in the event of an emergency that may involve the
10 use of an AED, to ensure compliance with the requirements of
11 this section. The written plan shall include, but not be limited to,
12 immediate notification of 911 and trained office personnel at the
13 start of AED procedures.

14 (3) ~~Building~~ *When an AED is placed in a commercial,*
15 *residential, or industrial building, building owners ensure that*
16 *tenants annually receive a brochure, approved as to content and*
17 *style by the American Heart Association or American Red Cross,*
18 *which describes the proper use of an AED, and also ensure that*
19 *similar information is posted next to any installed AED.*

20 (4) ~~No~~ *When an AED is placed in a commercial, residential, or*
21 *industrial building, no less than once a year, building owners will*
22 *shall notify their tenants as to the location of AED units in the*
23 *building.*

24 (5) *When an AED is placed in a public or private K-12 school,*
25 *the principal or superintendent shall ensure that the school*
26 *administrators and staff annually receive a brochure, approved*
27 *as to contents and style by the American Heart Association or the*
28 *American Red Cross, that describes the proper use of an AED.*
29 *The principal or superintendent shall also ensure that similar*
30 *information is posted next to every AED. The principal or*
31 *superintendent shall, at least annually, notify school employees*
32 *as to the location of all AED units on the campus.*

33 (c) Any person or entity that supplies an AED shall do all of
34 the following:

35 (1) Notify an agent of the local EMS agency of the existence,
36 location, and type of AED acquired.

37 (2) Provide to the acquirer of the AED all information
38 governing the use, installation, operation, training, and
39 maintenance of the AED.

1 (d) A violation of this provision is not subject to penalties
2 pursuant to Section 1798.206.

3 (e) The protections specified in this section do not apply in the
4 case of personal injury or wrongful death that results from the
5 gross negligence or willful or wanton misconduct of the person
6 who renders emergency care or treatment by the use of an AED.

7 (f) Nothing in this section or Section 1714.21 may be
8 construed to require a building owner or a building manager to
9 acquire and have installed an AED in any building.

10 (g) This section shall remain in effect only until January 1,
11 2008, and as of that date is repealed, unless a later enacted
12 statute, that is enacted before January 1, 2008, deletes or extends
13 that date.

AED AUTOMATED EXTERNAL DEFIBRILLATOR PROGRAM

WHAT IS SUDDEN CARDIAC ARREST?

The leading cause of death in the United States is sudden cardiac arrest. Over 465,000 people die each year from sudden cardiac arrest.

The most common cause of sudden cardiac arrest is ventricular fibrillation – when the heart's electrical impulses become irregular and the heart is unable to pump oxygen rich blood throughout the body.

WHAT IS DEFIBRILLATION?

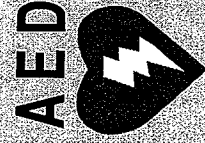
Defibrillation sends an electrical current through an erratically beating heart to restore an organized heart rhythm.

WHAT IS AN AED?

An AED is an Automated External Defibrillator. These devices are safe, effective, easy to use and may restore the heart to a normal rhythm.

AEDs SAVE LIVES

AEDs are designed to be used by non-medical personnel. The new generation of AEDs analyzes a victim's condition and, if necessary, delivers an electrical shock to the heart to optimally reverse sudden cardiac arrest. One-button operation with clear voice directions and automatic analysis enables a person with minimal or no training to use the device.



HOW TO USE AN AED

In the event of a sudden cardiac arrest, initiate the chain of survival:

1. **Get Help:**
 - Assess victim's responsiveness. Tap shoulders and shout: "Are you okay?" **Call 911.** Use phone to tell dispatchers of the victim's location. Bring the closest AED to the victim.
2. **Check for Breathing; Assess Airway**
 - Perform head-tilt, chin-lift to open the airway. Assess **Breathing.** Look, listen, and feel. If breathing is absent, deliver two slow rescue breaths. Initiate compressions as outlined below in the CPR steps.
3. **Perform CPR until AED arrives:**
 - (If AED is present, begin by applying AED).
 - Ventilate. Give two slow rescue breaths.
 - Compress and release chest wall (mid-nipple line) 30 times (approximately 100 compressions per minute)
 - Continue CPR ratio of 30 compressions/two breaths. Check for signs of circulation after two minutes (5 cycles) and every few minutes thereafter.
4. **Defibrillate:**
 - When the AED arrives:**
 - Place AED near the victim on the same side as the rescuer.
 - Activate the AED unit by opening case.
 - Bare and prepare the chest (cut or tear away clothing, shave chest hair if necessary, and dry the chest, if wet).
 - Follow AED verbal and/or visual prompts.
 - Allow AED to analyze victim's heart rhythm.
 - Totally automatic AED will shock victim as required. Some older units will prompt rescuer to press button to deliver shock.
 - Continue care as AED unit instructs.

AEDS AT CITY COLLEGE

**If you deploy an AED
at City College call
Student Health Services Director
619.388.3450**

AEDs Available During Hours of Operation:

- ♥ Cafeteria, D-12
 - ♥ College Police Office, T-211
 - ♥ Cosmetology, S Bldg.
 - ♥ Fitness Center, P-1
 - ♥ Harry West Gymnasium
(1st & 2nd floors)
 - ♥ Library/Learning Resource Center,
R Bldg.
 - ♥ Mailroom/Reprographics, A-8
 - ♥ Saville Theatre
 - ♥ Future location
 - ♥ Future location
- Program Deployed AEDs – Mobile Units**
- ♥ Athletic Trainer
 - ♥ Police Cruiser
 - ♥ Student Health Center, A-116

**After an incident in which the
AED has been deployed:**

1. **Report AED deployment** to the City College
AED Primary Liaison: Doti Cordell (619) 388.3450.
Back-up Liaison: Lori Ray (619) 388.3034
2. **Gather information** using the AED Incident Report
Form contained in the AED case.
3. **Do not make or retain copies of the completed
AED Incident Report Form** in accordance with
privacy/confidentiality laws.

Note: At the scene, any person who attempts to administer AED assistance is protected under CA Assembly Bill 2041
(Good Samaritan Law) from any civil and damage lawsuits related to the incident. A copy of CA Assembly Bill 2041 can be found at www.ca.gov.

October 24, 2007

To: Board Members

From: Tom Bishop

Subject: Board Discussion, BP 3350 Travel and Conference

Attached is current BP 3350, Travel and Conference. In July the Board discussed BP 3350 at the request of Board Member McDowell who is concerned that the Board is usually paying for travel and conference after the travel and conference has taken place. BP 3350 does require prior approval by the Governing Board if the travel expense is more than \$1,000.

During the July Board discussion of BP 3350, the Board directed staff to discuss the “pros” and “cons” of requiring Board approval of travel and conference expenses before the travel and conference occurs with the Cabinet/Principals.

In August, the cabinet/principals discussed Board Member McDowell’s proposal to have all travel and conference expenses approved by the Board before the travel and conference has occurred.

Staff had numerous concerns about Board Member McDowell’s proposal. First, numerous administrators frequently travel to various events on very little notice. Many of these “short notice” meetings are called with little advance notice. If all travel required advance Board approval, staff will miss many “short notice” important meetings across all departments and schools. Missing the meetings will hurt the district’s programs, staff, and students because important information is frequently shared on short notice. Requiring advance permission for all travel may result in administrators having less information regarding many important education topics.

The Cabinet/Principals asked the superintendent about the purpose of Board Member McDowell’s proposal. They asked if Board Member McDowell perceives that some travel by staff is unnecessary or inappropriate?

Current BP 3350 was drawn from CSBA and CSU travel/conference policies and approved by the Board approximately eighteen months ago. Staff is curious to know why Board Policy 3350 approved only eighteen months ago needs revision now.

The district's current API score (tops in San Diego County and seventh highest in California) are, in part, the result of current BP 3350, which provides principals, teachers, and directors with opportunities to engage in meaningful travel with minimal advance notice. Requiring all travel to be approved by the Board in advance of the travel will likely change the district's culture in a negative way. Additionally, the high API score is a result of staff's use of Professional Learning Community philosophy and practices. Four years ago had the DMUSD travel and conference policy required advance approval, it is likely that staff would not have had the opportunity to be trained by the DuFours on PLCs because the PLC trainings were held in locations that required travel with short advance notice.

For the past 20+ years, Board members in the DMUSD have expected strong results from staff, while providing staff with opportunities to improve student achievement. A new board policy obligating staff to receive advance approval for all travel and conference will result in fewer opportunities for staff to learn new strategies and practices.

- - - - -

Board Member McDowell has secured BP 4133/4233/4333, Travel Expenses, from the Encinitas School District. It is attached for the Board's information. Additionally, staff secured Santa Monica/Malibu Unified School District's Board Policy Regulation 3351, Conference Attendance, together with the current DMUSD BP 3350, Travel Expenses, which are attached for the Board's information.

All Personnel

BP 4133

4233

4333

TRAVEL EXPENSES

The Board of Trustees may pay for actual and necessary expenses, including travel, incurred by any employee performing authorized services for the district. The Superintendent or designee may authorize an advance of funds to cover necessary expenses.

The Board of Trustees, under the provisions of Education Code 44032, delegates authorization to the Superintendent or designee to approve employee requests for in-state travel to attend meetings and conferences in accordance with the annually adopted budget. Funds expended will not exceed those budgeted by the Board of Trustees for these purposes. All conference attendance of staff must be recommended by the immediate supervisor and approved by the Superintendent.

All out-of-state travel must have Board of Trustees approval.

Expenses shall be reimbursed within limits approved by the Board. The Superintendent or designee shall establish procedures for the submission and verification of expense claims.

The Board may establish an allowance on either a mileage or monthly basis to reimburse designated employees for the use of their own vehicles in the performance of assigned duties.

Legal Reference:

EDUCATION CODE

44032 Travel expense payment

44033 Automobile allowance

44576 Remuneration of trainees in staff development projects

Policy Adopted: April 18, 1978
Revised: March 21, 2000
Revised: April 19, 2005

ENCINITAS UNION SCHOOL DISTRICT
Encinitas, California

CONFERENCE/TRAVEL REQUEST FORMS

46

- Fill out forms completely (Purchase Requisition & Conference/Travel Request forms):
 - Budget numbers
 - Deadline date – no ASAP or RUSH as these notations provide no information.
 - Applicant and Supervisor signatures
 - Include preferred departure dates/times for air travel
- Send to correct office for Program Administrator signature (example: for 06-00 – Dr. Blow's office). Sending request directly to the Accounting Office without appropriate approval signatures will slow down the processing of your request.
- Place request at least three weeks prior to registration deadline – not conference dates. Some providers do not accept Purchase Orders so a check must be ordered to mail with the registration.
- Enclose a copy of complete conference information not just the registration form as important registration instructions are often not listed on the form and can slow down the processing of your request.
- If the office manager or conference attendee makes the reservation via fax or phone – please note it on the purchase request. We don't want to make a duplicate reservation.
- If for some reason you have a last minute conference request, please walk it to the various departments for approvals and deliver the completed Conference/Travel Request forms to the accounting department.
- After travel is complete, the applicant must complete a Conference/Travel Expense Claim for any out-of-pocket expenditures. Original receipts must be attached, and the form must be approved by the Principal or Supervisor.

If you have any questions on Conference/Travel procedure, please feel free to contact Patty Sanchez @ Ext. 1166.

ENCINITAS UNION SCHOOL DISTRICT
CONFERENCE/TRAVEL REQUEST FORM
(Submit at least 15 working days prior to deadline)

47

Name(s) _____ School _____

Conference/Workshop Title _____

Date of Conference _____ Location _____

Deadline _____ - Registration Fee _____ (attach registration form) Req.# _____

Transportation
 Requested - Type _____ Req.# _____ Hotel Name _____ Req.# _____

Departure
 Date _____ From: _____ TO: _____ Time: _____

Departure
 Date _____ From: _____ TO: _____ Time: _____

IMPORTANT: Receipts must be submitted with travel expense claim form for reimbursement for lodging, meals, etc

WHY YOU WANT TO ATTEND _____

Estimated Costs:

Transportation _____ Substitute _____ Registration _____ Lodging _____ Meals _____ Other _____

TOTAL ESTIMATED COSTS: _____ **SIP PAGE AND PLAN #** _____

Special Programs such as SI, GATE, Title I, Goals 2000, etc. are part of a sites SBCP, therefore, a corresponding page and plan number for the expenditure is required.

	Fund	Resource	Goal	Function	Object	School
Transportation						
Substitute						
Registration						
Lodging						
Meals						
Other						

Office Use Only:

Signature/Approvals

Date

Applicant _____

Principal/Supervisor _____

Program Admin. _____

Chief Financial Officer _____

Distribution: White - District Office Canary - Accounting Pink - Program Administrator Goldenrod - Applicant

Revised 7/99

CONFERENCE/TRAVEL EXPENSE CLAIM

Fund	Resource	Goal	Function	Object	School
------	----------	------	----------	--------	--------

Dates: From: _____ To: _____
Location _____ City _____

ORIGINAL RECEIPTS MUST ACCOMPANY CLAIMS

Claimants' signature _____ Date: _____
 White: - Accounts Payable
 Canary - Accounts Payable
 Total Claim \$ _____
 Pink - Retained by Claimant

Revised 7/99

Business and Noninstructional Operations

TRAVEL REIMBURSEMENT

AR 3165

To attend inservice presentations, the procedure generally is for one to request authorization from one's immediate supervisor. Reimbursement (paid on return from a program and on presentation of itemized, receipted expenses) covers generally: (a) transportation, (b) lodging, (c) registration, and (d) meals.

Lodging shall be reimbursed at the rate of the average double room cost in the city of the conference and/or the conference rate.

Meals will be reimbursed at a maximum rate of \$50.00 for three meals for one day. Purchasing of alcoholic beverages are not reimbursable.

Mileage (at the current approved IRS rate) or air fare (whichever is less) will be reimbursed.

Prepayment of registration fees exceeding \$10.00 (each registration) will be authorized providing a request is presented to the Business Department on a Purchase Requisition and Travel/Conference Request Form no fewer than 15 working days prior to the event. Advance funds for necessary expenditures (up to \$200.00) may be authorized by the Superintendent.

Regulation
approved: September 7, 1982
Revised: November 8, 2002

ENCINITAS UNION SCHOOL DISTRICT
Encinitas, California

TRAVEL REIMBURSEMENT

BP 3165

Members of the Board of Trustees, administration, instructional, and classified staffs are encouraged to participate in professional growth opportunities at district expense provided: (1) funds are available for this purpose; and (2) benefits accrue to the district on one's return. Verification of attendance is required. Workshop or inservice leadership might reasonably be expected.

Authorization/Reimbursement

The Superintendent may authorize attendance at workshops, seminars, conferences, and like presentations. Lodging, meals and mileage may be reimbursed; purchases of alcoholic beverages are not reimbursable.

Anything which may be construed as a gift of public funds is not authorized; i.e., release time for class credits, etc., are not reimbursable expenses.

Legal Reference:

EDUCATION CODE

44016 Travel expense

44032 Travel expense payment

44033 Automobile allowance

44802 Student teacher's travel expense

Policy
adopted: April 18, 1978
Revised: September 7, 1994
Reviewed: August 21, 2001

ENCINITAS UNION SCHOOL DISTRICT
Encinitas, California

Business and Operations
 Conference Attendance
 Budget Development
 SubTopic

*Santa Monica /
 Malibu USD*

x

BoardPolicy

Regulation

Exhibit

3351

Number

PolicyText

Legal Reference:

Education Code

35044 - Payment of traveling expense of representatives of the board

District 1994-98 Goal Reference:

BP 0210 (B) Effective Utilization of Human Resources

BP 0210 (C) Effective Resource Allocation

The Superintendent/designee is authorized to approve conference attendance and necessary expenses for an employee to perform services for the district within the limits of the adopted budget and with the following limitations:

A. Out-of-state travel shall be authorized by the Board of Education.

B. The Superintendent/designee shall approve employee, Board member or non-employee expense claims in accordance with this policy.

C. Prior approval for employee travel shall be authorized by the Superintendent/ designee. Travel includes attendance at workshops, seminars, conventions, conferences and other meetings of interest to the District.

D. Personnel Commission members and their staff are authorized to attend only those conferences and meetings that have been approved in the Personnel Commission Budget.

E. Authorized Expenditures

1. MEALS and INCIDENTALS – The maximum per diem allowance for meals and incidentals shall be the rate established by the U.S. General Services Administration (GSA) For conferences that end before 12:00 noon the maximum shall be 75% of the established rate.

A banquet breakfast, luncheon or dinner, which is an official part of a conference program and for which there is a prescribed fee, may exceed the daily meal allowance and shall be paid at actual cost with conference fees.

2. LODGING – Lodging shall not exceed the rate for single occupancy and shall not exceed the established U.S. General Services Administration (GSA) rates. For approved conferences that book rooms at hotels that have a higher rate than the GSA rate, the Superintendent or Chief Financial Officer may authorize reimbursement at the posted conference room rate. If the GSA rate is not available, the rate should be no higher than what is reasonable and equally comparable to the conference location as determined by Business Services. The GSA rates are available at: http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC or by contacting Fiscal Services. Hotels that accept the GSA rates may be found at <http://www.hotelsfplf.com/fpl/st5.htm> or by contacting Fiscal Services. Lodging is not authorized for one-day conferences that are scheduled within 100 miles from the district.

3. TRANSPORTATION – If the same type of conference is offered in various locations, attendance shall be at the conference closest to the employee's home or work location. Economy, standard, tourist or coach airfare rates are allowed including necessary taxi and shuttle service fees. The option for use of a private vehicle is allowed except that the District shall make reimbursement for transportation resulting in the least cost to the District.

Employees who receive a monthly mileage allotment will only be reimbursed for use of private vehicle OUTSIDE OF LOS ANGELES COUNTY.

4. REGISTRATION – Registration fees are authorized.

5. CONFERENCE FEES – Conference fees for specific events are authorized except those that are essentially entertainment or non-business.

