

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

Regular Meeting Minutes

July 30, 2008

OPENING PROCEDURES

1. Board President Easton, called the meeting to order at 6:05 p.m. and Gary Wilson, Principal of Ocean Air School led the audience in the Pledge of Allegiance.

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

Members Absent: None.

Staff:

Janet Bernard, Interim Superintendent
Sherry Forte, Executive Assistant to the Superintendent
Rodger Smith, Director of Human Resources and Facilities Planning
Dena Whittington, Assistant Superintendent, Business Services
Todd Boteler, District Webmaster
Randy Wheaton, Director of Maintenance & Operations
MaryAnn Loes, 5th gr. teacher, Ashley Falls

Others In Attendance: Three community members.

REPORT OF ACTION TAKEN IN CLOSED SESSION:

The Board of Trustees unanimously appointed Michael Casey to the position of Director of Technology. Interim Superintendent, Janet Bernard will report back on Mr. Casey's start date in the District in the near future.

2.0 **Student Recognition** – There was no student recognition.

3.0 **Approval of the Agenda**

Board President Easton asked to have Item 9.2 to follow Item 5.6.

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

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:

- There was no correspondence.

4.2 Public Input

- There was no public input.

5. REPORTS, RECOGNITIONS and HEARINGS**5.1 Public Hearing****Public Hearing To Review Resolution No. 2008-17 Regarding the Sufficiency of Instructional Materials for the 2008/2009 School Year, as Required by Education Code Section 6011**

Board President Easton opened the Public Hearing at 6:08 p.m. There being no public input, the Public Hearing was closed at 6:09 p.m. by Board President Easton.

5.1.1 Board Approval, Resolution 2008-17 of the Board of Trustees of the Del Mar Union School District Regarding the Sufficiency of Instructional Materials for the 2008/2009 School Year

The Board is required by Ed Code to pass a Resolution each year confirming the District has appropriate and sufficient materials for all students. By approving the Resolution the District is able to secure textbook funding for the 2008/2009 school year.

On motion by Member White, seconded by Member Lamborghini, the Board voted unanimously to approve Resolution 2008-17 Regarding the Sufficiency of Instructional Materials for the 2008/2009 school year

5.2 Report

DMCTA Report: David Skinner, DMCTA President, Carmel Del Mar Teacher
David Skinner was not present. The next DMCTA report will be at the September 3, 2008 meeting.

5.3 Report**DMSEF Report: Bob Gans, DMSEF President**

Bob Gans was not present. The next DMSEF report will be at the September 3, 2008 meeting.

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

(Presented for information only.)

5.5 **Report**

Board Report/Comments

- Member White thanked everyone involved in interviewing the applicants for the position of Director of Technology. The decision to repost the position a second time proved successful in the District's search for a Director of Technology.
- Member McDowell attended a JPA meeting on July 17. He extended his congratulations to Rodger Smith on being elected President of the JPA.
- Member Perkins had no report.
- Member Lamborghini had no report.
- Member Easton had no report.

5.6 **Report**

Interim Superintendent's Report

The new Coordinator of State and Federal Programs, Katie Shanahan, was introduced and welcomed to the district by Interim Superintendent Janet Bernard. Ms. Shanahan came to Del Mar from the Vista Unified School District and has years of experience working with categorical programs.

Interim Superintendent Bernard congratulated the new Director of Technology, Michael Casey, on his appointment. Mr. Casey came to Del Mar from the San Diego Unified School District where he worked for many years and was instrumental in developing their technology program.

She reminded the Board about the California School Boards Association Conference in San Diego from December 4-6.

The Candidate Filing deadline for anyone interested in running for election to the Board of Trustees is August 8, 2008 at 5:00 p.m. As of this date, one person had filed with the County.

The State is now 29 days past the Constitutional deadline for a final budget. It is not expected that the State will adopt the budget until late August.

