

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

**March 26, 2008
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, March 26, 2008 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.

NOTE: At 3:30 p.m. there will be an open session to allow for public comment on the closed session agenda, followed immediately by a closed session in the Del Mar Hills Academy - Administration Office Conference Room, 14085 Mango Drive, Del Mar, CA 92014)

CALL TO ORDER - OPEN SESSION – 3:30 P.M.

A. BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

B. PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA

ADJOURN TO CLOSED SESSION (In the Del Mar Hills Academy – Administration Office Conference Room, 14085 Mango Drive, Del Mar, CA 92014)

CALL TO ORDER – CLOSED SESSION

CLOSED SESSION AGENDA:

- 1.1 **Conference with Real Property Negotiator** (G.C. 54956.8)—Property: 225 9th Street, Del Mar, California 92014—Agency Negotiators: Janet Bernard, Interim Superintendent/Rodger Smith, Director of Facilities/Personnel—Negotiating Parties: DMUSD and the City of Del Mar—Under Negotiation: Sale/Lease Terms Between the City of Del Mar and the DMUSD.
- 1.2 **Public Employee Discipline/Dismissal/Release** pursuant to (Government Code 54957)
- 1.3 **Conference with Legal Counsel – Anticipated Litigation** (Government Code section 54956.9(b); Name of Case: Significant Exposure to Litigation: One case
- 1.4 **Public Employment Appointment/Employment:** Title: Interim Superintendent (G.C. 54957)

Adjournment of Closed Session:

Time: _____p.m.

Motion____Second____Ayes____Nays____

RECONVENE TO OPEN SESSION

C. REPORT OF ACTION TAKEN IN CLOSED SESSION:

CALL TO ORDER, CFDs – 5:40 p.m.

- **CALL TO ORDER, MEETING OF THE LEGISLATIVE BODY OF CFD No. 95-1**
 - **CALL TO ORDER, 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 STUDENT RECOGNITION – DEL MAR HILLS ACADEMY

1-2

3.0 APPROVAL OF THE AGENDA

Motion____Second____Ayes____Nays____

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 3

Employees of the Month for March 2008:

Ashley Falls – Randy Wheaton, Director of Maintenance & Operations

Carmel Del Mar – Katharin Roth, Physical Education Teacher

Del Mar Heights – Robbie Elliott, Instructional Assistant/ELL

Del Mar Hills – Abby Farricker, Fourth Grade Teacher

Ocean Air – Jodi Neilson, Music Specialist

Sage Canyon – Kristyn Braund, First Grade Teacher

Sycamore Ridge – Stephanie Lomax, Music Specialist

Torrey Hills – Patty Gold, Instructional Assistant/ELL

5.2 Report 4

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

5.3 Report 5

DMSEF Report: Bob Gans, DMSEF President

Timed: 7:00 p.m.

5.4 Public Hearing 6-56

Public Hearing to Consider Reports Entitled, "Residential Development School Fee Justification Study" and "Commercial/Industrial Development School Fee Justification Study".

5.4.1 Board Approval, Resolution No. 2008-09, Increase in Statutory School 57-68

Facility Fees Imposed on New Residential and Commercial/Industrial Construction Pursuant to Education Code Section 17620 and Government Code Section 65995

Motion____Second____Ayes____Nays____

69-70

5.5 Report

Monthly Staff Development, Travel & Conference Update

5.6 Report

Board Report/Comments

5.7 Report

Interim Superintendent's Report

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

6.1 Approval of the Minutes of:

- Minutes of Special Board Meeting of February 13, 2008
- Minutes of Special Board Meeting of February 20, 2008, 10:30 a.m.
- Minutes of Special Board Meeting of February 20, 2008, 3:30 p.m.
- Minutes of Special Board Meeting of February 26, 2008
- Minutes of Regular Board Meeting of February 27, 2008
- Minutes of Special Board Meeting of February 29, 2008

Motion _____ Second _____ Ayes _____ Nays _____

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 _____

Consent Items:

- | | | |
|-------|---|---------|
| *8.10 | Board Approval, Interdistrict Attendance Agreement Between the Del Mar Union School District and Named School Districts | 141 |
| *9.2 | Board Approval, Agreement with the San Diego/Imperial Counties Chapter of the American Red Cross to Permit the Red Cross to use the Del Mar Union School District's Buildings, Grounds and equipment for the Conduct of American Red Cross Disaster Service Activities. | 149-153 |
| *10.1 | Board Approval and Acceptance of Donations to the Del Mar Union School District | 154-155 |
| *10.2 | Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements | 156-163 |
| *10.3 | Board Approval of Site Performance Agreements | 164 |
| *10.4 | Board Approval of Agreement Between Seaside Heating & Air Conditioning and the Del Mar Union School District to Replace Air Conditioning in Room P6 in the Amount of \$4,800.00 | 165 |
| *10.5 | Board Approval of Contract Between the Del Mar Union School District and Maximus, Inc. for the Annual Inventory for Three Fiscal Years Ending June 30, 2008, 2009 and 2010 in the Amount of \$7,400.00 Per Year | 166 |
| *10.6 | Board Action to Declare District Personal Property Obsolete and Surplus Property and to Dispose of or Donate per Education Code 17546(a)(b)(c) | 167 |
| *10.7 | Approval of Resolution No. 2008-05, Resolution No. 2008-06, and Resolution No. 2008-07 Authorizing Designated Signatures for March 26, 2008 through June 30, 2008 | 168-171 |
| *11.1 | Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status | 209-210 |

7. CURRICULUM AND INSTRUCTION

- | | | |
|-----|---|-------|
| 7.1 | Board Approval, Resolution No. 2008-08 of the Board of Trustees of the Del Mar Union School District in the Matter of Distribution of the 2007 – 2008 California Arts and Music Block Grant Funding | 71-73 |
| 7.2 | Board Approval, Proposed Expenditures from State Art & Music Grant, Year Two | 74-84 |

Motion _____ Second _____ Ayes _____ Nays _____

7.3	Spanish Discovery Program, Del Mar Heights School, 2008-2009, Enrollment Update	85
8.	ADMINISTRATION AND POLICY	
8.1	Board Discussion, Board Vacancy – Approval of Provisional Appointment/Election and Approval of Timeline/Procedures <i>Motion____Second____Ayes____Nays____</i>	86-100
8.2	Board Discussion, Superintendent Selection Process <i>Motion____Second____Ayes____Nays____</i>	101-110
8.3	Board Discussion, Enrichment Programs Funding <i>Motion____Second____Ayes____Nays____</i>	111-114
8.4	2nd Reading and Approval, 2008/2009 Site/Grade Level Caps <i>Motion____Second____Ayes____Nays____</i>	115-116
8.5	2nd Reading and Approval, Board Bylaw 9323, Meeting Conduct <i>Motion____Second____Ayes____Nays____</i>	117-124
8.6	2nd Reading and Approval, Proposed Modification to Attendance Area Boundary for Sage Canyon and Ocean Air Schools <i>Motion____Second____Ayes____Nays____</i>	125-128
8.7	Discussion, Possible Violations of Board Bylaws <i>Motion____Second____Ayes____Nays____</i>	129-138
8.8	Board Representative, PTA Advisory Committee Meeting and the DMCTA/Administration Professional Relations Committee Meeting <i>Motion____Second____Ayes____Nays____</i>	139
8.9	Employee Computer Purchase Program	140
8.11	Reminder of Upcoming Events	142-143
9.	OPERATIONS AND FACILITIES	
9.1	Facilities Report	144-148
10.	BUSINESS AND FINANCE	
10.8	Board Approval, Contract Between Del Mar Union School District and Janet Bernard <i>Motion____Second____Ayes____Nays____</i>	172
10.9	District Goals for Reserves	173-179
10.10	Configuration of Resignation Agreement dated February 26, 2008	180-189
10.11	2008-2009 Updated Budget Assumptions for the General Fund	190-191
10.12	Board Approval, Additional Transitional Work Days for Retired Director of Pupil Services, Trish Snider <i>Motion____Second____Ayes____Nays____</i>	192
10.13	2007/2008 Monthly Budget, Update	193-208

11. PERSONNEL

- 11.2 Board Personnel Committee Report, Katherine White, Board Clerk 211
- 11.3 Board Approval, Coordinator of State and Federal Projects Position 212-217
Motion_____Second_____Ayes_____Nays_____

12. ITEMS FOR APRIL 2008 BOARD MEETING:

- Board Approval of Contract Between the Del Mar Union School District and Maximus, Inc. for the Annual Inventory for Fiscal Year Ending June 30, 2007 in the Amount Of _____
- Board Approval of Contract Between the Del Mar Union School District and Perspectives Therapy, Inc. to Provide Occupational Therapy During the 2006-2007 in an Amount not to Exceed _____
- Update on 2008/2009 Student Registration and Preliminary Look at 2008/2009 Staffing Projections
- Recommendation for Approval of Science Program
- Possible New Board Policy 7132 Regarding Site-Based Capital Facility Projects
- First Reading, Energy & Water Management Policy, (Storm Water Requirements)
- Clarification, CFD Governance
- Child Nutrition Update
- Board Approval, TRANS Issuance

13. ADJOURNMENT

Time: _____p.m.

Motion_____Second_____Ayes_____Nays_____ Abstain_____

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

**MINUTES OF SPECIAL SCHOOL BOARD MEETING
BY THE BOARD OF TRUSTEES
Del Mar Union School District
Conference Room
225 9th Street
Del Mar, CA 92014**

**Wednesday, February 13, 2008
6:00 P.M.**

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

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

Board President, Annette Easton, called the meeting to order at 6:00 p.m.

1. APPROVAL OF THE AGENDA

On motion by Member White seconded by Member Crawford the Board voted unanimously to approve the Agenda.

2. PUBLIC INPUT: NONE

ADJOURN TO CLOSED SESSION at 6:01 p.m. to discuss:

3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE PURSUANT TO GOVERNMENT CODE 54957

RECONVENE TO OPEN SESSION AT 8:10 P.M.

4. REPORT ACTION TAKEN IN CLOSED SESSION:
No action was taken.

5. ADJOURNMENT

On motion by Member White, seconded by Member Lamborghini, the Board voted unanimously to adjourn the February 13, 2008 Special School Board Meeting at 8:11 p.m.

Katherine White, Clerk

Janet Bernard, Interim Superintendent

Date

Date

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

**MINUTES OF SPECIAL SCHOOL BOARD MEETING
BY THE BOARD OF TRUSTEES
Del Mar Union School District
Conference Room
225 9th Street
Del Mar, CA 92014**

**Wednesday, February 20, 2008
10:30 a.m.**

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

Others: Joe Sullivan

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

Board President, Annette Easton, called the meeting to order at 10:30 a.m.

1. APPROVAL OF THE AGENDA

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

2. PUBLIC INPUT:

- Joe Sullivan, 2028 Ocean Front, Del Mar, spoke to the Board regarding the February 19, 2008 request for an extension of the escrow on the sale of the Shores property to the City of Del Mar.

ADJOURN TO CLOSED SESSION at 10:40 a.m. to discuss:

3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (G.C. 54956.8)—PROPERTY: 225 9TH STREET, DEL MAR, CALIFORNIA 92014—AGENCY NEGOTIATORS: THOMAS F. BISHOP, SUPERINTENDENT/RODGER SMITH, DIRECTOR OF FACILITIES/PERSONNEL—NEGOTIATING PARTIES: DMUSD AND THE CITY OF DEL MAR—UNDER NEGOTIATION: SALE/LEASE TERMS BETWEEN THE CITY OF DEL MAR AND THE DMUSD.

4. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (GOVERNMENT CODE SECTION 54956.9(B); NAME OF CASE: SIGNIFICANT EXPOSURE TO LITIGATION: TWO CASES.
5. PUBLIC EMPLOYMENT APPOINTMENT/EMPLOYMENT: TITLE: ASSISTANT PRINCIPAL, SAGE CANYON SCHOOL (G.C. 54957)

RECONVENE TO OPEN SESSION

6. REPORT ACTION TAKEN IN CLOSED SESSION:

The Board approved an extension of the current escrow agreement between the City of Del Mar and the Del Mar Union School District until March 28, 2008.

The Board approved a settlement with Brady Company/San Diego, Inc. in the amount of \$29,252.66 for repair of construction defects at Torrey Hills School. In addition, the Board approved a settlement with Tower Glass, Inc. in the amount of \$22,379.27 for repair of construction defects at Torrey Hills School.

The Board approved the appointment of Ryan Stanley as the Assistant Principal at Sage Canyon School.

7. BOARD APPROVAL, PART-TIME PRESCHOOL EXPANSION CLASS AND MOU BETWEEN DEL MAR UNION SCHOOL DISTRICT AND SOLANA BEACH SCHOOL DISTRICT

On motion by Member Lamborghini, seconded by Member Crawford, the Board voted unanimously to approve the part-time preschool expansion class and MOU between Del Mar Union School District and Solana Beach School District.

8. BOARD APPROVAL OF RECOMMENDED PERSONNEL ACTIONS: EMPLOYMENT, RESIGNATIONS, RETIREMENTS, DISMISSALS, LEAVES OF ABSENCE, AND CHANGE OF STATUS

On motion by Member McDowell, seconded by Member Lamborghini, the Board voted unanimously to approve recommended personnel actions.

9. BOARD APPROVAL, BOARD BYLAW 9140 BOARD REPRESENTATIVES and BOARD BYLAW 9320 MEETINGS AND NOTICES

On motion by Member Easton, seconded by Member White, the Board voted unanimously to approve Board Bylaw 9140, Board Representatives, as amended, and to bring Board Bylaw 9320, Meetings and Notices to the Regular Board Meeting of February 27, 2008 for a 2nd reading and approval.

10. ADJOURNMENT OF SPECIAL BOARD MEETING OF FEBRUARY 20, 2008.

On motion by Member McDowell, seconded by Member Lamborghini, the Board voted unanimously to adjourn the Special Board meeting of February 20, 2008 at 12:46 p.m.

Katherine White, Clerk

Janet Bernard, Interim Superintendent

Date

Date

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

**MINUTES OF SPECIAL SCHOOL BOARD MEETING
BY THE BOARD OF TRUSTEES
Del Mar Union School District
Conference Room
225 9th Street
Del Mar, CA 92014**

**Wednesday, February 20, 2008
3:30 P.M.**

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

Others: David Skinner, DMCTA President, 4th gr. teacher, Carmel Del Mar

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

Board President, Annette Easton, called the meeting to order at 3:33 p.m.

1. APPROVAL OF THE AGENDA

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

2. PUBLIC INPUT:

David Skinner, DMCTA President, addressed the Board on behalf of the teachers. Mr. Skinner expressed concern related to rumors that the closed sessions being held were somehow related to budgetary items and he wanted the Board to be aware of this concern.

ADJOURN TO CLOSED SESSION at 3:39 p.m. to discuss:

3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE PURSUANT TO GOVERNMENT CODE 54957

Due to prior commitments, Board Members McDowell and White had to leave prior to the adjournment of the meeting. Board Member McDowell left at 5:35 p.m. and Board Member White left at 5:45 p.m.

RECONVENE TO OPEN SESSION AT 6:12 P.M.

4. REPORT ACTION TAKEN IN CLOSED SESSION: There was no action taken in closed session.

ADJOURNMENT

5. *On motion by Member Lamborghini, seconded by Member Crawford, the Board voted 3-0 to adjourn the February 20, 2008 Special School Board Meeting at 6:13 p.m.*

Katherine White, Clerk

Janet Bernard, Interim Superintendent

Date

Date

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

**MINUTES OF SPECIAL SCHOOL BOARD MEETING
BY THE BOARD OF TRUSTEES**

**Del Mar Hills Academy – Multi-Purpose Room
14085 Mango Drive
Del Mar, CA 92014**

**Tuesday, February 26, 2008
5:00 P.M.**

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

Others: Approximately 150 members of DMUSD staff and community and media.

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

Board President, Annette Easton, called the meeting to order at 5:00 p.m.

1. APPROVAL OF THE AGENDA

On motion by Member White, seconded by Member McDowell the Board voted 3-2-0 to approve the Agenda. Ayes: Members Easton, McDowell and White; Nays: Members Crawford and Lamborghini; Abstain: -0-

2. PUBLIC COMMENT

There was no public comment.

ADJOURN TO CLOSED SESSION at 5:01 p.m. to discuss:

3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE PURSUANT TO GOVERNMENT CODE 54957

RECONVENE TO OPEN SESSION AT 6:09 P.M.

4. REPORT ACTION TAKEN IN CLOSED SESSION: No action was taken in closed session.

On motion by Member White, seconded by Member McDowell, the board voted unanimously to waive the 20-minute time limit so that all speakers may be heard.

5. PERSONNEL – RESIGNATION AGREEMENT BETWEEN DEL MAR UNION SCHOOL DISTRICT AND THOMAS F. BISHOP

PUBLIC INPUT:

The following speakers spoke in favor of accepting the resignation of Thomas F. Bishop:

Jennifer McDowell, 1605 Forest Way, Del Mar, 92014
Cindy Ralston, 4333 Calle Mejillones, San Diego, 92130, 2nd gr. teacher, Del Mar Heights
BethAnne Bartell, Vista Lujo, San Diego, 92130
Ginny Merrifield, 5191 Seagrove Place, San Diego, 92130
Corinne Hackbart, 2195 7th Street, Del Mar, 92014
Catherine Weselak, 5034 Caminito Vista Lujo, San Diego, 92130
Raffi Simonian, 5234 Caminito Vista Lujo, San Diego, 92130
Barbara Bieler, 536 Ruelle de Mar, San Diego, 92130

The following speakers spoke against accepting the resignation of Thomas F. Bishop:

Debbie Hanna, 3rd gr. teacher, Sycamore Ridge
Mary Taylor, 3959 Corte Mar de Brisa, San Diego, 92130
April Barduson, 11142 Corte Mar de Cristal, San Diego, 92130
Linda Castile, 137 11th St., Del Mar, 92014
Jill Wojtkowski, 5650 Painted Nettles Glen, San Diego 92130
Jenny Tate, 3906 Via Cangrejo, San Diego, 92130
Lisa Shepard, Kdg. teacher, Sage Canyon
Lindsay Eha, 2nd gr. teacher, Sage Canyon
Martha Cox, former DMUSD employee
Chris Teisher, Kdg. teacher, Torrey Hills
Carol Sharpe, 3rd gr. teacher, Ocean Air
Julie Sawi, Kdg. teacher, Sage Canyon
Henry Herz, 4080 Arroyo Sorrento, San Diego, 92130
Katrina Graupmann, 5th gr. teacher, Ocean Air
Comischell Rodriguez, 5427 Foxhound Way, San Diego, 92130
Donna Chung, 2nd gr. teacher, Sycamore Ridge
Kelli Politoske, 5020 Seashell Place, San Diego, 92130
Becky Ross, 13454 Barbados, Del Mar, 92014 School Administrative Assistant, Sage Canyon
Mary Farrell, 13765 Durango Drive, Del Mar, 92014
Jeanne Waite, 123 Sea Orbit Lane, Del Mar 92014

Janet Pecsar, 12952 Long Boat Way, Del Mar, 92014
Jennifer Jo Mokiao, 6th gr. teacher, Sycamore Ridge
Debra McGinty-Poteet, 2425 Lozano Road, Del Mar, 92014
Peggy Yamamoto, 4011 Santa Nella, San Diego, 92130

The following speakers spoke with a neutral position on the acceptance of the resignation of Thomas F. Bishop.

Sheila Reilly, 11278 Vereda Mar Del Corazon, San Diego, 92130
Jennifer Howard, 4th gr. teacher, Sycamore Ridge

Board President Easton expressed her appreciation to those present for their attendance and she acknowledged how stressful change can be for an entire organization and the impact change can have on a community. Member Easton further stated that, by law, personnel matters must remain confidential and, therefore, she is not permitted to answer questions relating to that matter. Member Easton stated that in evaluating all sides of a decision with such serious impacts, she would only make the decision if she felt that it truly was in the best interests of helping the community to move forward, to continue to have excellency in the classrooms and to improve transparency of information. Member Easton also expressed the hope of moving forward with collaboration and Professional Learning Communities that would bring it up to the level of the Board.

Board Member Lamborghini stated that she has unqualified confidence in Tom Bishop, that he has integrity and that he is a talented administrator. Member Lamborghini further stated that Tom Bishop balances many competing interests with what is best for children. She feels he has vision and skill and the dedication to empower the district along with the community to provide one of the best educational programs in the state with some of the best results.

Board Member Crawford expressed her gratitude to the teachers and staff for their professionalism and devotion to teaching the children in the community. Speaking as a parent in the district, she stated how proud she is of all the teachers in the DMUSD. Member Crawford acknowledged that this is a difficult time. She expressed that during Tom Bishop's ten years of leadership he has shown a solid record of high academic standards and strong community relations. Member Crawford stated that due to Tom Bishop's leadership, his visionary and collaborative style, and the staff development programs he provided for the staff, the DMUSD provides a world-class education that has served students, parents and staff well over the years.

Board Member McDowell thanked the teachers and community for speaking. He thanked the three former Board members and expressed his appreciation for the hard decisions they had to make when they served on the board. Member McDowell stated that he believes it is time for change.

Board Member White expressed her appreciation to everyone for coming to speak, as she feels it is important that they voice their opinions. She expressed how good it is to see the loyalty staff has for Tom Bishop, his leadership and to the direction of the district. Member White stated that under Tom Bishop's leadership there was a lot of growth and positive things that happened. She stated it is time to move to a different level and, in order to accomplish this new ideas and leadership are needed. Member White asked staff not to shortchange themselves in assuming that one person in an administrative position is responsible for the district excelling in many areas. Member White stated that historically the DMUSD scores have been good and they will continue to be if Tom Bishop leaves. Member White acknowledged that change is difficult but she feels the district has the ability to take collaboration and other things to a new level.

On motion by Member White, seconded by Member McDowell, the Board voted 3-2-0 to accept the resignation agreement of Thomas F. Bishop. Ayes: Members Easton, McDowell and White; Nays: Members Crawford and Lamborghini; Abstain: -0-

6. *On motion by Member McDowell, seconded by Member White, the Board voted unanimously to adjourn the February 26, 2008 Special School Board Meeting at 7:58 p.m.*

Katherine White, Clerk

Janet Bernard, Interim Superintendent

Date

Date

**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

February 27, 2008

OPENING PROCEDURES

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

Members Present:

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

Members Absent:

None.

A. Board President Calls for Blue Speaker Slips

B. **Public Input Concerning Items on the Closed Session Agenda:**

- Joe Sullivan, spoke in favor of extending the escrow as requested by the Campaign for Del Mar Shores fundraising group.
- John Logan, spoke regarding the recent sale of commercial property in Carmel Valley and urged the Board to assess the real value of the property.
- Corrine Hackbart, stated that the real value of the property must be assessed using the current public facilities zoning. She spoke in favor of extending the escrow.
- Kim Filanc, spoke in favor of a sale to the City of Del Mar, which would preserve the quality of life in our community.
- Mike Peterson, spoke in favor of extending the escrow.

The Board adjourned to Closed Session

Closed Session Agenda:

- 1.1 Conference with Real Property Negotiator (G.C. 54956.8)—Property: 225 9th Street, Del Mar, California 92014—Agency Negotiators: Thomas F. Bishop, Superintendent/Rodger Smith, Director of Facilities/Personnel—Negotiating Parties: DMUSD and the City of Del Mar—Under Negotiation: Sale/Lease Terms Between the City of Del Mar and the DMUSD.
- 1.2 Public Employee Discipline/Dismissal/Release pursuant to Government Code 54957

The Board Reconvened to Open Session and Board President Easton called the Regular Board meeting to order at 5:58 p.m.

1.0 Trish Snider, Director of Pupil Services, led the audience in the Pledge of Allegiance.

Members Present:

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

Members Absent:

None.

Staff:

Janet Bernard, Assistant Superintendent, Curriculum & Instruction
Rodger Smith, Director of HR/Facilities
Trish Snider, Director of Pupil Services (retiring)
Sheila Weinberg, New Director of Pupil Services
Dena Whittington, Assistant Superintendent, Business Services
Todd Boteler, District Webmaster
Randy Wheaton, Maintenance Supervisor
David Skinner, 4th gr. teacher, Carmel Del Mar, DMCTA President
Wendy Wardlow, Principal, Del Mar Heights
Yvonne Sansom, 4th gr. teacher, Ocean Air
Karen Holty, School Administrative Assistant, Ocean Air
Erik Bienke, 2nd gr. teacher, Del Mar hills
Katrina Graupmann, 5th gr. teacher, Ocean Air
Lisa Sheperd, Kdg. teacher, Sage Canyon
Peg LaRose, Principal, Sage Canyon
Carol Sharpe, 3rd gr. teacher, Ocean Air
Emily Disney, Principal, Sycamore Ridge
Mary Ann Loes, 6th gr. teacher, Ashley Falls
Joan Wilson, Kdg. teacher, Ashley Falls
Tracy Berger, Health Tech., Del Mar Heights
Hayley Kantner, 3rd gr. teacher, Ocean Air
Jodi Neilson, Music teacher, Ocean Air

Others In Attendance:

Jim Kerr – *Del Mar Times*; Bob Gans, R. Paul Allen, Bonnie Bertolaet, Audrey Jackel, Comischell Rodriquez, Karen Johnson, Kelli Politoski, Mary Taylor, Christina Mendelsohn, Lisa Perlmutter, Dean Adams, John Logan, Jennifer McDowell, Kerry Traylor, Arlene Dutchek, Walter Bays, Bree Smith, **Joseph Igrassia, Bret Johnson and Alice Shlesier**

REPORT OF ACTION TAKEN IN CLOSED SESSION:

Board President Easton reported no action was taken on Item 1.1, (Conference with Real Property Negotiator (G.C. 54956.8)—Property: 225 9th Street, Del Mar, California 92014—Agency Negotiators: Thomas F. Bishop, Superintendent/Rodger Smith, Director of Facilities/Personnel—Negotiating Parties: DMUSD and the City of Del Mar—Under Negotiation: Sale/Lease Terms Between the City of Del Mar and the DMUSD.), and there was no discussion on Item 1.2, (Public Employee Discipline/Dismissal/Release pursuant to Government Code 54957.)

2.0 Student Recognition – Ocean Air

Under the direction of Ms. Jodi Neilson, Ocean Air Music teacher, the Ocean Air School Chorus consisting of fourth, fifth, and sixth grade students sang songs from Ocean Air's Martin Luther King Holiday performance and the Character Counts curriculum.

3.0 Approval of the Agenda

On motion by Member White, seconded by Member McDowell, the Board voted unanimously to approve the Agenda.

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

Public Comments :

- None

4.2 Public Input

- John Logan, 12445 Cavallo Street, San Diego, 92130, asked the Board to explore a merge of the Del Mar Union School District with the Solana Beach School Union District.

Board Meeting Minutes – February 27, 2007

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

5. REPORTS, RECOGNITIONS and HEARINGS

5.1 Recognition

Board President Easton thanked Jakes Del Mar for its continued support of the DMUSD employee of the month program by donating gift certificates for the honorees. Employees of the Month for February 2008:

After School Child Care:

Michael Anderson
Delcie Strahan
Andy Impens
Carrie Johnson
Dustin Webster
Leslie Yanagahira
Eddie Moon

Employee Child Care:

Tram Nguyen

5.2 **Report, DMCTA Report:**

David Skinner, DMCTA President, 4th gr. teacher at Carmel Del Mar, expressed the importance of Parent/Teacher Conference Week and that, although the days are long, the teachers are appreciative for the opportunity to meet with the parents of each of their students. Mr. Skinner thanked the Board for their willingness and professionalism when listening to the teachers who spoke at the February 26 Special Board Meeting.

Mr. Skinner expressed hope that the monthly Professional Relations Committee meetings continue with the interim/future superintendent as it provides an opportunity for the DMCTA representatives to bring questions and concerns to the administration. He further stated, "Accurate information is really critical and inaccurate information that is not corrected is very difficult to get a hold on." The DMCTA is hopeful that the interim superintendent and the future superintendent will see the value in these meetings that have been scheduled and continue with them. DMCTA would appreciate continuing the process without having to wait for the selection of the superintendent. ~~how critical it is to have accurate information to relay back to the teachers.~~

5.3 **Report, DMSEF Report:**

Bob Gans, DMSEF President, reported the launching of the new separately hosted website @ www.delmarkids.org. ~~The content is valuable and it is an important step forward in communication. It includes, strategic planning, fundraising information for individual schools, agendas, minutes, financial information and a president's blog, etc.~~ He thanked the entire DMSEF board for the work put into it, particularly John Logan, Chair of Communication Committee.

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Mr. Gans stated that the parent appeal has generated approximately \$455,000 to date and while this is approximately 15% behind last year, however, it does not include funds raised at schools that are earmarked for enrichment. The total including the funds raised at the schools is closer to \$550,000. The DMSEF Spring fundraiser event is on Friday, March 28 at the Belly Up.

~~DMSEF is in good financial shape with approximately \$630,000 on hand, which includes parent appeal dollars earmarked for schools. It does not include funds raised at the school sites.~~

Mr. Gans reported the several initiatives are underway to meet the \$1.2 million goal before May 1. ~~include, solicitations going out at each of the schools, events sponsored by the DMSEF at various schools, another pledge day that is being planned for all schools in April,~~ and (The end of this sentence was moved to become the last sentence in the second paragraph above.)

Mr. Gans stated that the DMSEF takes no position on the action item before the Board to accept the resignation of Thomas F. Bishop. ~~Individual members of the DMSEF are expressing their own views and not the views of DMSEF.~~

Mr. Gans stated that the DMSEF is receiving questions from the community regarding the impact of the resignation and to the point of, ~~"why should they donate to the Foundation if the district has \$300,000 at its disposal to buy out the remaining 18 months of the superintendent's contract." At this critical fundraising period, Mr. Gans feels it is essential that the answer to that question be communicated as quickly as possible through as many outlets as possible.~~ He feels there is almost no hope of achieving the Foundation's goal with unanswered questions. unless the community receives the answer to their question. ~~He offered the Foundation's help in any way to get the message out.~~

Mr. Gans announced the next DMSEF Board meeting will be on Tuesday, March 4 at 7:00 p.m. at Sycamore Ridge School.

Lastly, Mr. Gans thanked Director of Pupil Services, Trish Snider, for all she has done for the district and he wished her good luck.

Timed for 6:30 p.m.

5.4 Report, Annual Demographics Report from Davis Demographics: Scott Torlucci, Davis Demographics

Director of Personnel/Facilities, Rodger Smith presented for information only.

Board Member White thanked the group for adding the data requested last year and the demographic data for the district, which was a new feature this year. Director Smith reported, in summary, that the district growth is minimal over the next 7 years.

5.5 **Report, North Coast LAN**

Presented for information only. Director of Pupil Services, Trish Snider, was available to answer questions. There were no questions from the Board.

5.6 **Report, Monthly Staff Development, Travel & Conference Update**

Presented for information only. There were no questions from the board.

5.7 **Report, Board Report/ Comments:**

- Annette Easton thanked Ocean Air School for the wonderful performance by the chorus comprised of 4th, 5th & 6th grade students. She also announced that tonight is Director of Pupil Services, Trish Snider's last board meeting as she is retiring from the district. President Easton expressed appreciation for all the work she has done since joining the district in 1998.

Trish Snider introduced Sheila Weinberg the new Director of Pupil Services. Ms. Weinberg comes from the San Diego Unified School District with tremendous experience and background in Special Education.

- Katherine White expressed her appreciation and thanked Director of Pupil Services, Trish Snider, for touching the lives of children.

She congratulated the Ashley Falls community for being selected for a validation visit, which is the next step in the California Distinguished School Award application process. She thanked Principal, Shelley Peterson, for the visit to Ashley Falls and for the Board's opportunity to view PLC teams on a variety of different grade levels. Member White expressed her appreciation to the teachers for allowing the Board to intrude on this special time.

She also thanked Del Mar Hills Academy Principal, Laurie Francis; Assistant Superintendent, Curriculum/Instruction, Janet Bernard; Ashley Falls Principal, Shelley Peterson; Ocean Air Principal, Gary Wilson and Torrey Hills Principal, Susan Paul for spending some one-on-one time with her. She very much appreciates it.

Member White **reported she** attended a League of Women Voters luncheon where she heard San Diego County of Education Superintendent, Randy Ward and former Senator Dede Alpert **speak and reported** it was a good opportunity to hear them speak on current budget and legislative items **relating to education**.

- Linda Crawford expressed that Board members have received emails from staff and community members regarding the comments made by Member White concerning employee conduct, which were printed in the paper. Member Crawford feels this violates Board Bylaws. She stated she had been approached and is, therefore, requesting that the violation of inappropriate remarks and possible censorship be on the March Board meeting agenda.

Board Meeting Minutes – February 27, 2007

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- Steven McDowell **reported having** had the honor of attending the Science Olympiad at Earl Warren Middle School. Member McDowell congratulated 5th & 6th grade Torrey Hills' students who finished in 9th place right behind 8th place Earl Warren. **He stated** Torrey Hills was the only elementary school among 27 other competing groups. Member McDowell thanked Principal, Susan Paul, for giving these students the opportunity to compete.
- Janet Lamborghini expressed a sad farewell to Director of Pupil Services, Trish Snider and thanked her for the many years of service to the DMUSD. Further, she expressed her appreciation for the many tours through the Special Education classes and how much she enjoyed watching Trish Snider show off the progress of "her" children.

5.8 Report, Superintendent's Report:
None.

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

6.1 Approval of the Minutes

- Minutes of Special Board Meeting of November 7, 2007
- Minutes of Special School Visitation/Board Meeting of January 16, 2008
- Minutes of Regular Board Meeting of January 23, 2008
- Minutes of Special Board Meeting of January 30, 2008
- Minutes of Special School Visitation Meeting of February 6, 2008
- Minutes of Special Board Meeting of February 6, 2008

On motion by Member White, seconded by Member McDowell, the Board voted unanimously to approve the Minutes as listed above and as amended in the Minutes of January 23, 2008.

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.

On motion by Member McDowell seconded by Member White the Board voted unanimously to approve Consent Items.

Consent Items:

- *7.4 Board Ratification of One Additional Professional Service Agreement for the Del Mar Union School District After School Enrichment Program
- *8.6 Board Approval, Resolution 2008-04, Opposing Suspension of Proposition 98
- *10.1 Board Approval and Acceptance of Donations to the Del Mar Union School District

Board Meeting Minutes – February 27, 2007

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

- *10.2 Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements
- *10.3 Board Approval of Site Performance Agreements
- *10.4 Board Approval of Agreement Between Green Leaf Tree Care, Inc. and the Del Mar Union School District in the Amount of \$2,000.00
- *10.5 Board Approval of Agreement Between Grassroots Landcare and the Del Mar Union School District in the Amount of \$14,850.00
- *10.6 Board Approval of Lease Agreement Between Xerox and the Del Mar Union School District.
- *11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status
- *7.4 Board Ratification of One Additional Professional Service Agreement for the Del Mar Union School District After School Enrichment Program

7. CURRICULUM AND INSTRUCTION

7.1 Board Approval, Del Mar Heights Foreign Language Program, 2007/2008

Del Mar Heights Principal, Wendy Wardlow, requested approval to initiate a five-week program, Conversational Spanish for All, beginning on May 12 through the end of the school year. The five-week program will be funded by various grants and the Del Mar Heights PTA.

On motion by Member McDowell, seconded by Member White, the Board unanimously approved a five-week program, Conversational Spanish for All, at Del Mar Heights beginning May 12, 2008 until the end of the school year which program will have no fiscal impact on the DMUSD budget.

7.2 Report on District Staff Development Days

Assistant Superintendent, Janet Bernard, highlighted the various presentations offered on staff development days. Asst. Supt. Bernard thanked Randy Wheaton and his custodial staff, the principals and the Technology Department for their assistance and leadership in making these days possible. She also thanked the District Office staff for their assistance.

Board President Easton extended the Board's appreciation to Asst. Supt. Bernard and her Administrative Assistant, Shirley Bales, for all the work in organizing the Staff Development Days.

7.3 2007/2008 Consolidated Application, Part II, For Funding Categorical Aid Programs.

Assistant Superintendent, Janet Bernard, presented for information only. The District expects to receive \$195,536 in Categorical Funding for the 2007-08 School Year.

8. ADMINISTRATION AND POLICY

8.1 2008/2009 Spanish Program at Del Mar Heights, Update

Assistant Superintendent, Janet Bernard, presented for information only.

Board Meeting Minutes – February 27, 2007

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

8.2 Board Approval, 2008 CSBA Delegate Assembly Nominees

On motion by Member Crawford, seconded by Member White, the Board unanimously voted to elect the following nominees to represent Region 17 in the 2008 CSBA Delegate Assembly: Barbara Groth, Jeff Kover, Steve Lilly and Steven McDowell.

8.3 1st Reading, 2008/2009 Site/Grade Level Caps

Director of Personnel/Facilities, Rodger Smith, presented for information only. **Board Members White and McDowell asked questions regarding the current caps at Sage. Director Smith and Principal LaRose fielded questions.**

8.4 2nd Reading and Approval, Board Bylaw 9325, Public Access

On motion by Member Crawford, seconded by Member Lamborghini, the Board unanimously approved Board Bylaw 9325, Public Access.

8.5 Update on the Identified Strategic Planning Action Teams, 2007-08

Assistant Superintendent, Curriculum/Instruction, Janet Bernard, presented for information only. **Janet Bernard presented an updated list of action team members. There are slots that still need to be filled. The Action Teams are moving forward and it is Asst. Supt. Bernard's hope to have the greater part of the work accomplished before the end of the school year. The current plan is to bring back the larger Strategic Planning Group Team early in the Fall in order to reconvene and share the work done with the community.**

Time estimated for 6:50 p.m.

8.7 2nd Reading and Approval, 2008/2009 Attendance Policies, AR 5116; BP/AR 5116.1

Director of Pupil Services, Trish Snider, presented the revised AR 5116 and BP/AR 5116.1 to the Board for approval, **which clarified concerns raised at the January 30, 2008 Regular Board meeting.**

Public Comment:

- Comischell Rodriquez, 5427 Foxhound Way, San Diego, 92130 spoke against this item.
- Lisa Perlmutter, 3110 Caminito Mendiola, San Diego, 92130, spoke in favor of this item.
- Joseph Ingrassia, 12899 Harwick Lane, San Diego, 92130 spoke with a neutral position on this item.
- Alice Shlesier, spoke with a neutral position on this item.
- Bret Johnson, 5109 Meadows Del Mar, San Diego, 92130 spoke against this item.

The Board discussed the various options and directed questions to Director Snider and attorney Mr. Dean Adams. Board Member White thanked Director Snider for her work in creating this last minute option, which

balanced the parental and student concerns with the legal requirements.

On motion by Member Easton, seconded by Member White, the Board unanimously approved the revised AR 5116 and BP/AR 5116.1 presented by Director of Pupil Services, Trish Snider, as amended and incorporating Option 1 as presented in BP/AR 5116.1.

8.8 1st Reading, Board Bylaw 9323, Meeting Conduct

Assistant Superintendent, Curriculum/Instruction, Janet Bernard, presented for information only.

8.9 First Reading, Proposed Modification to Attendance Area Boundary for Sage Canyon and Ocean Air Schools

Director of Personnel/Facilities, Rodger Smith, presented for information only.

The Board directed Director Smith to publish the proposed change on the DMUSD website as well as the Sage Canyon and Ocean Air websites. The Board also directed staff to ensure both communities are fully aware of this proposed change even though Director Smith indicated there were currently no homes in the area being considered. The Board further directed a report on all feedback with the next reading of this boundary change.

8.10 Possible New Board Policy 7132 Regarding Site-Based Capital Facility Projects

Presented for information only. The Board gave approval to proceed with producing a new board policy to include both a dollar amount and a size limit for projects under consideration.

8.11 Request for Special Board Meeting on March 10, 2008

Director of Personnel/Facilities, Rodger Smith, requested the Board to schedule a Special Board Meeting to consider teacher layoff notices.

Public input:

- David Skinner, DMCTA President, spoke against teacher layoff notices.
- Bob Gans, DMSEF President spoke with a neutral position on this item but believes it is important for parents to know that fundraising for enrichment positions continues until May 1 even though the layoff notices have a legal deadline of March 15.

On motion by Member White, seconded by Member McDowell, the Board voted unanimously to schedule a meeting on a day and time to be determined.

8.12 2nd Reading and Board Approval, Board Bylaw 9320 Meetings and Notices

On motion by Member White, seconded by Member Lamborghini, the Board voted unanimously to approve Board Bylaw 9320 Meetings and Notices.

Board Meeting Minutes – February 27, 2007

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

- 8.13 **Reminder of Upcoming Events**
Presented for information only.

9. OPERATIONS AND FACILITIES

- 9.1 **Facilities Report**
Director of Personnel/Facilities, Rodger Smith, presented for information only.
- 9.2 **Meeting with the City of San Diego re Ocean Air Park**
Director of Personnel/Facilities, Rodger Smith, suggested the meeting with the City of San Diego be postponed. It is his understanding that a ground breaking for the park will occur in the very near future.

10. BUSINESS AND FINANCE

- 10.7 **2008/2009 DMUSD Budget Calendar and Budget Assumptions**
The Board listened to a detailed presentation by Assistant Superintendent, Business Services, Dena Whittington, who fielded several questions afterwards. The Board discussed several key assumptions.

On motion by Member Crawford, seconded by Member Lamborghini, the Board voted unanimously to approve the 2008/2009 DMUSD Budget Calendar and Budget Assumptions amended by the insertion of a note stating the \$500,000 from DMSEF is an initial estimate and is subject to revision after confirmation with the DMSEF.

- 10.8 **Infinite Campus Student Information System, Update**
Assistant Superintendent, Business Services, Dena Whittington, presented an update on the lack of progress and failures in the trials on this county-wide system. for information only. Another update will be presented at the March Regular Board Meeting.

- 10.9 **Board Approval, 2007/2008 2nd Interim Financial Report, Cash Flow Report, and Multiyear Projection Report**
Assistant Superintendent, Business Services, Dena Whittington, offered an thorough analysis of the 2nd Interim Reports through the usage of a power point presentation and fielded Board questions and requests. The Board thanked Ms. Whittington for the additional back-up information presented to the Board.