6. TELEPHONE and INTERNET ACCESS – Telephone or hotel internet access expenses are authorized for school business only and shall not to exceed \$10.00 per day.

F. Reimbursement Guidelines

1. Reimbursement shall be based upon actual and necessary costs not to exceed amounts set forth in this policy.

2. When travel is authorized and costs are incurred, the claimant shall be required to prepare a Request for Absence on District Business form which details all expenditures incurred. This form shall be filed with the management level supervisor within 15 working days after return from travel and submitted to the Office of Fiscal Services for processing.

3. Receipts as proof of payment shall be submitted for the following expenditures:

- a. Air fare/train fare
- b. Lodging
- c. Registration
- d. Conference fees
- e. Car rentals
- f. Taxi/shuttle service
- g. Telephone and internet access (school business only)
- h. Parking fees
- i. Meals (itemized receipts required)

4. For approved conferences that book rooms at hotels that have a higher rate than the GSA rate, the Superintendent or Chief Financial Officer may authorize reimbursement at the posted conference room rate.

G. These rates shall apply to all district authorized contractors, subcontractors and consultants per their contracts.

Reference

March 9, 1995

Adopted:

6/98

CSBA Date:

October 6, 2005

September 8, 2005

Revised:

All Rights Reserved SMMUSD

Management

Resources

Effective Utilization of Human Resources

Effective Resource Allocation

District Goal:

**DEL MAR UNION SCHOOL DISTRICT
BUSINESS AND NON-INSTRUCTIONAL OPERATIONS**

BOARD POLICY 3350: TRAVEL EXPENSES

The district shall provide for the payment of the actual and necessary expenses, including travel expenses, of any employee of the district incurred in the course of performing required services for the district, whether within or outside the district. Mileage reimbursement for utilization of employee's own vehicle for traveling on district business shall be at the rate per mile authorized by the Internal Revenue Service as non-taxable reimbursement (in 2005 it is 48 ½ cents per mile). No employee shall receive mileage reimbursement for home to school or school to home travel. Employees shall submit a Mileage Expense Claim (EXHIBIT 1) with each trip detail included.

The Superintendent may authorize an advance of funds for the payment of an employee's actual and necessary expenses as long as the employee files a proper and timely written claim.

The Superintendent may authorize the payment of an employee's actual and necessary expenses as long as the employee files a proper and timely written claim and there are sufficient funds budgeted for such purposes. Prior approval by the Governing Board is required, however, when the cost of any individual travel is in excess of \$1,000.00.

IN STATE TRAVEL

In computing the allowance for travel, the following maximum reimbursement may be allowed:

Meals

For travel that is less than 24 hours in duration, a meal allowance may be claimed as follows:

- \$9 Breakfast – if travel begins before 7 a.m.
- \$20 Dinner – if travel extends past 6 p.m.

Expenses must be incurred more than 25 miles from the employee's normal work location. Employees who travel for less than 24 hours may not claim any lunch allowance except as allowed in the section describing Business Related Meals.

Up to \$41 for meals may be reimbursed for each complete 24-hour period. For travel that occurs in the last fractional part of a period of travel of more than 24 hours, meal costs may be claimed, if itemized as follows:

- \$9 Breakfast – if travel begins before 7 a.m. and extends past 9 a.m.
- \$12 Lunch – if travel extends past 2 p.m.
- \$20 Dinner – if travel extends past 6 p.m.
- \$41 Total – per 24-hour period

If meals are included in registration fees, subsistence expenses should not be claimed for those meals (e.g., if one lunch is included, reduce the daily subsistence amount by \$12). A copy of the conference agenda and registration form should be submitted with the travel expense claim showing conference provided meals.

To receive a full subsistence allowance reimbursement, an employee must be on travel status for a full 24-hour period. Figure a 24-hour period from the time of departure on day #1 to the same time on day #2, and to the same time on each succeeding day. (Note: Time of departure on travel claims may be expressed as one hour earlier than airplane departure time.)

Lodging

If travel extends overnight, actual lodging costs (supported by a receipt) will also be reimbursed. Whenever feasible, employees should obtain lodging at establishments offering discounted rates for State and Local Government employees when such rates are favorable for the area.

When traveling on District business, employees may be entitled to a government room rate, if available. Be sure to request this reduced rate when making reservations.

When the lodging receipt indicates there were two people in the room, a notation should be made on the Travel Expense Claim (EXHIBIT 2) indicating;

1. the room was shared with another District employee and the name of the employee (In this case the full rate will be allowed)
2. the room rate has been reduced to the single rate (because the person who shared the room was not a District employee; or
3. the single rate and double rate are the same price regardless of how many people were in the room. The employee shall check with the hotel and see if they offer two different rates.

Incidentals

An additional \$5 for incidentals may be claimed for each 24-hour period. It is recommended, but not mandatory, that the incidental expenses be itemized in accordance with IRS rulings. The term “incidentals” includes, but is not limited to, laundry expenses and tips for services such as waiters and baggage handlers. Employees who travel for less than 24 hours may not claim incidentals.

To report subsistence on the Travel Expense Claim, record each item in the appropriate column and attach original lodging, meals and incidentals receipts to the form.

OUT-OF-STATE TRAVEL

The maximum reimbursement for meals for each complete 24-hour period is limited to \$41 for out-of-state travel. Reimbursement of meals for partial days are computed as explained in the section describing In-State Travel. Actual amounts should be reported, with all items of expense and substantiated by an original itemized receipt.

Up to \$5 may be claimed for incidentals for every 24-hour period spent on travel status.

Employees will be authorized actual lodging expense if supported by a hotel receipts. When the lodging receipt indicates there were two people in the room a notation should be made on the Travel Expense Claim indicating;

1. the room was shared with another District employee and the name of the employee (In this case the full rate will be allowed)
2. the room rate has been reduced to the single rate (because the person who shared the room was not a District employee; or
3. the single rate and double rate are the same price regardless of how many people were in the room. The employee shall check with the hotel and see if they offer two different rates.

BUSINESS-RELATED MEALS

When it is necessary for employees to conduct official District business during a meal, they may be reimbursed for actual meal expenses substantiated by an original itemized receipt up to the maximums for breakfast, lunch and dinner.

In order to claim reimbursement for a business-related meal, the circumstances surrounding the meal must be beyond the control of the employee and it must be impractical to complete the business during normal working hours. Employees may not claim reimbursement for a business-related meal if they are also claiming subsistence reimbursement.

Claims for meal expense where business is incidental to the meal or when attendance is primarily for public or community relations are specifically prohibited.

The intent of this section is to allow reimbursement of employees for meal expenses in the limited number of instances where they are required to incur such expenses in connection with the conduct of official District business.

Legal Reference:

EDUCATION CODE

44016 Travel expense

44032 Travel expense payment

44033 Automobile allowance

44802 Student teacher's travel expense

Exhibit 1

Make of Auto: _____
Year of Auto: _____
License No.: _____

[illegible]

Total Miles: _____
Rate per Mile: _____
TOTAL CLAIM: _____

Claimant's Printed Name: _____

Claimant's Signature: _____

Date:

Signature: _____ **Title:** _____ **Date:** _____

Fund	Resource-Sub	Goal	Function	Object-Sub	School

DEL MAR UNION SCHOOL DISTRICT

TRAVEL EXPENSE CLAIM

Claimant: _____ Site Location: _____

The following expenses were incurred when attending the following meeting:

Name of Meeting or Conference: _____

Location of Meeting: _____

From Date and Time: _____ To Date and Time: _____

Date							
Day of Week							
Registration							
Lodging							
Transportation							
Other Itemize							
Cab or Shuttle							
Telephone							
Misc. (specify)							
Breakfast							
Lunch							
Dinner							
Daily Totals							
Total travel Expense							
Travel funds advanced							
Net amount of claim							

Notes: _____

Claimant's Signature: _____ Date: _____

Supervisor's Signature: _____ Date: _____

October 24, 2007

To: Board Members

From: Tom Bishop

Subject: First Reading of the 2008/2009 DMUSD Master School Calendars

Attached is a first draft of the proposed 08/09 DMUSD calendar, which is fully aligned with the 08/09 SDUHSD calendar.

If the draft 08/09 DMUSD calendar is approved next month, then the first student day in the 08/09 school year will be Monday, August 25, 2008, while the last student day will be Thursday, June 11, 2009.

The attached 08/09 SDUHSD calendar contains a staff development day on Monday, October 6, 2008, which is not currently on the 08/09 DMUSD calendar. If the DMUSD Board decides to have a staff development day on October 6, 2008, then the last day for DMUSD students will be Friday, June 12, 2009 and the last day for DMUSD teachers will be Monday, June 15, 2009.

Survey results from the 2005 DMUSD parent survey show that 96% of DMUSD parents want the DMUSD calendar to be aligned with the SDUHSD calendar.

Approval of the 08/09 DMUSD calendar will be scheduled for the regular board meeting on November 14, 2008.

RECOMMENDED: For Information Only; No Action Required.

**DEL MAR UNION SCHOOL DISTRICT
2008-2009 SCHOOL CALENDAR**

61

School Month	M	T	W	Th	F	Attendance Days	Cumulative Attendance Days	Holidays and Other Information
June/July	23	24	25	26	27	0	0	6/30
	30	1	2	3	4	0	0	*7/4
	7	8	9	10	11	0	0	
	14	15	16	17	18	0	0	
July/Aug	21	22	23	24	25	0	0	7/25
	28	29	30	31	1	0	0	
	4	5	6	7	8	0	0	
	11	12	13	14	15	0	0	8/11
	18	19	√20	√21	√22	0	0	8/20 – 8/22
1)Aug/Sept	25	26	27	28	29	5	5	8/25
	*1	2	3	4	5	4	9	*9/1
	8	9	10	11	12	5	14	
	15	16	17	18	19	5 (19)	19	
2)Sept/Oct	22	23	24	25	26	5	24	
	29	30	1	2	3	5	29	
	6	7	8	9	10	5	34	
	13	14	15	16	17	5 (20)	39	
3)Oct./Nov	20	21	22	23	24	5	44	10/20-10/24
	27	28	29	30	31	5	49	Parent Conferences • (minimum days)
	3	4	5	6	7	5	54	
	*10	11	12	13	14	4 (19)	58	*11/10
4)Nov/Dec	17	18	19	20	21	0	58	
	24	25	26	*27	*28	5	63	11/24 - 11/28
	1	2	3	4	5	5	68	Thanksgiving Week
	8	9	10	11	12	5	73	
	15	16	17	18	*19	4	77	12/19 - 1/2
	22	23	*24	*25	26	0 (19)	77	Winter Recess
5)Dec/Jan	29	30	*31	*1	2	0	77	
	5	6	7	8	9	5	82	
	12	13	14	15	16	5	87	
	*19	20	21	22	23	4 (14)	91	*1/19
6)Jan/Feb	†26	†27	28	29	30	3	94	1/26, 1/27
	2	3	4	5	6	5	99	
	9	10	11	12	*13	4	103	*2/13-2/16
	*16	17	18	19	20	4 (16)	107	*Presidents' Days Observed
7)Feb/March	23	24	25	26	27	5	112	2/23-2/27
	2	3	4	5	6	5	117	Parent Conferences • (minimum days)
	9	10	11	12	13	5	122	
	16	17	18	19	20	5 (20)	127	
8) Mar/April	23	24	25	26	27	5	132	
	30	31	1	2	3	5	137	
	6	7	8	9	10	0	137	4/6 – 4/10
	13	14	15	16	17	5 (15)	142	Spring Break
9)April/May	20	21	22	23	24	5	147	
	27	28	29	30	1	5	152	
	4	5	6	7	8	5	157	
	11	12	13	14	15	5 (20)	162	
10)May/June	18	19	20	21	22	5	167	
	*25	26	27	28	29	4	171	*5/25
	1	2	3	4	5	5	176	6/11
	8	9	10	11	√12	4 (18)	180	√6/12
	†15	16	17	18	19			

Total Attendance Days ----- 180

√ Teacher Work Days: 8/20/08, 8/21/08, 8/22/08, 6/12/09

† Teacher Inservice days: 1/26/09, 1/27/09

Contracted Teacher Workdays ----- 184

Dates of legal holidays *

Dark Shading Denotes No School for Students

Italics Denotes Minimum Days for Students

Presented for a 1st Reading by the Board of Trustees: October 24, 2007

DEL MAR UNION SCHOOL DISTRICT
2008/2009 Employee Holiday Schedule

The holiday schedule for Management, Confidential and Regular Classified employees shall be:

Independence Day	Wednesday, July 4, 2008
Labor Day	Monday, September 1, 2008
Veteran's Day Observed	Monday, November 10, 2008
Thanksgiving Day	Thursday, November 20, 2008
Day after Thanksgiving	Friday, November 21, 2008
In lieu of Admission Day	Friday, December 19, 2008
Christmas Eve	Tuesday, December 24, 2008
Christmas Day	Wednesday, December 25, 2008
New Year's Eve	Wednesday, December 31, 2008
New Year's Day	Thursday, January 1, 2009
Martin Luther King Day Observed	Monday, January 21, 2009
Lincoln's Day Observed	Friday, February 13, 2009
Washington's Day Observed	Monday, February 16, 2009
Memorial Day Observed	Monday, May 25, 2009

The working schedule for part-time hourly employees shall conform to the student instructional calendar.

2008/2009 Master Calendar: Presented to the Board of Trustees for 1st Reading, on October 24, 2007

SAN DIEGUITO UNION HIGH SCHOOL DISTRICT
Instructional School Calendar 2008-09
August 25, 2008 through June 12, 2009

5/17/07

School Month		M	T	W	T	F	Student Days	Cumulative Student Days	Holiday Legal-Local	Student Holidays/Recesses
	Aug	4	6	7	8	9	0	0		
	Aug	11	12	13	14	15	0	0		
	Aug	18	[19]	[20]	[21]	22	0	0		8/19-21 Teacher Inservice Days
1	Aug	25 >	26	27	28	29	5	5		8/25 First day of school
	Sep	1	2	3	4	5	4	9	1	9/1 Labor Day
	Sep	8	9	10	11	12	5	14		
	Sep	15	16	17	18	19	5 (19)	19		
2	Sep	22	23	24	25	26	5	24		
	Sep	29	30	1	2	3	5	29		
	Oct	6	7	8	9	10	4	33	1	10/6 Staff Development Day
	Oct	13	14	15	16	17	5 (19)	38		
3	Oct	20	21	22	23	24	5	43		
	Oct	27	28 #	29	30	31	5	48		10/28 1st Quarter Ends# (45 days)
	Nov	3	4	5	6	7	5	53	1	11/10 Cert. Non-Work Day
	Nov	10	11	12	13	14	3 (18)	56	1	11/11 Veterans Day
4	Nov	17	18	19	20	21	5	61		
	Nov	24	25	26	27	28	0	61	1 1	11/24-28 Fall Break
	Dec	1	2	3	4	5	5	66		
	Dec	8	9	10	11	12	5 (15)	71		12/12 P-1 cut off date
5	Dec	15	16	17	18	19	5	76		
	Dec	22	23	24	25	26	0	76	1 4	12/22-1/2 Winter Recess
	Dec	29	30	31	1	2	0	76	1 4	
	Jan	5	6	7	8	9	5	81		
	Jan	12	13	14	15	16	5	86		1/19 M.L. King Jr. Day
	Jan	19	20	21	22	23 #	4 (19)	90	1	1/23 1st Semester/Term Ends# (45 days)
6	Jan	26	27	28	29	30	3	93	2	1/26-27 District Inservice Days
	Feb	2	3	4	5	6	5	98		
	Feb	9	10	11	12	13	4	102	1	2/13 Lincoln Day
	Feb	16	17	18	19	20	4 (16)	106	1	2/16 Washington Day
7	Feb	23	24	25	26	27	5	111		
	Mar	2	3	4	5	6	5	116		
	Mar	9	10	11	12	13	5	121		
	Mar	16	17	18	19	20	5 (20)	126		3/20 P-2 cut off date
8	Mar	23	24	25	26	27	5	131		
	Mar	30	31	1	2	3 #	5	136		3/3 3rd Quarter Ends# (46 days)
	Apr	6	7	8	9	10	0	136	5	4/6-10 Spring Recess
	Apr	13	14	15	16	17	5 (15)	141		
9	Apr	20	21	22	23	24	5	146		
	Apr	27	28	29	30	1	5	151		
	May	4	5	6	7	8	5	156		
	May	11	12	13	14	15	5 (20)	161		
10	May	18	19	20	21	22	5	166		
	May	25	26	27	28	29	4	170	1	5/25 Memorial Day
	Jun	1	2	3	4	5	5	175		6/12 Last day of school
	Jun	8	9	10	11	12 #	5 (19)	180		6/12 2nd Semester/Term Ends# (44 days)
	Jun	15	16	17	18	19	5			
	Jun	22	23	24	25	26	5	5		
	Jun	29	30	1	2	3	4	9	1	7/3 Independence Day
	Jul	6	7	8	9	10	5	14		
	Jul	13	14	15	16	17	5	19		
	Jul	20	21	22	23	24	5	24		
	Jul	27	28	29	30	31	5	29		
	Aug	3	4	5	6	7	5	34		
	Aug	10	11	12	13	14	5	39		
	Aug	17	18	19	20	21	5			
	Aug	24	25	26	27	28	5			

 Holidays/Breaks/Inservice - No School

Quarter/Semester/Term Ending Dates

October 17, 2007

To: Board Members

From: Janet Bernard

Through: Tom Bishop

Subject: Proposed Change on the 2007-08 District Calendar
District Staff Development Days

The Board-approved District calendar for the 2007-08 school year includes two optional staff development days for teachers on January 28 and 29, 2008. On at least one of these two days, the District would like to focus on the development of high quality formative assessments. In order to move forward with this comprehensive topic, we would like to contract with a leading expert. Unfortunately, utilizing the best resource on this topic will require a calendar change.

