



DEL MAR UNION SCHOOL DISTRICT

Board of Trustees Regular Board Meeting

April 29, 2009

Closed Session: 3:00 p.m.

Open Session: 7:00 p.m.

Del Mar Hills Academy

14085 Mango Drive, Del Mar, CA 92014

DEL MAR 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

*Welcome to the monthly meeting of the
Del Mar Union School District Board of Trustees. . .*

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.

Consent Calendar

All matters listed under Consent are those on which the Board has previously deliberated or which can be classified as routine items of business. An administrative recommendation on each item is contained in the agenda supplements. There will be no separate discussion of these items prior to the time the Board of Education votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the consent items.

To address an item on the Consent Calendar, please follow the procedure described under Hearing of the Public.

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.

ORGANIZATIONAL BUSINESS

CALL TO ORDER

PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA

Adjournment into Closed Session

_____/____ Motion/Second
Time

CLOSED SESSION, 3:00 P.M.

1.1 **Conference with Real Property Negotiator** (G.C. 54956.8)-Property: 11250 El Camino Real, San Diego, CA 92130 —Agency Negotiators: Sharon McClain, Superintendent/Rodger Smith, Director of Human Resources/Facility Planning

1.2 **Public Employee Performance Evaluation:** Title: Superintendent/Board of Trustees (G.C. 54957)

Adjournment of Closed Session

_____/____ Motion/Second
Time

CALL TO ORDER CFDs – 7:00 P.M.

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

RECONVENE OPEN SESSION (7:15 P.M.)

REPORT OF ACTION TAKEN IN CLOSED SESSION

1.0 FLAG SALUTE

2.0 STUDENT RECOGNITION – ASHLEY FALLS

1

3.0 APPROVAL OF THE AGENDA.....

_____/____ Motion/Second

4.0 CORRESPONDENCE/COMMUNICATIONS

4.1 Correspondence:

4.2 Public Input:

5.0 REPORTS, RECOGNITIONS AND HEARINGS²

5.1 **Recognition**

2

Employees of the Month for April 2009:

Ashley Falls –

Carmel Del Mar –

Del Mar Heights –

Del Mar Hills –

Ocean Air –

Sage Canyon –

Sycamore Ridge –

Torrey Hills –

5.2	<u>Report</u> DMCTA Report: David Skinner, DMCTA President, Carmel Del Mar Teacher	3
5.3	<u>Report</u> DMSEF Report: Matt Zevin, DMSEF President	4
5.4	<u>Report</u> Monthly Staff Development, Travel & Conference Update	5-6
5.5	<u>Report</u> PTA Report: Zuliya Khawaja, Carmel Del Mar PTA President	7
5.6	<u>Report</u> Board Report/Comments	
5.7	<u>Report</u> Superintendent's Report ▪ CSBA Delegate Assembly Election Results ▪ Hollandia Dairy – Letter to request policy ▪ Mark Payne – Thank you ▪ Wilkinson, Hadley, King & Co. LLP	

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

6.0 APPROVAL OF THE MINUTES

Minutes of Special Board Meeting, February 11, 2009
Minutes of Regular Board Meeting, February 25, 2009
Minutes of Special Board Meeting, March 11, 2009
Minutes of Special Board Meeting/Visitation, March 18, 2009
Minutes of Regular Board Meeting, March 25, 2009
Minutes of Special Board Meeting/Visitation, April 1, 2009

_____/____ Motion/Second

6.1 CONSENT ITEMS

Approval of Consent Items

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

*8.1	Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for January 1 – March 31, 2009.	91-93
*10.1	Board Approval and Acceptance of Donations to the Del Mar Union School District	118
*10.2	Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements	119-126
*10.3	Board Approval of Site Performance Agreements	127
*10.4	Schedule of Projected Summer Work and 2009/2010 Annual Inspections, Maintenance and Service Agreements	128-129
*10.5	Board Approval to Contract with Tandus Specialized Markets using Bid Processed and Documents Approved by the Chula Vista Elementary School District to Provide and Install New Carpet at Sage Canyon School	130

- *10.6 Board Approval to Advertise for Bids for Roof Repair at Del Mar Heights School and Del Mar Hills Academy to be completed as part of District's Summer Maintenance Work 131
- *10.7 Board Approval of Agreement Between Consulting & Inspection Services, LLC and the Del Mar Union School District for Maintenance Department Consulting Services 132
- *10.8 Board Approval of Contracts for 2009/2010 Fiscal Year Annual Inspections, Maintenance and Service 133-134
- *11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status 184-188

7.0 CURRICULUM AND INSTRUCTION

- 7.1 Recommendation To Adopt New Mathematics Programs, K-7: Macmillan/McGraw-Hill and Glencoe/McGraw Hill 8-90
Motion ____ Second ____ Ayes ____ Nays ____

8.0 ADMINISTRATION AND POLICY

- 8.2 Discussion/Approval: Role of the 7/11 District Advisory Committee 94-96
Motion ____ Second ____ Ayes ____ Nays ____
- 8.3 Discussion/ Approval, Appointment of 7/11 District Advisory Committee" 97-103
Motion ____ Second ____ Ayes ____ Nays ____
- 8.4 2nd Reading and Approval, Revisions to 2009/2010 DMUSD Calendar 104-105
Motion ____ Second ____ Ayes ____ Nays ____
- 8.5 Approval, Interdistrict Attendance Agreement Between the Del Mar Union School District and the Districts Listed 106
Motion ____ Second ____ Ayes ____ Nays ____
- 8.6 Approval, Agreement for Professional Services between the Del Mar Union School District and Miller, Brown & Dannis 107
Motion ____ Second ____ Ayes ____ Nays ____
- 8.7 First Reading, New Administrative Regulations, 4261.4: Catastrophic Leave Program for Classified Employees 108-110
- 8.8 Reminder of Upcoming Events 111-112

9.0 OPERATIONS AND FACILITIES

- 9.1 Second Reading and Board approval of School Enrollment Caps for 2009-2010 113-115
Motion ____ Second ____ Ayes ____ Nays ____
- 9.2 Approval, Design Completion of Child Care Facilities at Ocean Air School 116-117
Motion ____ Second ____ Ayes ____ Nays ____

10.0 BUSINESS AND FINANCE

- 10.9 Supplemental Early Retirement Plan 135
- 10.10 Approval, 2009 Tax and Revenue Anticipation Note Program, Resolution No. 2009-05 136-152
Motion ____ Second ____ Ayes ____ Nays ____
- 10.11 Discussion/Action, Revised Fiscal Impact Format for Board Agenda Items 153-157
Motion ____ Second ____ Ayes ____ Nays ____

10.12	Budget Reduction Areas Under Consideration for the Fiscal Year 2009-2010	158-163
10.13	Approval, Child Nutrition Price Increase <i>Motion ____ Second ____ Ayes ____ Nays ____</i>	164-167
10.14	Acceptance of Donation from the Del Mar Schools Education Foundation <i>Motion ____ Second ____ Ayes ____ Nays ____</i>	168
10.15	Approval, Estimated Cost of Step and Column for the 2009-2010 Fiscal Year <i>Motion ____ Second ____ Ayes ____ Nays ____</i>	169
10.16	2008/2009 Monthly Budget, Update	170-183

11.0 PERSONNEL

11.2	Approval, Agreement with Azusa Pacific University to Provide Student Teaching Opportunities for Students of Azusa Pacific University <i>Motion ____ Second ____ Ayes ____ Nays ____</i>	189
11.3	Approval, Agreement for the Collection of Developer Fees with the San Dieguito Union High School District <i>Motion ____ Second ____ Ayes ____ Nays ____</i>	190-196
11.4	Approval, Resolution No. 2009-06, Reducing and Eliminating Certain Classified Services for the 2009/2010 School Year <i>Motion ____ Second ____ Ayes ____ Nays ____</i>	197-202
11.5	Approval, Extended School Year Salary Schedule <i>Motion ____ Second ____ Ayes ____ Nays ____</i>	203-204
11.6	First Reading, New Job Description for a Senior Systems Analyst/programmer	205-209

12.0 ARTICLES OF INTEREST

None.

13.0 ITEMS FOR MAY 27, 2009 BOARD MEETING

- Declare 2001 and 2002 Math Textbooks and Resource Materials Obsolete
-
-
-
-
-
-
-
-

ADJOURNMENT OF MEETING..... / **Motion/Second**
Time

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

Minutes of Special Board Meeting

February 11, 2009
6:00 p.m.

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

CALL TO ORDER

The meeting of the Del Mar Union School District, Board of Trustees was called to order by Board President White at 6:10 p.m. in memory of Mr. Chris Casey, brother of Director of Technology, Mike Casey.

ROLL CALL

Members Present (5): Katherine White, President of the Board
Steven McDowell, Clerk of the Board
Annette Easton
Doug Perkins
Comischell Rodriguez

Members Absent: (0)

1. APPROVAL OF AGENDA

Motion to Approve the Agenda

Motion Easton

Second McDowell
Unanimous

2. PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)

There were no comments from the public.

3. BOARD DISCUSSION, PROGRESS ON RECOMMENDATIONS FROM THE TOOLS FOR STRATEGIC ANALYSIS

Supt. McClain presented a brief overview on the process of establishing the 2008/2009 DMUSD budget, the status of the 2008/2009 budget, and proposals of budget balancing proposals.

The District budget, based on assumptions, must be adopted by June 30 of each year and must balance for three years out. Until the State budget has been adopted, the District budget cannot be finalized. Supt. McClain presented, "Options to Reduce the 2009/2010 Budget", however, the only area currently being studied is the Extended Studies Curriculum Program.

Official Minutes, Special Board Meeting • February 11, 2009

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

Supt. McClain presented an overview of the DMUSD Extended Studies Curriculum (ESC) Program including how it has been funded in recent years, how the current budget challenges will effect the funding of the program and the recommendations from the District Leadership Team for the reorganization of the ESC Program and its funding.

Public Comment on Item #3:

- *Bree Belchem*, student at Del Mar Hills Academy, spoke to the Board to share information on how the students benefit from the ESC activities.
- *Jennifer McDowell*, parent, spoke with concern that the district not reduce programs to the lowest common denominator.
- *Natalie Chiles*, DMUSD teacher, spoke concerning the parents possible misinterpretation of the questions on the survey and the validity of the responses due to a misinterpretation. She also spoke of the benefits of music/art and how it enhances students learning in all the curricular areas.
- *Beth Westburg*, parent and DMSEF Vice President, spoke in favor of creating equity and parity in the 2009/2010 school year and not allowing inequity to continue. She also spoke in favor of the DMSEF being the sole source of fundraising for ESC programs.
- *Ian Phillip*, DMUSD teacher, spoke with the concern that the proposal being recommended is serving the "wants" of the community and the "needs" of the students and to the benefits of Physical Education on the social, physical and emotional development of students. He asked the Board to reconsider the placement of PE in the tier level of funding the ESC programs.
- *Dorothy Waite*, DMUSD teacher, spoke in favor of Option 2 of the ESC proposal allowing schools to have a choice of a music or art program.
- *Jackie Faulkner*, DMUSD teacher, spoke in favor of maintaining a portion of the art program at all schools and to the opportunities art offers students.
- *Amy Doyle*, DMUSD teacher, expressed her feelings of envy, jealousy, frustration, anger, confusion, cowardice, blues, emptiness and hope for solutions to the ESC challenges facing the DMUSD.
- *Joe Mares* of FAME (Foundation for Advancement of Music Education) reminded the Board of the investments FAME has made in the DMUSD. Mr. Mares offered to be a part of the solution by working with the DMUSD and DMSEF (Del Mar Schools Education Foundation).
- *Matt Zevin*, parent and DMSEF President, spoke to the Board regarding the need for a clear direction in order to push the DMSEF forward as the primary fundraising source.

Board Discussion:

The Board asked clarifying questions concerning the district's management of less than a Full Teacher Equivalent (FTE) and how staff will determine the number of layoff notices to be issued.

Board Requests:

- Consider maintaining the current level of site funding to 2 FTE; bring back an option of how sites can fundraise for not more than the current level, which is two FTE.
- Find out from DMSEF the funds allocated per site that the DMSEF is holding.
- Does the PTA have funds they are holding?
- What happens to balance remaining in schools funds for the 2010/2011 school year?
- What happens to funds set aside at sites that are not spent for specific "things"? What happens to those funds? Will they go to the "good of the whole"? May want to consider "naming rights".
- How many teachers giving instruction in an ESC program came from the classroom?
- Maybe offer an option that all sites offer Science and then select two other programs; or everyone has Science & Technology and sites can pick Music, Art or PE.
- Was there any consideration on doing a semester of certain areas, i.e. Music, Art, PE? The Leadership Team expressed concern that the quality of the programs would be too diluted if offered for only one semester. Will technology teachers serve as the "technician" at the school sites?
- What if we were to combine school sites? What could be saved? What is the process?
- Reduce BTSA staff. What costs are associated with it?
- Eliminate San Marcos Distinguished Teacher in Residence. What costs are associated with it?
- Costs associated with finding an outside source for technology support versus technology teachers giving support.
- School psychologist. Can we change the allocation?
- What would be saved if we used Resource Specialists at State mandated levels?
- What if we increased class sizes? What would be saved?
- How many interdistrict students are in the district and would there be a savings if they returned to their district of residence?
- Is there consideration for an early retirement incentive?
- Blended classes - Should they be staffed at a different level? What would happen if blended classrooms were eliminated? Could they be reconfigured differently?
- What would the savings be if there were NO shared contracts?

Official Minutes, Special Board Meeting • February 11, 2009

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

4. **ADJOURNMENT**

There being no further business to come before the Board, there was a Motion to Adjourn at 10:15 p.m.

Motion Rodriguez

Second Easton

Unanimous

Steven McDowell, Clerk

Sharon McClain, Superintendent

Date

Date

Official Minutes, Special Board Meeting • February 11, 2009

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

Minutes of Regular Board Meeting

February 25, 2009

Closed Session: 4:00 p.m.

Open Session: 5:45 p.m.

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

Board President White called the Regular Board Meeting to order at 4:05 p.m.

PUBLIC INPUT ON CLOSED SESSION ITEMS:

There was no public comment on Closed Session items.

Motion to Adjourn to Closed Session at 4:06 p.m.

Motion Easton

Second McDowell

Unanimous

(Board Member Rodriguez arrived at 4:15 p.m.)

ADJOURNMENT OF CLOSED SESSION

Motion to Adjourn Closed Session at 5:38 p.m.

Motion McDowell

Second Perkins

Unanimous

RETURN TO OPEN SESSION

Board President White welcomed staff, parents and community members to the Regular Board Meeting of the Board of Trustees.

The Board met in Closed Session from 4:05 p.m. to 5:38 p.m. to discuss the following:

- 1.1 Conference with Legal Counsel – Anticipated Litigation (Government Code section 54956.9(b); Name of Case: Significant Exposure to Litigation: Two cases
- 1.2 Public Employee Discipline/Dismissal/Release pursuant to (Government Code 54957)
- 1.3 Public Employee Performance Evaluation: Title: Superintendent (G.C. 54957)

Official Minutes, Regular Board Meeting • February 25, 2009

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

- 1.4 Conference with Real Property Negotiator (G.C. 54956.8)- Property: 225 9th Street, Del Mar, California 92014—Agency Negotiators: Sharon McClain, Superintendent/Rodger Smith, Director of Facilities/Personnel Negotiating Parties: DMUSD and the City of Del Mar—Under Negotiation: Sale/Lease Terms Between the City of Del Mar and the DMUSD.

REPORT OF ACTION TAKEN IN CLOSED SESSION:

In Closed Session the Board took the following action:

Item 1.2: The Board voted to non-reelect the following temporary certificated employees: 472964, 102818, 426799, 358253, 353510, 331073, 413280, 472078, 324425, 103342, 484388, 263428, 478762, 445899, 404968, 115486, 405382, 483599, 484195, 101972, 483433, 375142, 484039, and 474876.

Item 1.4 The Board has received requests for documents relating to the use of proceeds and interest from the sale of the Shores property. The Board has requested legal counsel to review the opinions that have been provided to the District and to work with the superintendent to release those documents.

1. CALL TO ORDER

Board President White called to order the Open Session of the Regular Board Meeting of the Del Mar Union School District, Board of Trustees, at 5:59 p.m. in memory of Nancy Payne, Administrative Assistant at Torrey Hills School.

Mrs. Susan Paul, Principal of Torrey Hills School, acknowledged Nancy Payne for her many accomplishments and contributions to the students, staff and parents of Torrey Hills School and the Del Mar Union School District.

ATTENDANCE

Members Present (5): Katherine White, President of the Board
Steven McDowell, Clerk of the Board
Annette Easton
Doug Perkins
Comischell Rodriguez

Members Absent: (0)

2. STUDENT RECOGNITION – DEL MAR HILLS ACADEMY

The Del Mar Hills Academy of Arts and Sciences third grade students presented one example of integrated curriculum at its best. The students showed Science, Music, Art, Technology, and P.E. work together to enhance and expand student classroom learning. Students wore T-shirts designed in the technology lab and performed three short selections from their musical, "Star Search". The presentation included photographs from artwork, P.E. instruction, and an Astronomy Night.

Official Minutes, Regular Board Meeting • February 25, 2009

An audio recording and a detailed description of all agenda items is available at www.dmusd.org. - Board of Trustees - Board Meetings.

3. APPROVAL OF AGENDA

Amendments to the Agenda:

Item 8.3 to follow Item 11.2

Item 9.2 to follow Item 5.8

Items 11.3, 11.4 & 11.5 to follow Item 9.1

Motion to Approve Agenda as Amended

Motion Easton

Second Perkins

Unanimous

4. PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)

- *Karla Milmo*, parent, urged the Board to decrease funding of the ESC Programs gradually over the next several years as the DMSEF prepares to raise funds to cover the cost of the ESC Programs.

TIMED ITEM - 6:30 P.M.

5.8 Report – Dan McAllister, County of San Diego Treasurer – Tax Collector

Mr. McAllister presented an overview of property tax bills issued in San Diego County and what might be expected in the coming years. He stated that more tax bills for more parcels in San Diego County were issued in September 2008 than anytime in the history of the County. The projections indicate an all-time record yield from taxes in the County this year of \$4.559 billion. Sixty-six percent of properties in the County were purchased more than five years ago and, therefore, do not qualify for reassessment, leaving thirty-four percent that are eligible for reassessment. Property owners may request a reassessment each year at the end of November and the end of May. Currently only 12% of properties in San Diego County have requested a reassessment. Property that is reassessed through the request process and is assessed at a higher value will not incur higher taxes, only lower.

9.2 Update, Relocation of District Office

Director of Human Resources & Facilities, Rodger Smith, introduced Mark Kagan and Chuck Wasker, real estate agents assisting the DMUSD in the relocation of the District Office. They are currently soliciting buildings and/or land meet the DMUSD requirements from real estate brokers throughout the County. Approximately six properties have been identified as possible building sites and 50+ buildings within which to locate. Member Rodriguez toured properties with Mr. Kagan and Mr. Wasker and stated that she feels "we are in good hands."

5. REPORTS, RECOGNITIONS AND HEARINGS

5.1 Recognition – Employees of the Month for February 2008

Board President White thanked Jakes Del Mar for its continued support of the DMUSD Employees of the Month program by donating gift certificates for the honorees, as follows:

Ashley Falls Child Care – Christiana O’Conner
Carmel Del Mar Child Care – Justin Deignan
Del Mar Heights Child Care – Katherine Nieves
Del Mar Hills Child Care – Allie True
Ocean Air Child Care – Ashley Manning
Sage Canyon Child Care – Angelica Bahena
Sycamore Ridge Child Care – Adolfo Galdamez
Torrey Hills Child Care – Kelly Templeton
Employee Child Care – Kristen Morrison

5.2 DMCTA Report: David Skinner, DMCTA President, Carmel Del Mar Teacher

Mr. Skinner shared that there were a number of teachers in the audience and asked them to stand. He stated their presence was due to the issues they feel passionate about, i.e. changes in programs, which they helped to make successful, and the potential layoff of colleagues and friends. He reminded the Board that this is Parent/Teacher Conference Week and the teachers have worked a very long preparing for and meeting parents. He stated that this week reminds teachers of how fortunate they are to work with and for the students and parents of the DMUSD. On behalf of the teachers, Mr. Skinner thanked Matt Zevin, President of the DMSEF, and all PTA Presidents for their hard work and support for the teachers and students of Del Mar.

5.3 Report – DMSEF, Matt Zevin, President

The DMSEF has raised over \$498,000 to date, which is approximately 12% above last year at this time. He thanked all the parents and community for their donations. There is currently a great disparity of funds raised at each of the school sites, ranging from \$20,000 to \$111,000. The participation rate districtwide is at 27%. The DMSEF has been working diligently to improve the basic structure of the DMSEF and to maximize the potential to raise funds. The DMSEF has approved the hiring of an outside marketing coordinator with the goal of having a more professional marketing campaign in the future. The DMSEF is discussing moving to districtwide fundraising in order to avoid the disparity of fundraising at the school sites. The DMSEF is considering a change in structure wherein deductions will be made from donations to cover some portion for DMSEF overhead. The DMSEF cannot continue to operate without paying for overhead. The DMSEF generally supports the revisions to Administrative Regulation 3290: Gifts, Grants and

Bequests. Mr. Zevin shared some concern regarding the deadline for raising site-specific funds. He stated that he feels if all parents are involved by donating whatever amount they can, the DMUSD “will be able to have it all.”

