



DELMAR UNION SCHOOL DISTRICT

Mission Statement

Supported by an involved community, an outstanding staff, and a shared vision for academic excellence, the Del Mar Union School District is committed to providing a rigorous, inspiring, and nurturing education program that is continually evolving to develop well-round individuals who embrace learning for life and who are prepared to meet the challenges of the future.

We believe that...

- Every individual has worth
- Individuals deserve the opportunity to reach their potential
- Learning is a life-long process
- Everyone has the right to be safe
- Everyone can make a difference
- Individuals and communities have responsibilities to each other
- The uniqueness of individuals enriches the community

We believe in...

- Honesty and integrity
 - Treating others with respect
 - The principles of Democracy
- www.dmusd.org

Board of Trustees

Dr. Annette Easton
 Steven McDowell
 Doug Perkins
 Comischell Rodriguez
 Katherine White



Superintendent

Dr. Sharon McClain

DEL MAR UNION SCHOOL DISTRICT

NOTICE OF SPECIAL BOARD MEETING BY THE BOARD OF TRUSTEES

April 15, 2009
 Closed Session: 6:15 p.m.
 Open Session: 7:00 p.m.

Del Mar Hills Academy
 14085 Mango Drive
 Del Mar, CA 92014

Welcome to a Special Board meeting of the Board of Trustees of the Del Mar Union School District!

Public Inspection of Documents

In compliance with Government Code 54957.5, agenda-related documents that have been distributed to the Board less than 72 hours prior to the board meeting are available for inspection at the Del Mar Union School District, 225 9th St. Del Mar, CA 92014.

Hearing of the Public

Persons wishing to address the Board on any item except personnel are invited to do so at this time. In the interest of time and order, presentations from the public are limited to 3 minutes per person, per topic. If you wish to speak, complete a card (located at the sign-in desk) and present it to the Secretary of the Board prior to the start of the meeting. When the Board President invites you to the podium, please state your name, address, and organization before making your presentation.

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; or (3) refer the matter to the next agenda.

Closed Session

The Board will meet in Closed Session to consider qualified matters of litigation, employee negotiations, student discipline, employee grievances, personnel qualifications, or real estate negotiations.

Cell Phones/Pagers

As a courtesy to all meeting attendees, please set cellular phones and pagers to silent mode and engage in conversations outside the meeting room.

Assistance With Meeting

In compliance with the Americans With Disabilities Act and AB-3035, if you require special assistance to participate in this meeting, please contact the Superintendent at (858) 755-9301 at least 24 hours prior to the start of the meeting to enable the District to make reasonable arrangements.

BUSINESS TO BE TRANSACTED WILL BE LIMITED TO THE FOLLOWING:

CALL TO ORDER

1. PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA

Adjournment into Closed Session _____ / _____ Motion/Second
Time

CLOSED SESSION, 6:15 P.M.

1.1 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE pursuant to (Government Code 54957)

Adjournment of Closed Session _____ / _____ Motion/Second
Time

RECONVENE OPEN SESSION (7:00 P.M.)

2. REPORT OF ACTION TAKEN IN CLOSED SESSION

3. BOARD APPROVAL OF AMENDMENTS TO BOARD RESOLUTION 2009-03, "REDUCING AND/OR ELIMINATING CERTAIN CERTIFICATED SERVICES FOR THE 2009-2010 SCHOOL YEAR" REGARDING THE REINSTATEMENT OF CERTAIN PARTICULAR KINDS OF SERVICES TO BE PERFORMED BY CERTIFICATED PERSONNEL.

_____ / _____ Motion/Second

4. BOARD APPROVAL OF AN AMENDMENT TO THE "SUPERVISED FIELD SERVICES" AGREEMENT BETWEEN THE DMUSD AND CHAPMAN UNIVERSITY TO ADD "EDUCATION ADMINISTRATION" TO THE AGREEMENT.

_____ / _____ Motion/Second

5. BOARD APPROVAL, REVISIONS TO BOARD POLICY 1250.1: LEARNING ENVIRONMENT DISRUPTIONS

_____ / _____ Motion/Second

6. 1ST READING, REVISIONS TO 2009/2010 DMUSD CALENDAR

7. BOARD APPROVAL, APPOINTMENT OF 7/11 DISTRICT ADVISORY COMMITTEE

_____ / _____ Motion/Second

8. BOARD APPROVAL, CONTRACT WITH MRS. GAYLE WAYNE, FACILITATOR, 7/11 DISTRICT ADVISORY COMMITTEE

_____ / _____ Motion/Second

9. BOARD DISCUSSION/APPROVAL, TIMELINE FOR 7/11 DISTRICT ADVISORY COMMITTEE MEETINGS
_____ / _____ Motion/Second
10. BOARD DISCUSSION/APPROVAL: ROLE OF THE 7/11 DISTRICT ADVISORY COMMITTEE
_____ / _____ Motion/Second
11. BOARD APPROVAL OF AGREEMENT BETWEEN K.I.D.S. THERAPY ASSOCIATES, INC. AND THE DEL MAR UNION SCHOOL DISTRICT FOR OCCUPATIONAL THERAPY SERVICES AS REQUIRED FOR SPECIAL NEEDS STUDENTS
_____ / _____ Motion/Second
12. REPORT/DISCUSSION, DMSEF FUNDRAISING AND GIFTS
13. BOARD DISCUSSION/APPROVAL, BOARD POLICY AND ADMINISTRATIVE REGULATIONS 3290: GIFTS, GRANTS AND BEQUESTS
_____ / _____ Motion/Second
14. DISCUSSION/BOARD APPROVAL, REVISION TO BOARD POLICY AND ADMINISTRATIVE REGULATIONS 5116: SCHOOL ATTENDANCE BOUNDARIES; BOARD POLICY AND ADMINISTRATIVE REGULATIONS 5116.1: INTRADISTRICT OPEN ENROLLMENT, 2009/2010
_____ / _____ Motion/Second
15. BOARD APPROVAL, ATTENDANCE TO THE SOLUTION TREE ANNUAL CONFERENCE ON STANDARDS AND ASSESSMENT
_____ / _____ Motion/Second
16. ADJOURNMENT OF SPECIAL BOARD MEETING OF APRIL 15, 2009
_____ / _____ Motion/Second
_____ Time

Special Board Meeting of April 15, 2009

April 14, 2009

To: Board Members

From: Rodger Smith, Director of Human Resources and Facilities Planning

Through: Sharon McClain, Superintendent

Subject: Board Approval of Amendments to Board Resolution 2009-03, "Reducing and/or Eliminating Certain Certificated Services for the 2009-2010 School Year" Regarding the Reinstatement of Certain Particular Kinds of Services to be Performed by Certificated Personnel

Resolution 2009-03 was approved by the Board on February 25, 2009. This resolution generated fifty-two layoff notices that were subsequently delivered to affected certificated employees. Since the approval of the resolution, several pertinent developments have occurred; these developments may have created an opportunity for the district to modify some of the proposed reductions in particular kinds of services that were included in Resolution 2009-03.

Due to the fact that the deadline for fund-raising for additional staff positions at the school sites will not occur until tomorrow, specific recommendations regarding proposed modifications to the reductions that were specified in Resolution 2009-03 are not included with this narrative. However, it is anticipated that such recommendations will be presented to the Board as this item is discussed during tomorrow's special meeting. It is also anticipated that the Board will take action to amend Resolution 2009-03 in order to reinstate some of the previously approved reductions in particular kinds of services that were included in the resolution.

FISCAL IMPACT: Unknown at this time.

RECOMMENDED: The Superintendent recommends Board Approval of Amendments to Board Resolution 2009-03, "Reducing and/or Eliminating Certain Certificated Services for the 2009-2010 School Year" Regarding the Reinstatement of Certain Particular Kinds of Services to be Performed by Certificated Personnel.

Special Board Meeting of April 15, 2009

April 14, 2009

To: Board Members
 From: Rodger Smith, Director of Human Resources and Facilities Planning
 Through: Sharon McClain, Superintendent
 Subject: Board Approval of an Amendment to the “Supervised Field Services” Agreement” between the DMUSD and Chapman University to Add “Education Administration” to the Agreement

The DMUSD currently has an agreement with Chapman University to provide supervised field services for student teachers. A current certificated employee of the District is enrolled at Chapman University in a program leading to an administrative credential. The employee would like to perform field work as required by Chapman University at his current site in the DMUSD but the scope of the District’s agreement does not currently support this activity. Due to the fact that there is no cost to the District for providing this service and the fact that approving this amendment would facilitate optimum allocation of the certificated employee’s time for both his classroom assignment and his field work requirement, the Board’s support for adding this amendment to the current agreement with Chapman University is encouraged.

FISCAL IMPACT: None

RECOMMENDED: The Superintendent recommends Board approval of an Amendment to the “Supervised Field Services” Agreement” between the DMUSD and Chapman University to add “Education Administration” to the Agreement

4.0

Special Board Meeting of April 15, 2009

April 3, 2009

To: Board Members

From: Sharon McClain, Superintendent

Subject: Discussion/Action, Revisions to Board Policy 1250.1: Learning Environment Disruptions

Board Policy 1250.1: Learning Environment Disruptions outlines the expected civil behavior of staff, parents, and community members. The revisions to the BP 1250.1 provide the inclusion of communication such as "phone conversations, letters, memoranda, and emails" for the purposes of requiring civil behavior. This Policy protects teachers, other staff, parents and community from anyone (another staff member, community member, or parent) in the District who becomes overly rude or violent. The Policy also provides details of the consequences for violating the civil behavior expectations according to California Education Code 44811. The DMCTA has reviewed the proposed revisions.

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval of the revisions to Board Policy 1250.1: Learning Environment Disruptions

5.0

DEL MAR UNION SCHOOL DISTRICT
COMMUNITY RELATIONS

BOARD POLICY 1250.1: LEARNING ENVIRONMENT DISRUPTIONS

The Governing Board is committed to a learning environment that fosters mutual respect among district teachers, parents and students. Communication between parents and teachers is encouraged to enhance each student's opportunity to achieve at the highest possible level. The Board also encourages parent involvement in school related organizations such as site councils, parent club/PTA's, and site foundations that assist the district in maximizing opportunities for teaching and learning at each school site.