On motion by Member McDowell, seconded by Member Lamborghini, the Board voted unanimously to approve the 2007/2008 2nd Interim Financial Report, Cash Flow Report and Multiyear Projection Report amended to reflect a \$346,564 change to the combined General Fund ending balance of the district.

10.10 2008-2009 Implementation of GASB 45 Other Post Employment Benefits, Update

Assistant Superintendent, Business Services, Dena Whittington presented for information only. **She fielded Board questions and offered data of what other districts in the area are doing.**

10.11 Board Discussion, DMUSD Cell Phone Procedures

Assistant Superintendent, Business Services, Dena Whittington, presented information on the current cell phone procedure. She stated the goal of the procedure is to meet the IRS Regulations and be in compliance. Possible options to cell phone usage will be discussed by directors and brought back to the board.

10.12 2007/2008 Monthly Budget, Update

For information only.

11. PERSONNEL

11.2 Board Personnel Committee Report, Katherine White, Board Clerk

Board Member White stated that the Board Personnel Committee met to discuss curriculum and instruction with Assistant Superintendent, Janet Bernard. Unfortunately, Janet Bernard was not able to attend the meeting and, therefore, no conclusions were reached regarding the Coordinator of State and Federal Projects position. The Board Personnel Committee looks forward to a discussion with Asst. Supt. Bernard at its next meeting on March 13. **Member White stated the committee would still like to have input on this position and their request would be for the Board to wait on this position but they would understand if the Board was unable to wait. Director of Personnel/Facilities, Rodger Smith, recommended a decision be postponed until the committee has had an opportunity to receive input from Asst. Supt. Janet Bernard. He feels a draft for approval will be ready for the regular March Board meeting. and is requesting the Board postpone its decision regarding the Coordinator of State and Federal Projects position until the Board Personnel Committee has had an opportunity to offer its conclusions to the Board.**

11.3 Board Approval, Coordinator of State and Federal Projects Position

Director of Personnel/Facilities, Rodger Smith, proposed the Board wait for approval of the Coordinator of State and Federal Projects Position thereby giving the Board Personnel Committee an opportunity to discuss the position with Janet Bernard. A draft for approval should be ready for the March Regular Board meeting.

Member Crawford requested to have the record reflect that this position was first brought to the Board's attention in November 2007. She expressed concern due to the risk faced each day of being out of compliance of the legal requirements.

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Board President Easton suggested that, if necessary, the Board could meet prior to the March Board meeting.

11.4 Board Approval, Revised Job Description, Director of Technology

On motion by Member White, seconded by Member Crawford, the Board voted unanimously to approve the Revised Job Description, Director of Technology.

On motion by Member Lamborghini, seconded by Member White, the Board voted 3-2-0 to extend the Regular Board Meeting of February 27, 2008 an additional 30 minutes. Ayes: Members Easton, Lamborghini, White; Nays: Members Crawford and McDowell; Abstain: -0-

12. ITEMS FOR MARCH 2008 BOARD MEETING:

- 2nd Reading and Approval, 2008/2009 Site and Grade Level Caps
- Energy & Water Management Policy, First Reading (Storm Water Requirements)
- Clarification, CFD Governance
- Board Bylaw regarding censorship to include statements in print and email
- 2nd Reading & Approval Revised BP 9325
- Infant/Toddler Child Care center at Shores to be moved temporarily to another facility sooner than waiting for the permanent facility. Discussion re options to explore.
- Study for developer fee - Dolinka.

13. ADJOURNMENT

On motion by Member White, seconded by Member McDowell, the Board voted unanimously to adjourn the February 27, 2008 Board meeting at 10:38 p.m.

Katherine White, Clerk of the Board of Trustees

Janet Bernard, Interim Superintendent

Date

Date

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

**MINUTES OF SPECIAL SCHOOL BOARD MEETING
BY THE BOARD OF TRUSTEES
Del Mar Union School District
Conference Room
225 9th Street
Del Mar, CA 92014**

**Friday, February 29, 2008
9:30 A.M.**

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

Members Absent: Janet Lamborghini

Others: David Lawrence

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

Board President, Annette Easton, called the meeting to order at 9:32 a.m.

1. APPROVAL OF THE AGENDA

On motion by Member White seconded by Member Lamborghini the Board voted 4-0 to approve the Agenda. (Member Lamborghini was absent.)

2. PUBLIC INPUT: NONE

ADJOURN TO CLOSED SESSION at 9:34 a.m. to discuss:

**3. PUBLIC EMPLOYMENT APPOINTMENT/EMPLOYMENT: TITLE: SUPERINTENDENT (INTERIM)
(G.C. 54957)**

**4. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE PURSUANT TO GOVERNMENT CODE
54957**

RECONVENE TO OPEN SESSION AT 11:08 A.M.

5. REPORT ACTION TAKEN IN CLOSED SESSION:

There was no action was taken.

6. CONSIDER APPROVAL OF THE PROPOSED SETTLEMENT AND MUTUAL RELEASE AGREEMENT BETWEEN THE BRADY COMPANY/SAN DIEGO, INC. AND THE DEL MAR UNION SCHOOL DISTRICT FOR REPAIR WORK AT TORREY HILLS SCHOOL IN THE AMOUNT OF \$29,702.00.

On motion by Member White, seconded by Member Lamborghini, the Board voted 4-0 to approve the proposed settlement and mutual release agreement between the Brady Company/San Diego, Inc. and the Del Mar Union School District for repair work at Torrey Hills School in the amount of \$29,702.00. (Member Lamborghini was absent.)

7. CONSIDER APPROVAL OF THE PROPOSED SETTLEMENT AND MUTUAL RELEASE AGREEMENT BETWEEN TOWER GLASS, INC. AND THE DEL MAR UNION SCHOOL DISTRICT FOR REPAIR WORK AT TORREY HILLS SCHOOL IN THE AMOUNT OF \$22,379.27

On motion by Member McDowell, seconded by Member White, the board voted 4-0 to approve the proposed settlement and mutual release agreement between Tower Glass, Inc. and the Del Mar Union School District for repair work at Torrey Hills School in the amount of \$22,379.27. (Member Lamborghini was absent.)

The board thanked Director of Personnel/Facilities, Rodger Smith, for his leadership on the proposed settlements.

8. ADJOURNMENT OF SPECIAL BOARD MEETING OF FEBRUARY 29, 2008.

On motion by Member White, seconded by Member Lamborghini, the Board voted 4-0 to adjourn the February 29, 2008 Special School Board Meeting at 11:10 p.m. (Member Lamborghini was absent.)

Katherine White, Clerk

Janet Bernard, Interim Superintendent

Date

Date

March 19, 2008

To: Board Members

From: Laurie Francis, Principal, Del Mar Hills Academy

Through: Janet Bernard, Interim Superintendent

Subject: Student Recognition: Del Mar Hills Academy

Butterfly Life Cycle: Grade 2

If you visit the *Teacher Podcasts and Podcast I-movies* located on the "Live from the Hills" link on our web site, you will find many engaging, student created podcasts and I-movies linked to standards-based units of instruction. Tonight, we would like to highlight a student created, informative second grade science iMovie about the metamorphosis of the caterpillar to a Monarch butterfly. This movie is a collaborative effort between our Science Specialist, Nancy Swanberg, our Technology Specialist, Susie Hopper, and our Second Grade PLC Team, and, of course, our fabulous students.

Students observe the Monarch metamorphosis from a larva into an adult butterfly. Cages containing Monarch larvae and milkweed plants are kept in each second grade classroom as well as the science lab. Each day, (whether they are in their classrooms or the science lab) students enter their observations in their butterfly journals. This includes making predictions, writing and drawing their observations.

In the science lab, student research the life cycle of the butterfly, primarily using the grade level book, *"The Life of a Butterfly"* by Robin Bernard. They enter the information they find in a graphic organizer. The curriculum is tiered and differentiated by providing opportunities for use of additional reading sources at varied levels of reading instruction as well as higher order thinking, open-ended questioning strategies. Using the information from their observations and their graphic organizers, each class writes two paragraphs about the Monarch life cycle. The paragraphs are combined into one script that is then divided amongst the students in the second grade. The students are filmed reading their lines and this becomes the narration. In the science lab, they learn a song about the stages of the butterfly life cycle. This becomes the "movie soundtrack". Lastly, footage of their monarchs in each stage is added to complete the documentary and a screening for parents and students is held at SMArtT Night. It is a miracle of

nature and technology combined and captures the one certainty in all of our lives, *change!*

Tonight, we celebrate the collaborative efforts of our students and staff. Please note that this lesson is only one component of a longer unit of study and creatively demonstrates student mastery of standards-based concepts via performance-based assessment that includes varied modalities of learning and project-based learning. We encourage you to visit other student created films on our website.

Standards Addressed in this Unit of Study:

Life Sciences

- Plants and animals have predictable life cycles. As a basis for understanding this concept:
- Students know that organisms reproduce offspring of their own kind and that the offspring resemble their parents and one another.
- Students know the sequential stages of life cycles are different for different animals, such as butterflies, frogs, and mice.

Investigation and Experimentation

- Scientific progress is made by asking meaningful questions and conducting careful investigations. As a basis for understanding this concept and addressing the content in the other three strands, students should develop their own questions and perform investigations. Students will:
 - 1) Make predictions based on observed patterns and not random guessing.
 - 2) Write or draw descriptions of a sequence of steps, events, and observations.

In addition to the science standards addressed above, additional integrated standards include:

- Reading Comprehension
- Writing Applications
- Listening and Speaking
- Visual & Performing Arts: Creative Expression
- Technology

March 18, 2008

To: Board Members

From: Janet Bernard, Interim Superintendent

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 March are:

Ashley Falls	Randy Wheaton, Director of Maintenance & Operations
Carmel Del Mar	Katharin Roth, Physical Education Teacher
Del Mar Heights	Robbie Elliott, Instructional Assistant/ELL
Del Mar Hills	Abby Farricker, Fourth Grade Teacher
Ocean Air	Jodi Neilson, Music Specialist
Sage Canyon	Kristyn Braund, First Grade Teacher
Sycamore Ridge	Stephanie Lomax, Music Specialist
Torrey Hills	Patty Gold, Instructional Assistant/ELL

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

5.1

March 19, 2008

To: Board Members
From: Janet Bernard, Interim Superintendent
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.

February 20, 2008

To: Board Members
From: Janet Bernard, Interim Superintendent
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.

5.3

March 20, 2007

To: Board Members

From: Rodger Smith, Director of Personnel/Facilities

Through: Janet Bernard, Interim Superintendent

Subject: Public Hearing To Review Resolution No. 2008-09 Approving an Increase in Statutory School Fees Imposed on New Residential and Commercial/Industrial Construction pursuant to Education Code Section 17620 and Government Code Section 65995 ("Statutory School Fee Increase Resolution")

This Public Hearing is conducted for the purpose of hearing from the public prior to the consideration and possible adoption of Resolution No. 2008-09 by the Board of Trustees of the Del Mar Union School District regarding an increase in Statutory School Fees imposed on new residential and commercial/industrial construction.

Public Hearing Procedure:

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

5.4

Residential Development School Fee Justification Study

Del Mar Union School District

February 13, 2008

Prepared For:

Del Mar Union School District
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EXHIBITS

Exhibit A: Updated School Facilities Costs

Executive Summary

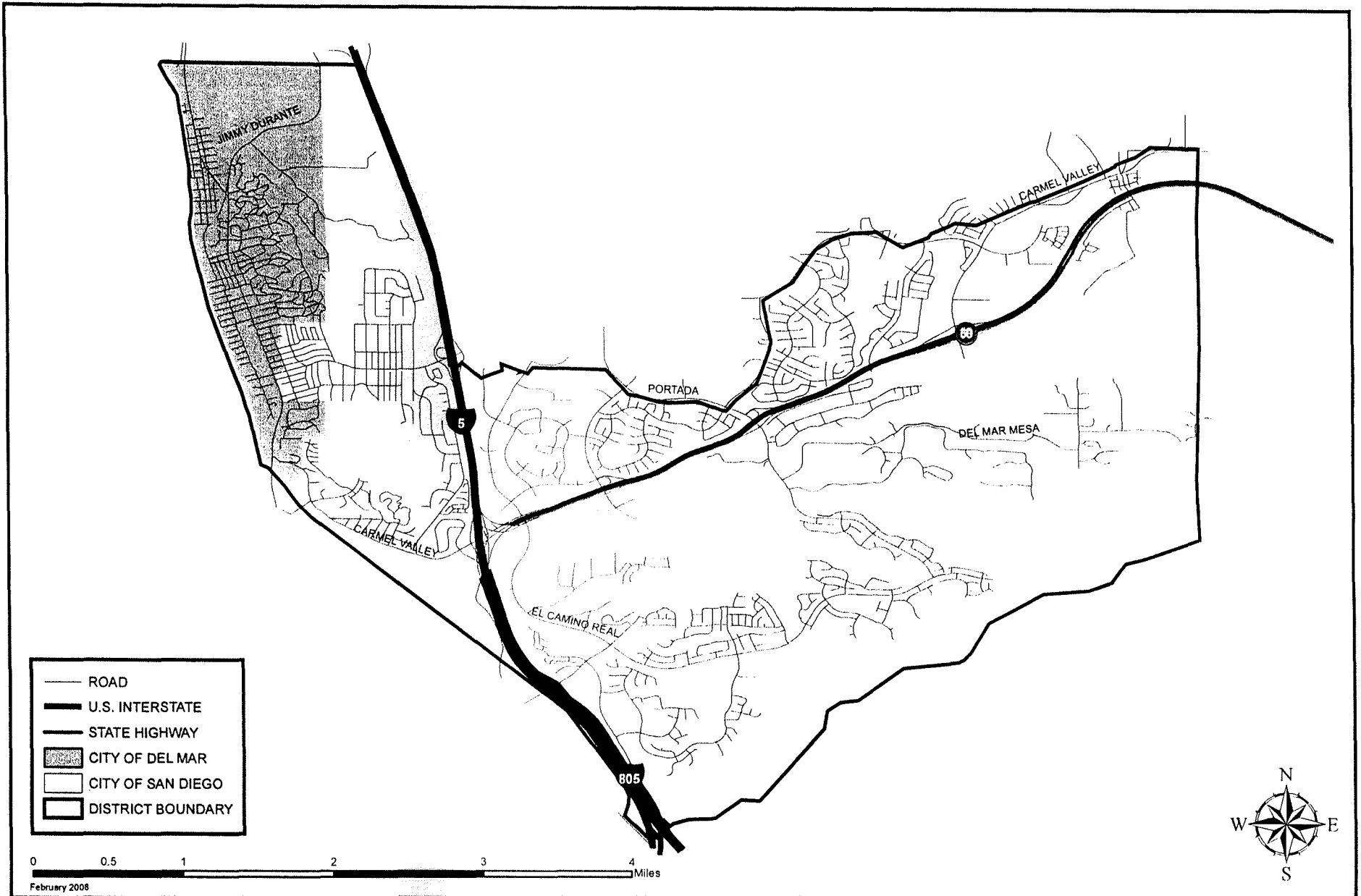
This Residential Development School Fee Justification Study ("Study") is intended to determine the extent to which a nexus can be established in Del Mar Union School District ("School District") between residential development and (i) the need for school facilities, (ii) the cost of school facilities, and (iii) the amount of statutory school fees ("School Fees") per residential building square foot that may be levied for schools pursuant to the provisions of Section 17620 of the Education Code, as well as Sections 65995 and 66001 of the Government Code.

The School District provides education in grades K through 6 for students residing within the City of Del Mar and a portion of the City of San Diego (collectively, "Cities"). The School District currently operates eight (8) elementary schools serving grades kindergarten through 6 (please see map on following page for a geographic profile of the School District). Collectively, these facilities have a capacity of 4,992 students pursuant to the School District's educational standards. Based on the California Basic Educational Data System ("CBEDS") enrollment data provided by the School District, student enrollment of the School District in school year 2007/2008 is 4,051 students. Comparing student enrollment to facilities capacity in school year 2007/2008 reveals that facilities capacity exceeds student enrollment by 941 seats.

To establish a nexus and a justifiable residential School Fee level, the Study evaluated the number and cost of new facilities required to house students generated from future residential development within the School District. Based on data provided by San Diego Association of Governments ("SANDAG") and Davis Demographics and Planning, Inc. ("DDP"), approximately 3,846 additional residential units are expected to be constructed within the School District's boundaries through calendar year 2030. Of these 3,846 future residential units, approximately 2,476 have mitigated their impacts on the School District through the execution of a mitigation agreement wherein units pay fees separate from School Fees. These mitigated future residential units include all residential units within Community Facilities District ("CFD") Nos. 95-1 and 99-1. Of the remaining 1,370 future residential units that have not mitigated their impacts on the School District, 476 are expected to be SFD units while 894 are expected to be MFA units. Furthermore, some of these future residential units will be constructed in the place of demolished residential units ("Residential Redevelopment"). Based on information from the City of Del Mar, approximately 92 SFD units and 84 MFA units will be demolished to make room for Residential Redevelopment through calendar year 2030.

To determine the impact on the School District from non-mitigated future residential units less Residential Redevelopment ("Net Future Units"), the Study first multiplied the number of non-mitigated future residential units by the student generation factors ("SGFs") calculated by DDP, to determine the projected student enrollment from non-mitigated future residential units. The Study then subtracted from that the number of students estimated to be generated by demolished residential units by multiplying the projected demolished units by the SGFs. The results were that 302 new elementary school students are anticipated to be generated from Net Future Units. These numbers include a reduction of the number of students projected to be generated from the estimated number of residential units anticipated to be demolished ("Net Projected Student Enrollment").

DEL MAR UNION SCHOOL DISTRICT GEOGRAPHIC PROFILE



To adequately house the Net Projected Student Enrollment, the School District will need to construct additional elementary school facilities. Dolinka Group, LLC has estimated the cost of a new elementary school to be approximately \$36,196,391. In addition to the school facilities cost impacts, the School District will experience Central Administrative and Support Facilities cost impacts. In January 1994, the State Allocation Board ("SAB") approved a policy of four (4) square feet of Central Administrative and Support Facilities per student, which based on School District cost estimates equates to a per-student cost of \$800. Multiplying these costs by the facilities needed and the students generated yielded the total school facilities cost impacts shown in Table ES-1.

Table ES-1
Total School Facilities Cost Impacts from
Non-Mitigated Future Residential Units (2008\$)

School Level	Cost per Facility	Facilities Required /Students Generated	Total School Facilities Cost Impacts
Elementary School	\$36,196,391	0.2715	\$9,827,320
Central Admin. Impacts	\$800	196	\$156,800
Total	NA	NA	\$9,984,120

The amounts listed in Table ES-1 were first adjusted based on potential proceeds available to the School District to offset the school facilities cost impacts, and then apportioned to each land use class based on the number of students generated from such residential land use. Thereafter, the school facilities cost impacts for each land use class were divided by the number of non-mitigated future residential units to calculate the school facilities cost impacts per residential unit. Table ES-2 below lists the school facilities cost impacts per residential unit.

Table ES-2
School Facilities Cost Impacts per Non-Mitigated Residential Unit (2008\$)

Land Use	Total School Facilities Cost Impacts	Non-Mitigated Future Residential Units	School Facilities Cost Impacts per Non-Mitigated Residential Unit
Single Family Detached	\$6,834,579	476	\$14,358
Multi-family Attached	\$3,149,541	894	\$3,523

To determine the school facilities cost impacts per square foot of residential construction, the school facilities cost impacts per unit were divided by the average square footage of a residential unit in each land use class. Table ES-3 lists the school facilities cost impacts per residential square foot.

Table ES-3
School Facilities Cost Impacts per Residential Square Foot (2008\$)

Land Use	School Facilities Cost Impacts per Non-Mitigated Residential Unit	Average Square Footage	School Facilities Cost Impacts per Residential Square Foot
Single Family Detached	\$14,358	3,900	\$3.68
Multi-family Attached	\$3,523	1,400	\$2.52

On January 30, 2008, the State Allocation Board ("SAB") increased the amount of the maximum residential School Fee authorized by Section 17620 of the Education Code from \$2.63 to \$2.97 per residential building square foot. Based on the School District's fee sharing agreement with the San Dieguito Union High School District ("SDUHSD"), the School District can collect 47.34 percent, or \$1.41 per square foot, for all new non-mitigated future residential units built within the its boundaries. Since the School District's share of the current maximum School Fee is less than the school facilities cost impacts per square foot, the School District is fully justified in levying its portion of the maximum residential School Fee of \$1.41 for all new non-mitigated future residential development within its boundaries, including Residential Redevelopment.

I. Introduction

Senate Bill ("SB") 50, which Governor Wilson signed on August 27, 1998, was enacted on November 4, 1998, following the approval of Proposition 1A by the voters of the State in the general election on November 3, 1998. SB 50 includes provisions for the following:

1. Issuance of State general obligation bonds in an amount not to exceed \$9.2 billion;
2. Reformation of the State School Building Program; and
3. Reformation of the School Fee mitigation payment collection procedure.

Additionally, Assembly Bill ("AB") 16, which Governor Davis signed on April 26, 2002, was enacted following the approval of Proposition 47 ("Prop 47") by the voters of the State in the general election on November 5, 2002. Prop 47 includes the authorization for issuance of State general obligation bonds in the amount of \$13.05 billion, and AB 16 provides for additional reformation of the State School Building Program into the School Facilities Program. On March 2, 2004, the voters of the State approved Proposition 55 ("Prop 55"). Prop 55 includes the authorization for the additional issuance of State general obligation bonds in the amount of \$12.3 billion. Finally AB 127, which Governor Schwarzenegger signed on May 20, 2006, was enacted following the approval of Proposition 1D ("Prop 1D") by the voters of the State in the general election of November 7, 2006. Prop 1D includes the authorization for the issuance of State general obligation bonds in the amount of \$10.4 billion.

The Mira-Hart-Murrieta Decisions, which formerly permitted school districts to collect mitigation payments in excess of School Fees under certain circumstances, are suspended by AB 127 until 2012. In lieu of the powers granted by the Mira-Hart-Murrieta Decisions, SB 50 and subsequent legislation provide school districts with a reformed School Fee collection procedure that, subject to certain conditions, authorizes school districts to collect Alternative Fees on residential developments. However, not all school districts will qualify to charge Alternative Fees, and Alternative Fees can not be imposed upon residential units that have existing agreements with a school district.

Therefore, school districts must still rely on School Fees as a funding source for school facilities required by new development. However, before a school district can levy School Fees on new development, State law requires that certain nexus findings must be made and documented. The objective of this Study is to provide a rigorous basis for such findings.

II. Legislation

State legislation, specifically AB 2926 and AB 1600, provides guidelines, procedures, and restrictions on the levy of School Fees for school facilities. Certain provisions of this legislation are summarized below:

A. AB 2926

AB 2926 was enacted by the State in 1986. Among other things, AB 2926 added various sections to the Government Code which authorize school districts to levy School Fees on new residential and commercial/industrial developments in order to pay for school facilities. In addition, AB 2926 provides for the following:

1. No city or county can issue a building permit for a development project unless such School Fees have been paid.
2. School Fees for commercial/industrial development must be supported by the finding that such School Fees "are reasonably related and limited to the needs for schools caused by the development."
3. School Fees for 1987 were limited to \$1.50 per square foot of enclosed residential floor space and \$0.25 per square foot of enclosed commercial/industrial floor space.
4. Every year, School Fees are subject to annual increases based on the Statewide cost index for Class B construction, as determined by the SAB at its January meeting (This provision was changed to every other year by AB181).

The provisions of AB 2926 have since been expanded and revised by AB 1600.

B. AB 1600

AB 1600, which created Sections 66000 et seq. of the Government Code, was enacted by the State in 1987. AB 1600 requires that all public agencies satisfy the following requirements when establishing, increasing or imposing a fee as a condition of approval for a development project.

1. Determine the purpose of the fee.
2. Identify the facilities to which the fee will be put.
3. Determine that there is a reasonable relationship between the need for public facilities and the type of development on which a fee is imposed.
4. Determine that there is a reasonable relationship between the amount of the fee and the public facility or portion of the public facility attributable to the development on which the fee is imposed.

5. Provide an annual accounting of any portion of the fee remaining unexpended or uncommitted in the School District's accounts five or more years after it was collected.

In other words, AB 1600 limits the ability of a school district to levy School Fees unless (i) there is a need for the School Fee revenues generated and (ii) there is a nexus or relationship between the need for School Fee revenues and the type of development project on which the School Fee is imposed. (The requirements of AB 1600 were clarified with the passage in 2006 of AB 2751, which codifies the findings of *Shapell Industries vs. Milpitas Unified School District*.) The Study will provide information necessary to establish such a nexus between (i) School Fees and residential development and (ii) School Fees and Residential Redevelopment.

III. Methodology of Study

The School District is projecting an increase in student enrollment attributable to new residential development in future years. This projected growth will create a demand for new school facilities to be constructed within the School District and the need to incur significant school facilities costs to meet that demand. As a result, the School District has determined that School Fees should be levied on new development projects. In particular, the School District has determined that School Fees must be levied on new residential projects, if findings can be made that such projects will lead to higher student enrollment and increased facilities costs. The objective of the Study is to provide a basis for such findings consistent with the requirements of AB 2926, AB 1600, and the provisions of Section 66001 of the Government Code.

A. Overview of Methodology

In order to evaluate the existence of a nexus, the Study identifies and analyzes the various connections or linkages between residential development and (i) the need for school facilities, (ii) the cost of school facilities, and (iii) the amount of School Fees that can justifiably be levied. The primary linkages identified include the following:

1. Housing projections (i.e., the projected number of residential units to be constructed within the School District);
2. Student generation (i.e., the number of students generated from a residential unit within the School District);
3. Facility requirements (i.e., the number of new school facilities required to house students generated from new residential units);
4. School facilities cost impacts (i.e., the costs to the School District associated with the construction of new school facilities); and
5. School Fee requirements (i.e., the School District's need to levy School Fees to cover the cost of new school facilities).
6. Residential Redevelopment (i.e., potential number of residential units to be demolished and reconstructed within the School District).

The above linkages result in a series of impacts which (i) connect new residential development with increased school facilities costs and (ii) connect School Fees per residential building square foot with increased facilities costs. These impacts are identified for two (2) residential land uses; SFD units and MFA units (e.g., condominiums, apartments, townhomes, duplexes, etc.). These "linkage impacts" include four (4) major types:

1. Residential Unit Projections
2. Student Generation Factors
3. School Facilities Cost Impacts
4. Maximum School Fee Revenues

B. Residential Unit Projections

The number of future residential units to be constructed within the boundaries of the School District was determined based on information provided by SANDAG and DDP.

C. Student Generation Factors

SGFs for each of the residential land use categories were calculated by DDP in February 2007.

D. School Facilities Cost Impacts

School facilities cost impacts were calculated by determining the additional elementary school facilities needed to adequately house students generated from future residential units and the total cost for those school facilities. School facilities costs are based on estimates prepared by Dolinka Group and are attached and incorporated herein as Exhibit A.

E. Maximum School Fee Revenues

Maximum School Fee revenues for residential development were based on the current maximum residential School Fee authorized by the SAB (currently \$2.97 per square foot) under AB 2926. Based on the current fee sharing arrangement of the School District with SDUHSD, the School District may collect up to 47.34 percent of the current maximum School Fee, or \$1.41 per square foot, on new residential construction.

F. Comparison of School Facilities Cost Impacts and Maximum School Fee Revenues

If school facilities cost impacts per residential square foot are greater than maximum School Fee revenues, then the levy of the maximum residential School Fee is justified to cover as much of school facilities cost impacts per residential square foot as possible. Should school facilities cost impacts per residential square foot be less than maximum School Fee revenues, then only a School Fee equivalent to the school facilities cost impacts per residential square foot can be justified to cover facilities needs generated by future residential development. Under this latter circumstance, the School District would not be justified in imposing the maximum residential School Fee per square foot.

G. Consideration of Residential Redevelopment

The Study also examines the extent to which Residential Redevelopment impacts the school facilities of the School District. The Study estimates the potential number of residential units that could be demolished in order to be replaced by new residential development. The Study then identifies the net student enrollment impacts by subtracting the estimated student enrollment from demolished units from the total projected student enrollment. The net student impacts that result are utilized to determine whether the School District is justified in imposing the maximum School Fee per square foot on Residential Redevelopment.

IV. Facilities Capacity and Student Enrollment

In order to determine whether the School District's existing school facilities contain excess capacity to house students generated by new residential development, school year 2007/2008 student enrollment and school facilities capacity of the School District were evaluated.

At the present time, the School District operates eight (8) elementary schools. Collectively, these school facilities have a capacity of 4,992 students pursuant to the School District's educational standards. The enrollment of the School District in school year 2007/2008 is 4,051 students. As shown in Table 1 below, the School District's facilities capacity exceeds student enrollment by 941 seats in school year 2007/2008. These surplus seats will be discussed further in Section V.

Table 1
Existing School Facilities Capacity and Student Enrollment

School Level	2007/2008 Facilities Capacity	2007/2008 Student Enrollment [1]	Excess/ (Shortage) Capacity
Elementary School	4,992	4,051	941
[1] 2007 CBEDS.			

V. Impact of Residential Development on School Facilities Needs

As discussed in Section III, the objective of the Study is to determine the appropriateness of the imposition of a School Fee on residential property to finance school facilities necessitated by students to be generated from new residential development. Section III outlined the methodology which was employed in the Study to meet that objective. Section V is a step-by-step presentation of the results of the analysis.

A. Projected Residential Development within the School District

The initial step in developing a nexus as required by AB 2926 and AB 1600 is to determine the number of future residential units to be constructed within the School District's boundaries. Based on information provided by SANDAG and DDP, Dolinka Group has estimated that the School District could experience the construction of approximately 3,846 future residential units through calendar year 2030. Of these 3,846 future residential units, approximately 2,476 have already mitigated their impacts on the School District through the execution of a mitigation agreement wherein such units pay fees separate from either School Fees or Alternative Fees. Of the remaining 1,370 future residential units that have not mitigated their impacts on the School District, 476 are expected to be SFD units while 894 are expected to be MFA units. Table 2 distinguishes between mitigated and non-mitigated future residential units by land use.

**Table 2
Future Residential Units**

Land Use	Mitigated Future Residential Units	Non-Mitigated Future Residential Units	Future Residential Units
Single Family Detached	1,532	476	2,008
Multi-family Attached	944	894	1,838
Total	2,476	1,370	3,846

B. Estimated Residential Redevelopment

To develop a nexus between Residential Redevelopment and School Fees, Dolinka Group identified the number of potential residential units that could be demolished in order to be replaced by new residential development. The potential for teardowns and rebuilds is greatest within the portion of the School District served by City of Del Mar due to it being predominantly built-out. Therefore, Dolinka Group contacted the Planning Department of the City of Del Mar to obtain estimates of the number of residential units that could be demolished through calendar year 2030. Based on estimates provided by the City of Del Mar, the average annual rate of demolishment within its jurisdiction is eight (8) residential units. This amount was (i) multiplied by 22 to obtain an estimate of the number of units to be demolished through calendar year 2030 and (ii) apportioned by land use based on the product mix for future residential units shown in Table 2. The results of this calculation are shown below in Table 3.

Table 3
Demolished Residential Units

Land Use	Estimated Number of Units to be Demolished
Single Family Detached	92
Multi-family Attached	84
Total Future Units	176

C. Student Generation Factors per Residential Unit

In order to analyze the impact on the School District's student enrollment from non-mitigated future residential units, Dolinka Group obtained SGFs for SFD and MFA units from DDP. These SGFs are shown in Table 4.

Table 4
Student Generation Factors

School Level	Single Family Detached Units	Multi-family Attached Units
Elementary School	0.4450	0.1620

D. School District Facilities Requirements

By multiplying the non-mitigated future residential units and the estimated number of residential units to be demolished as listed in Tables 2 and 3, respectively, by the SGFs identified in Table 4, the Study determined (i) the projected number of new students to be generated from non-mitigated future residential units, (ii) the number of students projected to be generated from Residential Redevelopment, and (iii) the Net Projected Student Enrollment from Net Future Units. The Net Projected Student Enrollment is shown in Table 5.

Table 5
Net Projected Student Enrollment from Net Future Units

School Level	Projected Student Enrollment from Non-Mitigated Future Units	Estimated Student Enrollment from Residential Redevelopment	Net Projected Student Enrollment from Net Future Units
Elementary School	357	55	302

As indicated in Section IV, the School District currently has 941 surplus seats. Due to mitigation agreements between the School District and developers, any remaining excess seats will be reserved for students generated from mitigated future residential units within CFD Nos. 95-1 and 99-1 (Table 2). By multiplying the mitigated future residential units listed in Table 2 by the SGFs identified in Table 4, the Study determined that 835 elementary school students will be generated from

mitigated future residential units. Accordingly, 835 of the 941 surplus elementary school seats will be allocated to elementary school students generated from mitigated future residential units. Therefore, the remaining 106 surplus seats are available to accommodate the Net Projected Student Enrollment. Table 6 shows projected unhoused students for the School District.

Table 6
Projected Unhoused Students from Net Future Units

School Level	Net Projected Student Enrollment from Net Future Units	Surplus Seats	Projected Unhoused Students from Net Future Units
Elementary School	302	106	196

To determine the number of elementary school facilities necessary to adequately house the Net Projected Student Enrollment, Dolinka Group divided the Net Projected Student Enrollment by the estimated school facilities capacity, as provided by the School District. The additional school facilities requirements are identified in Table 7.

Table 7
Additional School Facilities for Net Projected Student Enrollment

School Level	Net Projected Student Enrollment	Estimated Facility Capacity	Additional Facilities Needed
Elementary School	196	722	0.2715

It is important to realize that while the Net Projected Student Enrollment equates to approximately 27 percent of an elementary school, the School District will need to construct at least one (1) elementary school in the future so as to accommodate students generated from residential development beyond calendar year 2030, as well as students generated from residential units to be constructed once existing infrastructure limitations are removed.

E. School District Facilities Costs

School facilities cost estimates were prepared by Dolinka Group. The school facilities costs represent the full cost of site acquisition, site development, construction, furniture and equipment, as well as technology. It must be noted that the facilities costs are in 2008 dollars and do not include interest costs associated with debt incurred to finance the construction of facilities. The estimated site acquisition and facility construction costs are shown in Table 8 while the costs for each component of the school facilities construction are listed in Exhibit A.

Table 8
Estimated School Facilities Costs (2008\$)

School Level	Site Acquisition Costs	Facility Construction Costs	Estimated Total Cost Per Facility
Elementary School	\$17,018,910	\$19,177,480	\$36,196,391

The costs in Table 8 do not include costs associated with Central Administrative and Support Facilities. As indicated in Table 6, Net Future Units will cause the enrollment of the School District to increase by approximately 196 students. In accordance with the Provisions of Chapter 341, Statutes of 1992, SB 1612, the SAB adopted a report on January 26, 1994, requiring approximately four (4) square feet of central administrative and support facilities for every student. Based on this report and the estimated cost per square foot to construct and furnish these types of facilities, the Study incorporates a Central Administrative and Support Facilities cost impact of \$800 per student.

F. Total School Facilities Cost Impacts

To determine the total school facilities cost impacts caused by non-mitigated future residential units, Dolinka Group (i) multiplied the school facilities costs (Table 8) by the additional school facilities needed (Table 7) and (ii) multiplied the central administrative and support facilities costs per student (above paragraph) by the projected unhoused students from Net Future Units (Table 6). Table 9 illustrates the total school facilities cost impacts from non-mitigated future residential development.

Table 9
Total School Facilities Cost Impacts from
Non-Mitigated Future Residential Units (2008\$)

Item	Cost per Facility	Facilities Required/Students Generated	Total School Facilities Cost Impacts
Elementary School	\$36,196,391	0.2715	\$9,827,320
Central Admin. Impacts	\$800	196	\$156,800
Total	NA	NA	\$9,984,120

G. School Facilities Cost Impacts per Non-Mitigated Residential Unit

To determine the total school facilities cost impacts per non-mitigated residential unit, the total school facilities cost impacts listed above need to first be apportioned by land use based on the number of elementary school students to be generated from such land use. Table 10 shows total school facilities cost impacts by land use.

Table 10
Total School Facilities Cost Impacts by Land Use (2008\$)

School Level	Non-Mitigated Single Family Detached Units	Non-Mitigated Multi-family Attached Units	Total School Facilities Cost Impacts
Elementary School	\$6,834,579	\$3,149,541	\$9,984,120

Total school facilities cost impacts for each land use were then divided by the number of non-mitigated future residential units in such land use to determine school facilities cost impacts per SFD unit and MFA unit. These impacts are shown in Table 11.

Table 11
School Facilities Cost Impacts per Non-Mitigated Residential Unit (2008\$)

Land Use	Total School Facilities Cost Impacts	Non-Mitigated Future Residential Units	School Facilities Cost Impacts per Non-Mitigated Residential Unit
Single Family Detached	\$6,834,579	476	\$14,358
Multi-family Attached	\$3,149,541	894	\$3,523

H. School Facilities Cost Impacts per Square Foot

To determine the school facilities cost impacts per square foot of residential construction for each land use, the school facilities cost impacts per unit listed in Table 11 were divided by the average square footage of such type of residential unit. Using information from the Planning Department of the City of Del Mar, Dolinka Group determined that the average square footage of an SFD unit in the School District will be 3,900 square feet while the average square footage of an MFA unit will be 1,400 square feet. Table 12 shows the school facilities cost impacts per square foot of residential construction in the School District.

Table 12
School Facilities Cost Impacts per Residential Square Foot (2008\$)

Land Use	School Facilities Cost Impacts per Non-Mitigated Residential Unit	Average Square Footage	School Facilities Cost Impacts per Square Foot
Single Family Detached	\$14,358	3,900	\$3.68
Multi-family Attached	\$3,523	1,400	\$2.52

I. Comparison of School Facilities Cost Impacts and School Fee Revenues per Residential Square Foot

On January 30, 2008, the SAB increased the maximum residential School Fee that may justifiably be levied against new development from \$2.63 to \$2.97 per square foot. Based on the School District's fee sharing agreement with SDUHSD, the School District can collect 47.34 percent, or \$1.41 per square foot, for all new non-mitigated future residential units built within its boundaries. Since the School District's share of the current maximum School Fee is less than the school facilities cost impacts per square foot, the School District is fully justified in levying its portion of the the maximum residential School Fee, which is \$1.41 for all new non-mitigated future residential development within its boundaries, including Residential Redevelopment.

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Exhibit A

Updated School Facilities Costs

Del Mar Union School District
 Estimated School Construction Allowance
 Office of Public School Construction
 Maximum Allowable Square Footage
 Elementary School

Grade Level	Teaching Stations	Loading Standards	Total Students	Square Footage Per Student	Total Area
Kindergarten	3	55	165	55	9,075
Grade 1	5	29	145	55	7,975
Grade 2	4	29	116	55	6,380
Grade 3	3	29	87	55	4,785
Grades 4-6	6	33	198	55	10,890
Special Education	1	12	12	90	1,080
Sub-total	22	NA	723	NA	40,185
7% Bonus	NA	NA	711	4	2,844
3% Bonus	NA	NA	711	3	2,133
RSP Allowance	NA	NA	NA	NA	480
Class Size Red. [1]	7	NA	NA	NA	6,720
Grand Total	29	NA	723	NA	52,362

[1] Assumes class size reduction for Grades Kindergarten, 1, 2 & 3.

Del Mar Union School District
 Architect Fee Schedule
 Elementary School

Construction Fees:

\$15,708,600

Steps	Contract Amount	Rate	Construction Fee	Architect Fee
1	first \$500,000	0.09	\$500,000	\$45,000
2	next \$500,000	0.085	\$500,000	\$42,500
3	next \$1,000,000	0.08	\$1,000,000	\$80,000
4	next \$4,000,000	0.07	\$4,000,000	\$280,000
5	next \$4,000,000	0.06	\$4,000,000	\$240,000
6	excess \$10,000,000	0.05	\$5,708,600	\$285,430
Total	NA	NA	\$15,708,600	\$972,930

Del Mar Union School District
LCP Fee Schedule
Elementary School

Total Construction Cost:

\$15,708,600

Steps	Construction Amount	Rate	Construction Fee	Additional Grant
1	first \$1,000,000	NA	\$1,000,000	\$16,000
2	next \$1,000,000	0.016	\$1,000,000	\$16,000
3	next \$1,000,000	0.0025	\$1,000,000	\$2,500
4	next \$1,000,000	0.0015	\$1,000,000	\$1,500
5	next \$2,000,000	0.0032	\$2,000,000	\$6,400
6	next \$2,000,000	0.0031	\$2,000,000	\$6,200
7	next \$5,000,000	0.0046	\$5,000,000	\$23,000
8	next \$5,000,000	0.0044	\$2,708,600	\$11,918
9	next \$30,000,000	0.0042	\$0	\$0
10	excess \$48,000,000	0.004	\$0	\$0
Total	NA	NA	\$15,708,600	\$83,518

**Del Mar Union School District
Summary of Estimated Costs
Elementary School
January, 2008**

A. Site			\$17,018,910
	Purchase Price of Property		\$16,978,910
	Acres [1]:	14.4	
	Cost/Acre:	\$1,179,091	
	EIR		\$20,000
	Appraisals		\$10,000
	Surveys		\$5,000
	Escrow/Title		\$5,000
[1] Assumes Net Usable Acres			
B. Plans			\$1,057,930
	Architect's Fee (see Architect Fee Schedule worksheet)	\$972,930	
	Preliminary Tests	\$20,000	
	DSA/SDE Plan Check	\$45,000	
	Energy Fee Analysis	\$15,000	
	Other	\$5,000	
C. Construction			\$15,708,600
	(Assumes \$300 per square foot and includes Construction, Site Development, General Site Development, and Technology)		
D. Tests			\$50,000
E. Inspection			\$144,000
	(\$12,000 per month for 12 months)		
F. Labor Compliance			\$83,518
G. Furniture and Equipment			\$443,569
	(\$5 x Regular Education SF + \$10 x Special Education SF, includes Cost Index Adjustment of 66%)		
H. Contingency			\$519,598
	(\$2000 + 1.5% of items A-G)		
I. Items Not Funded by the State			\$1,170,266
	Technology (5% of Construction)	\$785,430	
	Library Books (8 books/student @ \$15)	\$86,760	
	Landscaping (\$0.44/sq. ft)	\$275,996	
	Landscape Architect Fees (8% of Landscaping)	\$22,080	
J. Total Estimated Cost			\$36,196,391

Summary	
School Facilities Capacity - Traditional Calendar	723
School Facilities Cost per Student - Traditional Calendar	\$50,064

Commercial/Industrial Development School Fee Justification Study

Del Mar Union School District

February 13, 2008

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Executive Summary

This Commercial/Industrial Development School Fee Justification Study ("Study") analyzes the extent to which a nexus can be established in the Del Mar Union School District ("School District") between categories of commercial/industrial development ("CID") and (i) the need for school facilities, (ii) the cost of school facilities, and (iii) the amount of statutory school fees ("School Fees") per square foot that may be levied for schools pursuant to the provisions of Assembly Bill ("AB") 181, Section 66001 of the Government Code, and subdivision (e) of Section 17621 of the Education Code.