Dr. Mike Schmoker, educational researcher, author, and assessment consultant, is only available on March 27, 2008. Therefore staff is proposing Monday, January 28 and Thursday, March 27 as the optional Staff Development days on the 2007-08 District calendar.

FISCAL IMPACT: None at this time.

RECOMMENDED: The Superintendent Recommends Approval of the Proposed Change on the 2007-08 District Calendar: January 28 and March 27 as District Staff Development Days.

8.8

October 24, 2007

To: Board Members

From: Tom Bishop

Subject: Board Approval, Special Board Meeting to Review Board Policy Series 6000, November 7, 2007

The administration is asking the Board to schedule a special board meeting at Carmel Del Mar School at 2:15 p.m. on Wednesday, November 7. The Board has already approved a visit to Carmel Del Mar and its Professional Learning Community from 12:45 p.m. until 2:15 p.m. on November 7. The purpose of the special board meeting on November 7 will be to review the 6000 series of Board Policies. It is likely that the November 7 special board meeting will be concluded by 5:15 p.m.

RECOMMENDED: The Superintendent recommends that the Board approve a special board meeting on November 7 at 2:15 p.m. at Carmel Del Mar.

October 24, 2007

To: Board Members
From: Tom Bishop
Subject: Reminder of Upcoming Events and Schedules

Monday – Friday, October 29-November 2, 2007

Carmel Del Mar 6th graders attend Outdoor Education @ Cuyamaca

Wednesday, October 24, 2007

Board of Trustees meeting, 5:45 p.m., Del Mar Hills Academy

Monday, October 29, 2008

DMCTA Professional Relations meeting, 3:00 p.m., District Office

Thursday, November 1, 2007

Board's Personnel Committee, 3:00 p.m., District Office

Monday-Friday, November 5-9, 2007

Ashley Falls and Sage Canyon 6th graders attend Outdoor Education @ Cuyamaca

Wednesday, November 7, 2007

Board visitation, Carmel Del Mar, 12:45 p.m.

Monday, November 12, 2007

Holiday. Veteran's Day. No School

Wednesday, November 14, 2007

Board of Trustees meeting, 5:45 p.m., Del Mar Hills Academy

Monday-Friday, November 19-23, 2007

Thanksgiving Holiday Week. No School

Thursday, November 22, 2007

Staff Holiday. Thanksgiving Day

Monday-Friday, November 26-30, 2007

Del Mar Heights 6th graders attend Outdoor Education @ Camp Marston

CSBA Annual Education Conference & Trade Show, San Diego Convention Center

Wednesday, December 5, 2007

Board visitation, Sage Canyon, 12:45 p.m.

Monday-Friday, December 10-14, 2007

Del Mar Hills 6th graders attend Outdoor Education @ Camp Marston

Wednesday, December 12, 2007

Board of Trustees meeting, 5:45 p.m., Del Mar Hills Academy

December 21, 2007 – January 6, 2008

Winter Break. School resumes on January 7, 2008

Monday, January 14, 2008

Nutrition Night! 7:00 p.m., Ocean Air MUR

Wednesday, January 16, 2008

Tentative date for District Blood Drive, 11:00 a.m. – 8:00 p.m.

Wednesday, January 16, 2008

Board visitation, Torrey Hills, 12:45 p.m.

Monday, January 21, 2008

Holiday. Martin Luther King, Jr. Day

Monday & Tuesday, January 28 & 29, 2008

No School. Staff inservice days.

Wednesday, February 6, 2008

Board visitation, Ocean Air, 12:45 p.m.

Friday, February 15 and Monday, February 18, 2008

No School. Presidents' Days weekend.

Monday-Friday, February 25 – 29, 2008

Parent/Teacher Conference Week. Early dismissal: 12:30 p.m.

October 17, 2007

To: Board Members
From: Rodger Smith
Through: Tom Bishop
Subject: Facilities Report for October

OCEAN AIR SCHOOL

The construction of Ocean Air School is complete. Purchasing of furniture and equipment continues in order to fully equip the school. Up to the present time, no significant warranty issues have occurred. The school appears to be a highly effective instructional facility.

TORREY HILLS WINDOWS

The district's legal counsel continues to pursue settlement arrangements with the three contractors who were involved with the repair of the window systems at Torrey Hills. Final negotiations are underway with Tower Glass and the Brady Company. Counsel for Challenger Sheet Metal requested an extension until October 30 on the original deadline for a response to the district's demand letter. The request was granted. Final resolution with the first two contractors mentioned above is anticipated within the next thirty days. The district will receive information by October 30 from Challenger Sheet Metal relative to the next steps that will need to take place in the process of recovering the costs of the repairs from this contractor.

Ocean Air School Construction Expenditures

69

		Budget	Revised Budget	Expenditures as of 10/04/07
A. SITE				
Purchase Price of Property				
Purchase Price 6.25 acres	\$	3,695,000	\$ 3,695,000	\$ 3,695,000
District's construction contribution for joint use fields		1,560,000	1,675,173	-
Escrow Costs				
Escrow & Title Fees		4,000	4,000	9,236
Legal Fees		5,000	5,000	2,936
Appraisal Fees				
Cost of original & updated appraisals		10,250	13,750	13,750
Surveying Costs				
Land Surveys, Topos		30,000	55,565	78,533
Site Support Costs				
Environmental Consultant (EIR)		37,000	40,664	40,664
Phase 1 / DTSC (school site & joint use site)		10,200	22,106	22,106
Geotechnical Soils report/Geocon site		10,000	15,563	15,563
Other Site Costs (permits, address)			1,206	785
B. PLANNING				
Architect/Engineering Fees				
Architect Fees (Based on 25 Mil Contracts)		1,437,500	1,437,500	1,362,143
Architect Reimbursable				
DSA Plan Check Fees				
DSA Fees		137,000	131,482	131,482
CDE Plan Check Fees				
CDE Fees		14,000	14,000	350
Other Planning Costs				
Bid Advertisements		2,000	473	473
Printing		50,000	59,797	63,974
C. CONSTRUCTION				
Site Development				
Utility Services (water, gas, electric)		150,000	150,000	134,326
New Construction				
Contractor Trade Packages		24,849,000	24,849,000	23,364,224
Construction Management - Barnhart Construction				
Pre Construction		51,000	51,000	51,000
CM Fees 4.50%		1,118,205	1,118,205	1,118,224
General Conditions		1,200,000	1,200,000	1,158,898
CM Reimbursable		150,000	132,844	110,284
Other Construction Costs				
LCP Program		90,000	60,000	33,598
Storm Water Compliance		25,675	25,675	20,819
Shade structure hex (lunch shelter)		34,000	34,000	34,250
Other Construction (carpet, Network system, ins.appl)		620,000	620,000	505,754
Contingency		1,200,000	1,200,000	
D. TESTING				
Testing Special Material		100,000	100,000	113,382
Geotechnics Testing		120,000	100,000	75,344
E. INSPECTION				
Inspection				
Inspector of Record		200,000	213,000	153,295
F. FURNITURE & EQUIPMENT				
Furniture & Equipment		700,000	700,000	486,231
TOTAL COST ESTIMATE				
Construction Costs Without Land	\$	32,350,830	\$ 32,350,830	\$ 29,092,388
Construction Costs With Land	\$	37,609,830	\$ 37,725,003	\$ 32,796,624

Remaining Project Costs to Expend as of 10/04/07:

\$4,928,379

PROJECT REVENUE SOURCES			Start Up	4-Oct-07	
			Project Revenue	Remaining Available Revenue	
Obligation of NCWJPA - Construction	\$	14,000,000			
Escalation cost index	\$	3,600,000	\$ 17,600,000	\$ 1,082,498	***
Obligation of NCWJPA - Land	\$	7,000,000			
Escalation cost index		1,095,238	8,095,238	1,832,000	***
CFD 95-1 Available Construction Funds			4,000,000	169,038	
CFD 95-1 Bond Proceeds for Construction				1,195,949	
State School Funding Eligibility				-	
Savings by Design SDGE			58,417	58,417	
Prior Years Start up costs			11,782	11,782	
Total Revenue Avail for Project	\$		29,765,437	4,349,684	
				\$ (783,682)	Owe GF 03-772
				\$ 783,682	Reimb June 2007
				\$ 4,349,684	

Remaining revenue from NCWJPA is based on cashflow received over a period of time beginning July 2007 through

*** July 2008

Remaining Available Revenue as of 10/04/07	\$	4,349,683.80
Remaining Construction Costs to Expend as of 10/04/07	\$	4,928,379.00
	\$	(578,695.20)
Unused Project Contingency	\$	1,200,000
Current Remaining Project Revenue	\$	621,304.80

Board Approved Change Orders :		
C/O #1	\$	110,333
C/O #2		(33,249)
C/O #3		(263,251)
Waterline Reimbursement Agreement with Pardee		214,476
C/O #4		(32,251)
C/O #5		(15,729)
C/O #6		41,986
C/O #7		48,451
Total	\$	70,766

October 24, 2007

To: Board Members
From: Tom Bishop
Subject: Update: Shores Escrow

There has been no new activity on the Shores escrow since the update in the September board packet which stated that the City of Del Mar increased their Shores escrow deposit from \$100,000 to \$250,000 on August 30, as per the July 31, 2007 Purchase and Sale Agreement and Escrow Instructions Between the City of Del Mar and the DMUSD.

The Due Diligence Period has now expired, and the \$250,000 deposit has become non-refundable. The next escrow benchmark for the City of Del Mar is October 31, 2007 when the City of Del Mar will need to deposit an additional \$2,800,000 into escrow.

Staff will update the Board regarding the Shores escrow on November 1, 2007.

October 17, 2007

To: Board Members

From: Rodger Smith

Through: Tom Bishop

Subject: Board Approval of Preliminary Planning Activity for a New District Office Facility

In consideration of the time frames that have recently been communicated to the Board regarding planning for and constructing new district office facilities, district staff recommends that preliminary planning for the new facilities should begin as soon as possible. To that end, district staff proposes to initiate preliminary planning that, in conjunction with an architectural firm, would generate a conceptual estimate of the recommended size of a facility that would house all district-level administrative functions.

The benefit to be derived from the planning activity mentioned above is that determining the approximate size of a new facility may assist in narrowing the parameters for determining potential locations for the facility. Due to the fact that an estimate of the actual space that will be needed to support the district's administrative functions does not currently exist, the task of considering potential locations cannot be initiated in a meaningful manner.

In order to begin this preliminary phase of the planning process, it is recommended that the district contract with an architectural firm that has experience in designing school district central administrative facilities. It is anticipated that the selected architectural firm would conduct interviews with all individuals who would be housed at the new facility; the focus of the interviews would be to gather information about the functions of each of the individual's positions and to develop an estimate of the amount of square feet that would be necessary to conduct the activities associated with each position. When all individuals have been interviewed, it is anticipated that the architectural firm would also incorporate space for operational needs such as a Board meeting room, smaller meeting rooms, restrooms, staff eating areas, reception, parking, custodial services, mail processing, warehousing, publishing/duplication, etc. and arrive at a total number of square feet that would be necessary to accommodate all identified functions assigned to new district office.

Selection Process for an Architectural Firm

District staff proposes consideration of two options for selection of an architectural firm that would conduct the preliminary planning activity described above. The first of the options is to conduct a "Request for Proposals" process that would solicit proposals from any interested architectural firm. Typically, this process includes evaluation of the submitted proposals and selecting three of the most promising firms for interviews by District staff and Board representatives. Based upon the interviews, a firm is selected and recommended to the Board for approval. It is estimated that this process would take from 45 to 60 days to complete.

A second option for the selection of an architectural firm is that District staff and representatives of the Board could interview the top two architectural firms from a previous RFP process that solicited proposals for designing a new district office facility. This process took place in June, 2006; it is very likely that both of the identified finalist firms would be interested in working with the district on this preliminary planning activity. It is estimated that this option would take about 30 days to complete.

Proposed Budget for Completion of the Preliminary Planning Activity

District staff proposes that the District budget for up to 100 hours of architectural services at approximately \$200 per hour to complete this activity.

Conclusion

Based upon the information above, District staff is requesting direction from the Board on two issues: Does the Board desire to conduct the proposed preliminary planning activity and, second, if the answer to the first question is "yes," which of the two options for selection of an architectural firm does the Board prefer?

FISCAL IMPACT: Revenue: Unrestricted general fund revenue.
Expenditure: Not to exceed \$20,000.00. This item was not included in the 2007-2008 budget process.

Fund Balance: Fund balance will be reduced by up to \$20,000.00.

RECOMMENDED: The Superintendent Recommends Board Approval of Preliminary Planning Activity for a New District Office Facility

9.3

October 16, 2007

To: Board Members

From: Dena Whittington

Through: Tom Bishop

Subject: Board Approval and Acceptance of Donations to the Del Mar Union School District

Items	School Site	Donor
Laser printer and cartridges	Del Mar Heights	Mr. and Mrs. Kelley
Baby grand piano	Del Mar Heights	L'Auberge Del Mar
Baby grand piano	Del Mar Hills	L'Auberge Del Mar
\$835.40	Ashley Falls	PTA
\$3,500.00	Ocean Air	PTA for Westberg & White
\$3,500.00	Ocean Air	Pardee Homes

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval and acceptance of donations to the Del Mar Union School District as listed above.

*10.1

October 16, 2007

To: Board Members

From: Dena Whittington

Through: Tom Bishop

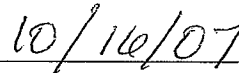
Subject: Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements

It is recommended that the Board of Trustees approves the purchase orders listed in the amount of \$382,441.67. It is also recommended that the Board of Trustees ratifies the commercial warrants listed in the amount of \$328,369.84 and ratifies the revolving cash disbursements listed in the amount of \$927.04.

The purchase order amounts and revolving cash disbursements listed have been verified for accuracy and sufficient account balances by the Business Department.



Signed



Date

FISCAL IMPACT:

The purchase order amounts listed have been verified by the Business Department. There are sufficient account balances to cover these expenditures. Remaining account balances after processing the purchase orders, commercial warrants and revolving cash expenditures are sufficient to pay expected expenses for the remainder of the year.

RECOMMENDED:

The Superintendent Recommends That the Board of Trustees Approves the Purchase Orders, Ratifies the Commercial Warrant Payments And Ratifies The Revolving Cash Disbursements As Listed.

*10.2

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
900831	09/04/07	06	GOULD ELECTRIC, INC.	001	REPAIRS BLDG/GRND-SAGE	\$6,005.00
900832	09/04/07	06	COSCO FIRE PROTECTION	001	REPAIRS BLDGS/GRNDS	\$6,527.00
900833	09/04/07	06	MELISSA HAIDER, MPT., PT	001	PT - SPECIAL ED	\$40,000.00
900834	09/04/07	03	NVLIS PROFESSIONAL SERVICES LLC	001	OTHER CONTRACTS	\$1,550.00
900835	09/04/07	03	MAGDALENA ECKE FAMILY YMCA	001	OTHER CONTRACTS	\$7,015.00
900836	09/04/07	03	SDCOE	009	TRAVEL AND CONFERENCES	\$35.00
900837	09/04/07	03	WEST MUSIC COMPANY	009	MUSIC SUPPLIES	\$164.85
900838	09/04/07	06	BEST COMPUTER SUPPLIES	009	INST MAT/SUP GEN PURPOSE	\$2,004.29
900839	09/04/07	06	WORDMASTERS	009	INST MAT/SUP GEN PURPOSE	\$240.00
900840	09/04/07	06	NEWS BOWL CONTEST	009	INST MAT/SUP GEN PURPOSE	\$279.00
900841	09/04/07	06	CONTINENTAL MATHEMATICS LEAGUE	009	INST MAT/SUP GEN PURPOSE	\$398.71
900842	09/04/07	63	ARROWHEAD WATER A DIVISION OF	060	SNACKS CHILD DEV	\$135.44
900843	09/04/07	63	SCHOOL SPECIALTY	060	GEN SUPPLIES CHILD DEV	\$541.50
900844	09/04/07	06	SOPRIS WEST, INC	011	INST MAT/SUP GEN PURPOSE	\$363.25
900845	09/04/07	03	SCHOOL HEALTH SUPPLY CO.	011	HEALTH SUPPLIES	\$46.81
900846	09/04/07	06	SUPER DUPER PUBLICATIONS	011	INST MAT/SUP GEN PURPOSE	\$528.46
900847	09/04/07	06	LINGUI SYSTEMS INC.	011	INST MAT/SUP GEN PURPOSE	\$135.60
900848	09/04/07	06	ORANGE COUNTY	004	INST MAT/SUP GEN PURPOSE	\$69.45
900849	09/04/07	63	VONS/SAFEWAY	060	INST SUPPLIES CHILD DEV	\$4,000.00
900850	09/04/07	03	PEARSON ASSESSMENTS	011	TESTING SUPPLIES	\$1,270.12
900851	09/04/07	06	ACHIEVEMENTS SEMINARS	011	TRAVEL AND CONFERENCES	\$320.00
900852	09/04/07	06	AMAZON.COM CREDIT	009	INST MAT/SUP GEN PURPOSE	\$336.89
900853	09/04/07	03	LAKESHORE LEARNING MATERIALS	009	INST MAT/SUP GEN PURPOSE	\$489.40
900854	09/04/07	03	CONTINENTAL MATHEMATICS LEAGUE	006	INST MAT/SUP GEN PURPOSE	\$398.71
900855	09/04/07	03	WORDMASTERS	006	INST MAT/SUP GEN PURPOSE	\$354.16
900856	09/04/07	06	SUSAN HOPPER	004	INST MAT/SUP GEN PURPOSE	\$345.85
900857	09/04/07	03	SUSAN HOPPER	004	CARTRIDGE FOR KIDS	\$187.82
900858	09/04/07	63	COSTCO BUSINESS DELIVERY	060	SNACKS CHILD DEV	\$28,000.00
900859	09/05/07	03	DVR CONSULTING INC	001	MISC. SUPPLIES	\$1,629.91
900860	09/05/07	06	REALLY GOOD STUFF	005	INST MAT/SUP GEN PURPOSE	\$95.92
900861	09/05/07	03	NEXUS INTEGRATION SERVICES	001	EQUIPMENT REPLACEMENT	\$8,455.00
900862	09/06/07	03	BERTRAND'S MUSIC MART	004	2006/07 DMSEF WISHLIST	\$867.39
900863	09/06/07	03	COMPANION CORPORATION	004	BOOKS OTHER THAN TEXTBOOKS	\$399.00
900864	09/06/07	03	SPORTIME	010	ONE TIME SUPPLY EXPENSE	\$1,784.95
900865	09/06/07	03	AMAZON.COM CREDIT	006	INST MAT/SUP GEN PURPOSE	\$84.06
900866	09/06/07	03	COACH USA	006	TRANS SPEC TRIPS	\$1,508.00
900867	09/06/07	03	COACH USA	006	FIELD TRIP	\$580.00
900868	09/06/07	03	COACH USA	006	FIELD TRIP	\$580.00
900869	09/06/07	03	COACH USA	006	FIELD TRIP	\$754.00
900870	09/06/07	03	COACH USA	006	FIELD TRIP	\$1,131.00
900871	09/06/07	03/06	TRIARCO ARTS & CRAFTS	010	INST MAT/SUP GEN PURPOSE	\$1,583.98
900872	09/06/07	03	KATHERINE CREIGHTON	006	\$100 TEACHER STIPEND	\$100.00
900873	09/06/07	06	SOUTHWEST SCHOOL SUPPLY	004	INST MAT/SUP GEN PURPOSE	\$31.84
900874	09/06/07	03	SOUTHWEST SCHOOL SUPPLY	006	INST MAT/SUP GEN PURPOSE	\$2,500.00
900875	09/06/07	03	NEUROCRINE CATERING	004	TRAVEL AND CONFERENCES	\$212.70
900876	09/06/07	03	CALIFORNIA CENTER FOR THE	004	FIELD TRIP	\$116.00
900877	09/06/07	03	TIME FOR KIDS	006	INST MAT/SUP GEN PURPOSE	\$116.10
900878	09/06/07	03	LIBERTY PAPER	009	INST MAT/SUP GEN PURPOSE	\$1,101.08
900879	09/06/07	03	CITY OF DEL MAR	013	OFFICE SUPPLIES	\$100.00
900880	09/06/07	03	COACH USA	007	TRANS SPEC TRIPS	\$1,508.00
900881	09/06/07	06	JENNY LUCE	009	TRAVEL AND CONFERENCES	\$425.00
900882	09/06/07	06	EDUCATORS PUBLISHING SERVICE	008	INST MAT/SUP GEN PURPOSE	\$207.00