Parents may contact teachers at the school site by telephone, e-mail or other written communication or by appointment. The Board encourages positive communication and discourages volatile, hostile, or aggressive actions that could have a negative impact on the learning environment of both teachers and students.

The district is responsible for maintaining a reasonable, safe and harassment free workplace for students and staff and for preventing unauthorized persons from entering school/district grounds.

The Superintendent is authorized to develop an administrative regulation to assure a positive learning environment, free of disruptions, for teachers and students throughout the district.

Legal References:

EDUCATION CODE

32210 Disturbing School

44014 Assault on Personnel

44810 Person on School Grounds

44811 Insults and Abuses

PENAL CODE

243.5 Arrest on School Grounds

415.5 Fighting on School Ground

626.8 Entry of School by Person Not on

627.7 Refusal to Leave School Grounds

Board Policy/Administrative Regulation/Exhibit 1250.1

1st Reading for the Board of Trustees: November 16, 2005

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

Presented with Revisions for approval by the Board of Trustees: April 15, 2009

DEL MAR UNION SCHOOL DISTRICT
COMMUNITY RELATIONS

ADMINISTRATIVE REGULATION TO BOARD POLICY 1250.1:
LEARNING ENVIRONMENT DISRUPTIONS

The Governing Board is committed to a learning environment that fosters mutual respect among district teachers, parents and students. The following regulations have been developed for dealing with individuals who disrupt/damage the educational environment through volatile, hostile, or aggressive actions:

Disruptions

1. Any individual who disrupts or threatens to disrupt school/office operations; threatens the health and safety of students or staff; willfully causes property damage; uses loud and/or offensive language which could provoke a violent reaction; or who has otherwise established a continued pattern of unauthorized entry on school district property, will be directed to leave school or school district property promptly by the Superintendent or designee. ***The use of profanity or obscene, threatening or demeaning language or loud and inflammatory language which may reasonably cause disruption or violent reaction is prohibited between staff, parents, students, and community while on school grounds or during school activities. This prohibition includes phone conversations, letters, memoranda, or emails.***

2. If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the administrator or employee to whom the remarks are directed will calmly and politely admonish the speaker to communicate civilly. If corrective action is not taken by the abusing party, the district employee will verbally notify the abusing party that the meeting, conference, ~~or~~ telephone conversation, or *email communication* is terminated. ***and, if*** If the meeting or conference is on district premises, the offending person will be directed to leave promptly. ***Employees are directed to end all conversations, whether in person, by phone, in writing, or email with individual(s) who continue to violate these procedures after the employee notifies the individual(s) of the violation.***

3. If violence is directed against an employee, ~~or~~ theft against property, ***or the employee feels threatened by the use of profanity or obscene, threatening or demeaning language or loud and inflammatory language which may***

Board Policy/Administrative Regulation/Exhibit 1250.1

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reasonably cause disruption or violent reaction, the employee shall promptly report the occurrence to the principal or supervisor and complete an Incident Report. Employees and supervisors should notify law enforcement officials and report any attack, assault or threat made against them on school/district premises or at school/district sponsored activities.

4. When an individual is directed to leave under such paragraph 1 or 2 circumstances, the Superintendent or designee shall inform the person that he/she will be guilty of a misdemeanor in accordance with California Education Code 44811 and Penal Codes 415.5 and 626.7, if he/she reenters any district facility within 30 days after being directed to leave, or within seven days if the person is a parent/guardian of a student attending that school.

If an individual refuses to leave upon request or returns before the applicable period of time, the Superintendent or designee may notify law enforcement officials. An Incident Report (Exhibit 1250.1) should be completed for the situations as set forth in paragraphs 1 and 2.

California Education Code Section 44811, in part (a) Any parent, guardian, or other person whose conduct in a place where a school employee is required to be in the course of his or her duties materially disrupts class work or extracurricular activities or involves substantial disorder is guilty of a misdemeanor. (b) A violation of subdivision (a) shall be punished as follows:

- (1) Upon the first conviction by a fine of not less than five hundred dollars (\$500) and not more than one thousand dollars (\$1,000), or by imprisonment in a county jail for not more than one year, or by both the fine and imprisonment.***
- (2) Upon a second conviction, by imprisonment in a county jail for a period of not less than 10 days, and not more than one year, or by both imprisonment and a fine not exceeding one thousand dollars (\$1,000). The defendant shall not be released on probation, or for any other basis until he or she has served not less than 10 days in a county jail.***
- (3) Upon a third or subsequent conviction, by imprisonment in a county jail for a period of not less than 90 days, and not more than one year, or by both imprisonment and a fine not exceeding one thousand dollars (\$1,000). The defendant shall not be released on probation, or for any other basis until he or she has served not less than 90 days in a county jail.***

Appeal Procedure

Any person who is asked to leave a public school building or grounds may appeal to the Superintendent or designee. This appeal shall be made no later than the second school

Board Policy/Administrative Regulation/Exhibit 1250.1

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day after the person has been directed to leave the school building or grounds. The Superintendent or designee shall render his/her decision within 24 hours after the appeal is made, and this decision shall be binding.

The decision of the Superintendent or designee may be appealed to the Board. Such an appeal shall be made no later than the second school day after the Superintendent or designee has rendered his/her decision. The Board shall consider and decide the appeal at its next scheduled regular or adjourned regular public meeting. The Board's decision shall be final.

Notification Procedure

The Superintendent or designee will be responsible for making both parents and teachers aware of district policy that promotes mutual respect including provisions for dealing with disruptions.

If it is determined that a member of the public is in violation of the provisions of this policy, the individual should be counseled on the applicable Education Code and Board policy provisions at the time of the occurrence and the employee must notify his/her supervisor as soon as possible and complete an Incident Report (Exhibit 1250.1).

Legal Reference:

EDUCATION CODE

- 32210 Willful disturbance of public school or meeting
- 32211 Threatened disruption or interference with classes; misdemeanor
- 32212 Classroom interruptions
- 35160 Authority of governing boards
- 35292 Visits to schools (board members)
- 51512 Prohibited use of electronic listening or recording device

EVIDENCE CODE

- 1070 Refusal to disclose news source

LABOR CODE

- 230.8 Discharge or discrimination for taking time off

PENAL CODE

- 626-626.10 Schools
- 627-627.10 Access to school premises, especially:
 - 627.1 Definitions
 - 627.2 Necessity of registration by outsider
 - 627.7 Misdemeanors; punishment

ATTORNEY GENERAL OPINIONS

- 95 Ops.Cal.Atty.Gen. 509 (1996)

Board Policy/Administrative Regulation/Exhibit 1250.1

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DEL MAR UNION SCHOOL DISTRICT
B.P./A.R. 1250.1 LEARNING ENVIRONMENT DISRUPTIONS
Exhibit A

INCIDENT REPORT

Name _____

Today's Date _____ Site _____

Approximate Date and Time of Incident _____

Location of Incident (office, classroom, hallway, etc.) _____

Name of Person you are reporting (if known) _____

Is this person a parent/guardian or relative to a student in the district?

_____ Yes _____ No

Did you feel your well being/safety was threatened?

_____ Yes _____ No

Were there any witnesses to this incident? _____ Yes _____ No

Name of Witness(es) _____

Were the police contacted? _____ Yes _____ No

Below, please describe what happened. If you need additional space, please use the back of this form. Thank you.

Signature of Person Completing Form

(A copy of this Incident Report should be sent to the Superintendent or designee.)

Board Policy/Administrative Regulation/Exhibit 1250.1

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April 3, 2009

To: Board Members
From: Sharon McClain, Superintendent
Subject: 1st Reading, Revision to 2009/2010 DMUSD Calendar

This year, the District's expenses for the two Professional Development days in January were \$55,000 more than the grant amount received from the State. The overage was caused by a larger number of attendees and less grant funding in recent years.

Changes in the Calendar will reduce the two staff development days next year to one day and to have that day be August 25, 2009. Moving the date to the beginning of the school year will make it easier for teachers to learn more about the new math adoption materials before school begins. Staff development days in the 09/10 Calendar are scheduled for February 1 and 2, 2010 and will remain on the calendar as "local release" days in order to comply with the San Dieguito Union High School District's calendar. District administration will consult with the DMCTA before bringing the calendar to the Board for a 2nd reading. The changes will not affect the student calendar.

Additionally, a correction of the last day for Extended School Year has been made. The correct date is July 24, 2009, not July 31, 2009 as originally stated.

FISCAL IMPACT: None.

RECOMMENDED: Presented for a 1st Reading. No action is required.