The School District provides education in grades K through 6 for students residing within the City of Del Mar and a portion of the City of San Diego (collectively, "Cities"). The School District currently operates eight (8) elementary schools serving grades kindergarten through 6 (please see map on following page for a geographic profile of the School District). Collectively, these facilities have a capacity of 4,992 students pursuant to the School District's educational standards. Based on the California Basic Educational Data System ("CBEDS") enrollment data provided by the School District, student enrollment of the School District in school year 2007/2008 is 4,051 students. Comparing student enrollment to facilities capacity in school year 2007/2008 reveals that facilities capacity exceeds student enrollment by 941 seats.

New residential housing opportunities within the School District were also evaluated to confirm the availability of new homes for those who may relocate into the School District due to employment opportunities generated by new CID. Projections of the number of future residential units to be built within the School District's boundaries are based on information provided by San Diego Association of Governments ("SANDAG") and Davis Demographics and Planning, Inc. ("DDP"). Based on this information, approximately 3,846 new residential units are projected to be developed within the School District through calendar year 2030. Of these 3,486 future residential units, approximately 2,476 have mitigated their impacts on the School District through the execution of a mitigation agreement wherein units pay fees separate from either School Fees or alternative school facility fees ("Alternative Fees"). These mitigated future residential units include all residential units within Community Facilities District ("CFD") Nos. 95-1 and 99-1. Of the remaining 1,370 future residential units that have not mitigated their impacts on the School District, 476 are expected to be single family detached ("SFD") units while 894 are expected to be multi-family attached ("MFA") units. Furthermore, as discussed in the Residential Development School Fee Justification Study ("Residential Study") dated February 13, 2008, some of these units will be constructed in the place of demolished residential units ("Residential Redevelopment"). Based on information from the City of Del Mar, approximately 92 SFD units and 84 MFA units will be demolished to make room for Residential Redevelopment. These units thereby provide room for new employees without the displacement of existing residents.

To determine the commercial/industrial School Fee levels that satisfy the rigorous nexus requirements of AB 181, the Study divides CID into six (6) land use categories: retail and services, office, research and development, industrial/warehouse/manufacturing, hospital, and hotel/motel. The employment impacts of each of these land uses, in terms of the number of employees per 1,000 square feet of building space, are based on information from SANDAG. These employment impacts are shown in Table ES-1.

DEL MAR UNION SCHOOL DISTRICT
GEOGRAPHIC PROFILE

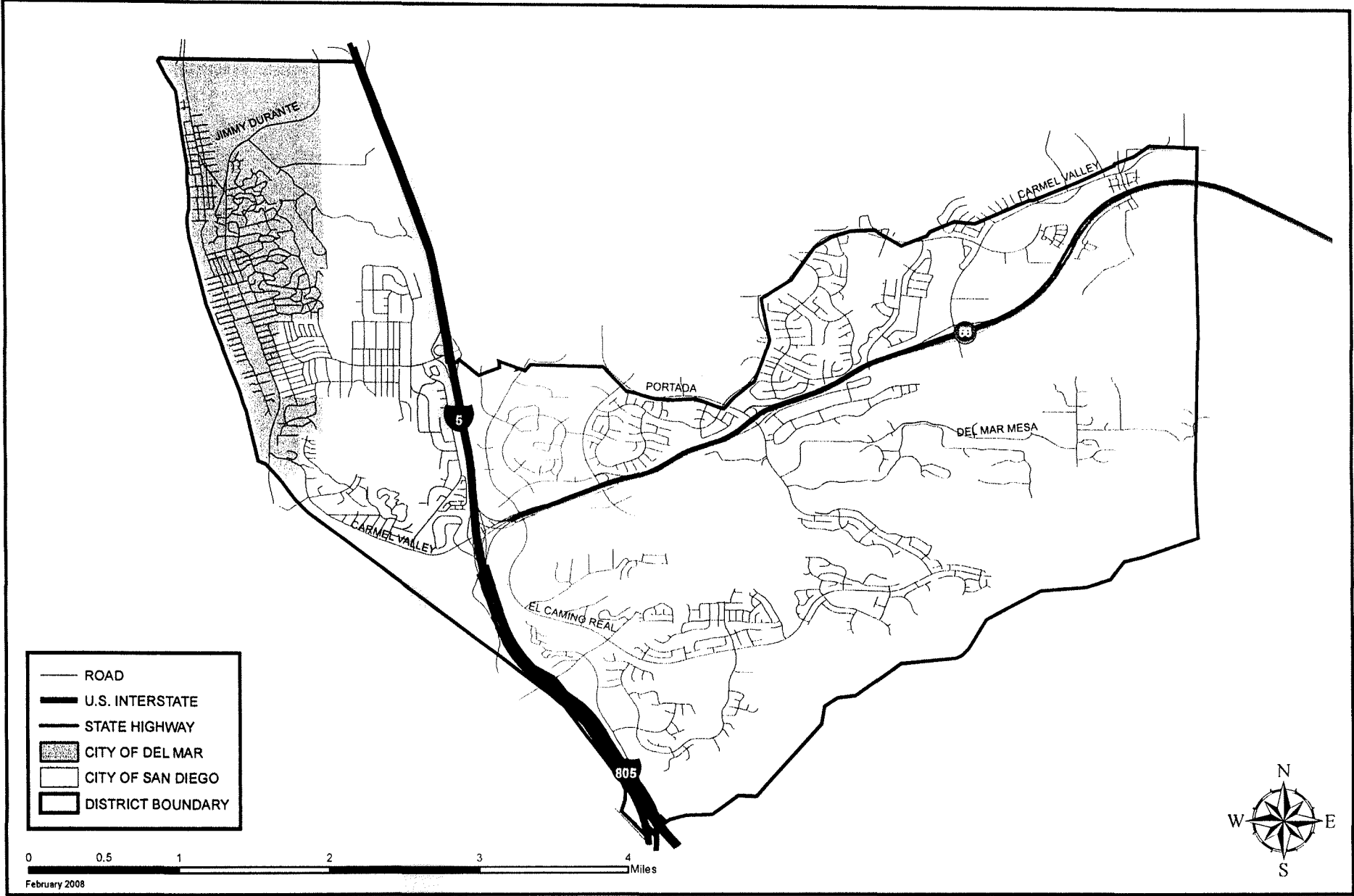


Table ES-1
Employment Impacts per 1,000 Square Feet CID

CID Land Use Category	Employees per 1,000 Square Feet
Retail and Services	2.2371
Office	3.4965
Research and Development	3.0395
Industrial/Warehouse/Manufacturing	2.6954
Hospital	2.7778
Hotel/Motel	1.1325

Additional data from SANDAG, the U.S. Bureau of Census ("Census"), the California Department of Finance ("DOF"), the California Employment Development Department ("EDD"), and Acxiom Dataquick Information Systems ("Dataquick") provide a basis for estimating net school district household impacts (i.e., the number of households which locate within the School District per 1,000 square feet of CID floor space) for each category. This number includes only those households occupying new housing units within the School District, as opposed to existing units whose previous occupants may have included school-aged children. Multiplying net school district households by (i) the number of students per household and (ii) total school facilities costs per student, results in estimates of school facilities cost impacts. Collectively, this calculation represents the total school facilities cost impacts per 1,000 square feet of commercial/industrial floor space, resulting from each of the six (6) CID categories within the School District, expressed in dollars. These results are summarized in Table ES-2.

Table ES-2
Gross School Facilities Cost
Impacts per 1,000 Square Feet of CID

CID Land Use Category	Gross School Facilities Cost Impacts
Retail and Services	\$3,534
Office	\$5,528
Research and Development	\$4,807
Industrial/Warehouse/Manufacturing	\$4,261
Hospital	\$4,390
Hotel/Motel	\$1,792

The revenue component of the Study estimates the potential fee revenues generated by CID, including residential fees paid by CID related households, as well as CID School Fees. CID related residential revenues are calculated based on (i) the School District's proposed residential School Fee of \$1.41 per square foot justified in the Residential Study and (ii) the average mitigation amount of \$8,469 per mitigated residential unit. The residential revenues per household are then multiplied by the number of net school district households per 1,000 square feet of CID and the product is subtracted from the gross school facilities cost impacts listed above. This results in net school facilities cost impacts by CID category. This impact is summarized in Table ES-3.

Table ES-3
Net School Facilities Cost Impacts per 1,000 Square Feet of CID

CID Land Use Category	Gross School Facilities Cost Impacts	Residential Revenues	Net School Facilities Cost Impacts
Retail and Services	\$3,534	\$2,208	\$1,326
Office	\$5,528	\$3,451	\$2,077
Research and Development	\$4,807	\$3,000	\$1,807
Industrial/Warehouse/Manufacturing	\$4,261	\$2,660	\$1,601
Hospital	\$4,390	\$2,741	\$1,649
Hotel/Motel	\$1,792	\$1,118	\$674

On January 30, 2008 the State Allocation Board ("SAB") increased the amount of the maximum CID School Fee authorized by AB 2926 from \$0.42 to \$0.47 per square foot. Pursuant to the School District's revenue sharing agreement with San Dieguito Union High School District ("SDUHSD"), the maximum the School District can receive from new CID is approximately 47.34 percent of the School Fee, or \$0.222 per square foot of CID constructed within its boundaries. Justification of the CID School Fee is based on a comparison of net school facilities cost impacts with the School District's portion of the maximum commercial/industrial School Fee revenues per 1,000 square feet. As net school facilities cost impacts for all CID categories are higher than the School District's portion of the maximum commercial/industrial School Fee revenues, the levy of the maximum commercial/industrial School Fee of \$0.222 per square foot, or \$222 per 1,000 square feet, for all CID land use categories is justified.

I. Introduction

Senate Bill ("SB") 50, which Governor Wilson signed on August 27, 1998, was enacted on November 4, 1998, following the approval of Proposition 1A by the voters of the State in the general election on November 3, 1998. SB 50 includes provisions for the following:

1. Issuance of State general obligation bonds in an amount not to exceed \$9.2 billion;
2. Reformation of the State School Building Program; and
3. Reformation of the School Fee/mitigation payment collection procedure.

Additionally, AB 16, which Governor Davis signed on April 26, 2002, was enacted following the approval of Proposition 47 ("Prop 47") by the voters of the State in the general election on November 5, 2002. Prop 47 includes the authorization for issuance of State general obligation bonds in the amount of \$13.05 billion, and AB 16 provides for additional reformation of the State School Building Program into the School Facilities Program. Recently, on March 2, 2004 the voters of the State approved Proposition 55 ("Prop 55"). Prop 55 includes the authorization for the additional issuance of State general obligation bonds in the amount of \$12.3 billion. Finally, AB 127, which Governor Schwarzenegger signed on May 20, 2006, was enacted following the approval of Proposition 1D ("Prop 1D") by the voters of the State in the general election of November 7, 2006. Prop 1D includes the authorization for the issuance of State general obligation bonds in the amount of \$10.4 billion.

The Mira-Hart-Murrieta Decisions, which formerly permitted school districts to collect mitigation payments in excess of School Fees under certain circumstances, are suspended by AB 127 until 2012. In lieu of the powers granted by the Mira-Hart-Murrieta Decisions, SB 50 and subsequent legislation provide school districts with a reformed School Fee collection procedure that, subject to certain conditions, authorizes school districts to collect alternative school facility fees ("Alternative Fees") on residential developments. However, not all school districts will qualify to charge Alternative Fees, and Alternative Fees cannot be imposed upon residential units that have existing agreements with a school district.

Therefore, school districts must still rely on School Fees as collected from CID to cover funding shortfalls created by residential development, as well as to cover impacts created by inter-district transfer students. However, before a school district can levy School Fees on new development, State law requires that certain "nexus" findings must be made and documented. The objective of this Study is to provide a rigorous basis for such findings.

II. Legislation

State legislation, specifically AB 2926, AB 1600, and AB 181, provides guidelines, procedures, and restrictions on the levy of School Fees for school facilities, especially with regard to CID. In order to determine the appropriate School Fees for CID, the Study follows the same nexus requirements as outlined by the ABs listed above. Relevant provisions of this legislation are summarized below:

A. AB 2926

AB 2926 was enacted by the State in 1986. Among other things, AB 2926 added various sections to the Government Code which authorize school districts to levy School Fees on new residential development and CID in order to pay for school facilities required by such development. In addition, AB 2926 provides for the following:

1. No city or county can issue a building permit for a development project unless such School Fees have been paid.
2. School Fees for CID must be supported by the finding that such School Fees "are reasonably related and limited to the needs for schools caused by the development".
3. School Fees for 1987 were limited to a maximum of \$1.50 per square foot of enclosed residential floor space and \$0.25 per square foot of enclosed commercial/industrial floor space.
4. Every year, School Fees shall be subject to annual increases based on the statewide cost index for Class B construction, as determined by the SAB at its January meeting.

The provisions of AB 2926 have since been expanded and revised by AB 1600 and AB 181.

B. AB 1600

AB 1600, which created Sections 66000 *et seq.* of the Government Code, was enacted by the State in 1987. AB 1600 requires that all public agencies satisfy the following requirements when establishing, increasing, or imposing a fee as a condition of approval for a development project.

1. Determine the purpose of the fee.
2. Identify the facilities to which the fee will be applied.
3. Determine that there is a reasonable relationship between the need for public facilities and the type of development on which a fee is imposed.
4. Determine that there is a reasonable relationship between the amount of the fee and the public facility or portion of the public facility attributable to the development on which the fee is imposed.

5. Provide an annual accounting of all utilization of fee revenues, and provide further finding each year that the relationship stated in the previous paragraph still exists if any portion of the fee remains unexpended or uncommitted in the School District's accounts five (5) or more years after it was collected.

In other words, AB 1600 limits the ability of a school district to levy School Fees unless (i) there is a need for the revenues to be generated by School Fees and (ii) there is a nexus or reasonable causal relationship between the need for School Fee revenues and the type of development project on which the School Fees are imposed. (The requirements of AB 1600 were clarified with the passage in 2006 of AB 2751, which codifies the findings of *Shapell Industries vs. Milpitas Unified School District*.) The Study will provide information necessary to establish such a nexus between School Fees and residential development, including Residential Redevelopment.

C. AB 181

AB 181, enacted by the State in 1989, made significant changes in several State Codes, including Sections 53080 *et seq.* of the Government Code which was re-codified as Sections 17620 *et seq.* of the Education Code on January 1, 1998. Changes in Section 53080 included additional requirements and procedures for imposing School Fees and other conditions on new development. Specifically, AB 181 imposes more stringent nexus requirements on school districts that wish to levy School Fees on CID, as follows:

1. In order to levy a School Fee on CID, a formal study must be conducted to determine the impact of "the increased number of employees anticipated to result" from new CID on the "cost of providing school facilities within the School District".
2. Only that portion of the School Fee justified by the "nexus findings" contained in this study may be levied. Nexus findings must be made on an individual project basis or on the basis of categories of CID, and must "utilize employee generation estimates that are based on commercial/industrial factors within the school district." Categories to be evaluated may include, but are not limited to, office, retail, transportation, communications and utilities, light industrial, heavy industrial, research and development, and warehouse uses.
3. Starting in 1990, maximum School Fees for residential and CID will be subject to increases every two (2) years rather than annually.
4. An appeals procedure shall be established whereby the levy of School Fees on a commercial/industrial project may be appealed to the governing board of a school district. Grounds for an appeal must include, but are not limited to, improper project classification by commercial/industrial category, or the application of improper or inaccurate employee or student generation factors to the project.

In summary, AB 181 establishes additional requirements which must be satisfied by school districts prior to their levying School Fees on CID.

III. Objective and Methodology of Study

The School District is projecting an increase in student enrollment attributable to new residential development in future years. This projected growth will create a demand for new school facilities within the School District and the need to incur significant facilities costs to meet that demand. As a result, the School District has determined that School Fees should be levied on development projects that have an impact on the School District. In particular, the School District has determined that School Fees must be levied on new commercial/industrial projects if findings can be made that such projects will lead to higher student enrollment and increased facilities costs. The objective of the Study is to provide a basis for such findings pursuant to the requirements of AB 181, the provisions of Section 66001 of the Government Code, and subdivision (e) of Section 17621 of the Education Code.

A. Overview of Methodology

In order to determine the nexus relationships identified in AB 181, the Study analyzes the various linkages between CID and (i) the need for school facilities, (ii) the cost of school facilities, and (iii) the amount of the School Fee that can justifiably be levied. The primary connections or linkages include the following:

1. Job creation (i.e., new CID within the School District creates new jobs);
2. Household formation (i.e., job creation within the School District leads to the formation of new households in the School District);
3. Student generation (i.e., household formation within the School District generates new students);
4. Facilities requirements (i.e., student generation within the School District leads to the need to incur additional costs for new school facilities); and
5. School Fee requirements (i.e., additional costs for new school facilities within the School District leads to the need to levy School Fees for new development).

The above linkages result in a series of impacts which (i) connect new CID with increased school facilities costs and (ii) connect increased school facilities costs with School Fees on CID buildings. These impacts are identified for different CID land use categories, based on a "prototypical unit" of 1,000 square feet of new commercial or industrial floor space for each category. These "linkage impacts" include five (5) major types:

1. Employment Impacts
2. Household Impacts
3. Student Generation Impacts
4. School Facilities Cost Impacts
5. Fee Revenues

The nature and components of these impacts are summarized in Section III.C, along with the key assumptions and data sources used in estimating their magnitude.

Analysis of the first four (4) linkage impacts provides an estimate of the gross school facilities cost impacts per 1,000 square feet of floor space for each CID category. Analysis and comparison of all five (5) impacts provide an estimate of (i) net school facilities cost impacts (i.e., gross school facilities cost impacts minus residential revenues) per 1,000 square feet of CID floor space and (ii) the maximum commercial/industrial School Fee that can be justified.

B. CID Land Use Categories

Linkage impacts are analyzed for the following CID land use categories:

- » Retail and Services
- » Office
- » Research and Development
- » Industrial/Warehouse/Manufacturing
- » Hospital
- » Hotel/Motel

Retail and Services

The retail and services category includes commercial establishments which sell general merchandise, building materials, hard goods, apparel, and other items and services to consumers. Additional establishments in the retail and services category include nurseries, discount stores, restaurants, entertainment theme parks, new/used car sales facilities, service stations, supermarkets, banks, real estate sales offices, and similar uses.

Office

A general office building houses one (1) or more tenants and is the location where affairs of a business, commercial or industrial organization, professional person or firm are conducted. The building or buildings may be limited to one (1) tenant, either the owner or lessee, or contain a mixture of tenants including professional services, insurance companies, investment brokers, company headquarters, and services for the tenants such as a bank or savings and loan, a restaurant or cafeteria, and service retail and services facilities. There may be large amounts of space used for file storage or data processing.

The office category may also include medical offices that provide diagnoses and outpatient care on a routine basis, but which are unable to provide prolonged in-house medical/surgical care. A medical office is generally operated by either a single private physician or a group of doctors.

Research and Development

Research and development facilities are those primarily associated with the application of scientific research to the development of high technology products. Areas of concentration include materials science, computer, electronic, and telecommunications products. Facilities may also contain offices and fabrication areas. Activities performed range from pure research to product development, testing, assembly, and distribution.

Industrial/Warehouse/Manufacturing

Warehouses are facilities that are primarily devoted to the storage of materials. They may also include office and maintenance areas. This category also includes buildings in which a storage unit or vault is rented for the storage of goods.

Manufacturing facilities are building structures where the primary activity is the conversion of raw materials or parts into finished products. Size and type of activity may vary substantially from one facility to another. In addition to actual production of goods, manufacturing facilities generally have office, warehouse, research and associated functions. This category includes light industrial facilities such as printing plants, material testing laboratories, assemblers of data processing equipment, and power stations.

Hospital

Hospital refers to any institution where medical or surgical care is given to non-ambulatory and ambulatory patients. The term does not however, refer to medical clinics (facilities that provide diagnoses and outpatient care only) or to nursing homes (facilities devoted to the care of persons unable to care for themselves).

Hotel/Motel

Hotels and motels are commercial establishments primarily engaged in providing lodging, or lodging and meals, for the general public.

Note that CID land use categories may include different industry types. For example, firms in the transportation, communications, or utilities industries may be classified in up to five (5) of the six (6) land use categories shown above. Similarly, retail firms may also occupy office or industrial space (e.g., for corporate headquarters or warehousing) and manufacturing firms may occupy retail space (e.g., factory retail outlets). In evaluating any given project, the School District should assign the project to whichever CID category is the predominant use within the project.

C. Linkage Impacts

Linkage impacts are estimated for "prototypical units" of 1,000 square feet of new commercial or industrial floor space. Separate impact estimates are made for each of the CID categories shown above, based primarily on differences in employment generation among these commercial/industrial uses.

As noted above, major linkage impacts include employment impacts, household formation impacts, student generation impacts, school facilities cost impacts, and residential revenues. The nature and components of these impacts are summarized below, along with the key assumptions and data sources used in their estimation.

C.1 Employment Impacts

Employment impacts for each land use category are represented by the estimated number of employees generated per 1,000 square feet of CID floor space. These impacts include potential on-site employees only.

Assumptions and Data Sources

Employment impact estimates are based on employment generation factors which indicate occupied building square footage per employee. Pursuant to Section 17621(e)(1)(B) of the Education Code, employment generation factors were derived from the report entitled "San Diego Traffic Generators" prepared by SANDAG.

C.2 Household Impacts

Household impacts are represented by the estimated number of households associated with each category of employment impacts per 1,000 square feet of CID floor space. Household impacts include the following components.

- Total household impacts (i.e., the estimated number of households established by on-site employees, wherever these households may be located, per 1,000 square feet of CID floor space);
- School district household impacts (i.e., the estimated number of total households that will be located within the School District per 1,000 square feet of CID floor space); and
- Net school district household impacts (i.e., the estimated number of school district households that will occupy new housing within the School District per 1,000 square feet of CID floor space).

Please note that net school district household impacts are a component of school district household impacts, which are in turn a component of total household impacts. Also note that only net school district households are assumed to generate potential new students, thereby increasing school facilities costs for the School District. This is the case because only net school district households reside in new housing units--which may create a net demand for new school facilities and generate potential fee revenues--compared to existing housing units, whose previous occupants may have already had school-age children and which generate no potential fee revenues.

Assumptions and Data Sources

Total household impact estimates are based on the average number of employed persons per household. This average was calculated by dividing the total number of employed persons in the School District, as provided by EDD, and the total number of occupied households in the School District, as provided by DOF.

School district household impact estimates are based on the propensity of employed persons to live and work within the School District. Information gathered by the Census was used in this calculation.

Net school district household impacts are based on the propensity to occupy new housing units (i.e., the ratio of new home sales to total home sales in the School District's region). This ratio is estimated based on home sales data from September 2005 through September 2007 provided by Dataquick.

C.3 Student Generation Impacts

Student generation impacts are calculated based on the estimated number of the School District's students associated with each category of net school district household impacts per 1,000 square feet of CID floor space.

Inter-district transfer impacts are also calculated based on current employment within the School District and the current number of inter-district transfer students.

Assumptions and Data Sources

Student generation impacts are based on estimates of students per residential unit prepared by DDP. Student generation factors ("SGFs") are discussed in greater detail in Section VI. Inter-district data was provided by the School District while employment estimates are based on data provided by SANDAG.

C.4 School Facilities Costs Impacts

School facilities cost impacts are represented by the estimated gross school facilities cost impacts associated with each category of CID. These facilities cost impacts are based on estimates prepared by Dolinka Group.

Assumptions and Data Sources

School facilities cost impacts were calculated by multiplying the additional school facilities needed to adequately house students generated from future residential units by estimated school facilities costs. School facilities costs are based on estimates prepared by the Dolinka Group. For more information on school facilities costs, see the Residential Development School Fee Justification Study ("Residential Study") dated February 13, 2008.

C.5 Fee Revenues

Fee revenues for each land use category include the following components:

- Residential revenues associated with CID (i.e., residential revenues associated with each category of net school district household impacts per 1,000 square feet of commercial/industrial floor space); and
- Potential CID School Fee revenues (i.e., maximum CID School Fee revenues per 1,000 square feet of floor space).

Subtracting residential revenues from gross school facilities cost impacts for each CID category results in net school facilities cost impacts per 1,000 square feet of commercial/industrial floor space. These are the net school facilities costs that may have to be funded by CID School Fees.

Dividing net school facilities cost impacts by potential CID School Fee revenues for each CID category results in the percentage of the maximum CID School Fee that may be justifiably levied.

Assumptions and Data Sources

Residential revenue estimates of \$6,588 per unit are based on a weighted average of (i) the School District's proposed residential School Fee of \$1.41 per square foot multiplied by the School District's weighted average square footage of 2,269 square feet and (ii) the average mitigation amount of \$8,469 per mitigated residential unit within CFDs Nos. 95-1 and 99-1.

IV. Facilities Capacity and Cost Estimates

In order to determine whether the School District's existing school facilities contain excess capacity to house students generated by future CID, Dolinka Group evaluated school facilities capacity and student enrollment for school year 2007/2008. In addition, Dolinka Group utilized information contained in the Residential Study to estimate the school facilities costs per student.

A. School Facilities Capacity

The School District currently operates eight (8) elementary schools. Collectively, the School District's school facilities have a capacity of 4,992 students pursuant to the School District's educational standards. Based on enrollment data from CBEDS, the School District's enrollment for school year 2007/2008 is 4,051 students. As shown in Table 1 below, the School District's facilities capacity exceeds student enrollment in school year 2007/2008 by 941 seats.

Table 1
Existing School Facilities Capacity and Student Enrollment

School Level	2007/2008 Facilities Capacity	2007/2008 Student Enrollment [1]	Excess / (Shortage) Capacity
Elementary School	4,992	4,051	941

[1] 2007 CBEDS.

As stated in the Residential Study, 835 of the 941 surplus seats are being reserved for students generated from the mitigated future residential units listed in Table 3. Furthermore, as shown in Table 6 of the Residential Study, the remaining 106 surplus seats are being used to reduce the impacts of the non-mitigated future residential units.

B. School Facilities Costs per Student

In order to calculate the total school facilities cost impacts per student generated by non-mitigated future residential units less the estimated number of units to be demolished ("Net Future Units"), Dolinka Group first determined the School District's school facilities needs required by future residential units. The school facilities needs for future residential units were determined by projecting student enrollment and analyzing existing school facilities. Based on the calculations included in the Residential Study, the School District will need to construct new elementary school facilities and central administrative and support facilities. Dolinka Group then utilized the estimated cost of constructing an elementary school and central administrative and support facilities contained in the Residential Study.

As shown in Table 10 of the Residential Study, the total school facilities cost impacts are \$9,984,120. Table 2 below shows the total school facilities cost impacts for future residential development, the projected number of students to be generated from Net Future Units, and the school facilities costs per student.

Table 2
Estimated School Facilities Cost Impacts per Student (2008\$)

School Level	Total School Facilities Cost Impacts	Projected Students Generated from Net Future Units	School Facilities Costs per Student
Elementary School	\$9,984,120	302	\$33,060

V. New Residential Housing Opportunities within the School District

To satisfy the nexus requirements, the Study must examine the extent to which new residential development can house a net increase in students generated by employment opportunities within the School District. This is because families of new employees within the School District who move into existing homes are assumed to be displacing families with identical numbers of students, thereby resulting in no net change in the School District's student enrollment. Only families moving into new homes, or families moving into existing homes where the displaced families are moving into new homes, can lead to an increase in the School District enrollment.

Projections of the number of future residential units to be built within the School District's boundaries were obtained from information provided by SANDAG and DDP. Based on this data, 3,846 new residential units are projected to be developed within the School District through calendar year 2030. Table 3 below shows the number of mitigated and non-mitigated future residential units by land use.

**Table 3
Future Residential Units**

Land Use	Mitigated Future Residential Units	Non-Mitigated Future Residential Units	Total Future Units
Single Family Detached	1,532	476	2,008
Multi-family Attached	944	894	1,838
Total	2,476	1,370	3,846

Furthermore, based on information from the City of Del Mar, of these new residential units, approximately 92 SFD units and 84 MFA units will be demolished to make room for Residential Redevelopment.

VI. Findings of Commercial/Industrial Impact Analysis

This section presents the quantitative findings of the commercial/industrial nexus analysis summarized in Section III. In particular, this section presents estimates of the following:

- All "linkage impacts" discussed in Section III, by CID land use category.
- Gross school facilities cost impacts per 1,000 square feet of commercial/industrial floor space.
- Net school facilities cost impacts (i.e., gross school facility cost impacts minus residential revenues) per 1,000 square feet of commercial/industrial floor space.
- The percentage of the maximum CID School Fee per square foot allowed by law that can be justified to pay for new school facilities.

A. Employment Impacts

As indicated in Section III, employment impacts for different CID categories equal the estimated number of on-site employees generated per 1,000 square feet of commercial/industrial floor space. Consistent with the provisions of Section 17621(e)(1)(B) of the Education Code, employment impacts for each category are based on data from SANDAG. Employment factors utilized in the analysis are shown below:

- » Retail and Services--447 square feet per employee
- » Office--286 square feet per employee
- » Research and Development--329 square feet per employee
- » Industrial/Warehouse/Manufacturing--371 square feet per employee
- » Hospital--360 square feet per employee
- » Hotel/Motel--883 square feet per employee

The reciprocals of these factors indicate numbers of employees per square foot. Multiplying the reciprocals by 1,000 square feet results in employees per 1,000 square feet, or the employment impacts shown in Table 4.

Table 4
Employment Impacts per 1,000 Square Feet

CID Land Use Category	Employees per 1,000 Square Feet
Retail and Services	2.2371
Office	3.4965
Research and Development	3.0395
Industrial/Warehouse/Manufacturing	2.6954
Hospital	2.7778
Hotel/Motel	1.1325
Source: SANDAG	

B. Household Impacts

As noted in Section III, household impacts equal the estimated number of households associated with each category of employment impacts, per 1,000 square feet of commercial/industrial floor space. Household impacts include the following components:

- Total Household Impacts
- School District Household Impacts
- Net School District Household Impacts

B.1 Total Household Impacts

Total household impacts equal the number of households per 1,000 square feet of commercial/industrial floor space established by on-site employees, wherever these households may be located, and include households residing outside of the School District. These impacts are estimated based on an average of 1.3045 employed persons per household. This estimate was calculated by dividing the total number of employed people in the School District as provided by EDD, by the total number of households in the School District as provided by DOF.

Dividing employment impacts listed in Table 4 by this 1.3045 factor results in the total household impacts per 1,000 square feet of commercial/industrial floor space shown in Table 5.

Table 5
Total Household Impacts per 1,000 Square Feet CID

CID Land Use Category	Total Household Impacts
Retail and Services	1.7149
Office	2.6803
Research and Development	2.3300
Industrial/Warehouse/Manufacturing	2.0662
Hospital	2.1294
Hotel/Motel	0.8681

B.2 School District Household Impacts

School district household impacts equal the number of total households that locate within the School District per 1,000 square feet of CID floor space. To determine these impacts, Dolinka Group utilized data from the Census. Based on this data, approximately 47.26 percent of the employed persons within the School District are estimated to live within the School District. This trend is expected to increase as new residential and CID projects are approved and additional homes and jobs are created within the School District.

Multiplying total household impacts shown in Table 5 by the estimated propensity to live and work within the School District factor of 47.26 percent results in the school district household impacts per 1,000 square feet of CID. These are shown in Table 6.

Table 6
School District Household
Impacts per 1,000 Square Feet CID

CID Land Use Category	School District Household Impacts
Retail and Services	0.8105
Office	1.2667
Research and Development	1.1012
Industrial/Warehouse/Manufacturing	0.9765
Hospital	1.0064
Hotel/Motel	0.4103

B.3 Net School District Household Impacts

Net school district household impacts equal the number of school district household impacts by CID category per 1,000 square feet of commercial/industrial floor space that will occupy new housing units within the School District. These impacts are based on the propensity to occupy new housing within the general area of the School District.

Data on resales and new home sales between September 2005 and September 2007 was obtained from Dataquick. Based on this data, new home sales in the School District were estimated to equal 41.35 percent of the total housing units which experienced occupant turnover during that period.

Multiplying school district household impacts shown in Table 6 by 41.35 percent results in the net school district household impacts per 1,000 square feet of CID shown in Table 7. As noted in Section III, only net school district households are assumed to generate potential new students, thereby increasing school facilities costs to the School District.

Table 7
Net School District Household
Impacts per 1,000 Square Feet CID

CID Land Use Category	Net School District Household Impacts
Retail and Services	0.3351
Office	0.5238
Research and Development	0.4553
Industrial/Warehouse/Manufacturing	0.4038
Hospital	0.4161
Hotel/Motel	0.1697

C. Student Generation Impacts

As noted in Section III, student generation impacts equal the number of the School District's students associated with each category of CID space. Separate student generation impacts are estimated for each CID category.

C.1 Residential Student Generation Impacts

In order to calculate the impact on the student enrollment of the School District from future residential development, SGFs for SFD and MFA units were obtained from DDP. These SGFs are shown in Table 8.

Table 8
Student Generation Factors

School Level	Single Family Detached Units	Multi-family Attached Units
Elementary School	0.4450	0.1620

C.2 Total Student Generation Impacts

Multiplying net school district household impacts shown in Table 7 by the SGFs shown in Table 8 results in the average student generation impacts per 1,000 square feet of CID. These average student generation impacts are shown in Table 9.

Table 9
Average Student Generation
Impacts per 1,000 Square Feet CID

CID Land Use Category	Student Generation Impacts
Retail and Services	0.1038
Office	0.1623
Research and Development	0.1411
Industrial/Warehouse/Manufacturing	0.1251
Hospital	0.1289
Hotel/Motel	0.0526

C.3 Inter- District Transfer Impacts

The inter-district transfer rate is determined by calculating the ratio of student transfers into the School District's schools by the number of persons employed within its boundaries. Based on information provided by the School District, total student transfers into the School District's schools for school year 2007/2008 total 26. Employment within the School District's area is estimated at 19,214 persons based on employment estimates provided by SANDAG. Table 10 shows the inter-district transfer rate.

Table 10
Inter- District Transfer Rates

School Level	Inter- District Transfer Rate
Elementary School	0.0014

In order to calculate total inter-district transfer impacts per 1,000 square feet of CID space, the inter-district transfer rate in Table 10 must first be multiplied by the employment impact factors by CID land use category in Table 4. The resulting inter-district transfer impacts are displayed in Table 11.

Table 11
Inter- District Transfer
Impacts per 1,000 Square Feet CID

CID Land Use Category	Total Inter- District Impacts
Retail and Services	0.0031
Office	0.0049
Research and Development	0.0043
Industrial/Warehouse/Manufacturing	0.0038
Hospital	0.0039
Hotel/Motel	0.0016

C.4 Total Student Generation Impacts

To determine the total student generation impacts of CID on the School District, the average student generation impacts from Table 9 are added to the inter-district transfer impacts from Table 11. The resulting total student generation impacts are displayed in Table 12.

Table 12
Total Student Generation
Impacts per 1,000 Square Feet CID

CID Land Use Category	Total Student Generation Impacts
Retail and Services	0.1069
Office	0.1672
Research and Development	0.1454
Industrial/Warehouse/Manufacturing	0.1289
Hospital	0.1328
Hotel/Motel	0.0542

D. Gross School Facilities Cost Impacts

As noted in Section III, school facilities cost impacts equal the gross school facilities cost impacts (exclusive of residential revenues) associated with the total student generation impact of each CID category. These impact estimates are derived from the school facilities costs per student shown in Table 2 and the total student generation impacts shown in Table 12. Multiplying the total student generation impacts by the costs per student results in the gross school facilities cost impacts per 1,000 square feet shown in Table 13.

Table 13
Gross School Facilities Cost
Impacts per 1,000 Square Feet CID

CID Land Use Category	Gross School Facilities Cost Impacts
Retail and Services	\$3,534
Office	\$5,528
Research and Development	\$4,807
Industrial/Warehouse/Manufacturing	\$4,261
Hospital	\$4,390
Hotel/Motel	\$1,792

E. Fee Revenues

As noted in Section III, fee revenues include two (2) components: residential revenues and potential CID School Fee revenues.

E.1 Residential Revenues and Net School Facility Costs

Residential revenues equal the maximum revenues from residential development associated with each category of net school district households per 1,000 square feet of CID floor space. These revenues are derived from a weighted average of (i) the School District's proposed residential School Fee of \$1.41 per square foot multiplied by the School District's weighted average square footage for residential units of 2,269 square feet and (ii) the School District's average mitigation obligation of \$8,469 per mitigated unit. Based on this calculation, the residential revenues per unit in the School District are estimated to be \$6,588.

Multiplying net school district household impacts shown in Table 7 by residential revenues results in the residential revenues per 1,000 square feet of CID floor space shown in Table 14.

Table 14
Residential Revenues per 1,000 Square Feet CID

CID Land Use Category	Net School District Household Impacts	Average Residential Revenues	Residential Revenues
Retail and Services	0.3351	\$6,588	\$2,208
Office	0.5238	\$6,588	\$3,451
Research and Development	0.4553	\$6,588	\$3,000
Industrial/Warehouse/Manufacturing	0.4038	\$6,588	\$2,660
Hospital	0.4161	\$6,588	\$2,741
Hotel/Motel	0.1697	\$6,588	\$1,118

E.2 Net School Facilities Cost Impacts

In order to calculate the net school facilities cost impacts per 1,000 square feet of CID, the residential revenues shown in Table 14 were subtracted from the gross school facilities cost impacts shown in Table 13. The results are the net school facilities cost impacts that must be funded by CID School Fees. The net school facilities cost impacts are shown in Table 15.

Table 15
Net School Facilities Cost Impacts per 1,000 Square Feet of CID

CID Land Use Category	Gross School Facilities Cost Impacts	Residential Revenues	Net School Facilities Cost Impacts
Retail and Services	\$3,534	\$2,208	\$1,326
Office	\$5,528	\$3,451	\$2,077
Research and Development	\$4,807	\$3,000	\$1,807
Industrial/Warehouse/Manufacturing	\$4,261	\$2,660	\$1,601
Hospital	\$4,390	\$2,741	\$1,649
Hotel/Motel	\$1,792	\$1,118	\$674

E.3 Potential Commercial/Industrial School Fee Revenues

Pursuant to the School District's revenue sharing agreement with SDHUSD, the maximum potential CID School Fee revenues equal 47.34 percent of the School Fee, or up to \$0.222 per square foot of CID. Justification of the CID School Fee is based on a comparison of net school facilities cost impacts with the School District's share of the maximum CID School Fee revenues of \$222 per 1,000 square feet.

F. Justification of Commercial/Industrial School Fees

Dividing net school facilities cost impacts shown in Table 15 by \$222 for each land use category results in the cost-revenue ratios shown in Table 16. The cost-revenue ratios determine whether the maximum CID School Fee can be justified. In calculating the ratios, only net school facilities cost impacts are considered in comparison to the CID School Fee revenues.

Table 16
Cost Revenue Ratios

CID Land Use Category	Cost-Revenue Ratio
Retail and Services	5.9611
Office	9.3332
Research and Development	8.1224
Industrial/Warehouse/Manufacturing	7.1957
Hospital	7.4110
Hotel/Motel	3.0283

On January 30, 2008 the SAB increased the amount of the maximum CID School Fee authorized by AB 2926 from \$0.42 to \$0.47 per square foot. Justification of the CID School Fee is based on a comparison of net school facilities cost impacts with the School District's share of the maximum CID School Fee revenues of \$222 per 1,000 square feet. As shown in Table 16, the School District is justified in levying its portion of the maximum School Fee on future CID of \$0.222 per square foot, or \$222 per 1,000 square feet of CID, for all land use categories.

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March 18, 2008

To: Board Members

From: Rodger Smith, Director of Personnel/Facilities

Through: Janet Bernard, Interim Superintendent

Subject: Consider Approval of Resolution No. 2008-09, RESOLUTION OF BOARD OF TRUSTEES OF THE DEL MAR UNION SCHOOL DISTRICT APPROVING AN INCREASE IN STATUTORY SCHOOL FEES IMPOSED ON NEW RESIDENTIAL AND COMMERCIAL/INDUSTRIAL CONSTRUCTION PURSUANT TO EDUCATION CODE SECTION 17620 AND GOVERNMENT CODE SECTION 65995 ("STATUTORY SCHOOL FEE INCREASE RESOLUTION")

The Del Mar Union School District began collecting developer fees in 1993 on all residential and commercial/industrial development within the District. Since that time the District had cause to prepare a Residential Development School Fee Justification Study and a Commercial/Industrial Development School Fee Justification Study (collectively, "Studies") that justifies the collection of school fees. The School Fees collected by the District are used in the construction of school facilities.

On January 30, 2008, the State Allocation Board ("SAB") increased the amount of the maximum School Fee authorized by the Education Code on residential development to \$2.97 per building square foot. Since the District began collecting school fees it has agreed to share this revenue with the San Dieguito Union High School District. The District's share of this revenue is approximately 47.34% of the School Fee or up to \$1.41 per square foot of the maximum residential School Fee. The Residential Development School Fee Justification Study for the District provides the nexus between the residential development and (a) the need for school facilities, (b) the cost of school facilities, and (c) the amount of statutory school fees per square foot that may be levied for schools pursuant to the Education Code.