5.4 PTA Report: Kerry Traylor, Del Mar Hills PTA President

Mrs. Traylor reported that the PTA Presidents have been all consumed with discussion on ESC Programs and fundraising. PTA Presidents have been anxiously waiting to learn what the District funded ESC allocation will be in order to identify their site’s fundraising goals. PTA Presidents are hopeful for a restructuring of fundraising, which will allow the PTAs to return to fundraising for “things” not “people.”

The Del Mar Hills Academy PTA’s funds a variety of “things”, i.e. Math, Music, Spatial Reasoning, Computer Program; teacher mini-grants; ice cream socials; yearbooks; artist in residence; 6th grade promotion, assemblies and more. Their fundraising event “Fiesta Night”, which includes an art auction, will be held on March 7. Approximately \$40,000 of last year’s art auction proceeds was donated toward ESC Programs.

She encouraged the Board to approve a districtwide fundraising policy for the common purpose of parents, staff and community members coming together to support ESC Programs at all eight schools, which would be in the best interest of the students.

5.5 Report – Monthly Staff Development, Travel & Conference Update

(Presented for information only.)

The Board asked Superintendent McClain to bring a recommendation back to the Board as to whether or not this might be an area in which spending could be reduced.

5.6 Report – Board Reports/Comments

- *Member Perkins:* He and Supt. McClain had a very positive meeting with Councilmember Sherry Lightner regarding the relocation of the District Office and the need for a relocatable at Ocean Air. He attended the City of San Diego new Park and Rec Board Meeting in charge of the new facility at Ocean Air that the City built but may not be able to open. He began a preliminary dialogue of the DMUSD utilizing the building for the benefit of both the City and the DMUSD.
- *Member Rodriguez:* She reiterated that she toured prospective properties and buildings for a new District Office with real estate agents. She expressed her appreciation for all the email input from parents, staff and community regarding the issues before the Board. She also thanked Del Mar Hills Academy for the student presentation, which is a good reminder that the children are our #1 priority. Additionally, she expressed her appreciation for the monthly PTA report and appreciates their feedback.

- *Member Easton:* She also expressed her appreciation for the emails she is receiving from parents, staff and community. She explained that one reason for possibly not receiving a response is due to a possible violation of the Brown Act if email responses are shared with other Board members. As the Board liaison to the DMSEF she has been attending the DMSEF Board meetings and acknowledged that they are working very hard to make improvements and distribute marketing literature.
- *Member McDowell:* He expressed appreciation, as a parent, for the opportunity to meet during Parent/Teacher Conference Week to receive input from his child's teachers regarding his child's education.
- *Member White:* She thanked the teachers for attending the Board meeting and for the time and energy they spend in preparing for the Parent/Teacher Conferences. She also expressed appreciation for the teachers' insight and care expressed in the conferences. She thanked Principal Susan Fitzpatrick for hosting her at Del Mar Hills Academy and for the opportunity to see students' artwork and for spending time with her to become acquainted.

5.7 Report – Superintendent's Report

- *CSBA Masters in Governance:* Supt. McClain confirmed with Board Members their participation in the nine-session series of the Masters in Governance program being offered at the San Diego County Office of Education by the California School Boards Association. Members White, Rodriguez and McDowell confirmed that they would attend all sessions with Supt. McClain. The program is offered for new and returning Board Members.
- *Ocean Air, After School Child Care Program:* Supt. McClain thanked Member Perkins for scheduling the meeting with Councilmember Sherry Lightner and for working with City of San Diego in an effort to use the facility in the park at Ocean Air to house After School Childcare at Ocean Air.
- *Superintendent's Symposium, Monterey CA:* Supt. McClain attended the Superintendents' Symposium of 1,000 districts. Approximately 800 superintendents were in attendance. She is a member of the Planning Committee and also worked with new superintendents. Budgets were a large part of the discussions with everyone concerned about what districts were going to do.
- *Cost Savings From Not Holding November Election:* The DMUSD budgeted \$12,000 for a November 2008 election. As a result of not having to hold the election, the DMUSD was charged \$178.40 by the Registrar of Voters for a savings of \$11,821.60.

10. **BUSINESS & FINANCE**

10.8 San Diego County Office of Education Letters of Review

Assistant Superintendent, Business Services, Dena Whittington, informed the Board that the District had submitted all financial reports to the San Diego County Office of Education for review. To date, the District has received a review letter for three of the reports. The letters received are for the original DMUSD Budget, the Collective Bargaining Agreement and the First Interim Report. Each letter cautioned the District that continued deficit spending would have negative effects on the long-term financial stability of the Del Mar Union School District.

At the request of the Board, Ms. Whittington addressed a comment regarding increasing the reserves and the reason why the District cannot continue to deficit spend. Ms. Whittington explained that a goal of 32% for reserves was a statement from the financial analysis prepared by Vavrinek, Trine, Day & Co. and not a directive from the Superintendent or Board. Ms. Whittington quoted the following from one of the review letters received, "deficit spending is not projected to have an impact on the District's ability to meet its required reserve levels in fiscal years 2009 and 2010, however, deficit spending erodes balances and needs to be carefully monitored to prevent any financial difficulties in future years." It was also mentioned that the minimum reserve requirement might not be sufficient for Basic Aid districts.

10.9 Update: Federal Stimulus Package

Assistant Superintendent, Business Services, Dena Whittington, shared new information that the DMUSD may be eligible for additional Special Education funds, which would be considered one-time funds. The funds may not be received for 6-12 months and would be available for the 2009/2010 school year.

10.10 Update: 2008-2009 State Budget as of February 19, 2009

Assistant Superintendent, Business Services, Dena Whittington, shared that she hopes to receive more accurate information at a conference she is attending on March 6, 2009. At this point, Categorical Programs are to be reduced on an average of 15%, some less, some more. Ms. Whittington clarified that the cuts are for both 2008/2009 and 2009/2010.

10.11 2008/2009 Monthly Budget, Update
(Presented for information only.)

Assistant Superintendent, Business Services, Dena Whittington, reported that the funding in question, "Other State Revenue", indicates that 55% of the revenue has been received. The State is holding the remaining 45% and, to date, has not apportioned it out. At Board request, a Cash Balance Statement has been included in

the Monthly Budget report. In the following funds, the current deficit at first interim is as follows: Unrestricted General Fund: \$1,855,216; Restricted General Fund: \$1,026,192. With a carry-over of \$1.1 million the combined General Fund is a net decrease of \$2.8 million prior to the Collective Bargaining Agreement. The Collective Bargaining Agreement will impact the budget by approximately \$600,000.

Motion to waive the 20-minute maximum time period for public input on Item 11.2

Motion Easton

Second Rodriguez

Unanimous

11.2 Board Approval, Recommendation for Reduction in Extended Studies Curriculum (ESC) Program

Board Member White recognized the parents for participating in the survey and staff for the time and energy they have devoted to restructuring a new and different ESC Program that is a benefit to students. Supt. McClain presented three options of a newly structured ESC Program for the Board to review and consider.

PUBLIC COMMENT

- *Jodi Neilson*, DMUSD Teacher, asked questions of the Board regarding 1) music and/or art being offered at the sites and the possibility of watered-down instruction; 3) preservation of band equipment donated by FAME; 4) support of ESC Programs voiced in Strategic Planning.
- *Jennifer Oliviera*, DMUSD Teacher, spoke in support of a three core programs and the three-tier proposal presented at February 11, 2009 meeting, and a unified DMSEF to support all schools.
- *Fred Bettig*, DMUSD Teacher, spoke in support of the three-tier program.
- *Paige Metz*, parent and Exercise & Nutritional Science Teacher in Poway Unified School District, spoke in support of maintaining a physical education program.
- *Abby Farricker*, DMUSD Teacher, spoke in support of the three-tier program.
- *Stephanie Sullins*, DMUSD Teacher, spoke in support of the three-tier program.
- *Jeff Bales*, DMUSD Teacher, spoke in favor of the three-tier proposal and asked for clear and immediate direction.
- *Michelle Beeson*, DMUSD Teacher, spoke about the music programs that will be lost if the District retains only three music teachers for the entire DMUSD and asked the Board to consider these losses when making its decision.
- *Erin Mitchell*, DMUSD Teacher, described for the Board what instruction, as a music specialist, she has provided for the students and what will be sacrificed if the music specialists are released and/or reduced.
- *Mary Johnson*, Rep to DMSEF, spoke of the fear of losing the heart and soul of the ESC Programs and the possible reduction of donations due to the release of teachers.

- *Sandy Johnson*, DMUSD Teacher, spoke to the quality of ESC Programs being sacrificed by the loss of specialists and the importance of maintaining high test scores.
- *Emery, Noa, Mares & Eaton*, 5th grade students, expressed what they have learned and the advantages they have had from the music programs offered by the DMUSD.
- *Shayne Singleton*, DMUSD Teacher, spoke regarding the quality of staff, education and students in the DMUSD and what will be sacrificed with the loss of ESC programs and teachers.
- *Katharin Roth*, parent and PE teacher at Carmel Del Mar, spoke to the lack of quality in the three proposals being offered and in support of the three-core ESC subject proposal and districtwide fundraising for the DMSEF. She also spoke in favor of initiating the process of closing a school.
- *Karen Holty*, DMUSD Administrative Assistant, spoke in favor of the three-core program and asked the Board to trust the recommendations of the professional educators and administrators of the DMUSD.
- *Lee McCracken*, President of FAME and parent of former students of the DMUSD, spoke to the issue of providing quality education regardless of the subject and asked the Board to give the community an opportunity to raise the needed funds.
- *Sandra Logan*, parent, spoke in favor of the clear and concise three-tier program previously proposed.

BOARD DISCUSSION

Board President White thanked the staff and parents for addressing the Board on the ESC proposals. The Board Members discussed parity, the positives and negatives of the proposals presented by the administration and what will be funded as a District.

Motion to approve the former DMUSD Specialist Program Proposal offering three ESC Programs of Science, Technology and Music

Motion Rodriquez
Second There was no second.
Motion did not pass

PUBLIC COMMENT

- *Beth Westburg*, parent and DMSEF Vice-President, spoke to request that the Board not approve Proposals 1 or 3 for fear they will be detrimental to Del Mar Hills Academy.
- *Beth Folketh*, parent, spoke in favor of the three-core ESC Program.

Motion to approve DMUSD Specialist Program Proposal #2 offering Science, Technology, Physical Education, Visual Art and/or General Music.

Motion Perkins

Second Easton

Ayes 4 (Easton, McDowell, Perkins, White)

Noes 1 (Rodriguez)

Motion passed.

Board Member Easton addressed a point of order due to time constraints. Supt. McClain and Board Members identified the following Items as requiring discussion and/or action Item 6.2, 8.2, 8.3, 11.3, 11.4 and 11.5. The remaining Items on the Agenda will be carried over to the Special Board Meeting Agenda scheduled for March 11, 2000.

6.2 Approval of Consent Items

Motion to approve Consent Items *10.1 – *10.7 and *11.1

Motion McDowell

Second Perkins

Unanimous

8.2 Board Approval, 2009 CSBA Delegate Assembly Nominees

Motion to approve the election of Katie Dexter, Penny Halgren, Steven McDowell, Kelli Moors, Barbara Ryan, Priscilla Schreiber and Carol Skiljan to the 2009 CSBA Delegate Assembly

Motion Easton

Second Perkins

Unanimous

Motion to extend the meeting ending time for an additional 30 minutes from 10:30 p.m. to 11:00 p.m.

Motion Easton

Second White

Unanimous

8.3 1st Reading, Administrative Regulations 3290: Gifts, Grants and Bequests

The Board and audience were provided with a new draft of Administrative Regulations 3290, which had been revised since the posting of the Board Packet.

PUBLIC COMMENT

- *Matthew Zevin*, DMSEF President, addressed the Board to seek clarification on the proposed Administrative Regulations and to express the need for the AR to be clear and concise regarding 1) what the funds are being raised for, 2) how the district accepts donated funds, 3) the caps on site specific fundraising, 4) the deadlines for

donations, and 5) the need for clear and concise communication to parents, staff and community.

- *Polly Murphy*, parent and DMSEF Rep., expressed her appreciation for Supt. McClain's responsiveness to her emails that addressed all her issues, and supports openness and honesty and a clear vision.
- *Stephanie Shiff*, parent, spoke to the Board to request that sites be allowed to fundraise to their current ESC levels.

The Board tabled discussion on Item 8.3 until after addressing 11.3, 11.4 and 11.5 of the Agenda.

11.3 Notice to the Governing Board of Recommendation to Reduce and/or Eliminate Particular Kinds of Services for the 2009-2010 School Year

Director of Human Resources & Facilities, Rodger Smith, presented the recommended services that are to be reduced and/or eliminated, as follows:

Art Teaching:	8.0 FTE
Music Teaching:	8.0 FTE
Science Teaching:	3.0 FTE
Physical Education Teaching:	4.0 FTE
Technology Teaching:	3.0 FTE
Drama Teaching:	0.5 FTE
Math/Technology Teaching:	1.0 FTE
Spanish Teaching:	0.5 FTE
BTSA Support Provider:	1.0 FTE
Certificated Teaching in Gr. K-6:	15.0 FTE

11.4 Resolution Reducing and/or Eliminating Certain Certificated Services for the 2009-2010 School Year.

Motion to approve Resolution Reducing and/or Eliminating Certain Certificated Services for the 2009-2010 School Year.

Motion Rodriguez

Second Perkins

Unanimous

11.5 Board Approval, Resolution No. 2009-02, Determination of Seniority Among Certificated Employees with the Same Seniority Date ("Tie- Breaker Resolution")

Motion to approve Resolution No. 2009-02, Determination of Seniority Among Certificated Employees with the Same Seniority Date ("Tie- Breaker Resolution")

Motion McDowell

Second Easton

Unanimous

The Board directed Supt. McClain to review the Agenda items remaining to be discussed and advise the Board if a Special Board Meeting is needed, or if the items can be added to the Agenda for the March 25, 2009 Regular Board meeting.

8.3 Continued... 1st Reading, Administrative Regulations 3290: Gifts, Grants and Bequests
BOARD DISCUSSION ON ITEM 8.3

Staff will bring AR 3290: Gifts, Grants and Bequests, back to the Board for a second reading and approval including a revisions to 7(a) stating that positions may be rounded up to the nearest .5 or whole position. The Board also directed staff to designate a final date for accepting donated funds for specific school site programs that will be consistent with the DMSEF and that the same be offered to the PTAs.

13. **ADJOURNMENT**

There being no more time to discuss items on the Agenda, there was a Motion to Adjourn at 11:00 p.m.

Motion McDowell
Second Easton
Unanimous

Steven McDowell, Clerk

Sharon McClain, Superintendent

Date

Date

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

Minutes of Special Board Meeting

March 11, 2009
6:00 p.m.

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

Board President White welcomed staff, parents and community members to the Special Board Meeting of the Board of Trustees.

The Board met in Closed Session from 4:00 – 6:10 p.m. to discuss the following:

- 1.1 **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE** pursuant to (Government Code 54957)
- 1.2 **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**: Title: Superintendent (G.C. 54957)
- 1.3 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR** (G.C. 54956.8)- Property: 225 9th Street, Del Mar, California 92014—Conference with Real Property Negotiator: Dr. Sharon McClain; Negotiating Parties: DMUSD and the City of Del Mar—Under Negotiation: Potential Modification of Purchase Agreement Terms
- 1.4 **CONFERENCE WITH LABOR NEGOTIATOR (G.C. 54957.6)**
Agency Designated Representatives: Sharon McClain, Superintendent and Rodger Smith, Director of Human Resources and Facilities Planning; Employee Organization: Del Mar California Teachers Association
- 1.5 **CONFERENCE WITH REAL PROPERTY NEGOTIATOR** (G.C. 54956.8)- (G.C. 54956.8) - Property: 2002 Jimmy Durante Blvd., Del Mar, CA 92014; 2010 Jimmy Durante Blvd., Del Mar, CA 92014; 4108-4122 Sorrento Valley Blvd., San Diego, CA 92121—Agency Negotiators: Rodger Smith, Director of Human Resources/Facility Planning; Mark Kagan and Chuck Wasker, Commercial Real Estate Agents—Negotiating Parties: Board of Trustees, Del Mar Union School District—Under Negotiation: Instructions to negotiators regarding price, terms of the sale and/or lease

2. REPORT OF ACTION TAKEN IN CLOSED SESSION:

In Closed Session the Board took the following action:

The Board voted unanimously to non-re-elect Employee #9091.

Board President White stated the Board will reconvene to Closed Session following Open Session to discuss:

- 1.2 **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**: Title: Superintendent (G.C. 54957).

Official Minutes, Special Board Meeting • March 11, 2009

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

CALL TO ORDER

Board President White called to order the Open Session of the Special Board Meeting of the Del Mar Union School District, Board of Trustees, at 6:20 p.m.

PLEDGE OF ALLEGIANCE

Director of Maintenance & Operations, Randy Wheaton, led Board members and guests in the Pledge of Allegiance.

ATTENDANCE

Members Present (5): Katherine White, President of the Board
Steven McDowell, Clerk of the Board
Annette Easton
Doug Perkins
Comischell Rodriguez

Members Absent: (0)

3. APPROVAL OF AGENDA

Amendments to the Agenda:

Item 12 to follow Item 4

Item 13 to follow Item 12

Motion to Approve Agenda as Amended

Motion McDowell

Second Perkins

Unanimous

4. PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)

- *Adrienne Crabtree*, DMUSD teacher, spoke as a recipient of a layoff notice, and asked the Board to consider the effects it has on the teachers.
- *David Skinner*, DMUSD Teacher and President of the DMCTA, described the atmosphere in the District since layoff notices have been received and expressed his appreciation for the professional manner in which the notices were delivered. He invited the Board, administrators and all employees to participate in statewide "Pink Friday", March 13, 2009, by wearing pink to bring attention to the effects of State budget cuts on public education and in support of DMUSD teachers that received layoff notices.
- *Mindy Thomas*, parent, addressed the Board in an effort to gain a better understanding of how and who makes decisions for the District, as she feels there is a lack of transparency in the process of how the tough decisions are made.

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12. DISCUSSION, SHARED CONTRACTS

Supt. McClain reported on the extra cost of certificated shared contracts, which must be approved by March 15, 2009 with approval by April 15 of a part-time leave of absence for anyone participating in a job share. The cost of shared contracts was reported as \$170,140.

BOARD DISCUSSION

The Board discussion on the benefits and detriments of Shared Contracts in the DMUSD included the following:

- Shared contracts are beneficial to students and staff
- Common days are an added expense to the District
- Common days are a benefit to students and support consistency and good communication for teachers

The Board directed staff to begin conversation with the DMCTA regarding the ten common days in a shared contract with a goal of reducing the added cost of a shared contract for the District.

PUBLIC COMMENT

- *Stephanie Cluxton*, DMUSD Teacher, shares a contract and feel the benefits are vast and that "job shares just make cents."
- *Leandra Kalt*, DMUSD Teacher, addressed the Board on the cost of two fulltime classroom teachers and the cost of two part-time teachers in a shared contract, as well as other benefits and that "job shares just make cents."
- *Catherine Gilbert*, DMUSD Teacher, shared with the Board the costs of job shares and the savings to the District and that "job shares just make cents."
- *Marnie White*, DMUSD Teacher, spoke in support of job shares and the benefits to the District one of which is that it allows the District to retain teachers of outstanding capabilities (BP 4128) and that "job shares just make cents."
- *Laurel Zitko*, DMUSD Teacher, shared how proud she is to be a teacher in a progressive, forward thinking District, that in addition to all the outstanding programs for students, also offers job shares for staff and that "job shares just make cents."
- *Dianna Holmes and Kristin Soderberg*, DMUSD Teachers, spoke in support of shared contracts and the benefits of job shares to the District one of which is continuity and stability for students due to fewer (or no) substitutes and a savings to the District and that "job shares just make cents."
- *Amy Doyle*, DMUSD Teacher, shared a quote that referred to "job shares as a positive outcome" and "they provide more bang for your buck" and that "job shares just make cents."

- *Susan Brubaker*, DMUSD Teacher, spoke in support of the benefits of jobs shares due to two highly qualified teachers working with students, performing assessments, designing programs, sharing with the team and administrators and that “job shares just make cents.”
- *Jeri Sipe*, DMUSD Teacher, spoke in support of maintaining the wonderful reputation and programs of the DMUSD, in addition to attracting outstanding teachers that develop the whole child which job shares offer and that “job shares just make cents.”

Supt. McClain announced that job share approvals would start to be given tomorrow, Thursday, March 12, 2009.

13. CLARIFICATION OF BOARD VOTE, OPTION 2 – EXTENDED STUDIES CURRICULUM PROGRAM

Board members discussed their understanding of “Music/Art” contained in Option 2 of the Extended Studies Curriculum Program approved at the February 25, 2009 Regular Board Meeting. ***Board Member Perkins stated Music/Art meant the site option of Music and or Art. Board Members Easton and McDowell stated they voted Music and Art but were comfortable with Music or Art. Board Member White stated she voted Music and Art. Board Member Rodriguez stated she voted against Option 2 because she wanted only Music.***

After Board discussion it was clarified for staff that “Music/Art” in Option 2 is meant to give principals a choice of offering music AND/OR art at their school site. To clarify, the school sites may offer music, they may offer art or they may offer music and art.

Supt. McClain thanked the Board for allowing staff the opportunity to provide as many subject areas as possible in their daily schedule. Principals will address preliminary staffing and produce schedules after the April 15th deadline for site-specific fundraising.