6.0

DEL MAR UNION SCHOOL DISTRICT
2009-2010 SCHOOL CALENDAR

REVISED 10
4/15/09

School	Attendance					Cumulative		Holidays and Other Information	
Month	M	T	W	Th	F	Days	Attendance Days		
June/July	29	30	1	2	*3	0	0	6/29	First Day of Extended School Yr.
	6	7	8	9	10	0	0	*7/3	*Independence Day Observed
	13	14	15	16	17	0	0		
	20	21	22	23	24	0	0	07/24	Last Day of Extended School Yr.
July/Aug	27	28	29	30	31	0	0	07/31	Last Day of Extended School Yr.
	3	4	5	6	7	0	0		
	10	11	12	13	14	0	0		
	17	18	19	20	21	0	0	8/17	School Offices Open
1)Aug/Sept	24	†25	√26	√27	√28	0	0	8/25	†Staff Inservice
	31	1	2	3	4	5	5	8/26 – 8/28	√Teacher Work Days
	*7	8	9	10	11	4	9	8/31	First Day for Students
	14	15	16	17	18	5	14	*9/7	*Labor Day Observed
	21	22	23	24	25	5 (19)	19		
2)Sept/Oct	28	29	30	1	2	4	23	9/28	Certificated/Classified Non-Work Day (In lieu of Admissions Day)
	5	6	7	8	9	5	28		10/19-10/23 Parent Conferences (minimum days)
	12	13	14	15	16	5	33		
	19	20	21	22	23	5 (19)	38		
3)Oct/ Nov	26	27	28	29	30	5	43		
	2	3	4	5	6	5	48		
	9	10	*11	12	13	4	52	*11/11	*Veteran's Day Observed
	16	17	18	19	20	5 (19)	57		
4)Nov/Dec	23	24	25	*26	*27	0	57	11/23 - 11/27	Thanksgiving Week
	30	1	2	3	4	5	62		
	7	8	9	10	11	5	67		
	14	15	16	17	18	5	72		
	21	22	23	*24	*25	0	72	12/21 - 1/1	Winter Recess
	28	29	30	*31	*1	0	72		
	4	5	6	7	8	5 (20)	77		
5)Jan/Feb	11	12	13	14	15	5	82		
	*18	19	20	21	22	4	86	*1/18	*Martin Luther King Day Obs.
	25	26	27	28	29	3	89		
	1	2	3	4	5	5 (17)	94	2/1, 2/2	Local Release Staff Inservice (School Closed)
6)Feb/Mar	8	9	10	11	*12	4	98	*2/12-2/15	*Presidents' Days Observed
	*15	16	17	18	19	4	102		
	22	23	24	25	26	5	107	2/22-2/26	Parent Conferences • (minimum days)
	1	2	3	4	5	5 (18)	112		
7)Mar/Apr	8	9	10	11	12	5	117		
	15	16	17	18	19	5	122		
	22	23	24	25	26	5	127		
	29	30	31	1	2	5 (20)	132		
8) April	5	6	7	8	9	0	132	4/5 – 4/9	Spring Break
	12	13	14	15	16	5	137		
	19	20	21	22	23	5	142		
	26	27	28	29	30	5 (15)	147		
9)May	3	4	5	6	7	5	152		
	10	11	12	13	14	5	157		
	17	18	19	20	21	5	162		
	24	25	26	27	28	5 (20)	167		
10)May/June	*31	1	2	3	4	4	171	*5/31	*Memorial Day Observed
	7	8	9	10	11	5	176	6/17	Last Day – Students
	14	15	16	17	√18	4 (13)	180	√6/18	Last Day – Teachers
	21	22	23	24	25				

Total Attendance Days ----- 180
 √Teacher Work Days: 8/26/09, 8/27/09, 8/28/09, 6/18/10
 † Teacher Inservice days: 2/1/10, 2/2/10

Contracted Teacher Workdays ----- 184
 Dates of legal holidays *
 Dark Shading Denotes No School for Students
 Italics Denotes Minimum Days for Students

April 3, 2009

To: Board Members
From: Sharon McClain, Superintendent
Subject: Board Approval, Appointment of 7/11 District Advisory Committee

The Board of Trustees has directed the Superintendent to form a 7/11 District Advisory Committee (DAC) to review possibilities for school closure/realignment. The 7/11 DAC regulations call for not less than 7 or more than 11 committee members from the community serve on the committee. Committee members must qualify in categories as outlined in the Education Code:

In accordance with Education Code Section 17389, the 7/11 District Advisory Committee shall consist of not less than 7 nor more than 11 members, and shall be representative of each of the following:

- The ethnic, age group, and socioeconomic composition of the district.
- The business community, such as store owners, managers, or supervisors.
- Landowners or renters, with a preference to be given to representatives of neighborhood associations
- Teachers
- Administrators
- Parents of students
- Persons with expertise in environmental impact, legal contracts, building codes, and land use planning, including, but not limited to knowledge of the zoning and other land use restrictions of the cities or cities and counties in which surplus space and real property is located.

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval of not less than 7 or more than 11 committee members from the applications received.

7.0

Del Mar Union School District 7/11 Advisory Committee

Vol. #	Last Name	First Name	Address/Phone	Yrs. in DMU SD	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)	Selected (Y)
1				2+	f Parent	Ashley Falls	To ensure the interests of Ashley Falls families are properly represented as decisions regarding facilities in the district are made.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. I worked in commercial real estate development and finance from 1987 through 1996; have owned several of my own businesses and worked in venture capital. I am an experienced, astute business person with a solid real estate/construction background.	
2				3	a, c, f, g Ethnic; owner/renter; parent; expertise	Sage Canyon	I am interested in contributing to the development of my community and the activities and decisions that will effect my children's education.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. (I am a real estate attorney and a licensed real estate broker. I ran and sold my own business, which involved a good deal of financial knowledge and ability)	
3				12	a, f, g Ethnic; parent; expertise	Hills/ Heights	I think I can do an excellent job in helping the committee develop and finalize the goals as stated on the application. I have certain concerns related to the Board of Trustees' ability to make an unbiased decision based on the facts and figures that are truly important in this matter.	N - No experience serving on a 7/11 Committee. Served on School Site Council 2007-present and current chairperson. Bachelors Degree in Chemical Engineering and minor in Economics; position in Project Management, product Development and Product Marketing. Colleagues see me as a consensus building and team player. I am familiar with construction and most aspects of space planning. I can be objective with a good ability to separate "me issues" from influencing my decision making process when the latter needs to be made on facts and figures. I can help explain to the community why controversial decisions are still the right ones to make.	
4				15+	a, b, c, f, g Ethnic; business; owner/renter; parent; expertise	Hills/ Heights	I am interested in participating in the 7/11 District Advisory Committee for two great reasons.... 1) I am a long time resident (15+ years) and have a vested interest in and great passion for Del Mar; 2) I have spent the majority of my professional career working on the transfer of surplus property for the Department of Defense and feel that I have unique expertise in his area.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. (Educational background is steeped in the environmental sciences and unique qualifications in the transfer and disposal of surplus property. Worked as an environmental consultant, project manager for the Dept. of Defense and employee of the Dept of Navy on military base closures for 16 years. Expertise in both the environmental and real estate aspects of surplus government property transfer. As a Deputy Base Closure Manager, coordinated environmental and real estate portions of property transfer at closed military installations involving legl and regulator issues, community relations concerns and stakeholder interests. As Environmental Coordinator, served as liaison between the Dept. of Navy, regulatory agencies, and public on environmental issues associated with the closure and transfer of surplus property. Served as the public point of contact for information related to all environmental projects and lead public meetings and interact with the public and special interest groups.)	
5				20	a, c, f Ethnic; owner/renter; parent;	Del Mar Heights	Have an interest in the planning and development of the school district and impact on the surrounding communities.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. (BA, Economics UCSD with general knowledge of account working commercial real estate management development with general knowledge of zoning ordinances, finance and construction.)	
6				10	a, c, f Ethnic; owner/renter; parent;	Sage Canyon	I believe I have the knowledge to see the big picture for the district and can build consensus with members.	N - No experience serving on a 7/11 Committee. Served as PTA President and and participated in the DMUSD Strategic Planning, School Site Council. My background is planning projects, detailed scheduling, risk management, consensus building and budgets.	

Del Mar Union School District 7/11 Advisory Committee

Vol. #	Last Name	First Name	Address/Phone	Yrs. in DMU SD.	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)	Selected (Y)
7				12+	a, c, f, g Ethnic; owner/renter; parent; expertise	Del Mar Heights	My active involvement in curricular, facilities and financial issues give me insight into dealing with the issues that the 7/11 DAC will be tasked with. My aspiration to be appointed to the committee stems from my belief that I can apply a combination of my experience of running a small firm for the past 15 years with my prior school site volunteer experiences to help the district make the best possible choices regarding the real property and surplus space.	N - No experience serving on a 7/11 Committee. Served on Del Mar Heights Site Council since Sept. 2007, Secretary of SSC since Sept. 2008, Gate Committee, PTA member for 5 years; worked the phone banks for the DMSEF fundraising campaign; ran Chess Club at the Heights; launched the Robotics Club. I have run my own design consultancy firm since 1994. As the founder and principal of the firm, I have managed project budgets, staffing needs and equipment and facilities needs. As an owner of three rental properties, I have managed subcontractors performing construction on remodeling projects.	
8				8+	a, c, f Ethnic; owner/renter; parent;	Ashley Falls	With the fiscal challenges facing our community, I want to see the school district succeed in making the best choices and the most positive impact on the children in the district. I think I can bring both professional expertise in the area of finance as well as personal integrity and common sense in analyzing options and arriving at effective solutions affecting school district properties.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. (Masters Degree in Finance; CEO of a software/logistics technology company. Board member at Congregation Beth Am since 2002 including Member of the Building and Ground Committee and head of the Security and Safety Committee, member of the Capital Campaign Committee; Board member and past president of a 92-unit condominium homeowner's association in UTC 1990-2000 dealing with construction defect litigation and reconstruction of the property.)	
9				34	a, c, d, f* Ethnic; owner/renter; teacher; former parent;	Ashley Falls	I want to maintain the equality of education between schools while being fiscally responsible. With a focus on neighborhood schools, I feel we can do what is best for students and the budget - but it might take some difficult decisions. Because I live part of the year in Carmel Valley and part in old Del Mar, I feel I have the opportunity to gather community input and to disburse information. Communication will be key when decisions are made.	N - No experience serving on a 7/11 Committee. (Served on PTA President, Site Council President, New School Opening, Boundary Committee, Math Pilot, Reading Pilot, Science Pilot, etc.)	
10				10+	a, c, f, g Ethnic; owner/renter; parent; expertise	Del Mar Heights	I am a parent of three children, 2 at Del Mar Heights (one in the Special Day program) and one who attends preschool at the Shores. My son attended Sycamore Ridge for preschool. I have a strong interest in the schools and the community.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. I am an attorney with experience drafting and litigating contracts, and in litigating real estate matters.	
11				1+	a, b, c, f Ethnic; business; owner/renter; parent	Hills/ Heights	I have a strong interest in facilities management and helping the Del Mar Union School District be the very best. I have the background experience and creativity to help develop solutions and evaluate alternatives.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. Experience in real estate development and investments. Strong financial "Wall Street" background. Engineer.	
12				3+	a, c, f Ethnic; owner/renter; parent;	Ashley Falls	To ensure that fair and just decisions are made.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. Have been in financial consulting for 15 years.	