On January 30, 2008, the State Allocation Board ("SAB") also increased the maximum commercial/industrial School Fee authorized by AB2926 to \$0.47 per square foot. The District has agreed to share this revenue with the San Dieguito Union High School District. The District's share of this revenue is approximately

46.43% of the school fee or up to \$0.22 per square foot of the maximum commercial/industrial School Fee. The Commercial/Industrial Development School Fee Justification Study for the District provides the nexus between the categories of commercial/industrial development and (a) the need for school facilities, (b) the cost of school facilities, and (c) the amount of statutory school fees per square foot that may be levied for schools pursuant to the Government Code.

The increase in the District's School Fees will become effective sixty (60) days after the adoption of this Resolution or May 26, 2008.

FISCAL IMPACT:	The increase in Statutory School Fees will increase the overall revenue collected in developer fees.
RECOMMENDATION:	The Interim Superintendent recommends Board approval of Resolution No. 2008-09, Resolution of the Board of Trustees of the Del Mar Union School District Approving an Increase in Statutory School Fees Imposed on New Residential and Commercial/Industrial Construction Pursuant to Education Code Section 17620 and Government Code Section 65995 ("Statutory School Fee Increase Resolution")

RESOLUTION NO. 2008-09**RESOLUTION OF THE BOARD OF TRUSTEES OF THE DEL MAR UNION SCHOOL DISTRICT APPROVING AN INCREASE IN STATUTORY SCHOOL FEES IMPOSED ON NEW RESIDENTIAL AND COMMERCIAL/INDUSTRIAL CONSTRUCTION PURSUANT TO EDUCATION CODE SECTION 17620 AND GOVERNMENT CODE SECTION 65995 ("STATUTORY SCHOOL FEE INCREASE RESOLUTION")**

WHEREAS, the Board of Trustees ("Board") of the Del Mar Union School District ("District") provides for the educational needs for K-6 students within the Cities of Del Mar and San Diego ("Cities") and portions of the unincorporated areas of the County of San Diego ("County"); and

WHEREAS, on January 30, 2008, the State Allocation Board ("SAB") authorized an adjustment in the Statutory School Fee amounts pursuant to Government Code Section 65995(b)(3) to \$ 2.97 per square foot for assessable space of new residential construction ("Residential Statutory School Fees") and \$ 0.47 per square foot of chargeable covered and enclosed space for the categories of new commercial/industrial construction ("Commercial/Industrial Fees" and collectively "Statutory School Fees"), as long as such increases are properly justified by the District pursuant to law; and

WHEREAS, new residential and commercial/industrial construction continues to generate additional students for the District's schools and the District is required to provide school facilities ("School Facilities") to accommodate those students; and

WHEREAS, overcrowded schools within the District have an impact on the District's ability to provide an adequate quality education and negatively impact the educational opportunities for the District's students; and

WHEREAS, the District does not have sufficient funds available for the construction or reconstruction of the School Facilities, including acquisition of sites, construction of permanent School Facilities, and acquisition of interim School Facilities, to accommodate students from new residential and commercial/industrial construction; and

WHEREAS, the Board has received and considered reports entitled, "Residential Development School Fee Justification Study" and "Commercial/Industrial Development School Fee Justification Study" ("Studies") which includes information, documentation, and analysis of the School Facilities needs of the District, including: (a) the purpose of the Statutory School Fees; (b) the use to which the Statutory School Fees are to be put; (c) the nexus (roughly proportional and reasonable relationship) between the residential

and commercial/industrial construction and (1) the use for Statutory School Fees, (2) the need for School Facilities, (3) the cost of School Facilities and the amount of Statutory School Fees from new residential and commercial/industrial construction; (d) a determination of the impact of the increased number of employees anticipated to result from the commercial/industrial construction (by category) upon the cost of providing School Facilities within the District; (e) an evaluation and projection of the number of students that will be generated by new residential construction; (f) the new School Facilities that will be required to serve such students; and (g) the cost of such School Facilities; and

WHEREAS, the Studies pertaining to the Statutory School Fees and to the capital facilities needs of the District have been available to the public for at least ten (10) days before the Board considered at a regularly scheduled public meeting the increase in the Statutory School Fees; and

WHEREAS, all notices of the proposed increase in the Statutory School Fees have been given in accordance with applicable law; and

WHEREAS, a public hearing was duly held at a regularly scheduled meeting of the Board relating to the proposed increase in the Statutory School Fees on March 26, 2008; and

WHEREAS, as to the Statutory School Fees, Education Code Section 17621 provides that the adoption, increase or imposition of any fee, charge, dedication, or other requirement, pursuant to Education Code Section 17620 shall not be subject to the California Environmental Quality Act, Division 13 (commencing with Section 21000) of the Public Resources Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE DEL MAR UNION SCHOOL DISTRICT AS FOLLOWS:

Section 1. That the Board accepts and adopts the Studies.

Section 2. That the Board finds that the purpose of the Statutory School Fees imposed upon new residential construction are to fund the additional School Facilities required to serve the students generated by the new residential construction upon which the Statutory School Fees are imposed.

Section 3. That the Board finds that the Statutory School Fees imposed on new residential construction will be used only to finance those School Facilities described in the Studies and related documents, and that these School Facilities are required to serve the students generated by the new residential construction within the District; and that the use of the Statutory School Fees will include construction or acquisition of additional School Facilities, remodeling existing School Facilities to add additional classrooms, and technology, and acquiring and installing additional portable classrooms and related School Facilities, with the specific location of new schools, remodeling of

existing School Facilities, and additional portables to be determined based on the residence of the students being generated by such new residential construction, as well as any required central administrative and support facilities, within the District.

Section 4. That the Board finds that there is a roughly proportional, reasonable relationship between the use of the Statutory School Fees and the new residential construction within the District because the Statutory School Fees imposed on new residential construction by this Resolution will be used to fund School Facilities which will be used to serve the students generated by such new residential construction.

Section 5. That the Board finds that there is a roughly proportional, reasonable relationship between the new residential construction upon which the Statutory School Fees are imposed, and the need for additional School Facilities in the District because new students will be generated from new residential construction within the District and the District does not have student capacity in the existing School Facilities to accommodate these students.

Section 6. That the Board finds that the amount of the Statutory School Fees imposed on new residential construction as set forth in this Resolution is roughly proportional and reasonably related to, and does not exceed the cost of, providing the School Facilities required to serve the students generated by such new residential construction within the District.

Section 7. That the Board finds that the purpose of the Statutory School Fees imposed on new commercial/industrial construction is to fund the additional School Facilities required to serve the students generated by the new commercial/industrial construction upon which the Commercial/Industrial Fees are imposed.

Section 8. That the Board finds that the Statutory School Fees imposed on new commercial/industrial construction (by category) will be used only to finance those School Facilities described in the Studies and related documents and that these School Facilities are required to serve the students generated by such new commercial/industrial construction; and that the use of the Statutory School Fees will include construction or acquisition of additional School Facilities, remodeling existing School Facilities to add additional classrooms and technology, and acquiring and installing additional portable classrooms and related facilities, with the specific location of new schools, remodeling of existing School Facilities, and additional portables to be determined based on the residence of the students being generated by such new commercial/industrial construction, as well as any required central administrative and support facilities within the District.

Section 9. That the Board finds that there is a roughly proportional, reasonable relationship between the use of the Statutory School Fees and new commercial/industrial construction by category within the District because the Statutory School Fees imposed on commercial/industrial construction by this Resolution will be used to fund School Facilities which will be used to serve the students generated by such new commercial/industrial construction.

Section 10. That the Board finds that there is a roughly proportional, reasonable relationship between the new commercial/industrial construction by category, upon which the Statutory School Fees are imposed, and the need for additional School Facilities in the District because new students will be generated from new commercial/industrial construction within the District and the District does not have student capacity in the existing School Facilities to accommodate these students.

Section 11. That the Board finds that the amount of the Statutory School Fees imposed on new commercial/industrial construction by category as set forth in this Resolution is roughly proportional and reasonably related to and does not exceed the cost of providing the School Facilities required to serve the students generated by such new commercial/industrial construction within the District.

Section 12. That the Board finds that a separate fund ("Fund") of the District and two or more sub-funds ("Sub-Funds") have been created or are authorized to be established for all monies received by the District for the deposit of Statutory School Fees and mitigation payments ("Mitigation Payments") imposed on construction within the District and that said Fund and Sub-Funds at all times have been separately maintained, except for temporary investments, with other funds of the District as authorized by law.

Section 13. That the Board finds that the monies of the separate Fund or the separate Sub-Funds described in Section 12, consisting of the proceeds of Statutory School Fees and Mitigation Payments have been imposed for the purposes of constructing and reconstructing those School Facilities necessitated by new residential and/or commercial/industrial construction, and thus, these monies may be expended for all those purposes permitted by applicable law. The Statutory School Fees may also be expended by the District for the costs of performing any study or otherwise making the findings and determinations required under subdivisions (a), (b), and (d) of Section 66001 of the Government Code. In addition, the District may also retain, as appropriate, an amount not to exceed in any fiscal year, three percent (3%) of the fees collected in that fiscal year pursuant to Education Code Section 17620 for reimbursement of the administrative costs incurred by the District in collecting the Statutory School Fees.

Section 14. That the Board hereby increases the Statutory School Fees as a condition of approval of new residential development projects and imposes the Statutory School Fees on such development projects in the following amounts:

- a. \$1.41 per square foot of assessable space for new residential construction, including new residential projects, manufactured homes and mobile homes as authorized under Education Code Section 17625, and including residential construction or reconstruction other than new construction where such construction or reconstruction results in an increase of assessable space, as defined in Government Code Section 65995, in excess of five hundred (500) square feet.

b. \$0.22 per square foot of assessable space, for new residential construction used exclusively for the housing of senior citizens, as described in Section 51.3 of the Civil Code or as described in subdivision (k) of Section 1569 of the Health and Safety Code or paragraph 9 of subdivision (d) of Section 15432 of the Government Code or any mobile home or manufactured home that is located within a mobile home park, subdivision, cooperative or condominium for mobile homes limited to older persons as defined by the Federal Fair Housing Amendments of 1988.

Section 15. That this Board hereby increases the Statutory School Fees as a condition of approval of new commercial/industrial construction projects and levies the Statutory School Fees on such development projects in the following amounts per square foot of chargeable covered and enclosed space for all categories of commercial/industrial construction to \$0.22 per square foot.

Section 16. That the proceeds of the Statutory School Fees increased and established pursuant to this Resolution shall continue to be deposited into those Sub-Funds of the Funds identified in Section 12 of this Resolution, the proceeds of which shall be used exclusively for the purpose for which the Statutory School Fees are to be collected, including, as to Statutory School Fees, accomplishing any study, findings or determinations required by subdivisions (a), (b) and (d) of Section 66001 of the Government Code, or retaining an amount not to exceed in any fiscal year, three percent (3%) of the fees collected in that fiscal year pursuant to Education Code Section 17620 for reimbursement of the administrative costs incurred by the District in collecting the Statutory School Fees or in financing the described Studies or in defending the imposition of Statutory School Fees.

Section 17. That the District's Superintendent, or designee, is directed to cause a copy of this Resolution to be delivered to the building officials of the Cities and the County along with a copy of all the supporting documentation referenced herein and a map of the District clearly indicating the boundaries thereof, advising the Cities and the County that new residential and commercial/industrial construction is subject to the Statutory School Fees increased pursuant to this Resolution and requesting that no building permit or approval for occupancy be issued by any of these entities for any new residential development project, mobile home or manufactured home subject to the Statutory School Fees absent a certification of compliance ("Certificate of Compliance") from the District demonstrating compliance of such project with the requirements of the Statutory School Fees, nor that any building permit be issued for any nonresidential construction absent a certification from this District of compliance with the requirements of the applicable Statutory School Fees.

Section 18. That the Board hereby establishes a process that permits the party against whom the Commercial/Industrial Fees are imposed, the opportunity for a hearing to appeal that imposition of Commercial/Industrial Fees for commercial/industrial construction as required by Education Code Section 17621(e)(2). The appeal process is as follows:

a. Within ten (10) calendar days of being notified, in writing, (by personal delivery or deposit in the U.S. Mail) of the Commercial/Industrial Fees to be imposed or paying the Commercial/Industrial Fees, pursuant to Education Code Section 17620, a party shall file a written request for a hearing regarding the

imposition of Commercial/Industrial Fees. The party shall state in the written request the grounds for opposing the imposition of Commercial/Industrial Fees and said written request shall be served by personal delivery or certified or registered mail to the Superintendent.

b. The possible grounds for that appeal include, but are not limited to, the inaccuracy of including the project within the category pursuant to which the Commercial/Industrial Fees are to be imposed, or that the employee generation or pupil generation factors utilized under the applicable category are inaccurate as applied to the project.

c. Within ten (10) calendar days of receipt of the written request for a hearing regarding the imposition of Commercial/Industrial Fees, the Superintendent, or designee, shall give notice in writing of the date, place and time of the hearing to the party appealing the imposition of Commercial/Industrial Fees. The Superintendent, or designee, shall schedule and conduct said hearing within thirty (30) calendar days of receipt of the written request. The Superintendent, or designee, shall render a written decision within ten (10) days following the hearing on the party's appeal and serve it by certified or registered mail to the last known address of the party.

d. The party against whom the Commercial/Industrial Fees are imposed may appeal the Superintendent or designee's decision to the Board.

e. The party appealing the Superintendent's or designee's decision shall state in the written appeal the grounds for opposing the imposition of the Commercial/Industrial Fees and said written appeal shall be served by personal delivery or certified or registered mail to the Superintendent.

f. The possible grounds for that appeal to the Board include, but are not limited to, the inaccuracy of including the project within the category pursuant to which the Commercial/Industrial Fees are to be imposed, or that the employee generation or pupil generation factors utilized under the applicable category are inaccurate as applied to the project.

g. Within ten (10) calendar days of receipt of the written request for a hearing regarding the imposition of Commercial/Industrial Fees, the Superintendent, or designee, shall give notice in writing of the date, place and time of the hearing to the party appealing the imposition of Commercial/Industrial Fees. The Board shall schedule and conduct said hearing at the next regular meeting of the Board, provided that the party is given notice at least five (5) working days prior to the regular meeting of the Board. The Board shall render a written decision within ten (10) days following the hearing on the party's appeal and serve the decision by certified or registered mail to the last known address of the party.

h. The party appealing the imposition of the Commercial/Industrial Fees shall bear the burden of establishing that the Commercial/Industrial Fees are improper.

Section 19. That the Superintendent is authorized to cause a Certificate of Compliance to be issued for each development project, mobile home and manufactured home for which there is compliance with the requirement for payment of the Statutory School Fees in the amounts specified by this Resolution. In the event a Certificate of Compliance is issued for the payment of Statutory School Fees for a development project, mobile home or manufactured home and it is later determined that the statement or other representation made by an authorized party concerning the development project as to square footage is untrue or in the event the zoning is declared invalid, then such Certificate of Compliance shall automatically terminate, and the appropriate Cities or County shall be so notified.

Section 20. That no statement or provision set forth in this Resolution, or referred to therein shall be construed to repeal any preexisting fee or mitigation amount previously imposed by the District on any residential or nonresidential construction.

Section 21. That if any portion or provision hereof is held invalid, the remainder hereof is intended to be and shall remain valid.

Section 22. That the increase in the District's Statutory School Fees will become effective sixty (60) days from the date of this Resolution unless a separate resolution increasing the fees immediately on an urgency basis is adopted by the Board.

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ADOPTED, SIGNED AND APPROVED this 26th day of March, 2008.

Annette Easton, President of the Board of Trustees
of the Del Mar Union School District

Katherine White, Clerk of the Board of Trustees of
the Del Mar Union School District

STATE OF CALIFORNIA)
) ss.
COUNTY OF SAN DIEGO)

I, Katherine White, Clerk of the Board of Trustees of the Del Mar Union School District, do hereby certify that the foregoing Resolution was adopted by the Board of Trustees of said District at a meeting of said Board held on the 26th day of March, 2008, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk, Board of Trustees of the Del Mar
Union School District

STATE OF CALIFORNIA)
) ss.
COUNTY OF SAN DIEGO)

I, Katherine White, Clerk of the Board of the Del Mar Union School District, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. 2008-09 of said Board, and that the same has not been rescinded, amended or repealed.

Dated this 26th day of March, 2008.

Clerk, Board of Trustees of the Del Mar
Union School District

March 18, 2008

To: Board Members
From: Janet Bernard, Interim Superintendent
Subject: Report: Monthly Staff Development, Travel Conference Update

This routine agenda item provides a monthly update of Staff Development and Travel Conference Requests. The spreadsheet indicates the employee who has requested to attend professional training out of the District, the activity or conference title, the estimated expenditure and the funding source for the activity.

An updated report is included in all monthly board packets.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

5.5

NAME	SITE	ACTIVITY TITLE/DESCRIPTION	DATE OF ACTIVITY	COST (EST.)	FUNDING SOURCE
Rutledge, Lillian	Ocean Air	Professional Growth Day - For Library Media Specialists	4/14/08	\$30.00	Curriculum
Pace, Jori	Torrey Hills	Professional Growth Day - For Library Media Specialists	4/14/08	\$30.00	Curriculum
Mitchell, Erinn	Ashley Falls	CBDA Conference	2/22/08	\$140.00	BTSA
Swanson, Janese	Sage Canyon	Professional Development - Photoshop	4/27/08	\$199.00	SIP
Esmaili, Parissa	Sage Canyon	Professional Development - Photoshop	4/28/08	\$199.00	SIP
Block, Marjorie	Special Ed	AOTA Annual Conference	4/10-4/13/08	\$445.00	Special Ed
Hillerud, Kelli	Special Ed	Autism Language Therapy	2/16/08	\$120.00	Special Ed
Lee, Jeanne	Special Ed	Sensory Processing Disorder (SPD) in Children & Adolescents	1/29/08	\$169.00	Special Ed
Komosinski, Charlene	Child Care	After the Bell Rings: Innovative Strategies for All Children in Out-of-School Programs	4/3-4/4/08	\$250.00	Child Care Funds
Jacob, Charley	Child Care	After the Bell Rings: Innovative Strategies for All Children in Out-of-School Programs	4/3-4/4/08	\$250.00	Child Care Funds
Taovil, Janan	Child Care	After the Bell Rings: Innovative Strategies for All Children in Out-of-School Programs	4/3-4/4/08	\$250.00	Child Care Funds
Hanlon, Tamara	Child Care	After the Bell Rings: Innovative Strategies for All Children in Out-of-School Programs	4/3-4/4/08	\$250.00	Child Care Funds
Hopper, Susie	Del Mar Hills	Conference for Computers in Education	3/6-3/8/08	\$225.00	General Fund
Chung, Donna	Sycamore Ridge	Teaching the Writers: Voices from SDAWP Summer Institute	3/1/08	\$25.00	SIP
Maxson, Cindy	Special Ed	Improved Speech Intelligibility - Assessment & Therapy Strategies	3/3/08	\$199.00	Special Ed
Hopwood, Kylie	Special Ed	3-Day Hanen Certification Workshop - the Hanen Program for Parents	1/28-1/30/08	\$500.00	Special Ed
Leeper, Gaylord	Child Care	Effective Intervention Strategies for Chronically Disruptive Students	3/25/08	\$199.00	Child Care Funds
Komosinski, Charlene	Child Care	The Essentials of Communicating with Tact & Finesse	3/6-3/7/08	\$299.00	Child Care Funds
Disney, Emily	Sycamore Ridge	Conference for Computers in Education	3/6-3/8/08	\$950.00	SIP

Note: + = Travel, Meals, Lodging, if applicable

March 20, 2008

To: Board Members

From: Janet Bernard, Interim Superintendent

Subject: Board Approval, Resolution No, 2008-08 of the Board of Trustees of the Del Mar Union School District in the Matter of Distribution of the 2007-2008 California Arts and Music Block Grant Funding

During the 2006-07 school year the District received two special grants to support arts education and physical education. One of those grants is specifically earmarked to support standards aligned instruction in art and music and is currently being funded by the State on an ongoing basis. In order to expend these monies the state is requiring that local school boards adopt a resolution to ensure the funds are being spent appropriately to sustain districtwide arts instruction.

FISCAL IMPACT:	Art and Music Block Grant Income
	2006-07: \$ 59,511
	2007-08: <u>\$ 56,010</u>
	Total: \$115,521

RECOMMENDED: Approval of Resolution No. 2008-08 in the Matter of Distribution of the 2007-2008 California Arts and Music Block Grant Funding

**RESOLUTION 2008-08 OF THE BOARD OF TRUSTEES
OF DEL MAR UNION SCHOOL DISTRICT
IN THE MATTER OF DISTRIBUTION OF THE
2007-2008 CALIFORNIA ARTS AND MUSIC BLOCK GRANT FUNDING**

WHEREAS, the district has received state funding in the form of a Visual and Performing Arts (VAPA) Block Grant (SB77) during the 2007-2008 school year for the purpose of hiring VAPA teachers, providing districtwide professional development in all four arts disciplines (dance, music, theatre and visual art), and purchasing supplies, books and equipment in the support of quality VAPA instruction on behalf of all district schools; and

WHEREAS, the governing board is required to adopt a resolution at a public meeting specifying how the Block Grant funds are to be expended; and

WHEREAS, the district has an existing Curriculum and Instruction Department supported by the Board of Trustees that centrally supports quality curriculum and instruction in the arts to all students and teachers grades K-6; and

WHEREAS, the district VAPA teachers have engaged in a thoughtful and strategic planning process based on arts needs submitted from district school sites to ensure sustainability of standards-based, grade level appropriate curriculum and building arts instructional capacity for teachers; and

WHEREAS, the district will be held accountable for equity and appropriate expenditure of this funding and must demonstrate sustainability of program and a strengthening of instructional skills and knowledge;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Del Mar Union School District agrees to allocate the on-going VAPA Block Grant for 2007-2008 to the District Curriculum Department to continue to carry out its collaborative plan with VAPA teachers to strengthen and sustain quality arts instruction for all students districtwide.

PASSED AND ADOPTED by the Board of Trustees of the Del Mar Union School District, Del Mar, California, at a public meeting thereof duly called and held this 26th day of March, 2008.

[illegible]

I, Katherine White, do hereby certify that the foregoing Resolution was adopted by the Board of Trustees of said District at a meeting of said Board held on the 26th of March 2008, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk, Board of Trustees of the Del Mar Union
School District

March 20, 2008

To: Board Members

From: Janet Bernard, Interim Superintendent

Subject: Board Approval, Proposed Expenditures from State Art and Music Grant, Year Two

The administration is seeking Board approval to expend monies from the state grant for the arts to purchase music equipment, supplies and instructional materials districtwide. The site lists of requested items are attached.

Art teachers are in the process of finalizing their requests and will be submitting proposals in April. Their requests will be funded primarily from the other one-time State grant earmarked for the arts and physical education.

FISCAL IMPACT: Ongoing Block Grant for the Arts: \$98,000

RECOMMENDED: The Superintendent recommends approval of the proposed expenditures for the site music programs from the State Arts Block Grant.

7.2

VAPA Grant – Music Wish List – Ashley Falls

Item	Price	Quantity	Totals
Jupiter 673N Bass Clarinet	\$1369.00	2	\$2738.00
Sonor Primary Line Soprano Glockenspiel	\$95.00	1	\$95.00
Sonor Primary Line Alto Glockenspiel	\$105.00	1	\$105.00
GamePlan Curriculum Gr 1	\$80	1	\$80
GamePlan Curriculum Gr 2	\$85	1	\$85
GamePlan Curriculum Gr 3	\$90	1	\$90
GamePlan Gr 1 Charts and Visuals	\$265	1	\$265
GamePlan Gr 2 Charts and Visuals	\$285	1	\$285
GamePlan Gr 3 Charts and Visuals	\$305	1	\$305
GamePlan Game Board	\$165	1	\$165
Playright Chair Posture Chairs	73.00	50	\$3650.00
M audio Key Studio 49 USB controller	\$99.95	27	\$2700.00
Sibelius 5 – Lab Pack	\$899	1	\$899.00
World Music Drumming Series Classroom Kit	69.95	1	69.95
Land of Music pt.1 Curriculum	297.97	1	297.97
Land of music pt.2 Curriculum	379.97	1	379.97
Tourmaster Choral Risers	653.00	2	1306.00
Yamaha YX135 3.5 Octave Padauk Xylophone	\$1249	1	\$1249.00
Upright Piano	\$5000-\$7000	1	\$5000
		Total	\$19,764

Wish List for State Funds for Music 2008
Carmel Del Mar
Cinda Peck

World Music Drums	\$3800.00
51 Instruments and Teacher's Guide	
Follow Spotlight	
Lycian Midget 1206/D and lamps	\$2000.00
Recording Package	\$2500.00
Mixer and Mics to record student programs	
Rug for Music Room – 10'9" x 13'2"	\$800.00
Music Rug with Staff and Symbol Games	
Risers	\$3500.00
Tapered Choral Risers and Backrails	
Piano for Music Room	\$4700.00
P22 LCAO from Greene Music	



Message

Wed, Feb 13, 2008 8:01 AM

77

From: Michelle Beeson

To: Janet Bernard

Subject: Heights Wish List

Attachments: HeightsWishList.xls

16K

Hi Janet,

Here's the list with tax/shipping included.

:-) Michelle

**Del Mar Heights Music Department
Wishlist 2nd round
Feburary 7.2008
Michelle Beeson**

Curriculum

	3,957
Gameplan Curriculum(Grades 1-4)	1,921
Land of Music Curriculum	1,725
Music Memory Curriculum	311

Instruments/Equipment

	13,136
Orff Sets (15 pieces)	8,988
Wenger Flipform Risers (4 x 600)	2,864
Storage Cupboards (2 x 600)	1,284

balance to request 17,093.00

Prices include base price minus 8%
discount on some items from Bertrand's
plus 8% tax/7% shipping

Michelle Beeson
Music Teacher
Del Mar Heights
mbeeson@dmusd.org

Arah Allard

Wish List for Del Mar Hills Music:

- Bass clarinet (Bertrand's Music)-
Vito 7166L = \$1299.00
Or
Jupiter 673BN = \$1099.00

- Tenor Sax (Bertrand's Music)-
Unison 6003L = \$799.99

Total for Bertrand's Music: \$1898.99

- Amazing Music Series (videos) \$95.00 (West Music)
- Curriculum "Game Plan" (West Music)-
#550062 \$165 #550060 \$80 #55061 \$265 #825384 \$85
#825385 \$285 #827843 \$90 #827888 \$305
Total- \$1275.00

- World Music Drumming curriculum (West Music)
#815985 \$24.95
#851324 \$29.95

- Wynton Marsalis "Jazz For Young People" curriculum (West Music)
#814648 \$275

- Boss DB90 Dr. Beat Metromome (West Music)
#500247 \$159

Total for West Music: \$1858.90

- Music (JW Pepper)
"The Simpsons" #10037562 \$35
"First Concert" #2444412 \$40
"Cool it" #2480302 \$42
"Boogie Woogie Holiday"- Music #2396507 \$1.75
CD Accomp. #3296508 \$24.95
"A Candle in the Window"- music #10026743 \$1.60
CD Accomp. #10026684 \$25.00
"Dreams that Children Dream"- music #10028598 \$1.75
CD Accomp. #10028599 \$22.95

JW Pepper total: \$195

Wish List total: 3952.89

Vender Info:**West Music**

www.westmusic.com 1-800-397-9378

Bertrand's Music

13179-5 Black Mountain Road

San Diego, CA 92129

858-780-1812

JW Pepper

2480 Industrial Boulevard

Paoli, Pennsylvania 19301

Toll Free Music Line: 1-800-345-6296 (United States)

Toll Free Fax Line: 1-800-260-1482 (United States)

Del Mar Union School District
Ocean Air School
2007-2008

80

Music Grant Wish List
(listed in order of highest priority to least)

Suggested Vendor:

Bertrand's Music
13179-5 Black Mountain Road
San Diego, CA 92129
(858) 780-1812

<u>Qty</u>	<u>Model No.</u>	<u>Description</u>	<u>Price</u>	<u>Ext. Price</u>
2	GPMP1	Sonor Primary Diatonic Deep Bass Metallophone	\$794.00	\$1,588.00
1	ZBT14BP	Zildjian ZBT 14" Band Cymbals Pair	\$99.95	\$99.95
1	61137	Sabian Tom Gauger Signature Crashcaddy	\$59.00	\$59.00
1	LE102	Ludwig Standard Wood Temple Blocks	\$239.00	\$239.00
1	RP520J	Rock Pro Jazz Kit 20" Bass (drum set)	\$699.99	\$699.99
3	BE1030	Besson Silver Tenor Trombone	\$395.00	\$1,185.00
2	468L	Jupiter Deluxe Series Euphonium (laq)	\$1,249.00	\$2,498.00
2	B124	Student Trumpet	\$399.99	\$799.98
1	CF50	Carnegie XL Flute	\$299.00	\$299.00
2	BC25405	Buffet B12 Clarinet	\$399.99	\$799.98
1	5002LA	Model 5002 Alto Sax	\$599.00	\$599.00
100		First Note Cluster Bells	\$2.99	\$299.00
			SUB-TOTAL	\$9,165.90
			Sales Tax	\$710.36
			TOTAL	\$9,876.26

Suggested Vendor:

J. W. Pepper
P.O. Box 850
Valley Forge, PA 19482-0850
1-800-345-6296

<u>Qty</u>	<u>Catalog No.</u>	<u>Title</u>	<u>Price</u>	<u>Ext. Price</u>
1	10034145	Heroes and Glory (band)	\$40.00	\$40.00
1	10031464	Jupiter from the Planets (band)	\$40.00	\$40.00
1	10033054	Pegasus (band)	\$42.00	\$42.00
1	10023296	Rising Star (band)	\$40.00	\$40.00
1	10031958	The Sword of Kings (band)	\$40.00	\$40.00
1	10031956	Valiance (band)	\$42.00	\$42.00
1	100009365	Song for the Unsung Hero (chorus)	\$1.75	\$1.75
1	3296584	Song for the Unsung Hero (CD)	\$24.95	\$24.95
1	10030633	Ordinary Miracle (chorus)	\$1.80	\$1.80
1	10030634	Ordinary Miracle (CD)	\$22.95	\$22.95
1	10029488	Long Distance, Please (chorus)	\$1.75	\$1.75
1	10029489	Long Distance, Please (CD)	\$24.95	\$24.95
1	10029937	Firefly (chorus)	\$1.75	\$1.75
			SUB-TOTAL	\$323.90
			Sales Tax	\$25.10
			TOTAL	\$349.00

Suggested Vendor:

West Music

P.O. Box 5521

1212 5th Street

Coralville, IA 52241-0521

1-800-397-9378

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<u>Qty</u>	<u>Catalog No.</u>	<u>Title</u>	<u>Price</u>	<u>Ext. Price</u>
4	201586	Rainbow Tunable Tubano - small 27"x10"	\$150.00	\$600.00
4	201590	Rainbow Tunable Tubano - medium 27"x12"	\$171.00	\$684.00
4	201594	Rainbow Tunable Tubano - large 27"x14"	\$204.90	\$819.60
			SUB-TOTAL	\$2,103.60
			Sales Tax	\$163.03
			TOTAL	\$2,266.63

Ken Igarashi
Sage Canyon
2008-2009 Wish List

Sonor Orff instruments:

3 soprano glockenspiels (\$285)
3 alto glockenspiels (\$315)
3 soprano xylophones (\$855)
3 alto xylophones (\$1,155)
1 bass xylophone (\$785)
3 soprano metallophones (\$795)
3 alto metallophones (\$1,095)
1 bass metallophone (\$795)
6 glockenspiel mallets (\$55.50)
7 xylophone mallets (\$168)
7 metallophone mallets (\$168)
14 movable stands (\$1,820)
12 soprano/alto adaptors (\$540)
2 bass adaptors (\$100)

Subtotal (\$8,931.50)

Remo World Music Drumming Curriculum and Instruments:

World Music Drumming Kit (\$69.95)
World Music Drumming Package A (4 Tubano 10" Tunables, 7 Tubano 12" Tunables, 4
Tubano 14" Tunables, 1 Djembe 12" Tunable, 2 Talking Drums, 2 Talking Drum
Mallets, 3 16" Hand Drums, 2 Bongos, 10 Rattles, 3 Guiros, 3 Claves, 3 Maracas,
1 medium Gongokui, 1 large Gongokui, 2 Shekeres, 2 Cowbells, 1 Standing
Ngoma) (\$3,795)

Subtotal (\$3,864.95)

Tax and Shipping for Orff instruments and World Drums (\$1,855.49)

Guitars:

10 Yamaha acoustic 6-string guitars (\$1,499.90)

Tax (\$127.50)

Subtotal (\$1,627.40)

Total (\$16,279.34)

**Wish List
Sycamore Ridge**

<u>Item</u>	<u>Unit Amount</u>	<u>Total Amount</u>
<u>Equipment/Instruments</u>		
Timpani	\$ 2499.00	\$ 2499.00
Snare Drums (3)	\$ 199.00	\$ 597.00
Snare Drum stands (3)	\$ 89.00	\$ 267.00
Set of Crash Cymbals	\$ 169.00	\$ 169.00
Crash cymbals stand	\$ 79.00	\$ 79.00
	Subtotal:	\$ 3611.00
	Tax:	\$ 279.85
	TOTAL:	\$ 3890.85
<u>Technology</u>		
IMAC Computers (2)	\$ 1199.00	\$ 2398.00
Sibelius Groovy software triple pack	\$ 175.95	\$ 175.95
	Tax:	\$ 12.76
	Shipping:	\$ 10.00
	TOTAL:	\$ 198.71
Piano keyboard USB compatible (2) (available through Sound Tree)	\$ 700.00	\$ 1400.00
<u>Curriculum</u>		
The Land of Music Series (K-6)	\$ 1599.00	\$1599.00
Music Memory, (a listening curriculum for Grades 3-6)	\$ 200. 00 approx.	\$ 200.00
<u>Consumables</u> (Music from JW Pepper)		
Band Music	\$ 200.00	\$ 200.00
Choral Music	\$ 150.00	\$ 150.00
	Tax:	\$ 27.48
	Total:	\$ 377.48
	(quote without shipping)	

Plus: \$\$ for shipping once the quotes come in.

Natalie Chiles' wish list for Torrey Hills; January 2008

#1	Priority Suggested Vendor			
	The Steve Stopper Group			
	Item/Service			
	Sound system "revamp"	see attached estimate/proposal		5,535.00
#2	Suggested Vendor		Note: These are to replace existing equipment that is either not	
	Costco		functioning well or broken	
	Item/Catalog #	Quantity	Description	Price/Unit
	182281	1	Sony DVD/VCR player	89.99 89.99
	186337	1	Canon SD1000 Digital Camera	199.99 199.99
#3	Suggested Vendor			
	Wenger			
	Vendor #: WE5555			
	Item/Catalog #	Quantity	Description	Price/Unit
	025D028	1	Flip-Form, Black	630.00 630.00
#4	Suggested Vendor			
	Bertrand's Music			
	858-780-1812			
	13179-5 Black Mountain Road			
	San Diego, CA 92129			
	Contact Person: Jeff Bertrand			
	Item/Catalog #	Quantity	Description	Price/Unit
	n/a	1	Dr. Beat Metronome	159.00 159.00

Grand Total: 6,613.98

March 20, 2008

To: Board Members

From: Sheila Weinberg, Director of Pupil Services

Through: Janet Bernard, Interim Superintendent

Subject: Spanish Discovery Program, Del Mar Heights, 2008-2009 Enrollment Update

The following is an update on information regarding initial enrollment for the Spanish Discovery Program at Del Mar Heights School for the 2008-2009 school year. As of today, March 20, 2008 we have received 38 applications for the Kindergarten Spanish class from the Hills/Heights attendance boundary and 6 applications for the Kindergarten Spanish class from schools outside of the Hills/Heights attendance boundary.

The breakdown of the six applications received outside of the Hills/Heights attendance boundary is as follows:

Ashley Falls	1	Sage Canyon	0
Carmel Del Mar	3	Sycamore Ridge	0
Ocean Air	2	Torrey Hills	0

As of this writing, applications for 1st grade Spanish have not been distributed. They are scheduled for distribution on Friday, March 21, 2008.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

7.3

March 19, 2008

To: Board Members

From: Janet Bernard, Interim Superintendent

Subject: Board Discussion, Board Vacancy – Approval of Provisional Appointment/Election and of Timeline/Procedures

The resignation of former Board Member, Linda Crawford, on March 12, 2008 has prompted a need for the Board to determine the best option for filling the vacancy. Mrs. Crawford's letter of resignation is attached.

When a letter of resignation is filed with the County Superintendent's Office, the Governing Board has sixty (60) days to either call an election or make a provisional appointment to fill the vacancy. The sixtieth day is May 12, 2008. Legal references, including Board Bylaw 9223: Filling Vacancies are attached for the Board's information and review.

Peg Marks, Legal Analyst at the San Diego County Office of Education advised the administration on the following options for filling the vacancy.

Election

If the Board determines to order an election to fill the vacancy, it must be held on November 4, 2008. The Board may adopt a resolution to authorize an all-mail ballot election. The form for adopting a resolution may be obtained from Legal Services at SDCOE.

OR

Appointment (The overwhelming choice by almost all districts in San Diego County)

The Board may determine its own procedures for advertising the vacancy, interviewing candidates, and making a provisional appointment. The Board may not discuss or act upon the appointment in closed session.

The appointed Board member will be in office until November 2008 when Linda Crawford's term would have expired. Unless a petition for a special election is filed with the County Superintendent of Schools within thirty (30) days after the

date of the provisional appointment, the appointment will remain effective until November. Ms. Marks advised the District that a petition for a special June election could not be a consideration at this time because the deadline for filing was March 17, 2008. She also advised the District that a special election would be a very costly process.

After the provisional appointment, a notice of the action must be posted in three (3) public places and published in a newspaper of general circulation published in the Del Mar School community.

The normal procedure for filling board vacancies is as follows:

- 1) Publish the vacancy in local newspapers for two weeks
- 2) Accept applications, which become part of the public record
- 3) Make the provisional appointment

Attached for the Board's review are a sample timeline and application for the Board's consideration.

FISCAL IMPACT: None at this time.

RECOMMENDED: The Interim Superintendent recommends that the Board approve a provisional appointment to fill the Board member vacancy and also approve the recommended timeline and application.

March 10, 2008

Dr. Randolph E. Ward
San Diego County
Superintendent of Schools
6401 Linda Vista Road
San Diego, CA 92111

Dear Dr. Ward:

This is to notify you that I am resigning as a School Board Trustee of the Del Mar Union School District, effective March 12, 2008.

Respectfully submitted,



Linda Crawford

Del Mar Union School District
225 9th Street
Del Mar, CA 92014



SAN DIEGO COUNTY OFFICE OF EDUCATION⁸⁹

6401 LINDA VISTA ROAD, SAN DIEGO, CALIFORNIA 92111-7399 (858) 292-3500

Superintendent of Schools
Randolph E. Ward, Ed.D.

March 11, 2008

Janet Bernard
Interim Superintendent
Del Mar Union School District
225 Ninth Street
Del Mar, CA 92014-2716

Dear Ms. Bernard:

We have received and filed a letter of resignation from Del Mar Union School District Governing Board Member Linda Crawford. Pursuant to Education Code section 5090, her resignation is effective on March 12, 2008.

Whenever a letter of resignation is filed with the County Superintendent of Schools, within 60 days the members of the governing board shall either call an election or make a provisional appointment to fill the vacancy. The sixtieth day is May 12, 2008.

A detailed outline of the procedures for filling a board vacancy and the necessary forms are enclosed. If the Board chooses to fill the vacancy by appointment, please note that we would appreciate receiving copies of the Notice of Provisional Appointment and the Roster of Public Agencies Filing.

Please do not hesitate to call Peg Marks, legal services analyst, at (858) 292-3746, if our office can be of further assistance.

Sincerely,

RANDOLPH E. WARD
County Superintendent of Schools

By 
Carole A. Parks, Deputy

REW:CDP:MM
Enclosures

Board of Education

Nick Aguilar Susan Hartley Sharon C. Jones Robert J. Watkins John Witt

SERVICE AND LEADERSHIP

EDUCATION CODE

SECTION 5090-5095

5090. Vacancies on school district governing boards or community college district boards are caused by any of the events specified in Section 1770 of the Government Code, or by a failure to elect. A vacancy resulting from resignation occurs when the written resignation is filed with the county superintendent of schools having jurisdiction over the district, except where a deferred effective date is specified in the resignation so filed, in which case the resignation shall become effective on that date. A written resignation, whether specifying a deferred effective date or otherwise, shall, upon being filed with the county superintendent of schools be irrevocable.

5091. (a) Whenever a vacancy occurs, or whenever a resignation has been filed with the county superintendent of schools containing a deferred effective date, the school district or community college district governing board shall, within 60 days of the vacancy or the filing of the deferred resignation, either order an election or make a provisional appointment to fill the vacancy. A governing board member may not defer the effective date of his or her resignation for more than 60 days after he or she files the resignation with the county superintendent of schools.

In the event that a governing board fails to make a provisional appointment or order an election within the prescribed 60-day period as required by this section, the county superintendent of schools shall order an election to fill the vacancy.

(b) When an election is ordered, it shall be held on the next established election date provided pursuant to Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code not less than 130 days after the order of the election.

(c) (1) If a provisional appointment is made within the 60-day period, the registered voters of the district may, within 30 days from the date of the appointment, petition for the conduct of a special election to fill the vacancy. A petition shall be deemed to bear a sufficient number of signatures if signed by at least the number of registered voters of the district equal to $11\frac{1}{2}$ percent of the number of registered voters of the district at the time of the last regular election for governing board members, or 25 registered voters, whichever is greater. However, in districts with registered voters of less than 2,000 persons, a petition shall be deemed to bear a sufficient number of signatures if signed by at least 5 percent of the number of registered voters of the district at the time of the last regular election for governing board members.

(2) The petition shall be submitted to the county superintendent of schools having jurisdiction who shall have 30 days to verify the signatures. If the petition is determined to be legally sufficient by the county superintendent of schools, the provisional appointment is terminated, and the county superintendent of schools shall order a special election to be conducted no later than the 130th day after the determination. However, if an established election date, as defined in Section 1000 of the Elections Code, occurs between the

130th day and the 150th day following the order of the election, the county superintendent of schools may order the special election to be conducted on the regular election date.

(d) A provisional appointment made pursuant to subdivision (a) confers all powers and duties of a governing board member upon the appointee immediately following his or her appointment.