Laurie Francis, Principal of Del Mar Hills Academy was just appointed by the San Dieguito High School District as the principal of Carmel Valley Middle School. She thanked Mrs. Francis for her dedication and strong leadership for the past seven years. The plan being worked on for her replacement will be shared with the Board very soon.

The District Office is busy preparing for the 2008-2009 school year. Interim Superintendent Bernard commended Randy Wheaton, Director of Maintenance and Operations, and his staff for the thorough cleaning of District facilities and special projects completed during the summer months.

9.2 Report, Maintenance & Operations 2008

Director of Maintenance and Operations, Randy Wheaton narrated a presentation sharing some of the major projects taking place in the District during the summer and projects completed in the 2007/2008 school year.

Mr. Wheaton thanked DMUSD staff for their assistance in preparing the presentation. Mr. Patrick Lum, Custodial Services Supervisor, and Mr. Julian Martinez, Lead Night Custodian, were introduced to the Board and commended for their hard work and dedication.

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

6.1 Approval of the Minutes

On motion by Member McDowell, seconded by Member Lamborghini, the Board voted unanimously to approve the Minutes of the Regular Board Meeting of May 28, 2008; the Special Board Meeting of June 11, 2008; the Special Board Meeting of June 18, 2008; and the Regular Board Meeting of June 25, 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.

Board Member Perkins requested that Item 8.2 be pulled from the Consent Agenda.

On motion by Member Perkins, seconded by Member White, the Board unanimously approved the Consent Agenda, as amended.

Consent Items:

- *8.1 Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for April 1 – June 30, 2008
- *8.2 Pulled from Consent
~~Board Approval, Performance Agreement with Drew Dougherty of Leadership DNA~~
- *8.3 Board Approval, Performance Agreement with Rick Morris, Educational Consultant, New Management Staff Development Company
- *10.1 Board Approval and Acceptance of Donations to the Del Mar Union School District
- *10.2 Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements
- *10.3 Board Approval of Site Performance Agreement
- *10.4 Board Consideration of Standard Business Mileage Rate of 58.5 Cents Per Mile, Effective January 1, 2008 through December 31, 2008.
- *10.5 Board Approval to Declare 2001 and 2002 Science Textbooks and Instructional Materials Obsolete
- *10.6 Board Approval of Contracting for Special Education Services for the 2008-2009 School Year
- *10.7 Board Approval of an Amendment to the Agreement Between Care-A-Van Transportation and the Del Mar Union School District for Special Education Transportation

- *10.8 Board Approval of an Agreement Between Environmental Builders and the Del Mar Union School District for Cabinetry Work at Sage Canyon School and Ashley Falls School
- *10.9 Board Approval of Scheduled Maintenance Service Contract Between A C & D Pump Services and the Del Mar Union School District for Monthly Service on Duplex Sewer Pumps at Sage Canyon School
- *10.10 Board Ratification of an Agreement Between Construction Testing & Engineering, Inc. and the Del Mar Union School District for Geotechnical and Materials Testing & Inspection on Various 2008 Summer Projects
- *10.11 Board Approval of a Contract Between Playrite Playground Construction and the Del Mar Union School District for Ball Wall Repair at Various School Sites
- *10.12 Board Approval of an Agreement Between the Del Mar Union School District and Rancho Santa Fe Protective Services for Night Time School Patrols for the 2008/2009 School Year
- *10.13 Board Approval of a Contract Between David N. Roberson Installations and the Del Mar Union School District for the Replacement and Repair of Motorized Blinds at Carmel Del Mar School
- *10.14 Board Approval to Advertise for Bids for Landscape Maintenance
- *10.15 Board Award and Approval of an Agreement Between Office Depot and the Del Mar Union School District for Classroom and Office Supplies, August 1, 2008 through December 31, 2009
- *10.16 Board Approval of an Agreement Between Xerox and the Del Mar Union School District for Copier Upgrades at Ashley Falls School, Sage Canyon School and the District Office
- *10.17 Board Approval of an Agreement Between Cottonwood Electric Cart Service and the Del Mar Union School District for Quarterly Preventative Maintenance on Eight District Owned Golf Carts
- *10.18 Board Approval of a Contract Between Playrite Playground Construction and the Del Mar Union School District to Replace Playground Sand and Sand Retention Wall at Del Mar Hills Academy
- *11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status