5. ACTUAL COST OF 2008/2009 COLLECTIVE BARGAINING AGREEMENT

Assistant Superintendent, Business Services, Dena Whittington, informed the Board that the actual cost of the 3% salary increase effective December 1, 2008 and the retroactive pay to December 1, 2008 was \$775,702.00.

6. UPDATE, STATE BUDGET

Assistant Superintendent, Business Services, Dena Whittington, informed the Board that updates on the State Budget are still being received. Due to the uncertainty of the State Budget, Ms. Whittington recommended freezing the categorical programs that may be available for flexibility transfers or ending balance sweeps.

Ms. Whittington stated that there is not enough information available to know if the DMUSD will be able to use current or prior year balances in categorical funds to offset the deficit spending in the Unrestricted General Fund and that a hold on spending in the categorical programs would increase the DMUSD's level of flexibility DMUSD.

7. UPDATE, FEDERAL STIMULUS PACKAGE

Assistant Superintendent, Business Services, Dena Whittington, shared that the current concern is whether our Special Ed funding (\$400,000 est.) will be funded at one time or if it will be funded over a period of five years. Due to the possibility that one-half of the funds may be distributed in late April, and, because the funds may have a spending window, she recommended that a plan be in place to spend the funds within that window. She also informed the Board that these are "one-time funds" and, therefore, cannot be spent on salaries, but must be used to purchase things i.e. desk, chairs, etc.

8. BOARD APPROVAL, 2008/2009 2ND INTERIM FINANCIAL REPORT, CASH FLOW REPORT, AND MULTIYEAR PROJECTION REPORT

Assistant Superintendent, Business Services, Dena Whittington, presented the interim reports of DMUSD annual budget as of October 31 and January 31, respectively. Ms. Whittington reviewed the reports with the Board and answered clarifying questions.

Motion to approve the 2008/2009 2nd Interim Financial Report, Cash Flow Report, and Multiyear Projection Report

Motion McDowell
Second Easton
 Unanimous

9. 2ND READING AND APPROVAL, ADMINISTRATIVE REGULATIONS 3290: GIFTS, GRANTS AND BEQUESTS

Supt. McClain presented the revised Administrative Regulations 3290: Gifts, Grants and Bequests, which offer further clarification on the acceptance of funds in Board Policy 3290. At the direction of the Board, Supt. McClain met with the DMSEF to discuss how the District's Administrative Regulations could be structured to support the DMSEF in their fundraising efforts and eventual donations to the DMUSD. The revisions in AR 3290 presented were a reflection of those discussions.

PUBLIC COMMENT

- *Beth Westburg*, parent and DMSEF Vice-President, suggested to the Board that the definition of "parity" be left as vague as possible and trust that common sense will prevail.

Motion to approve Administrative Regulations 3290: Gifts, Grants and Bequests.

Motion Easton

Second Perkins

Unanimous

**10. WITHDRAWAL FROM THE DISTINGUISHED TEACHER IN RESIDENCE (DTiR) PROGRAM
CALIFORNIA STATE UNIVERSITY, SAN MARCOS, FOR THE 2009-2010 SCHOOL YEAR**

Supt. McClain was saddened to recommend that the DMUSD withdraw from the DTiR program for 2009/2010 school year, but in light of the District's current budget deficit she suggested it be taken under consideration. The program is voluntary and the District is reimbursed for a portion of the expense of hiring a temporary teacher to replace the distinguished teacher on loan, however, there is still some expense to the District.

Motion to withdraw from the Distinguished Teacher in Residence (DTiR) Program
California State University, San Marcos, for the 2009-2010 School Year

Motion Easton

Second Perkins

Unanimous

11. DISCUSSION/ACTION, ELIMINATION OF PROGRAMS IN 2008/2009

Supt. McClain outlined the savings that may be generated by the elimination of identified programs as follows: Combination Classroom Aides, Extended Studies Curriculum Aides, a hold on spending for workshops/conferences for staff and freezing spending on Categorical Programs.

Board members expressed concern over eliminating these programs in 2008/2009 school and requested information on the financial impact of Combination Classroom Aides and Curriculum Aides on the 2009/2010 budget.

Motion to place a freeze on spending for workshops/conferences and Categorical Programs, with the Superintendent given the authority to review and approve requests for these expenditures, as the Superintendent deems appropriate.

Motion Easton

Second Perkins

Unanimous

14. DATES FOR BOARD WORKSHOP – DEVELOPMENT OF BOARD WORKING NORM

Supt. McClain asked the Board to identify some dates and times for a Board/Superintendent Workshop on building working norms, which will be facilitated by The Cosca Group as no expense to the District. The Board directed Supt. McClain to work with The Cosca Group to determine dates at a time that allows staff to attend.

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An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

15. UPDATE, BROADCASTING/PODCASTING REGULAR MONTHLY BOARD MEETINGS

Director of Technology, Mike Casey, reported that the current district environment will allow for podcasting on a limited basis and that broadcasting will require a minimum of three cameras. He reported that the San Diego County Office of Education broadcast meetings for the District for a charge approximately \$3,200-\$3,500 per Board meeting. An outlay of approximately \$20,000 would be required for the District to broadcast in-house.

16. NATIONAL SCHOOLS BOARDS ASSOCIATION 2009 ANNUAL CONFERENCE

Supt. McClain informed the Board that the National School Boards Association Annual Conference is being held in San Diego and that it offers a good opportunity for Board members. Board was encouraged to review the information on line to determine if they are interested in attending.

17. DISCUSSION/ACTION, BOARD POLICY 9323, MEETING CONDUCT

Supt. McClain presented a revision to Board Policy 9323, Meeting Conduct, which would allow Board meetings to be extended twice for a maximum of 60 minutes. Board members suggested that this topic could be discussed further at the working norms workshop.

18. APPROVAL OF MINUTES

Amendment to Minutes

It was requested that the title of President be added after Katherine White's name in the Minutes of the Regular Board Meeting of January 21, 2009.

Motion to approve Minutes of:

- o Special Board Meeting/Board Workshop of January 14, 2009
- o Regular Board Meeting of January 21, 2009, as amended
- o Special School Visitation Board Meeting of January 21, 2009
- o Special School Visitation Board Meeting of February 4, 2009
- o Special Board Meeting of February 4, 2009

Motion Easton

Second McDowell

Unanimous

RETURN TO CLOSED SESSION @ 9:30 P.M.

The Board returned to Closed Session to discuss

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Title: Superintendent (G.C. 54957)

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An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

ADJOURNMENT OF CLOSED SESSION/RETURN TO OPEN SESSION

Motion to Adjourn Closed Session at 10:21 p.m.

Motion Rodriguez

Second Perkins

Unanimous

REPORT OF ACTION TAKEN IN CLOSED SESSION:

There was no action in Closed Session

13. ADJOURNMENT

There being no further business to come before the Board, there was a

Motion to Adjourn at 10:22 p.m.

Motion Rodriguez

Second Perkins

Unanimous

Steven McDowell, Clerk

Sharon McClain, Superintendent

Date

Date

Official Minutes, Special Board Meeting • March 11, 2009

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

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

Minutes of Special Board Meeting/School Visitation

March 18, 2009
12:45 p.m.

Sycamore Ridge School
5333 Old Carmel Valley Road, San Diego, CA 92130

Members Present: Katherine White, President of the Board
Steven McDowell, Clerk of the Board
Annette Easton
Doug Perkins (*arrived at 1:01 p.m.*)
Comischell Rodriguez (*arrived at 1:01 p.m.*)

DMUSD Staff: Sharon McClain, Superintendent
Emily Disney, Principal

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

1. Board President White called the meeting to order at 12:51 p.m.

Motion to Approve the Agenda

Motion McDowell

Second Easton

Unanimous (3-0) (*Perkins & Rodriguez absent*)

2. **PUBLIC COMMENT:** There was no public comment.

3. **VISITATION TO SYCAMORE RIDGE SCHOOL AND OBSERVATION OF PROFESSIONAL LEARNING COMMUNITY PRACTICES**

Principal, Emily Disney, introduced the Board and Superintendent McClain, then provided an overview of Sycamore Ridge's integration of some of Stiggins' Seven Strategies of Assessment for Learning. Ms. Disney lead grade level discussions on the progress of the staff's Stair goals. Board members were given the opportunity to participate in a grade level team and an on-going Districtwide Professional Learning Community meeting specifically focusing on Special Education.

ADJOURNMENT

There being no further business to come before the Board, there was a
Motion to Adjourn at 2:30p.m.

Motion Easton

Second Rodriguez

Unanimous

Steven McDowell, Clerk

Sharon L. McClain, Superintendent

Date

Date

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

Minutes of Regular Board Meeting

March 25, 2009

Closed Session: 4:00 p.m.

Open Session: 5:45 p.m.

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

Board President White called the Regular Board Meeting to order at 4:00 p.m.

PUBLIC INPUT ON CLOSED SESSION ITEMS:

There was no public comment on Closed Session items.

Motion to Adjourn to Closed Session at 4:01 p.m.

Motion Easton

Second McDowell

Unanimous

ADJOURNMENT OF CLOSED SESSION

Motion to Adjourn Closed Session at 5:52 p.m.

Motion McDowell

Second Perkins

Unanimous

RETURN TO OPEN SESSION

Board President White welcomed staff, parents and community members to the Regular Board Meeting of the Board of Trustees.

The Board met in Closed Session to discuss:

- 1.1 Public Employee Performance Evaluation: Title: Superintendent/Board of Trustees (G.C. 54957)
- 1.2 Conference with Labor Negotiator (G.C. 54957.6)
Agency Designated Representatives: Sharon McClain, Superintendent and Rodger Smith, Director of Human Resources & Facilities Planning; Employee Organization: Del Mar California Teachers Association
- 1.3 Conference with Legal Counsel – Anticipated Litigation (Government Code section 54956.9(b); Name of Case: Significant Exposure to Litigation: Two cases

Official Minutes, Regular Board Meeting • March 25, 2009

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

REPORT OF ACTION TAKEN IN CLOSED SESSION:

The Board took no action in Closed Session.

1. CALL TO ORDER

Board President White called to order the Open Session of the Regular Board Meeting of the Del Mar Union School District, Board of Trustees, at 6:03 p.m.

PLEDGE OF ALLEGIANCE

Michelle Beeson, Music teacher, Del Mar Heights, led Board members and guests in the Pledge of Allegiance.

ROLL CALL

Members Present (5): Katherine White, President of the Board
Steven McDowell, Clerk of the Board
Annette Easton
Doug Perkins
Comischell Rodriguez

Members Absent: (0)

Administrators Present: Sharon McClain, Superintendent
Janet Bernard, Assistant Superintendent, Curriculum & Instruction
Dena Whittington, Assistant Superintendent, Business Services
Rodger Smith, Director of Human Resources & Facilities Planning
Sheila Weinberg, Director of Pupil Services
Randy Wheaton, Director of Maintenance & Operations
Mike Casey, Director of Technology
Charlene Komosinski, Director of Child Care/After School Programs
Katie Shanahan, Coordinator State & Federal Projects

Principals Present: Wendy Wardlow, Principal, Del Mar Heights
Susan Paul, Principal, Torrey Hills

2. STUDENT RECOGNITION – DEL MAR HEIGHTS

The Del Mar Heights Chorus performed "Agents of Change" from their Earth Day show. Several of the Dolphin Leadership students shared the actions that have taken place at Del Mar Heights to become more green. Finally, the Chorus sang about how, "It's Easy Bein' Green," in taking simple steps to make a difference.

Official Minutes, Regular Board Meeting • March 25, 2009

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

3. APPROVAL OF AGENDA

Motion to Approve Agenda

Motion Easton

Second Perkins

Unanimous

4. PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)

- *Keri London*, who previously sent an email to the Board in support of Instructional Aides in blended classrooms read a letter written by Karen Aiken in support of the same.
- *Katherine Weidmann*, teacher in a blended classroom, spoke to the uniqueness of the blended classroom and of the benefits of having Instructional Aides in the classroom.
- *Cheryl Dennish*, Instructional Aide in blended classroom, spoke of the advantages for students in blended classrooms with Instructional Aides.

5. REPORTS, RECOGNITIONS AND HEARINGS

5.1 Recognition – Employees of the Month for March 2009

Board President White thanked Jakes Del Mar for its continued support of the DMUSD Employees of the Month program by donating gift certificates for the honorees, as follows:

Ashley Falls – Jackie Tiffany, Kindergarten Teacher

Carmel Del Mar – Candace Chun, ELL Teacher

Del Mar Heights – Jacque Folgner, ESC Art Teacher

Del Mar Hills – Nicole Nelson, ESC Art Teacher

Ocean Air – Karen Westbrook, 1st/2nd Combo Teacher

Sage Canyon – Chris Rappa, 2nd Grade Teacher

Sycamore Ridge – Kathy Pechtimaldjian, Library Media Specialist

Torrey Hills – Bina Anjaria, Instructional Aide

5.2 DMCTA Report: David Skinner, DMCTA President, Carmel Del Mar Teacher

Mr. Skinner shared that the mood of teachers is one of anxiety and uncertainty with 25% of the teachers having received Preliminary Layoff Notices or a Non-reelection Notice. He thanked the Board members and administrators for joining the staff on “Pink Friday” to show support of public education. He thanked Matt Zevin, President and Beth Westburg, Vice-President of the DMSEF for the hard work and overtime hours devoted to raising funds to preserve programs and positions in the DMUSD. He stated that In spite of the anxiety, the teachers are still teaching and putting students first. He predicts that the DMUSD API scores will once again

be among the top in the state next year due to the outstanding DMUSD teachers. He expressed his hope that the Board continues to look at areas outside the classroom to bridge the budget gap.

5.3 Report – DMSEF, Matt Zevin, President

Mr. Zevin reported that the community responded to the “call for support” put out by the PTAs, parents, administrators and staff. In last three weeks the DMSEF received over \$260,000 and the overall participation rate grew from 27% to 38%, districtwide. In total DMSEF received \$779,472 compared to \$492,000 at this time last year. Including the carryover from last year there is currently \$983,000 available for ESC funding. Several schools have either held or are planning fundraising events to meet the April 15 deadline for site-specific fundraising. The DMSEF anticipates receiving additional funds prior to the April 15 deadline. Some PTAs have raised or are holding funds from \$100,000 to \$200,000. Mr. Zevin thanked the DMSEF representatives, parent volunteers, principals, teachers, PTAs and the community for the hard work and support.

5.4 Report – Monthly Staff Development, Travel & Conference Update

(Presented for information only.)

There was no discussion.

5.5 PTA Report: Debbie Negulescu, Del Mar Heights PTA President

Ms. Negulescu reported the PTA Presidents meet once per month for an information meeting with Supt. McClain to discuss District and school issues. At the March meeting Dena Whittington, Assistant Superintendent, Business Services, presented a financial report on the District. PTA Presidents also discussed the fundraising efforts taking place at each site. At Del Mar Heights the staff and parents came together to raise funds by offering fun grade level activities for students at seven different homes. The event, which was centered on “having fun with your friends” and “give what you can give,” raised \$16,000. PTAs provided decorations, food, raffle and silent auction items. The event had a 68% participation rate.

5.6 Report – Board Reports/Comments

- *Member Perkins:* He attended his first meeting of the North Coastal Consortium for Special Education (NCCCSE) meeting. He found it interesting and he gained a better understanding of how the consortium functions. It also offered him an opportunity to meet and talk with school board members from other districts.
- *Member Rodriguez:* She attended a preliminary performance of the beginning band at Sage Canyon. Dressed in bright pink, she stood with teachers and parents on “Pink Friday” to raise awareness of budget cuts to public education.

She looks forward to bringing back as many teachers as possible for the 2009/2010 school year.

- *Member Easton:* As Board representative, she attended the DMSEF Board Meeting. She was encouraged to see the spirit of collaboration between the DMSEF Board, PTAs and all of the sites to find ways to rally the entire community in a fundraising effort. She acknowledged there are a lot of people working very hard behind the scenes to support the programs in the DMUSD.
- *Member McDowell:* He attended "Pink Friday" with staff, parents and community members. He participated in the blood drive and attended the Sycamore Ridge performance of *Willy Wonka and the Chocolate Factory*. He continues to work on the County Strategic Planning Committee and is looking forward to presenting the results.
- *Member White:* She thanked Carmel Del Mar and Sycamore Ridge for the Board's visits. Along with Members, McDowell & Rodriguez, and Supt. McClain, she attended the first session of the Masters in Governance program at the SDCOE. She thanked David Jones, Principal of Carmel Del Mar for the opportunity to participate in "Pink Friday." She was impressed by the solidarity of teachers, staff and parents in the DMUSD. She expressed her excitement in the level of fundraising in the District.

5.7 Report – Superintendent's Report

Supt. McClain reported on the following:

- She attended "Pink Friday" and fundraisers at Del Mar Hills and Del Mar Heights. She is looking forward to the Sycamore Ridge performance of *Willy Wonka and the Chocolate Factory* and she attended a Hermosa Beach School District fundraiser and performance of *Wipe Out*.
- The District will soon be launching *School News* a District newsletter featuring the DMUSD programs. Each school will submit a monthly article that will focus on a designated program. The first issue will focus on the PeaceBuilders program with future issues focusing on the ESC programs.
- She and Director of Human Resources & Facilities Planning, Rodger Smith, will meet after the April 15 deadline for site-specific fundraising to determine the number of layoff notices that may be rescinded prior to the final layoff notice deadline of May 15.
- The Board members and staff will work together to determine a common and effective manner to report the financial impact on the Board Agenda items. Board members were asked to share their expectations with Assistant Superintendent, Business Services, Dena Whittington, so that samples may be created and presented to the Board at a future meeting.

- Total School Solutions presented a workshop in the Performing Arts Center at Del Mar Hills Academy for administrators from throughout the state. The District received a thank you letter from Total School Solutions which included the following: "We would be remiss if we didn't thank you for the assistance we received from Eve Vance who provided us with a great deal of help with the planning and logistics necessary to organize this workshop. She is indeed an asset to your District."
- She was invited to participate in the announcement of the District/Site Teacher of the Year and Classified Employee of the Year at Ocean Air and to listen to the DMCTA Board Member's presentation. The DMCTA is working to achieve a 100% participate rate to the DMSEF from DMCTA in support of all schools.

6.

6.1 APPROVAL OF MINUTES

Motion to approve Minutes of the Special Board Meeting/Visitation of March 4, 2009

Motion Rodriguez

Second Easton

Unanimous

6.2 APPROVAL OF CONSENT ITEMS

Motion to approve Consent Items *10.1 – *10.10 and *11.1

Motion Easton

Second McDowell

Unanimous

7. CURRICULUM & INSTRUCTION

7.1 Report, 2008 Fifth Grade Physical Fitness Test Results

Janet Bernard, Assistant Superintendent, Curriculum & Instruction reported on the DMUSD 5th graders' Physical Fitness Test Results. Supported by DMUSD PE Teachers, the students performed very well on the Fitness Gram, which is the statewide test used to test students' cardio, muscle strength, flexibility and body composition. Eighty-five percent of students are scoring in the "healthy fitness zone". Ian Phillips, Del Mar Heights PE Teacher, briefly explained each one of the tests. Performance levels in the DMUSD have risen in the last four years.

7.2 Report, District Staff Development Days, January 26 and 27, 2009

Janet Bernard, Assistant Superintendent, Curriculum & Instruction reported on the Staff Development Days. Approximately 75% of staff participated in both days of

staff development. The first day focused on site initiatives and plans. The second day offered many training sessions and workshops and also provided teachers with the opportunity to meet in district grade level meetings. Assist. Supt. Bernard thanked all teacher leaders and administrators for scheduling these two days.

8. ADMINISTRATION AND POLICY

8.1 Summer Programs

Charlene Komosinski, Director of Child Care/After School Programs reported the following programs are being offered in the DMUSD during the summer months:

- *Summer Camp* at Del Mar Hills Academy (for 1st-6th grade students registered in the DMUSD), June 15-August 21
- *Preschool Summer Camp* at Del Mar Shores, June 15-August 21
- *Children's Creative Workshops* at Torrey Hills, July 6-31
- *Extended School Year* at Sycamore Ridge, June 29-July 24
- *STAR Program* at Sycamore Ridge, June 15-August 14
- *Young Writers Camp* at Sycamore Ridge, June 22-July 3

8.2 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

Director of Pupil Services, Sheila Weinberg, presented revisions to BP/AR 5116 and 5116.1. The specific dates in the policies and regulations were eliminated and time frames inserted to avoid the need to bring revised dates before the Board for approval each year. The Board received confirmation that the policy must be reviewed and approved annually, and that it is not required to have specific dates in the policy.

Board and staff discussion resulted in additional revisions needing to be made prior to presentation to the Board for a second reading and approval at a Special Board Meeting to be held on April 15, 2009.

8.3 Discussion/Board Approval, Appointment of 7/11 District Advisory Committee"

Supt. McClain discussed the formation of a 7/11 DAC to secure community involvement and to assist in making the best possible judgment regarding every situation involving property or space in the District. The 7/11 DAC will meet to review pertinent information about the possible closure or reorganization of a school site or sites. The committee will consist of not less than 7 or more than 11

members represented by business community, teachers, community members, and parents.

PUBLIC COMMENT:

- *David Skinner*, DMUSD teacher and DMCTA President, spoke in support of the formation of the 7/11 DAC but was in disagreement with the suggested timeline.
- *Tracy Garber*, DMUSD teacher and Carmel Del Mar parent, spoke in favor of pushing the timeline up on the 7/11 DAC.
- *Kerry Traylor*, parent and PTA President, spoke regarding a concern for site-specific *donations* made prior to April 15 and how those funds would be handled should there be a closure or reorganization of schools for the 2009/2010 school year.