(e) A person appointed to fill a vacancy shall hold office only until the next regularly scheduled election for district governing board members, whereupon an election shall be held to fill the vacancy for the remainder of the unexpired term. A person elected at an election to fill the vacancy shall hold office for the remainder of the term in which the vacancy occurs or will occur.

(f) (1) Whenever a petition calling for a special election is circulated, the petition shall meet all of the following requirements:

(A) The petition shall contain the estimate of the elections official of the cost of conducting the special election.

(B) The name and residence address of at least one, but not more than five, of the proponents of the petition shall appear on the petition, each of which proponents shall be a registered voter of the school district or community college district, as applicable.

(C) None of the text or other language of the petition shall appear in less than six-point type.

(D) The petition shall be prepared and circulated in conformity with Sections 100 and 104 of the Elections Code.

(2) If any of the requirements of this subdivision are not met as to any petition calling for a special election, the county superintendent of schools shall not verify the signatures, nor shall any further action be taken with respect to the petition.

(3) No person shall permit the list of names on petitions prescribed by this section to be used for any purpose other than qualification of the petition for the purpose of holding an election pursuant to this section.

(4) The petition filed with the county superintendent of schools shall be subject to the restrictions in Section 6253.5 of the Government Code.

(g) Elections held pursuant to subdivisions (b) and (c) shall be conducted in as nearly the same manner as practicable as other governing board member elections.

5092. Whenever a provisional appointment is made to the governing board of a school district pursuant to Section 5091, the board shall, within 10 days of the provisional appointment of a person to fill a vacancy which occurs or will occur, post notices of both the actual vacancy or the filing of a deferred resignation and also the provisional appointment in three public places in the district and shall publish a notice pursuant to Section 6061 of the Government Code. If there is no newspaper of general circulation published in the district, notice need not be published.

The notice shall state the fact of the vacancy or resignation and the date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation. The notice shall also contain the full name of the provisional appointee to the board and the date of his appointment, and a statement that unless a petition calling for a special election, containing a sufficient number of signatures, is filed in the office of county superintendent of schools within 30 days of the date of the provisional appointment, it shall become an effective appointment.

5093. (a) There shall be no special election or appointment to fill a vacancy on a governing board if the vacancy occurs within four months of the end of the term of that position.

(b) Section 5091 shall not apply to a vacancy on a governing board if the vacancy occurs, or a resignation specifying a deferred effective date is filed with the county superintendent of schools, during the period between six months and 130 days prior to a regularly scheduled governing board election and the position is not scheduled to be filled at such election. In such a case, the position shall be filled at a special election for that position to be consolidated with the regular election. A person elected to fill a position under this subdivision shall take office at the next regularly scheduled meeting of the governing board following the certification of the election and shall serve only until the end of the term of the position which he or she was elected to fill.

(c) If a special election pursuant to Section 5091 could be consolidated with the next regular election for governing board members, and the vacant position is scheduled to be filled at such regular election, there shall be no special election.

5094. If for any reason vacancies should occur in a majority of the offices on any school district or community college district governing board, the president of the county board of education having jurisdiction may appoint members of the county board of education to the district governing board until new members of the governing board are elected or appointed.

5095. Whenever any of the offices on any school district governing board or community college district governing board is vacant, the remaining governing board member or members, if any, and any governing board member or members elected or appointed to fill the vacancies, who have qualified, shall have all the powers and perform all the duties of the governing board.

DEL MAR UNION SCHOOL DISTRICT
Bylaws/Administrative Regulations of the Board

Board Bylaw 9223: FILLING VACANCIES

A vacancy exists when a member of the Board submits his/her resignation in writing to the San Diego County Superintendent of Schools (Education Code 5090).

A vacancy may be declared by remaining members of the Board if a Board member fails to comply with all the requirements for continuing in public office in the State of California, including, but not limited to, failure to attend Board meetings for three consecutive months unless prevented by illness or unless absent from California with permission required by law (Government Code Section 1770).

Whenever a vacancy occurs, or whenever a resignation has been filed with the County Superintendent of Schools containing a deferred effective date, the Board shall, within 60 days of the vacancy of the filing of the deferred resignation, either call an election or make a provisional appointment to fill the vacancy (Education Code 5091).

Legal Reference:

EDUCATION CODE

5000-5033 Elections

5090-5095 Vacancies

5200-5208 Districts governed by boards of education

5300-5304 Elections

5320-5329 Order and call of election

5340-5345 Consolidation of elections

5360-5363 Election notice

5420-5426 Cost of elections

5440-5442 Miscellaneous provisions, elections

35107 Eligibility of board members

35178 Resignation with deferred effective date

ELECTIONS CODE

10600-10604 School district elections

11381-11386 Candidates for recall

GOVERNMENT CODE

1064 Absence from state

1770 Vacancies: definition

3060-3075 Removal other than by impeachment

6061 One time

54950-54963 The Ralph M. Brown Act

ATTORNEY GENERAL OPINIONS

58 *Ops. Cal. Atty. Gen.* 888 (1975)

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California State Attorney General's Office, *Quo Warranto Applications*:

<http://caag.state.ca.us/opinions/quo.htm>

First Reading, Bylaws of the Governing Board 9000 Series

Adopted at the Regular Board Meeting on December 8, 1999 as BB 9200.1

BB 9223 Reviewed by the Board of Trustees: September 27, 2005, October 26, 2006

Approved with Revisions by the Board of Trustees: June 27, 2007

Del Mar Union School District**TIMELINE FOR BOARD APPOINTMENT****2008**

- | | |
|------------|--|
| March 26 | Board adopts timeline and application document for filling the vacancy on the Del Mar Union School District Governing Board |
| April 1 | Application packet available to the public online (www.dmusd.org) or pick-up at the Del Mar Union School District, 225 9th Street, Del Mar. |
| April 1-15 | Advertise vacancy in local newspapers |
| April 25 | Deadline at 3:00 p.m. for all applications. They may be mailed, faxed or hand delivered to the District Office. |
| April 29 | Copies of all applications mailed to Board members for review. |
| May 7 | Special Board meeting at Ocean Air School to review applications and applicants in public and make the appointment. Each candidate will have five minutes to address the Board commencing at 3:15 p.m. |

Del Mar Union School District**Application for Board Appointment**

THIS APPLICATION IS A PUBLIC DOCUMENT

In an effort to ensure that candidates meet eligibility requirements as deemed by Education Code 35107 (et. seq.), the following application was approved at the March 26, 2008 regular Board meeting for applicant submission.

Applicant must be a registered voter and a resident of the Del Mar Union School District.

Applications must be received by the Secretary of the Board/Interim Superintendent **no later than April 25, 2008 at 3:00 p.m.** Applications may be mailed or hand delivered to Janet Bernard, Interim Superintendent, 225 Ninth Street, Del Mar, CA 92014 or faxed to (858) 755-4361.

(Please type or print):

Name _____

Address _____

Telephone No. Home () _____ Business () _____

Years of Residence in the Del Mar Union School District _____

1. Provide a description of your educational work and/or public service background.

- 2 -

3. What skills, abilities, and experience would you bring to the Board to assist in carrying out its responsibilities?
4. List your involvement in activities that demonstrate your understanding and support for public education, such as membership on committees/organizations, offices held, volunteer work, and community service.

- ### References:

- 4 -

**Del Mar Union School District
Application for Board Appointment**

PLEASE NOTE:

The appointee holds office until the next governing board member election, which occurs at the next general election (November 4, 2008).

DEADLINE:

This application must be received by **April 25, 2008 at 3:00 p.m.**

Secretary of the Board/Interim Superintendent, Janet Bernard
225 Ninth Street
Del Mar, CA 92014

Information contained on this application may be subject to verification.

I understand upon appointment I would be required to file a Conflict of Interest Statement and take an Oath of Office.

I certify I am not disqualified to hold this office because of a conviction of any of the crimes on the attached list and further certify I am not otherwise disqualified under the California Constitution or statutes from holding public office.

I certify I am a registered voter and that I reside within the Del Mar Union School District. I attest the foregoing information is true to the best of my knowledge.

Signature of Applicant

Date

The following is a list of crimes, conviction of which precludes a person from holding public office in the State of California. Conviction of these crimes renders a person “forever disqualified from holding any office in this state.”

Penal Code Sections

- *Bribing executive officer (Penal Code § 67)*
- *Officer asking or receiving bribes (Penal Code §§ 68, 88)*
- *Receiving gratuity for appointment to office (Penal Code § 74)*
- *Judicial Officer who has asked for or received emoluments, gratuities, rewards, or the fee of a stenographer (Penal Code § 94)*
- *Giving or offering bribe to Councilman or Supervisor (Penal Code § 165)*
- *Misappropriation of public funds (Penal Code § 424)*
- *Interference with work or discipline of, or giving certain articles to prisoners (Penal Code § 2772)*
- *Interference with or giving certain articles to convicts (Penal Code § 2790)*

Government and Elections Code Sections

- *Officer making contracts in which he or she is interested (Government Code § 1097)*
- *Members of the Legislature convicted of any crime (Government Code § 9055)*
- *Corrupting the voting process (Election Code § 18501)*

Please note that aside from the above restrictions, Government Code § 1126 prohibits any local agency official from engaging

“in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to his or her duties as a local agency officer or employee or with the duties, functions, or responsibilities of his or her appointing power or the agency by which he or she is employed.”

March 19, 2008

To: Board Members

From: Janet Bernard, Interim Superintendent

Subject: Board Discussion Superintendent Selection Process

In order for a permanent district superintendent to be named for the Del Mar Union School District by July 1, 2008 the Board must begin to have a discussion on the recruitment timeline, selection process and appointment of a district superintendent. As part of the discussion the Board may want to direct staff to explore options for contracting with a professional search firm to lead and guide the entire process. Utilizing the services of a search firm would assist the Board in the identification of a highly qualified candidate who would be the best match to the Del Mar Union School District community.

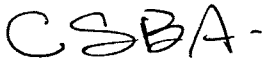
The following three organizations are highly respected for their work in superintendent searches.

- California School Boards Association's
Executive Search Services
Director, Molly McGee-Hewitt
3100 Beacon Blvd.
West Sacramento, CA 95691
(800) 266-3382
- Leadership Associates
23052-H Alicia Parkway
Mission Viejo, CA 92692
(949) 461-9119
- San Diego County Office of Education
Human Resources
Executive Director, Michele Fort-Merrill
6401 Linda Vista Avenue
San Diego, CA 92111
(858) 292-3588

FISCAL IMPACT: Unknown at this time.

RECOMMENDED: The Interim Superintendent recommends a discussion of the permanent superintendent selection process and encourages the Board to consider using a professional search firm to lead the process.

8.2



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Assistance Team (FCMAT)

Masters in Governance

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Our record speaks for itself

The most important decision a board can make is selecting a new superintendent. The California School Boards Association's Executive Search Services offers an extensive and comprehensive process that guides the board through this critical time with ease and professionalism.

Our process is tried and true and one that is well organized, timely and thorough. For three decades, CSBA's Executive Search Services has been recognized as a leader in conducting statewide and national searches for districts large and small, from urban to rural. We've earned our rock-solid reputation based on the integrity and openness of the process and our commitment to the involvement of the board as the decision-maker. These are important factors to board members looking for their district's next top executive.

Current Searches

- Alexander Valley Union ESD
Alvord Unified School District
Banning Unified School District
Brea Unified School District

Contacts

- Chris Pruitt
Program Manager
Michelle Neto
Administrative
Assistant II

Closed Searches

Benicia Unified School District
Colfax Elementary School District
Culver City Unified School District
Curtis Creek School District
Eastside Union School District
El Centro Elementary School District
Grant Elementary School District
Greenfield Union School District
Grossmont Union High School District
Hanford Elementary School District
Keyes Union School District
Lakeside Union Elementary School District
Nevada Joint Union High School District
Paso Robles Joint Unified School District
Perris Union High School District
Pittsburg Unified School District
Placerville Union School District
Rincon Valley Union School District
Ross Valley School District
San Rafael City Schools
Siskiyou Union High School District
South Whittier School District
Tehachapi Unified School District
Tri-Valley ROP
Ukiah Unified School District
Union School District

Learn More:

Selection is key:

On average, over the past five years, one out of every 10 California school districts has selected a new superintendent. Just as a person's "track record" is extremely important in hiring new personnel, that track record is equally important in every aspect of hiring a search firm or outside consultant. CSBA's Executive Search Services can boast that through our service: 98 percent of the superintendents hired in the last two years are still in place; 89 percent of the superintendents hired in the last five years are still in place; and 29 percent of the superintendents selected in the last five years were women and 18 percent were minorities.

Unique features of a CSBA search:

We develop and execute a comprehensive search timeline. We involve stakeholders in establishing criteria and a leadership profile. We include stakeholders in the process as an advisory panel, if desired by the board. From our ethnically diverse team of current and former superintendents and educators, an adviser will be selected to work with the board throughout the search process. We utilize a network of contacts and the expertise of our consultants team to recruit

candidates who most closely match the leadership profile developed by the board. We provide extensive screening and reference checks on finalists, measured against the leadership profile.

Success Stories

"It was a delightful and fruitful experience working with (the adviser) and staff. I am very happy with the results of our search and would recommend CSBA highly in this regard!" — board president

"The process was professionally done. Good personnel practices." — board president

"Very inclusive and professional. Lots of input from various sectors was allowed and encouraged." — board member

"I found the CSBA superintendent selection process to be very thorough and efficient. I was informed, in a timely manner, of how the process was proceeding and what to expect next. The CSBA representative was thoughtful and considerate of my interests and needs in addition to those of the board of trustees." — newly hired superintendent



The Center for
Public Education



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3100 Beacon Blvd. West Sacramento, CA 95691 | Tel. (800) 266-3382

[Privacy Policy](#) | [Legal Notice](#)

Masters in Governance Faculty
www.csba.org/Services/Services – [Cached]

Molly McGee-Hewitt, Director Executive Search Services
Director , Executive Search Services1
California School Boards Association

Headquarters Address:
3100 Beacon Blvd.
West Sacramento, CA 95691
USA
Website: www.csba.org
Phone: (800) 266-3382
Fax: (916) 371-3407

Bookmark:
<http://www.zoominfo.com/Search/PersonDetail.aspx?PersonID=48713751>

Molly McGee-Hewitt was the youngest elected official in California; elected to the board of trustees of the Anaheim Union High School District at the age of 19. She served on the Anaheim board for 18 years. Ms. McGee-Hewitt has been a professional speaker and trainer since 1974. Her specialties include interpersonal communication, conflict resolution, leadership and team building. Some of her many audiences include the American Association of School Administrators, the California School Employees Association, the California Association of School Business Officials, the National School Boards Association, American Schools of South America, and, of course, CSBA.

She is a consultant for CSBA in Single District Governance Services and a faculty member for the Masters in Governance program.

Ms. McGee-Hewitt received her bachelor's degree from Charter Oak State College, and completed graduate work at Worchester College, Oxford University.



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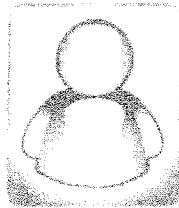
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Web References:	157
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**Molly McGee
Hewitt** This is Me
**Director , Executive
Search Services**

California School Boards
Association
West Sacramento, California

☐ Contact this person**Please Note:**

This profile was automatically
generated using **157 references** found
on the Internet. This information has not
been verified. Learn more...

Employment History

Director , Executive Search Services¹
California School Boards Association

Headquarters Address:
3100 Beacon Blvd.
West Sacramento, CA 95691
USA

Website: www.csba.org
Phone: (800) 266-3382
Fax: (916) 371-3407

Web References

1. Masters in Governance
www.csba.org/Services/S
Published on: 3/2/2008 Last Vis

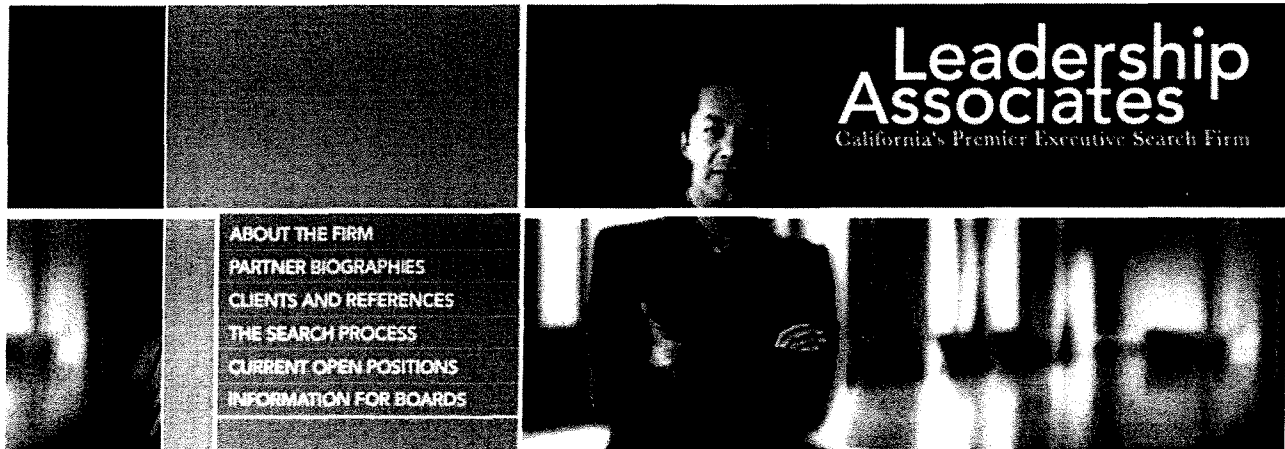
Molly McGee-Hewitt, Dire
Services

...
Molly McGee-Hewitt was 1
official in California; electe
trustees of the Anaheim L
at the age of 19. She sen

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"Providing the highest quality candidates to meet the needs of your district"

As California's premier executive search firm, Leadership Associates has assisted school boards in their selection of superintendents in over 130 California school districts and organizations since 1994. We have also assisted other educational organizations in the selection of their executive leaders.

Selecting your new superintendent, your CEO, is the most important decision you will make. Our firm has the experience and expertise to help you make the right decision for your students, district and community.

The process we use produces consistently positive outcomes for the Board, staff and community. The districts and organizations we have served range from small elementary to large unified districts and other educational and non-profit organizations.

We are proud of the fact that school boards are highly satisfied with our assistance in finding quality candidates from which to select. We work for the Board of Trustees. The Board is in charge of the process and the selection. The search process is an opportunity for the Board to solidify their own teamwork and set the direction for the future.

Boards of Trustees select our firm for many reasons, including our record of success, our experience & skill, our network, and our integrity.

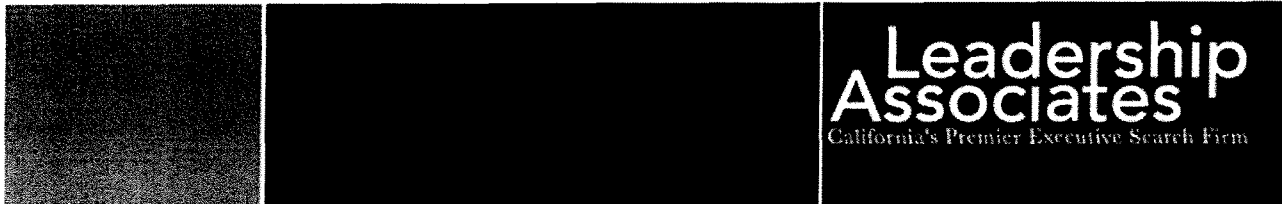
Mission Statement

To Provide Boards of Education with the highest quality candidates who meet the needs of their district.

As life-long California educators, we:

- Are dedicated to public education
- Know what it takes to be a successful superintendent
- Know the field of current and potential superintendents
- Are former superintendents of districts from very small to very large
- Have connections with leaders throughout the state and country - critical for recruiting and reference checking
- Participate actively in leadership organizations throughout the state and nation
- Live in various parts of California
- Take only the number of searches we can do well
- Charge one all-inclusive price
- Are organized and have excellent follow-through
- Communicate effectively and efficiently with the Board
- Have a proven track record!

PMB 455 | 23052-H Alicia Parkway | Mission Viejo, CA 92692 | (949) 461-9119

**ABOUT THE FIRM****PARTNER BIOGRAPHIES****CLIENTS AND REFERENCES****THE SEARCH PROCESS****CURRENT OPEN POSITIONS****INFORMATION FOR BOARDS****Board Information**

"Providing the highest quality candidates to meet the needs of your district"

[Click Here: 10 Reasons to Choose Leadership Associates as Your Search Firm](#)

Leadership Associates is always pleased to talk to Boards of Education who are looking for basic information as they begin to think about searching for a new superintendent. We are also ready to respond promptly and thoroughly to your Request for Proposal to be your professional advisors in conducting a superintendent search.

Our search process is detailed below:

- The Board is our client and directs the search.
- LA provides the expertise to guide the Board to a successful selection.
- Communication with the Board is a hallmark of our mutual success.
- In brief, our process includes the following steps:
 - Meet with the Board to develop a profile of the next superintendent
 - Meet with community and staff to solicit their input
 - Develop a brochure and website information based on the ideal candidate profile
 - Advertise
 - Recruit candidates to the profile
 - Check references thoroughly
 - Meet with the Board for its selection of finalists
 - Assist the Board throughout the final interviews and steps to completion of the hiring of the new superintendent
 - Please feel free to contact us through Rene Townsend, our managing partner, or a member of the Leadership Associates team you may know by clicking on the following:
Contact Leadership Associates.

10 Reasons to Select Leadership Associates As Your Search Consultants

1. Superintendent searches are our core work. It is what we do. We have a track record of success in 160+ searches in more than 13 years.

Leadership Associates has:

2. A clear, effective, confidential process that provides boards with the highest quality candidates that match the district's specific needs.
3. A commitment to assure thorough, in-depth guidance and open communication to boards during every step of the process to the successful completion and the board's hiring the new superintendent.
4. Highly effective tools and processes for engaging staff and community.
5. A strong network to assure statewide and national recruitment of emerging leaders and to encourage and invite leaders with records of success.
6. Thorough, in-depth reference checking, including the use of databases.
7. Dedicated consultants who know California, were successful California superintendents, and are involved in state and national education.
8. An excellent reputation with boards; a number of satisfied boards have hired

- Leadership Associates a second or third time.
9. Earned the trust and respect of superintendents and potential candidates.
 10. Proven systems for supporting the board, the superintendent and total governance team after the selection.

PMB 455 | 23052-H Alicia Parkway | Mission Viejo, CA 92692 | (949) 461-9119

March 19, 2008

To: Board Members

From: Janet Bernard, Interim Superintendent

Subject: Board Discussion, Enrichment Program Funding

Mr. Bob Gans, President of the Del Mar Schools Education Foundation, recently submitted the attached letter to the Board. Mr. Gans is requesting a change in the timing of Foundation donations to the District, which are used to fund the districtwide enrichment program.

The ongoing practice of the DMSEF has been to use site-specific private donations from the current year to fund the current program. The Foundation would now like to donate all current collected funds to the enrichment program for the 2008-2009 school year. Mr. Gans believes that this new system will help to relieve anxiety amongst the enrichment program staff by securing funding for all positions. In requesting this change, the Foundation also requests that the district meet the following three conditions:

- (1) The District would agree not to apply any of the site-specific funds raised by each school toward the goal set by the Foundation toward funding enrichment programs for the current school year;
- (2) The District would guarantee the same level of enrichment staffing for the 2008-09 school year that is currently in place at each site; and
- (3) The District would extend the current system of accepting site-specific donations for enrichment programs through the 2009-10 school year, pursuant to the same formula already adopted through the 2008-09 school year.

The total cost of the district's enrichment program is \$2,584,000. The District expected to receive \$500,000 from the Foundation for the 2007-08 school year to help offset this cost. If the \$500,000 is deferred to the 2008-09 school year, local revenues for 2007-08 will be reduced by that said amount.

It is important that the Board understands that with a donation deferment of \$500,000, the county schools accounting system will not allow the District to budget that amount in 2008-09 until the actual funds have been received.

If the Board elects to accept the requested change for the Foundation's expected donation of \$500,000, this amount would need to be supported from the General Fund reserves.

FISCAL IMPACT:	Revenue:	Local revenues will be reduced by \$500,000
	Expenditure:	Remains the same; unable to reduce staffing levels at this time.
	Fund Balance:	Unrestricted General Fund reserves will be reduced by \$500,000. (\$4.9 million reduced to \$3.9 million at 07-08 2nd Interim.)

RECOMMENDED: The Interim Superintendent recommends that the Board discuss the financial implications with a deferment of \$500,000 donation from the DMSEF for the 2007-08 school year and advise staff on how to proceed.



Del Mar Schools Education Foundation

March 6, 2008

BY EMAIL

Dr. Annette Easton, President
 Ms. Katherine White, Clerk
 Ms. Linda Crawford
 Dr. Janet Lamborghini
 Mr. Steven McDowell
 Board of Trustees
 Del Mar Union School District
 225 Ninth Street
 Del Mar, California 92014

Dear Trustees:

I am writing on behalf of the DMSEF Board to request that you place an action item on the agenda for your March 26, 2008 meeting, that will facilitate the district's immediate transition from the current system of using site-specific private donations to fund enrichment programs for the current year, to a system of using these donations to fund enrichment programs for the following year. The Board of Trustees would be required to take the following actions for this transition to take effect immediately:

- (1) The District would agree not to apply any of the site-specific funds raised by each school toward the goal set by the Foundation toward funding enrichment programs for the current school year;
- (2) The District would guarantee the same level of enrichment staffing for the 2008-09 school year that is currently in place at each site; and
- (3) The District would extend the current system of accepting site-specific donations for enrichment programs through the 2009-10 school year, pursuant to the same formula already adopted through the 2008-09 school year.

Given recent events within the District, it is important that the Board act on this request at this time. The Foundation is at a critical point in its fundraising efforts as we approach the May 1 deadline for contributions to enrichment programs. Since the announcement of Superintendent

Tom Bishop's departure, however, many parents have notified the Foundation of their intent to withhold their contributions as a form of protest against this action, while others have questioned why they should donate funds to a school district that has over \$300,000 at its disposal to buy-out the final 18 months of Mr. Bishop's contract. Anxiety over the preservation of current levels of enrichment programming at sites that fall short of their fundraising goals have exacerbated tensions and further undermined our fundraising efforts.

A decision now to guarantee current levels of programming for next year, while also shifting from a current year to a subsequent year fundraising system, will have a significant positive impact. First, it will reassure parents that Mr. Bishop's departure truly will not have a negative impact on funding for the enrichment programs they value so highly. Second, it will reduce the anxiety of teachers throughout the District who, under the current system, face uncertainty over funding for their positions every spring. Third, it will allow the Foundation to set fundraising goals that are much clearer and easier to communicate, which should translate to increased support.

The negative financial impact of taking this step, (i.e. foregoing a \$500,000 contribution from the Foundation included in the District's budget for the current year), should be heavily outweighed by the funds that will be available to support these programs for 2008-09 and beyond. As of today, the Foundation and the various school PTAs have raised nearly \$600,000 district-wide for enrichment programs, with nearly two months still to go before the May 1 deadline. If the Board takes this action, there is every reason to believe that strong giving will resume, and that each school's goal will remain achievable. Success will not only result in substantial funding for 2008-09, but also a good headstart on fundraising for the 2009-10 school year.

Given the current situation within the District and the proximity of the May 1 deadline, I urge you to act on this item at the March 26 meeting. Only by acting quickly can we maximize the opportunity for a successful conclusion to the current fundraising campaign. Please feel free to contact me if you have any questions, or if I can be of any assistance prior to the March meeting.

Very truly yours,

/s/

Bob Gans
DMSEF President

cc: Ms. Janet Bernard
Mr. Rodger Smith
Ms. Dena Whittington
Ms. Sherry Forte

March 19, 2008

To: Board Members

From: Rodger Smith, Director of Personnel/Facilities

Through: Janet Bernard, Interim Superintendent

Subject: 2nd Reading and Approval of the 2008/2009 Site and Grade Level Enrollment Caps

Due to the fact that all district sites are anticipated to have sufficient capacity to accommodate all students who reside within the attendance boundaries for each of the sites in the fall of 2008 the need to establish site and grade level caps has been significantly reduced for 2008-2009. Since Sage Canyon is the only site that may become filled to capacity next year, it is the only site for which enrollment caps are proposed.

Proposed Site and Grade Level Enrollment Caps for Sage Canyon

Sage Canyon:

Sage Canyon's current enrollment is 747 pupils; its current attendance area enrollment is projected by Davis Demographics to decline slightly in 2008-2009 to 746 pupils in 2008/2009. At the present time, Sage Canyon's enrollment includes 8 students from other attendance areas in the district.

In order to accommodate as many students as possible who reside in the attendance area for Sage Canyon, and, at the same time, insuring that enrollment does not exceed the building's capacity, the following caps are proposed for the 2008/2009 school year:

Gr. K	100		Gr. 4	135
Gr. 1	100		Gr. 5	108
Gr. 2	100		Gr. 6	108
Gr. 3	120			

The proposed cap of 771 is expected to provide sufficient space for all students

following occur: all resident students, except sixth graders who currently attend Sage Canyon, remain enrolled for 2008/2009; all five of the projected kindergarten sections are filled to capacity; and the 7 kindergarten through fifth grade students, who currently attend Sage Canyon but reside outside of the Sage Canyon attendance area return to their home schools. The cap is recommended to exceed 746 in order to allow for additional enrollment as residents move into the Sage Canyon attendance area or students who reside in the Sage Canyon attendance area and currently attend other district schools return to their school of residence.

Davis Demographics expects the enrollment in Sage Canyon's current attendance area to remain relatively stable during the next four years. Davis projects Sage Canyon's enrollment at 738 students in 2009/2010, 759 students in 2010/2011, and 749 students in 2011/2012.

FISCAL IMPACT: There is no fiscal impact associated with the establishment of site a grade level caps at Sage Canyon School.

RECOMMENDED: The Interim Superintendent recommends Board approval of the Second Reading of 2008/2009 Site and Grade Level Enrollment Caps.

March 19, 2008

To: Board Members

From: Janet Bernard, Interim Superintendent

Subject: 2nd Reading and Approval, Board Bylaw 9323, Meeting Conduct

Board Bylaw 9323 on Meeting Conduct is being presented to the Board this evening for a second reading and approval. No additional changes have been added since the first reading.

The administration conferred with legal counsel regarding public interaction with the Board. Specific guidance was requested on the registering of opinion and the reading of letters into the public record without the author of the letter being present.

Counsel affirmed that the law is clear that a member of the public has the right to directly address the Board. However, there is no provision for entitling a member of the public to have a written statement made part of the Board meeting's public record without addressing the Board. Additionally, there is not a provision entitling a member of the public to complete a speaker slip to register a preference or position on an agenda topic. Counsel also stated that he is unaware of any governing board that allows members of the public to enter written testimony into the record without being present nor allows expressions of support or opposition on a particular issue.

Therefore, the administration does not recommend adding additional language to the policy that would support the registering of an opinion without addressing the Board. The administration also recommends that the speaker slip be modified to reflect the public comment form used in the Solana Beach, Cardiff and Encinitas School Districts included herein.

FISCAL IMPACT: None.

RECOMMENDED: The Interim Superintendent recommends approval of Board Bylaw 9323, Meeting Conduct.

8.5

DEL MAR UNION SCHOOL DISTRICT
Bylaws/Administrative Regulations of the Board

Board Bylaw 9323: MEETING CONDUCT

The Governing Board desires to conduct its meetings effectively and efficiently. All Board meetings shall begin on time and shall be guided by an agenda prepared and delivered in advance to all Board members and other designated people.

Board meetings shall be conducted by the President in a manner consistent with adopted Board bylaws and parliamentary procedure.

Meeting agenda items that are discussion items, that is, not part of the approved consent calendar or a report, will follow this presentation format:

1. The Board President calls for the item on the agenda.
2. The District Superintendent or designee presents the item in a manner that allows for concise, accurate understanding of the item or issue.
3. Board members may then ask clarifying questions of the District Superintendent or his designee.
4. The Board President then calls for Public Input on the agenda item.
5. At the conclusion of Public Input, the Board President calls for Board discussion of the item.
6. At the conclusion of Board discussion, the Board President calls for a motion, which may then be seconded, followed by a vote or more discussion.
7. Action on motions shall follow established parliamentary procedure until the vote is cast and the item concluded.

Quorum

A majority of the members of the Board shall constitute a quorum (Education Code 5095, 35165).

Unless otherwise provided by law, affirmative votes by a majority of the Board's membership are required to approve any action under consideration, regardless of the number of members present (Education Code 35164).

First Reading, Bylaws of the Governing Board 9000 Series
Adopted at the Regular Board Meeting on December 8, 1999 as 9320.2
Submitted for 1st Reading by the Board of Trustees as BB 9323: September 27, 2005
Revisions to BB 9323 Approved by the Board of Trustees: October 26, 2005
Approved with Revisions by the Board of Trustees: September 26, 2007
Submitted for 1st Reading with Revisions by the Board of Trustees, February 27, 2008

Public Participation

Because the Board has a responsibility to conduct district business in an orderly and efficient manner, the following procedures shall regulate public presentations to the Board.

1. The Board shall give members of the public an opportunity to address the Board either before or during the Board's consideration of each agenda item (Education Code 35145.5, Government Code 54954.3).
2. At a time so designated on the agenda, members of the public also may bring before the Board matters that are not listed on the agenda of a regular meeting. The Board may refer such a matter to the Superintendent or designee or take it under advisement, but shall not take action at that time. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board (Education Code 35145.5, Government Code 54954.3).
3. A person wishing to be heard by the Board shall first be recognized by the President. He/she shall then identify himself/herself and proceed to comment as briefly as the subject permits.
4. Individual speakers shall be allowed up to three minutes to address the Board on each agenda or non-agenda item during "public comments." A speaker's allotted time may not be increased by a donation of time from members of the Public in attendance. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the President may increase or decrease the time allowed for individual public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.
5. With Board consent, the President may modify the time allowed for public presentation.
6. The Board President may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the President may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts or omissions.

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Whenever a member of the public initiates specific complaints or charges against an employee, the Board president shall inform the complainant that in order to protect the employee's right to adequate notice before hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957.

7. In the event of willful interruption by individuals or groups so as to render the orderly conduct of any open meeting unfeasible and order cannot be restored by the removal of the individuals or groups who are willfully interrupting the meeting, the Board may order the meeting room cleared and continue the session. Only matters appearing on the agenda may be considered in such a session. Representatives of the media, except those participating in the disturbance, shall be allowed to attend such session.

After the room is cleared, the Board shall determine on either an individual or group basis whether the individual or group shall be readmitted to the meeting. Individuals or groups not responsible for the interruption or who did not participate in the interruption shall be readmitted.

Regular Board meetings shall be adjourned no later than 10:30 p.m. unless extended to a time certain by a majority of the Board. The meeting shall be extended no more than once for a maximum of 30 minutes and may be adjourned to a later time.

8. *Any person who wishes to address the board during a board meeting is required to be present to make his/her comments, and all speakers must follow Board Bylaw 9323 in order to participate.*

Legal References on next page.

First Reading, Bylaws of the Governing Board 9000 Series

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Legal Reference:EDUCATION CODE

- 5095 Powers of remaining board members and new appointees
- 32210 Willful disturbance of public school or meeting a misdemeanor
- 35010 Prescription and enforcement of rules
- 35145.5 Agenda; public participation; regulations
- 35163 Official actions, minutes and journal
- 35164 Vote requirements
- 35165 Effect of vacancies upon majority and unanimous votes by seven member board

GOVERNMENT CODE

- 54953.5 Audio or video tape recording of proceedings
- 54953.6 Broadcasting of proceedings
- 54954.2 Agenda; posting; action on other matters
- 54954.3 Opportunity for public to address legislative body; regulations
- 54957 Closed sessions
- 54957.9 Disorderly conduct of general public during meeting; clearing of room

COURT DECISIONS

Baca v. Moreno Valley Unified School District, (C.D. Cal. 1996) 936 F.Supp. 719

ATTORNEY GENERAL OPINIONS

- 76 Ops.Cal.Atty.Gen. 281 (1993)
- 66 Ops.Cal.Atty.Gen. 336, 337 (1983)
- 63 Ops.Cal.Atty.Gen. 215 (1980)
- 61 Ops.Cal.Atty.Gen. 243, 253 (1978)
- 59 Ops.Cal.Atty.Gen. 532 (1976)

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Submitted for 1st Reading with Revisions by the Board of Trustees, February 27, 2008

Request to be Heard

122

Solana Beach School District
309 N. Rios Avenue, Solana Beach 92075
(858) 794-7100

Date.....

Agenda Item (# Or Topic)...

Other

Name

Address

Phone

School Of Residence

Request to be Heard

Solana Beach School District
309 N. Rios Avenue, Solana Beach 92075
(858) 794-7100

Date.....

Agenda Item (# Or Topic)...

Other

Name

Address

Phone

**ENCINITAS UNION SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING**

REQUEST TO ADDRESS THE BOARD

Name _____ Date _____

Address _____

Representing _____

Board Agenda Item _____



CARDIFF SCHOOL DISTRICT
DISTRITO ESCOLAR DE CARDIFF

REQUEST TO ADDRESS THE BOARD
PETICIÓN PARA DIRIGIRSE A LA MESA DIRECTIVA

NAME / *NOMBRE*

ADDRESS / *DIRECCIÓN*

PHONE / *TELÉFONO*

SUBJECT TO BE ADDRESSED:

ASUNTO QUE DESEA TRATAR: _____

March 19, 2008

To: Board Members

From: Rodger Smith, Director of Personnel/Facilities

Through: Janet Bernard, Interim Superintendent

Subject: 2nd Reading and Approval, Proposed Modification to the Attendance Area Boundary for Sage Canyon and Ocean Air Schools

Pardee Homes has recently initiated grading for the construction of new homes in the vicinity of Sage Canyon and Ocean Air Schools. Unit 2 South (A) will consist of forty-one new homes north east of Sage Canyon. Unit 5 South (B), which is southwest of Sage Canyon, will consist of twenty-three new homes. Unit 9 South will bring ninety new homes to the area south of Ocean Air. (See map following this narrative.) At the present time, all three of these areas of new construction are within the attendance boundary for Sage Canyon School.

Based upon the current yield factor for homes within the Del Mar Union School District, the new construction described above is likely to generate seventy-seven new students when all of the units in each area are occupied. Due to the fact that Sage Canyon is near its capacity in terms of enrollment, it is unlikely that all of the students generated by these new homes could be accommodated at Sage Canyon. In that regard, a slight modification in the attendance boundary for Sage Canyon and Ocean Air is hereby proposed in order to lessen the impact of these new homes on Sage Canyon.

The proposed modification to the current attendance boundary between Sage Canyon and Ocean Air consists of relocating the line that divides study areas 26 A and 26 E to the southeast of its current location. (See map that follows this narrative.) Relocating this line to the proposed new location and reassigning attendance area 26 E from Sage Canyon to Ocean Air would redirect approximately 45 of the students generated by these new homes to Ocean Air School.

The proposed modification to the attendance boundary between Sage Canyon and Ocean Air would accomplish the following:

- Sage Canyon's projected enrollment would be reduced by approximately 45 students during the next six years, thereby lessening the potential for

filling Sage Canyon to capacity and subsequently causing the need to redirect students who reside in Sage Canyon's attendance area to other schools in the DMUSD.

- Ocean Air's projected enrollment would increase by approximately 45 students during the next six years. Since enrollment at Ocean Air is projected to peak at 725 in 2012, it would have space available to accommodate the additional 45 students.
- Since the homes in study area 26 E will not be occupied for several months, making the proposed boundary modification at this time will have no impact on current residents.
- Geographically, the new homes in Unit 9 South will have convenient access to Ocean Air because Canter Heights Drive, which provides direct access to Ocean Air, will extend into the Unit 9 South neighborhood.

Per the Board's direction following the first reading of the proposed modification to the attendance boundary between Sage Canyon and Ocean Air, information about the proposed modification was communicated to the communities served by the two schools as well as to Pardee Homes. To date, no objections or concerns have been expressed relative to the proposed modification.

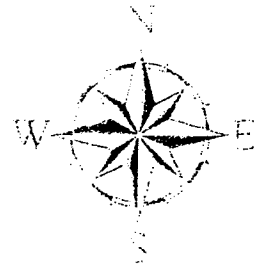
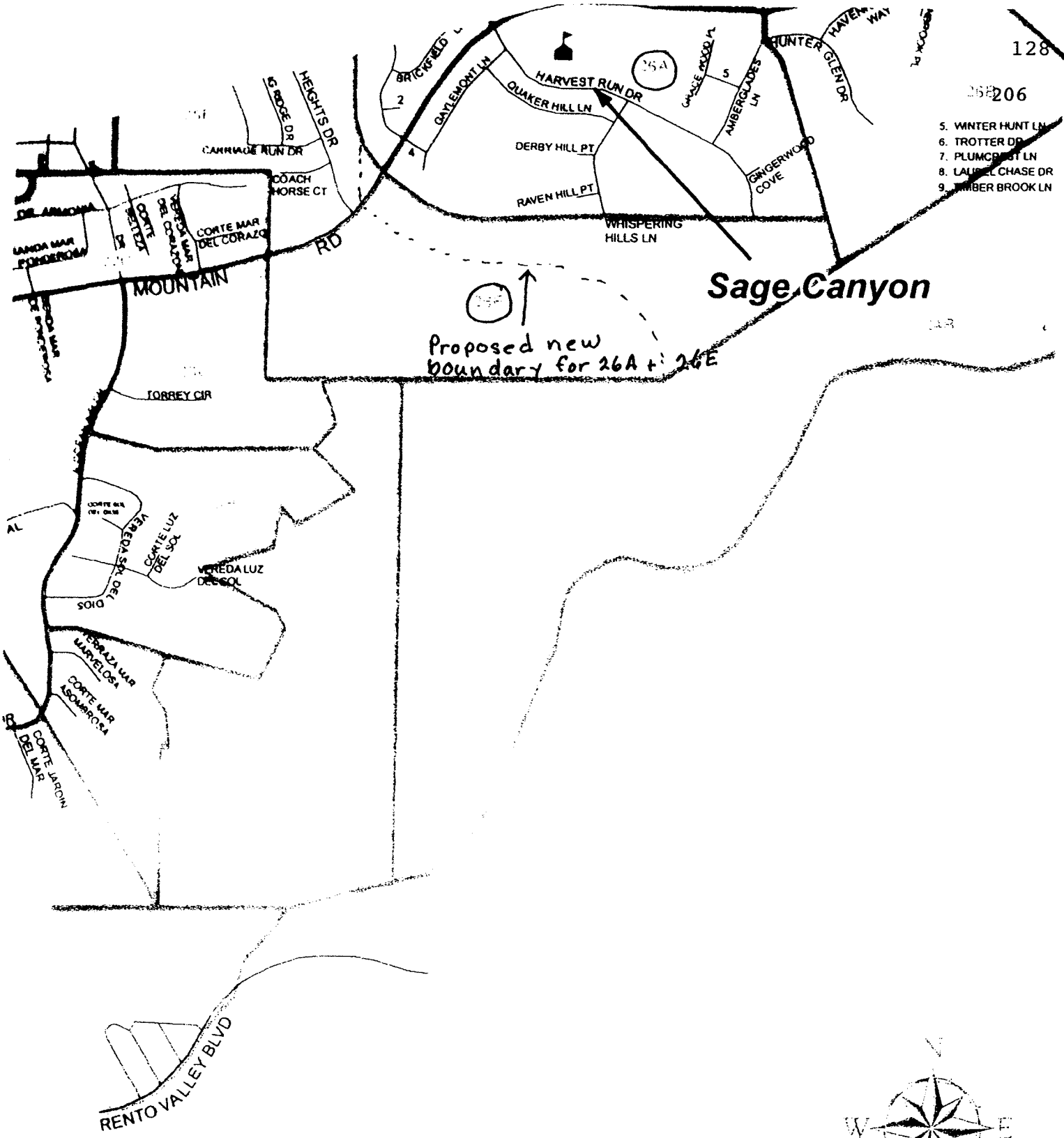
Based upon the information above, adjusting the attendance boundary between Sage Canyon and Ocean Air at this time is prudent in order to lessen the impact of new home construction on enrollment at Sage Canyon School in the future.