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
900883	09/06/07	03	KIM MOWRY	008	\$100 TEACHER STIPEND	\$100.00
900884	09/06/07	03	JESSICA JACKSON	008	\$100 TEACHER STIPEND	\$100.00
900885	09/06/07	03	KRISTYN BRAUND	008	\$100 TEACHER STIPEND	\$100.00
900886	09/06/07	06	MARGARET LAROSE	008	INST MAT/SUP GEN PURPOSE	\$177.71
900887	09/06/07	06	O.H.E. PAINTING COMPANY	001	REPAIRS BLDG/GRND-AF	\$1,000.00
900888	09/06/07	06	JANUS CORPORATION	001	REPAIRS BLDG/GRND-TH	\$9,269.00
900889	09/06/07	03	LEE'S LOCK & SAFE	001	CUSTODIAL SUPPLIES	\$800.00
900890	09/06/07	03	MAD MACS	001	COMPUTER SUPPLIES	\$608.79
900891	09/06/07	03	RANCHO SANTA FE SECURITY SYS	001	OTHER CONTRACTS	\$8,964.00
900892	09/06/07	03	IKON OFFICE SOLUTIONS-FSMA	013	OFFICE SUPPLIES	\$118.51
900893	09/06/07	03	OFFICE DEPOT, B.S.D.	007	INST MAT/SUP GEN PURPOSE	\$109.47
900894	09/06/07	06	TLC PLUMBING INC.	001	REPAIRS BLDGS/GRNDS	\$1,000.00
900895	09/06/07	03	SDCOE	007	INST MAT/SUP GEN PURPOSE	\$23.60
900896	09/06/07	03/06	STAPLES	013	OFFICE SUPPLIES	\$186.64
900897	09/06/07	63	CHARLENE KOMOSINSKI	060	INST SUPPLIES CHILD DEV	\$48.25
900898	09/06/07	63	CALSAC	060	TRAVEL AND CONFERENCES	\$30.00
900899	09/10/07	06	OFFICE DEPOT, B.S.D.	004	INST MAT/SUP GEN PURPOSE	\$183.16
900900	09/10/07	03	SOUTHWEST SCHOOL SUPPLY	010	OFFICE SUPPLIES	\$1,500.00
900901	09/10/07	63	MICHAEL ANDERSON	060	INST SUPPLIES CHILD DEV	\$92.41
900902	09/10/07	63	CHARLEY JACOB	060	GEN SUPPLIES CHILD DEV	\$882.41
900903	09/10/07	03	COACH USA	007	FIELD TRIP	\$754.00
900904	09/10/07	03	COMPANION CORPORATION	005	BOOKS OTHER THAN TEXTBOOKS	\$499.00
900905	09/10/07	03	STAPLES	013	OFFICE SUPPLIES	\$313.93
900906	09/10/07	03	NEXUS INTEGRATION SERVICES	001	EQUIPMENT REPLACEMENT	\$8,545.00
900907	09/10/07	03	SHANNON PARSON	005	\$100 TEACHER STIPEND	\$100.00
900908	09/10/07	03	LINDA DUGGER	005	INST MAT/SUP GEN PURPOSE	\$60.00
900909	09/10/07	03	LAURIE O'FARRELL	005	\$100 TEACHER STIPEND	\$100.00
900910	09/11/07	06	SOUTHWEST SCHOOL SUPPLY	004	INST MAT/SUP GEN PURPOSE	\$251.21
900911	09/11/07	03	COACH USA	004	FIELD TRIP	\$890.00
900912	09/11/07	03	COACH USA	004	FIELD TRIP	\$754.00
900913	09/11/07	03	COACH USA	004	FIELD TRIP	\$445.00
900914	09/11/07	03	COACH USA	004	FIELD TRIP	\$289.00
900915	09/11/07	03	COACH USA	004	FIELD TRIP	\$289.00
900916	09/11/07	03	COACH USA	004	FIELD TRIP	\$289.00
900917	09/11/07	03	COACH USA	004	FIELD TRIP	\$289.00
900918	09/11/07	03	COACH USA	004	FIELD TRIP	\$289.00
900919	09/11/07	03/06	COMPANION CORPORATION	006	INST MAT/SUP GEN PURPOSE	\$1,389.00
900920	09/11/07	03	APPLE COMPUTER, INC.	006	INST MAT/SUP GEN PURPOSE	\$107.70
900921	09/11/07	03	SDCOE	008	OFFICE SUPPLIES	\$22.02
900922	09/11/07	06	JANESE SWANSON	008	INST MAT/SUP GEN PURPOSE	\$147.31
900923	09/11/07	63	PAUL DUBIA	060	CHILD CARE REFUND	\$1,051.10
900924	09/11/07	63	CHEOLSEONG LEE	060	CHILD CARE REFUND	\$124.50
900925	09/11/07	63	WEI CHENG	060	CHILD CARE REFUND	\$162.10
900926	09/11/07	03	TIFFANY KINNEY	003	\$100 TEACHER STIPEND	\$100.00
900927	09/11/07	03	ARROWHEAD WATER A DIVISION OF	003	INST MAT/SUP GEN PURPOSE	\$200.00
900928	09/11/07	06	THERAPRO	003	INST MAT/SUP GEN PURPOSE	\$789.13
900929	09/11/07	03	LOUWANA P. SPETTER	003	\$100 TEACHER STIPEND	\$100.00
900930	09/11/07	06	HOUGHTON MIFFLIN COMPANY	003	CONSUMABLE BOOKS	\$696.76
900931	09/11/07	03	EDUCATORS PUBLISHING SERVICE	003	INST MAT/SUP GEN PURPOSE	\$38.16
900932	09/11/07	03	GREAT SOURCE ED GROUP	008	CONSUMABLE BOOKS	\$692.76
900933	09/11/07	03	GLENCOE MCGRAW/HILL	008	CONSUMABLE BOOKS	\$387.67
900934	09/11/07	03	JODI LACK	008	\$100 TEACHER STIPEND	\$100.00
			OFFICE DEPOT, B.S.D.	008	INST MAT/SUP GEN PURPOSE	\$204.52

DEL MAR UNION		FROM 09/01/07 THRU 09/30/07		VENDOR		LOC		DESCRIPTION		AMOUNT	
PO NBR	DATE	FUND									
900935	09/11/07	03		HOUGHTON MIFFLIN COMPANY		008		CONSUMABLE BOOKS		\$117.06	
900936	09/11/07	03		TRISH SNIDER		011		OTHER EXPENSES		\$47.01	
900937	09/11/07	06		SARAH GRAHAM		011		INST MAT/SUP GEN PURPOSE		\$216.28	
900938	09/11/07	03		HARCOURT ASSESSMENT		011		TESTING SUPPLIES		\$197.82	
900939	09/11/07	03		SDCOE		011		TRAVEL AND CONFERENCES		\$95.00	
900940	09/11/07	03		FAGEN FRIEDMAN & FULFROST, LLP		011		TRAVEL AND CONFERENCES		\$350.00	
900941	09/11/07	06		MR. AND MRS. MIKE CADY		011		OTHER CONTRACTS	\$3	\$300.00	
900942	09/11/07	06		STAPLES		011		INST MAT/SUP GEN PURPOSE		\$75.34	
900943	09/11/07	06		LAKESHORE LEARNING MATERIALS		011		INST MAT/SUP GEN PURPOSE		\$217.84	
900944	09/11/07	06		ROGERS SCHOOL & BUSINESS PROD		001		MAINT SUPPLIES/HILLS	\$1	\$23.02	
900945	09/11/07	03		DISCOUNT SCHOOL SUPPLY		010		INST MAT/SUP GEN PURPOSE		\$247.90	
900946	09/11/07	03		CURRICULUM ASSOCIATES, INC.		010		INST MAT/SUP GEN PURPOSE		\$33.45	
900947	09/11/07	03		OPTIMUM FLOORCARE		001		MISC. SUPPLIES	\$2	\$29.22	
900948	09/11/07	03		TURF STAR		001		GARDENING SUPPLIES		\$83.23	
900949	09/11/07	03		SDA SECURITY SYSTEMS		001		OTHER CONTRACTS		\$48.00	
900950	09/11/07	03		UNION TRIBUNE PUBLISHING CO.		001		PERIODICALS/ADMINISTRATIVE		\$160.00	
900951	09/11/07	06		HOLT, RINEHART AND WINSTON		006		CONSUMABLE BOOKS		\$275.54	
900952	09/12/07	03		NATIONAL GEOGRAPHIC BEE		006		INST MAT/SUP GEN PURPOSE		\$60.00	
900953	09/12/07	03		ACORN NATURALISTS		006		INST MAT/SUP GEN PURPOSE		\$118.76	
900954	09/12/07	03		REUBEN H. FLEET SCIENCE CENTER		004		FIELD TRIP		\$325.50	
900955	09/12/07	06		SOUTHWEST SCHOOL SUPPLY		004		INST MAT/SUP GEN PURPOSE		\$39.32	
900956	09/12/07	03		OFFICE DEPOT, B.S.D.		004		BOOKS OTHER THAN TEXTBOOKS		\$105.57	
900957	09/12/07	06		BERTRAND'S MUSIC MART		004		INST MAT/SUP GEN PURPOSE		\$81.60	
900958	09/12/07	63		GAYLORD LEEPER		060		GEN SUPPLIES CHILD DEV	\$1	\$66.38	
900959	09/12/07	03		THE CONSTRUCTION SITE		009		INST MAT/SUP GEN PURPOSE		\$424.30	
900960	09/12/07	03		MAREN AHLQUIST		007		\$100 TEACHER STIPEND		\$98.13	
900961	09/12/07	06		DEBBIE EWING		005		INST MAT/SUP GEN PURPOSE		\$166.96	
900962	09/12/07	03		DISPLAY WAREHOUSE		010		2006/07 DMSEF WISHLIST		\$644.91	
900963	09/12/07	03		KINKO'S		013		OFFICE SUPPLIES		\$339.30	
900964	09/12/07	03		APPLE COMPUTER, INC.		001		NON CAPITALIZED COMP EQUIP	\$1	\$830.83	
900965	09/12/07	03		EMILY DISNEY		009		TRAVEL AND CONFERENCES		\$480.32	
900966	09/12/07	03		HARCOURT BRACE SCHOOL		007		REGULAR TEXTBOOKS	\$2	\$101.53	
900967	09/12/07	03/06		LIBERTY PAPER		013		OFFICE SUPPLIES		\$327.88	
900968	09/12/07	03		PEACE PARTNERS, INC.		012		OTHER CONTRACTS	\$5	\$631.98	
900969	09/12/07	03		THEATREWORKS/USA		006		FIELD TRIP		\$532.50	
900970	09/12/07	03		CITY OF VISTA		006		FIELD TRIP		\$648.00	
900971	09/12/07	03		CALIFORNIA WEEKLY EXPLORER INC		006		FIELD TRIP	\$1	\$80.00	
900972	09/12/07	03		WESTERN PSYCHOLOGICAL SERVICES		011		OFFICE SUPPLIES		\$777.15	
900973	09/12/07	06		BRIGHT APPLE		011		INST MAT/SUP GEN PURPOSE		\$557.22	
900974	09/12/07	06		SUPER DUPER PUBLICATIONS		011		OTHER SUPPLIES	\$4	\$499.25	
900975	09/12/07	06		LINGUI SYSTEMS INC.		011		INST MAT/SUP GEN PURPOSE		\$590.82	
900976	09/12/07	13		FOCUS PACKAGING AND SUPPLY CO.		001		MATERIALS AND SUPPLIES		\$178.46	
900977	09/12/07	06		SUPERTEK COMPUTER SERVICE		001		NON-CAPITALIZED EQUIPMENT	\$1	\$561.11	
900978	09/12/07	06		JANUS CORPORATION		001		REPAIRS BLDG/GRND-TH	\$2	\$832.00	
900979	09/12/07	06		T P ACOUSTICS, INC.		001		REPAIRS BLDG/GRND-TH		\$900.00	
900980	09/12/07	06		WEST MUSIC COMPANY		007		INST MAT/SUP GEN PURPOSE	\$1	\$463.06	
900981	09/12/07	03		COACH USA		004		FIELD TRIP		\$754.00	
900982	09/12/07	03		COACH USA		004		FIELD TRIP		\$754.00	
900983	09/12/07	03		PINERY CHRISTMAS TREE COMPANY		004		FIELD TRIP		\$420.00	
900984	09/12/07	03		UNITED PARCEL SERVICE		004		INST MAT/SUP GEN PURPOSE		\$31.11	
900985	09/12/07	03		HARCOURT BRACE SCHOOL		007		REGULAR TEXTBOOKS		\$793.26	
900986	09/12/07	06		HOUGHTON MIFFLIN COMPANY		008		TEXTBOOK K-8, EC 60242		\$328.15	