Del Mar Union School District 7/11 Advisory Committee

Vol. #	Last Name	First Name	Address/Phone	Yrs. in DMU	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)	Selected (Y)
13				8+ SD	a, c, f, g Ethnic; owner/renter; parent; expertise	Del Mar Heights	I believe my professional experience and skill at facilitating consensus and expediting well informed decisions would be of service to the district. I think the district needs reasonable, unemotional people, with experience and vision, to assist the district in evaluating multiple variables and making difficult decisions based upon declining enrollment and budget cuts. I believe I would bring objectivity to the process.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. (Four years teaching experience; 15 years commercial real estate broker, facilitated corporate lease & investment transactions worth in excess of \$500 million; participated in the planning and construction management of extensive tenant improvement projects; recognized as "Deal Maker of the Year" for creative re-use of a failed retail center adapted into a corporate office building; strong financial analysis skills; prepared financial models for the sale of properties ranging from high rise and suburban office to retail, apartments, and land.)	
14				7+	a, b, c, f, Ethnic; business; owner/renter; parent	Hills/ Heights	Designating one of the schools in the district as surplus would have a lasting impact on Del Mar and its families. As a part of children in the district, a Del Mar business owner and board member of the Del Mar Foundation (Children's Committee Chair), I would like to take part in this very serious decision.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. As a Del Mar restaurant owner for 15 years, I gained valuable P & L experience. My legal education and business experience would be helpful interpreting contracts. Construction experience is limited to acting as general contractor on two homes.	
15				6+	a, c, f Ethnic; parent; owner/renter;	Ashley Falls	I am interested in getting more involved at the district level in our schools. I am currently on the PTA Board and School Site Council at Ashley Falls.	N - No experience serving on a 7/11 Committee. (Served on PTA Board, VP of Communications, School Site Council chairperson. Worked for GE Capital for 10 years in financing tax exempt bonds for 501(c)(1) primarily hospitals. Also served in Six Sigma Program at GE Capital for two years.)	
16				16	a, c, d, f Ethnic; owner/renter; teacher; parent;	Hills/ Heights	I care about my community and am very concerned about the possible displacement of families if this committee finds it necessary to take such actions with regards to surplus space and real property. I would like to serve on the committee to share my personal and professional experience that I have had for the past sixteen years in the district.	N - No experience serving on a 7/11 Committee. (Served on Del Mar Hills Strategic Planning Committee for 2 years. I have subbed in all grade levels in the DMUSD and am currently work parttime in a 2/3 combo classroom. This experience has given me the opportunity to learn about how the school budget is decided, planning a budget for the following year and the dynamics that go with how a school is funded.)	
17				10+	c, g owner/renter; expertise	Ashley Falls	I would like to use my land use expertise to assist the school district in future planning. I would also like to give back to the community and school district by volunteering my time and expertise.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. (I am an experienced land use and environmental attorney, and have worked on review and development of all sorts of projects, including rehabilitation of public school, and master planned communities that included construction of new school facilities.)	

Del Mar Union School District 7/11 Advisory Committee

Vol. #	Last Name	First Name	Address/Phone	Yrs. in DMU	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)	Selected (Y)
18				50+ 8+	a, c, f, g Ethnic; owner/renter; parent; expertise	Hills/ Heights	Having considered both independent and public schools, we made a long-term commitment to support the DMUSD, and we feel it is vital that we maintain strong and cohesive public school district in Del Mar/Carmel Valley. The financial issues have, of course, been a concern; but equally as worrisome is the feeling of divisiveness among the schools. It is to be expected that in times of budgetary constraints that each school may focus on what is best for itself, but now more than ever, it is crucial that decisions be made that are in the best interest of the district as a whole. We are in a period of transition, and I feel that how we manage this transition can either solve some longterm problems or exacerbate our existing ones. We plan to be part of the district for another 11 years and I would like to be a part of the long-term problem-solving. I believe in building a consensus and feel that I can put aside the fact that I am a parent at the Hills and participate on this committee to aid Dr. McClain and the DMUSD. I believe that my legal training and my experience as the top lawyer for a premier public institution will equip me to analyze and balance the many issues that this committee will have to confront.	N - No experience serving on a 7/11 Committee. I have served as the Del Mar Hills PTA, Secretary served on the Fiesta Del Mar Hills Auction Committee, Corporate Sponsorship Coordinator, and parent rep to DMUSD Strategic Planning Meeting. I am a former transactional attorney and worked in the areas of mergers/acquisitions, public and private financings and technology licensing in both New York City and San Diego. I am comfortable drafting, reviewing and negotiating legal constructs as well as analyzing the financial impacts of transactions; currently serve on the Board of Directors of the Stanford University Alumni Association as well as serving and eventually chairing a search committee that appointed four trustees to the Stanford University Board of Trustees.	
19				4+	a, c, f, g Ethnic; owner/renter; parent; expertise	Ashley Falls		N - No experience serving on a 7/11 Committee or any other district or school-based committee. I am the Chief Campus Counsel for UC San Diego. My responsibilities include providing legal advice for all aspects of the University's operations, including its facilities and their design, maintenance and construction. I have served on numerous policy committees and am an experienced and effective committee member.	
20				N/A	e Administrator	Torrey	Service to the school district.	N - No experience serving on a 7/11 Committee. Co-chair and participant in various district & school committees. School principal - experience with leadership and group facilitation.	
21				25	a, c, d, f, g Ethnic; owner/renter; teacher; parent; expertise	CDM	I feel that a few tough, but important changes could make our district fiscally solvent. We could protect programs for students if we used our surplus property differently. I am willing to voice those tough recommendations. Served on DMUSD Budget Committee for eight years, Fine Arts committee, Strategic Planning, Professional Relations, Personnel Committee, PTA Officer, Site Council President, Surplus Property Committee.	Y - Served on the 7/11 Committee (aka Surplus Property Committee) for the Shores Property. (Served on DMUSD Budget Committee for eight years, Fine Arts committee, Strategic Planning, Professional Relations, Personnel Committee, PTA Officer, Site Council President.)	

Del Mar Union School District 7/11 Advisory Committee

Vol. #	Last Name	First Name	Address/Phone	Yrs. in DMU SO	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)	Selected (Y)
22				14	a, c, f Ethnic; owner/renter; parent; a, f Ethnic; parent	Ashley Falls Torrey	Very simple. I want to ensure that our school and neighborhood are represented in matters of relevance to our schools. If not me then someone representing my area should be selected. I want to be personally involved in the evaluation and recommendations regarding surplus space in the district. I believe that my background and iput will be valuable in making the best recommendation after an analysis of the different possible options and scenarios.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. CTO of a start-up; extensive addition to home (designed and oversaw the construction.) N - No experience serving on a 7/11 Committee or any other district or school-based committee.	
23				8	a, c, f, g Ethnic; owner/renter; parent; expertise	Del Mar Heights	I think my expertise in land use will bring practical experience and a logical view of site selection and determining highest and best use.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. I have developed land for many years. I have sold land with values in excess of \$1.7 billion. I have brokered many institutional sites including the land for Cathedral High School and a portion of Canyon Crest Academy. I have recently been hired by Alliant University in Scripps Ranch to sell 60+ acres of excess land on their campus.	
24				4	a, c, f, g Ethnic; owner/renter; parent; expertise	Del Mar Heights	Involvement in community service and matters. Children will attend school in the district.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. Law practice in land use, environmental and administrative law.	
25				1	a, f, g Ethnic; parent of preschoolers; expertise	Ashley Falls		N - No experience serving on a 7/11 Committee or any other district or school-based committee. (Have 25 years of executive lead experience in finance; involved in planning, financing and execution of three commercial building projects as well as my own current resident; experience in bringing projects in on time and under budget; raised \$10-\$20 million per year many times.)	
26				4+	a, c, f, g Ethnic; owner/renter; parent; expertise	Del Mar Hills Acadmy	I've organized space planning for many companies. Saving funds will be key for DMUSD in this challenging financial environment. Also raising funds will be crucial. I have experience in both areas.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. I am a past director for Childrens Hospital Employee Health; current National Medical director for Impairment Resources, LLC; responsible for budgetary issues, personnel, Board of Directors member for Impairment Resources.	
27				14	a, f Ethnic; parent	Ashley Falls	Ensure responsible, reliable, transparent decision making.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. Experienced in real estate development and investment; investment management; marketing; financial analyst; manager of online marketing/business development.	
28				2+	a, b, c, f, g Ethnic; business; owner/renter; parent; expertise	CDM	I am grateful that my daughter attends school in this district and my interest in serving is a way to give back and show my appreciation. I also believe I have unique qualifications that would add significant value to this process.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. Experienced in real estate development and investment; investment management; marketing; financial analyst; manager of online marketing/business development.	

Del Mar Union School District 7/11 Advisory Committee										
Vol. #	Last Name	First Name	Address/Phone	Yrs. in DMU SD	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)	Selected (Y)	
29				N/A	a, e Ethnic administrator	N/A	I feel I provide valuable facility information that can benefit the decision making of the 7/11 committee. My input to the committee would not be bias. This would offer a great opportunity to work with the community to help move the distrit in a direction that benefits students, staff and community into the future.	N - No experience serving on a 7/11 Committee or any other district or school-based committee. (Served as the district representative for the District Safety Committee.)		
30				5+	a, c, f, g Ethnic; owner/renter; parent; expertise	Hills/ Heights	I would bring valuable expertise to the committee namely an understanding of land use and environmental requirements applicable to the issues the committee will consider.	N - No experience serving on a 7/11 Committee. I have served on other district or school-based committees. I am an attorney with significant experience in environmental and land use issues. I have been involved in permitting, environmental compliance and litigation involving industrial, commercial and residential development and school siting disputes.		
[insert name] When printing this document - hide columns B, C, D to preserve the anonymity of the volunteers and schools										
a=ethnic, age group, socioeconomic composition										
b=business community										
c=landowners, or renters										
d=Teacher										
e=Administrators										
f=Parents of students										
g=Persons of expertise										
1=Torrey Hills										
2=Sycamore Ridge										
3=Sage Canyon										
4=Ocean Air										
5=Del Mar Hills										
6=Del Mar Heights										
7=Carmel Del Mar										
8=Ashley Falls										
In accordance with Education Code Section 17389, the 7/11 District Advisory Committee shall consist of not less than 7 nor more than 11 members, and shall be representative of each of the following:										
<ul style="list-style-type: none"> The ethnic, age group, and socioeconomic composition of the district. The business community, such as store owners, managers, or supervisors. Landowners or renters, with a preference to be given to representatives of neighborhood associations Teachers Administrators Parents of students Persons with expertise in environmental impact, legal contracts, building codes, and land use planning, including, but not limited to knowledge of the zoning and other land use restrictions of the cities or counties in which surplus space and real property is located 										

April 3, 2009

To: Board Members

From: Sharon McClain, Superintendent

Subject: Board Approval of Agreement Between Gayle Wayne, CEO, Management Support Services and the Del Mar Union School District

The Board approved the formation of a 7/11 District Advisory Committee at the March 25, 2009 Regular Board Meeting. The purpose of the 7/11 District Advisory Committee is to secure community involvement and to assist in making the best possible judgment regarding every situation involving property and space in the District. The District is currently accepting applications for participation on the Committee.