The Board agreed that an application process will be used to select the members for the committee, the timeline should be shortened but still give sufficient time for community input and applicants may indicate their categories of representation on the application. The application will be posted on the District's website Monday, March 30 for volunteers who would like to participate on the Committee. The deadline for submitting the application will be April 10, 2009 at 4:00 p.m.

The Board directed staff to shorten the timeline for the "Recommended Meetings and Hearings" in order to receive a recommendation from the Committee no later than July 30, 2009.

Motion to approve the appointment of a 7/11 District Advisory Committee with an application process and a deadline for submission prior to the April 15, 2009 Special Board Meeting.

Motion Perkins
Second Rodriguez
Unanimous

8.4 Board Approval, Increase in 2009/2010 Child Care Fees

Director of Child Care/After School Programs, Charlene Komosinski, reported on the quality childcare the DMUSD has offered without a rate increase since 06/07. Tuition rates for School Age Child Care would be increased by 5% and tuition rates for Employee Child Care/Preschool would be increased by 10%. A rate increase should prevent childcare from operating in a deficit next year.

Motion to approve increase in 2009/2010 Child Care Fees

Motion Rodriguez
Second Easton
Unanimous

8.5 Board Approval, Attendance at CSBA Masters in Governance Training

Supt. McClain requested approval for Members McDowell, Perkins and Rodriguez and herself to attend the Masters in Governance program, which is offered by the California School Boards Association to equip board members and superintendents with the necessary knowledge and skills to support an effective governance structure. The program consists of nine sessions to be held in 2009 and 2010 at the San Diego County Office of Education. The MIG training is budgeted over a two-year period.

Motion to approve attendance to CSBA Masters in Governance Training

Motion Easton

Second Perkins

Ayes 4 (Easton, McDowell, Perkins, Rodriguez)

Noes 1 (White) Due to budget constraints

8.6 Update, 6th Annual DMUSD Blood Drive – January 15, 2009 (Presented for information only.)

8.7 Reminder of Upcoming Events (Presented for information only.)

9. **OPERATIONS AND FACILITIES**

9.1 Facilities Report (Presented for information only.)

Director of Human Resources & Facilities Planning, Rodger Smith, report the District is continuing to work with real estate agents to locate properties for the relocation of the District Office.

9.2 Discussion/Board Approval, 2009/2010 Site and Grade Level Enrollment Caps

Director of Human Resources & Facilities Planning, Rodger Smith, provided the Board with information on the 2009/2010 proposed site and grade level caps at all grades for Ocean Air, Sage Canyon and at Kindergarten for Del Mar Heights. This item will be presented to the Board for a second reading and approval at the April Board meeting. Mr. Smith recommended site and grade levels caps at Ocean Air and Sage Canyon and a cap on Kindergarten at Del Mar Heights.

10. **BUSINESS AND FINANCE**

Official Minutes, Regular Board Meeting • March 25, 2009

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

10.11 2008/2009 Monthly Budget, Update

(Presented for information only.)

10.12 State and Federal Stimulus Budget, Update

Assistant Superintendent, Business Services, Dena Whittington, presented the following updates:

Federal Stimulus: Districts are advised NOT to budget any federal stimulus package funding until official notification of an allocation has been received.

State Budget: Districts are advised to include the 2008-2009 and 2009-2010 fiscal years' information as it was adopted on February 19, 2009. As events unfold, the State may be required to amend the budget. Once a change is enacted, Districts should follow suit. Projected revenues are coming in lower than estimated. In June further cuts in State Funding are expected. Districts are being advised to budget for 09/10 based on the assumptions given in February.

10.13 Salary Savings When Combining Two Schools

Assistant Superintendent, Business Services, Dena Whittington, presented a scenario for combining two small schools, as requested by the Board. The scenario analyzes the possible outcome if Del Mar Hills and Del Mar Heights were combined. The new combined enrollment and staffing were then compared to Sage Canyon's. In the scenario, there was potential for a savings of \$681,279. The Board directed staff to prepare a second scenario using two different schools that also represent a viable combination option with the expected savings.

PUBLIC COMMENT

- *Nancy Swanberg*, DMUSD teacher, spoke regarding the assumptions made for combining two schools and that the savings may be less than stated.

Board directed staff to study a viable option for combining two different school sites by analyzing the "real" savings and reporting the findings at a future Board meeting.

10.14 Report on Potential Cost Savings for 2008/2009 School Year

Supt. McClain presented information regarding the bumping rights of ESC instructional assistants and blended classroom instructional assistants as well as a recommendation on proceeding with reductions in these positions, which would amount to a savings of \$5,000 and \$7,000 per month, respectively. Supt. McClain recommended not moving forward with cuts in these areas for the 2008/2009 school year.

Supt. McClain will present a proposal to the Board for the 2009/2010 school year after gathering additional information from the DMCTA, principals and staff.

(Public Comment on this item is stated under No. 4, Public Comments, above.)

11. PERSONNEL

12. ARTICLES OF INTEREST

There were no articles of interest.

13. ITEMS FOR THE APRIL 29, 2009 BOARD MEETING

- Site Cafeteria Staffing for 09-10
- Site Classified Standardization 09-10
- Update, Special Ed Demographics
- Mathematics program Adoption Recommendation
- Layoff Notices – Final Decisions
- Extended School Year Salary Schedule
- Child Nutrition Price Increase
- New Fiscal Impact Footnote for Board Agenda Items
- Board and Superintendent Norms Workshop
- Possible 2009/2010 Budget Reductions
- Approval Site and Grade Level Caps
- Timeline and Application, 7/11 committee
- Demographics

ADJOURNMENT

There being no further business to come before the Board, there was a Motion to Adjourn at 10:17 p.m.

Motion Easton
Second Perkins
Unanimous

Steven McDowell, Clerk

Sharon McClain, Superintendent

Date

Date

Official Minutes, Regular Board Meeting • March 25, 2009

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

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

Minutes of Special Board Meeting/School Visitation

April 1, 2009
10:00 a.m.

Sage Canyon School
5240 Harvest Run Drive, San Diego, CA 92130

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

DMUSD Staff: Sharon McClain, Superintendent
Peg LaRose, Principal

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

1. Board President White, called the meeting to order at 10:15 a.m.

Motion to Approve the Agenda

Motion Easton

Second Perkins

Unanimous

2. **PUBLIC COMMENT:** There was no public comment.

The Board adjourned to Closed Session to discuss the following:

3. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION:** Title: Superintendent/Board of Trustees (G.C. 54957)

Motion to Reconvene to Open Session at 12:45 p.m.

Motion Easton

Second Perkins

Unanimous

4. **REPORT OUT OF CLOSED SESSION**

There was no action taken in Closed Session

5. **VISITATION TO SAGE CANYON SCHOOL**

The meeting, led by the Principal, Dr. Peg LaRose, focused on an update of the school's SMART goals.

6. **ADJOURNMENT**

There being no further business to come before the Board, there was a
Motion to Adjourn at 2:18 p.m.

Motion Easton

Second White

Unanimous

Steven McDowell, Clerk

Sharon L. McClain, Superintendent

Date

Date

April 22, 2009

To: Board Members
From: Shelley Petersen, Principal, Ashley Falls
Through: Sharon McClain, Superintendent
Subject: Student Recognition – Ashley Falls

Lunchtime isn't what it used to be. It's better! After the Ashley Falls' students have finished the contents of their brown bags and hot lunch trays, they can head off to one of the many activities offered during the lunch hour. Students not only have the opportunity to go out to the playground where they can participate in free-play or a variety of physically active games organized and supervised by parent volunteers and our physical education teacher, they may also opt into the many Lunch Club offerings. Lunch Clubs meet one to two times each week, so students have the opportunity to participate in a variety of choices during each session. Art clubs, choirs, board games, campus beautification and much more are just a few of the types of Clubs offered throughout the year. Tonight's iMovie will highlight different lunch clubs and the students and staff who participate.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

2.0

April 20, 2009

To: Board Members

From: Sharon McClain, Superintendent

Subject: Staff Recognition – Employees of the Month

Jake's Del Mar is continuing its support of our educational program by honoring staff members each month who are recognized by their site or department as "Employees of the Month." Jake's provides honorees with a \$40.00 gift certificate.

Employees of the Month for April are:

Ashley Falls	Amy Langevin
Carmel Del Mar	Ann Hoffman
Del Mar Heights	Pam Reynolds
Del Mar Hills	Tamara Radford
Ocean Air	Nania Dey
Sage Canyon	Jennifer Winkelman
Sycamore Ridge	Eileen Randall
Torrey Hills	Ramona Jones

RECOMMENDED: For information only. No action required.

5.1

April 22, 2009

To: Board Members
From: Sharon McClain, Superintendent
Subject: Report: DMCTA President, David Skinner

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

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

April 22, 2009

To: Board Members
From: Sharon McClain, Superintendent
Subject: Report: Del Mar Schools Education Foundation

The 2008/2009 DMSEF President, Matt Zevin, will provide a brief report on DMSEF activities during the past months.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

April 22, 2009

To: Board Members
From: Sharon McClain, Superintendent
Subject: Monthly Staff Development, Travel & Conference Update

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

An updated report is included in all monthly board packets.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

[illegible]

April 22, 2009

To: Board Members
From: Sharon McClain, Superintendent
Subject: Report: PTA

Zuliya Khawaja, Carmel Del Mar PTA President, will provide a brief report on the activities of the Carmel Del Mar PTA.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

5.5

April 20, 2009

To: Board Members

From: Janet Bernard, Assistant Superintendent, Curriculum and Instruction

Through: Sharon McClain, Superintendent

Subject: Recommendation To Adopt New Mathematics Programs, K-7:
Macmillan/McGraw-Hill and Glencoe/McGraw Hill

The District Math Leadership Committee has worked diligently this year to coordinate the piloting of state-approved mathematics programs for local adoption. In accordance with state policy, which requires that local school districts adopt new instructional materials no more than two years subsequent to a state adoption, it is recommended that the following programs be locally adopted:

Grades K-6:	Macmillan/McGraw-Hill
Grades 6-8:	Glencoe/McGraw-Hill

Using an excellent resource document published by the California Department of Education entitled "The Mathematics Adoption Toolkit," the Mathematics Leadership Committee effectively facilitated a comprehensive review and evaluation of all programs on the state-approved list and identified specific programs to be piloted. This resource is organized around the following accountability questions which will guide the work being done in professional learning communities:

- What do we want students to know? (Mathematical Content)
- How will we know that students have learned it? (Assessment)
- How will we ensure that students know it? (Instructional Strategies)
- How will we ensure that ALL students know it? (Universal Access)

The Toolkit was developed with the premise that program adoption should reflect each district's unique and specific needs. Therefore, included in the recommendation is a middle school program so that the needs of exceptionally strong mathematics learners in DMUSD can be met.

Piloting teachers representing each grade level will work with the Assistant Superintendent on May 13, 2009, to complete the District order for the new materials. Our goal will be to finalize this order expeditiously so that teacher resource materials will be available for review and perusal over the summer.

The administration would like to sincerely thank the District Math Leadership Team and all piloting teachers for their outstanding efforts with the mathematics adoption process.

This evening the following Grade Level Teacher Leads are present to discuss the key steps in finalizing the program recommendations for adoption:

Jennifer Howard, Grades K-2:	Adoption Timeline
Erica Rood, Grades 3, 4:	Selection of Piloting Materials
JJ Mokiao, Grades 5, 6:	Process for Final Recommendation

FISCAL IMPACT: Approximately \$400,000 will be expended from District restricted lottery reserves to purchase state adopted materials for mathematics instruction. The lottery restricted reserve funds are not eligible for a flexibility transfer to the unrestricted general fund.

RECOMMENDED: The Superintendent Recommends Adopting New Mathematics Programs, Grades K-7, Macmillan/McGraw-Hill and Glencoe/McGraw Hill

7.1

**Del Mar Union School District
Math Leadership Team
2007**

Grade Level Leads

J.J. Mokiao	–	Grades 5-7
Erica Rood	–	Grades 3/4
Jennifer Howard	–	Grades K-2

<u>Grade</u>	<u>Name</u>	<u>School</u>
K	Caitlin Williams	Ashley Falls
K	Sandi Jackson	Ocean Air
K	Jenn Litt	Sycamore Ridge
1	Lisa Poleno	Carmel Del Mar
2	Maren Paster	Torrey Hills
3	Lynn Brooks	Sage Canyon
3	Cathie Hays	Carmel Del Mar
3	Kathryn Symington	Del Mar Hills
4	Eileen Graddy	Del Mar Heights
4	Natasha Rosario	Ocean Air
5	Chris Delehanty	Sage Canyon
6	Sandra Duclo	Del Mar Hills
6	Allison Warren	Del Mar Hills
6	Pam Kyle	Ashley Falls

Attachment A

2008/2009

DMUSD Teachers piloting Mathematics Programs

Updated 10/27/08

	Del Mar Heights	Del Mar Hills	Carmel Del Mar	Ashley Falls	Sage Canyon	Torrey Hills	Sycamore Ridge	Ocean Air
Kinder	Teresa Polivka Gina Williams		Gail Brinkerhoff Brian Carroll Cassie Brunker	Caitlin Williams	Michelle Shaver/Linda Newquist Julie Petersen-Sawi Wendy Correia/ Wendy Wojtkowski	Kelly Lewis <i>only Pearson and MacMillan</i>	Jennifer Litt Jill Wojtkowski Veronica Jones Christine Rinaldi-Williams	Sandi Jackson Kristine Persidok
First Grade	Susan Lampe		Kathryn Symington	Jennifer Kamka Amy Graham	Kristyn Braund Jodi Lack	Sarah Grosso Amy Tan-Zamora		Monica Tech Julie Cunningham
Second Grade	Nikki Waldal		Lisa Poleno	Kristin Bonaguidi/ Marnie White Jackie Tiffany		Amy Lasher Maren Paster		Karen Westbrook Erica Bell
Third Grade	Carol Faulkner Tiffany Kinney		Cathie Hays	Mariebellev Oliva	Fred Bettig Nicole Ortega	Debbie Cole/ Michelle Jackson (job share)		Hayley Kantner Carol Sharpe Danielle Roche Jennifer Delliquadri/ Laura McCarthy
Fourth Grade	Jennifer Fletcher	Tori Hemerick Andrea Sleet	Tracy Garber			Erica Rood Scott Wilken	Jen Howard	Natasha Rosario Jeff Bales
Fifth Grade	Kelly Johnson		Sandra Nelson Evon Carpenter		Michelle Taylor Alison Fieberg			Pamela Martin Carol Newberry
Sixth Grade	Eileen Graddy Louwana Spetter (include 7 th grade materials)		Pam Barger Eric Osiki (include 7 th grade materials)	Andrea Peddycord Adrienne Sheffield Cindy Huffstutter (include 7 th grade materials)	Kim Mowry Amy Asselin (include 7 th grade materials)		JJ Mokiao (include 7 th grade materials)	Jessica Morales Katrina Graupman

**Mathematics Adoption Timeline
2007-2009**

Date	Action	Responsibility	Outcome
11/07	Determine Math Leadership Committee and Grade Level Liaisons	Janet Bernard	Jennifer Howard- District Rep K-2 Erica Rood—District Rep 3-4 JJ Mokiao—District Rep 5-6/Chair K-2 Leadership Team: Caitlin Williams, K, Ashley Falls; Sandi Jackson, K, Ocean Air; Jennifer Litt, K, Sycamore Ridge; Lisa Poleno, 1st, Carmel Del Mar; Maren Paster, 2nd, Torrey Hills; 3-4 Leadership Team: Lynn Brooks, 3rd, Sage Canyon; Cathie Hays, 3rd, Carmel Del Mar; Kathryn Symington, 3rd, DM Hills; Eileen Graddy, 4th, Del Mar Hills; Natasha Rosario, 4th Ocean Air. 5-6 Leadership Team: Chris Delahanty, 5th, SC; Sandy Dulco, 5/6th, Del Mar Hills; Pam Kyle, 6th, Ashley Falls; Debra Kelly, 6th, Torrey Hills; Eileen Graddy, 4th, Del Mar Heights (teaches advanced math).
12/4/07	Meeting to determine timeline for adoption.	Janet Bernard, District Reps, and Leadership Team.	• Spring '08--Will review materials and decide on texts to be piloted. • Piloting teachers should have pilot materials available for them to review over the summer '08 to be ready to pilot beginning in Fall '08. • Adopt new math texts for the '9/10 school year.
1/14/08	Meeting—Developing the District Lens, Expectations for Math Adoption	Janet Bernard and District Reps	Created framework to review math texts.
2/08	To County Office to review Math Texts K-5	Janet Bernard and District Reps	Reviewed 15 texts, determined top 4: Pearson Scott Foresman, SRA/McGraw Hill, Macmillan McGraw-Hill, Harcourt School Publishers.
3/7/08	To County Office to review Math Texts 6-8	District Reps	Reviewed 6 texts, determined top 4: Glencoe/McGraw-Hill, Holt, Rinehart and Winston, McDougall Littell, Pearson Prentice-Hall

Date	Action	Responsibility	Outcome
3/11/08	To County Office to review Math Texts K-6	3-4 Rep and 3-4 Leadership Team	Reviewed 4 texts, determined top 2: Macmillan McGraw-Hill, Harcourt School Publishers.
3/13/08	To County Office to review Math Texts K-6	K-2 Rep and K-2 Leadership Team	Reviewed 4 texts, determined top 3: Pearson Scott Foresman, Macmillan McGraw-Hill, Harcourt School Publishers
3/14/08	To County Office to review Math Texts 6-8	5-6 Rep and 5-6 Leadership Team	Reviewed 4 texts, determined top 2: Macmillan McGraw-Hill, Pearson Prentice-Hall.
3/24/08	To County Office to review Math Texts K-6	5-6 Rep and 5-6 Leadership Team	Reviewed 4 texts, determined top 2: Macmillan McGraw-Hill, Harcourt School Publishers.
3/27/08	Meeting to discuss Leadership Teams' findings and determine next steps.	District Reps.	Shared information, planned date/time and agenda for next meeting.
4/15/08	Meeting to reveal math texts for 08/09 pilots.	District Reps and Leadership Teams.	Shared information, reviewed selection process, discussed need to recruit Piloting teachers for '08/09.
Week of 4/28/08	Contact Reps regarding amount of materials available and training dates for piloting teachers during the week of 6/9.	District Reps	District Reps learned that we would need to reduce the number of piloting teachers due to limited piloting materials available. District Reps decided to limit piloting teachers to those who will be able to attend the June training.
5/2/08	Deadline to receive names of any teachers interested in piloting math materials.	Emails to District Reps from Leadership Teams.	Lists reviewed.
5/5/08	List compiled showing teachers, schools and grade levels of teacher interested in piloting.		Emailed sent from District Reps to Leadership Team leaders asking for names of teachers who will be able to attend June training.
Week of 5/19/08	Determine final list of piloting teachers.	District Reps (using information obtained from Grade level Leadership Teams.)	Piloting Teachers notified about mandatory training dates.
Week of 5/19/08	Contact Publishers to Determine date(s) of training and number of pilot sets available at each grade level	District Reps	

Date	Action	Responsibility	Outcome
Week of 5/19/08	Order Pilot Materials	District Reps	
Week of 5/19/08	Notify/Confirm with Leadership Team who will be piloting.	District Reps, Leadership Teams	
Week of June 9, 2008	Pilot materials delivered to each site and distributed by Leadership team to appropriate piloting teachers	Leadership Team, Piloting Teachers	
Week of June 16, 2008	Math Adoption Training	Publisher, Piloting Teachers	
August, 2008	Begin teaching with Pilot materials.	Piloting Teachers	
October 8, 2008	<i>Meeting to set future dates</i>	<i>District Reps met with Janet Bernard and Katie Shannihan</i>	<i>Determine meeting date (10/27/08) and agenda for Math Leadership Team meeting.</i>
October 27, 2008	<i>Meet with Math Leadership Team</i>	<i>Janet Bernard, District Reps, Math Leadership Team</i>	<i>TBD</i>
December	<i>Begin using alternative pilot materials.</i>	<i>Piloting Teachers</i>	
March, 2009	Finish Piloting Evaluation forward to Leadership Team and Grade Level Reps.	Piloting Teachers	
April, 2009	Review Pilot Evaluations and make recommendation to Superintendent		
April, 2009	Recommendation to Board		

Section 3 - Program Component Review

MATHEMATICS CONTENT

Where the Standards Sample examined the materials from a very sharp focus, The Program Component Review examines the materials from a chapter or unit focus. The Program Component Review examines a publisher's presentation of mathematics content and the standards in light of identified district needs. The goal is to determine if the program will adequately support the learning of procedural skills, conceptual understanding, and problem solving in becoming proficient in mathematics. Refer to the District Summary Chart of Needs of Students & Teachers.

Section 3, Program Component Review:

MATHEMATICS CONTENT

Based on school / district needs:

1 = Does NOT meet needs
2 = MEETS needs
3 = EXEMPLARY

1. In this unit, are the standards addressed comprehensively leading students to mastery?

- ▶ The standards are clearly identified in each lesson/unit of study.
- ▶ The lesson/unit identifies the skills, the concepts, and opportunity to problem solve.
- ▶ The outcomes and standards-based objectives are identified and logically sequenced with key standards revisited over time.
- ▶ The standards are addressed in a manner that will support students in becoming adept at problem solving.
- Summary statements:

Score:

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2. Is the key mathematics vocabulary adequately identified and addressed?