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
900987	09/12/07	03	OFFICE DEPOT, B.S.D.	008	INST MAT/SUP GEN PURPOSE	\$129.19
900988	09/12/07	03	CORPORATE EXPRESS	008	INST MAT/SUP GEN PURPOSE	\$59.82
900989	09/12/07	03	COACH USA	008	TRANS SPEC TRIPS	\$1,131.00
900990	09/12/07	03	SAN DIEGO AIRCRAFT CARRIER	009	FIELD TRIP	\$350.00
900991	09/12/07	03	RANCHO BUENA VISTA ADOBE	009	FIELD TRIP	\$400.00
900992	09/12/07	03	SOUTHWEST SCHOOL SUPPLY	008	INST MAT/SUP GEN PURPOSE	\$2,000.00
900993	09/12/07	03	COACH USA	004	FIELD TRIP	\$754.00
900994	09/13/07	03	HARCOURT BRACE SCHOOL	012	REGULAR TEXTBOOKS	\$6,839.04
900995	09/13/07	03	HOLT, RINEHART AND WINSTON	012	REGULAR TEXTBOOKS	\$3,409.92
900996	09/13/07	03	AMTRAK GROUP SALES	006	FIELD TRIP	\$1,288.80
900997	09/13/07	03	SRA/MCGRAW HILL	007	REGULAR TEXTBOOKS	\$1,674.41
900998	09/13/07	03	EDUCATORS PUBLISHING SERVICE	005	INST MAT/SUP GEN PURPOSE	\$301.09
900999	09/13/07	06	SOUTHWEST SCHOOL SUPPLY	004	INST MAT/SUP GEN PURPOSE	\$3.66
901000	09/13/07	06	MOUNTAIN MATH/LANGUAGE	004	INST MAT/SUP GEN PURPOSE	\$21.55
901001	09/13/07	03	SHAWNA ROBERTS	007	\$100 TEACHER STIPEND	\$100.00
901002	09/13/07	03	MISSION SAN JUAN CAPISTRANO	006	FIELD TRIP	\$1,089.00
901003	09/13/07	03	REUBEN H. FLEET SCIENCE CENTER	006	FIELD TRIP	\$493.50
901004	09/18/07	06	WORTHINGTON DIRECT	008	INST MAT/SUP GEN PURPOSE	\$4,014.10
901005	09/18/07	03	SDCOE	010	FIELD TRIP	\$1,950.00
901006	09/18/07	03	LIBERTY PAPER	010	INST MAT/SUP GEN PURPOSE	\$1,109.83
901007	09/20/07	03	GLENCOE MCGRAW/HILL	012	REGULAR TEXTBOOKS	\$711.77
901008	09/20/07	03/06	STAPLES	013	OFFICE SUPPLIES	\$195.09
901009	09/20/07	03	THE CATERING GROUP	013	OFFICE SUPPLIES	\$172.89
901010	09/20/07	06	BEST COMPUTER SUPPLIES	013	MATERIALS AND SUPPLIES	\$89.09
901011	09/20/07	06	STAPLES	013	MATERIALS AND SUPPLIES	\$197.15
901012	09/20/07	03	SOUTHWEST SCHOOL SUPPLY	010	ONE TIME SUPPLY EXPENSE	\$3,000.00
901013	09/20/07	06	TROXELL COMMUNICATIONS	005	INST MAT/SUP GEN PURPOSE	\$204.73
901014	09/20/07	03	FRIENDS OF THE KUMEYAAY	006	FIELD TRIP	\$308.00
901015	09/20/07	03	AGS	011	TESTING SUPPLIES	\$1,131.58
901016	09/20/07	03	HARCOURT ASSESSMENT	011	TESTING SUPPLIES	\$2,040.61
901017	09/20/07	06	ABILITATIONS	011	INST MAT/SUP GEN PURPOSE	\$99.37
901018	09/20/07	06	NASCO MODESTO	011	INST MAT/SUP GEN PURPOSE	\$49.46
901019	09/20/07	06	CINDY MAXSON	011	INST MAT/SUP GEN PURPOSE	\$51.71
901020	09/20/07	06	SCHOOL OUTFITTERS	004	INST MAT/SUP GEN PURPOSE	\$168.57
901021	09/20/07	06	EDUCATORS PUBLISHING SERVICE	004	INST MAT/SUP GEN PURPOSE	\$506.53
901022	09/20/07	03	SHANNON MC AFEE	007	\$100 TEACHER STIPEND	\$100.00
901023	09/20/07	03/06	BARNES & NOBLE	003	INST MAT/SUP GEN PURPOSE	\$872.73
901024	09/20/07	03	REALLY GOOD STUFF	003	BOOKS OTHER THAN TEXTBOOKS	\$210.57
901025	09/20/07	06	SDCOE	003	TRAVEL AND CONFERENCES	\$400.00
901026	09/20/07	03	BARNES & NOBLE	005	OTHER BOOKS-PROF.LIB.	\$122.51
901027	09/20/07	03	COACH USA	004	FIELD TRIP	\$1,026.00
901028	09/20/07	03	SHAWNA ROBERTS	007	INST MAT/SUP GEN PURPOSE	\$400.00
901029	09/20/07	06	PRO-ED, INC.	011	OTHER SUPPLIES	\$272.00
901030	09/20/07	06	LAURI CARPENTER	011	INST MAT/SUP GEN PURPOSE	\$27.12
901031	09/20/07	06	ABLENET	011	INST MAT/SUP GEN PURPOSE	\$375.73
901032	09/20/07	06	ENABLEMART	011	INST MAT/SUP GEN PURPOSE	\$638.21
901033	09/20/07	06	NASCO MODESTO	011	INST MAT/SUP GEN PURPOSE	\$116.64
901034	09/20/07	06	THE SPEECH BIN	011	INST MAT/SUP GEN PURPOSE	\$54.15
901035	09/20/07	06	REMEDIA PUBLICATIONS	011	INST MAT/SUP GEN PURPOSE	\$85.94
901036	09/20/07	06	LINGUI SYSTEMS INC.	011	INST MAT/SUP GEN PURPOSE	\$263.47
901037	09/20/07	03	AMERICAN THEATER	007	FIELD TRIP	\$600.00
901038	09/20/07	03	COMPANION CORPORATION	003	BOOKS OTHER THAN TEXTBOOKS	\$100.00

DEL MAR UNION		FROM 09/01/07 THRU 09/30/07		VENDOR		LOC		DESCRIPTION		AMOUNT
PO NBR	DATE	FUND								
901039	09/20/07	03	THEATREWORKS/USA		007	FIELD TRIP				\$690.00
901040	09/20/07	03	RANCHO BUENA VISTA ADOBE		007	FIELD TRIP				\$695.00
901041	09/20/07	06	LIBERTY PAPER		004	INST MAT/SUP GEN PURPOSE				\$692.72
901042	09/21/07	03	DISCOVERY EDUCATION		007	INST SUPP-LIBRARY A.V.				\$1,495.00
901043	09/21/07	03	EDUCATIONCITY		006	INST MAT/SUP GEN PURPOSE				\$1,170.00
901044	09/21/07	03	COACH USA		006	FIELD TRIP				\$754.00
901045	09/21/07	03	COACH USA		006	FIELD TRIP				\$1,156.00
901046	09/21/07	03	COACH USA		006	INST MAT/SUP GEN PURPOSE				\$754.00
901047	09/21/07	03	COACH USA		006	FIELD TRIP				\$754.00
901048	09/21/07	03	SAX ARTS & CRAFTS		008	INST MAT/SUP GEN PURPOSE				\$1,000.85
901049	09/21/07	03	XEROX CORPORATION		008	INST MAT/SUP GEN PURPOSE				\$721.49
901050	09/21/07	03	SCHOOLMASTERS		008	INST MAT/SUP GEN PURPOSE				\$550.42
901051	09/21/07	03	COACH USA		008	TRANS SPEC TRIPS				\$1,131.00
901052	09/21/07	06	EDUCATORS PUBLISHING SERVICE		008	INST MAT/SUP GEN PURPOSE				\$861.22
901053	09/21/07	03	KATRINA GRAUPMAN		010	\$100 TEACHER STIPEND				\$1,000.00
901054	09/21/07	03	MINNIE DEVICO		010	\$100 TEACHER STIPEND				\$1,000.00
901055	09/21/07	03	ERICA BELL		010	\$100 TEACHER STIPEND				\$1,000.00
901056	09/21/07	03	SHEILA BAKHTAR		010	\$100 TEACHER STIPEND				\$1,000.00
901057	09/21/07	03	COACH USA		010	FIELD TRIP				\$822.00
901058	09/21/07	03	SAN DIEGO AIRCRAFT CARRIER		010	FIELD TRIP				\$810.00
901059	09/21/07	03	MISSION SAN JUAN CAPISTRANO		010	FIELD TRIP				\$824.00
901060	09/21/07	03	COACH USA		007	FIELD TRIP				\$754.00
901061	09/21/07	63	MOUNT TAYLOR PROGRAMS		060	SERVICE AGREEMENTS				\$295.00
901062	09/21/07	03	COACH USA		007	FIELD TRIP				\$1,131.00
901063	09/21/07	06	SDE (STAFF DEVELOPMENT FOR		007	TRAVEL AND CONFERENCES				\$337.80
901064	09/21/07	03	OFFICE DEPOT, B.S.D.		007	INST MAT/SUP GEN PURPOSE				\$329.14
901065	09/21/07	03	ANGELA ROSE		007	\$100 TEACHER STIPEND				\$1,000.00
901066	09/21/07	03	ASHLEY PRYOR		007	\$100 TEACHER STIPEND				\$1,000.00
901067	09/21/07	06	SOUTHWEST SCHOOL SUPPLY		004	INST MAT/SUP GEN PURPOSE				\$631.78
901068	09/21/07	03	SARAH GROSSO		007	\$100 TEACHER STIPEND				\$1,000.00
901069	09/21/07	03	TERESA (TRACY) POLIVKA		003	\$100 TEACHER STIPEND				\$1,000.00
901070	09/21/07	03	NICKI WALDAL		003	\$100 TEACHER STIPEND				\$1,000.00
901071	09/21/07	03	TERESA SOLIS		003	\$100 TEACHER STIPEND				\$999.36
901072	09/21/07	06	MATH OLYMPIADS/MOEMS		008	INST MAT/SUP GEN PURPOSE				\$89.00
901073	09/21/07	06	ACP DIRECT		008	INST MAT/SUP GEN PURPOSE				\$73.38
901074	09/21/07	03	SUSAN GARFEIN		008	INST MAT/SUP GEN PURPOSE				\$633.84
901075	09/21/07	03	SANDRA JOHNSON		006	\$100 TEACHER STIPEND				\$1,000.00
901076	09/21/07	03	KRISTINE PIKE		006	\$100 TEACHER STIPEND				\$1,000.00
901077	09/21/07	03	HELEN WOODWARD CENTER		006	FIELD TRIP				\$480.00
901078	09/21/07	03	HERITAGE TOURS		006	FIELD TRIP				\$367.50
901079	09/21/07	03	REUBEN H. FLEET SCIENCE CENTER		006	FIELD TRIP				\$1,580.00
901080	09/21/07	03	COACH USA		006	FIELD TRIP				\$1,916.00
901081	09/21/07	03	COACH USA		006	FIELD TRIP				\$754.00
901082	09/21/07	03	COACH USA		006	FIELD TRIP				\$754.00
901083	09/21/07	03	DONALD BIRKETT		012	TRAVEL AND CONFERENCES				\$395.00
901084	09/21/07	03	LAWRENCE RAGAN COMMUNICATIONS		012	PERIODICALS/ADMINISTRATIVE				\$299.95
901085	09/21/07	63	LORRI O'CONNELL		060	CHILD CARE REFUND				\$139.25
901086	09/21/07	63	MRS. VY DOAN		060	CHILD CARE REFUND				\$199.50
901087	09/21/07	06	RENAISSANCE LEARNING, INC.		005	INST MAT/SUP GEN PURPOSE				\$516.34
901088	09/21/07	03	SPARK P.E. PROGRAMS		012	REGULAR TEXTBOOKS				\$1,130.30
901089	09/21/07	06	MACMILLAN/MCGRAW HILL		012	TEXTBOOK K-8, EC 60242				\$48.46
901090	09/21/07	63	STAPLES		060	OFFICE SUPPLIES				\$1,180.69

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
901091	09/21/07	03	EVERYDAY/MCGRAW-HILL	012	CONSUMABLE BOOKS	\$18,529.98
901092	09/24/07	06	PRENTICE HALL	012	TEXTBOOK K-8, EC 60242	\$4,017.16
901093	09/24/07	03	JOE GARRISON	007	INST MAT/SUP GEN PURPOSE	\$250.00
901094	09/24/07	03	SOUTHWEST SCHOOL SUPPLY	012	MISC. SUPPLIES	\$294.86
901095	09/24/07	03	SAX ARTS & CRAFTS	007	INST MAT/SUP GEN PURPOSE	\$509.54
901096	09/24/07	03	NASCO MODESTO	007	INST MAT/SUP GEN PURPOSE	\$650.93
901097	09/24/07	06	MUSIC CENTRAL	008	INST MAT/SUP GEN PURPOSE	\$257.52
901098	09/24/07	06	GREENE MUSIC	008	NON-CAPITALIZED EQUIPMENT	\$4,619.11
901099	09/24/07	06	CALIFORNIA MATHEMATICS LEAGUE	008	INST MAT/SUP GEN PURPOSE	\$90.00
901100	09/24/07	03	BECKY ROSS	008	INST MAT/SUP GEN PURPOSE	\$21.54
901101	09/24/07	03	OFFICE DEPOT, B.S.D.	008	INST MAT/SUP GEN PURPOSE	\$59.23
901102	09/24/07	06	CONTINENTAL MATHEMATICS LEAGUE	008	INST MAT/SUP GEN PURPOSE	\$75.00
901103	09/24/07	03	OFFICE DEPOT, B.S.D.	007	INST MAT/SUP GEN PURPOSE	\$48.79
901104	09/24/07	03	UNITED PARCEL SERVICE	004	2006/07 DMSEF WISHLIST	\$6.50
901105	09/24/07	03	CAHPERD	006	TRAVEL AND CONFERENCES	\$175.00
901106	09/24/07	03	HELEN WOODWARD CENTER	006	FIELD TRIP	\$480.00
901107	09/24/07	03	SHELLEY PETERSEN	006	OFFICE SUPPLIES	\$241.46
901108	09/24/07	03	SDCOE	007	INST MAT/SUP GEN PURPOSE	\$23.60
901109	09/24/07	06	HARCOURT BRACE SCHOOL	006	CONSUMABLE BOOKS	\$54.80
901110	09/24/07	03	RISO, INC. SAN DIEGO BRANCH	007	INST MAT/SUP GEN PURPOSE	\$1,002.54
901111	09/24/07	03	FAGEN FRIEDMAN & FULFROST, LLP	001	LEGAL FEES	\$114.50
901112	09/24/07	03	SCHOOL SERVICES OF CALIF., INC	001	DUES AND MEMBERSHIPS	\$3,000.00
901113	09/24/07	03	APPLE COMPUTER, INC.	001	NON CAPITALIZED COMP EQUIP	\$1,084.42
901114	09/24/07	03	UNITED PARCEL SERVICE	006	INST MAT/SUP GEN PURPOSE	\$102.13
901115	09/24/07	03	FLAGLINE.COM	003	INST MAT/SUP GEN PURPOSE	\$37.58
901116	09/24/07	06	ARAH ALLARD	004	INST MAT/SUP GEN PURPOSE	\$45.22
901117	09/24/07	03	AMAZON.COM CREDIT	007	INST MAT/SUP GEN PURPOSE	\$376.22
901118	09/24/07	06	SOCIAL STUDIES SCHOOL SERVICE	008	INST MAT/SUP GEN PURPOSE	\$283.81
901119	09/24/07	03	STAPLES	008	INST MAT/SUP GEN PURPOSE	\$338.44
901120	09/24/07	03	BRAINPOP LLC	008	INST MAT/SUP GEN PURPOSE	\$975.00
901121	09/24/07	03	ANDREA CANNON	006	\$100 TEACHER STIPEND	\$94.31
901122	09/24/07	06	HARCOURT BRACE SCHOOL	007	INST MAT/SUP GEN PURPOSE	\$399.07
901123	09/24/07	03/06	SOUTHWEST SCHOOL SUPPLY	005	INST MAT/SUP GEN PURPOSE	\$202.10
901124	09/24/07	06	DELTA EDUCATION, INC.	005	INST MAT/SUP GEN PURPOSE	\$17.88
901125	09/24/07	63	ORIENTAL TRADING CO.	060	INST SUPPLIES CHILD DEV	\$33.67
901126	09/24/07	63	S&S WORLD WIDE	060	INST SUPPLIES CHILD DEV	\$307.39
901127	09/24/07	03	BARNES & NOBLE	012	INST MAT/SUP GEN PURPOSE	\$325.19
901128	09/24/07	03	NASCO MODESTO	010	ONE TIME SUPPLY EXPENSE	\$332.05
901129	09/24/07	03	SDCOE	012	REGULAR TEXTBOOKS	\$12.39
901130	09/24/07	06	CAROL J. ATKINS, MA, CCC-A	011	OTHER CONTRACTS	\$601.00
901131	09/24/07	06	HANDWRITING WITHOUT TEARS	011	INST MAT/SUP GEN PURPOSE	\$63.65
901132	09/24/07	06	ENABLING DEVICES	011	INST MAT/SUP GEN PURPOSE	\$99.92
901133	09/24/07	03	PAR, INC	011	TESTING SUPPLIES	\$188.40
901134	09/24/07	63	DISCOUNT SCHOOL SUPPLY	060	INST SUPPLIES CHILD DEV	\$420.24
901135	09/24/07	03	APPLE COMPUTER, INC.	001	NON CAPITALIZED COMP EQUIP	\$1,946.42
901136	09/24/07	03	PUBLIC STORAGE	001	OTHER CONTRACTS	\$3,317.40
901137	09/24/07	03	COACH USA	006	FIELD TRIP	\$754.00
901138	09/24/07	03	SRA/MCGRAW HILL	007	CONSUMABLE BOOKS	\$15.77
901139	09/24/07	06	POSITIVE PROMOTIONS	010	INST MAT/SUP GEN PURPOSE	\$2,263.74
901140	09/24/07	03	OFFICE DEPOT, B.S.D.	013	OFFICE SUPPLIES	\$55.45
901141	09/25/07	06	POCKET FULL OF THERAPY	011	INST MAT/SUP GEN PURPOSE	\$192.21
901142	09/25/07	06	ABILITATIONS	011	INST MAT/SUP GEN PURPOSE	\$173.92