The San Diego County Office of Education recommends that using a neutral facilitator to work with the 7/11 District Advisory Committee is helpful to school districts wishing to come to consensus about options to bring to the Board of Trustees concerning school closure/realignment. Mrs. Gayle Wayne, CEO of Management Support Services, has spearheaded community advisory groups as a district-provided consultant for various districts (Orange, Fullerton, Anaheim, Palos Verdes-Peninsula, Lawndale) recommending on critical issues such as school closure, boundary changes, site development, seismic safety, and site locations. Mrs. Wayne has provided services to Orange County Schools through the Orange County Office of Education, as well as to Saddleback Valley USD, Ocean View School District, and Orange Unified School District.

This agreement in the amount of \$5,000 is for Gayle Wayne to facilitate the Committee.

The agreement for this service is available for review at the Del Mar Union School District Office.

April 14, 2009

To: Board Members
From: Sharon McClain, Superintendent
Subject: Board Discussion/Approval, Timeline for 7/11 District Advisory Committee Meetings

At the March 25 Board of Trustees meeting, the Board directed staff to develop a shorter timeline for the 7/11 Committee meetings in addition to the timeline presented at that meeting.

Two timelines are presented for the Board's consideration. Timeline #1 was already presented at the March 25 Board meeting and Timeline #2 is a new, shorter timeline. Staff recommends approval of Timeline #1 for two reasons: (1) A 7/11 District Advisory Committee operates under the Brown Act, which requires that documents or data requested by the Committee be submitted in as much as is possible as part of the Agenda, thereby creating a need for "lead time" for Agenda preparation. A primary function of the 7/11 DAC will be to analyze many pieces of data in order to make a decision about school closure/realignment; (2) Timeline #1 gives the community more time to consider all of the options to closing or realigning a school; (3) Timeline #1 gives a school or schools designated for closure or realignment the opportunity to plan with parents, PTAs, school staff for the change.

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval of Timeline #1 for the 7/11 District Advisory Committee Meetings.

9.0

DEL MAR UNION SCHOOL DISTRICT

Proposed Timelines for the 7/11 District Advisory Committee

Timeline #1

March 25, 2009	Board Directs Superintendent to form a 7/11 District Advisory Committee on possible school closure
April 15, 2009	Board selects 7/11 DAC members Board establishes the parameters of the 7/11 DAC Board directs the 7/11 DAC to address itself to District's issues and discuss school closure if necessary Board establishes timelines for progress reports
May 2009	Meeting #1
June 2009	Meeting #2
June 24, 2009	Report of Progress to Board of Trustees
Sept. 2009	Meeting #3
Oct. 2009	Public Hearing
Oct. 2009	Meeting #4
Nov. 28, 2009	Report of Progress to Board of Trustees
Jan. 2010	Public Hearing
Jan. 2010	Meeting #5
Jan. 20, 2010	7/11 DAC Presents Recommendations to Board of Trustees Discussion, Vote by Board

Timeline #2

March 25, 2009	Board Directs Superintendent to form a 7/11 District Advisory Committee on possible school closure
April 15, 2009	Board selects 7/11 DAC members Board establishes the parameters of the 7/11 DAC Board directs the 7/11 DAC to address itself to District's issues and discuss school closure if necessary Board establishes timelines for progress reports
May 4 - 8	7/11 DAC Meeting #1
May 11 - 15	7/11 DAC Meeting #2
May 18 - 22	Public Hearing
May 25 - 29	7/11 DAC Meeting #3
May 29	Report to the Board of Trustees
June 8 - 12	Public Hearing
June 22 - 26	7/11 DAC Meeting #4
June 24	7/11 DAC Presents Recommendations to Board of Trustees Discussion, Vote by Board

April 14, 2009

To: Board Members
From: Sharon McClain, Superintendent
Subject: Board Discussion/Approval: Role of the 7/11 District Advisory Committee

The 7/11 District Advisory Committee is mandated by Education Code 17388. The Committee is appointed by the Board of Trustees to secure community involvement and to assist in making the best possible judgment regarding every situation involving property or space. The Board of Trustees, in conjunction with the Superintendent, invites people to participate, gives the Committee its role, and provides administrative support. The Board directs the 7/11 DAC to address itself to the District's issues and discuss school closure if necessary.

Staff has developed proposed role and parameters for the 7/11 District Advisory Committee. It is recommended that the Board discuss and review the role and parameters and add to them as the Board feels is necessary.

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval of the Role of the 7/11 District Advisory Committee.

10.0

DEL MAR UNION SCHOOL DISTRICT

Proposed Role of the 7/11 District Advisory Committee

Education Code 17388 requires the Board of Trustees to appoint a 7/11 district Advisory Committee to secure community involvement and to assist in making the best possible judgment regarding every situation involving property or space.

The 7/11 District Advisory Committee, in accordance with Education Code 17390 shall do all of the following:

1. Review the projected school enrollment and other data as provided by the District to determine the amount of surplus space and real property.
2. Establish a priority list of use of surplus space and real property that will be acceptable to the community.
3. Cause to have circulated throughout the attendance area a priority list of surplus space and real property and provide hearings of community input to the Committee on acceptable uses of space and real property, including the sale or lease of surplus real property for child care development purposes pursuant to Section 17458.
4. Make a final determination of limits of tolerance of use of space and real property.
5. Forward to the District Governing Board a report recommending uses of surplus space and real property.

Other Assignments of the Committee:

1. Review the capacity and the condition of the various school buildings by visiting the school sites.
2. Examine the effect of the size of a school's enrollment upon per pupil operational costs
3. Consider the influence of a school's enrollment upon its education program offerings
4. Consider demographic information such as birthrate, housing increases, historical data about changes in enrollment
5. Consider the needs of special education students residing in the District
6. Consider the needs of the District Office Staff/Programs, including Maintenance and Operations
7. Establish criteria for closing any school
8. Evaluate each facility on the basis of criteria developed

9. Recommend which school(s) should be closed

Criteria for Decision of School Closure

1. Age of school facility
2. Condition of school facility
 - a. Is it relatively new?
 - b. Has it been recently modernized?
 - c. Is it slated for modernization?
3. Operational cost based on enrollment
4. Students needing special support will be assured of services
5. Special Education programs can be developed or duplicated
6. Enrollment has declined at proposed closure site
7. Impact of new/additional use of facility
8. Improvement of District's financial stability

April 7, 2009

To: Board Members

From: Sheila Weinberg, Director of Pupil Services

Through: Sharon McClain, Superintendent

Subject: Board Approval of Agreement Between K.I.D.S. Therapy Associates, Inc. and the Del Mar Union School District for Occupational Therapy Services as Required for Special Needs Students

K.I.D.S. Therapy Associates provide individual and group occupational therapy, physical therapy, language and speech development designed to help students maximize their potential in their educational programs. Experienced and specially trained staff provides services through evaluation, treatment, classroom and program consultation, environmental adaptations, and training programs. Services are provided at school sites.

District staff is requesting approval of a contract with K.I.D.S. Therapy Associates in the amount of \$1,000.00 in order to provide IEP required occupational therapy evaluation for special needs students. District staff recommends approval of the agreement between K.I.D.S. Therapy Associates and the Del Mar Union School District.

The agreement for this service is available for review at the Del Mar Union School District Office.

FISCAL IMPACT:

Revenue: Restrict 2008/2009 Special Education revenue.
Expenditure: Restricted 2008/2009 Special Education budget.
Fund Balance: There will be no change to the restricted special education budget.

RECOMMENDED: The Superintendent recommends approval of the agreement with K.I.D.S. Therapy Associates, Inc. for occupational therapy services as required for special needs students.

11.0

April 14, 2009

To: Board Members
From: Sharon McClain, Superintendent
Subject: Report/Discussion, DMSEF Fundraising and Gifts

Mr. Matt Zevin, President of the Del Mar Schools Education Foundation will present a report regarding the status of fundraising as of the April 15 deadline for site-specific fundraising. Mr. Zevin and the DMSEF Board have requested a discussion with the Board of Trustees regarding issues related to the DMSEF's anticipated gift of funds to the DMUSD. For example, the DMSEF would like to discuss the appropriate timing, parameters and restrictions accompanying the transfer of funds, as well as contingency plans in the event that a school is closed in the 2009-2010 year. The DMSEF is responsible for ensuring that the Foundation fulfills its promises with respect to the use of donor's funds, and would like a discussion and direction from the Board regarding such issues.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

12.0

April 14, 2009

To: Board Members

From: Sharon McClain, Superintendent

Subject: Board Discussion/Approval, Board Policy and Administrative Regulations 3290: Gifts, Grants and Bequests

At the March 11, 2009 Special Board Meeting, staff presented revised Administrative Regulations for 3290: Gifts, Grants, and Bequests, which were approved. Staff is recommending one change in the Administrative Regulations in order to comply with the Education Code in rescinding layoff notices. With this change, teachers would be allowed to return to their previous positions as probationary and permanent employees, not temporary employees. Temporary teachers would be hired following guidelines in the Education Code.