- ▶ The essential vocabulary in the instructional material is clearly aligned with the vocabulary in the standards and framework.
- ▶ Instructional strategies are provided to create opportunities for students to use mathematical vocabulary with a focus on precision.
- ▶ The definitions are easy for students to understand. Materials use cognates, real life examples, realia, posters, etc. to support student use of vocabulary.
- ▶ The vocabulary words are referenced within the text: glossary with a pronunciation guide, within the index, used in a sentence, and includes a visual representation.
- Summary statements:

Score:

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Section 3, Program Component Review:

MATHEMATICS CONTENT*Based on school / district needs:*1 = Does NOT
meet needs2 = MEETS
needs3 =
EXEMPLARY**3. Are the mathematics reasoning standards addressed so that students can both master them as individual strategies and apply them to their mathematics content standards?**

- ▶ The mathematical reasoning standards needed in this lesson/unit are directly addressed in a variety of problem situations.
- ▶ Students make decisions about how to approach problems.
- ▶ Students use strategies, concepts, and skills in finding solutions.
- ▶ Students determine if a solution is complete and move beyond a particular problem by generalizing to other situations.

- Summary statements:

Score:

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4. Do the charts, graphs, diagrams, pictures and so forth appropriately and adequately support the teaching of the identified standards?

- ▶ The lesson/unit asks students to read, interpret, and create diagrams, charts, and graphs.
- ▶ The charts, graphs, diagrams, and so forth adequately support student understanding of content standards.

- Summary statements:

Score:

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Section 3, Program Component Review:

MATHEMATICS CONTENT1 = Does NOT
meet needs2 = MEETS
needs3 =
EXEMPLARY*Based on school / district needs:***5. Are connections delineated between grade-level mathematical strands?**

- ▶ Connections are made to prior learning in the development of the standard(s).
- ▶ Content is structured to provide opportunities to apply mathematics in authentic contexts.
- Summary statements:

Score:

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6. Does the teacher's edition provide adequate, adult-level background information (concepts and examples) to equip the teacher to teach the standard?

- ▶ Clear and complete adult-level explanations of the concepts, principles, and theories are provided to refresh or enhance knowledge of the topic.
- ▶ Instructional material provides additional resources for further background information.
- ▶ Alternative algorithms from other cultures and why they work are included.
- Summary statements:

Score:

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<i>Program Title & Publisher:</i>	<i>Program Component Review:</i>	<i>Total Score:</i>
	MATHEMATICS CONTENT	
INDIVIDUAL SUMMARY STATEMENTS FOR MATHEMATICS CONTENT:		

Section 3 - Program Component Review

INSTRUCTIONAL PROGRAM

This section examines the publisher's presentation of mathematics content in light of identified district needs. The goal is to determine if the program will adequately support the learning of procedural skills, conceptual understanding, and problem solving in becoming proficient in mathematics.

Section 3, Program Component Review:

INSTRUCTIONAL PROGRAM

1 = Does NOT meet needs
2 = MEETS needs
3 = EXEMPLARY

Based on school / district needs:

1. Does the material present the content in multiple ways to promote student understanding of the standards?

- ▶ Instructional material includes opportunities for students to receive direct instruction and guided practice.
- ▶ Instructional material provides multiple opportunities for students to engage in mathematical reasoning.
- ▶ Instructional material includes activities/tools for the development of precise mathematical language.

▪ Comments/Commendations:

Score:

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2. Do the activities and problems promote student understanding of the standards and all their components?

- ▶ Activities and problems are directly aligned to standards.
- ▶ Activities and problems build on prior learning.
- ▶ Activities and problems form a basis for subsequent learning.
- ▶ Activities and problems promote mathematical reasoning.
- ▶ Activities and problems include progress monitoring and summative assessments requiring students to demonstrate mastery of the standards.

▪ Comments/Commendations:

Score:

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Section 3, Program Component Review:

INSTRUCTIONAL PROGRAM1 = Does NOT
meet needs2 = MEETS
needs3 =
EXEMPLARY*Based on school / district needs:***3. Does your school have adequate materials, tools, and manipulatives to support the activities and strategies presented?**

- ▶ Materials, tools and manipulatives needed to fully implement the program are included
- ▶ Materials needed are appropriate to reinforce conceptual understanding, procedures, and problem solving.

▪ Comments/Commendations:

Score:

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4. Are there sufficient instructional strategies and resources to meet the identified needs of all of students (e.g., diverse learners, struggling students, and advanced learners)?

- ▶ Instructional strategies and resources address the needs of English Learners.
- ▶ Instructional strategies and resources provide multiple entry points for students with limited reading or comprehension skills.
- ▶ Instructional strategies and resources include accommodations for students with an *Individualized Education Program* (IEP).
- ▶ Instructional strategies and resources include "extended activities" to reinforce/enrich the learning for all students (e.g., writing activities, structured cooperative grouping, class discussion, inquiry activities, materials for independent study, practice, and review).
- ▶ Instructional strategies and resources include activities that connect content to real-life application.
- ▶ Curriculum guides delineate how content can be organized to deliver a balanced mathematics program.

▪ Comments/Commendations:

Score:

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Section 3, Program Component Review:

INSTRUCTIONAL PROGRAM

1 = Does NOT
meet needs
2 = MEETS
needs
3 =
EXEMPLARY

Based on school / district needs:

5. Are there opportunities for students to make connections in the unit of study?

- ▶ Connections are made between mathematical strands.
- ▶ Connections are made to prior learning during instruction, including suggestions for reaching students who are functioning below grade level.
- ▶ Application of the mathematics is made within authentic contexts.

▪ Comments/Commendations:

Score:

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6. Is there support to help teachers identify unit design and instructional strategies for content development and student mastery of concepts?

Within the lesson and/or unit:

- ▶ Standards are designated.
- ▶ Specific outcomes and standards based objectives are stated.
- ▶ Appropriate progress monitoring & summative assessments are included.
- ▶ A sufficient number of activities that support student mastery of the learning objectives are included.
- ▶ Clear, concise daily lesson plans, with appropriate pacing, are included.
- ▶ Wide ranges of differentiated instructional strategies are included.
- ▶ A wide range of recommended instructional strategies for instructional intervention are included i.e., alternative algorithms, structured cooperative groupings, writing, mathematical discussions, etc.
- ▶ Research-based instructional strategies for the development of academic language specific to the needs of mathematics (e.g., Frayer Model, Direct Vocabulary Instruction, Graphic Organizers, Concept Wheel, etc.).

▪ Comments/Commendations:

Score:

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Section 3, Program Component Review:

INSTRUCTIONAL PROGRAM*Based on school / district needs:*1 = Does NOT
meet needs2 = MEETS
needs3 =
EXEMPLARY**7. Does the material provide time options and pacing guides for instruction with focus on key standards (see CST Blueprints)?**

- ▶ Materials included in each instructional lesson/unit contain an appropriate pacing guide that allows for student mastery of the standards.
- ▶ Ancillary teaching materials contain appropriate, alternative pacing guides that accommodate limited instructional time.
- ▶ Materials offer suggestions for prioritizing standards when time to teach mathematics is limited.
- ▶ Materials offer several suggestions for pacing to accommodate a variety of student needs as well as school / district schedules.

▪ Comments/Commendations:

Score:

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8. Does the teacher's edition offer sufficient suggestions for presenting the material effectively to all learners?

- ▶ Ancillary teaching materials contain numerous research-based instructional strategies to accommodate a diverse student population (e.g., English Learners, Advanced Learners/Gifted and Talented Students, Students with Disabilities, and so forth).
- ▶ Ancillary teaching materials contain suggestions for integrating other content disciplines (e.g., English/Language Arts, Science, Art, Music) into instructional units.

▪ Comments/Commendations:

Score:

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*Program Title & Publisher:**Program Component Review:**Total Score:***INSTRUCTIONAL PROGRAM****INDIVIDUAL SUMMARY STATEMENTS FOR INSTRUCTIONAL PROGRAM:**

Section 3 - Program Component Review ASSESSMENT

The goal of this section is to examine the publisher's presentation of student assessment for entry-level assessment, progress monitoring, and summative evaluation in light of identified district needs in order to differentiate instruction to more adequately support the teachers and students in the district.

Section 3, Program Component Review:

ASSESSMENT

1 = Does NOT meet needs
2 = MEETS needs
3 = EXEMPLARY

Based on school / district needs:

1. Do the materials offer multiple measures to assess student mastery of the content mathematical reasoning standards?

- ▶ High quality multiple-choice items, formatted like state assessment items, are provided.
- ▶ Various types of assessments, such as multiple-choice, short-answer, essay, project options, portfolio use, and open-ended types, are provided and mirror instructional strategies in the program.
- ▶ Assessments measure mathematical reasoning.
- ▶ Performance assessments with scoring guides are provided to assess mathematical reasoning.
- ▶ Comments/Commendations:

Score:

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2. Do the materials provide assessments that diagnostically measure the extent of students' existing knowledge and skills (entry-level or pre-instructional assessment)?

- ▶ Specific and various types of entry-level assessments are included in the materials and reflect balance as defined by the mathematics framework.
- ▶ Entry-level assessments provide useful information for planning instruction.
 - Pre-assessing prerequisite skills
 - Pre-assessing upcoming chapter content
- ▶ Entry-level assessments include mathematical reasoning as well as content.
- Comments/Commendations:

Score:

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Section 3, Program Component Review:

ASSESSMENT

1 = Does NOT
meet needs
2 = MEETS
needs
3 =
EXEMPLARY

Based on school / district needs:

3. Do the materials provide assessments that measure the progress of students toward mastery of the content standards and mathematical reasoning standards?

- ▶ There are a variety of progress-monitoring assessments that measure student progress and reflect a balanced mathematics program.
- ▶ Varied progress monitoring assessments are available to support daily instruction.
- ▶ The assessments include opportunities for students to monitor their own progress.

▪ Comments/Commendations:

Score:

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4. Do the materials provide assessments that accurately measure student mastery of the standards after the completion of a unit of instruction (summative assessments)?

- ▶ The summative assessments are correlated to specific mathematics content and content standards and reflect a balanced mathematics program.
- ▶ Varied summative assessments are available to measure student mastery of mathematical content and content standards.
- ▶ The assessments measure mastery of mathematical reasoning standards.

▶ Comments/Commendations:

Score:

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Section 3, Program Component Review:

ASSESSMENT*Based on school / district needs:*1 = Does NOT
meet needs2 = MEETS
needs3 =
EXEMPLARY**5. Do the assessments provide the information teachers need to make instructional decisions?**

- ▶ The assessments provide sufficient information to ascertain student misconceptions.
- ▶ The assessments provide sufficient information to determine appropriate interventions and/or remediation to meet students' needs.
- ▶ A variety of assessments, including those that are not language dependent, provide specific information regarding the progress and needs of English Learners.
- ▶ The varieties of assessments provide specific information regarding the progress and needs of students with disabilities.
- ▶ The variety of assessments provides specific information regarding the progress and needs of students who are advanced learners.

▪ Comments/Commendations:

Score:

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6. Are adequate resources (for example, answer keys, student response sheets, scoring guides, and so forth) provided to accurately evaluate and score student responses on all assessments?

- ▶ The answer keys provide explanations as well as specific answers for the various assessments.
- ▶ The materials provide test generator software in a user-friendly format.
- ▶ The assessments include scoring guides, and other formats to evaluate and/or score student responses.

▪ Comments/Commendations:

Score:

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Program Title & Publisher:

Program Component Review:

Total Score:

ASSESSMENT

INDIVIDUAL SUMMARY STATEMENTS FOR ASSESSMENT:

Section 3 - Program Component Review

UNIVERSAL ACCESS

The goal of this section is to examine the Universal Access strategies and resources available for teachers to use to help struggling students master the standards within the context of an instructional unit and recommended pacing plan.

Section 3, Program Component Review:

UNIVERSAL ACCESS

1 = Does NOT meet needs
2 = MEETS needs
3 = EXEMPLARY

Based on school / district needs:

1. What help is provided to identify specific errors and misconceptions in student learning?

- ▶ Resources that help teachers identify and clarify common misunderstandings for each standard are included along with suggestions for addressing these issues.
- ▶ The assessments provide a means for teachers to identify errors and misconceptions in student learning.
- ▶ Resources are included to help teachers clarify exactly what part of each standard students do and do not understand i.e., cross references to support materials.
- ▶ Comments/Commendations:

Score:

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2. What help is provided to identify the underlying reasons for student errors and misunderstandings?

- ▶ Resources to distinguish between English Learners' challenges with language or with content.
- ▶ Resources to help distinguish between academic language deficiencies and content issues.
- ▶ Strategies help teachers in the teaching of reading for mathematical content.
- ▶ Activities and investigations promote mathematical reasoning.
- ▶ Activities include progress monitoring and summative assessments requiring students to demonstrate mastery of the standard(s).
- ▶ Comments/Commendations:

Score:

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Section 3, Program Component Review:

UNIVERSAL ACCESS

1 = Does NOT
meet needs
2 = MEETS
needs
3 =
EXEMPLARY

*Based on school / district needs:***3. Does your school have adequate materials, tools, and manipulatives to support the activities and strategies presented?**

- ▶ Materials including tools and manipulatives are easily accessible and support the activities and instructional strategies presented.
- ▶ Materials needed are appropriate to reinforce conceptual understanding, procedures, and problem solving.
- ▶ Comments/Commendations:

Score:

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4. Are there sufficient instructional strategies and resources to meet the identified needs of all of your students (for example, diverse learners, struggling students, and advanced learners)?
Instructional strategies and resources:

- ▶ Provide effective and equitable opportunities for English Learners by addressing: speaking, listening, reading, and writing.
- ▶ Provide multiple entry points for students with limited reading, comprehension, and/or language skills.
- ▶ Include accommodations for students with disabilities in order to address their *Individualized Education Program (IEP)*.
- ▶ Include "extended activities" to reinforce/enrich the learning for all students.
- ▶ Include activities that are engaging and relevant to students' lives.
- ▶ Include variety of quality materials for independent study, practice, and review.
- ▶ Include curriculum guides that make connections helping to deliver a balanced mathematics program.

▶ Comments/Commendations:

Score:

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Section 3, Program Component Review:

UNIVERSAL ACCESS

1 = Does NOT
meet needs
2 = MEETS
needs
3 =
EXEMPLARY

Based on school / district needs:

5. Are there opportunities for students to make connections in the unit of study?

- ▶ There are opportunities to make connections between mathematical strands.
- ▶ There are opportunities to make connections to prior learning during instruction, including suggestions for reaching students who are functioning below grade level.
- ▶ There are opportunities to apply mathematics in authentic contexts.
- ▶ Comments/Commendations:

Score:

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6. Is there support to help teachers identify unit design and instructional strategies for content development and student mastery of concepts within the unit? Include:

- ▶ Standards are designated.
- ▶ Specific outcomes and standards based objectives are stated.
- ▶ Appropriate progress monitoring assessment and summative assessments are not only language dependent.
- ▶ A sufficient number of appropriate activities that support student mastery.
- ▶ Clear, concise daily lesson plans, with appropriate pacing,
- ▶ A wide range of research-based differentiated instructional strategies with questions that focus on higher-level thinking, intentional instruction of academic language, structured cooperative groupings, etc.
- ▶ A wide range of instructional strategies for intervention based on need.
- ▶ Research-based instructional strategies for the development of academic language specific to the needs of mathematics are included within the instructional unit (for example, Frayer Model, Direct Vocabulary Instruction, Graphic Organizer, Concept Wheel, Semantic Word Map, etc.)
- ▶ Comments/Commendations:

Score:

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Section 3, Program Component Review:

UNIVERSAL ACCESS

1 = Does NOT
meet needs
2 = MEETS
needs
3 =
EXEMPLARY

*Based on school / district needs:***7. Does the material provide time options and pacing guides for instruction?**

- ▶ Materials included in each instructional unit contain an appropriate pacing guide that allows for individual student mastery of the standards.
- ▶ Ancillary teaching materials contain appropriate, alternative pacing guides that accommodate the additional time required for strategic and intensive students.
- ▶ Materials offer suggestions for prioritizing key standards in order to teach procedures, concepts, and problem solving.
- ▶ Comments/Commendations:

Score:

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8. Does the teacher's edition offer sufficient suggestions for presenting the material successfully to all learners?

- ▶ Ancillary teaching materials contain numerous research-based instructional strategies for universal access to accommodate a diverse student population (i.e., English Learners, Advanced Learners / Gifted and Talented Students, Students with Disabilities, etc.).
- ▶ Ancillary teaching materials contain numerous strategies for integrating other content disciplines (i.e., English/Language Arts, Science, Music and Art) into instructional units in an effort to meet the needs of students.
- ▶ Comments/Commendations:

Score:

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Program Title & Publisher:

PROGRAM COMPONENT REVIEW:

*Total Score:***UNIVERSAL ACCESS****INDIVIDUAL SUMMARY STATEMENTS FOR UNIVERSAL ACCESS:**

**DISTRICT SUMMARY CHART
REVIEW OF PROGRAM COMPONENTS***Program Title & Publisher:**Total Score:***SUMMARY STATEMENTS FOR SECTION #3:**

**Mathematics Program
Piloting Teacher Meeting
March 26, 2009, 3:15-4:15 p.m.
Torrey Hills School**

Agenda

	<u>Lead</u>
Welcome and Introductions	Janet
<u>Meeting Goal</u> : To finalize a recommendation to the Board of Trustees for the adoption of new mathematics program materials to be implemented in the 2009-2010 school year	Janet
Understanding Consensus	Janet
Group Norms	Janet
Program Evaluation Summary Process	JJ Mokiao
Evaluation Analysis	
Grades K, 1, 2	Jen Howard
Grades 3, 4	Erica Rood
Grades 5, 6	JJ Mokiao
Overall Evaluation Summary	Erica
Grade Level Discussions (Table Groups)	Janet
Call for Consensus, K-6 Program Recommendation	Janet
Volunteers to Assist with Ordering (May 13, 1:00 p.m.)	
Closing Remarks	
(6 th Grade Teachers—Please stay for a brief discussion on the advanced materials for Grades 6 and 7)	

There are no seven wonders of the world in the eyes of a child. There are seven million.

~Walt Streightiff

Attachment D

The Consensus Process

Consensus is:

- ✓ Everyone having the opportunity to express ideas and opinions without evaluation
- ✓ Discussing the pros and cons
- ✓ Substantial agreement
- ✓ All sharing in final decision and supporting the decision even when it may not have been a personal first choice
- ✓ A win/win solution

Consensus is not:

- ✓ Arguing a personal position
- ✓ Everyone in total agreement
- ✓ Majority vote; unanimous vote
- ✓ Creating a win/lose decision

The Call for Consensus

Can you live with this?

Will you support and not sabotage the decision?

Attachment D-1

Math Program Piloting/Evaluation Summary**Percentage of Teachers with High/Med High Ratings (4-5 Range)**

<i>Grade</i>	<i>Harcourt</i>	<i>MacMillan/ McGraw</i>	<i>Pearson/ Prentice</i>	<i>Glencoe/ McGraw</i>
K	29%	46%	4%	
1	67%	56%		
2	25%	80%		
3	76%	66%		
4	36%	90%		
5	60%	80%		
6	0%	50%	47%	60%

Grade levels rating Harcourt the highest: 1st and 3rd

Grade levels rating MacMillan the highest: K, 2nd, 4th, 5th

Math Evaluation Compilation

Grade K	Harcourt					MacMillan/ McGraw Hill					Pearson Scott Foresman				
	High 5	4	Med 3	2	Low 1	High 5	4	Med 3	2	Low 1	High 5	4	Med 3	2	Low 1
Criterion 1	1	1	1			2	2	2			1		3	1	1
Criterion 2		2	1			1	2	1					3	2	1
Criterion 3			3			1	1	4					2		3
Criterion 4			3			1		4					2		2
Criterion 5			3			2		3					4		1
Total	1	3	11	0	0	7	5	14	0	0	1	0	14	3	8

Attachment D-3

**Del Mar Union School District
Math Program Pilots, 2008-09
Comments**

Grade: K

Evaluation Grade K	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)		Publisher: Scott Foresman (K)	
	Plus	Delta	Plus	Delta	Plus	Delta
Content and Alignment with Standards - Standards clearly stated in teacher's edition - Essential vocabulary aligned with vocabulary in the standards and framework - Instruction outlined to ensure mastery - Reasoning standards are addressed in a variety of problem situations	Easy to read – beneficial to a new teacher or new to grade level.		Easy to read – beneficial to a new teacher or new to grade level. Program was aligned with standards. Standards listed with objective of each lesson in TE. Key vocab aligned and on each student worksheet, lesson – vocab cards included. Good order of instruction.	Problem solving included in each unit was just okay. Not a lot of spiraling.	Problem solving for each day Vocab included w/ cards Opportunity for spiraling & mastery Aligned with standards	No We often needed to try to figure out the purpose of the lesson and find a way to explain it that made sense.