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
901143	09/25/07	06	MCKIE SPLINTS	011	INST MAT/SUP GEN PURPOSE	\$42.48
901144	09/25/07	03	MOORE MEDICAL CORPORATION	011	HEALTH SUPPLIES	\$360.95
901145	09/25/07	03	SOUTHWEST SCHOOL SUPPLY	011	HEALTH SUPPLIES	\$97.33
901146	09/25/07	06	BERTRAND'S MUSIC MART	008	INST MAT/SUP GEN PURPOSE	\$2,014.93
901147	09/25/07	03	COACH USA	008	FIELD TRIP	\$754.00
901148	09/25/07	03	CHRISTIAN YOUTH THEATER	008	FIELD TRIP	\$660.00
901149	09/25/07	03	NATIONAL GEOGRAPHIC BEE	007	INST MAT/SUP GEN PURPOSE	\$660.00
901150	09/25/07	03	COACH USA	010	FIELD TRIP	\$1,372.00
901151	09/25/07	03	ARENSEN OFFICE FURNITURE	010	ONE TIME SUPPLY EXPENSE	\$159.47
901152	09/25/07	03	CURRICULUM ASSOCIATES, INC.	010	ONE TIME SUPPLY EXPENSE	\$93.36
901153	09/25/07	03	KAREN HOLTY	010	ONE TIME SUPPLY EXPENSE	\$139.13
901154	09/25/07	03	SARAH LIPPE	010	ONE TIME SUPPLY EXPENSE	\$63.50
901155	09/25/07	03	KAREN HOLTY	010	ONE TIME SUPPLY EXPENSE	\$341.81
901156	09/25/07	03	JIM GIANOLA	010	ONE TIME SUPPLY EXPENSE	\$657.59
901157	09/25/07	03	WILLIAM EIFFERT	010	ONE TIME SUPPLY EXPENSE	\$107.53
901158	09/25/07	03	COACH USA	007	FIELD TRIP	\$1,026.00
901159	09/25/07	03	LAKEHORE LEARNING MATERIALS	003	INST MAT/SUP GEN PURPOSE	\$157.90
901160	09/25/07	03	THE PARENT INSTITUTE	003	INST MAT/SUP GEN PURPOSE	\$210.11
901161	09/25/07	03	DEMCO, INC.	003	INST MAT/SUP GEN PURPOSE	\$66.19
901162	09/25/07	03	SAN DIEGO AIRCRAFT CARRIER	007	FIELD TRIP	\$900.00
901163	09/25/07	03	COACH USA	007	FIELD TRIP	\$1,372.00
901164	09/25/07	06	BUREAU OF EDUCATION & RESEARCH	006	TRAVEL AND CONFERENCES	\$598.00
901165	09/25/07	03	NORTH COUNTY TIMES	001	PERIODICALS/ADMINISTRATIVE	\$150.00
901166	09/25/07	03	MISSION SAN JUAN CAPISTRANO	007	FIELD TRIP	\$1,100.00
901167	09/25/07	03	SDCOE	007	INST MAT/SUP GEN PURPOSE	\$23.60
901168	09/25/07	03	AMTRAK GROUP SALES	005	FIELD TRIP	\$902.40
901169	09/25/07	03	DEMCO, INC.	010	ONE TIME SUPPLY EXPENSE	\$111.71
901170	09/25/07	06	PEACE PARTNERS, INC.	012	INST MAT/SUP GEN PURPOSE	\$2,066.51
901171	09/26/07	06	PHYLLIS QUAN/QUAN CONSULTING	003	OTHER CONTRACTS	\$1,050.00
901172	09/26/07	03	MIKE HONSBERGER	007	\$100 TEACHER STIPEND	\$100.00
901173	09/26/07	03	CHRISTINE MAZONE	006	\$100 TEACHER STIPEND	\$100.00
901174	09/26/07	03	SAN DIEGUITO TROPHY	013	MISC. SUPPLIES	\$74.35
901175	09/26/07	03	EAI EDUCATION	012	CONSUMABLE BOOKS	\$2,372.12
901176	09/26/07	03	SDCOE	012	TRAVEL AND CONFERENCES	\$40.00
901177	09/26/07	03	SAN DIEGO NATURAL HISTORY	005	FIELD TRIP	\$180.00
901178	09/26/07	03	CLASSICS FOR KIDS	005	FIELD TRIP	\$419.00
901179	09/26/07	03	OFFICE DEPOT, B.S.D.	013	MISC. SUPPLIES	\$102.02
901180	09/26/07	63	MEGAN NASH	060	MILEAGE REIMBURSEMENT	\$102.43
901181	09/26/07	63	UNITED HEALTH SUPPLIES	060	GEN SUPPLIES CHILD DEV	\$248.85
901182	09/26/07	63	MOORE MEDICAL CORPORATION	060	GEN SUPPLIES CHILD DEV	\$108.45
901183	09/26/07	63	MEDCO SUPPLY CO.	060	GEN SUPPLIES CHILD DEV	\$7.38
901184	09/26/07	63	OLIVER MUENZ	060	CHILD CARE REFUND	\$257.00
901185	09/26/07	06	HARCOURT BRACE SCHOOL	006	TEXTBOOK K-8, EC 60242	\$2,322.80
901186	09/26/07	03	CLASSROOM DIRECT.COM	006	INST MAT/SUP GEN PURPOSE	\$116.32
901187	09/26/07	03	WAXIE	006	NON-CAPITALIZED EQUIPMENT	\$900.14
901188	09/26/07	06	WHOO'S SMART	003	INST MAT/SUP GEN PURPOSE	\$1,000.00
901189	09/27/07	03	HARRIS INTERACTIVE INC.	001	STRATEGIC PLANNING	\$4,500.00
901190	09/27/07	03	O'BRYAN-SMITH INVESTMENTS INC.	001	OTHER CONTRACTS	\$1,800.00
901191	09/27/07	03	BEST BEST & KRIEGER ATTORNEYS	001	LEGAL FEES	\$4,369.51
901192	09/28/07	03	SOUTHWEST SCHOOL SUPPLY	004	INST MAT/SUP GEN PURPOSE	\$200.00
901193	09/28/07	03	NEXUS INTEGRATION SERVICES	001	EQUIPMENT REPLACEMENT	\$9,707.90

PO/BOARD/REPORT

PURCHASE ORDER LISTING SEPTEMBER 1 - 30, 2007

DEL MAR UNION

FROM 09/01/07 THRU 09/30/07

PAGE 8

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
REPORT TOTAL						\$382,441.67

DEL MAR UNION SCHOOL DISTRICT
COMMERCIAL WARRANT LISTING
September 1 - 30, 2007

FUND	DATE	WARRANT #	AMOUNT
FUND 03 & 06	9/12/2007	372419-372449	\$ 100,984.85
	9/18/2007	375468	\$ 128.00
	9/24/2007	378402-378466	\$ 108,115.22
	9/26/2007	380057-380058	\$ 1,486.14
	9/27/2007	380915-380948	\$ 94,672.51
GENERAL FUND TOTAL			\$ 305,386.72
FUND 13	9/12/2007	372450-372451	\$ 2,831.31
Cafeteria	9/24/2007	378467	\$ 93.00
	9/26/2007	380059	\$ 286.53
	9/27/2007	380949	\$ 178.77
FUND 14			
Deferred Maintenance			
FUND 25-19			
Developer Fees			
FUND 35-00			
State School Building Project			
FUND 40			
Special Reserve-Capital			
FUND 63	9/12/2007	372452-372457	\$ 7,623.28
Other Enterprise - Child Development	9/24/2007	378468-378473	\$ 5,316.55
	9/27/2007	380950-380957	\$ 6,653.68
FUND 73-20			
Foundation Trust			
OTHER FUND TOTAL			\$ 22,983.12
GRAND TOTAL			\$ 328,369.84

Revolving Cash Fund September 1 - 30, 2007

[illegible]

Paulette Anderson
Custodian, Revolving Cash

Date _____

10/15/07

October 16, 2007

To: Board Members

From: Dena Whittington

Through: Tom Bishop

Subject: Board Approval of Agreement Between the Del Mar Union School District and InterSchola Trading Company for Management of Surplus Equipment Auctions

InterSchola offers a service to assist school districts in selling surplus new and used education goods in an online auction environment and through other surplus goods channels in compliance with California Education Code Sections 17540, 17545-17546, and 60510-60511 as appropriate. InterSchola gets paid using a commission model. They only get paid if the District's surplus items sell. The fee structure utilizes 3 tiers. On the first tier, InterSchola takes 50% of the first \$300 of an items sale price. On the second tier, InterSchola takes 35% of the next \$1200 of that item sale price. On the third tier, InterSchola takes 20% of any item sale price over \$1500. A sale price of \$2600 would generate a fee of approximately 30%. InterSchola believes that selling items through an online auction will generate a much higher price than in any other environment thus compensating for the District paid fee.

The Board declared a 1986 Ford F-150 pick up truck and a 17' utility trailer surplus equipment at the March 8, 2007 meeting. It is recommended that the Board approve the agreement with InterSchola to list these two pieces of equipment for disposal through the online auction.

*This agreement is available for review at the
Del Mar Union School District Office*

FISCAL IMPACT:

Revenue: Projected revenue of \$1,820 will be recorded as Unrestricted General Fund local revenue.

Expenditure: None.

Fund Balance: The Unrestricted General Fund balance will increase by the projected revenue of \$1,820.

RECOMMENDED:

That the Board of Trustees Approves the Agreement Between the Del Mar Union School District and InterSchola Trading Company for Management of Surplus Equipment Auctions.

*10.3

October 24, 2007

To: Board Members

From: Dena Whittington, Assistant Superintendent of Business Services

Subject: Approval of Revised 2006-2007 Capital Project Fund for Blended Component Units (Fund 49) Unaudited Actuals

During the 2006-2007 school year, the district issued a refunding bond. Entries reflecting the bond were included in the Unaudited Actuals approved by the Board of Trustees on September 12, 2007. On October 1, 2007, the district received communication from Aubrey King, CPA from Wilkinson Hadley King & Co. LLP. The communication required the district to reclassify the entries made to record the bond in order to be in compliance with GASB No. 7.

District staff posted entries to the Capital Project Fund for Blended Component Units to be in compliance with GASB No. 7. The revised SACS forms are being presented for your approval. Approval of the revised forms will facilitate the bond being recorded in the 2006-2007 audit report accurately.

Attached please find a summary of the original entries, adjusting entries, and balances. The \$11,700,000 to repay the existing bond was originally included as Cash with Fiscal Agent. Since the \$11,700,000 cash is sitting in an escrow account, GASB No. 7 requires the amount to be shown as a principal payment. This payment will not be made until September 2009. \$246,136 is required to reflect the interest payment. Cost of issuance was increased by \$43,350. Net amount of entries remains at \$20,610,167.47.

Bond proceeds were distributed on June 28, 2007 per bond statement dated June 22, 2007. Above entries change financial statements only and do not require cash transfers. District fund statements, other than Fund 49, in the 2006-2007 Unaudited Actuals approved on September 12, 2007 remain unchanged by the above entries.

FISCAL IMPACT: Ending Fund Balance at June 30, 2007 has been reduced by \$11,989,490 in Capital Project Fund for Blended Component Units (Fund 49) Unaudited Actuals.

RECOMMENDED: The Superintendent recommends approval of the Revised 2006-2007 Capital Project Fund for Blended Component Units (Fund 49) Unaudited Actuals.

10.4

Issuance of Refunding Bonds

89

Revised

Del Mar Union Elementary
San Diego County

Unaudited Actuals
Capital Project Fund for Blended Component Units
Expenditures by Object

37 68056 0000000
Form 049

Description	Resource Codes	Object Codes	2006-07 Unaudited Actuals	2007-08 Budget	Percent Difference
A. REVENUES					
1) Revenue Limit Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	2,667,581.87	2,553,000.00	-4.3%
5) TOTAL, REVENUES			2,667,581.87	2,553,000.00	-4.3%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	15,124.97	0.00	-100.0%
5) Services and Other Operating Expenditures		5000-5999	941,538.63	84,700.00	-91.0%
6) Capital Outlay		6000-6999	3,919,559.12	285,000.00	-92.7%
7) Other Outgo (excluding Transfers of Indirect/Direct Support Costs)		7100-7299, 7400-7499	11,946,136.18	0.00	-100.0%
8) Transfers of Indirect/Direct Support Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			16,822,358.90	369,700.00	-97.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(14,154,777.03)	2,183,300.00	-115.4%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8910-8929	0.00	0.00	0.0%
b) Transfers Out		7610-7629	1,566,565.06	874,988.00	-44.1%
2) Other Sources/Uses					
a) Sources		8930-8979	20,041,561.20	0.00	-100.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			18,474,996.14	(874,988.00)	-104.7%

Revised

Del Mar Union Elementary
San Diego County

Unaudited Actuals
Capital Project Fund for Blended Component Units
Expenditures by Object

37 68056 0000000
Form 149

Description	Resource Codes	Object Codes	2006-07 Unaudited Actuals	2007-08 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			4,320,219.11	1,308,312.00	-69.7%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	8,574,276.20	12,894,495.31	50.4%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			8,574,276.20	12,894,495.31	50.4%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			8,574,276.20	12,894,495.31	50.4%
2) Ending Balance, June 30 (E + F1e)			12,894,495.31	14,202,807.31	10.1%
Components of Ending Fund Balance					
a) Reserve for					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
General Reserve		9730	0.00	0.00	0.0%
Legally Restricted Balance		9740	0.00	0.00	0.0%
b) Designated Amounts					
Designated for Economic Uncertainties		9770	0.00	0.00	0.0%
Designated for the Unrealized Gains of Investments and Cash in County Treasury		9775	0.00	0.00	0.0%
Other Designations		9780	0.00	0.00	0.0%
c) Undesignated Amount		9790	12,894,495.31		
d) Unappropriated Amount		9790		14,202,807.31	

Revised

Del Mar Union Elementary
San Diego County

Unaudited Actuals
Capital Project Fund for Blended Component Units
Expenditures by Object

37 68056 0000000
Form 9 219

Description	Resource Codes	Object Codes	2006-07 Unaudited Actuals	2007-08 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	4,092,102.32		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	8,719,834.54		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	82,558.45		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Fixed Assets		9400			
10) TOTAL, ASSETS			12,894,495.31		
H. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Deferred Revenue		9650	0.00		
6) Long-Term Liabilities		9660			
7) TOTAL, LIABILITIES			0.00		
I. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G10 - H7)			12,894,495.31		

Revised

Description	Resource Codes	Object Codes	2006-07 Unaudited Actuals	2007-08 Budget	Percent Difference
FEDERAL REVENUE					
Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Tax Relief Subventions Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue County and District Taxes					
Other Restricted Levies Secured Roll		8615	2,242,064.62	2,249,000.00	0.3%
Unsecured Roll		8616	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to RL Deduction		8625	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-Revenue Limit Taxes		8629	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	396,465.63	284,000.00	-28.4%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	29,051.62	20,000.00	-31.2%
All Other Transfers In From All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			2,667,581.87	2,553,000.00	-4.3%
TOTAL, REVENUES			2,667,581.87	2,553,000.00	-4.3%

Revised

Description	Resource Codes	Object Codes	2006-07 Unaudited Actuals	2007-08 Budget	Percent Difference
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752		0.00	
PERS Reduction		3801-3802	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	15,124.97	0.00	-100.0%
TOTAL, BOOKS AND SUPPLIES			15,124.97	0.00	-100.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100		0.00	
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	233,932.93	0.00	-100.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	153,297.95	10,000.00	-93.5%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%

Revised

Del Mar Union Elementary
San Diego County

Unaudited Actuals
Capital Project Fund for Blended Component Units
Expenditures by Object

37 68056 0000000
Form 549

Description	Resource Codes	Object Codes	2006-07 Unaudited Actuals	2007-08 Budget	Percent Difference
Professional/Consulting Services and Operating Expenditures		5800	554,307.75	74,700.00	-86.5%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			941,538.63	84,700.00	-91.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	3,913,717.95	265,000.00	-93.2%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	5,841.17	20,000.00	242.4%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			3,919,559.12	285,000.00	-92.7%
OTHER OUTGO (excluding Transfers of Indirect/Direct Support Costs)					
Other Transfers Out					
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.0%
Debt Service - Interest		7438	246,136.18	0.00	-100.0%
Other Debt Service - Principal		7439	11,700,000.00	0.00	-100.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect/Direct Support Costs)			11,946,136.18	0.00	-100.0%
TOTAL, EXPENDITURES			16,822,358.90	369,700.00	-97.8%

Revised

Del Mar Union Elementary
San Diego County

Unaudited Actuals
Capital Project Fund for Blended Component Units
Expenditures by Object

37 68056 0000000
Form 619

Description	Resource Codes	Object Codes	2006-07 Unaudited Actuals	2007-08 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
To: Deferred Maintenance Fund		7615	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	1,566,565.06	874,988.00	-44.1%
(b) TOTAL, INTERFUND TRANSFERS OUT			1,566,565.06	874,988.00	-44.1%

Revised

Del Mar Union Elementary
San Diego County

Unaudited Actuals
Capital Project Fund for Blended Component Units
Expenditures by Object

37 68056 0000000
Form 749

Description	Resource Codes	Object Codes	2006-07 Unaudited Actuals	2007-08 Budget	Percent Difference
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Sale of Bonds		8951	19,955,000.00	0.00	-100.0%
Other Sources					
County School Bldg Aid		8961	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	86,561.20	0.00	-100.0%
(c) TOTAL, SOURCES			20,041,561.20	0.00	-100.0%
USES					
Transfers from Funds of Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)					
			18,474,996.14	(874,988.00)	-104.7%

October 16, 2007

To: Board Members

From: Dena Whittington

Through: Tom Bishop

Subject: Board Approval of Agreement Between the Del Mar Union School District and The NTI Group, Inc. For District All-Call System in the Amount of \$12,240.00

The service agreement with The NTI group is a renewal contract for the Connect-ED service. The District previously held a three-year agreement for the all-call services and during that time the system was well received. High ranking results reported on the Harris School Poll indicate that the education community and District stakeholders believe that the all-call system is a valuable tool for communications. Per student pricing formula of \$3.00 per student has not increased since the original contract date of October 5, 2004. The annual service fee for year one based on 4,080 enrolled students is \$12,240. District staff recommends that the Board approve the three-year renewal.

*This agreement is available for review at the
Del Mar Union School District Office*

FISCAL IMPACT: Revenue: This will be paid using Unrestricted General Fund revenue.
Expenditure: This item was included in the 2007-08 budget process.
Fund Balance: There will be no change to the fund balance.

RECOMMENDED: The Superintendent Recommends That the Board of Trustees Approves the Agreement Between the Del Mar Union School District and The NTI Group, Inc. For District All-Call System in the Amount of \$12,240.00

10.5

October 24, 2007

To: Board Members

From: Dena Whittington, Assistant Superintendent of Business Services

Subject: Approval of CPR training and related budget increase

During the school day, the district is responsible for the care and safety of each student. In an effort to increase the level of safety, the district would like to sponsor a CPR class for certificated and classified employees. CPR certification is valid for two years. The district could begin offering CPR classes annually to both certificated and classified employees to keep the certificates current.