FISCAL IMPACT: No fiscal impact would be created by adjusting the attendance boundary between Sage Canyon and Ocean Air as proposed.

RECOMMENDED: The Interim Superintendent Recommends Approval of the Proposed Modification to the Attendance Area Boundary for Sage Canyon and Ocean Air Schools

26E206

- 5. WINTER HUNT LN
- 6. TROTTER DR
- 7. PLUMCREST LN
- 8. LALIBEL CHASE DR
- 9. TIMBER BROOK LN



BLVD

March 19, 2008

To: Board Members

From: Janet Bernard, Interim Superintendent

Subject: Board Discussion, Possible Violations of Board Bylaws

On March 11, 2008, the administration received a letter from the Concerned Citizens of the Del Mar Union School District. (Attachment A) This letter requested that the "Board of Trustees consider disciplinary action against Board Member Katherine White because of possible violations of Board Bylaws." The Concerned Citizens group cited the following two Board Bylaws that may have been violated:

- Board Bylaw 9005: Governance Standards
- Board Bylaw 9011: Disclosure of Confidential/Privileged Information

Copies of both of these Bylaws are attached. (Attachments B & C)

After conducting a review of personnel records, the administration found no evidence to indicate that any of the alleged comments made by Member White were documented. Therefore, the alleged remarks could not be considered a breach of confidential or privileged information as outlined in Bylaws 9005 and 9011. Rather, the comments could only be perceived as an opinion based on hearsay and innuendo.

Board Bylaw 9010: Public Statements (Attachment D) could be used by the Board to determine if a violation occurred. This Bylaw states the following:

The Governing Board recognizes the rights of Board members to freely express their views and encourages open discussion of issues during the Board meeting. The Board believes that effective Board members have a responsibility to express themselves, whether in agreement or disagreement with the Board majority, in ways that promote the Board's ability to govern the district.

Guiding question for the discussion: Were the alleged public statements by Board Member White expressed in a manner that would promote the Board's ability to govern the District?

Board Bylaw 9010 further states:

When speaking to community groups, the media, or other members of the public, individual Board members should recognize that their statements may be perceived as reflecting their views and positions of the Board. Board members have a responsibility to identify personal viewpoints as such and not as a viewpoint of the Board.

Guiding questions for the discussion: Could the alleged comments possibly be perceived as a viewpoint of all Board members? Did the Board member specifically identify the comments as a personal viewpoint?

FISCAL IMPACT: None.

RECOMMENDED: The Interim Superintendent recommends that the Board discuss whether or not Board Bylaw 9010 was violated and determine what action, if any, should be taken.

8.7

March 11, 2008

The Office of the Superintendent
Del Mar Union School District
225 9th Street
Del Mar, CA 92014

Re: Agenda item for March 26, 2008 Board of Trustees meeting

We request that the Board of Trustees consider disciplinary action against Board Member Katherine White because of possible violations of Board Bylaws due to her inappropriate and offensive public comments in Ian S. Port's article in the voiceofsandiego.org on 2/19/08 titled *Del Mar's Missing Money, Mysterious Politics*. Her quote from the article is as follows:

School board member Katherine White said the circumstances -- the leak of an embarrassing story when only a few knew about it -- "are something."

"I didn't read about it in the paper when there was a principal drunk in a school event," White said. "And I didn't read in the paper when a school employee was using drugs on campus. And I don't read about the principal that screams at his employees. And I don't read about the other thefts that have happened in the schools this year ... I don't understand what makes this such a reportable event when those other things I've never even been officially told about."

We believe Ms. White's comments violate the following Board Bylaws (see attached):

Board Bylaw 9005: GOVERNMENT STANDARDS

Board Bylaw 9011: DISCLOSURE OF CONFIDENTIAL / PRIVILEGED INFORMATION

Please include this request as an agenda item for the March 26, 2008 Board of Trustees meeting.

Sincerely,

Concerned Citizens of the Del Mar Union School District

Caryn Anderton
Ed Arevalo
Jennifer Arevalo
John Arnold
April Barduson
Ted Barduson

Doug Bell
Kathy Bell
Shelly Bingham
Anne Boucher
Toby Boucher
Brian Burgoon

Wendy Burgoon
Ian Byrne
Stacey Byrne
D J Carney
Theresa Carter
Tracey Chester

The Office of the Superintendent
 Del Mar Union School District
 March 11, 2008

Re: Agenda Item for March 26, 2008 Board of Trustees meeting

Page 2

Concerned Citizens of the Del Mar Union School District - Continued

Tonya Cohen	Eileen Hoppen	Carl Murano
Blake Colburn	Chris Howe	Andrew Murphy
Jill Colburn	Erin How	Jeanine Neeley
Pamela Covingnou	Bob Husband	Scott Neeley
Phillippe Covingnou	Sue Husband	Joan Nichols
Sally DeVito	Thanh Huyen	Martin Nichols
Charles Doherty	Cathy Ingrassia	Terri O'Brien
Lisa Doherty	Joe Ingrassia	Maria Olson
Ed Domanico	Bret Johnsen	Myra Pelowski
Susan Domanico	Catherine Johnsen	Rina Poplawski
Kim Dort	Bruce Kahn	Sergio Poplawski
George Duff	Janet Kahn	Lawrence Poteet
Kathy Duff	Amir Kalali	Ravindra Prabu
Jennifer Eastlack	Denise Kalali	Arthur Regottaz
Robert Eastlack	J D Katzin	Debbie Regottaz
Bill Eiffert	Margaret Katzin	Comischell Rodriguez
Adrienne Espinoza	Monica Kiy	Roberto Rodriguez
Bill Fanning	Richard Kiy	Cristina Rusconi
Debbie Fanning	Kristen Low	Sheri Salameh
Bill Farrell	Elizabeth Mackey	Tamer Salameh
Mary Farrell	Michael Mackey	Cathy Scheg
Brian Ffrench	Mario Manzano	Timothy Scheg
Katie Ffrench	Svetlana Maric	David Silva
Pat Freeman	Svetislav Maric	Laura Silva
Richard Freeman	Gina Maruska	Mary Taylor
Noelle Gately	Keith Maruska	Kiim Tiernan
Becky Giacalone	Kelly Mauzey	Pat Tiernan
Joe Giacalone	Beverly McGinty	Joan Tyson
Dean Gilbert	Nadia Merk	Ulisse Vicinanza
Charles Gilbreth	Christina Mendelsohn	Christina Wachs
Maria Gilbreth	Dan Mendelsohn	Steven Wachs
Mary Jo Gleeson	Ellen Mitgang	Jason Walton
Terri Harbison	Steve Mitgang	Kristen Walton
Janet Henzel	Bill Morgan	Nancy Wheeler
Rae Nell Hicks	Gretchen Morgan	Chris Wood
Richard Hicks	Ken Morris	Stephanie Wood
Leslie Hodge	Catherine Murano	

Attachments

DEL MAR UNION SCHOOL DISTRICT
Bylaws/Administrative Regulations of the Board

Board Bylaw 9005: GOVERNANCE STANDARDS

Board Responsibility to Community

A. Governing Board Member should honor the high responsibility which Board membership demands:

- BY thinking always in terms of “children first.”
- BY understanding that the basic function of the School Board member is “policy making” and not “administrative,” and by accepting the responsibility of learning to intelligently discriminate between these two functions.
- BY accepting the responsibility along with fellow Board members of seeing that the maximum facilities and resources are provided for the proper functioning of the schools.
- BY refusing to “play politics” in either the traditional partisan, or in any petty sense.
- BY representing at all times the entire school community.
- BY accepting the responsibility of becoming well informed concerning the duties of Board members, and the proper functions of public schools.
- BY recognizing responsibility as a state official to seek the improvement of education throughout the state.

A Governing Board Member should meet his/her responsibilities to the community:

- By attempting to appraise fairly both the present and future educational needs of the community.
- BY regarding it as a major responsibility of the Board to interpret the aims and the methods of the schools to the community.
- BY insisting that all school business transactions be on an open, ethical, and above-board basis.
- BY vigorously seeking adequate financial support for the schools.

First Reading, Bylaws of the Governing Board 9000 Series

BB 9200.6 Code of Ethics Adopted by the Board of Trustees • December 8, 1999 (obsolete, replaced by:)

BB 9005 Submitted for 1st Reading by the Board of Trustees: September 27, 2005

BB 9005 Approved by the Board of Trustees: October 26, 2005

Approved with Revisions by the Board of Trustees: June 27, 2007

Board Bylaw 9005

- BY refusing to discuss personnel matters or any other confidential business of the Board outside of an official Board meeting.

A Governing Board member should respect relationships with other members of the Board.

- BY recognizing that authority rests only with the Board in official meetings, and that the individual member has no legal status to bind the Board outside of such meetings.
- BY recognizing that integrity of his/her predecessors and associates, and the merit of their work.
- BY refusing to make statements or promises as to how the member will vote on a matter, which should properly come before the Board as a whole.
- BY making decisions only after all facts bearing on a question have been presented and discussed.
- BY respecting the opinion of others and by graciously conforming to the principle of majority rules.

Board - Superintendent Relationship

A Governing Board member should maintain desirable relations with the Superintendent of schools and staff:

- BY striving to procure, when the vacancy exists, the best professional leader available for the head administrative post.
- BY giving the Superintendent full administrative authority for properly discharging the Superintendent's professional duties, and by also holding the Superintendent responsible.
- BY acting only after receiving the recommendation of the Superintendent in matters of employment or dismissal of school personnel.
- BY having the Superintendent present at all meetings of the Board except when the Superintendent's contract and salary are under consideration.
- BY referring all complaints to the proper administrative office and by discussing them only at a regular meeting after failure of administrative solution.
- BY striving to provide adequate safeguards around the Superintendent and other staff members to the end that they can live happily and comfortably in the

First Reading, Bylaws of the Governing Board 9000 Series

BB 9200.6 Code of Ethics Adopted by the Board of Trustees • December 8, 1999 (obsolete, replaced by:)

BB 9005 Submitted for 1st Reading by the Board of Trustees: September 27, 2005

BB 9005 Approved by the Board of Trustees: October 26, 2005

Approved with Revisions by the Board of Trustees: June 27, 2007

Board Bylaw 9005

community and discharge their educational functions on a thoroughly professional basis.

- BY presenting personal criticism of any employee directly to the Superintendent in accordance with sound principles of personnel policies and procedures.

The Board has the power of establishing its own procedures (Education Code 35010).

The Board shall provide guides of discretionary action to those agents of the district to whom the Board delegates authority. This right shall be retained solely by the Board. These guides for discretionary action shall constitute the policies governing the operation of the school system.

The formulation and adoption of these written policies shall constitute the basic method by which the Board shall exercise its leadership in the operation of the school system. The study and evaluation of reports concerning the execution of its written policies shall constitute the basic method by which the Board shall exercise its management of the schools.

The formal adoption of policies shall be recorded in the minutes of the Board. Only those written statements so adopted and so recorded shall be regarded as official Board policy.

The implementation of policies is an administrative task to be performed by the Superintendent and the Superintendent's staff, who shall be held responsible for the effective administration and supervision of the entire school system.

All actions of the Board shall be taken only in official Board meetings called, scheduled, and conducted according to these bylaws and the statutes of the state.

Legal Reference:

EDUCATION CODE

35010 Power of governing board to adopt rules for its own governance

35160 Board authority to act in any manner not conflicting with law

35164 Actions by majority vote

GOVERNMENT CODE

1090 Financial interest in contract

1098 Disclosure of confidential information

1125-1129 Incompatible activities

54950-54963 The Ralph M. Brown Act

87300-87313 Conflict of interest code

Management Resources:

CSBA PUBLICATIONS

CSBA Professional Governance Standards, 2000

Maximizing School Board Leadership: Boardmanship, 1996

WEB SITES

CSBA: www.csba.org

First Reading, Bylaws of the Governing Board 9000 Series

BB 9200.6 Code of Ethics Adopted by the Board of Trustees • December 8, 1999 (obsolete, replaced by:)

BB 9005 Submitted for 1st Reading by the Board of Trustees: September 27, 2005

BB 9005 Approved by the Board of Trustees: October 26, 2005

Approved with Revisions by the Board of Trustees: June 27, 2007

DEL MAR UNION SCHOOL DISTRICT
Bylaws/Administrative Regulations of the Board

Board Bylaw 9011: DISCLOSURE OF CONFIDENTIAL / PRIVILEGED INFORMATION

Confidential/privileged information shall be released only as allowed by law.

Confidential/privileged information is defined as:

1. Information that is not a public record subject to disclosure under the Public Records Act
2. Information that "by law" may not be disclosed
3. Information that may have a material financial effect on the Governing Board member

The Governing Board holds that information which is produced for or which comes out during closed meetings of the Board concerning subjects which are lawful matters for consideration at closed meetings is privileged information, and shall not be divulged or released by any member of the Board or by any employee of the district, unless and until a majority of the Board members agree to release the information. This is not to permit withholding information about the purpose and subject(s) of the closed session as required for public information under Government Code Section 54957.7. Information from closed sessions shall be released by the Board President or Chair of the meeting in which the closed session is held.

Release of privileged information contrary to the provisions of this bylaw by a member of the Board may result in public censure of the member by a majority vote of the members of the Board.

Release of privileged information by an employee of the district shall be considered by the Board to be unprofessional and/or unethical conduct, and a serious violation of the reasonable regularities of the Board of this district, and shall be grounds for disciplinary action under applicable policies and regulations.

Legal Reference**EDUCATION CODE**

35010 Power of governing board to adopt rules for its own governance

35146 Closed session

EVIDENCE CODE

1040 Privilege for official information

GOVERNMENT CODE

1098 Public officials and employees re confidential information

3549.1 Meeting and negotiating in public educational employment

6250-6270 Inspection of public records

54950-54963 Brown Act, especially:

54956.8 Open meeting laws

54956.9 Closed meeting for pending litigation

54957 Closed session; "employee" defined; exclusion of witnesses

54957.1 Subsequent public report and rollcall vote; employee matters in closed session

54957.5 Public records

54957.6 Closed session; representatives with employee organization

54957.7 Reasons for closed session

54963 Confidential information in closed session

ATTORNEY GENERAL OPINIONS

80 *Ops. Cal. Atty. Gen.* 231 (1997)

Management Resources:**CSBA PUBLICATIONS**

Professional Governance Standards, November 2000

Maximizing School Board Leadership, 1996

WEB SITES

CSBA: <http://www.csba.org>

First Reading, Bylaws of the Governing Board 9000 Series

Adopted at the Regular Board Meeting on December 8, 1999

Reviewed by the Board of Trustees: September 27, 2005, October 26, 2005

Approved with Revisions by the Board of Trustees: June 27, 2007

March 19, 2008

To: Board Members

From: Janet Bernard, Interim Superintendent

Subject: Board Representative, PTA Advisory Committee Meetings and the
DMCTA/Administration Professional Relations Committee Meeting

Board Member Katherine White has been regularly attending the monthly PTA Advisory Committee meetings for over a year. At this time, she questions whether or not board member representation to this committee and the DMCTA/Administration Professional Relations Committee should be rotated on a yearly basis. If the Board elects to have ongoing representation to both these District committees, perhaps yearly appointments could be established at the December Board Organizational Meeting.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

8.8

March 26, 2008

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

Subject: Employee Computer Purchase Program

Beginning in 2001, the Del Mar Union School District began offering a program to enable employees to purchase laptop computers for personal use. The District financed the purchase and payments were made through monthly payroll deductions. The last time the program was offered was during the 2006-2007 school year. There are currently 29 outstanding loans that will be paid off in June 2008.

Administering this program has had a significant impact on the Technology and Business Departments. Staff has contacted neighboring districts and they do not offer this service to their employees. In addition, the District must be able to show that offering this program does not constitute a gift of public funds.

Apple offers District employees the same discount on computers when purchasing from Apple directly. Employees interested in purchasing a computer can call 1-800-MY APPLE, log on to www.apple.com, or visit any Apple store. There are two different financing options with varying interest rates depending on the employee's credit history.

The District expects a new Director of Technology to be hired in the very near future. Until this person has the opportunity to thoroughly study the legalities surrounding this issue, the District should not continue to devote staffing or financial resources to the laptop program.

FISCAL IMPACT: No change to revenues, expenses or fund balance.

RECOMMENDED: The Interim Superintendent recommends that the Employee Computer Purchase Program be discontinued until further study.

8.9

March 19, 2008

To: Board Members

From: Sheila Weinberg, Director of Pupil Services

Through: Janet Bernard, Interim Superintendent

Subject: Approval of Interdistrict Attendance Agreement Between the Del Mar Union School District and the Named Districts Below

Interdistrict Attendance Agreements must be approved by the Board of Trustees in order for students residing in the Del Mar district to attend schools in other districts, and for students residing in other districts to attend Del Mar schools. This is a routine countywide procedure. The District administration is asking for Board approval of Interdistrict Attendance Agreements between the Del Mar Union School District and the following school districts for the 2008-2009 school year.

Cardiff School District
Carlsbad Unified School District
Encinitas Union School District
Escondido School District
Jamul-Dulzura School District
La Mesa-Spring Valley School District
Oceanside Unified School District
Poway Unified School District
San Diego Unified School District
San Marcos Unified
Santee School District
Solana Beach School District
Vista Unified School District

FISCAL IMPACT: None.

RECOMMENDED: The Interim Superintendent recommends approval of the 2008-2009 Interdistrict Attendance Agreement between school districts.

*8.10

March 20, 2008

To: Board Members
From: Janet Bernard, Interim Superintendent
Subject: Reminder of Upcoming Events and Schedules

Wednesday, April 2, 2008

Board Visitation, Sycamore Ridge, 12:45 p.m.

Monday – Friday, April 7-11, 2008

Spring Break.

Wednesday, April 16, 2008

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

Wednesday, April 23, 2008

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

Wednesday, May 7, 2008

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

Monday, May 26, 2008

Holiday. Memorial Day.

Wednesday, May 28, 2008

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

Tuesday, June 3, 2008

District Year-End Ice Cream Social, Ocean Air

Thursday, June 12, 2008

Sixth Grade Promotion, All Sites

Wednesday, June 25, 2008

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

Wednesday, July 23, 2008

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

Wednesday, August 27, 2008

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

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

8.11

March 19, 2008

To: Board Members

From: Rodger Smith, Director of Personnel/Facilities

Through: Janet Bernard, Interim Superintendent

Subject: Facilities Report for March

Torrey Hills Windows

The District has received the agreed upon settlement from the Brady Company and we anticipate receiving the settlement from Tower Glass in the near future. Planning is underway to initiate litigation to recover the costs for repairs from Challenger Sheet Metal.

Preliminary Planning for a New District Office Facility

An organizational meeting has been held with Frisco White. Scheduling a date for meetings with District Office staff is in progress.

New Location for the Employee Childcare and Preschool Program

Pursuant to direction from the Board, consideration of alternative locations for the Employee Child Care and Preschool programs was initiated. In order to have an acceptable site for these programs, the facility must have the following elements:

- One office
- Suitable storage for supplies and equipment
- A kitchen with hot water
- Two outdoor play areas – one for infants and one for preschool-age children – with 75 square feet per child for play area. The play area must be enclosed with a fence at least four feet in height; it must also have a covered space so that children can be sheltered from the sun.
- Bathroom facilities with one toilet and one sink for every fifteen students. For the current program, three kindergarten-size toilets, three sinks and a changing station would be required.

- Classroom space that is equal to 36 square feet of useable space per child. Each room must have a sink with a drinking fountain. For the current program this requirement would equal 1,692 square feet.

At the present, there are no vacant facilities in the district that would accommodate these requirements without significant remodeling.

Charlene Komosinski reports that the current facilities satisfy all minimum requirements for the program. Annual inspections of the current facilities by the California Department of Social Services have indicated full compliance of the existing facilities relative to these requirements.

Additional direction from the Board is requested relative to the manner in which the Board would like to have staff proceed on this issue.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

Ocean Air School Construction Expenditures

	Budget	Revised Budget	Expenditures as of 03/18/08
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	9,236	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	85,155	85,155
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	16,400	16,400
Waterline Reimb Agreement with Pardee	-	214,476	162,857
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	17,500	17,500
Other Planning Costs			
Bid Advertisements	2,000	473	473
Printing	50,000	63,974	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	24,727,655	24,727,655
Construction Management - Barnhart Construction			
Pre Construction	51,000	51,000	51,000
CM Fees 4.50%	1,118,205	1,118,224	1,118,224
General Conditions	1,200,000	1,158,898	1,158,898
CM Reimbursable	150,000	132,844	118,798
Other Construction Costs			
LCP Program	90,000	60,210	52,929
Storm Water Compliance	25,675	25,675	21,119
Shade structure hex (lunch shelter)	34,000	34,250	34,250
Other Construction (carpet, Network system, ins.appl)	620,000	620,000	533,076

Contingency	1,200,000	1,116,132	
D. TESTING			
Testing Special Material	100,000	113,382	113,382
Geotechnics Testing	120,000	100,000	75,344
E. INSPECTION			
Inspection			
Inspector of Record	200,000	192,874	155,823
F. FURNITURE & EQUIPMENT			
Furniture & Equipment	700,000	700,000	643,763
TOTAL COST ESTIMATE			
Construction Costs Without Land	\$ 32,350,830	\$ 32,350,830	\$ 30,858,812
Construction Costs With Land	\$ 37,609,830	\$ 37,730,239	\$ 34,563,048

Remaining Project Costs to Expend as of 02/08/2008:

\$3,167,191

Ocean Air School Funding Sources

		Start Up Project Revenue	18-Mar-08 Remaining Available Revenue
PROJECT REVENUE SOURCES			
Obligation of NCWJPA - Construction	\$ 14,000,000		
Escalation cost index	\$ 3,600,000	\$ 17,600,000	\$ - ***
Obligation of NCWJPA - Land	\$ 7,000,000		
Escalation cost index	1,095,238	8,095,238	2,084,821 ***
CFD 95-1 Available Construction Funds		4,000,000	987,363
CFD 95-1 Bond Proceeds for Construction		7,990,048	-
State School Funding Eligibility		-	-
Savings by Design SDGE		58,417	-
Prior Years Start up costs		11,782	-
Total Revenue Avail for Project		\$ 37,755,485	\$ 3,072,184

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 03/18/2008	\$ 3,072,184
Remaining Construction Costs to Expend as of 03/18/2008	\$ 3,167,191
	\$ (95,007)
Unused Project Contingency	\$ 1,116,132
Current Remaining Project Revenue	\$ 1,021,125

Board Approved Change Orders :		
C/O #1	\$	110,333
C/O #2		(33,249)
C/O #3		(263,251)
C/O #4		(32,251)
C/O #5		(15,729)
C/O #6		41,986
C/O #7		48,451
C/O #8		21,932
Total	\$	(121,778)

March 19, 2008

To: Board Members

From: Rodger Smith, Director of Personnel/Facilities

Through: Janet Bernard, Interim Superintendent

Subject: Approval of an Agreement with the San Diego/Imperial Counties Chapter of the Red Cross to Permit Use of the Del Mar Union School District's Buildings, Grounds and Equipment for the Conduct of American Red Cross Disaster Service Activities

The Del Mar Union School District currently has an agreement with the San Diego/Imperial Counties Chapter of the American Red Cross that allows the organization to utilize our facilities in the event of a disaster. This request is to update contact information and renew the agreement indefinitely. The agreement is subject to termination upon thirty days notice.

Based upon the critical role that the Red Cross plays in providing relief to individuals who are displaced from their homes due to any form of disaster, approval of this agreement is recommended.

FISCAL IMPACT: Fiscal impacts are unknown, although the agreement provides for reimbursement from the Red Cross for any foods or supplies that may be used in the conduct of disaster relief activities. The agreement also provides for reimbursement for any damages caused as a result of disaster relief activities by clients or Red Cross personnel.

RECOMMENDED: The Interim Superintendent Recommends Approval of an Agreement with the San Diego/Imperial Counties Chapter of the Red Cross to Permit Use of the Del Mar Union School District's Buildings, Grounds and Equipment for the Conduct of American Red Cross Disaster Service Activities.

*9.2



**American
Red Cross**

San Diego/Imperial Counties Chapter

3950 Calle Fortunada
San Diego, California 92123-1827
(858) 309-1200
www.sdarc.org

150

February 28, 2008

Mr. Thomas Bishop
Superintendent
Del Mar Union School District
225 Ninth Street
Del Mar, California 92014

Dear Mr. Bishop,

In times of disaster, it's important that private and public organizations come together to support our community. By offering the use of your facilities to the Red Cross and the community at large, the Del Mar Union School District has made a solid contribution to disaster preparedness efforts within San Diego County.

The San Diego/Imperial Counties Chapter of the American Red Cross has an agreement in place that allows us to utilize your facility in times of disaster. We are in the process of updating our files and renewing our agreements and contact information.

Enclosed please find the revised 2008 Memorandum of Agreement and Contact Information form. Please sign this Agreement and return it to me at the address above. The Contact Information form needs to be filled out, and will need to be updated annually or as the parties change. Please fax this to me at (858) 309 – 1289. As a reminder, all names and phone numbers are kept confidential and are for our internal use only.

On behalf of the San Diego/Imperial Counties Chapter of the American Red Cross, I would like to thank the Del Mar Union School District for your participation in our shelter facility program.

Sincerely,

Andy McKellar
Manager, Disaster Response
(858) 309-1311
Andy.mckellar@sdarc.org

Together, we can save a life

Del Mar Union School District

This Agreement is made and entered into between the governing board of the Del Mar Union School District, (Board) of San Diego County, State of California, and the San Diego/Imperial Counties Chapter of the American Red Cross (Red Cross), (collectively, the Parties).

Recitals

Pursuant to the terms of federal statutes, the Red Cross provides emergency services on behalf of individuals and families who are affected by disasters.

The Board, through its designated party, is authorized to permit the Red Cross to use Del Mar Union School District's buildings, grounds and equipment for the conduct of American Red Cross Disaster Service activities and wishes to cooperate with the Red Cross for such purposes.

The Parties hereto mutually desire to reach an understanding that will result in making the designated facilities available to the Red Cross for the aforesaid use.

Now, therefore, it is mutually agreed between the Parties as follows:

1. Del Mar Union School District agrees that, after meeting its responsibilities to its pupils and clientele, it will permit, to the extent of its ability and upon request by the Red Cross, the use of its physical facilities by the Red Cross as mass care shelters, distribution and feeding sites for the victims of a disaster.
2. The Red Cross agrees that it shall use reasonable care in the conduct of its activities in such facilities and further agrees to replace or reimburse Del Mar Union School District for any foods or supplies that may be used by the Red Cross in the conduct of its disaster relief activities.
3. The Red Cross agrees that it shall use reasonable care in the conduct of its activities in such facilities and further agrees to replace, repair or reimburse Del Mar Union School District for any damages caused by the Red Cross and/or its clients during the Red Cross' use of the facility.
4. Notwithstanding any other agreements, the Red Cross agrees to defend, hold harmless, and indemnify Del Mar Union School District against any legal liability in respect to bodily injury, death, and property damage arising from the negligence of the Red Cross during use of the property belonging to the Del Mar Union School District

5. The Red Cross and Del Mar Union School District agree to provide each other, and update yearly, the point of contact information by written notice, either faxed (858-309-1289), hand delivered or mailed by registered or certified United States Mail or a recognized overnight mail courier, to the Parties hereto at their respective address set forth below, or at such other address of which either party shall notify the other in accordance with the provisions hereof.

TO: American Red Cross
 San Diego/Imperial Counties Chapter
 3950 Calle Fortunada
 San Diego, CA 92123
 Attn: Disaster Response

TO:

6. Termination of this agreement can be initiated by either party at any time and for any reason. Termination occurs 30 days after receipt of written notice.

In witness thereof, Del Mar Union School District has caused this agreement to be executed by its Board or designated party, and the American Red Cross has caused this agreement to be executed by the San Diego/Imperial Counties Chapter, said agreement to become effective and operative upon the fixing of the last signature hereto.

Signatures to the Agreement:


 Andy McKellar, Disaster Response

 Name:

February 28, 2008

Date: _____

POINT OF CONTACT Information:

Name of Facility _____

Address: _____

Mailing Address (if different): _____

E-mail Address (if applicable): _____

Emergency Contact Information:To **authorize** facility use:

Name/Title: _____

Phone Number: _____ Cell Phone: _____

Name/Title: _____

Phone Number: _____ Cell Phone: _____

To **open** the facility 24/7:

Name/Title: _____

Phone Number: _____ Cell Phone: _____

Name/Title: _____

Phone Number: _____ Cell Phone: _____

Date: _____

March 6, 2008

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

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

Items	School Site	Donor
\$555.00 for supplies	Carmel Del Mar	PTA
\$500.00 for extended studies	Carmel Del Mar	Takeda Company matching donation for Okada family
\$950.00 for Art – Be True to Your School	Ashley Falls	PTA
\$4,000.00 for Playground Partners	Sage Canyon	PTA
\$500.00 for instructional supplies	Sage Canyon	PTA
\$925.00 for art program	Torrey Hills	PTA
Four (4) HP laptops One (1) color printer One (1) digital camera for use with Robotics Program	Torrey Hills	Hewlett Packard Gift-in- Kind Donation
\$1,000.00 for technology lab	Sycamore Ridge	BJ's Chicago Pizza matching donation
\$500.00 for RSP	Ocean Air	Qualcomm matching for Ross family

FISCAL IMPACT: Revenue: Revenue budget is increased by \$8,930.00.
Expenditure: Expenditure budget is increased by \$8,930.00.
Fund Balance: There is no change to fund balance.

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

*10.1

March 6, 2008

To: Board Members

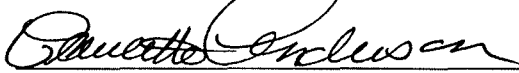
From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

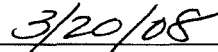
Subject: Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements

It is recommended that the Board of Trustees approve the purchase orders listed in the amount of \$188,559.19. It is also recommended that the Board of Trustees ratifies the commercial warrants listed in the amount of \$270,045.78 and ratifies the revolving cash disbursements listed in the amount of \$2,333.61.

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 Interim Superintendent recommends that the Board of Trustees approve 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
902318	02/04/08	03	EDCAL JOB BOARD COORDINATOR	022	ADVERTISING	\$110.00
902319	02/05/08	03	HARCOURT ASSESSMENT	012	TESTING SUPPLIES	\$1,256.69
902320	02/05/08	03	HARCOURT ASSESSMENT	012	TESTING SUPPLIES	\$7,027.91
902321	02/05/08	03	ALEKS CORPORATION	005	INST MAT/SUP GEN PURPOSE	\$192.50
902322	02/06/08	03	KELVIN	003	INST MAT/SUP GEN PURPOSE	\$160.65
902323	02/06/08	03/06	EMILY DISNEY	009	TRAVEL AND CONFERENCES	\$950.00
902324	02/06/08	03	EXEMPLARS	009	INST MAT/SUP GEN PURPOSE	\$1,295.25
902325	02/06/08	03	SAN DIEGO AIRCRAFT CARRIER	005	FIELD TRIP	\$360.00
902326	02/06/08	63	ASSET-AFTER SCHOOL STAFF	060	OTHER EXPENSES	\$1,200.00
902327	02/06/08	63	NATIONAL SEMINARS GROUP	060	TRAVEL AND CONFERENCES	\$299.00
902328	02/06/08	63	CHARLEY JACOB	060	MILEAGE REIMBURSEMENT	\$89.65
902329	02/06/08	03	COACH USA	004	FIELD TRIP	\$929.95
902330	02/07/08	03	MUSIC IN MOTION	006	MUSIC SUPPLIES	\$164.65
902331	02/08/08	06	SDCOE	005	INST MAT/SUP GEN PURPOSE	\$195.00
902332	02/08/08	03	HOUGHTON MIFFLIN COMPANY	010	REGULAR TEXTBOOKS	\$1,380.50
902333	02/08/08	03	HARCOURT BRACE SCHOOL	010	REGULAR TEXTBOOKS	\$4,895.34
902334	02/08/08	06	SDCOE	010	INST MAT/SUP GEN PURPOSE	\$195.00
902335	02/08/08	03	OFFICE DEPOT, B.S.D.	004	BOOKS OTHER THAN TEXTBOOKS	\$58.15
902336	02/08/08	03	OPTIONS PUBLISHING, INC.	006	INST MAT/SUP GEN PURPOSE	\$2,804.81
902337	02/08/08	06	GLENCOE MCGRAW/HILL	006	CONSUMABLE BOOKS	\$146.55
902338	02/08/08	03	WILSON LANGUAGE TRAINING	010	INST MAT/SUP GEN PURPOSE	\$158.96
902339	02/08/08	63	SKILLPATH SEMINARS	060	TRAVEL AND CONFERENCES	\$199.00
902340	02/08/08	03	CINDY CREW	006	\$100 TEACHER STIPEND	\$96.69
902341	02/08/08	06	ERIN MITCHELL	006	INST MAT/SUP GEN PURPOSE	\$402.44
902342	02/08/08	03	LYNN BROOKS	008	\$100 TEACHER STIPEND	\$100.00
902343	02/08/08	03	COACH USA	008	FIELD TRIP	\$1,488.87
902344	02/08/08	63	CARMEL VALLEY MIDDLE SCHOOL	060	ADVERTISING	\$100.00
902345	02/08/08	63	GAYLORD LEEPER	060	MILEAGE REIMBURSEMENT	\$114.85
902346	02/08/08	03	SOUTHCOST DESIGNS	003	INST MAT/SUP GEN PURPOSE	\$437.41
902347	02/08/08	03	SHELLEY PETERSEN	006	TRAVEL AND CONFERENCES	\$221.97
902348	02/08/08	03	RAND MCNALLY & COMPANY	013	OFFICE SUPPLIES	\$49.96
902349	02/08/08	06	STAPLES	004	INST MAT/SUP GEN PURPOSE	\$51.45
902350	02/08/08	03/06	PITNEY BOWES SUPPLIES	013	OFFICE SUPPLIES	\$43.04
902351	02/08/08	03	HAMPTON-BROWN	012	REGULAR TEXTBOOKS	\$860.62
902352	02/12/08	03	SDCOE	013	PRINTING EXPENSE	\$137.92
902353	02/12/08	06	XEROX CORPORATION	007	INST MAT/SUP GEN PURPOSE	\$1,239.13
902354	02/12/08	03	LIBERTY PAPER	006	INST MAT/SUP GEN PURPOSE	\$161.63
902355	02/12/08	03	ETS EDUCATIONAL TESTING	012	TESTING SUPPLIES	\$769.38
902356	02/12/08	03	A TONER WAREHOUSE	006	INST MAT/SUP GEN PURPOSE	\$191.80
902357	02/12/08	03	LIBERTY PAPER	009	INST MAT/SUP GEN PURPOSE	\$1,212.83
902358	02/12/08	03	CLEARVUE & SVE/DISCOVERY	011	HEALTH SUPPLIES	\$915.23
902359	02/13/08	03	AMAZON.COM CREDIT	001	NON CAPITALIZED COMP EQUIP	\$1,556.49
902360	02/13/08	06	ONE DAY SIGNS	001	MAINT SUPPLIES	\$437.47
902361	02/14/08	03	SAN DIEGUITO TROPHY	013	OFFICE SUPPLIES	\$65.88
902362	02/14/08	03	COACH USA	004	FIELD TRIP	\$1,373.85
902363	02/14/08	03	KAREN HOLTY	010	OFFICE SUPPLIES	\$84.63
902364	02/14/08	03	CYNTHIA HUFFSTUTTER	006	\$100 TEACHER STIPEND	\$100.00
902365	02/14/08	03	KELLI HILLERUD	010	\$100 TEACHER STIPEND	\$200.00
902366	02/14/08	03	BRODART	004	BOOKS OTHER THAN TEXTBOOKS	\$287.84
902367	02/14/08	03	PROFORMA PEPPER PROMOTIONS	003	DOLPHIN LEADERSHIP	\$691.97
902368	02/14/08	06	A TONER WAREHOUSE	007	INST MAT/SUP GEN PURPOSE	\$242.44
902369	02/14/08	06	SURVEYMONKEY.COM	007	INST MAT/SUP GEN PURPOSE	\$200.00

PO NBR		DATE	FUND	DEL MAR UNION FROM 02/01/08 THRU 02/29/08 VENDOR	LOC	DESCRIPTION	AMOUNT
902370		02/14/08	06	SOUTHLAND TECHNOLOGY	005	INST MAT/SUP GEN PURPOSE	\$898.64
902371		02/14/08	06	DATEL SYSTEMS, INC.	005	INST MAT/SUP GEN PURPOSE	\$815.46
902372		02/14/08	06	WAXIE	005	INST MAT/SUP GEN PURPOSE	\$528.24
902373		02/14/08	06	NASCO MODESTO	005	INST MAT/SUP GEN PURPOSE	\$825.85
902374		02/14/08	06	HARCOURT ACHIEVE	005	INST MAT/SUP GEN PURPOSE	\$960.13
902375		02/14/08	06	HEINEMANN/GREENWOOD PBLSHNG	005	INST MAT/SUP GEN PURPOSE	\$187.22
902376		02/14/08	06	EDUCATORS PUBLISHING SERVICE	005	INST MAT/SUP GEN PURPOSE	\$993.22
902377		02/14/08	06	CURRICULUM ASSOCIATES, INC.	005	INST MAT/SUP GEN PURPOSE	\$69.70
902378		02/14/08	06	RENAISSANCE LEARNING, INC.	005	INST MAT/SUP GEN PURPOSE	\$494.04
902379		02/14/08	06	GREAT SOURCE ED GROUP	005	INST MAT/SUP GEN PURPOSE	\$1,531.06
902380		02/14/08	06	KYLIE HOPWOOD	011	TRAVEL AND CONFERENCES	\$500.00
902381		02/14/08	03	MBM/HENRY SCHEIN CO.	011	HEALTH SUPPLIES	\$58.15
902382		02/14/08	06	INSTITUTE FOR EDUCATION DEV	011	TRAVEL AND CONFERENCES	\$199.00
902383		02/14/08	06	LEGO EDUCATION	005	INST MAT/SUP GEN PURPOSE	\$341.45
902384		02/14/08	03/06	BEST COMPUTER SUPPLIES	005	INST MAT/SUP GEN PURPOSE	\$1,168.74
902385		02/14/08	06	CANNON SPORTS, INC	005	INST MAT/SUP GEN PURPOSE	\$249.01
902386		02/14/08	06	SPORT SUPPLY GROUP	005	INST MAT/SUP GEN PURPOSE	\$142.22
902387		02/14/08	06	SPORTIME	005	INST MAT/SUP GEN PURPOSE	\$514.65
902388		02/14/08	03	CRYSTAL PRODUCTIONS	005	INST SUPP-LIBRARY A.V.	\$70.54
902389		02/14/08	03	LIBRARY VIDEO COMPANY	005	INST SUPP-LIBRARY A.V.	\$881.11
902390		02/14/08	03	BOUND TO STAY BOUND BOOKS INC	005	BOOKS OTHER THAN TEXTBOOKS	\$3,633.94
902391		02/14/08	03	CAPSTONE PRESS	005	BOOKS OTHER THAN TEXTBOOKS	\$476.85
902392		02/14/08	03	CRABTREE PUBLISHING COMPANY	005	BOOKS OTHER THAN TEXTBOOKS	\$397.14
902393		02/14/08	03	LERNER PUBLISHING GROUP	005	BOOKS OTHER THAN TEXTBOOKS	\$253.82
902394		02/14/08	03	COACH USA	005	FIELD TRIP	\$2,772.26
902395		02/14/08	03	FANON COURIER	005	EQUIP REPAIR	\$72.00
902396		02/14/08	03	UNITED PARCEL SERVICE	005	EQUIP REPAIR	\$10.04
902397		02/14/08	06	EARTH BIRTHDAY PROJECT	005	INST MAT/SUP GEN PURPOSE	\$54.22
902398		02/14/08	03	COACH USA	007	FIELD TRIP	\$754.00
902399		02/14/08	06	SUPER DUPER PUBLICATIONS	011	INST MAT/SUP GEN PURPOSE	\$31.67
902400		02/14/08	06	LAKESHORE LEARNING MATERIALS	011	INST MAT/SUP GEN PURPOSE	\$58.11
902401		02/14/08	06	ABILITATIONS	011	INST MAT/SUP GEN PURPOSE	\$108.61
902402		02/14/08	03	REUBEN H. FLEET SCIENCE CENTER	009	FIELD TRIP	\$250.00
902403		02/14/08	06	SOUTHWEST SCHOOL SUPPLY	007	INST MAT/SUP GEN PURPOSE	\$163.61
902404		02/14/08	03/06	STAPLES	013	OFFICE SUPPLIES	\$279.65
902405		02/14/08	06	MAHVASH ARDAKANI	005	INST MAT/SUP GEN PURPOSE	\$29.92
902406		02/14/08	03	ARENSON OFFICE FURNITURE	006	OFFICE SUPPLIES	\$124.28
902407		02/14/08	03	OFFICE DEPOT, B.S.D.	013	OFFICE SUPPLIES	\$30.86
902408		02/14/08	03	RICOH AMERICAS CORP	005	INST MAT/SUP GEN PURPOSE	\$99.79
902409		02/14/08	06	NEW MANAGEMENT	001	MAINT SUPPLIES	\$471.00
902410		02/14/08	06	JDL DEVELOPMENT INC	001	REPAIRS BLDG/GRND-TH	\$2,750.00
902411		02/14/08	13	MIRAMAR TRUCK CENTER	001	REPAIRS TO VEHICLES	\$157.50
902412		02/14/08	06	AIR AMERICA TESTING	001	OTHER CONTRACTS	\$650.00
902413		02/14/08	06	DOOR-MAN	001	REPAIRS BLDG/GRND-HILLS	\$858.00
902414		02/14/08	06	FRONTIER FENCE COMPANY INC	001	REPAIRS BLDG/GRND SYCAMORE	\$640.00
902415		02/14/08	06	CPL CABLE, PIPE, LEAK DETECT	001	REPAIRS BLDGS/GRNDS	\$750.00
902416		02/14/08	03	UNITED STATES POSTAL SERVICE	001	POSTAGE	\$4,000.00
902417		02/14/08	63	SCHOOL AGE NOTES	060	SUPP STAFF DEV CHILD DEV	\$504.69
902418		02/14/08	63	EXCHANGE LEADERSHIP INSTITUTE	060	GEN SUPPLIES CHILD DEV	\$175.45
902419		02/14/08	63	APPLE COMPUTER, INC.	060	NON-CAPITALIZED EQUIPMENT	\$171.32
902420		02/14/08	03	HAMPTON-BROWN	012	REGULAR TEXTBOOKS	\$1,064.36
902421		02/14/08	63	DELCIE STRAHAN	060	MILEAGE REIMBURSEMENT	\$72.06