03/26/09

Del Mar Union School District

Evaluation Grade K	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)		Publisher: Scott Foresman (K)	
	Plus	Delta	Plus	Delta	Plus	Delta
Program Organization - Content organized and systematic - Instructional strategies and resources connect content to real-life application - Topics build on prior learnings - Instructional strategies support special student populations	Offers problem-solving piece. Unfortunately did not get to use it as much as I wanted to.	The layout of the lesson in Harcourt is not as easy to follow as MacMillan.	Offers problem-solving piece. Unfortunately did not get to use it as much as I wanted to. I liked the teacher big book and vocab cards. Order of content. Real life connections. Scaffolded. Alternatives for below, on, above, EL	Lacked real-life application, i.e. geometry unit did not have real world objects for 3D shapes.	At beginning can be overwhelming but once you have it figured is easier to use Multimodal – big book, comp., etc. Opportunities for special populations The organization of the practice page is very user friendly. Great teacher editions that were very small and easy to transport.	Lacked real-life application, i.e. geometry unit did not have real world objects for 3D shapes. No The setup of the workmat didn't allow independent practice. The left side of the workmat is the teacher directed side and the right side is supposed to be the independent side, but the directions on the right side are different from the left side which makes this difficult for independent practice. You have to pull from several sections to get everything you need. Pictures are not organized logically

Del Mar Union School District

Evaluation Grade K	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)		Publisher: Scott Foresman (K)	
						for student use. Ex: when comparing size, the objects are not lined up.
Criterion 3	Plus	Delta	Plus	Delta	Plus	Delta
Assessment - Standards define assessments - Frequent and varied, including entry level assessments - Provides a monitoring system to measure progress towards mastery - Provides sufficient information to inform instructional decision-making	Gives tips for common errors with students that can help your decision making when instructing.	I did not see entry-level assessments for Harcourt. Kindergarten assessments are inconsistent with workbook activities and how skills are taught.	Already bubbling answers! I liked the mid-chapter review to guide instruction. I liked how they had many assessments to choose from Assignments directly aligned to standards. Mid-chapter checks/assessments. Great!	Assessments were fill in the dot. This is a little advanced for K. A lot of assessments were oral. This is also hard for some. K assessments are inconsistent with workbook activities and how skills are taught. Beginning unit assessments just okay.	Lots of assessments I like having a book – no more copies!	Sometimes hard to locate End of unit assessment language didn't always match language from daily prac. No The directions on the assessments didn't align with the practice page directions. I found I needed to restate the directions on the assessments so the kids

03/26/09

Del Mar Union School District

Evaluation Grade K	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)		Publisher: Scott Foresman (K)	
						understood what to do. Did not match what I taught at times. Assessments were fill in the dot. This is a little advanced for K. A lot of assessments were oral. This is also hard for some.
Criterion 4	Plus	Delta	Plus	Delta	Plus	Delta
Universal Access - Materials provide access to all learners (advanced, ELL, special ed.) - Activities and investigations promote mathematical reasoning and higher level thinking - Materials provide	All programs provided numerous resources. OK I did not have EL students that needed these lessons but they		All programs provided numerous resources. I did not have EL students that needed these lessons but they were provided.	Needed more picture cards for EL. Great literature suggestions, but needs to be provided. Sometimes I felt	Are available Did have UA areas All programs provided numerous resources	Extension not always that great No The UA ideas were included but they weren't very clear Addition and

03/26/09

Del Mar Union School District

Evaluation Grade K	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)		Publisher: Scott Foresman (K)	
differentiated instructional strategies specifically for English learners A wide range of instructional strategies for intervention based on student need	were provided.		UA ideas for all levels listed and easily accessible. Had UA areas OK There are other options for EL, etc.	that the activities were too easy and extension wasn't much better.		subtraction comes way too early. Students need more time to develop number sense. On workmat, the pictures for addition and subtraction were not directly above the numbers. This confused students. Differentiation is provided, but low quality. Activities and investigations were often confusing.

Del Mar Union School District

Evaluation Grade K	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)		Publisher: Scott Foresman (K)	
	Plus	Delta	Plus	Delta	Plus	Delta
Instructional Planning & Support • Clear road map: what, how, when, in order to teach procedures, concepts, problem-solving • All program resources support instruction with appropriate progress monitoring and summative assessments • Research-based instructional strategies within every lesson • Provides an appropriate pacing timeline for prioritizing the teaching of essential standards		1 child workbook too bulky	Vocab cards are helpful and include pictures. They are bigger than SF. 2 student workbooks = great Timing very clear. Chapters stated how many days to spend. Overall order is good.	Research based?	Lots of opportunities Research based	Sometimes too much stuff No I piloted this one in the beginning of the year. Not sure about the chapters after ch. 4. Not enough practice problems

Del Mar Union School District

Kindergarten General Comments:

- I think it is very important to adopt one program/publisher K-6. Math language, program structure will be consistent. Also, it is very hard to please everyone.
- All the essential elements are in Harcourt but the teacher's manual is easier to follow in Macmillan.
- MacMillan also has games on a website that kids love.
- I think MacMillan also includes bubble test prep that would be appropriate for the second half of the year.
- We would still like some more information about the advanced extensions for MacMillan to better differentiate.
- I could not get the disks to work on my computers for Harcourt.
- Both Harcourt and Macmillan were difficult for the kids to follow at the beginning but they got used to the format over time.
- In Scott Foresman, lessons were confusing, worksheets and mats didn't make sense at times and the questions that were asked were often confusing.
- Scott Foresman homework was difficult for parents to understand without having taught the lesson.
- MacMillan/McGraw Hill – The book selections for each unit seemed great! I wish these books were provided or some books could be provided to support the lesson/program.
- Scott Foresman – The homework directions were confusing for the parents. I had many emails/questions from parents.
- MacMillan/McGraw Hill – The homework asked for the parents to have supplies (such as counters) and they didn't know what to do. The homework wasn't challenging enough.

Math Evaluation Compilation

Grade 1	Harcourt					MacMillan/ McGraw Hill				
	High 5	4	Med3	2	Low 1	High 5	4	Med3	2	Low 1
Criterion 1	3		2			3		2		
Criterion 2	3		1			3		2		
Criterion 3	2		1		1	1	1	3		
Criterion 4	3		1			2	2	1		
Criterion 5	3		1			2		3		
Total	14	0	6	0	1	11	3	11	0	0

Attachment D-4

**Del Mar Union School District
Math Program Pilots, 2008-09
Comments**

Grade: 1

Evaluation Grade 1	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 1	Plus	Delta	Plus	Delta
Content and Alignment with Standards - Standards clearly stated in teacher's edition - Essential vocabulary aligned with vocabulary in the standards and framework - Instruction outlined to ensure mastery - Reasoning standards are addressed in a variety of problem situations	Clearly laid out Standards are very clearly stated. Easy to follow. The parents loved Harcourt. They felt they knew their child's strengths and weaknesses. Great because they got an assessment back every two weeks. Very standards-based, easy to follow, ensured mastery of grade-level standards	Would like more practice problems to ensure mastery I would like to see multiple chapters on money and time. 1 chapter is not enough. Not hard enough for all	Easy to find in the TE Very user friendly and very clearly laid out Easy to find standards Great vocabulary w/cards Many units, but very in depth Practice at various levels – below, on level, above level	

Del Mar Union School District

Evaluation Grade 1	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 2	Plus	Delta	Plus	Delta
Program Organization - Content organized and systematic - Instructional strategies and resources connect content to real-life application - Topics build on prior learnings - Instructional strategies support special student populations	Reteach and enrichment great Love the sequence of topics Super organization and sequence of topics. Parents in my class told me they really liked the Harcourt program		Content is organized and builds on prior lessons. Problem of the Day and Problem Solving lessons are connected to real-life situations. The lessons are very applicable and teach students standards Macmillan is much harder and more of a challenge for students 14 chapters, 8-10 lessons per chapter I liked the Problem Solving Link (real life) Very organized and unit build upon one another. For the first two criteria I would rate this area exemplary. I liked the organization, the time it spent on mastery and the order in which the materials were presented.	Chapters too long Chapters too long

Del Mar Union School District

Evaluation Grade 1	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 3	Plus	Delta	Plus	Delta
Assessment - Standards define assessments - Frequent and varied, including entry level assessments - Provides a monitoring system to measure progress towards mastery - Provides sufficient information to inform instructional decision-making	I like short chapters. Easy to monitor student progress. I like how there is an assessment that reviews chapters. Shorter chapters, lots of assessing, easy to monitor progress.	Amount of questions on assessments do not allow for progress management. I wish that the assessments (per ch.) were a part of students' books so I wouldn't have to copy them.	Standards printed on "Standards Practice" test papers Yes on all assessment criterion Great pre/post assessments with various levels of assessments Good basis for driving individualized instruction. Provides alternative teaching strategies	Chapters too long Didn't like mid chapter tests Standards not written on test Don't like oral directions Chapters long – have to assess mid-unit It would be better/helpful to have standards on the chapter test also.

Del Mar Union School District

Evaluation Grade 1	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 4	Plus	Delta	Plus	Delta
Universal Access - Materials provide access to all learners (advanced, ELL, special ed.) - Activities and investigations promote mathematical reasoning and higher level thinking - Materials provide differentiated instructional strategies specifically for English learners - A wide range of instructional strategies for intervention based on student need	ER, RT, LS all great resources Good built-in differentiation for all levels. I like how they identify specific problems and then what to do if they miss those problems Good built-in differentiation options, with hands-on activities. ThinkMath a good tool for higher level thinking and problem solving ThinkMath was recently delivered to my class; these books provided extra practice with promoting higher level thinking skills.	The material is not high enough for a challenge	Each lesson has an option for EL students Yes-this differentiates well Located in each lesson there are suggestions for EL learners The website ca.grlmath.com was a wonderful tool to help kids understand the process and also helped the class with mastering concepts in a fun way	Not as clear with identifying specific problems and then what to do if they miss those problems

Del Mar Union School District

Evaluation Grade 1	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 5	Plus	Delta	Plus	Delta
Instructional Planning & Support • Clear road map: what, how, when, in order to teach procedures, concepts, problem-solving • All program resources support instruction with appropriate progress monitoring and summative assessments • Research-based instructional strategies within every lesson • Provides an appropriate pacing timeline for prioritizing the teaching of essential standards	The breakdown is easy to follow Great pacing Good hands-on strategies Good pacing of lessons Good strategies	The order is a little mixed-up	Pacing is good Yes I enjoyed he manipulatives/the games in each chapter The pacing was great for DMUSD	Time and money need to be introduced a little earlier It would be nice if there were more game

Del Mar Union School District

First Grade General Comments:

- Adopt Macmillan.
- MacMillan-There were many resources available to reteach, practice, and to provide enrichment. It was very organized and systematic. I loved the website and the class has enjoyed the book on CD. Each chapter on the planner page had suggestions on pacing which was helpful in the beginning.
- MacMillan-I would rate this program a 9 out of 10. (High)
- MacMillan-I know each program is similar, but after many meetings with my grade-level math pilot team member, we felt that MacMillan/McGraw-Hill was more appropriate for our students.

Math Evaluation Compilation

Grade 2	Harcourt					MacMillan/ McGraw Hill				
	High 5	4	Med3	2	Low 1	High 5	4	Med3	2	Low 1
Criterion 1	1	1	2			5				
Criterion 2	1		3			3	2			
Criterion 3			3	1		3		2		
Criterion 4	1		3			2		3		
Criterion 5	1		3			3	2			
Total										

Attachment D-5

**Del Mar Union School District
Math Program Pilots, 2008-09
Comments**

Grade: 2

Evaluation Grade 2	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 1	Plus	Delta	Plus	Delta
Content and Alignment with Standards - Standards clearly stated in teacher's edition - Essential vocabulary aligned with vocabulary in the standards and framework - Instruction outlined to ensure mastery - Reasoning standards are addressed in a variety of problem situations	Beginning of each unit & lesson Yes vocab. boxes Reasoning standards addressed We liked having the TE and other resources available on CD-ROM	Addition tables were confusing	Standards clearly stated in teacher's edition – yes, in each lesson Essential vocabulary aligned with vocabulary in the standards and framework – yes vocab. boxes & vocab cards Instruction outlined to ensure mastery – yes, builds on each other Reasoning standards are addressed in a variety of problem situations – yes, nightly on homework Overall, we preferred MacMillan/McGraw Hill We liked having the TE and other resources available on CD-ROM Offers more problem solving opportunities	

Del Mar Union School District

Evaluation Grade 2	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 2	Plus	Delta	Plus	Delta
Program Organization • Content organized and systematic • Instructional strategies and resources connect content to real-life application • Topics build on prior learnings • Instructional strategies support special student populations	Topics build on prior learnings – yes Instructional strategies support special student populations –yes, EL, reteach Connection to real-life: somewhat	TE sometimes confusing – a lot to do TE in Harcourt is hard to follow Manipulatives in Harcourt are too cheap	Instructional strategies and resources connect content to real-life application - somewhat Topics build on prior learning – yes, logical sequence Instructional strategies support special student populations – yes Easy to follow Overall, we preferred MacMillan/McGraw Hill Overall structure was easier to follow	

Del Mar Union School District

Evaluation Grade 2	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 3	Plus	Delta	Plus	Delta
Assessment - Standards define assessments - Frequent and varied, including entry level assessments - Provides a monitoring system to measure progress towards mastery - Provides sufficient information to inform instructional decision-making	Provides sufficient information to inform instructional decision-making – teacher monitor, yes	Assessments don't offer enough problems End of unit not "beefy" enough No mid-ch. quiz I dislike the Harcourt format.	Standards define assessments – yes Frequent and varied, including entry level assessments – yes, like the mid-ch. review and standards tests (look like STAR) Provides a monitoring system to measure progress towards mastery - yes Provides sufficient information to inform instructional decision-making – yes Overall, we preferred MacMillan/McGraw Hill Assessments for MacMillan are multi-faceted (listening, vocabulary, multiple choice, free response) and are clear to the students. Offers more assessment choices	Need more questions on tests Bad assessments

Del Mar Union School District

Evaluation Grade 2	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 4	Plus	Delta	Plus	Delta
Universal Access - Materials provide access to all learners (advanced, ELL, special ed.) - Activities and investigations promote mathematical reasoning and higher level thinking - Materials provide differentiated instructional strategies specifically for English learners - A wide range of instructional strategies for intervention based on student need	Activities and investigations promote mathematical reasoning and higher level thinking - some Materials provide differentiated instructional strategies specifically for English learners - yes A wide range of instructional strategies for intervention based on student need – yes	Advanced not challenging enough	Materials provide access to all learners (advanced, ELL, special ed.) - yes Activities and investigations promote mathematical reasoning and higher level thinking - some Materials provide differentiated instructional strategies specifically for English learners - yes A wide range of instructional strategies for intervention based on student need – yes	Advanced not challenging enough Missing some materials – books (literature)

Del Mar Union School District

Evaluation Grade 2	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 5	Plus	Delta	Plus	Delta
Instructional Planning & Support • Clear road map: what, how, when, in order to teach procedures, concepts, problem-solving • All program resources support instruction with appropriate progress monitoring and summative assessments • Research-based instructional strategies within every lesson • Provides an appropriate pacing timeline for prioritizing the teaching of essential standards	Research-based instructional strategies within every lesson – yes The Harcourt program was easier to follow overall	Clear road map: what, how, when, in order to teach procedures, concepts, problem-solving – not always clear All program resources support instruction with appropriate progress monitoring and summative assessments – need more data Provides an appropriate pacing timeline for prioritizing the teaching of essential standards – takes longer to teach than planned Teachers manual was confusing	Clear road map: what, how, when, in order to teach procedures, concepts, problem-solving - yes Research-based instructional strategies within every lesson - yes Provides an appropriate pacing timeline for prioritizing the teaching of essential standards – yes Overall, we preferred MacMillan/McGraw Hill MacMillan has a much easier teacher guide to follow Excellent	Need more data on summative assessment The only issue I had was with “math facts” practice A few typos, but for the most part very accurate

Del Mar Union School District

Second Grade General Comments:

- We liked both programs better than Everyday Math, but neither was challenging enough for our advanced learners. We were still pulling from other personal resources.
- Both lack adequate enrichment materials.
- Neither program offered high quality higher level thinking activities.
- The Harcourt program has many typos, which was frustrating at times.

Math Evaluation Compilation

Grade 3	Harcourt					MacMillan/ McGraw Hill				
	High 5	4	Med 3	2	Low 1	High 5	4	Med 3	2	Low 1
Criterion 1	4	1				4	1	1		
Criterion 2	4	1				5		1		
Criterion 3	2	1	2			2	1	3		
Criterion 4	3	1	1			5		1		
Criterion 5	2		3			2		4		
Total	15	4	6			18	2	10		
Percentages										

Attachment D-6

**Del Mar Union School District
Math Program Pilots, 2008-09
Comments**

Grade: 3rd

Evaluation Grade 3	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw (K-6)	
Criterion 1	Plus	Delta	Plus	Delta
Content and Alignment with Standards - Standards clearly stated in teacher's edition - Essential vocabulary aligned with vocabulary in the standards and framework - Instruction outlined to ensure mastery - Reasoning standards are addressed in a variety of problem situations	- It is visually easy to see the standards in the student book and teacher's manual - The vocabulary is aligned with the standards and the instruction is outlined to ensure mastery. - Lots of practice - Good standards based worksheets	Many errors in problems- unclear	- The standards are adequately visual in the student book and teacher's manual - The vocabulary is sufficient in most areas excluding geometry - Lots of great practice and options for all types of learners (x2) - Key vocab and standards outlined at the beginning of each lesson	- Some holes in the unit on geometry - Does not provide adequate vocabulary - Time and money were not covered thoroughly - Foldables hard to find - Vocabulary is awkward - Vocabulary is confusing on homework

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 3	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw (K-6)	
Criterion 2	Plus	Delta	Plus	Delta
Program Organization • Content organized and systematic • Instructional strategies and resources connect content to real-life application • Topics build on prior learnings • Instructional strategies support special student populations	• The content is well organized and systematic • The amount in one unit is age appropriate • The less important skills were planed at the end of the series • The practice book for Harcourt Brace is more appropriate • The reteach pages clearly introduce the topic • Excellent 3 in 1 workbook pages • Easy to follow • Love the enrichment, problem solving and reteach	• Overwhelming number of sources • Did not care for the order; too easy	• More hands-on activities than Harcourt • Simple format • More manageable chapters • Book of Masters for each chapter is great (x2) • Easy to follow • Easy to teach	• The sequence of the content is not well organized to cover all the important standards before testing • The amount in each unit is too much for students in 3rd grade • Units are too long • Too many pages in the practice book and too many problems per page • For computation pages, most of the problems are written horizontally • Doesn't have enough teaching with each lesson (x2)

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 3	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw (K-6)	
Criterion 3	Plus	Delta	Plus	Delta
Assessment - Standards define assessments - Frequent and varied, including entry level assessments - Provides a monitoring system to measure progress towards mastery - Provides sufficient information to inform instructional decision-making	- Solid and manageable - Love the pretests and different forms: fill in the blank/multiple choice	- Assessments are too short and easy and lack a variety of problems - It has pretests but does not have mid-unit tests - Record keeping weak - Some questions ask for applications instead of just knowledge - Too many chapters	- Amount of questions and variety of questions on assessments were better than Harcourt - Pretests and mid-unit checks - Great assessments (x2) - Many assessments geared to high, med, low and ESL students	- Many questions are too specific - Assessments were visually difficult to follow - Various forms of tests are confusing; purpose of so many forms of tests was unclear - Too many assessments - Many answer keys are wrong - Some assessments are not aligned to the standards (x2)

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 3	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw (K-6)	
Criterion 4	Plus	Delta	Plus	Delta
Universal Access - Materials provide access to all learners (advanced, ELL, special ed.) - Activities and investigations promote mathematical reasoning and higher level thinking - Materials provide differentiated instructional strategies specifically for English learners - A wide range of instructional strategies for intervention based on student need	- The materials provided for advanced, ELL, and special education are all adequate - Remediation pages were adequate - Lots of great practice - Manipulatives in set were complete - THINK MATH program was easy to use as supplement	- The enrichment practice did not seem difficult enough to meet the needs of our highest students (x2) - A lot for the teacher to get to	- The materials provided for the advanced, ELL, and special education students are adequate - Lots of practice for all learners - Problem solving is great (x2) - Standards practice in each chapter - Lots of easy-to-use manipulatives, literature, etc	Enrichment practice was not difficult enough to meet the needs of our highest students

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 3	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw (K-6)	
Criterion 5	Plus	Delta	Plus	Delta
Instructional Planning & Support • Clear road map: what, how, when, in order to teach procedures, concepts, problem-solving • All program resources support instruction with appropriate progress monitoring and summative assessments • Research-based instructional strategies within every lesson • Provides an appropriate pacing timeline for prioritizing the teaching of essential standards	• Great road map just a lot of it • Like the “key standards” so you can make sure you teach what they need to know rather than doing the entire book, which there is not enough time to do.	• There is really too much to cover based on how the program is set out. • Too much- Too confusing, especially for new teachers	• More manageable	• There is too much to cover based on how the program is set out • Doesn’t have enough for teachers to do to introduce a concept, just an example (x2) • Measurement and geometry chapters do not have enough practice (x2)

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Math Evaluation Compilation

Grade 4	Harcourt					MacMillan/ McGraw Hill				
	High 5	4	Med 3	2	Low 1	High 5	4	Med 3	2	Low 1
Criterion 1	1	1	2			3	1			
Criterion 2	1	1	1		1	4				
Criterion 3	1		2		1	4				
Criterion 4		1	2		1	2	1	1		
Criterion 5		1	2			3		1		
Total	3	4	9		3	16	2	2		
Percentages										

Attachment D-7

**Del Mar Union School District
Math Program Pilots, 2008-09
Comments**

Grade: 4

Evaluation Grade 4	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw (K-6)	
Criterion 1	Plus	Delta	Plus	Delta
Content and Alignment with Standards - Standards clearly stated in teacher's edition - Essential vocabulary aligned with vocabulary in the standards and framework - Instruction outlined to ensure mastery - Reasoning standards are addressed in a variety of problem situations		- Too many sources - First unit did not scaffold to 3rd grade	- One TE- easy to use - Very sequential - Great word problems	

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 4	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw (K-6)	
Criterion 2	Plus	Delta	Plus	Delta
Program Organization • Content organized and systematic • Instructional strategies and resources connect content to real-life application • Topics build on prior learnings • Instructional strategies support special student populations	• Good spiral review and good that it's separate	• Too many books • Harcourt had mistakes on every page used	• Awesome	

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 4	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw (K-6)	
Criterion 3	Plus	Delta	Plus	Delta
Assessment - Standards define assessments - Frequent and varied, including entry level assessments - Provides a monitoring system to measure progress towards mastery - Provides sufficient information to inform instructional decision-making	Similar to MacMillan but fewer choices	- Not enough work space - Problems don't always relate to chapter content	- Similar to Harcourt but more choices - Several to choose from and plenty of work-space area - Good quizzes	

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 4	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw (K-6)	
Criterion 4	Plus	Delta	Plus	Delta
Universal Access • Materials provide access to all learners (advanced, ELL, special ed.) • Activities and investigations promote mathematical reasoning and higher level thinking • Materials provide differentiated instructional strategies specifically for English learners • A wide range of instructional strategies for intervention based on student need		• Text and workbooks are too dense for students to access	• Fine • Good ELD language sheets	• Better materials for remediation and ELL

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 4	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw (K-6)	
Criterion 5	Plus	Delta	Plus	Delta
Instructional Planning & Support • Clear road map: what, how, when, in order to teach procedures, concepts, problem-solving • All program resources support instruction with appropriate progress monitoring and summative assessments • Research-based instructional strategies within every lesson • Provides an appropriate pacing timeline for prioritizing the teaching of essential standards		• Not much guidance for our essential standards	• Very easy to use • Sequential • Kid-Friendly	

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Math Evaluation Compilation—Fifth Grade

Grade Fifth	Harcourt					MacMillan/ McGraw Hill				
	High 5	4	Med 3	2	Low 1	High 5	4	Med 3	2	Low 1
Criterion 1			2			2				
Criterion 2			1		1	1		1		
Criterion 3				1	1	1		1		
Criterion 4			2			2				
Criterion 5			1	1		2				
	0	0	6	2	2	8	0	2	0	0
Total %	0%		60%	20%	20%	80%		20%		

Attachment D-8

**Del Mar Union School District
Math Program Pilots, 2008-09
Comments**

Grade: Fifth

Evaluation	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 1	Plus	Delta	Plus	Delta
Content and Alignment with Standards - Standards clearly stated in teacher's edition - Essential vocabulary aligned with vocabulary in the standards and framework - Instruction outlined to ensure mastery - Reasoning standards are addressed in a variety of problem situations		Have to work to align the standards for each lesson.	It's easy to identify the standard for each lesson. I like that a key is placed next to key standards to yearlong pacing.	