7. CURRICULUM AND INSTRUCTION

7.1 2008-09 Consolidated Application for Funding Categorical Aid Programs, Part 1

This routine item is required in order to receive revenue entitlements from various state and federal funding sources. The funding received under the Consolidated Application is used to support staff development, purchase instructional materials, and provide student services as an augmentation to the District's general revenue fund.

7.2 2007/2008 Annual Wellness Committee Report

(Presented for information only.)

The Committee jointly sponsored a "Nutrition Talk" with the Child Nutrition Program in January 2008. Alicia Pitrone, the Director of Child Nutrition for the San Dieguito Union School District, attended the Wellness Committee meetings

and shared invaluable nutritional information.

To measure the effectiveness of the first year implementation of the Wellness Policy, the Committee drafted a survey in June 2007 for the principals to complete. All sites noted reductions in food being used as rewards due in part to the PTAs providing alternative non-food items such as bubbles, crayons, and stickers for teachers to use as rewards.

7.3 Board Approval, Purchase Revised Developmental Reading Assessment Kits, Grades K-3

The Developmental Reading Assessment (DRA) is a critical component of the District's formative assessment program. The assessment version currently being used was published over ten years ago. The second edition is more user friendly and includes materials and strategies to ease the management of administering the assessment three times a year.

On motion by Member Lamborghini, seconded by Member White, the Board voted unanimously to approve the purchase of the revised Development Reading Assessment Kits, Grades K-3.

8. ADMINISTRATION AND POLICY

8.2 Board Approval, Performance Agreement with Drew Dougherty of Leadership DNA *(Pulled from Consent)*

Member Perkins requested this item be pulled from Consent to ask for additional clarification. Assistant Superintendent, Dena Whittington, explained that the additional costs associated with the strategic planning action team work, represented in this new performance agreement with Drew Dougherty of Leadership DNA, is an accrued expenditure from 2007/2008.

On motion by Member Perkins, seconded by Member White, the Board voted unanimously to approve the Performance Agreement with Drew Dougherty of Leadership DNA.

8.4 Update, 2008/2009 K-6 Enrollment *(Presented for information only.)*

To date, the District Office has enrolled 64 students this summer. The enrollment report currently reflects a total enrollment that is approximately 100 students less than at the close of the 2007-2008 school year. These numbers will certainly change as the district enrolls more new students and Intradistrict transfer requests are reviewed for approval or denial.

8.5 Update, District Superintendent Search

(Presented for information only.)

The nationwide search for a new District Superintendent was recently launched with the dissemination of a comprehensive brochure advertising the position. The deadline to submit an application is August 4th. To date, The Cosca Group is pleased with the number of applications received. The Board hopes to conduct first and second round interviews on August 16 & 17. The Board desires to have the new Superintendent in place on August 25, the start of the 2008/2009 school year.

8.6 Board Approval, Revised Exhibit 1 to Board Policy 6153: School Sponsored Trips

On motion by Member Lamborghini, seconded by Members Perkins, the Board voted unanimously to approve the revision of Exhibit 1 to Board Policy 6153: School Sponsored Field Trips.

8.7 Board Approval, Change of Date for the August Regular Board Meeting from August 27, 2008 to September 3, 2008.

The Board requested staff to put the change of date in a prominent location on the DMUSD website.

On motion by Member Perkins, seconded by Member White, the Board voted unanimously to change the August Regular Board Meeting from August 27, 2008 to September 3, 2008.