PO NBR		DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
902422		02/14/08	63	CDW-G	060	ADVERTISING	\$133.01
902423		02/14/08	06	SHIRLEY BALES	012	INST MAT/SUP GEN PURPOSE	\$18.80
902424		02/14/08	06	ERICA BELL	012	INST MAT/SUP GEN PURPOSE	\$22.46
902425		02/14/08	06	JANET BERNARD	012	INST MAT/SUP GEN PURPOSE	\$310.23
902426		02/14/08	03	COACH USA	008	FIELD TRIP	\$772.13
902427		02/14/08	03	COACH USA	008	FIELD TRIP	\$772.13
902428		02/14/08	06	KERRY KORODY	008	INST MAT/SUP GEN PURPOSE	\$21.50
902429		02/14/08	03	PARISSA ESMALI	008	\$100 TEACHER STIPEND	\$98.98
902430		02/14/08	03	A TONER WAREHOUSE	008	INST MAT/SUP GEN PURPOSE	\$366.35
902431		02/14/08	03	SAX ARTS & CRAFTS	008	INST MAT/SUP GEN PURPOSE	\$471.68
902432		02/14/08	06	OFFICE DEPOT, B.S.D.	007	INST MAT/SUP GEN PURPOSE	\$46.27
902433		02/14/08	06	J.W. PEPPER & SON, INC.	007	INST MAT/SUP GEN PURPOSE	\$416.67
902434		02/14/08	06	JENNY LUCE	012	INST MAT/SUP GEN PURPOSE	\$250.00
902435		02/14/08	06	LINDA HAGERTY	012	INST MAT/SUP GEN PURPOSE	\$62.93
902436		02/14/08	06	CDW-G	007	NON-CAPITALIZED EQUIPMENT	\$659.10
902437		02/14/08	63	DIGITALPRO, INC.	060	OFFICE SUPPLIES	\$354.13
902438		02/14/08	63	DUSTIN WEBSTER	060	MILEAGE REIMBURSEMENT	\$50.78
902439		02/14/08	63	SPORT SUPPLY GROUP	060	INST SUPPLIES CHILD DEV	\$34.14
902440		02/20/08	06	PROVANTAGE COMPUTER	005	INST MAT/SUP GEN PURPOSE	\$1,514.07
902441		02/20/08	03	BRAINPOP LLC	009	INST MAT/SUP GEN PURPOSE	\$795.00
902442		02/20/08	03	SUSAN HOPPER	004	TRAVEL AND CONFERENCES	\$225.00
902443		02/20/08	06	UC REGENTS-UCSD	009	TRAVEL AND CONFERENCES	\$25.00
902444		02/20/08	63	MINDWARE	060	INST SUPPLIES CHILD DEV	\$33.38
902445		02/20/08	63	S&S WORLD WIDE	060	INST SUPPLIES CHILD DEV	\$6.77
902446		02/20/08	63	DISCOUNT SCHOOL SUPPLY	060	INST SUPPLIES CHILD DEV	\$381.28
902447		02/20/08	63	ORIENTAL TRADING CO.	060	INST SUPPLIES CHILD DEV	\$150.83
902448		02/20/08	63	PAPER DIRECT	060	GEN SUPPLIES CHILD DEV	\$192.88
902449		02/20/08	06	CONSULTING & INSPECTION	001	OTHER CONTRACTS	\$2,040.00
902450		02/20/08	06	OFFICE DEPOT, B.S.D.	004	INST MAT/SUP GEN PURPOSE	\$25.85
902451		02/21/08	03	SDCOE	013	OFFICE SUPPLIES	\$397.06
902452		02/21/08	03	JURMAN'S EMERGENCY TRAINING	001	OTHER CONTRACTS	\$545.00
902453		02/21/08	03	JEFF BALES	010	\$100 TEACHER STIPEND	\$100.00
902454		02/21/08	03	FOLLETT LIBRARY RESOURCES	006	INST MAT/SUP GEN PURPOSE	\$50.59
902455		02/21/08	03	SCHOLASTIC BOOK FAIRS	003	BOOKS OTHER THAN TEXTBOOKS	\$5,484.48
902456		02/21/08	03	COMPANION CORPORATION	004	BOOKS OTHER THAN TEXTBOOKS	\$399.00
902457		02/21/08	03	STEPHANIE SULLINS	004	\$100 TEACHER STIPEND	\$99.01
902458		02/21/08	63	UNITED HEALTH SUPPLIES	060	GEN SUPPLIES CHILD DEV	\$51.72
902459		02/21/08	63	YVONNE ROATH	060	GEN SUPPLIES CHILD DEV	\$62.17
902460		02/21/08	03	APPLE COMPUTER, INC.	008	INST MAT/SUP GEN PURPOSE	\$56.80
902461		02/21/08	06	STAPLES	008	INST MAT/SUP GEN PURPOSE	\$96.91
902462		02/21/08	03	UNITED PARCEL SERVICE	008	EQUIP REPAIR	\$14.53
902463		02/21/08	03	FANON COURIER	008	EQUIP REPAIR	\$276.00
902464		02/21/08	03	BIRCH AQUARIUM AT SCRIPPS	004	FIELD TRIP	\$308.00
902465		02/21/08	03	1 STOP TONER & INJECT LLC	004	CARTRIDGE FOR KIDS	\$279.96
902466		02/21/08	03	ERIC OSICKI	005	\$100 TEACHER STIPEND	\$100.00
902467		02/21/08	03	CAROLINE DRAPER	005	\$100 TEACHER STIPEND	\$100.00
902468		02/21/08	03	WILLIAM A. PORTER III	005	\$100 TEACHER STIPEND	\$100.00
902469		02/21/08	06	THE STOPPER GROUP	005	INST MAT/SUP GEN PURPOSE	\$1,277.22
902470		02/21/08	03	FREE SPIRIT PUBLISHING	005	MISC. SUPPLIES	\$58.37
902471		02/21/08	03	COACH USA	004	FIELD TRIP	\$754.02
902472		02/21/08	03	PEARSON ASSESSMENTS	011	TESTING SUPPLIES	\$1,181.03
902473		02/21/08	06	KAREN ULRICH	011	MILEAGE REIMBURSEMENT	\$113.87

DEL MAR UNION FROM 02/01/08 THRU 02/29/08						PAGE 4
PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
902474	02/21/08	03	BRIAN CARROLL	005	MISC. SUPPLIES	\$58.17
902475	02/21/08	03	LINDA DUGGER	005	FUNDRAISER	\$345.85
902476	02/21/08	03/06	CINDA PECK	005	MUSIC SUPPLIES	\$1,011.81
902477	02/21/08	03	GAIL BRINKERHOFF	005	\$100 TEACHER STIPEND	\$125.82
902478	02/21/08	03	LAURI CARPENTER	010	CLASSROOM DONATIONS	\$65.02
902479	02/21/08	03	ELLISON EDUCATIONAL EQUIPMENT	010	ONE TIME SUPPLY EXPENSE	\$199.06
902480	02/21/08	06	KERRY KORODY	011	MILEAGE REIMBURSEMENT	\$144.32
902481	02/21/08	06	MARJORIE BLOCK, M.S., O.T.R.	011	INST MAT/SUP GEN PURPOSE	\$16.15
902482	02/21/08	03	LINGUI SYSTEMS INC.	011	TESTING SUPPLIES	\$106.67
902483	02/21/08	03	US-GAMES	010	INST MAT/SUP GEN PURPOSE	\$116.33
902484	02/21/08	03	DEMCO, INC.	004	BOOKS OTHER THAN TEXTBOOKS	\$93.98
902485	02/21/08	06	BUSINESS MACHINES UNLIMITED	004	INST MAT/SUP GEN PURPOSE	\$134.39
902486	02/21/08	03	SAN DIEGO NATURAL HISTORY	004	FIELD TRIP	\$310.00
902487	02/21/08	03	HARCOURT ASSESSMENT	011	TESTING SUPPLIES	\$73.01
902488	02/21/08	03	COACH USA	005	FIELD TRIP	\$754.02
902489	02/21/08	03	COACH USA	003	FIELD TRIP	\$754.01
902490	02/21/08	03	THE MONARCH PROGRAM	003	FIELD TRIP	\$200.00
902491	02/21/08	03	FOLLETT LIBRARY RESOURCES	003	INST SUPP-LIBRARY A.V.	\$274.70
902492	02/21/08	06	PLANK ROAD PUBLISHING	003	INST MAT/SUP GEN PURPOSE	\$665.24
902493	02/21/08	03	MARINA RUSSO	010	FIELD TRIP	\$100.00
902494	02/21/08	03	SOUTHWEST SCHOOL SUPPLY	003	FUNDRAISER	\$60.19
902495	02/21/08	03	CULLIGAN WATER CONDITIONING	007	INST MAT/SUP GEN PURPOSE	\$175.00
902496	02/21/08	06	JULIE BRONSTEIN	011	OTHER SUPPLIES	\$139.00
902497	02/21/08	06	MARJORIE BLOCK, M.S., O.T.R.	011	INST MAT/SUP GEN PURPOSE	\$35.46
902498	02/21/08	06	PAMELA A. BARGER	012	INST MAT/SUP GEN PURPOSE	\$29.42
902499	02/21/08	03	SCHOOLMASTERS	007	INST MAT/SUP GEN PURPOSE	\$38.79
902500	02/21/08	03	SPORTIME	006	INST MAT/SUP GEN PURPOSE	\$77.63
902501	02/21/08	63	BOOMERS! SAN DIEGO	060	FIELD TRIP	\$1,548.50
902502	02/21/08	63	COACH USA	060	TRANS SPEC TRIPS	\$1,335.51
902503	02/21/08	03	NASCO MODESTO	007	ART SUPPLIES	\$548.64
902504	02/21/08	03	LAGUNA CLAY	007	ART SUPPLIES	\$80.27
902505	02/21/08	03	IAN PHILLIP	003	IRON DOLPHIN RUN CLUB	\$1,144.31
902506	02/21/08	03	IAN PHILLIP	003	IRON DOLPHIN RUN CLUB	\$284.25
902507	02/22/08	03	RAYMOND GEDDES & CO.	005	FUNDRAISER	\$97.48
902508	02/22/08	03	U.S. SCHOOL SUPPLY	005	FUNDRAISER	\$150.89
902509	02/22/08	03	CAL STATE UNIV, SAN MARCOS	001	OTHER CONTRACTS	\$5,500.00
902510	02/22/08	03	BOWIE ARNESON WILES & GIANNONE	001	LEGAL FEES	\$53.50
902511	02/25/08	06	LAKESHORE LEARNING MATERIALS	011	INST MAT/SUP GEN PURPOSE	\$382.21
902512	02/25/08	06	KELLI HILLERUD	011	TRAVEL AND CONFERENCES	\$120.00
902513	02/25/08	63	TRAVELING LANTERN THEATRE CO.	060	ASSEMBLIES CHILD DEV	\$495.00
902514	02/25/08	03	STEPHANIE SAMUEL	008	\$100 TEACHER STIPEND	\$100.00
902515	02/25/08	03	COACH USA	008	FIELD TRIP	\$754.02
902516	02/25/08	03	COACH USA	008	FIELD TRIP	\$754.02
902517	02/25/08	03	MUSIC IN MOTION	005	\$100 TEACHER STIPEND	\$119.75
902518	02/25/08	03	SEAWORLD	005	FIELD TRIP	\$448.00
902519	02/25/08	03	DEBBIE EWING	005	ZOO CREW	\$356.65
902520	02/25/08	06	RICOH AMERICAS CORP	004	INST MAT/SUP GEN PURPOSE	\$66.52
902521	02/25/08	03	FITNESS FINDERS, INC	004	PTA MINI GRANTS	\$70.45
902522	02/25/08	03	LINGUI SYSTEMS INC.	011	TESTING SUPPLIES	\$43.05
902523	02/25/08	03	HARCOURT ASSESSMENT	011	TESTING SUPPLIES	\$76.54
902524	02/25/08	03	TRISH SNIDER	011	TRAVEL AND CONFERENCES	\$375.00
902525	02/25/08	06	MARJORIE BLOCK, M.S., O.T.R.	011	TRAVEL AND CONFERENCES	\$415.00

DEL MAR UNION		FROM 02/01/08 THRU 02/29/08		VENDOR		LOC	DESCRIPTION	AMOUNT
PO NBR	DATE	FUND						
902526	02/25/08	06	LAKESHORE LEARNING MATERIALS	011	NON-CAPITALIZED EQUIPMENT		\$415.89	
902527	02/25/08	06	LAKESHORE LEARNING MATERIALS	011	NON-CAPITALIZED EQUIPMENT		\$526.34	
902528	02/25/08	06	SUMMIT PROFESSIONAL EDUCATION	011	TRAVEL AND CONFERENCES		\$169.00	
902529	02/25/08	06	SALTILLO CORP.	011	NON-CAPITALIZED EQUIPMENT		\$445.00	
902530	02/25/08	25-19	DOLINKA GROUP, LLC	022	OTHER CONTRACTS		\$4,198.70	
902531	02/25/08	63	PETER STERN	060	CHILD CARE REFUND		\$325.80	
902532	02/25/08	63	KIDS INCLUDED TOGETHER	060	TRAVEL AND CONFERENCES		\$1,000.00	
902533	02/25/08	63	DEPARTMENT OF SOCIAL SERVICES	060	OTHER EXP CHILD DEV LIC., E		\$200.00	
902534	02/25/08	63	DIGITAL ONE PRINTING, INC.	060	PRINTING EXPENSE		\$436.39	
902535	02/25/08	03	NEEDBATTERY.COM	003	DISASTER PREP SUPPLIES		\$103.91	
902536	02/25/08	03	COURTNEY WILDMAN	003	\$100 TEACHER STIPEND		\$63.23	
902537	02/25/08	03	ULINE	003	DOLPHIN LEADERSHIP		\$804.30	
902538	02/25/08	03	ANDREA SLEET	004	\$100 TEACHER STIPEND		\$100.00	
902539	02/25/08	06	KATHERINE WEIDMANN	004	INST MAT/SUP GEN PURPOSE		\$50.42	
902540	02/25/08	06	ACADEMIC SUPPLIER	005	INST MAT/SUP GEN PURPOSE		\$270.93	
902541	02/25/08	03	NAN APOSHIAN	006	\$100 TEACHER STIPEND		\$96.47	
902542	02/25/08	03	CDW-G	001	COMPUTER SUPPLIES		\$8.62	
902543	02/25/08	03	NAMVARS LANDSCAPE SERVICES	001	REPAIR GRNDS/LANDSCAPING		\$3,500.00	
902544	02/25/08	03	WAXIE	001	CUSTODIAL SUPPLIES		\$6,000.00	
902545	02/25/08	03	THE PENNYSAVER	001	ADVERTISING		\$153.43	
902546	02/25/08	63	JANAN TAOVIL	060	MILEAGE REIMBURSEMENT		\$82.77	
902547	02/25/08	03	CONSERV FLAG COMPANY	008	INST MAT/SUP GEN PURPOSE		\$145.60	
902548	02/25/08	03	COACH USA	008	FIELD TRIP		\$1,131.03	
902549	02/26/08	03	THE CLOTH BAG COMPANY	006	INSTR SUPPLIES-SCIENCE		\$1,109.98	
902550	02/26/08	03/06	KEVIN CUNHA	006	INST MAT/SUP GEN PURPOSE		\$675.46	
902551	02/26/08	06	INSECT LORE PRODUCTS	005	INST MAT/SUP GEN PURPOSE		\$75.61	
902552	02/26/08	63	ANDREW IMPENS	060	MILEAGE REIMBURSEMENT		\$36.36	
902553	02/26/08	03	SOUTHWEST SCHOOL SUPPLY	010	INST MAT/SUP GEN PURPOSE		\$3,000.00	
902554	02/26/08	06	SOUTHWEST SCHOOL SUPPLY	010	INST MAT/SUP GEN PURPOSE		\$190.76	
902555	02/26/08	03	COACH USA	007	FIELD TRIP		\$1,284.39	
902556	02/26/08	03	JULIE KARCSAY	010	\$100 TEACHER STIPEND		\$100.00	
902557	02/26/08	03	WESTBURG & WHITE, INC.	001	OTHER CONTRACTS		\$20,000.00	
902558	02/27/08	06	CDW-G	003	INST MAT/SUP GEN PURPOSE		\$796.33	
902559	02/27/08	06	APPLE COMPUTER, INC.	011	NON-CAPITALIZED EQUIPMENT		\$4,176.39	
902560	02/27/08	03	OFFICE DEPOT, B.S.D.	013	OFFICE SUPPLIES		\$33.59	
902561	02/27/08	03	STAPLES	013	OFFICE SUPPLIES		\$93.77	
902562	02/28/08	06	GRASSROOTS LANDCARE	001	REPAIRS BLDGS/GRNDS		\$14,850.00	
902563	02/28/08	63	XEROX CORPORATION	001	SERVICE AGREEMENTS		\$2,129.10	

REPORT TOTAL

\$188,559.19

DEL MAR UNION SCHOOL DISTRICT
COMMERCIAL WARRANT LISTING
February 1-29, 2008

FUND	DATE	WARRANT #	AMOUNT
FUND 03 & 06	2/8/2008	440438-440458	\$ 93,379.31
	2/11/2008	441333-441351	\$ 4,731.55
	2/19/2008	444685-444716	\$ 22,055.86
	2/22/2008	446718-446739	\$ 16,510.67
	2/25/2008	447360-447369	\$ 15,296.95
	2/27/2008	448459-448488	\$ 58,139.25
	2/28/2008	449373-449374	\$ 4,887.25
	2/29/2008	450383-450427	\$ 32,457.08
GENERAL FUND TOTAL			\$ 247,457.92
FUND 13	2/19/2008	444717	\$ 9,119.61
Cafeteria	2/22/2008	446740-446741	\$ 202.50
	2/25/2008	447370	\$ 628.19
FUND 14			
Deferred Maintenance			
FUND 25-19	2/8/2008	440459	\$ 160.00
Developer Fees	2/27/2008	448489	\$ 4,198.70
FUND 35-00			
State School Building Project			
FUND 40			
Special Reserve-Capital			
FUND 63	2/8/2008	440460	\$ 814.20
Other Enterprise - Child Development	2/11/2008	441352	\$ 50.77
	2/19/2008	444718-444720	\$ 353.96
	2/22/2008	446742-446747	\$ 2,098.05
	2/25/2008	447371-447372	\$ 298.84
	2/27/2008	448490-448497	\$ 3,971.80
	2/28/2008	449375	\$ 296.03
	2/29/2008	450428-450433	\$ 395.21
FUND 73-20			
Foundation Trust			
OTHER FUND TOTAL			\$ 22,587.86
GRAND TOTAL			\$ 270,045.78

Revolving Cash Fund February 1 - 29, 2008[illegible]

Paulette Anderson
Custodian, Revolving Cash

Date _____

3/20/08

March 10, 2008

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

Subject: Board Approval of Site Performance Agreements

SCHOOL	CONTRACTOR	SERVICE	AMOUNT	FUNDING
Torrey Hills	Snows Pony Rides	Petting zoo/pony rides on Friday, March 28, 2008, 8:00 a.m. to 10:00 a.m.	\$400.00	Fundraising
Child Care	Traveling Lantern Theatre Company	Performance of "The Lion, the Witch and the Wardrobe" on April 8, 2008	\$495.00	Child Care Fund
Ocean Air	Project Wildlife	Education Presentation/Wildlife for 3 rd grade students – May 22, 2008	\$150.00	SIP and Fundraising

FISCAL IMPACT: Revenue: Fundraising funding sources will increase revenue budget by the agreement dollar amount. SIP and Child Care revenue budget will not change.

Expenditure: Fundraising funding sources will increase expenditure budget by the agreement amount. SIP and Child Care expenditures will be paid out of the 2007/2008 adopted budget with no change to the expenditure budget.

Fund Balance: There is no change to fund balance.

RECOMMENDED: The Interim Superintendent recommends approval of Site Performance Agreements.

*10.3

March 10, 2008

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

Subject Board Approval of Agreement Between Seaside Heating & Air Conditioning and the Del Mar Union School District to Replace Air Conditioning in Room P6 in the Amount of \$4,800.00

Randy Wheaton, Director of Maintenance, has determined that the air conditioning unit in room P6 requires replacement at this time. He has secured quotes for the necessary work and recommends that Seaside Heating & Air Conditioning be approved to provide the new unit and labor to install it. The work will be completed the week of April 7, 2008 while students are on spring break.

*The Agreement for this work is available for review at the
Del Mar Union School District*

FISCAL IMPACT: Revenue: No change in revenue budget.
Expenditure: Expenditure included in the 2007/2008
adopted restricted maintenance budget.
Fund Balance: There is no change to fund balance.

RECOMMENDED: The Interim Superintendent recommends approval of the Agreement Between Seaside Heating & Air Conditioning and the Del Mar Union School District to Replace Air Conditioning in Room P6 in the Amount of \$4,800.00.

*10.4

March 10, 2008

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

Subject: Board Approval of Contract Between the Del Mar Union School District and Maximus, Inc. for the Annual Inventory for Three Fiscal Years Ending June 30, 2008, 2009 and 2010 in the Amount of \$7,400.00 Per Year

Maximus Inc. will perform a complete re-inventory of all asset additions and record retirements based on District-provided information. The inventory will be performed utilizing the latest in barcode hardware and systems.

All capitalized assets that cost \$500 or more at the time of purchase will be individually inventoried recording pertinent data on each asset including manufacturer, model number and serial number.

The increase in this year's proposed contract amount is \$1,400.00. This is partly due to adding Ocean Air School to the schedule of sites to be inventoried. The normal fees for project coordination, onsite fieldwork, and completed reports increased by 10%. Maximus has provided the option to maintain the fee structure with no increases for the next three years.

*The contract for this work is available for review
at the Del Mar Union School District Office.*

FISCAL IMPACT: Revenue: No change to revenue budget.
Expenditure: Expenditure included in the adopted
2007/2008 budget.
Fund Balance: There is no change to fund balance.

RECOMMENDED: The Interim Superintendent recommends approval of Contract Between the Del Mar Union School District and Maximus, Inc. for the Annual Inventory for Fiscal Year Ending June 30, 2008, 2009 and 2010 In The Amount Of \$7,400.00 per year.

*10.5

March 8, 2007

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

Subject: Board Action to Declare District Personal Property Obsolete and Surplus Property and to Dispose of or Donate per Education Code 17546(a)(b)(c)

The items listed below have been determined as surplus or obsolete and have been recommended for disposal, donations or sale.

1. A piano stored in childcare at Ashley Falls School is in disrepair. The piano has been stored for three years and is unused.
2. Unused overhead projectors at Ashley Falls School.
3. 18-ft conference table and 18 chairs, which had been stored in the Maintenance Annex for over a year and has now been moved to Public Storage. This table and chairs are no longer used. Sites have been asked if they had a need for this style of table and none have responded. *
4. Various student desks and chairs that are not needed by the District which are stored at Public Storage. *

The District has a current, approved agreement with The Interscholastic Trading Company. InterSchola provides a service to assist in the selling of surplus goods in an online auction environment and through other surplus goods channels in compliance with California Education Code. Each item will be evaluated by InterSchola to determine salability.

*District pays \$391.00 per month for Public Storage.

FISCAL IMPACT: Any expenditure for either advertising or disposal will be charged to the business department budget. There is sufficient available budget to cover these costs and pay expected expenses for the remainder of the year.

RECOMMENDED: The Interim Superintendent Recommends That the Board of Trustees Declares District Personal Property Obsolete and Surplus Property and to Dispose of or Donate per Education Code 17546(a)(b)(c)

*10.6

March 10, 2008

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

Subject: Approval of Resolution No. 2008-05, Resolution No. 2008-06, and Resolution No. 2008-07 Authorizing Designated Signatures for March 26, 2008 through June 30, 2008

Education Code requires the Governing Board to approve resolutions to maintain a current record with the San Diego County Office of Education of persons authorized to act on behalf of the Del Mar School District. Upon resignation of Thomas F. Bishop, Superintendent and the appointment of Janet Bernard as the Interim Superintendent, new resolutions need to be approved to bring the designated signatures current at the San Diego County Office of Education.

Upon approval, the following persons will be authorized to act on behalf of the Del Mar Union School District for March 26, 2008 through June 30, 2008:

Dena Whittington, Assistant Superintendent Business Services, is the authorized agent to receive mail from the Accounting Section. Janet Bernard, Interim Superintendent; Paulette Anderson, Business Services Coordinator; Cathy Birks, Business Services Specialist; and Margaret Mendenhall, Payroll Supervisor, are additional authorized persons to pick up warrants from the County Office of Education;

Janet Bernard and Rodger Smith, Director of Human Resources/Facilities are the authorized persons to sign the Payment Order, and

Janet Bernard, Dena Whittington, and Paulette Anderson are authorized to sign any and all orders in the name of the District, drawn on the funds of the District.

FISCAL IMPACT: N/A

RECOMMENDED: The Interim Superintendent recommends approval of Resolution No. 2008-05, Resolution No. 2008-06, and Resolution No. 2008-07 authorizing designated signatures for March 26, 2008 through June 30, 2008.

*10.7

RESOLUTION NO. 2008-05
RESOLUTION DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL AND PICK UP
WARRANTS AT THE COUNTY OFFICE OF EDUCATION

169

The Del Mar Union School District, San Diego County ON MOTION OF member _____
_____, seconded by member _____ effective March 26, 2008
through June 30, 2008.

IT IS RESOLVED AND ORDERED that:

1. The authorized agent to receive mail from the Accounting Section is Dena Whittington, Assistant Superintendent Business Services.
2. The authorized persons to pick up warrants from the County Office (other than the mail addressee) are:
Janet Bernard
Paulette Anderson
Cathy Birks
Margaret Mendenhall

- | | | mail | hold | |
|----|-----------|--------------------------|--------------------------|---|
| 3. | Check one | ☐ | ☐ | Monthly payroll warrants each and every month. |
| | Check one | ☐ | ☐ | Daily/Hourly payroll warrants each and every month. |

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the County Office.

PASSED AND ADOPTED by said Governing Board on March 26, 2008 by the following vote:

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, Janet Bernard, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable (rubber stamp):

RESOLUTION NO. 2008-06

PAYMENT ORDER RESOLUTION

The Del Mar Union School District, San Diego County ON MOTION OF member _____
 _____, seconded by member _____ effective March 26, 2008
 through June 30, 2008.

IT IS RESOLVED AND ORDERED that, in accordance with the provisions of Section 3100 et seq., Chapter 8, Division 4, Title 1 of the Government Code, the following persons are hereby designated to ascertain and certify that each employee of said district has taken the oath of allegiance.

Janet Bernard, Interim Superintendent
 Rodger Smith, Director Human Resources and Facilities

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on March 26, 2008 by the following vote:

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
) ss
 COUNTY OF SAN DIEGO)

I, Janet Bernard, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

 Secretary of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable (rubber stamp):

RESOLUTION DESIGNATING AUTHORIZED AGENT TO SIGN SCHOOL ORDERS
(COMMERCIAL WARRANTS)

The Del Mar Union School District, San Diego County ON MOTION OF member _____
_____, seconded by member _____ effective March 26, 2008
through June 30, 2008.

IT IS RESOLVED AND ORDERED that, pursuant to the provisions of Education Code Section 42632 or 85232, Janet Bernard, Interim Superintendent; Dena Whittington, Assistant Superintendent Business Services; and Paulette Anderson, Business Services Coordinator are hereby authorized to sign any and all orders in the name of the District, drawn on the funds of said District.

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the County Office.

PASSED AND ADOPTED by said Governing Board on March 26, 2008 by the following vote:

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, Janet Bernard, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable (rubber stamp):

March 26, 2008

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

Subject: Contract Between the Del Mar Union School District and Janet Bernard

On March 5, 2008, Janet Bernard was appointed as the Interim Superintendent for the Del Mar Union School District with duties commencing on March 6, 2008. During this transition period, Janet Bernard will continue to oversee the functions as Assistant Superintendent of Curriculum and Instruction as well as assume the duties of the District Superintendent position.

*The contract between the DMUSD and Janet Bernard
is available for review at the Del Mar Union School District Office*

FISCAL IMPACT: Revenue: Unrestricted General Fund Revenue
Expenditure: This item was not included in the 07/08 budget process.

RECOMMENDED: Approval of the contract between Del Mar Union School District and Janet Bernard to serve as Interim District Superintendent.

10.8

March 26, 2008

To: Board Members
From: Dena Whittington, Assistant Superintendent, Business Services
Through: Janet Bernard, Interim Superintendent
Subject: District Goals for Reserves

Education Code 33127 requires that criteria and standards be adopted by the State Board of Education to be used by local education agencies in the development of annual budgets and the management of subsequent expenditures from that budget. For the Del Mar Union School District, the minimum reserve requirement is 3% or \$1,176,106 of General Fund Expenditures on the 07-08 Second Interim Report.

Since DMUSD receives the majority of funding from property taxes, there is no guarantee of funding from the State until we reach the Revenue Limit threshold. In the 07-08 school year this would require a reduction of \$7.4 million dollars in property taxes. Since 80% of a district's expenditures are related to staffing, it may take over one year to implement expenditure reductions. School Services of California, Inc. recommends that districts relying primarily on property taxes should maintain a reserve level that would cover expenditures until they hit the revenue limit guarantee.

A reserve goal above the 3% level required by the Education Code is a local decision adopted by the Board of Trustees. Below are a few options for the Board to consider. The Board may decide to adopt any variation of the options below or derive a new calculation. Please understand that the increased reserve level does not have to be achieved in one year. Many districts increase reserves over a five-year period.

20% of General Fund Total Expenditures	\$7,840,707
30% of General Fund Payroll Expenditures	\$9,474,504
SSC, Inc recommended reserve level	\$7,465,939

FISCAL IMPACT: No change to revenues, expenses or fund balance.

RECOMMENDED: The Interim Superintendent recommends the Board discuss the above options and adopt a board policy that increases and maintains reserve levels.

10.9

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Volume 27

For Publication Date: March 16, 2007

No. 6

Ask SSC . . .

Where Can I Find the Percentage Requirements for General Fund Reserves?

- Q.** One of the members of our union's negotiating team is questioning the requirement to maintain a 3% reserve in our General Fund. He says that it doesn't say that you have to have a 3% reserve in the Education Code. I have also looked through the Education Code, and I can't find it either. Where does it say in the California Education Code that you have to have a 3% reserve?
- A.** Reading the Education Code alone will not provide you the percentage requirements for General Fund reserves. Education Code Section 33127 requires that criteria and standards be adopted by the State Board of Education to be used by local educational agencies in the development of annual budgets and the management of subsequent expenditures from that budget. The criteria and standards include, but are not limited to, comparisons and reviews of average daily attendance, revenues and expenditures, multiyear commitments, and reserves and fund balance. It is these criteria and standards that you need to point to when referencing the states minimum reserve requirements. Go to www.cde.ca.gov/fg/fi/ss/ for more information.

For school districts, the standard states that available reserves are not to be less than the following percentages or amounts as applied to total expenditures, transfers out, and other uses:

The greater of 5% or \$50,000	for districts with	0	to	300	ADA
The greater of 4% or \$50,000	for districts with	301	to	1,000	ADA
3%	for districts with	1,001	to	30,000	ADA
2%	for districts with	30,001	to	400,000	ADA
1%	for districts with	400,001	to	and over	ADA

In addition to the tools you now use to monitor and review your budget, the criteria and standards applied to your budget and interim reports are an important part of your budget review; they can be an early predictor of your financial future.

— John Gray

The FISCAL REPORT *an informational update*

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Volume 26

For Publication Date: October 13, 2006

No. 21

Ask SSC . . .

Do Basic Aid Districts Need More Reserves?

- Q.** Our Board would like to increase its current approved 5% reserve level as a result of our small district (840 ADA) recently becoming basic aid. Do you know what the average reserve level is for school districts?
- A.** You are absolutely correct in your conclusion that being basic aid makes a difference in the reserve levels needed. In answer to your first question, the average reserve level reported by all California districts each year is roughly 10%. But basic aid districts need and report more.

Adequate reserves give you time to plan for and deal with unpleasant surprises and emergencies. Often it takes a year or more to implement budget reductions, especially if staffing cuts are needed.

For a revenue limit district, the most likely cause of an unpleasant surprise is an unexpected decline in enrollment. But a revenue limit district has a safety net in that it will receive revenue based on the prior-year ADA and that gives it time to make any reductions that become necessary.

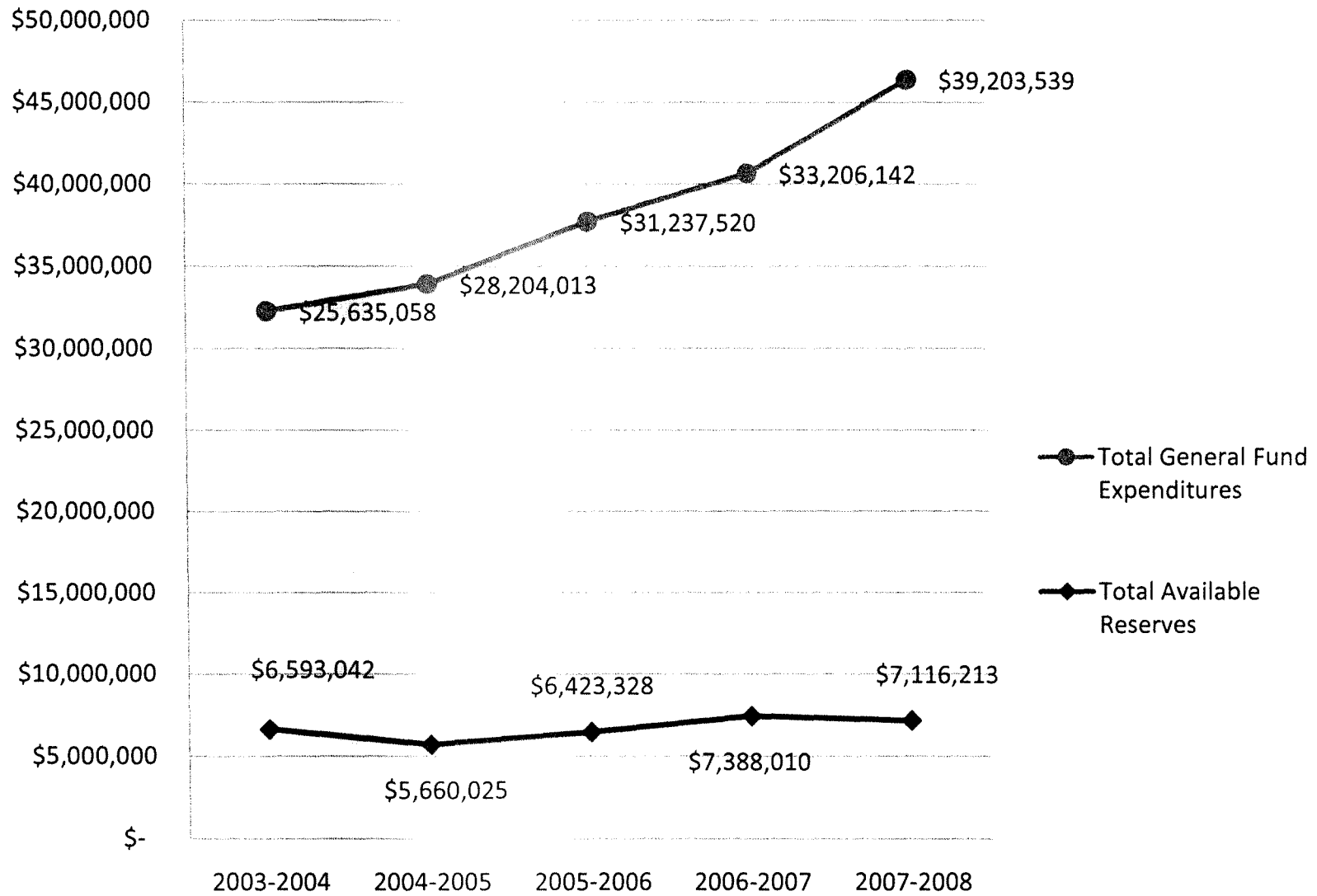
But a basic aid district is different. The two most likely surprises are an unexpected increase in enrollment or overprojection of property taxes. A basic aid district does not receive any help from the state until it gains enough students or loses enough property tax to again become a revenue limit district.

The deeper a district goes into basic aid, the further the fall before there is a safety net. So basic aid districts need a much larger reserve than revenue limit districts. We would recommend that you determine the difference between the revenues you are receiving as a basic aid district and what you would get as a revenue limit district and plan to add to your reserves until you are comfortable that you could cover that gap over a period of two or three years if you had to. ★

You should also have a conversation with your county office of education (COE) about what other basic aid districts in your county are doing and what your COE is comfortable with you doing. Additionally, a primary support agency for basic aid districts is Schools for Sound Finance [(SF)²], and you should consider joining. There is no magic number that fits all districts, but you should consider the factors above in determining the appropriate level of reserves for your district.