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval of Board Policy and Administrative Regulations 3290: Gifts, Grants and Bequests

13.0

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

ADMINISTRATIVE REGULATIONS 3290: GIFTS, GRANTS, AND BEQUESTS

The Governing Board welcomes donations to add additional programs, materials or equipment at school sites upon approval by the District. Donated funds for positions will be accepted until February 15 of the preceding year in which the expenditures are to be made. The District will designate these funds as general funds, which will be allocated to schools within the following parameters:

1. The District will allocate funding for positions in parity to all schools. Funding for materials and equipment for specific sites will be considered by the Board on a case-by-case basis.
2. School sites may make decisions about supplementary programs as long as programs adhere to this Board Policy and are approved by the District's Leadership Team. Positions created through donated funds can be certificated or classified, full time or part time.
3. Full or part time positions created through donated funding will **remain temporary, will not provide coverage for teacher preparatory time requirements, and will** meet the District's funding threshold for full or part time employees before employees can be hired.
4. The District will determine the funding threshold to pay for certificated or classified positions for the school year by November 1 of that year except for donations raised for the 2009-2010 school year. In 2009-2010, a determination of the funding threshold will be made by the District's business office on March 2, 2009.
5. The Board of Trustees prefers that funds donated for positions come through the Del Mar Schools Education Foundation (DMSEF) in order to provide consistency and allow the District to budget donated funds. However, the Board reserves the right to accept donations from any organization or individual per this Board Policy.
6. Funds donated for the 2009-2010 school year must adhere to all of the requirements previously listed in these Administrative Regulations, with the following exceptions:
 - (a) Funds donated for program positions in the 2009-2010 school year only will be accepted for specific school site programs until 4 p.m. April 15, 2009 at the District's Business Office. At that time, the District will also accept a firm commitment for site restricted donations from the DMSEF, with the understanding that the DMSEF will process and deliver those funds to the District's Business Office within two weeks thereafter. If any donation to the DMSEF has a corporate match associated with it and

Approved by the Board of Trustees with Revisions: March 11, 2009

Presented with revisions for review by the Board of Trustees: April 15, 2009

the donor has informed the DMSEF of the amount and company, the corporate match shall be accepted by the District on a site-specific basis until June 15, 2009. Any funds raised by the Torrey Hills PTA's May 3rd fundraiser will be exempt from this paragraph 6(a) and will be accepted as a site specific donation if it is received by the DMSEF by May 6, 2009 and forwarded to the District's Business Office by May 13, 2009.

(b) From April 16 through June 15, 2009, the District will not accept funds restricted to specific school site programs but will accept funds donated for positions in parity at all school sites for the 2009-2010 school year.

(c) The District will accept site specific donations for positions up to an amount that equals that school's allocation for coverage of preparatory time as designated by the District and rounded up to the nearest .5 Full Time Equivalent (FTE). For example, if a school site is allocated 1.7 FTE to cover teacher preparatory time, then donations may purchase another 1.8 FTE for a total of 3.5 FTE (rounded up from 3.4 FTE) for the 2009-2010 school year.

(d) If the District receives site specific donations in an amount that exceeds the maximum amount authorized in paragraph 6(c), the excess funds will be deemed accepted as funds donated for positions in parity at all school sites.

March 25, 2009

To: Board Members

From: Sheila Weinberg, Director of Pupil Services

Through: Sharon McClain, Superintendent

Subject: Board Approval, Revision of Administrative Regulation 5116: School Attendance Boundaries; Board Policy and Administrative Regulations 5116.1: Intradistrict Open Enrollment

Staff worked with counsel, Dean Adams, with the law firm, Fagan, Friedman, Fulfrust, and presented revisions at the March 25, 2009 Board meeting on the following Board Policy (BP) and Administrative Regulations (AR):

AR 5116: School Attendance Boundaries (Appendix B)
BP 5116.1: Intradistrict Open Enrollment (Appendix C)
AR 5116.1: Intradistrict Open Enrollment (Appendix D)

To assist in the review of the above referenced policies, BP 5116: School Attendance Boundaries (Appendix A) is enclosed, although no revisions were made to this policy.

At the Board's direction, additional revisions were made to BP 5116.1 and AR 5116.1. These revisions are noted in ***bold, underlined italics***. Revisions made to AR 5116, BP 5116.1 and AR 5116.1 for the March 25, 2009 Board meeting are noted in ~~bold strikeouts~~ for deletions and ***bold italics*** for revisions and additions to previously approved Board policy.

The primary purpose for these revisions is to clarify the process used for requesting and being granted an intradistrict transfer request and to align Board Policies with Administrative Regulations.

Below is a summary of the major revisions made to each policy:

AR 5116: Changes made to specific dates, e.g. June 20, 2008, to periods of time, e.g. "on or before the last day of the current school year." This change will eliminate the necessity of changing Board policies on an annual basis solely for the purpose of changing a specific date.

BP 5116.1 Change made to specific dates, e.g. August 13, 2008, to periods of time, e.g. "on or before 14 calendar days prior to the first day of the

next school year.” In addition to eliminating the necessity of annually revising the Board Policy to ensure dates are current, this specific Board Policy was revised to clearly delineate the enrollment priorities for attendance outside of a student’s attendance area.

A new provision was written for the granting intradistrict transfer requests to students who have attended a school outside their attendance area for three consecutive years.

AR 5116.1 Changes made regarding parent notification of intradistrict transfer requests. The previous AR stipulated that space would be reserved at each grade level at each site for residents of the school boundary until the Friday before the first day of the school year. The recommended change in language to this AR would allow parents/guardians who completed an intradistrict transfer request to be notified of the final status of that request 13 days prior to the beginning of the school year.

The random lottery process used if intradistrict transfer requests exceed available space was also revised. The previous AR required that, as circumstances warranted, a random lottery be held in June and a second lottery, if needed, in August. The revised AR stipulates only one lottery be held, no earlier than 13 calendar days, and no later than 10 calendar days, prior to the first day of school. The random lottery would only be used if intradistrict transfer requests exceeded available space.

A new provision was written for the granting of intradistrict transfers for the first three weeks after the commencement of the school year at the discretion of the District and acceptance of the parent/guardian, in order to fill classroom vacancies. Additionally, a new provision was written for the granting of an intradistrict transfer for students who have attended a school outside their attendance area for three consecutive years.

The Intradistrict Transfer Request Form (Appendix E) was also revised to provide parents with more detailed information about the Intradistrict Transfer process.

FISCAL IMPACT: None

RECOMMENDED: The Superintendent recommends approval of the Revisions to Board Policies and Administrative Regulations 5116 and 5116.1

**DEL MAR UNION SCHOOL DISTRICT
STUDENTS**

BOARD POLICY 5116.1: INTRADISTRICT OPEN ENROLLMENT

Students who reside within the district are assigned to district schools based on residence in school attendance areas; however, parents or legal guardians of students may request enrollment at other district schools through an Intradistrict Transfer Request, subject to the provisions of this Policy and its administrative regulations.

Each year the Superintendent or designee shall determine the number of vacant positions at each school that are available for intradistrict student transfers. The Superintendent or designee shall establish a random, unbiased selection process for the admission of students from outside a school's attendance area, except that intradistrict transfers shall first be granted based on priorities established by the Governing Board and consistent with state law.

No student currently residing within a school's attendance area ~~at the start of the school year, commencing August 13, 2008, when the school sites conclude enrollment,~~ and enrolled at that school on or before 14 calendar days prior to the first day of the next school year shall be displaced by another student based on an intradistrict transfer. ~~The Superintendent or designee shall determine the duration of an intradistrict transfer.~~ If the Superintendent or designee determines that an intradistrict transfer should be cancelled for any reason, including, but not limited to, the displacement of a resident student that could result from the intradistrict transfer, the Superintendent or designee may cancel the intradistrict transfer. At all times, the Board retains the authority to determine the capacity of each school in the district, the attendance boundaries of each school in the district, and the appropriate racial and ethnic balances among district schools, as authorized by applicable law.

The Superintendent or designee shall inform parents/guardians when certain schools or grade levels within a school are currently, or are likely to be, at capacity and therefore unable to accommodate any new students.

Enrollment Priorities

Priority for attendance outside a student's attendance area shall be given as follows:

~~1. Beginning in the 2003/2004 school year, if while on school grounds a student becomes a victim of a violent criminal offense, as defined by the State Board of Education, or attends a school designated by the California Department of Education as persistently dangerous, he/she shall be provided an option to transfer to another district school or charter school.~~

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~~2. The Superintendent or designee may approve a student's transfer to a district school that is at capacity and otherwise closed to transfers upon finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student. To grant priority under these circumstances (Education Code 35160.5), the Superintendent or designee must have received either:~~

~~a. A written statement from a representative of an appropriate state or local agency, including, but not limited to, a law enforcement official or social worker, or a properly licensed or registered professional, including, but not limited to, a psychiatrist, psychologist or marriage and family therapist.~~

~~b. A court order, including a temporary restraining order and injunction.~~

First Priority: Special Circumstances

The District may approve intradistrict transfer requests under the following special circumstances:

A. Special Circumstance: District

The district may approve an intradistrict transfer request upon finding that a harmful or dangerous special circumstance warrants the approval of the request.

B. Special Circumstance: Outside Agency

The Superintendent or designee may also approve an intradistrict transfer request to a district school that is at capacity and otherwise closed to transfers upon finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student. To grant priority under this subparagraph, the Superintendent or designee must have received either:

a. A written statement from a representative of an appropriate state or local agency, including, but not necessarily limited to, a law enforcement official or social worker, or properly licensed or

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registered professionals, including, but not necessarily limited to, a psychiatrist, psychologist or marriage and family therapist.

- b. A court order, including a temporary restraining order and injunction, issued by a judge.*

Second Priority: ~~Siblings~~ Continuing Students

~~3. 2. Priority may be given to students continuing in their 3rd year and/or siblings of students already in attendance in that school.~~

Third Priority

3. Siblings of students already in attendance in that school.

Third ~~Fourth~~ Priority: Parents Employed at School Site

4. Priority may be given to students whose parent or guardian is assigned to that school as their primary place of employment.