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
	Plus	Delta	Plus	Delta
Criterion 2 Program Organization • Content organized and systematic • Instructional strategies and resources connect content to real-life application • Topics build on prior learnings • Instructional strategies support special student populations		Real Life applications not as relevant to 5 th graders.	Has more real-life applications. "Instructional strategies support special student populations"--excellent.	Some topics were introduced without enough prior knowledge. For example: students were taught to convert fractions to decimals before being taught how to divide with decimals.

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
	Plus	Delta	Plus	Delta
Criterion 3 Assessment - Standards define assessments - Frequent and varied, including entry level assessments - Provides a monitoring system to measure progress towards mastery - Provides sufficient information to inform instructional decision-making		No quizzes or mid-chapter test options.	- Has quizzes & Mid Chapters test. - Test Options. - Standards review/tests.	Like having multiple options for assessments. Sometimes students are asked to do things in the textbook that they are not asked to do on a test or quiz. For example: convert a fraction to a decimal and then graph it on a number line.

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 4	Plus	Delta	Plus	Delta
Universal Access - Materials provide access to all learners (advanced, ELL, special ed.) - Activities and investigations promote mathematical reasoning and higher level thinking - Materials provide differentiated instructional strategies specifically for English learners - A wide range of instructional strategies for intervention based on student need	Good for ELL.		"A wide range of instructional strategies for intervention based on student need."—Excellent LOVE the CD's provided for the teacher and students. (Book on CD and test maker.)	I haven't been able to use the test generator to create a free response test. I can only figure out a multiple-choice test.

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation	Publisher: Harcourt (K-6)		Publisher: MacMillan/McGraw Hill (K-6)	
Criterion 5	Plus	Delta	Plus	Delta
Instructional Planning & Support • Clear road map: what, how, when, in order to teach procedures, concepts, problem-solving • All program resources support instruction with appropriate progress monitoring and summative assessments • Research-based instructional strategies within every lesson • Provides an appropriate pacing timeline for prioritizing the teaching of essential standards			"All program resources support instruction with appropriate progress monitoring and summative assessments" –excellent. "Research-based instructional strategies within every lesson." – excellent. LOVE the introductory activities and scaffolding questions. I like that there are multiple versions of the tests...free response, multiple choice, ELL.	I wish the different versions of tests used different numbers. If I wanted to give a retake or practice test, it is difficult.

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Math Evaluation Compilation—Sixth Grade

Grade 6th	Harcourt					MacMillan/ McGraw Hill				
	High 5	4	Med 3	2	Low 1	High 5	4	Med 3	2	Low 1
Criterion 1			2			2				
Criterion 2			1		1	1		1		
Criterion 3					2	1		1		
Criterion 4			2					2		
Criterion 5			1		1	1		1		
	0	0	6	0	4	5	0	5	0	0
Total %	0%		60%		40%	0%		50%		

Attachment D-9

**Del Mar Union School District
Math Program Pilots, 2008-09
Comments**

Grade: Sixth

Evaluation Grade 6	Publisher: Harcourt (K-6)		Publisher: Mac Millan/McGraw Hill (K-6)	
Criterion 1	Plus	Delta	Plus	Delta
Content and Alignment with Standards - Standards clearly stated in teacher's edition - Essential vocabulary aligned with vocabulary in the standards and framework - Instruction outlined to ensure mastery - Reasoning standards are addressed in a variety of problem situations	Hit standards overall.	Lack of problem solving and practice problems. x2	I like the notables and vocabulary fill-in sheets. Many real-life applications that sixth graders could relate to.	

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 6	Publisher: Harcourt (K-6)		Publisher: Mac Millan/McGraw Hill (K-6)	
Criterion 2	Plus	Delta	Plus	Delta
Program Organization • Content organized and systematic • Instructional strategies and resources connect content to real-life application • Topics build on prior learnings • Instructional strategies support special student populations	Good DVD.	Typo's/Errors in problems, books, etc. x2 Doesn't have formative assessments (quizzes). Limited test versions/types. x2	I like the re-teach & specific HW problems.	

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 6	Publisher: Harcourt (K-6)		Publisher: Mac Millan/McGraw Hill (K-6)	
Criterion 3	Plus	Delta	Plus	Delta
Assessment - Standards define assessments - Frequent and varied, including entry level assessments - Provides a monitoring system to measure progress towards mastery - Provides sufficient information to inform instructional decision-making		Few tests to choose from. x2 Incorrect answers on answer keys. x2 Too few problems on tests. x2 Few supplementary sources for advanced and intervention needs.	Very helpful. Many tests to choose from. Quizzes and Mid Chapter tests.	

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 6	Publisher: Harcourt (K-6)		Publisher: Mac Millan/McGraw Hill (K-6)	
Criterion 4	Plus	Delta	Plus	Delta
Universal Access - Materials provide access to all learners (advanced, ELL, special ed.) - Activities and investigations promote mathematical reasoning and higher level thinking - Materials provide differentiated instructional strategies specifically for English learners - A wide range of instructional strategies for intervention based on student need		Harcourt had <u>many</u> errors in the TE. It was frustrating to correct HW with students with so many errors.		Spanish lessons?

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 6	Publisher: Harcourt (K-6)		Publisher: Mac Millan/McGraw Hill (K-6)	
Criterion 5	Plus	Delta	Plus	Delta
Instructional Planning & Support • Clear road map: what, how, when, in order to teach procedures, concepts, problem-solving • All program resources support instruction with appropriate progress monitoring and summative assessments • Research-based instructional strategies within every lesson • Provides an appropriate pacing timeline for prioritizing the teaching of essential standards	Too much review. Too segmented. No quizzes. Doesn't fit into a school calendar that is rigorous/fast-paced.			Good—but I still needed to pick/select to fit everything into the school year.

Key: High = Exemplary

Medium = Meets needs

Low = Does not meet needs

Math Evaluation Compilation—6/7

Grade 6/7	Glencoe/ McGraw Hill					Pearson Prentice Hall				
	High 5	4	Med 3	2	Low 1	High 5	4	Med 3	2	Low 1
Criterion 1	1		2			2		1		
Criterion 2	2		1			2		1		
Criterion 3	2		1			1		1		1
Criterion 4	2		1			1		2		
Criterion 5	2		1			1		1		1
	9	0	6	0	0	7	0	6	0	2
Total	20%		40%			20%		40%		13%

Attachment D-10

**Del Mar Union School District
Math Program Pilots, 2008-09
Comments**

Grade: Six-Seventh

Evaluation Grade 6/7 Criterion 1	Publisher: Glencoe/McGraw Hill		Publisher: Pearson/Prentice Hall 6-7	
	Plus	Delta	Plus	Delta
Content and Alignment with Standards - Standards clearly stated in teacher's edition - Essential vocabulary aligned with vocabulary in the standards and framework - Instruction outlined to ensure mastery - Reasoning standards are addressed in a variety of problem situations	Clearly stated standards for chapter and lessons. Plenty of practice and appropriately challenging. Entire chapter on monomials and polynomials.	Missing: CGF, LCM, similar triangle theorems, angles with parallel lines, classifying quadrilaterals.	More Challenging content, gave my students the challenge they needed. Better match, content-wise, with my students. Vocabulary worksheet for each chapter. Standards.	Missing: probability and combinations chapter. Operations with polynomials are taught throughout entire text (not in one chapter). Lacks info. Of previous learned skills to ensure 6th grade standards are mastered for STAR test.

Key: High = Exemplary
3/26/09

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 6/7	Publisher: Glencoe/McGraw Hill		Publisher: Pearson/Prentice Hall 6-7	
	Plus	Delta	Plus	Delta
Program Organization • Content organized and systematic • Instructional strategies and resources connect content to real-life application • Topics build on prior learnings • Instructional strategies support special student populations	Prerequisite skills Super examples Foldables Teacher Resource divided by chapter	Unexpected order of content, for example: square root and Pythagorean Theorem in Ch. 3.	Order made more sense, (similar to Glencoe Course 3). Follows similar flow of Glencoe level 6.	Kids need prior knowledge of manipulating polynomials.

Key: High = Exemplary
3/26/09

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 6/7 Criterion 3	Publisher: Glencoe/McGraw Hill		Publisher: Pearson/Prentice Hall 6-7	
	Plus	Delta	Plus	Delta
Assessment - Standards define assessments - Frequent and varied, including entry level assessments - Provides a monitoring system to measure progress towards mastery - Provides sufficient information to inform instructional decision-making	Multiple Quizzes, forms, Unit Test, standards practice. Several forms of free response and multiple-choice forms. Quizzes, cumulative reviews, etc.		Test generator was easier to use. Test generator. Puzzles, enrichment, re-teach, and practice worksheets for each lesson. Unit assessments. Quizzes	No additional word problem-solving page. Lacks multiple # of problems on assessments.

Key: High = Exemplary
3/26/09

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 6/7	Publisher: Glencoe/McGraw Hill		Publisher: Pearson/Prentice Hall 6-7	
Criterion 4	Plus	Delta	Plus	Delta
Universal Access - Materials provide access to all learners (advanced, ELL, special ed.) - Activities and investigations promote mathematical reasoning and higher level thinking - Materials provide differentiated instructional strategies specifically for English learners - A wide range of instructional strategies for intervention based on student need	Foldables Teacher Resource Books (modified work or problem solving application) "Word Problem Practice" worksheets that accompany each lesson. Excellent application of the lesson. Study Guide, Skills Practice, Practice, and Enrichment for each lesson.		Great "challenge" problems that apply pre-algebra skills to geometry, etc.	Few vocabulary tools.

Key: High = Exemplary
3/26/09

Medium = Meets needs

Low = Does not meet needs

Del Mar Union School District

Evaluation Grade 6/7	Publisher: Glencoe/McGraw Hill		Publisher: Pearson/Prentice Hall 6-7	
Criterion 5	Plus	Delta	Plus	Delta
Instructional Planning & Support • Clear road map: what, how, when, in order to teach procedures, concepts, problem-solving • All program resources support instruction with appropriate progress monitoring and summative assessments • Research-based instructional strategies within every lesson • Provides an appropriate pacing timeline for prioritizing the teaching of essential standards	Great improvement of the sequence of skills. Unit Assessments, Quizzes, etc. Includes several quizzes for each chapter.		Great CD's for resources and assessment tools. Unit Tests.	Had to make my own quizzes.

Key: High = Exemplary
3/26/09

Medium = Meets needs
5

Low = Does not meet needs



DEL MAR UNION SCHOOL DISTRICT

February 2, 2009

Dear Parents:

SUPERINTENDENT

Sharon McClain

BOARD OF TRUSTEES

Annette Easton

Steven McDowell

Doug Perkins

Comischell Rodriguez

Katherine White

ASHLEY FALLS SCHOOL

(858) 259-7812

CARMEL DEL MAR SCHOOL

(858) 481-6789

DEL MAR HEIGHTS SCHOOL

(858) 755-9367

DEL MAR HILLS ACADEMY

(858) 755-9763

OCEAN AIR SCHOOL

(858) 481-4040

SAGE CANYON SCHOOL

(858) 481-7844

SYCAMORE RIDGE SCHOOL

(858) 755-1060

TORREY HILLS SCHOOL

(858) 481-4266

Identified teachers at all grade levels across the Del Mar Union School District have been piloting new standards-based mathematics programs this school year. This spring we will be taking a recommendation to the Board of Trustees for a districtwide mathematics program adoption.

Mathematics programs currently being piloted include:

<u>Program Publisher</u>	<u>Grade(s)</u>
MacMillan McGraw-Hill	K-6
Harcourt	K-6
Scott Foresman	K only
Pearson/Prentice-Hall	6 only
Glencoe/McGraw-Hill	6 only

Based on a rigorous, research-based selection process, the above programs were identified from the list of state adopted materials by the District Math Leadership Team as the programs which best support effective, standards-based math instruction. The District Math Leadership Team is comprised of teachers representing all schools in the Del Mar Union School District.

You are cordially invited to review and comment on these instructional materials over the next couple of months. Display sets of materials are available for your review at **Sycamore Ridge School Library from February 3 - March 13, 2009, 8:30 – 3:00 p.m.** Please make certain you check in at the Sycamore Ridge front office before proceeding to the Library. For directions to Sycamore Ridge, please visit www.dmusd.org, click on Schools, then Directions to Schools.

A brief evaluation form will be available for you to complete after you peruse the piloting materials. We welcome your participation and comments.

The DMUSD staff is very excited about this opportunity to adopt new materials for mathematics instruction starting in the 2009-10 school year. We greatly appreciate your support and program feedback during the piloting process. Please be assured that all programs being piloted are aligned with our state/district academic standards for mathematics. Your child's math program will continue to be of the highest quality.

Please feel free to contact me if you have any questions at (858) 755-9301 Ext. 3693, or jbernard@dmusd.org.

Sincerely yours,

Janet Bernard, Assistant Supt.
Curriculum and Instruction

Attachment E

225 NINTH STREET

LA JOLLA, CA 92034-2716

(858) 755-9301

FAX (858) 755-4361

www.dmusd.org

Del Mar Union School District Mathematics Materials Selection Process

Please Check One:

☐ Parent

☐ Staff

**Parent/Staff Review
K-6 Grade Mathematics Materials Evaluation Form**

Time Frame: February 3-March 13, 2009

Please do not remove any materials from the display.

Thank you for your help and cooperation.

Publisher Textbook	Macmillan/ McGraw-Hill			Harcourt			Scott Foresman			Pearson/ Prentice-Hall			Glencoe/ McGraw-Hill		
	Low		High	Low		High	Low		High	Low		High	Low		High
Overall Program															
• Access to all learners (Advanced, ELL, Sp. Ed., etc.)	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
• Visually engaging	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
• Essential vocabulary in academic language that is easily understood	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
• Organization and depth in the learning of procedures, concepts, and problem-solving	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
Program Activities															
• Level of interest	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
• Mathematical reasoning and higher level thinking	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
• Differentiated	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
Program Assessment															
• Aligned to math standards	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
• Multiple options	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
• Activity-based	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
• Frequency	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
Comments															

Optional name: _____

(Please print)

Child's School _____

Attachment E-1

April 22, 2009

To: Board Members

From: Sharon McClain, Superintendent

Subject: Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for January 1 – March 31, 2009

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

Attached for your approval is the 2008/2009 3rd quarterly report prepared for the period of January 1 through March 31, 2009. No complaints have been received for this period.

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

FISCAL IMPACT: None

RECOMMENDED: The Interim Superintendent recommends approval of the Del Mar Union School District's Uniform Complaint Quarterly Report for January 1 – March 31, 2009

*8.1

SDCOE Williams Settlement
Quarterly Complaint Summary
ADD a new summary record

District Number :

Quarter to Add:

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

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

Submitted By:

Title:

Add Quarter Record

93

Williams Compliant Summary SDCOE Services

[Back to Home Menu](#)

The Complaint Summary Record has been added.

April 22, 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

8.2

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, but not sale of school property.

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 22, 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 storeowners, 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.

8.3

Del Mar Union School District 7/11 Advisory Committee

Vol. #/ Male Female	Yrs. in DMUSD	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)
29 (M)	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 district 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.)
21 (F)	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.)
28 (M)	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.
2 (M)	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.)
6 (F)	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 participated in the DMUSD Strategic Planning, School Site Council. My background is planning projects, detailed scheduling, risk management, consensus building and budgets.
20 (F)	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.
23 (M)	8	a, f Ethnic; parent	Torrey	I want to be personally involved in the evaluation and recommendations regarding surplus space in the district. I believe that my background and input 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.

Del Mar Union School District 7/11 Advisory Committee

Vol. #/ Male Female	Yrs. in DMUS D	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)
1 (F)	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.
8 (M)	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 (F)	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.)
12 (M)	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.
15 (F)	6+	a, c, f Ethnic; owner/renter; parent;	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.)
17 (F)	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. #/ Male Female	Yrs. in DMUS D	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)
19 (M)	4+	a, c, f, g Ethnic; owner/renter; parent; expertise	Ashley Falls	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 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.
22 (M)	14	a, c, f Ethnic; owner/renter; parent;	Ashley Falls	Very simple. I want to ensure that our school and neighborhood are represented in matters of relevance to our schools. If not me then <u>someone</u> representing my area should be selected.	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.)
25 (M)	1	a,f,g Ethnic; parent of preschoolers; expertise	Ashley Falls	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.
27 (M)	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. I am a past director for Children's Hospital Employee Health; current National Medical director for Impairment Resources, LLC; responsible for budgetary issues, personnel, Board of Directors member for Impairment Resources.
4 (F)	15+	a, b, c, f, g Ethnic; business ; owner/renter; parent; expertise	Del Mar 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 legal 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 (M)	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.)

Del Mar Union School District 7/11 Advisory Committee

Vol. #/ Male Female	Yrs. in DMUS D	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)
7 (F)	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.
10 (F)	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 (M)	1+	a, b, c, f, Ethnic; business ; owner/renter; parent	Del Mar 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.
13 (F)	8+	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 (F)	7+	a, b, c, f, Ethnic; business ; owner/renter; parent	Del Mar 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.
24 (M)	4	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.

Del Mar Union School District 7/11 Advisory Committee					
Vol. #/ Male Female	Yrs. in DMUSD	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)
3 (M)	12	a,f,g Ethnic; parent; expertise	Del Mar Hills Academy	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 builder 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.
16 (F)	16	a, c, d, f Ethnic; owner/renter; teacher; parent;	Del Mar Hills Academy	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 part-time 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.)
18 (F)	8+	a, c, f, g Ethnic; owner/renter; parent; expertise	Del Mar Hills Academy	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 long-term 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 Board in making some decisions that may be difficult but are in the best interest of the district as a whole.	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 contracts 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.

Del Mar Union School District 7/11 Advisory Committee

Vol. #/ Male Female	Yrs. in DMUSD	Qualifying Area (a-g)	School (1-8)	Why?	Experience Y/N (Other qualifications)
26 (M)	4+	a, c, f, g Ethnic; owner/renter; parent; expertise	Del Mar Hills Academy	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. (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.)
30 (M)	5+	a, c, f, g Ethnic; owner/renter; parent; expertise	Del Mar Hills Academy	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 site disputes.
		a=ethnic, age group, socioeconomic composition			
		b=business community			
		c=landowners, or renters			
		d=Teacher			
		e=Administrators			
		f=Parents of students f*=parent of former students			
		g=Persons of expertise			

April 22, 2009

To: Board Members

From: Sharon McClain, Superintendent

Subject: 2nd Reading and Approval, Revision to 2009/2010 DMUSD Calendar

The proposed revisions to the 2009/2010 DMUSD calendar were presented to the Board for a first reading at the April 15, 2009 Special Board Meeting. The revisions include:

- A correction of the last day for Extended School Year has been made to July 24, 2009, not July 31, 2009 as originally stated.
- Reducing the two staff development days next year to one day and to have that day be August 25, 2009.
- February 1 and 2, 2010 remain on the calendar as "local release" days in order to comply with the San Dieguito Union High School District's calendar.
- The date of the Teacher Inservice Day in the footnote is revised to August 25, 2009.