The class for certificated employees would be held on a "Go" Wednesday. Teachers participating would be paid the \$25 hourly rate for six hours. The district would also pay the \$30 fee per attendee. If 40 teachers attend the training, the estimated cost would be \$8,440. Please see the sample scenario below:

Teachers	40
Class fee	\$ 1,200.00
Hourly Rate \$25	\$ 7,200.00
	\$ 8,400.00

Classified employees have also expressed an interest in participating in CPR training. Administrative Assistants, Office Assistants, and Health Technicians are often the first line of treatment when a child becomes ill. Many of our Plant Managers are on the disaster preparedness teams at the sites. There are also Instructional Aides who work directly with the students. Classified employees could participate in CPR training during the staff development days in January held for certificated staff. This is a non-student day that is already included in the classified employee calendar. There would be no additional cost for classified employee salaries who would be taking the class. The \$30 fee per attendee would still apply. Please see the sample scenario below:

Classified	20
Class fee	\$ 600.00
Hourley Rate	\$ -
	\$ 600.00

FISCAL IMPACT: Revenues: Unrestricted General Fund revenues would be used to cover this expense
Expenditures: Expenditure estimated at \$9,000 using the scenarios above. This item was not included in the 07-08 budget process.
Fund Balance: Fund Balance would be reduced by \$9,000 using the scenarios above

RECOMMENDED: The Superintendent recommends approval

October 24, 2007

To: Board Members
From: Tom Bishop
Subject: Board Approval, 2007/2008 SIP Budgets

Attached are the 2007/2008 SIP budgets that were approved by the 2007/2008 Site Councils at the end of the last school year or during the past month. At least one Site Council is meeting to approve the 07/08 SIP budget after the Board packet went to press. These proposed SIP budgets comply with the requirements and timeline of new Board Policy 0420.

The SIP budgets are funding many improvement initiatives from the site-based strategic plans.

Congratulations to the Site Council members at all schools for their leadership efforts and long-range planning.

RECOMMENDED: The Superintendent Recommends Board Approval of the 2007/2008 SIP Budgets That Have Been Approved by the Seven School Site Councils.

10.7

Ashley Falls School

School Improvement Program

Approved Budget

Approved budget on October 11, 2007

Carryover from 2006/2007: \$11,683.00

Total for 2007/2008: \$49,533.00 (includes carryover)

\$5,000	Everyone A Reader Program: supports struggling readers in K – third grade
\$20,000	Technology: software, printers, replacement hardware, site licenses
\$1,500	Miscellaneous materials and supplies
\$11,000	Certificated Academic Support Staff: differentiated instructional support (i.e., in class, small group support, enrichment)
\$9,033	Professional Learning Communities: release time, professional development, school plan development, professional resources
\$3,000	Supplemental Instructional Materials

School Improvement Plan Budget Carmel Del Mar School 2007/08

Allocation for 07/08 = \$33, 500

Carryover from 06/07 = 14,100

Total Allocation = \$47,600

- \$500 For Science consumable materials in K-6 classrooms. Materials may include: batteries, bulbs, seeds, soil, bridge building materials.
- \$3,000 Science Lab equipment and supplies, and math enrichment materials.
- \$517 Annual upkeep of Accelerated Math includes: Internet access, number of students using the program, and scantron sheets.
- \$2,000 To support the Music program, including: materials and supplies, instruments, and materials for productions.
- \$2,500 To support the Art program, including: materials, supplies and the use of community artists, works of art, upkeep of kiln, and drawing workbooks.
- \$1,500 Physical education equipment.
- \$8,000 To support school wide technology equipment, software, and supplies.
- \$5,000 Teacher professional development and substitute pay.
- \$10,100 Instructional Aide position.
- \$3,000 This will be a reserve account to be spent on items that may not fit into the above categories. However, money spent from this category will relate to the CDM and/or district strategic plan.
- \$5,000 To purchase additional materials related to Reading Language Arts or Mathematics.
- \$6,483 Savings that will roll over to the 2008/09 school year.

TOTAL = \$47,600



A GLOBAL VILLAGE

2007 – 2008 SCHOOL IMPROVEMENT BUDGET

VISION FOR EXCELLENCE

Literacy Support

Early Literacy Support for Grades K - 3	\$10,200
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Instructional Materials/Resources

Upgrade and maintain technology equipment	\$ 2,000
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Reading Support

Kindergarten Reading Intervention Materials	\$ 1,000
Updated leveled books for primary grades	\$ 1,000
Primary grades reference materials	\$ 600
Daybooks – Grade 3	\$ 450
Biography books - Grade 4	\$ 500
Upper grade novels	\$ 1,500
Upper grade reading comprehension materials	\$ 600
Reference materials for upper grades	\$ 500
Start to Finish Books – 10 dvds	\$ 500
Accelerated Reader Site License	\$ 1,300
Upper Grade Social Studies and Science materials	\$ 1,000
Team Up With Timo – students with autism	\$ 1,400
	\$12,350

PROFESSIONAL LEARNING COMMUNITY

PLC Team Planning Time

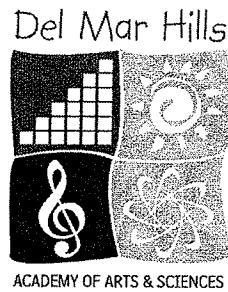
First Grade - 3 teachers x 2 days	\$ 900
Second Grade - 3 teachers x 1 day	\$ 450
Third Grade - 4 teachers x 3 days	\$ 1,800
Upper Grades	
Social Studies – 3 teachers x 1 days	\$ 450
Science – 3 teachers + scientist x 2 days	\$ 1,200
Language Arts – 7 teachers x 2 days	\$ 2,100
	\$ 6,900

DISCRETIONARY

	\$ 1,353
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TOTAL	\$30,803
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Approved by Site Council on October 11, 2007



September 20, 2007

The rationale for distribution of the proposed budget was derived from the following ***Vision for Excellence*** and ***Strategic Planning Goals***:

- Continue with the implementation of *Professional Learning Communities* (PLC) and data-driven instruction: *Develop ongoing formative assessments based on the identification of essential standards*
- Expand individualized / small group instruction through “push-in”, co-teaching, ALP and specialist programs
- Continue to implement differentiated curriculum via open-ended, hands-on, project-based, integrated unit development
- Continue the development and implementation of thematic units enhanced by the SMARt components
- Expand our *PeaceBuilders Program* (specifically to lunch recess, *Implement Schoolwide Buddy System*)

The PLC concept is our “guiding light.” Thus, curriculum and program configuration is driven by assessment data/student needs. The development of data-driven SMART goals and formative assessments is written into every teacher’s 2007-08 goals and objectives. The consistent implementation of differentiated, standards-based instruction is paramount to our program. Dynamic/flexible grouping will assist in enhancing the implementation of differentiated curriculum. Additionally, we continue with our commitment to our integrated program; we are carefully examining the balance of “core content curriculum” with enrichment offerings at each grade level.

We are focused on the continued improvement of standardized assessment scores (STAR) at all grade levels with a concentrated effort in the areas of *Reading Comprehension*, *Writing Strategies* and *Number Sense*. We are also continuing to emphasize 4-5 grade science standards. Careful attention is being given to the

increasing needs of our English Language Learners and students with limited support at home.

Related goals include:

- Utilizing ongoing formative assessment data to drive instruction
- Development of SMART goals and formative assessments at each grade level
- Providing immediate support to struggling students
- Continued implementation of a balanced literacy program
- Expansion of upper grade literacy units that target varied reading levels
- Maintenance of classroom leveled libraries and bookrooms
- Target 5th and 6th grade mathematics classes to address student learning needs
- Development of differentiated curriculum/higher order questioning strategies
- Increased capacity in the area of ELL development
- Continue to build capacity in the utilization of technology as a tool
- Continued development of integrated fine arts units
- Implementation of hands-on science in the classroom / using our science specialist to build capacity at our site, focus on grades 4 & 5
- Implementation of an aggressive test prep program
- Maintain co-teaching model to support resource program

SIP BUDGET ALLOCATIONS - 2007-08

TOTAL ALLOCATION	\$18,564.00
Blended Class Instructional Aide Position (<i>Supplemental</i>)	\$ 2,814.00
PE Position: .01 of .04 (DMSEF) of .54 position: (<i>Supplemental</i>)	\$
1,000.00	
	\$ 4,000.00
 TOTAL "Leftover"	 <u>\$14,564.00</u>

**PLC /DIFFERENTIATED LEARNING SUPPORT
Materials, Staff Development & Planning Time**

PLC: 2007 Summer Planning/Team Release Time **\$ 2,000.00**

- *Analyze 2006-07 STAR assessment data, revise/develop SMART goals and aligned formative assessments and implementation timeline*
- *Plan for blended classes*
- *Restructure course delivery in grades 5 and 6*
- *Refine schedule to meet new staffing needs*

STUDENT INTERVENTION PROGRAMS

Early Academic Learning Program (ALP) "Push-in Support"	\$ 2,500.00
• <i>Provide supplemental ALP services for grades 2-6 (based on student need)</i>	
Release Time for SST Review	\$ 800.00
Intervention Materials	\$ 200.00

STAFF DEVELOPMENT

Training Conference Cost & Substitute Teacher Expenses

Outside consultants, conferences and trainings	\$ 3,000.00
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PEACE BUILDERS PROGRAM IMPLEMENTATION

Training and Materials	\$ 300.00
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OTHER EXPENDITURES

Supplemental Materials: 3-6 Language Arts & Math	\$ 1,200.00
- Wordly Wise	
- Homework Organizers	
- Quickword	
Science Lab /Classroom Science Materials/Integration	
Hands-on Science Materials	\$ 500.00
Test Preparation Materials	\$ 1,500.00
Technology: Supplies and Equipment	\$ 2,500.00
PLC Planbooks	\$ 250.00
TOTAL <i>(excluding instructional assistant)</i>	\$
GRAND TOTAL <i>(includes instructional assistant)</i>	\$ 18,564.00

OCEAN AIR SCHOOL SCHOOL SITE COUNCIL BUDGET FOR 2007/08 SCHOOL YEAR

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- * \$3,000 Expansion of the library including leveled books, journals, library books, guided reading materials, and supplies for the library. May include substitutes to cover the cost for in services and special events.

- * \$5,000 To support professional development opportunities for the teaching staff including conference registration, travel, professional journals, workshops, conferences, copying costs, and Professional Learning Communities

- * \$4,000 To support the Music and Art programs including supplies, media, materials, assemblies, coaches, and instruments to support our goals in the Fine Arts.

- * \$3,000 To support technology improvement for staff, students, and the tech labs, including supplies, media software, media, hardware, and release time for substitutes to increase teachers skills and use of technology in the classroom.

- * \$2,000 For Science consumable materials K-6 for classrooms and the Science Lab/ garden: including models, supplies, contests, and equipment.

- * \$11,359 For Instructional aide support in the workroom assisting all teachers, support staff, and volunteers.

- * \$1,000 For SPARK PE equipment to implement the SPARK program K-6 including supplies, equipment, conferences, consultants, substitutes for release time, and copying costs.

- * \$6,504 For supplies, consultants, substitutes, copying costs, and materials to implement the Vision For Excellence, support the site Strategic Plan and Professional Learning Communities for the 2007-08 school year

- * \$2,000 To support GATE and enrichment opportunities through contests, assemblies, field trips, materials, and guest speakers.

Total: \$37,863 Approved by the School Site Council 9/20/07

**Sage Canyon School Improvement Budget
2007-2008**

<i>736 students @ \$72.86 per student</i>	<i>53,667.60</i>
Instructional Materials	25,000.00
These funds are for supplemental instructional materials not covered by district general textbook funds. Materials include: Wordly Wise vocabulary (grades 1, 2, 3, 4, & 6) Time for Kids (grades 2-6), Weekly Reader (grade 1), History Alive (grade 5), Step Up to Writing (grades 3 & 4), math problem solving and enrichment materials (grades K-6), Phonics and phonemic awareness materials (grades K-2), student agenda/planners (grades 4, 5, & 6), QuickWord Books (grades K & 2), Harcourt Brace extension materials for math (grades 3 & 4), Read Naturally fluency program and materials (grades 2-5), and leveled trade books to support both fiction and non-fiction reading comprehension (K-6).	
Staff Development	15,000.00
These funds support the ongoing professional development of all Sage Canyon staff. Funding provides workshop fees, travel/lodging expenses, presenters fees, professional books and materials, and teacher professional development release days. Staff development during the 07-08 school year will support the action steps outlined in the Vision for Excellence Plan for Professional Learning Communities.	
Technology	4,000.00
Funds support the purchase of ongoing consumable technology supplies such as printer toner, projector light bulbs, cables, cords and DVD/s.	
Academic Learning Program	6,167.60
These funds will be used to purchase temporary staffing and materials to support an Academic Learning Program	
Family Math Night	1,000.00
These funds will support the planning and materials needed for the Sage Canyon staff to host a Family Math Night in November	
Fees for Student Competitions	1,000.00
These funds support the fees and materials associated with student participation in the California Math League, Continental Math League, and Math Olympiad competitions	
Science	1,500.00
These funds support the cost of consumable materials used to support a hands-on science curriculum.	
<i>SIP Funds brought forward from previous year</i>	<i>19, 870.59</i>
Technology	
Funds will be utilized to upgrade existing or purchase new software, hardware, and multimedia carts in alignment with the Vision for Excellence Technology goal	

SYCAMORE RIDGE SCHOOL



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Unapproved

Sycamore Ridge

DRAFT

Vision for Excellence, School and Library Improvement Block Grant
Budget Priorities
2007-2008

\$5,000	LANGUAGE ARTS: For literacy materials, including the Houghton Mifflin Language Arts Series, writing program materials, leveled books, guided reading materials, supplies for the school library, and Test Ready materials.
\$8,000	PROFESSIONAL LEARNING COMMUNITIES STAFF DEVELOPMENT/DATA and ASSESSMENT: To support professional development opportunities for the teaching staff including conference registration, travel, professional journals, workshops, copying costs, and supplies. For release time for substitutes to allow for peer coaching and teacher demonstration lessons.
\$3,500	SCIENCE: For science consumable materials for classrooms K-6, and the science lab, including models, supplies and equipment.
\$5,000	MUSIC AND ART: To support musical productions and art programs including supplies, media, materials, assemblies, and instruments to support music and art standards integrating grade level curriculum standards. To provide for music coaching costs for sectional band instruction.
\$3,000	TECHNOLOGY: To support technology improvement for staff, students, and the technology lab, including supplies, media software, media hardware, and release time for substitutes to increase teachers' skills.
\$4,000	MEETING THE NEEDS OF ALL LEARNERS: To support enrichment and intervention programs including supplies, software, contest costs (<i>Future Problem Solver</i> , <i>Newsbowl</i> , <i>Continental Math League</i> , <i>Challenge 24</i> , <i>Word Masters</i>), and consultant costs for an Academic Learning Program.
\$2,000	STRATEGIC PLAN: For supplies, consultant training costs, copying costs, and materials to implement the Vision For Excellence Site Strategic Plan for the 2006-2007 school year.

TOTAL: \$30,753.00

\$6,786.00 carry over from 06-07

Torrey Hills
SIP Budget 2007-2008

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	2006-2007	2007-2008
Library Books	\$6,000	\$2,500
Professional Development	\$6,000	\$5,000
Music and Art	\$5,000	
Technology	\$16,000	\$9,500
Science	\$1,000	\$2,000
Literacy Aide	\$3,500	\$2,000
Volunteer Coordinator	\$11,500	\$9,000
PE	\$1,000	
Supplies		\$3,225
Salary		
Instructional Materials	\$10,000	\$27,832
Total	\$60,000	\$61,057
SIP Allocation		\$38,464
SIP Carryover		\$22,593
SIP Total		\$61,057

October 24, 2007

To: Board Members

From: Dena Whittington

Through: Tom Bishop

Subject: Board Approval of Agreement Between the Del Mar Union School District and School Wise Press for Producing and Publishing 2006-2007 Site Accountability Report Cards in the Amount of \$6,520.

California voters passed Proposition 98 in November 1988. Proposition 98, also known as The Classroom Instruction Improvement and Accountability Act, provides funding for California schools. In return, all public schools in California are required to prepare annual School Accountability Report Cards (SARC). In years since 1988, additional requirements have been established and are part of Education Code sections 33126 and 33126.1. Similar requirements are also included in the federal No Child Left Behind (NCLB) legislation.

Beginning last year, School Wise Press published the 2005-2006 SARC on behalf of the Del Mar Union School District. SARC's are available both on-line and in hard copy at the sites. School Wise Press strives to produce reports that make student performance prominent, that are short and easy to read, and that help people understand how to use the information.

*This agreement is available for review at the
Del Mar Union School District Office.*

FISCAL IMPACT: Revenue: This will be paid using Unrestricted General Fund revenue.
Expenditure: This item was included in the 2007-08 budget process.
Fund Balance: There will be no change to the fund balance.

RECOMMENDED: The Superintendent Recommends That the Board of Trustees Approves the Agreement Between the Del Mar Union School District and School Wise Press for Producing and Publishing 2005-2006 Site Accountability Report Cards in the Amount of \$6,520.

*10.8

October 16, 2007

To: Board Members

From: Dena Whittington

Through: Tom Bishop

Subject: Board Consideration of Resolution No. 2007-17 Designation of Applicant's Agent Resolution for October, 2003 Firestorm Property Claim Final Settlement in the Amount of \$12,797

The District filed two claims with FEMA, the Federal Emergency Management Agency, for reimbursement of costs incurred by the District for clean up work required after the wild fires in October, 2003. Resolution 2007-17 is required to receive the final settlement amount of \$12,797.00 from FEMA. The San Diego County Office of Education Risk Management JPA will submit the approved resolution to OES, Office of Emergency Services, for disbursement of settlement funds. Funds will be deposited in the JPA claim files and dispersed to each member District via auditor's transfer.

FISCAL IMPACT: Revenue: This will be posted to Unrestricted General Fund revenue.
Expenditure: None
Fund Balance: The fund balance will increase by \$12,797.

RECOMMENDED: That the Board of Trustees Approves Resolution No. 2007-17 Designation of Applicant's Agent Resolution for October, 2003 Firestorm Property Claim Final Settlement in the Amount of \$12,797.

*10.9

RESOLUTION NO. 2007-17

DESIGNATION OF APPLICANT'S AGENT
State of California, Office of Emergency Services

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE DEL MAR UNION SCHOOL DISTRICT THAT THE JPA PROPERTY & LIABILITY PROGRAM MG. is hereby authorized to execute for and in behalf of the Del Mar Union School District, a public entity established under the laws of the State of California, this application and to file it in the Office of Emergency Services for the purpose of obtaining certain federal financial assistance under P.L. 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT THE Del Mar Union School District, a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the State Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

PASSED AND APPROVED this 24th day of October, 2007.