5. For all other applications for enrollment outside a school's attendance area, the Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever a school receives admission requests that are in excess of the school's capacity. (~~Education Code 35160.5~~)

Enrollment decisions shall not be based on a student's academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used, provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students. (~~Education Code 35160.5~~)

~~6. No student currently residing within a school's attendance area at the start of the school year, commencing August 13, 2008 when the second sites conclude enrollment, and enrolled at that school on or before 14 calendar days prior to the first day of the next school year shall be displaced by another student transferring from outside the attendance area (Education Code 35160.5)~~

Legal Reference:

EDUCATION CODE

35160.5 District policies; rules and regulations

35291 Rules

35351 Assignment of students to particular schools

48980 Notice at beginning of term

UNITED STATES CODE, TITLE 20

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Board Policy/Admin. Reg. 5116.1 (was BP 5117.1 Approved by the Board of Trustees June 8, 1994 Replaced by BP 5010 Approved/Revised by the Board of Trustees March 13, 1996, April 9, 1997, May 2, 1999, May 10, 2000, April 25, 2001, April 15 and 24, 2002, April 30, 2003, March 30, 2004) Approved by the Board of Trustees: March 23, 2005; Revisions Approved by the Board of Trustees: March 28, 2006; Approved with Revisions by the Board of Trustees: March 21, 2007; Approved with Revisions by the Board of Trustees, February 27, 2008

6316 *Transfers from program improvement schools*
 7912 *Transfers from persistently dangerous schools*
 CODE OF FEDERAL REGULATIONS, TITLE 34
 200.36 *Dissemination of information*
 200.37 *Notice of program improvement status, option to transfer*
 200.39 *Program improvement, transfer option*
 200.42 *Corrective action, transfer option*
 200.43 *Restructuring, transfer option*
 200.44 *Public school choice, program improvement schools*
 200.48 *Transportation funding for public school choice*

COURT DECISIONS

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

ATTORNEY GENERAL OPINIONS

85 Ops. Cal. Atty. Gen. 95 (2002)

Management Resources:

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Public School Choice, December 4, 2002

Unsafe School Choice Option, July 23, 2002

WEB SITES

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

CDE: <http://www.cde.ca.gov>

U.S. Department of Education: <http://www.ed.gov>

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Board Policy/Admin. Reg. 5116.1 (was BP 5117.1 Approved by the Board of Trustees June 8, 1994- Replaced by BP 5010 Approved/Revised by the Board of Trustees March 13, 1996, April 9, 1997, May 2, 1999, May 10, 2000, April 25, 2001, April 15 and 24, 2002, April 30, 2003, March 30, 2004) Approved by the Board of Trustees: March 23, 2005; Revisions Approved by the Board of Trustees: March 28, 2006; Approved with Revisions by the Board of Trustees: March 21, 2007; Approved with Revisions by the Board of Trustees, February 27, 2008

**DEL MAR UNION SCHOOL DISTRICT
STUDENTS**

**ADMINISTRATIVE REGULATION TO BOARD POLICY 5116.1:
INTRADISTRICT OPEN ENROLLMENT**

Selection Procedures

1. Prior to the start of the new school year, the Superintendent or designee will identify those schools, which may have space available for additional students during the upcoming school year. The Superintendent or designee will determine, in his or her sole discretion, the number of seats that are available at each school for intradistrict transfers, taking into consideration factors such as existing building capacity, anticipated growth at the school, staffing needs, curriculum, safety and so forth. ~~Five percent of the space available at each grade level at each school shall be reserved for residents of the school boundary until the Friday before the first day of the school year.~~ A list of these schools and open enrollment applications (Intradistrict transfer requests) will be available at all school offices.
2. Students who submit intradistrict transfer requests to the district at least 14 calendar days prior to the first day of school shall be considered for admission to their preferred school that school year, subject to space availability and the restrictions set forth in BP 5116.1 and these regulations.
3. Intradistrict transfers will be approved in accordance with ~~the following priorities and in order of the following three priorities:~~
 - ~~a. First priority for intradistrict enrollment will be given to siblings of children already attending the preferred school. If the number of students in this category exceeds the number of positions available, enrollment will be determined by lot.~~
 - ~~b. Second priority for intradistrict enrollment will be given to students whose parent or guardian is assigned to that school as their primary place of employment. If the number of students in this category exceeds the number of positions available, enrollment will be determined by lot.~~

First Priority: First priority for intradistrict enrollment will be given to students based upon the existence of special circumstances as

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determined by either the district or outside agencies. The district may approve intradistrict transfers upon finding that a harmful or dangerous special circumstance warrants approval of the request. A student that becomes the victim of a violent criminal offense while on school grounds may be given any order of priority for intradistrict enrollment. Within a reasonable amount of time, not to exceed 10 school days after the violent criminal offense, the student's parents/guardians shall be offered an option to transfer their child to an eligible school identified by the Superintendent or designee. The Superintendent or designee shall consider the student's needs and parent/guardian preferences in making the school assignment. If the parents/guardians choose to transfer their child, the transfer shall be completed as soon as practicable.

The district may approve intradistrict transfers upon an outside agency's finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student. To grant priority under this subparagraph, the Superintendent or designee must have received either:

- i. A written statement from a representative of an appropriate state or local agency, including, but not necessarily limited to, a law enforcement official or social worker, or a properly licensed or registered professionals, including, but not necessarily limited to, a psychiatrist, psychologist or marriage and family therapist.*
- ii. A court order, including a temporary restraining order and injunction, issued by a judge.*

Second Priority: Second priority for intradistrict enrollment will be given to students continuing in their 3^d year. and/or siblings of children already attending the preferred school. If the number of students in this category exceeds the number of positions available, enrollment within this priority will be determined by lot.

Third Priority : Third priority for intradistrict enrollment will be given to siblings of children already attending the preferred school. If the number of students in this category exceeds the number of

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positions available, enrollment within this priority will be determined by lot.

Third ~~Fourth~~ Priority: ~~Third~~ ~~Fourth~~ priority for intradistrict enrollment will be given to students whose parent or guardian is assigned to that school as their primary place of employment. If the number of students in this category exceeds the number of positions available, enrollment within this priority will be determined by lot.

~~4. A student may be given any order of priority for intradistrict enrollment, at the sole discretion of the Superintendent or designee, because of unusual, unique and compelling circumstances. A determination may be based upon at least one of the following:~~

~~a. A written statement from a representative of an appropriate state or local agency, including, but not limited to, a law enforcement official, social worker, or properly licensed or registered professional psychiatrist, psychologist, marriage, family and child counselor, or other professional;~~

~~or~~

~~b. A court order, including a temporary restraining order and injunction. Upon making such a finding, the Superintendent or designee may approve the student's transfer to a district school that is at capacity and otherwise closed to transfers.~~

4. If applications exceed available space, enrollment in a preferred school will be determined in accordance with the above-noted priorities. If spaces remain following enrollment in accordance with those priorities, remaining spaces will be filled by students selected in a random lottery ~~on June 23, 2008 no earlier than 13 calendar days, and no later than 10 calendar days, prior to the first day of school~~ from the eligible applicant pool within each priority that have submitted all required documentation on or before ~~June 19, 2008. 14 calendar days prior to the first day of school.~~ During this selection process, all eligible applicants will be randomly drawn. Those applicants drawn first for which space is available will be enrolled in the requested program. The remaining applicants drawn for which space is not available will be placed on a lottery list in the order in which they were drawn. ~~If the district receives additional intradistrict transfer requests between June 20, 2008 and August 12, 2008, a second random lottery shall be held on August 13, 2008. During this second random lottery, all eligible applicants will be selected and added to the lottery list established at the June 23, 2008 random lottery, but after those students placed on the lottery list on June 23, 2008. Whenever new spaces become~~

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~~available, the District will select the students to enroll in those additional spaces based upon their position on the randomly established lottery list. Those applicants drawn first for which space is available will be enrolled in the requested program. The remaining applicants drawn for which space is not available will be placed on a lottery list in the order in which they were drawn. If new spaces become available, the District may approve additional intradistrict transfer requests in the order in which the requests were drawn by the random lot.~~

5. **At least ten days** ~~P~~prior to the first day of the new school year, the Superintendent or designee will inform applicants ~~parents/guardians~~ by U.S. mail, electronic mail, ~~means, such as the District's web site or email, or~~ phone as to whether their applications have been approved, or denied. If the application is denied, the reasons for denial will be stated. **Notice provided pursuant to this paragraph shall be deemed received by the parent.**
6. ~~Applicants~~ **Parents/guardians** who receive approval must confirm their enrollment no later than ~~5 business~~ **6 calendar** days prior to the first day of the new school year or forfeit their space. **In the event a space is forfeited, the district may offer it to another student.**
7. **At times, student enrollment and/or staffing may fluctuate at or after the beginning of the school year resulting in classrooms that may be under capacity. In the event these fluctuations result in vacancies, the district may, but is not required to, fill these vacancies with intradistrict transfer students. Notwithstanding anything to the contrary in this Administrative Regulation, the district may fill these vacancies with intradistrict transfer students within three calendar weeks of the first day of the school year. The district will attempt to notify parents/guardians, by any means it deems reasonable, that their child may be placed at another school site through an intradistrict transfer. Parents/guardians notified of such vacancies must notify the district of their acceptance or rejection the intradistrict transfer no later than twenty-four hours following the district's attempt to notify the parents/guardians of the vacancy. If a parent does not respond to the district's notification, the district shall deem the intradistrict transfer option rejected and may offer it to parents/guardians of another student. In the event intradistrict transfer requests exceed the spaces that become available at or after**

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the start of the school year, if it has not done so already, the district shall determine those intradistrict transfer requests that may be granted by a random, unbiased selection process.

8. Admission to a particular school shall not be influenced by a student's academic or athletic performance except insofar as academic standards are required for admission to specialized schools or programs such as programs for gifted and talented students. Such standards shall be uniformly applied to all students.
9. Approved intradistrict transfers shall be effective for one school year. Students wishing to continue attending their school of choice on an intradistrict transfer ~~shall indicate this desire on the subsequent school year Pupil Placement Form and submit that form to the district on or before March 28, 2008. must submit a new intradistrict transfer request no later than 14 calendar days prior to the first day of the next school year. These students will be permitted to remain at their school of choice in the subsequent school year.~~ **[Note: However, the Superintendent or designee may cancel the intradistrict transfer for any reason, including but not limited to, the displacement of a resident student that could result from the intradistrict transfer per, Board Policy/Administrative Regulation 5116.]**
10. Students who are unable to enroll in their schools of residence due to enrollment caps may be involuntarily placed at another district school where space is available. In addition, such students shall be entitled to request an intradistrict transfer to other district schools where space is available. Such students will have the opportunity to attend their schools of residence, when space becomes available.