—Ron Bennett

DMUSD 5 Year Available Reserve History

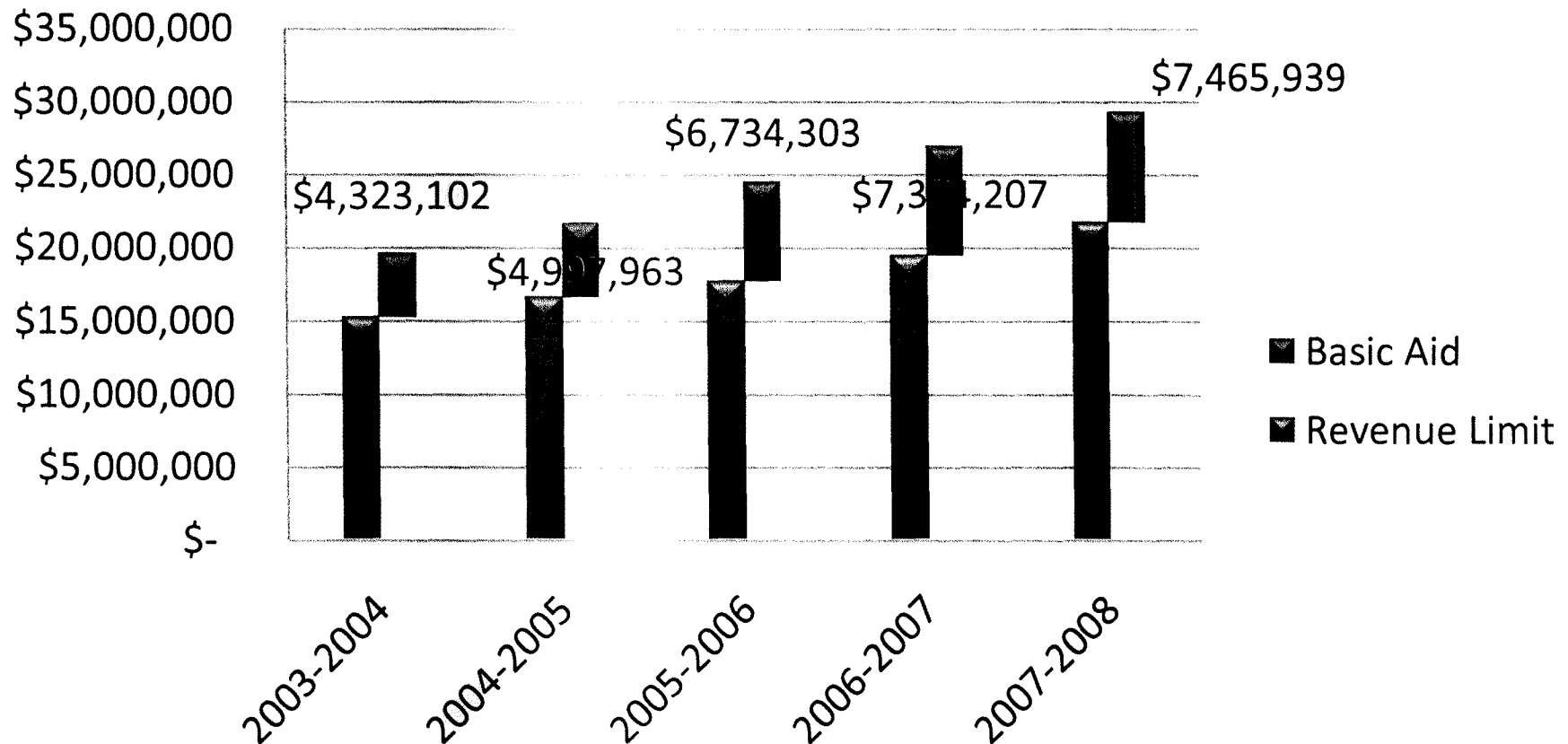


**Del Mar Union School District
Analysis of Reserves
General Fund**

Year	2003-2004		2004-2005		2005-2006		2006-2007		Second Interim 2007-2008	
Revolving Cash	\$	20,000	\$	20,000	\$	20,000	\$	20,000	\$	20,000
Legally Restricted	\$	17,667	\$	212,227	\$	458,285	\$	1,261,681	\$	120,009
Economic Uncertainties	\$	773,013	\$	876,120	\$	934,395	\$	996,184	\$	1,176,106
Other Designations	\$	-	\$	889,671	\$	1,045,374	\$	2,072,517	\$	1,720,976
Undesignated	\$	4,677,130	\$	3,641,006	\$	4,306,354	\$	5,149,333	\$	4,403,668
Ending Balance, June 30	\$	5,487,810	\$	5,639,024	\$	6,764,408	\$	9,499,715	\$	7,440,759
 Special Reserve Fund 17-42	 \$	 1,142,899	 \$	 1,142,899	 \$	 1,182,579	 \$	 1,242,493	 \$	 1,536,439
 Total Available Reserves	 \$	 6,593,042	 \$	 5,660,025	 \$	 6,423,328	 \$	 7,388,010	 \$	 7,116,213
 Minimum 3% Reserves	 \$	 769,052	 \$	 846,120	 \$	 937,126	 \$	 996,184	 \$	 1,176,106
 Total General Fund Expenditures	 \$	 25,635,058	 \$	 28,204,013	 \$	 31,237,520	 \$	 33,206,142	 \$	 39,203,539
 Available Reserves as a percent of total General Fund Expenditures		26%		20%		21%		22%		18%

- 1) Other Designations is made up primarily of Lottery Funding. Prior to 04-05 Lottery Funding was combined in the Undesignated.
- 2) Drop in Undesignated in 04-05 was due to the construction of the MUR at Del Mar Hills.
- 3) Increase in Legally Restricted in 06-07 was due to the carryover of the 06-07 one-time State funding.
- 4) Special Reserve Fund 17-42 remained constant until 04-05 because interest earned in that fund was transferred in the the General Fund.
- 5) Total available reserves is made up of the Economic Uncertainties, Undesignated, and the Special Reserve Fund 17-42.

DMUSD 5 Year Revenue Limit History



Del Mar Union School District
History of Revenue Limit and Property Taxes
2001 to 2008

Year	Revenue Limit	Basic Aid	Total Property Taxes	Enrollment
2003-2004	\$ 15,269,192	\$ 4,323,102	\$ 19,592,294	3,506
2004-2005	\$ 16,644,288	\$ 4,997,963	\$ 21,642,251	3,675
2005-2006	\$ 17,751,397	\$ 6,734,303	\$ 24,485,700	3,734
2006-2007	\$ 19,545,434	\$ 7,374,207	\$ 26,919,641	3,845
2007-2008	\$ 21,758,185	\$ 7,465,939	\$ 29,224,124	4,070

Revenue Limit and Property
Tax information from SACS form RL

Enrollment data using CBEDS count for each year

March 26, 2008

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

Subject: Configuration of Resignation Agreement date February 26, 2008

On February 26, 2008 the Board entered into a resignation agreement with former District Superintendent Tom Bishop. For March and April, costs to the District will remain the same as Mr. Bishop utilizes accrued vacation time. For May and June 2008 there will be a budget savings totaling \$40,918.

The resignation agreement provides for reimbursement of legal fees up to \$10,000. An invoice for \$3,377 was submitted and payment has been made. Starting in May 2008, payments from commercial warrants (no labor costs are incurred) will begin. Payments will be for \$15,991.77 for salary payments and \$670.66 for COBRA (health insurance) payments. Payments will end in October 2009. These amounts were not included in the 07/08 budget.

The total estimated net cost of the resignation agreement is \$262,383 over three fiscal years. The estimated net cost for each year is as follows:

2007/2008	\$ 4,215.64
2008/2009	\$199,949.16
2009/2010	\$ 66,649.72

In the fall of 2007, the District received a payout from the San Diego County Office of Education JPA of \$255,946. The \$255,946 is one-time money resulting from excess equity in the District's Worker's Compensation Fund. Once received, the funds were transferred to the Special Reserve for Other Than Capital Outlay (Fund 17-42). Since this agreement is a one-time payment spread over eighteen months, it meets the criteria for use of these one-time funds. Otherwise, the Board of Trustees could choose to reduce the Unrestricted General Fund Undesignated Reserves from \$4,403,668 to \$4,141,285 over the next three years. The district budget also has a Designated Reserve for State Mandate Claim Revenue in the amount of \$312,374; however, it is not advisable to use these funds for this purpose.

Once the Board approves the transfer, a Designated Reserve will be established and maintained in the financial system. This Designated Reserve will be reflected on the Unaudited Actuals and Interim Reports until the agreement is paid in full.

FISCAL IMPACT: Revenue: One time equity payment from JPA
 Expenditure: All payments will be made out of the
 Unrestricted General Fund in the
 superintendents department.
 2007/2008 \$ 4,215.64
 2008/2009 \$199,949.16
 2009/2010 \$ 66,649.72
 Fund Balance: No change in the Unrestricted General
 fund. Reduction of \$255,946 to the
 Special Reserve for capital outlay (Fund
 17-42).

RECOMMENDED: The Interim Superintendent recommends Board approval
 of transfer from the Special Reserve for capital outlay in
 the amount of \$255,946 to the Unrestricted General Fund
 Reserve.

Del Mar Union School District
Resignation Agreement 2-26-08

	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct						
Previous Supt																										
Salary/labor/health	No change	No change	\$ (20,459.00)	\$ (20,459.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Settlement Payments																										
Salary	\$ -	\$ -	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77	\$ 15,991.77						
Cobra	\$ -	\$ -	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66	\$ 670.66						
Attorney Fees	\$3,377.50																									
Total for 07/08					\$ (4,215.64)												Total for 08/09				\$ 199,949.16	Total for 09/10				\$ 66,649.72
Assumptions (may change)																										
Interim Supt will end June 30, 2008																										

RESIGNATION AGREEMENT

This Resignation Agreement ("Agreement") is made and entered into effective March 4, 2008 ("Effective Date"), by and between the DEL MAR UNION SCHOOL DISTRICT ("District") and THOMAS F. BISHOP, Superintendent ("Employee") (hereinafter collectively referred to as "the Parties").

The Parties agree as follows;

1. Resignation

Employee hereby submits his voluntary and irrevocable resignation from the District effective April 30, 2008 ("Resignation Date") and the District hereby accepts such resignation. Employee hereby waives any right or claim to reinstatement as an employee of the District and agrees that he will not knowingly seek or accept employment in the future with the District. If, through mistake or inadvertence or otherwise, Employee applies for employment with the District, then he shall withdraw his application immediately upon notice without any recourse, legal or otherwise, and to the extent that Employee has already been hired, he will resign immediately upon notice without any recourse, legal or otherwise.

2. Payment

(a) Salary.

District shall pay Employee the sum of \$287,851.86, subject to regular and statutory withholdings, which is equal to 18 months of salary. Payment shall be made on a monthly basis [amount divided by eighteen (18)] through October 31, 2009.

(b) Vacation.

Employee shall take his accrued vacation days beginning February 29, 2008 through April 30, 2008. Employee shall have exhausted all his accrued vacation days before his Resignation Date. District shall not incur any additional financial liability for Employee's accrued vacation days upon or after his Resignation Date.

3. Health Benefits

The District shall provide Employee with health benefits, under the same terms and conditions as other District management, supervisory and confidential employees, through October 31, 2009. Such health benefits will cease at the time the Employee executes an employment agreement, accepts employment with another employer, or otherwise obtains health benefit coverage prior to October 31, 2009. Employee shall notify District within ten (10) days of executing an employment agreement, accepting employment with another employer, or otherwise obtaining health benefit coverage prior to October 31, 2009.

To the extent that Employee's health benefits exceed the District's contribution, Employee shall pay the additional cost, including any increase, for the

premiums, dues or other charges for such health benefits. The District shall deduct the additional cost, if any, in excess of the District's contribution, from his monthly payments under paragraph 2(a) above for Employee's health benefits.

4. COBRA Benefits

The Parties agree that Employee's Consolidated Omnibus Reconciliation Act ("COBRA") rights shall commence immediately upon the Resignation Date. Employee may exercise his rights to COBRA continuation coverage if he makes the appropriate application within legal time lines, pays all required premiums, and takes all other steps required to ensure COBRA continuation coverage. At the end of the 18-months, COBRA continuation period (or extended period as applicable), Employee shall have exhausted his entitlement to COBRA benefits. This Agreement shall constitute Employee's notice of his right to COBRA continuation benefits.

5. STRS Benefits

The District makes no representations or assurances as to Employee's eligibility with respect to STRS benefits or, if he is eligible, the amount of any such benefits that he might receive, or is entitled to receive, due to his service to the District. The District further makes no representations or assurances as to the effect of this Agreement on Employee's eligibility for and/or receipt of STRS credits or benefits.

6. Tax Consequences

The District makes no representations regarding the federal or state tax consequences of any payments under this Agreement.

7. No Admission of Liability

This Agreement is entered into by the Parties for the purpose of compromising and settling any potential dispute. It does not constitute, nor shall it be construed as, an admission of liability by any party for any purpose.

8. District Property and Information

Employee shall be permitted to retain and remove cell phone and laptop furnished by the District during his employment. The District shall examine the contents of laptop and remove all District-owned software and confidential data prior to February 28, 2008. District provided services for the cell phone and laptop shall be discontinued on March 3, 2008. The District will cooperate with Employee for transfer of such services, including cell phone number, to him.

Employee shall not remove any District-owned information, materials and/or equipment, other than cell phone and laptop, from the District premises. Employee shall return all District-owned information, materials and/or equipment, other than cell phone and laptop, in his possession to District by February 28, 2008.

9. Right to Employment

Employee is not prohibited from securing employment after his Resignation Date.

10. Personnel Records and References; Non-disparagement

The District shall not disclose Employee's personnel records to third parties except as required by law, including, but not limited to, compliance with a valid subpoena, court order, or a request under the California Public Records Act. Prior to responding to any such valid request, the District shall attempt to notify Employee at his last known address.

The District shall direct all inquiries or reference checks by Employee's prospective employers to the Director - Human Resources. The District agrees to disclose only Employee's dates of employment, his position held, that resignation was voluntary, the date of resignation, and that an agreement exists limiting the information that the District may provide to a prospective employer.

The Parties understand that this Agreement is entered into voluntarily by the District and Employee. Accordingly, the Members of the Board of Trustees agree not to publicly disparage Employee or this Agreement, and Employee agrees not to publicly disparage the District.

11. Review

Employee acknowledges and agrees that he has been given twenty-one (21) days to review this Agreement, However, Employee knowingly and intelligently waives the twenty-one (21) day review period.

12. Release

(a) In further consideration of the promises and representations contained herein, Employee and District release each other and their respective officers, executives, agents, attorneys, employees, trustees, students, witnesses, both potential and prospective, successors and assigns of and from any and all claims, demands, and causes of action of any nature and kind whatsoever, known or unknown, suspected or unsuspected, which either may have against the other. It is understood and agreed that this mutual release extends to all claims of every nature and kind whatsoever, known or unknown, suspected or unsuspected, and all rights under Section 1542 of the Civil Code of the State of California are hereby expressly waived.

Section 1542 of the Civil Code referred to herein reads as follows:

"A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor."

It is understood and agreed that this Agreement is intended to and shall extinguish any and all obligations as herein described, and as provided for in Section 1542 of the California Civil Code, to the fullest extent permitted by law.

(b) For and in consideration of the obligations above described, Employee, for himself, and on behalf of his agents, attorneys, representatives, successors and assigns, irrevocably releases and forever discharges the District and its agents, representatives, successors, assigns, employees, former employees, board members, former board members, officers, trustees, attorneys, and affiliated entities from any and all claims, demands, debts, liabilities, attorneys' fees (except as otherwise provided for in this Agreement), accounts, obligations, costs, expenses, liens, actions, causes of action (at law, in equity, or otherwise), rights, rights of action, rights of indemnity (legal or equitable), rights to subrogation, rights to contribution and remedies of any nature whatsoever, known or unknown, (except for those arising as a result of a material breach of any provision of this Agreement), including, but not limited to, any actions relating to Employee's employment with the District and/or the conclusion of that employment or any actions relating directly or indirectly to any transaction, affairs or occurrences between them to date including, but not limited to, all loss, liability, damages, claims, charges, complaints, demands, and causes of action arising directly or indirectly out of or in any way connected with the above cited causes of action and any claims under (1) Title VII of the Civil Rights Act of 1964 (race, color, religion, sex and national origin discrimination); (2) the Americans with Disabilities Act; (3) the Rehabilitation Act of 1973; (4) 42 U.S.C. section 1981 (discrimination); (5) 29 U.S.C. section 621-634 (age discrimination); (6) 29 U.S.C. section 206(d)(i) (equal pay); (7) the Fair Labor Standards Act; (8) the California Labor Code; (9) the California Fair Employment and Housing Act (discrimination, including race, color, national origin, ancestry, physical and mental disability, medical condition, religion, marital status, sex, sexual orientation or age); and any other applicable federal, California or local laws, ordinances and regulations, including those relating to employment and/or discrimination, to the extent permitted by law.

(c) It is expressly understood and agreed by Employee that this Agreement is in full accord, satisfaction, and discharge of any claims, and that this Agreement has been executed with the express intention of effectuating the legal consequences provided in Section 1541 of the Civil Code: to wit, the extinguishment of all obligations as herein described.

(d) Employee specifically acknowledges that he has not filed any complaints, claims or actions against the District with any state, federal, or local agency or court, and he agrees not to bring, continue or maintain any claim or legal proceeding against the District before any court, administrative agency or any other forum with respect to any of the matters hereby released.

13. Special Provisions for Age Discrimination

In addition to the provisions contained herein, and by execution of this document, Employee expressly waives any and all rights to claims arising under the Age Discrimination in Employment Act of 1967 ("ADEA"), as amended. Employee acknowledges that his waiver of rights or claims arising under the ADEA is in writing, written in a manner calculated to be understood, and is understood by him. Employee expressly understands that this waiver refers to rights or claims arising under the ADEA. Employee expressly understands that by execution of this Agreement, he does not waive

any ADEA rights or claims that may arise after the date this Agreement is executed. Employee acknowledges that the waiver of his rights on claims arising under the ADEA is in exchange for the consideration outlined above, which is above and beyond that to which he is otherwise entitled to receive from the District. Employee acknowledges that, by this Agreement, the District expressly advised him to consult with an attorney of his choosing prior to executing this Agreement. Employee has been advised by the District that he is given a reasonable period of time within which to consider this Agreement (up to twenty-one (21) days, although he can execute it sooner) and may revoke this Agreement for a period of seven (7) days after execution by him, but only by delivering a signed revocation notice to District, and this Agreement shall not become effective or enforceable until this period has expired.

14. Entire Agreement

This Agreement constitutes the entire agreement and understanding of the Parties. There are no oral terms, conditions or understandings, and neither party has relied upon any representation, express or implied, not contained herein. All prior terms, conditions, or understandings, written, oral, express, or implied, including those contained in Employee's Employment Agreement dated March 31, 1998, and subsequent amendments to Employee's Employment Agreement, with District, are superseded by this Agreement.

15. Amendments

This Agreement cannot be changed or supplemented orally and may be modified or superseded only by written instrument executed by both Parties.

16. Binding Effect

This Agreement is for the benefit of and shall be binding on all Parties and their respective successors, heirs, and assigns.

17. Other Documents

All Parties agree to cooperate fully in the execution of any additional documents that may be necessary to finalize this Agreement.

18. Attorneys' Fees and Costs

The District shall reimburse Employee in an amount not to exceed \$10,000 for his attorneys' fees and costs arising out of or related to the development of this Agreement within sixty (60) days of receipt of appropriate documentation. Employee shall submit an invoice or billing establishing attorneys' fees and costs incurred through date of execution of Agreement.

19. Execution by Facsimile or in Counterparts

This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy or an original, with all signatures appended together, shall be deemed a fully executed agreement. A facsimile version of

any party's signature shall be deemed an original signature. Each counterpart shall be deemed an original and the same document for all purposes.

20. Severability

If any provision of this Agreement is held to be void, voidable, or unenforceable, the remaining portions of the Agreement shall remain in full force and effect.

21. Interpretation

The language of all parts of this Agreement shall, in all cases, be construed as a whole, according to its fair meaning, and not strictly for or against either party.

22. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of California and venue shall be in a court of competent jurisdiction in San Diego County, California.

23. District Defined

The term "District" includes the Del Mar Union School District, its agents, officers, employees, attorneys, successors, predecessors, insurers, and members of the Board of Trustees.

24. Board Approval

The Parties recognize that, to be enforceable, this Agreement must be approved or ratified by the Board of Trustees at a lawfully called meeting.

25. Settlement Amount

Should there be a finding under Government Code section 53260(b) (1) that would require a determination by a hearing officer, the parties agree to meet to renegotiate the final measure of compensation required pursuant to that section.

26. Voluntary Agreement

Employee represents that he has read this Agreement and its attachments, if any, in full and understands and voluntarily agrees to all such provisions and that the Agreement has been fully explained to him by his own counsel. Employee further declares that, prior to signing this Agreement, he apprised himself of relevant data, through sources of his own selection, including review by his own counsel, in deciding whether to execute this Agreement. Employee further represents that he has, as of the date of execution of this Agreement, the legal capacity to understand, agree to, and sign this Agreement, and that he has not assigned any rights or claims related hereto any third party.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date set forth below:

APPROVED AND ACCEPTED:

DEL MAR UNION SCHOOL DISTRICT

By: Annette Easton
Annette Easton, Board President

Date: 2-26-08

Date of Board Approval: 2-26-08

THOMAS F. BISHOP

By: Thomas F. Bishop
Thomas F. Bishop

Date: 2-22-08

APPROVED AS TO FORM:

BEST BEST & KRIEGER

By: Ricardo J. Solo
Attorney for District

Date: 2-26-08

PATRICIA BARRETT

By: Patricia Barrett
Attorney for Thomas F. Bishop

Date: 2-25-08

March 26, 2008

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

Subject: 2008-2009 Updated Budget Assumptions for the General Fund

In the 2007-2008 fiscal year, it is estimated that DMUSD will receive \$29,224,124 in property tax revenue. Applying a 5% increase for the 2008-2009 fiscal year would create a \$1,461,206 increase in funding, however, there are still reductions in funding being proposed for both state and federal revenues. Those amounts will be reported to the Board, as information is available.

Salaries are the largest part of the expenditure budget. Step and column applies to existing staff, both classified and certificated. Individual placement on the district salary schedule determines whether an increase will apply. Certificated staff may also advance due to credits earned towards an advanced degree. Results of the step and column calculation totaled a \$672,230 increase in payroll expenses. This increased amount includes certificated staff, classified staff, and related labor costs.

In addition to step and column, the District is estimating that the certificated staffing will expand by two classroom teachers in 2008-2009. The average cost of a new teacher in 2007-2008, including salary and benefits, is \$71,000. Both of the two certificated expansion positions will be budgeted at this level.

A summary of the above changes is listed below.

Increase in Property Taxes	\$1,461,206
Step and Column	\$ (672,230)
2 Expansion Teachers	<u>\$ (142,000)</u>
Net changes	\$ 646,976

FISCAL IMPACT: The adoption of assumptions will facilitate the 08-09 budget development process.

RECOMMENDED: The Interim Superintendent recommends approval of the attached assumptions with any suggested Board modifications.

10.11

March 26, 2008

To: Board Members

From: Janet Bernard, Interim Superintendent

Subject: Board Approval, Additional Transitional Work Days for Retired Director of Pupil Services

On occasion the administration may call upon retired staff members to return to the District to help guide the work of critical tasks in a specific department. On February 29, 2008 former Director of Pupil Services, Trish Snider, retired from the District. Because the last week of Trish's tenure was quite demanding, staff is recommending that the District employ her for no more than ten days at her daily rate of pay, to assist with the demands of the Pupil Services Department.

Trish Snider has already provided four days of service to the District since her retirement on February 29, 2008. She currently has six days remaining on the number of additional workdays being requested.

FISCAL IMPACT: Approximately \$5,890 from the General Fund balance

RECOMMENDED: The Interim Superintendent recommends approval of ten additional transitional workdays for Retired Director of Pupil Services.

10.12

March 26, 2008

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Janet Bernard, Interim Superintendent

Subject: 2007-2008 Monthly Budget Update

The attached District budget sheets reflect each district fund individually. The actual revenues and expenditures have been updated as of February 29, 2008. Budget amounts are those reflected in the 07-08 Second Interim Report.

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 District Budget.

RECOMMENDED: For information only. No action required.

10.13

**Del Mar Union School District
2007-2008 Attorney Fees
General Fund - Unrestricted
February 29, 2008**

		2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
0000-504	Business	120,000	48,062	60%
0000-772	Facilities	19,903	8,747	56%
0000-503	Personnel	8,201	8,200	0%
0000-420	Special Education	5,000	4,264	15%
Total Attorney Fees		\$ 153,104	\$ 69,273	55%

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
General Fund - Unrestricted
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ 28,999,235	\$ 17,010,368	41%
Federal Revenue	-	-	
Other State Revenue	2,942,616	2,510,950	15%
Other Local Revenue	1,992,462	1,516,113	24%
Total Revenues	\$ 33,934,313	\$ 21,037,431	38%
Expenditures			
Certificated Salaries	\$ 17,773,306	\$ 11,137,191	37%
Classified Salaries	3,415,023	2,097,157	39%
Employee Benefits	4,884,693	3,004,077	39%
Books and Supplies	1,689,918	1,098,734	35%
Services and Other Operating	2,488,923	1,367,599	45%
Capital Outlay	192,342	150,227	22%
Other Outgo	18,048	28,950	-60%
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 30,462,253	\$ 18,883,935	38%
Excess (Deficiency) Revenues and Expenditures	\$ 3,472,060	\$ 2,153,496	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	(255,945)	(255,945)	
Contributions	(4,133,398)	(1,069,954)	
Other Financing Sources and Uses	\$ (4,389,343)	\$ (1,325,899)	
Net Increase (Decrease) In Fund Balance	\$ (917,283)	\$ 827,597	
Beginning Fund Balance	\$ 8,238,034		
Ending Fund Balance**	\$ 7,320,751		

* 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 - Restricted
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ 326,691	\$ -	100%
Federal Revenue	728,093	3,814	99%
Other State Revenue	1,150,885	1,007,573	12%
Other Local Revenue	1,401,278	822,938	41%
Total Revenues	\$ 3,606,947	\$ 1,834,325	49%
Expenditures			
Certificated Salaries	\$ 2,461,406	\$ 1,617,903	34%
Classified Salaries	2,105,094	1,224,983	42%
Employee Benefits	942,159	562,531	40%
Books and Supplies	1,582,732	676,675	57%
Services and Other Operating	1,536,343	645,377	58%
Capital Outlay	25,376	25,376	
Other Outgo	88,176	44,087	50%
Transfers of Indirect/Direct Support	-		
Total Expenditures	\$ 8,741,286	\$ 4,796,932	45%
Excess (Deficiency) Revenues and Expenditures	\$ (5,134,339)	\$ (2,962,607)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (140,731)	\$ (140,731)	
Contributions	\$ 4,133,398	\$ 1,069,954	
Other Financing Sources and Uses	\$ 3,992,667	\$ 929,223	
Net Increase (Decrease) In Fund Balance	\$ (1,141,672)	\$ (2,033,384)	
Beginning Fund Balance	\$ 1,261,681		
Ending Fund Balance**	\$ 120,009		

* 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
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ 29,325,926	\$ 17,010,368	42%
Federal Revenue	\$ 728,093	\$ 3,814	99%
Other State Revenue	\$ 4,093,501	\$ 3,518,523	14%
Other Local Revenue	\$ 3,393,740	\$ 2,339,051	31%
Total Revenues	\$ 37,541,260	\$ 22,871,756	39%
Expenditures			
Certificated Salaries	\$ 20,234,712	\$ 12,755,094	37%
Classified Salaries	\$ 5,520,117	\$ 3,322,140	40%
Employee Benefits	\$ 5,826,852	\$ 3,566,608	39%
Books and Supplies	\$ 3,272,650	\$ 1,775,409	46%
Services and Other Operating	\$ 4,025,266	\$ 2,012,976	50%
Capital Outlay	\$ 217,718	\$ 175,603	19%
Other Outgo	\$ 106,224	\$ 73,037	31%
Transfers of Indirect/Direct Support	\$ -	\$ -	
Total Expenditures	\$ 39,203,539	\$ 23,680,867	40%
Excess (Deficiency) Revenues and Expenditures	\$ (1,662,279)	\$ (809,111)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (396,676)	\$ (396,676)	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ (396,676)	\$ (396,676)	
Net Increase (Decrease) In Fund Balance	\$ (2,058,955)	\$ (1,205,787)	
Beginning Fund Balance	\$ 9,499,715		
Ending Fund Balance**	\$ 7,440,760		

* 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
February 29, 2008

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -		
Federal Revenue	98,341	\$ 36,260	63%
Other State Revenue	4,188	\$ 2,556	39%
Other Local Revenue	803,462	\$ 507,120	37%
Total Revenues	\$ 905,991	\$ 545,936	40%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	102,735	\$ 63,112	39%
Employee Benefits	36,944	\$ 22,920	38%
Books and Supplies (food)	720,533	\$ 352,189	51%
Services and Other Operating	7,333	\$ 6,886	6%
Capital Outlay	35,728	\$ 35,728	0%
Other Outgo	22,121	\$ -	100%
Transfers of Indirect/Direct Support	-	\$ -	
Total Expenditures	\$ 925,394	\$ 480,835	48%
Excess (Deficiency) Revenues and Expenditures	\$ (19,403)	\$ 65,101	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	-	\$ -	
Contributions	-	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ (19,403)	\$ 65,101	
Beginning Fund Balance	\$ 34,324		
Ending Fund Balance**	\$ 14,921		

* 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
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	143,698	0	100%
Other Local Revenue	8,000	13,345	-67%
Total Revenues	\$ 151,698	\$ 13,345	91%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	0	
Services and Other Operating	57,750	34,738	40%
Capital Outlay	0	0	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 57,750	\$ 34,738	40%
Excess (Deficiency) Revenues and Expenditures	\$ 93,948	\$ (21,393)	
Other Financing Sources and Uses			
Transfers In	\$ 140,731	\$ 140,731	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 140,731	\$ 140,731	
Net Increase (Decrease) In Fund Balance	\$ 234,679	\$ 119,338	
Beginning Fund Balance	\$ 524,265		
Ending Fund Balance**	\$ 758,944		

* 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
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	38,000	35,614	6%
Total Revenues	\$ 38,000	\$ 35,614	6%
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	\$ 35,614	
Other Financing Sources and Uses			
Transfers In	\$ 255,945	\$ 255,945	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 255,945	\$ 255,945	
Net Increase (Decrease) In Fund Balance	\$ 293,945	\$ 291,559	
Beginning Fund Balance	\$ 1,242,493		
Ending Fund Balance**	\$ 1,536,438		

* 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
February 29, 2008

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	127,400	50,698	60%
Total Revenues	\$ 127,400	\$ 50,698	60%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	0	
Services and Other Operating	10,000	9,301	
Capital Outlay	70,000	0	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 80,000	\$ 9,301	88%
Excess (Deficiency) Revenues and Expenditures	\$ 47,400	\$ 41,397	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) in Fund Balance	\$ 5,181	\$ 41,397	
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
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	40,000	488	99%
Total Revenues	\$ 40,000	\$ 488	99%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	0	
Services and Other Operating	0	0	
Capital Outlay	5,228	5,228	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 5,228	\$ 5,228	
Excess (Deficiency) Revenues and Expenditures	\$ 34,772	\$ (4,740)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) in Fund Balance	\$ 34,772	\$ (4,740)	
Beginning Fund Balance	\$ 19,823		
Ending Fund Balance**	\$ 54,595		

* 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)
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	2,797,545	1,627,497	42%
Total Revenues	\$ 2,797,545	\$ 1,627,497	42%
Expenditures			
Certificated Salaries	\$ -	\$ -	
Classified Salaries	0	0	
Employee Benefits	0	0	
Books and Supplies	0	0	
Services and Other Operating	155,867	61,670	60%
Capital Outlay	8,577,904	7,359,667	14%
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 8,733,771	\$ 7,421,337	15%
Excess (Deficiency) Revenues and Expenditures	\$ (5,936,226)	\$ (5,793,840)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	(1,181,002)	(1,162,260)	
Contributions	-	-	
Other Financing Sources and Uses	\$ (1,181,002)	\$ (1,162,260)	
Net Increase (Decrease) In Fund Balance	\$ (7,117,228)	\$ (6,956,100)	
Beginning Fund Balance	\$ 24,883,985		
Ending Fund Balance**	\$ 17,766,757		

* 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)
February 29, 2008**

	2007-08 Revised at Second Interim	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	1,181,002	426,051	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 1,181,002	\$ 426,051	
Excess (Deficiency) Revenues and Expenditures	\$ (1,181,002)	\$ (426,051)	
Other Financing Sources and Uses			
Transfers In	\$ 1,181,002	\$ 426,051	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 1,181,002	\$ 426,051	
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
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	2,579,672	1,768,245	31%
Total Revenues	\$ 2,579,672	\$ 1,768,245	31%
Expenditures			
Certificated Salaries	\$ 65,396	\$ 44,235	32%
Classified Salaries	1,647,936	1,120,619	32%
Employee Benefits	333,154	229,153	31%
Books and Supplies	231,237	134,942	42%
Services and Other Operating	172,921	45,275	74%
Capital Outlay	0	0	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 2,450,644	\$ 1,574,224	36%
Excess (Deficiency) Revenues and Expenditures	\$ 129,028	\$ 194,021	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 876,676	\$ 194,021	
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
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	1,400	1,112	21%
Total Revenues	\$ 1,400	\$ 1,112	21%
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	\$ 1,400	\$ 1,112	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 1,400	\$ 1,112	
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 Budget Update - Estimated Actuals
Other Enterprise Fund - Childcare
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	2,579,672	1,768,245	31%
Total Revenues	\$ 2,579,672	\$ 1,768,245	31%
Expenditures			
Certificated Salaries	\$ 65,396	\$ 44,235	32%
Classified Salaries	1,647,936	1,120,619	32%
Employee Benefits	333,154	229,153	31%
Books and Supplies	231,237	134,942	42%
Services and Other Operating	172,921	45,275	74%
Capital Outlay	0	0	
Other Outgo	0	0	
Transfers of Indirect/Direct Support	0	0	
Total Expenditures	\$ 2,450,644	\$ 1,574,224	36%
Excess (Deficiency) Revenues and Expenditures	\$ 129,028	\$ 194,021	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 876,676	\$ 194,021	
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
February 29, 2008**

	2007-08 Revised at Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	
Federal Revenue	0	0	
Other State Revenue	0	0	
Other Local Revenue	1,400	1,112	21%
Total Revenues	\$ 1,400	\$ 1,112	21%
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	\$ 1,400	\$ 1,112	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 1,400	\$ 1,112	
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

Date: March 18, 2008
 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
Brodeur, Lori	Special Education Aide II	0.75	Sycamore Ridge	Approve Assignment Effective 3/20/08	Expansion
Brooks, Steven	Special Education Aide I	0.75	Torrey Hills	Approve Assignment Effective 2/21/08	Replacement
Chaney, Cristiana	Child Care Worker I	0.45	Child Care	Approve Decrease in Hours from 22 Hours per Week to 18 Hours per Week Effective 3/1/08	
Cho, Young	Child Care Worker I	0.6875	Child Care	Approve Increase in Hours from 18 Hours per Week to 27.5Hours per Week Effective 2/11/08	Replacement
Gumpel, Stephanie	Special Education Aide I	0.75	Torrey Hills	Approve Unpaid Leave of Absence Effective 3/10/08 through 5/16/08	
Hopkins, Christopher	Noon Duty	0.0875	Sycamore Ridge	Approve Assignment Effective 2/20/08	Replacement
Jones, Ramona	Special Education Aide II	0.75	Torrey Hills	Approve Increase in Hours from 17.5 Hours per Week to 30 Hours per Week and Promote from Special Education Aide I to Special Education Aide II Effective 2/14/08	Expansion

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Lim, Lauren	Child Care Worker I	0.75	Child Care	Approve Resignation Effective 3/18/08	
Murray, April	Child Care Worker I	0.356	Child Care	Approve Resignation Effective 3/5/08	
Ramirez, Veronica	Noon Duty	0.025	Torrey Hills	Approve Assignment Effective 3/4/08	Replacement
Roth, Katharin	PE Coordinator	0.325	Carmel Del Mar	Approve Increase in Hours from 12.25 Hours per Week to 13 Hours per Week Effective 2/11/08	Expansion
Schmidt, Rebecca	Child Care Worker I	0.30	Child Care	Approve Resignation Effective 3/18/08	
Sohn, Alvin	Child Care Worker I	0.20	Child Care	Approve Resignation Effective 12/21/07	

March 20, 2008

To: Board Members
From: Janet Bernard, Interim Superintendent
Subject: Board Personnel Committee Report

Board Member White will update the Board of Trustees on the discussions of the Board Personnel Committee meeting held on March 13, 2008.

FISCAL IMPACT: None.

RECOMMENDED: For Information Only. No action required.

March 19, 2008

To: Board Members

From: Rodger Smith, Director of Personnel/Facilities

Through: Janet Bernard, Interim Superintendent

Subject: Board Approval, Coordinator of State and Federal Projects Position

Following this narrative is a copy of agenda item 11.4 from the regular meeting of the Board in November. This item discusses the need for a new leadership position in the areas of State and Federal programs. Subsequent to the presentation of this item to the Board in November, the Board Personnel Committee has considered the need for this position. During its last meeting on March 13, 2008, the Committee supported establishment of the position.

Also included with this agenda item is the job description for the proposed position. The proposed salary range for the position is \$102,432 to \$122,580 in five increments; the work year for the position is proposed to be 220 days.

FISCAL IMPACT:	Revenue:	Unrestricted General Fund revenues will fund this position.
	Expenditure:	\$86,972 remains in this year's General Fund budget for salary and benefits for the vacant Grant Writer position. This amount should be sufficient to fund the new position for the remainder of the year.
	Fund Balance:	No change in fund balance at this time; possibility of increased fund balance if new position requires less than \$86,972 in the 07-08 fiscal year.

RECOMMENDED: The Interim Superintendent recommends approval of the Coordinator of State and Federal Projects Position.

11.3

Regular Board Meeting of November 14, 2007

November 7, 2007

To: Board Members

From: Rodger Smith

Through: Tom Bishop

Subject: Board Approval, Expansion Leadership Position—Coordinator of State and Federal Programs

When Janet Bernard was hired as the District's first Assistant Superintendent for Curriculum in July 1999, the District's student enrollment was about 2050 pupils who were housed in four schools (Heights, Hills Academy, CDM, and Ashley Falls. Today the District's student enrollment is about 4080 pupils who are housed in eight great schools (Heights, Hills Academy, CDM, Ashley Falls, Torrey Hills, Sycamore Ridge, and brand new Ocean Air).

The remarkable growth in student enrollment during the last nine years caused the total number of teacher positions and principal positions in the District to double. Consequently, it has become impossible to maintain the high level of service from Janet Bernard's position without eliminating or curtailing some services, including mandated programs. Rather than eliminating services or providing low quality and infrequent service, the Superintendent is asking the Board to approve a new expansion leadership position "Coordinator of State and Federal Projects" so that the District can continue to meet its mandated requirements while moving forward with local innovation (Professional Learning Community activity, new Action Teams in Health/PE and Enrichment funding, new Spanish immersion and exposure programs, and leadership for the District's evolving technology program.

Rodger Smith has worked with Janet Bernard and the Directors to create the proposed job description for the new position of Coordinator of State and Federal Programs. (See attached)

The Directors and the Superintendent have looked carefully at different options to provide funding for this important instructional role and recommend that the District use the \$100,000 in resources that would have been used to fund the teacher on special assignment/grant writer position that was left vacant when Grace Hauseur retired at the end of September. Since the new Coordinator of State and Federal Programs position will not begin employment until March 2008, the unused resources left from the vacant teacher on special assignment/grant writer position can be used to pay for 100% of the 07/08 salary and benefits for the Director of State and Federal Programs position.

Assuming that the Coordinator of State and Federal Programs position is filled for the entire 08/09 budget year, the District general fund will need to support this position with about \$30,000.

In checking with other neighboring school districts we learned that Solana Beach School District (2900 students) has funded this equivalent curriculum leadership position for the past 10 years. Encinitas School District has enrollment of about 5800 students and has funded three curriculum leadership positions for many years. Other districts of similar size have funded the following positions:

<u>District</u>	<u>Enrollment</u>	<u>Position</u>
Alpine	2342	Coordinator of Educational Projects
Fallbrook Elem.	5819	Director of Special Projects
Lemon Grove	4600	Projects Coordinator
Valley Center – Pauma	4663	Administrator for Special Projects

If the board approves the job description tonight, the HR Department will begin an advertising campaign to inform qualified candidates of the new position. It is likely that the deadline for applications may be the first week in January, with interviews taking place about February 1st. Depending on the employment circumstances of the top candidate, the new Coordinator of State and Federal programs may report to work on or about March 1, 2008.

FISCAL IMPACT: Revenues: Unrestricted General Fund Revenues will fund this position. Expenditure: There is \$86,972 remaining budget for salary and benefits in the vacant Grant Writer position. This should be sufficient to fund the new position for the remainder of the year. Fund Balance: No change in Fund Balance at this time. Possibility of increased Fund Balance if new position requires less than \$86,972 in the 07-08 fiscal year.

RECOMMENDED: The Superintendent Recommends Board Approval, Expansion Leadership Position—Coordinator of State and Federal Programs

DEL MAR UNION SCHOOL DISTRICT

CLASS TITLE: COORDINATOR OF STATE AND FEDERAL PROJECTS

BASIC FUNCTION:

Under the direction of the Assistant Superintendent of Curriculum and Instruction, the Coordinator of State and Federal Projects oversees the use of state and federal categorical funding programs, coordinates the district's technology instructional program and coordinates the district's library program.

REPRESENTATIVE DUTIES:

- Coordinates, implements and evaluates the District's State and Federal Programs, including the School Improvement Program (SIP) Gifted and Talented Education program (GATE) and English Language Development (ELD) programs.
- Coordinates development and implementation of the District's instructional technology program.
- Studies relevant state and federal legislation, projects and programs for potential opportunities for educational grants, entitlements and allocations to enhance district programs.
- Informs, interprets and makes recommendations to the Assistant Superintendent of Curriculum and Instruction regarding potential impacts and effects of current and impending legislation.
- Provides leadership to all district staff in assigned areas of responsibility.
- Plans and implements staff development programs relating to GATE, English Language Learners (ELL) and other state and federal projects.
- Coordinates the ELD Program delivery at sites.
- Coordinates language assessment of English Language Learners and maintains a database of testing results.
- Assists staff in planning the prudent use of funds available to the schools through pertinent state and federal programs.
- Facilitates designated committees in specific programs, projects or courses of action including advisory committees, budget committees and project planning.
- Obtains information, data and application forms necessary to fulfill the requirements of program/project applications.
- Considers and evaluates requests from school personnel for project and program expenditures.
- Evaluates all state and federally funded projects in operation in the district on a regular basis.
- Compiles and maintains written records and reports on results of all state and federal projects and disseminates this information and data as appropriate.
- Coordinates the work and staff development of site technology teachers.
- Coordinates the work and staff development of the site library specialists.
- Supervises and evaluates the performance of assigned staff.
- Performs other duties as assigned.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

- Laws and regulations pertaining to federal and state funding opportunities.
- District policies.
- California Standards for the Teaching Profession.
- California Professional Standards for Educational Leaders and State Curriculum Standards.
- Operation of federal and state categorical programs pertinent to education.
- Educational theory, research and current issues regarding gifted education.
- Principles of learning theory and instructional methodology for English Language Development among English Language Learners
- Assessment techniques for English learners.
- Current theory and practice regarding instructional technology
- Grant writing.
- Budget management systems.
- Personnel management and training.
- Effective managerial skills as they relate to school and school district administration.

ABILITY TO:

- Manage and coordinate all assigned federal and state programs.
- Provide leadership and direction in areas of responsibility.
- Diagnose and evaluate language progress of pupils.
- Establish and maintain effective working relationships with staff and community.
- Make decisions and be responsible for these decisions.
- Communicate effectively, both orally and in writing with all client groups.
- Utilize strong organizational and interpersonal skills.
- Plan, organize, schedule, supervise and evaluate the work of others.

QUALIFICATIONS:

- Valid California Teaching and Administrative Credential
- Master's Degree
- Expertise in the area of curriculum and instruction for English Language Learners and GATE; grants and writing, and technology as an instructional tool.
- California Driver's License

EXPERIENCE:

- 5 years experience at the elementary school level with evidence of increasing levels of responsibility in administration.

WORKING CONDITIONS:**ENVIRONMENT:**

- Office Environment

PHYSICAL DEMANDS:

- Dexterity of hands and fingers to operate a computer keyboard and other office equipment.
- Sitting for extended periods of time.
- Kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally to retrieve and store files.
- Hearing and speaking to exchange information in person or on the telephone.
- Seeing to read, prepare and review a variety of materials.

SALARY:

- Placement on the Certificated Management Salary Schedule.