(Name and Title)

(Name and Title)

(Name and Title)

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, Thomas F. Bishop, duly appointed Secretary of the Governing Board, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Board of Trustees of the Del Mar Union School District on the 24th day of October, 2007.

Date: _____

Thomas F. Bishop, Secretary of the Governing Board

September 18, 2007

To: Board Members

From: Dena Whittington

Through: Tom Bishop

Subject: Board Approval of Performance Agreement Between the Del Mar Union School District and Music Coaches at Carmel Del Mar School in the Amount of \$800

Wes Noel will provide brass coaching and Annette Greishaber will provide percussion coaching for one hour per day on Tuesdays at Carmel Del Mar School between October 2, 2007 and December 11, 2007. The coaching will assist the music teacher in providing instruction to band members. This expenditure will be paid from the sites music fundraising account.

*These agreements are available for review at the
Del Mar Union School District Office*

FISCAL IMPACT: Revenue: This expenditure is paid from Unrestricted General Fund Revenues deposited from site fundraising activities.
Expenditure: The \$800 will be expended out of Carmel Del Mar School's fundraising budget.
Fund Balance: Since revenue and expenditure is the same, there is no change to fund balance.

RECOMMENDED: The Superintendent Recommends Approval of the Performance Agreements Between the Del Mar Union School District and Music Coaches at Carmel Del Mar School in the Amount of \$800.

*10.10

October 24, 2007

To: Board Members
From: Dena Whittington
Subject: 2007-2008 Monthly Budget Update

This agenda item is to provide a monthly update of remaining budget balances for each fund individually. The 2007-08 Adopted Budget amounts are used for revenue and expenditures. Beginning fund balance has been adjusted to the 2006-2007 Unaudited Actuals ending fund balance. The actual revenues and expenditures are as of September 30, 2007.

FISCAL IMPACT: Presentation of this report is for information only and does not affect revenues, expenses, or projected ending fund balances in the 2007-2008 Budget.

RECOMMENDED: No action required, for information only

10.11

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
General Fund - Unrestricted
September 30, 2007**

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining	
Revenues				
Revenue Limit Sources*	\$ 27,901,527	\$ 1,003,924	96%	
Federal Revenue	-	-		
Other State Revenue	2,828,996	0	100%	
Other Local Revenue	1,659,102	565,121	66%	
Total Revenues	\$ 32,389,625	\$ 1,569,045	95%	
Expenditures				
Certificated Salaries	\$ 16,837,535	\$ 3,204,948	81%	
Classified Salaries	3,061,129	650,044	79%	
Employee Benefits	4,615,222	881,898	81%	
Books and Supplies	1,319,528	410,639	69%	
Services and Other Operating	2,433,858	631,629	74%	
Capital Outlay	109,890	110,658	-1%	(1)
Other Outgo	31,926	5,251	84%	
Transfers of Indirect/Direct Support	0	0		
Total Expenditures	\$ 28,409,088	\$ 5,895,067	79%	
Excess (Deficiency) Revenues and Expenditures	\$ 3,980,537	\$ (4,326,022)		
Other Financing Sources and Uses				
Transfers In	\$ -	\$ -		
Transfers Out	-	-		
Contributions	(4,158,175)	-		
Other Financing Sources and Uses	\$ (4,158,175)	\$ -		
Net Increase (Decrease) In Fund Balance	\$ (177,638)	\$ (4,326,022)		
Beginning Fund Balance	\$ 8,238,034			
Ending Fund Balance**	\$ 8,060,396			

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

(1) Apple computers were purchased by the General Fund for Ocean Air and Sage Canyon.

The CFD has reimbursed the General Fund for the Ocean Air computers.

Sage Canyon has donation carryover from 06-07 that has not been posted.

Capital Outlay will be within budget once the two above entries have occurred.

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
General Fund - Restricted
September 30, 2007**

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ 302,489	\$ -	100%
Federal Revenue	707,124	1,074	100%
Other State Revenue	1,055,981	267,738	75%
Other Local Revenue	1,128,481	297,857	74%
Total Revenues	\$ 3,194,075	\$ 566,669	82%
Expenditures			
Certificated Salaries	\$ 2,365,024	\$ 424,471	82%
Classified Salaries	1,903,776	323,750	83%
Employee Benefits	938,531	159,249	83%
Books and Supplies	830,323	196,485	76%
Services and Other Operating	976,707	197,402	80%
Capital Outlay	0	25,376	
Other Outgo	88,176	0	100%
Transfers of Indirect/Direct Support	-		
Total Expenditures	\$ 7,102,537	\$ 1,326,733	81%
Excess (Deficiency) Revenues and Expenditures	\$ (3,908,462)	\$ (760,064)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (153,500)	\$ -	
Contributions	\$ 4,158,175	\$ -	
Other Financing Sources and Uses	\$ 4,004,675	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 96,213	\$ (760,064)	
Beginning Fund Balance	\$ 1,261,681		
Ending Fund Balance**	\$ 1,357,894		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
General Fund - Combined
September 30, 2007**

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ 28,204,016	\$ 1,003,924	96%
Federal Revenue	\$ 707,124	\$ 1,074	100%
Other State Revenue	\$ 3,884,977	\$ 267,738	93%
Other Local Revenue	\$ 2,787,583	\$ 862,978	69%
Total Revenues	\$ 35,583,700	\$ 2,135,714	94%
Expenditures			
Certificated Salaries	\$ 19,202,559	\$ 3,629,419	81%
Classified Salaries	\$ 4,964,905	\$ 973,794	80%
Employee Benefits	\$ 5,553,753	\$ 1,041,147	81%
Books and Supplies	\$ 2,149,851	\$ 607,124	72%
Services and Other Operating	\$ 3,410,565	\$ 829,031	76%
Capital Outlay	\$ 109,890	\$ 136,034	-24%
Other Outgo	\$ 120,102	\$ 5,251	96%
Transfers of Indirect/Direct Support	\$ -	\$ -	
Total Expenditures	\$ 35,511,625	\$ 7,221,800	80%
Excess (Deficiency) Revenues and Expenditures	\$ 72,075	\$ (5,086,086)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (153,500)	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ (153,500)	\$ -	
Net Increase (Decrease) In Fund Balance	\$ (81,425)	\$ (5,086,086)	
Beginning Fund Balance	\$ 9,499,715		
Ending Fund Balance**	\$ 9,418,290		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
Cafeteria Fund
September 30, 2007

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -		
Federal Revenue	114,300	\$ -	100%
Other State Revenue	3,780	\$ 705	81%
Other Local Revenue	801,724	\$ 182,504	77%
Total Revenues	\$ 919,804	\$ 183,209	80%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	115,222	\$ 15,451	87%
Employee Benefits	39,109	\$ 6,445	84%
Books and Supplies	712,933	\$ 22,638	97%
Services and Other Operating	5,000	\$ 3,702	26%
Capital Outlay	35,000	\$ 34,954	0%
Other Outgo	22,121	\$ -	100%
Transfers of Indirect/Direct Support	-	\$ -	
Total Expenditures	\$ 929,385	\$ 83,190	91%
Excess (Deficiency) Revenues and Expenditures	\$ (9,581)	\$ 100,019	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	-	\$ -	
Contributions	-	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ (9,581)	\$ 100,019	
Beginning Fund Balance	\$ 34,324		
Ending Fund Balance**	\$ 24,743		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
 These components are not addressed on this spreadsheet

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
Deferred Maintenance
September 30, 2007**

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	153,500	0	100%
Other Local Revenue	8,000	0	100%
Total Revenues	\$ 161,500	\$ -	100%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	0	
Services and Other Operating	57,750	15,990	72%
Capital Outlay	0	0	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 57,750	\$ 15,990	72%
Excess (Deficiency) Revenues and Expenditures	\$ 103,750	\$ (15,990)	
Other Financing Sources and Uses			
Transfers In	\$ 136,758	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 136,758	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 240,508	\$ (15,990)	
Beginning Fund Balance	\$ 524,265		
Ending Fund Balance**	\$ 764,773		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
Special Reserve for other than Capital Outlay
September 30, 2007**

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	38,000	0	100%
Total Revenues	\$ 38,000	\$ -	100%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	0	
Services and Other Operating	0	0	
Capital Outlay	0	0	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ -	\$ -	
Excess (Deficiency) Revenues and Expenditures	\$ 38,000	\$ -	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 38,000	\$ -	
Beginning Fund Balance	\$ 1,242,493		
Ending Fund Balance**	\$ 1,280,493		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
Capital Facilities
September 30, 2007

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	127,400	27,804	78%
Total Revenues	\$ 127,400	\$ 27,804	78%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	0	
Services and Other Operating	3,500	0	
Capital Outlay	70,000	0	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 73,500	\$ -	100%
Excess (Deficiency) Revenues and Expenditures	\$ 53,900	\$ 27,804	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 5,181	\$ 27,804	
Beginning Fund Balance	\$ 35,434		
Ending Fund Balance**	\$ 40,615		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
 These components are not addressed on this spreadsheet

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
Special Reserve Fund for Capital Outlay Projects
September 30, 2007**

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	40,000	0	100%
Total Revenues	\$ 40,000	\$ -	100%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	0	
Services and Other Operating	0	0	
Capital Outlay	0	0	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ -	\$ -	
Excess (Deficiency) Revenues and Expenditures	\$ 40,000	\$ -	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 40,000	\$ -	
Beginning Fund Balance	\$ 19,823		
Ending Fund Balance**	\$ 59,823		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
Capital Project Fund for Blended Component Units
(CFD 95-1 and CFD 99-1)
September 30, 2007**

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	2,553,000	107,865	96%
Total Revenues	\$ 2,553,000	\$ 107,865	96%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	0	
Services and Other Operating	84,700	12,402	85%
Capital Outlay	285,000	6,150	98%
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 369,700	\$ 18,552	95%
Excess (Deficiency) Revenues and Expenditures	\$ 2,183,300	\$ 89,313	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	(874,988)	(408,383)	
Contributions	-	-	
Other Financing Sources and Uses	\$ (874,988)	\$ (408,383)	
Net Increase (Decrease) In Fund Balance	\$ 1,308,312	\$ (319,070)	
Beginning Fund Balance	\$ 24,883,985		
Ending Fund Balance**	\$ 26,192,297		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
Debt Service Fund for Blended Component Units (CFD)
September 30, 2007**

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	0	0	
Total Revenues	\$ -	\$ -	
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	0	
Services and Other Operating	0	0	
Capital Outlay	0	0	
Other Outgo	874,988	0	100%
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 874,988	\$ -	100%
Excess (Deficiency) Revenues and Expenditures	\$ (874,988)	\$ -	
Other Financing Sources and Uses			
Transfers In	\$ 874,988	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 874,988	\$ -	
Net Increase (Decrease) In Fund Balance	\$ -	\$ -	
Beginning Fund Balance	\$ -		
Ending Fund Balance**	\$ -		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
Other Enterprise Fund - Childcare
September 30, 2007**

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	2,415,859	630,585	74%
Total Revenues	\$ 2,415,859	\$ 630,585	74%
Expenditures			
Certificated Salaries	\$ 61,019	\$ 17,376	72%
Classified Salaries	1,644,591	425,450	74%
Employee Benefits	397,629	91,554	77%
Books and Supplies	234,747	70,920	70%
Services and Other Operating	162,811	25,574	84%
Capital Outlay	0	0	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 2,500,797	\$ 630,874	75%
Excess (Deficiency) Revenues and Expenditures	\$ (84,938)	\$ (289)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 876,676	\$ (289)	
Beginning Fund Balance	\$ 1,046,413		
Ending Fund Balance**	\$ 1,923,089		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
Foundation Trust Fund
September 30, 2007**

	2007-08 Adopted Budget	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	1,400	0	100%
Total Revenues	\$ 1,400	\$ -	100%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	1,340	
Services and Other Operating	0	0	
Capital Outlay	0	0	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ -	\$ 1,340	
Excess (Deficiency) Revenues and Expenditures	\$ 1,400	\$ (1,340)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 1,400	\$ (1,340)	
Beginning Fund Balance	\$ 42,584		
Ending Fund Balance**	\$ 43,984		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2007-2008 Attorney Fees
General Fund - Unrestricted
September 30, 2007**

		2007-08 Revised Budget	Actuals to Date	% of Budget Remaining
0000-504	Business	120,000	43,995	63%
0000-772	Facilities	19,903	4,780	76%
0000-503	Personnel	5,208	3,383	35%
0000-420	Special Education	5,000	0	100%
Total Attorney Fees		\$ 150,111	\$ 52,158	65%

Date: October 5, 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
Griffith, Shayne	Art Teacher	1.00	Sage Canyon	Approve Assignment Effective 10/2/07	Replacement
Lee, Riann	Extended Studies Teacher	0.50	Torrey Hills	Approve Assignment Effective 10/10/07	Expansion

Date: October 5, 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

CLASSIFIED

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Cannon, Jeremy	Child Care Worker I	0.75	Child Care	Approve Assignment Effective 9/20/07	Replacement
Chaney, Cristiana	Child Care Worker I	0.75	Child Care	Approve Assignment Effective 9/17/07	Replacement
Collins, Ambar	Child Care Worker I	0.75	Child Care	Approve Assignment Effective 9/17/07	Replacement
Costanzino, Guadalupe	Noon Duty Aide	0.075	Carmel Del Mar	Approve Assignment Effective 9/18/07	Replacement
Curd, Natalie	Child Care Worker I	0.750	Child Care	Approve Assignment Effective 9/20/07	Replacement
DeAugustine, Diana	Special Education Aide II	0.71875	Sycamore Ridge	Approve Increase in Hours from 25 Hours per Week to 28.75 Hours per Week Effective 10/8/07	Expansion
Deignan, Justin	Child Care Worker I	0.45	Child Care	Approve Assignment Effective 8/21/07	Replacement

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Eiffert, William	School Office Assistant	0.875	Ocean Air	Approve Resignation Effective 9/28/07	
Eiffert, William	Volunteer Coordinator	0.225	Ocean Air	Approve Temporary Assignment Effective 10/1/07	Expansion
Ewing, Deborah	Instructional Aide II /Noon Duty	0.7125	Carmel Del Mar	Approve Increase in Hours from 26.25 Hours per Week to 28.5 Hours per Week Effective 8/27/07	Replacement
Graciano, Jose	District Groundsman	1.00	District Office	Approve Retirement Effective 12/28/07	
Harrison, David	Child Care Worker I	0.30	Child Care	Approve Assignment Effective 9/28/07	Replacement
Herreria, Carrie	Child Care Worker II	0.25	Child Care	Approve Assignment Effective 8/23/07	Replacement
Hill, Emily	Special Education Aide II	0.75	Ashley Falls	Approve Assignment Effective 9/24/07	Replacement
Hurley, Erica	Instructional Aide I	0.775	Carmel Del Mar	Approve Assignment Effective 9/24/07	Expansion
Lettner, Haley	Child Care Worker I	0.225	Child Care	Approve Resignation Effective 9/28/07	

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Lim, Lauren	Child Care Worker I	0.75	Child Care	Approve Assignment Effective 9/18/07	Replacement
Maglonzo, Eleanor	Child Care Worker I	0.45	Child Care	Approve Assignment Effective 8/20/07	Replacement
Post, Cindy	Instructional Aide I - ELL	0.30	Del Mar Hills	Approve Assignment Effective 9/19/07	Replacement
Quezada, Monica	Child Care Worker I	0.75	Child Care	Approve Assignment Effective 9/28/07	Replacement
Ramirez, Gabriela	Noon Duty Aide	0.0625	Torrey Hills	Approve Assignment Effective 9/26/07	Replacement
Ross, Kristyn	Noon Duty Aide	0.0125	Torrey Hills	Approve Assignment Effective 9/5/07	Replacement
Rusconi, Cristina	Instructional Aide II /Noon Duty	0.70	Torrey Hills	Approve Increase in Hours from 25 Hours per Week to 28 Hours per Week Effective 8/28/07	Replacement
Russo, Marina	School Office Assistant	0.875	Ocean Air	Approve Assignment Effective 9/26/07	Replacement
Sandoval, Jonathan	Noon Duty Aide	0.025	Torrey Hills	Approve Assignment Effective 9/4/07	Replacement

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Scheg, Catherine	Volunteer Coordinator/ Noon Duty	0.3375	Torrey Hills	Approve Increase in Hours from 5 Hours per Week to 13.5 Hours per Week Effective 9/17/07	Replacement
Schmidt, Rebecca	Child Care Worker I	0.30	Child Care	Approve Assignment Effective 9/28/07	Replacement
Smith-Wagner, Leslie	Instructional Aide I /Noon Duty	0.59375	Torrey Hills	Approve Assignment Effective 9/17/07	Expansion
Spelts, Samantha	Child Care Worker I	0.50	Child Care	Approve Resignation Effective 8/17/07	
Trust, Heather	Noon Duty Aide	0.025	Ashley Falls	Approve Assignment Effective 8/31/07	Replacement
Whitesell, Xiaowen	Noon Duty Aide	0.10	Ocean Air	Approve Assignment Effective 9/10/07	Expansion
Wilson, Tina	Child Care Worker I	0.60	Child Care	Approve Increase in Hours from 18 Hours per Week to 24 Hours per Week Effective 9/13/07	Replacement
Wong, Leslie	Noon Duty Aide	0.05625	Del Mar Hills	Approve Resignation Effective 10/17/07	
Yanagihara, Leslie	Noon Duty Aide	0.0625	Del Mar Heights	Approve Assignment Effective 9/4/07	Replacement

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Ybarra, Krystle	Child Care Worker II	0.95	Child Care	Approve Resignation Effective 10/3/07	
Yoon, Joy	Child Care Worker I	0.35	Child Care	Approve Assignment Effective 9/26/07	Replacement