8.8 Board Approval, Contract between Del Mar Union School District and Total School Solutions for Consulting Services

The purpose of the contract is to provide consulting services in the form of the facilitation of interest-based collective bargaining. Steve Horowitz, Ed.D., a director with Total School Solutions, has been identified as the individual with whom the DMUSD and DMCTA will work to conduct collective bargaining.

Public Input:

- MaryAnn Loes, 3943 Caminito Casis, San Diego, addressed the Board regarding the DMCTA's awareness of the fee attached to Interest Based Bargaining and the DMCTA's direction being to self-facilitate.

On motion by Member Lamborghini, seconded by Member White, the Board voted unanimously to approve the Contract between the Del Mar Union School District and Total School Solutions.

8.9 Reminder of Upcoming Events

(Presented for information only.)

9. OPERATIONS AND FACILITIES

9.1 Facilities Report

(Presented for information only.)

Rodger Smith, Director of Human Resources and Facility Planning, presented an update on preliminary planning for a new District Office facility and child care facilities at Ocean Air.

10. BUSINESS AND FINANCE

10.19 Board Approval, Reimbursement of the Unrestricted General Fund by the Special Reserve for Capital Outlay for Attorney Fees Related to the Sale of the Shores Property

During the past four fiscal years, the District has incurred \$389,350 in attorney fees related to the sale of the Shores Property. The attorney fees were paid using Unrestricted General Fund revenues. At this time the District is able to reimburse the Unrestricted General Fund for attorney fees incurred relating to the sale of the real property.

On motion by Member White, seconded by Member McDowell, the Board voted unanimously to approve reimbursement of the Unrestricted General Fund by the Special Reserve for Capital Outlay for Attorney Fees related to the sale of the Shores Property.

10.20 2007/2008 Monthly Budget, Update

(Presented for information only.)

11. PERSONNEL

11.2 Approval Modified Salary Schedule

The primary change in the schedule is the addition of the Director of Technology position. A less significant modification that is included involves grouping similar positions in one range as opposed to the current schedule that provides a separate range for each management position.

On motion by Member Lamborghini, seconded by Member White, the Board voted unanimously to approve the Modified Salary Schedule.

11.3 Board Approval, Site Funded Art Enrichment Teacher at Ocean Air School

Ocean Air currently operates with a half-time Art position. Principal Wilson and staff are interested in increasing the amount of time that art is being offered to the students.

On motion by Member Perkins, seconded by Member McDowell, the Board voted unanimously to approve the site funded Art Enrichment Teacher at Ocean Air.

12. ARTICLES OF INTEREST

- 12.1 “State mandates algebra for all 8th graders” – North County Times, July 10, 2008
- 12.2 “Algebra testing action decried as detrimental” – Ed Cal, July 14, 2008
- 12.3 “California Board Mandates Algebra 1 for All 8th Graders” – Education Week, July 16, 2008 “

13. ITEMS FOR AUGUST 2008 BOARD MEETING:

- Update on 08/09 Student Enrollment, Intradistrict Transfers, and Certificated Staffing
- Board Approval of Disclosure of Collective Bargaining Agreement for Fiscal Year 2008/2009
- Board Approval of 2008/2009 Salary Schedules: Regular Classified, Certificated Administrators Principal, Certificated Management, Certificated Director, Classified Management
- Approval of Association Memberships and Dues for 2008-2009
- Board Approval of 2007/2008 Unaudited Actuals
- Update, District Office – Report from Frisco White
- Update on Principal Selection for Del Mar Hills Academy
- Proposed calendar for 2008/2009 re Monday, November 10
- Update, Task Force, Action Team: Alternative Funding Sources (Sept.)
- Update, 08-09 Strategic Planning

14. ADJOURNMENT

On motion by Member Easton, seconded by Member White, the Board voted unanimously to adjourn the July 30, 2008 Regular Board meeting at 7:20 p.m.

Katherine White, Clerk

Janet Bernard, Interim Superintendent

Date

Date