Residents of School

No student currently residing within a school's attendance area ~~at the start of the next school year, commencing August 13, 2008 when the school sites conclude enrollment, and enrolled at that school on or before 14 calendar days prior to the first day of the next school year~~ shall be displaced by another student based on a new intradistrict transfer. Those students who have been involuntarily placed ~~placed~~ at a district school other than their school of residence shall be deemed residents of that school until they are able to be placed at their assigned school of residence.

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Notifications

Notifications shall be sent to parents/guardians at the beginning of each school year annually describing all current statutory attendance options and local attendance options available in the district, including:

1. All options for meeting residency requirements for school attendance.
2. Program options offered within local attendance areas.
3. A description of any special program options available on both an interdistrict and intradistrict basis.
4. A description of the procedure for application for alternative attendance areas or programs and the appeals process available, if any, when a change of attendance is denied.
5. A district application form for requesting a change of attendance.
6. The explanation of attendance options under California law as provided by the California Department of Education.

Special Considerations

In addition to the policies/regulation specified above, the following guidelines will assist school staff in the implementation of BP / AR 5116.1 regarding initial placement and enrollment:

~~The 40 students involuntarily transferred from Ashley Falls School as the result of the April 15, 2002 boundary revisions shall remain guaranteed of their 2002/2003 placement for themselves and their siblings during the 2004/2005 school year (and for each subsequent year through their 6th grade year). [DOES THIS LANGUAGE APPLY TO ANY STUDENTS? NOTE THAT PARAGRAPH 2 SHOULD BE REVISED IF THIS LANGUAGE IS REMOVED.]~~

1. Students who have relocated within the boundaries of the district and out of the attendance area of their current school of attendance will be transferred to their assigned school of attendance within ten school days of notification of the relocation unless the following conditions exist:
 - a. ~~The student is currently attending Del Mar Hills or Del Mar Heights Schools on an approved Intradistrict transfer request.~~

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- ~~b. a.~~ The student relocates after March 1st.
- ~~e. b.~~ The student is granted an intradistrict transfer.

If a student satisfies the conditions stated in paragraphs ~~2.~~ 1.a., ~~2.~~ 1.b, or ~~2.~~ 1.c. above, that student may continue to attend their current school of attendance.

2. When a student moves out of the district during the school year, the Del Mar Union School District will allow the student a maximum of ten school days from the date the school is notified of the move to transition to his/her new school. The student is withdrawn from enrollment on the last day of attendance in the district. If the student returns and again becomes a resident of the district any time within the same school year or subsequent years, the student may enroll and placement occurs according to the priority procedures of any new student enrollment.
3. In the event that a school is not able to place a student at their site during the school year due to lack of space available, school staff will follow specified procedures outlined in *BP/AR 5116.1*.

Schools with Special Programs

In order to allow students from all schools access to a special, Board approved program offered at only one school in the District, the following transfer procedure shall be used:

1. The Superintendent will determine the number of spaces at each grade level in the specific school.
2. If the number of requests exceeds the number of spaces allotted for the special program, a random unbiased lottery shall be held.
3. Once granted a transfer to attend a special program at a particular school, the student will be allowed to remain at the school through 6th grade unless the Superintendent or designee determines that the transfer should be cancelled for any reason.
4. Should a student, attending this special program on an approved transfer, choose to return to the neighborhood school, the student would be re-enrolled at the neighborhood school as long as space is available.
5. Younger siblings of students attending the special Board approved program shall have priority consideration for the special program before the acceptance of new applications.

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6. Siblings of students attending a special Board approved program may apply for an intradistrict transfer following BP 5116.1+ AR 5116.1.

In the event that a school is not able to place a student at their site during the school year due to lack of space available, school staff will follow specified procedures outlined in *BP/AR 5116.1*.

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**DEL MAR UNION SCHOOL DISTRICT
STUDENTS**

BOARD POLICY 5116: SCHOOL ATTENDANCE BOUNDARIES

The Governing Board shall regularly review school attendance boundaries, taking into account school capacities and enrollment data, geographic features, student safety and transportation, racial and ethnic balance, educational programs such as magnet schools, and community input.

The Superintendent or designee may place some students in a school outside of their attendance area in order to alleviate overcrowding.

Students residing in a community facilities district shall have priority, to the extent provided by law, for attendance at schools financed in whole or in part by the community facilities district.

Legal Reference:

EDUCATION CODE

35160 Authority of Governing Boards

35160.1 Broad authority of school districts

35160.5 District policies; rules and regulations

35291 Rules

35350 Transportation of students

35351 Assignment of students to schools

GOVERNMENT CODE

53312.7 Establishment of community facilities district; goals and policies

ATTORNEY GENERAL OPINIONS

29 Ops. Atty. Gen. 63

COURT DECISIONS

Crawford v. Board of Education (1976) 17 Cal.3d 280

Jackson v. Pasadena City School District (1963) 59 Cal. 2nd 876, 879

**DEL MAR UNION SCHOOL DISTRICT
STUDENTS**

ADMINISTRATIVE REGULATION 5116: SCHOOL ATTENDANCE BOUNDARIES

Priorities for School Placement at Schools that Exceed Enrollment Capacity:

Currently enrolled students residing within the attendance area of a school shall continue enrollment at the school, provided the student's Pupil Placement form is received at the school office ~~by March 28, 2008~~ ***within 15 calendar days from the date the form is distributed to parents.*** When the enrollment demand for a school exceeds the

the Board-approved enrollment capacity, students will be enrolled according to the priorities outlined below. If the number of students in each priority category exceeds the number of spaces available, enrollment will be determined by lot. Each time space becomes available, a new random, unbiased lottery will be held.

Priority 1:

~~Students who are in their 3rd year of continuous enrollment and/or~~ Students who have siblings already in attendance at the school site where the new student is enrolling and who have registered ~~by June 20, 2008.~~ ***on or before the last day of the current school year.***

Priority 2:

Students enrolling ~~between March 12, 2008 and June 20, 2008~~ ***on or before the last day of the current school year*** at their assigned school of residence.

Priority 3:

Students enrolling between ~~July 7, 2008 and August 12, 2008~~ ***the day after the last day of the current school year, but on or before 14 calendar days before the first day of the next school year,*** at their assigned school of residence.

Priority 4:

Students from other attendance areas within the Del Mar Union School District on a space available basis and with an approved Intradistrict transfer.

Priority 5:

Students from outside the attendance areas of the Del Mar Union School District on a space available basis and with an approved Interdistrict transfer.

All Del Mar Union School District schools shall follow the above priorities in the event that enrollment demand exceeds Board approved enrollment capacity.

Board Policy/Admin. Reg. 5116 Approved by the Board of Trustees: March 23, 2005; Revisions Approved by the Board of Trustees: March 28, 2006; Further Revisions Presented and Approved by the Board of Trustees: May 24, 2006; Approved with Revisions by Board of Trustees, March 21, 2007. Approved with Revisions by the Board of Trustees, February 27, 2008.

April 14, 2009

To: Board Members
From: Emily Disney, Principal, Sycamore Ridge
Through: Sharon McClain, Superintendent
Subject: Board Approval, Attendance to the Solution Tree Annual Conference on Standards and Assessment

Sound assessment practices are critical to inform instructional decisions and the PLC process. Designing effective common assessments has been a focus area of professional development at Sycamore Ridge School for the past two years, as we have studied and implemented Rick Stiggins model of Assessment FOR Learning.

I would like to attend the Solution Tree Annual Conference on **Standards and Assessment** to further our journey as a high functioning PLC school. The expected impact of my attendance will include, leading the learning to help my teachers:

- Refine their ability to inform instructional decisions
- Use assessment productively to encourage students, in order to make sure students react productively to assessment results

I believe I will gain standards aligned strategies to assist my teachers in designing formative classroom assessments for profound achievement gains. Workshop details are outlined in the Request for Attendance form attached.

Thank you for your consideration.

FISCAL IMPACT: Expenditure of the balance of funds in 2008/2009 Administrator Travel & Conference of \$485.00.
Expenditure of the balance of funds in 2006/2007 GALA Principal Discretionary Budget of \$403.00.
Reduction in Economic Impact Budget of \$612.00 leaving a balance of \$9,800.00.

RECOMMENDED: The Superintendent recommends the Board approve attendance to the Solution Tree Annual Conference on Standards and Assessment.

15.0

Requisition # 152701 50

DEL MAR UNION SCHOOL DISTRICT PROFESSIONAL ACTIVITY - REQUEST FOR ATTENDANCE CONFERENCE/WORKSHOP

Name Emily Disney

Date 4-14-09

Activity Description or Title Annual Conference on Standards & Assessment

Activity Location Las Vegas, NV - Planet Hollywood Resort

Dates of Activity April 20-21

Estimated Cost Travel \$399.00

Registration \$519.00

Meals \$58.00

Lodging \$450.00

Total Estimated Cost \$1,475.00

Will a substitute be needed? YES NO

NUMBER OF DAYS _____

Who is sponsoring activity? Solution Tree

Please attach any correspondence from the sponsor to this form (purchase order, confirmation of release time reimbursement, etc.)

GALA 06/07 Principals Discretionary Program
Admin Travel Conf #485
Economic Impact Budget #403
#612

Funding Source if costs and substitute will be paid by a District Program
If BTSA, Please attach BTSA Requisition

(SIP, PAR, MENTOR, etc.)

How do you feel attendance at this activity will improve your ability as a professional educator?

See attached memo.

[Signature]
Signature of Principal

4/13/2009
Date

Comments

After attending conference/workshop, obtain a travel reimbursement form from your school secretary. Complete and attach all receipts and forward to the district office for processing. Reimbursement will follow in approximately two weeks.