The changes do not affect the student calendar.

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval of the revisions to the 2009/2010 DMUSD Calendar.

8.4

**DEL MAR UNION SCHOOL DISTRICT
2009-2010 SCHOOL CALENDAR**

105

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
	6	7	8	9	10	0	0	*7/3
	13	14	15	16	17	0	0	
	20	21	22	23	24	0	0	07/24
July/Aug	27	28	29	30	31	0	0	
	3	4	5	6	7	0	0	
	10	11	12	13	14	0	0	
	17	18	19	20	21	0	0	8/17
1)Aug/Sept	24	†25	√26	√27	√28	0	0	†8/25
	31	1	2	3	4	5	5	8/26 – 8/28
	*7	8	9	10	11	4	9	8/31
	14	15	16	17	18	5	14	*9/7
	21	22	23	24	25	5 (19)	19	
2)Sept/Oct	28	29	30	1	2	4	23	9/28
	5	6	7	8	9	5	28	
	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
	16	17	18	19	20	5 (19)	57	*Veteran's Day Observed
4)Nov/Dec	23	24	25	*26	*27	0	57	11/23 - 11/27
	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
	28	29	30	*31	*1	0	72	Winter Recess
5)Jan/Feb	4	5	6	7	8	5 (20)	77	
	11	12	13	14	15	5	82	
	*18	19	20	21	22	4	86	*1/18
	25	26	27	28	29	3	89	
6)Feb/Mar	1	2	3	4	5	5 (17)	94	2/1, 2/2
	8	9	10	11	*12	4	98	*2/12-*2/15
	*15	16	17	18	19	4	102	*Presidents' Days Observed
	22	23	24	25	26	5	107	2/22-2/26
7)Mar/Apr	1	2	3	4	5	5 (18)	112	Parent Conferences •
	8	9	10	11	12	5	117	(minimum days)
	15	16	17	18	19	5	122	
	22	23	24	25	26	5	127	
8) April	29	30	31	1	2	5 (20)	132	
	5	6	7	8	9	0	132	4/5 – 4/9
	12	13	14	15	16	5	137	Spring Break
	19	20	21	22	23	5	142	
9)May	26	27	28	29	30	5 (15)	147	
	3	4	5	6	7	5	152	
	10	11	12	13	14	5	157	
	17	18	19	20	21	5	162	
10)May/June	24	25	26	27	28	5 (20)	167	
	*31	1	2	3	4	4	171	*5/31
	7	8	9	10	11	5	176	6/17
	14	15	16	17	√18	4 (13)	180	√6/18
	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 day: 8/25/09

Contracted Teacher Workdays ----- 184

Dates of legal holidays *

Boxed Dark Shading Denotes No School for Students

Italics Denotes Minimum Days for Students

Approved by the Board of Trustees: Regular Board Meeting of November 19, 2008; Presented with revisions to the Board for

Approval: April 29, 2009

April 16, 2009

To: Board Members

From: Sheila Weinberg, Director of Pupil Services

Through: Sharon McClain, Superintendent

Subject: Approval of Interdistrict Attendance Agreement Between the Del Mar Union School District and the Districts Listed Below

Interdistrict Attendance Agreements must be approved by the Board of Trustees in order for students residing in the Del Mar district to attend schools in other districts, and for students residing in other districts to attend Del Mar schools. This is a routine countywide procedure. The District administration is asking for Board approval of Interdistrict Attendance Agreements between the Del Mar Union School District and the following school districts for the 2009-2010 school year.

Cardiff School District
Carlsbad Unified School District
Encinitas Union School District
Escondido School District
Jamul-Dulzura School District
La Mesa-Spring Valley School District
Oceanside Unified School District
Poway Unified School District
San Diego Unified School District
San Marcos Unified School District
Santee School District
Solana Beach School District
Vista Unified School District

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval of the school year 2009-2010 Interdistrict Attendance Agreement between school districts.

8.5

April 22, 2009

To: Board Members

From: Sharon McClain, Superintendent

Subject: Approval, Agreement for Professional Services between the Del Mar Union School District and Miller, Brown & Dannis

The District would like to contract with the law firm of Miller Brown and Dannis for consultation in general areas of law. The firm specializes in labor, employment, personnel, business, property, finance, construction, special education, student issues, charter schools, litigation and governing boards. There is no cost to the District unless the services of the firm are used. The hourly costs are in line with other law firms the District currently uses.

*The Agreement for these services is available for review
at the Del Mar Union School District Office.*

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval of the Agreement for Professional Services between the Del Mar Union School District and Miller, Brown & Dannis

8.6

Regular Board Meeting of April 29, 2009

April 21, 2009

To: Board Members
From: Rodger Smith, Director of Human Resources and Facilities Planning
Through: Sharon McClain, Superintendent
Subject: First Reading, New Administrative Regulation 4261.4, "Catastrophic Leave Program" for Classified Personnel

Earlier this year, one of the District's classified employees was diagnosed with a very serious illness that eventually caused her death. During the course of her illness, several staff members asked about the availability of a catastrophic leave program for classified employees. At that time, although the District does have a catastrophic leave program for certificated employees, such a program did not exist for classified employees.

In response to a very high level of interest on the part of our classified employees, the proposed administrative regulation was developed. This proposed program is similar in nature to the program that is available to our certificated employees. It is intended to provide personal support for employees from their colleagues during a very difficult time for a fellow employee. The proposed program has been reviewed by representatives of our classified employees and has received their unqualified support.

The first reading of this new proposed Administrative Regulation is intended to provide an opportunity for the Board to review the proposed program and to offer input in order to provide guidance for a final document that will be submitted for the Board's approval at a later date.

Fiscal Impact: Not applicable; this is a first reading.

Recommended: Not applicable; this is a first reading.

8.7

**DEL MAR UNION SCHOOL DISTRICT
CLASSIFIED PERSONNEL**

ADMINISTRATIVE REGULATION 4261.4:
CATASTROPHIC LEAVE PROGRAM

The District shall provide a catastrophic leave program for classified employees.

Definition

The term “catastrophic illness” or “injury” is defined as: an illness or injury that is expected to incapacitate the receiving classified employee for an extended period of time or an illness or injury that incapacitates a member of the employee’s immediate family for an extended period of time. This incapacity requires the employee to take time off from work for an extended period of time to care for that family member thereby creating a financial hardship for the employee because the employee has exhausted all sick and other paid time off.

CATASTROPHIC LEAVE PROGRAM

Fellow classified employees may voluntarily choose to donate a minimum of eight (8) hours of sick leave twice per year for catastrophic illness or injury. No employee may donate more than eight (8) hours of their sick leave time to the same classified employee in any given school year. All of the following requirements must be met:

1. The classified employee who is, or whose family member is, suffering from a catastrophic illness or injury has requested, in writing, that eligible sick leave days be donated and provides verification of the catastrophic injury or illness that is acceptable to the District. Such verification shall include appropriate documentation from a licensed, practicing physician who is treating the employee or family member. The physician’s documentation must include a written statement that the illness/injury is of a serious nature with prolonged treatment required.
2. The District has determined that the receiving classified employee is unable to work due to the classified employee’s or his/her family member’s catastrophic illness or injury.

3. The classified employee has exhausted all of his/her accrued paid sick leave and vacation leave.
4. The donating classified employee has at least the equivalent hours of ten (10) accrued, but not used, sick leave days at the time of donation.
5. All transfers of eligible sick leave hours are irrevocable.
6. The receiving classified employee shall be compensated for the transferred hours of sick leave at his/her own rate of pay, without regard to the rates of pay of the donating employees. Any sick and vacation leave earned by the employee during the time that he/she is utilizing donated leave shall be used as it is earned. Any unused transferred sick leave hours shall be returned to the donating classified employee subject to established random drawing procedures.
7. A classified employee may request the equivalent hours of up to thirty (30) days of donated sick leave in any school year. Once the equivalent hours of thirty (30) days of donated sick leave have been utilized, the classified employee may request the equivalent hours of an additional thirty (30) day renewal following the initial request, subject to the same eligibility requirements of the initial request. Following the renewal request, the District will no longer accept any further donations for the receiving classified employee.
8. If fewer than the equivalent hours of thirty (30) days of leave are donated to meet the initial request, and if fewer than the equivalent hours of thirty (30) days of leave are donated to meet the renewal request, then the classified employee shall receive no more than the number of hours that were actually donated. The classified employee shall be entitled to use donated leave only while the employee remains unable to work due to the catastrophic illness or injury.
9. Decisions by the Superintendent or designee concerning eligibility or participation in the Catastrophic Leave program are final and are not subject to any form of dispute resolution.

Legal Reference:

EDUCATION CODE
44043.5

Board Policy/Administrative Regulation 4261.4

Presented to the Board for a 1st Reading on April 29, 2009

April 20, 2009

To: Board Members
From: Sharon McClain, Superintendent
Subject: Reminder of Upcoming Events and Schedules

Friday, May 1, 2009

LAN Meeting, 10:00 a.m. – 12:00 p.m., Solana Beach School District

Friday, May 1, 2009

Masters in Governance: Setting Direction, SDCOE

Monday-Friday, May 4-8, 2009

STAR Testing

Saturday, May 16 – Sunday, May 17

Delegate Assembly meeting in Sacramento

Wednesday, May 20, 2009

Board Visitation to Del Mar Hills Academy, 12:45 p.m.

Thursday, May 21, 2009

Del Mar Hills Academy SMarT Night, 5:30 p.m.

Sage Canyon Open House, 5:30 p.m.

Monday, May 25, 2009

Holiday. Memorial Day

Wednesday, May 27, 2009

Regular Board Meeting, 5:45 p.m., Del Mar Hills Academy

Thursday, May 28, 2009

Sycamore Ridge Open House, 5:00 p.m.

Friday, June 5, 2009

LAN Meeting, 10:00 a.m. – 12:00 p.m., Solana Beach School District

Thursday, June 11, 2009

6th grade promotions

Wednesday, June 24, 2009

Regular Board Meeting, 5:45 p.m., Del Mar Hills Academy

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

8.8

April 21, 2009

To: Board Members

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

Through: Sharon McClain, Superintendent

Subject: Second Reading and Board Approval of 2009/2010 Site and Grade Level Enrollment Caps

Due to the fact that most district sites are anticipated to have sufficient capacity to accommodate all students who reside within the attendance boundaries for most of the district's sites in the fall of 2009, the need to establish site and grade level caps is proposed to apply on a school wide basis only to Ocean Air and Sage Canyon Schools; a cap on kindergarten enrollment at Del Mar Heights kindergarten for 2009-2010 is also proposed. Enrollment caps at Ocean Air and Sage Canyon Schools will need to be imposed in order to prevent the possibility of exceeding the enrollment capacity for each of these sites; a cap on kindergarten enrollment at Del Mar Heights will provide for a higher degree of predictability for staffing and kindergarten enrollment at both Del Mar Heights and Del Mar Hills.

Proposed Site and Grade Level Caps for Ocean Air

Ocean Air's current enrollment is 640 students; the adjusted capacity for enrollment at Ocean Air is 712. There are currently thirteen students who reside in other attendance areas of the district attending Ocean Air. In order to accommodate as many students as possible who reside in the attendance area for Ocean Air, and, at the same time, insuring that enrollment does not exceed the building's capacity, the following caps are proposed for the 2009/2010 school year:

Gr. K	100		Gr. 4	81
Gr. 1	120		Gr. 5	81
Gr. 2	108		Gr. 6	108
Gr. 3	108		Total	706

The caps proposed above will insure that all students who currently reside in the attendance area for Ocean Air, except for the possibility of some kindergarten students, will be able to attend Ocean Air for the 2009-2010 school year. The

proposed caps for grades 2 and 3 may also provide for the potential elimination of the possibility of blended classes as those students matriculate into fourth through sixth grades.

Projections by Davis Demographics for future enrollment at Ocean Air appear to be inaccurate. Davis projected enrollment of 553 at Ocean Air for 2008-2009, a projection that is too low by 87 students. For 2009-2010, Davis projected enrollment of 592; district staff anticipates enrollment for next year at Ocean Air in the range of 655 students. Due to the fact that some new housing units are likely to be occupied in Ocean Air's attendance area during the 2009-2010 school year, enrollment at Ocean Air will warrant continuous monitoring. However, the proposed enrollment caps in the table above should serve the school well for at least the near term.

Proposed Site and Grade Level Caps for Sage Canyon

Sage Canyon's current enrollment is 733 students; its current attendance area enrollment is projected by Davis Demographics to increase slightly in 2009-2010 to 738. Sage Canyon's adjusted enrollment capacity is 818. At the present time, Sage Canyon's enrollment includes nineteen students from other attendance areas in the district.

In order to accommodate as many students as possible who reside in the attendance area for Sage Canyon, and, at the same time, insuring that enrollment does not exceed the building's capacity, the following caps are proposed for the 2009/2010 school year:

Gr. K	120		Gr. 4	135
Gr. 1	100		Gr. 5	135
Gr. 2	100		Gr. 6	108
Gr. 3	100		Total	798

The proposed cap of 798 is expected to provide sufficient space for all students who reside in the Sage Canyon attendance area during the 2009-2010 school year.

Davis Demographics expects the enrollment in Sage Canyon's current attendance area to remain relatively stable during the next four years. Davis projects Sage Canyon's enrollment at 759 students in 2010/2011, 749 students in 2011/2012, and 741 students in 2012/2013.

Proposed Grade Level Cap for Kindergarten at Del Mar Heights

In order to provide for greater predictability in both enrollment and staffing for Del Mar Heights and Del Mar Hills, a cap on kindergarten enrollment at Del Mar Heights is proposed. The proposed cap is 60 kindergarten students for Del Mar Heights.

For 2009-2010, Davis Demographics projected 102 kindergarten students for the Heights/Hills attendance area. As of April 16, Del Mar Heights had enrolled 59 kindergarten students for next year and had 3 enrollment forms that had been picked up but not returned. As of the same date, Del Mar Hills had enrolled 31 kindergarten students and had 2 enrollment forms that had been picked up but not returned.

Due to the fact that Del Mar Heights is near the proposed cap of 60 kindergarten students, imposing a cap of 60 kindergarten students will provide for the enrollment of any new kindergarten students at Del Mar Hills. By doing so, filling at least two sections of kindergarten at Del Mar Hills for next year is very likely. A total of five sections of kindergarten between the two schools would approximate the Davis projection for this attendance area for 2009-2010.

FISCAL IMPACT: There is no fiscal impact directly associated with the establishment of enrollment caps as proposed above. Enrollment projections for the three schools indicate a need for one additional teaching position at Ocean Air School. Due to the fact that the overall staffing projection indicates a decline of five general education teaching positions for next year, there is no net increase in expenditures associated with increased enrollment at Ocean Air.

RECOMMENDED: The Superintendent recommends Board approval of 2009/2010 site and grade level enrollment caps as proposed.

9.1

April 22, 2009

To: Board Members
From: Rodger Smith, Director of Human Resources and Facilities Planning
Through: Sharon McClain, Superintendent
Subject: Board Approval, Authorization to Complete the Design Process for Permanent Child Care Facilities at Ocean Air School

As enrollment at Ocean Air School continues to increase, the availability of facilities to accommodate the after school child care program at the site becomes more and more difficult. The District will need to address this facilities issue in the near future or the existence of the child care program may be threatened.

In order to move forward in the process of establishing permanent facilities for the after school child care program at Ocean Air, the Board's authorization to complete the planning process is necessary. At the present time, the construction drawings have been completed and one review by the Department of the State Architect (DSA) has been completed. However, due to the fact that these drawings are now over three years old, they will need to be brought up to date and resubmitted for DSA approval. Bringing the plans up to date will cause an additional expense for architectural services because this process is beyond the scope of our original contract for architectural services for Ocean Air School.

Frisco White, principal architect for Ocean Air School, estimates that the update of the construction drawings could be completed within sixty days. The duration for DSA review is unknown; however, assuming that the scope of required updates to the drawings is minor in nature, such a review should not require a lengthy period of time. Subsequent to receipt of DSA approval, the Board's authorization to move forward on construction of the permanent facilities will be requested.

In the past, the Board has directed district staff to provide information about other options for childcare facilities at Ocean Air School. Due to new, stringent fire code requirements, the process of designing new portable facilities, obtaining DSA approval for the new portable facilities, bidding the construction and installation of the portables and completing the installation of the portables is likely to involve the same time frame as completing the planning process and constructing permanent facilities. Although it is likely that the construction of permanent facilities would be more costly than the portable facilities, there would also be significant additional costs for architectural services to

design the new portable buildings as well as additional costs for obtaining DSA approval from the beginning of the review process.

District staff recommends the development of permanent childcare facilities at Ocean Air School. The rationale for this recommendation is that permanent facilities enjoy approximately three or four times the life expectancy of portable facilities and permanent facilities are designed to complement and enhance the esthetic appeal of the other buildings on the campus. As the flagship of the district's facilities, district staff strongly recommends that any additions to the facilities at Ocean Air should enhance, rather than detract from, the esthetic qualities of the school facilities. •

FISCAL IMPACT: Completing the design process for permanent facilities for child care at Ocean Air School is estimated to cost less than \$50,000. Funding for this process will be provided from the enterprise fund for Childcare Services.

RECOMMENDED: The Superintendent recommends Board approval, authorization to complete the design process for permanent childcare facilities at Ocean Air School.

April 21, 2009

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Sharon McClain, Superintendent

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

Items	School Site	Donor
\$1,200.00 for Art Program	Ashley Falls	PTA, True To Your School
\$180.00 for Instructional Materials	Carmel Del Mar	Perl Donation

FISCAL IMPACT: Revenue: A total of \$1,380.00 has been received by the Del Mar Union School District as donations. The 2008/2009 site fundraising revenue budgets have been increased by \$1,380.00 for school sites as indicated above.

 Expenditure: The 2008/2009 site fundraising expenditure budgets have been increased by \$1,380.00 for school sites as indicated above.

 Fund Balance: No change to the fund balance.

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

*10.1

April 21, 2009

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Sharon McClain, Superintendent

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

It is recommended that the Board of Trustees approves the purchase orders listed in the amount of \$414,211.24. It is also recommended that the Board of Trustees ratifies the commercial warrants listed in the amount of \$455,152.93 and ratifies the revolving cash disbursements listed in the amount of \$3,081.58.

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


Signed

4/22/09
Date

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

RECOMMENDED: The Superintendent recommends that the Board of Trustees approves the purchase orders, ratifies the commercial warrant payments and ratifies the revolving cash disbursements as listed.

*10.2

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
101210	03/19/09	06	HOME DEPOT CREDIT SERVICES	009	INST MAT/SUP GEN PURPOSE	\$500.00
102518	03/03/09	06	CONSULTING & INSPECTION	001	OTHER CONTRACTS	\$4,984.00
102519	03/03/09	03	SCHOOL SERVICES OF CALIF., INC	001	TRAVEL AND CONFERENCES	\$125.00
102520	03/03/09	03	CASBO	001	TRAVEL AND CONFERENCES	\$760.00
102521	03/04/09	03	SCHOOL SERVICES OF CALIF., INC	001	TRAVEL AND CONFERENCES	\$125.00
102522	03/05/09	03	CCS PRESENTATION SYSTEMS	001	NON CAPITALIZED COMP EQUIP	\$9,051.00
102523	03/05/09	06	JILL WECKERLY, PH.D.	001	OTHER CONTRACTS	\$5,000.00
102524	03/05/09	06	ARENSON OFFICE FURNITURE	001	MAINT SUPPLIES	\$8,455.40
102525	03/06/09	03	CSBA	013	TRAVEL AND CONFERENCES	\$6,000.00
102526	03/06/09	06	DICK BLICK	004	INST MAT/SUP GEN PURPOSE	\$277.19
102527	03/06/09	06	BERTRAND'S MUSIC MART	004	INST MAT/SUP GEN PURPOSE	\$40.00
102528	03/06/09	06	ACADEMIC SUPPLIER	013	OFFICE SUPPLIES	\$176.49
102529	03/06/09	03	SDCOE	013	OFFICE SUPPLIES	\$133.67
102530	03/06/09	03	COACH USA	006	FIELD TRIP	\$837.35
102531	03/06/09	03	LIBERTY PAPER	006	INST MAT/SUP GEN PURPOSE	\$227.89
102532	03/06/09	03	MAILE D'ARCY	003	INST MAT/SUP GEN PURPOSE	\$157.41
102533	03/06/09	03	COACH USA	007	FIELD TRIP	\$722.07
102534	03/06/09	03/06	LINDA DUGGER	005	INST MAT/SUP GEN PURPOSE	\$145.27
102535	03/06/09	03	OFFICE DEPOT, B.S.D.	010	INST MAT/SUP GEN PURPOSE	\$1,090.67
102536	03/06/09	03	APPLE COMPUTER, INC.	010	OFFICE SUPPLIES	\$84.70
102537	03/06/09	03	ACADEMIC SUPPLIER	012	OFFICE SUPPLIES	\$87.84
102538	03/06/09	03	OFFICE DEPOT, B.S.D.	012	OFFICE SUPPLIES	\$102.35
102539	03/06/09	63	DEPARTMENT OF SOCIAL SERVICES	060	OTHER EXP CHILD DEV LIC., E	\$200.00
102540	03/06/09	63	SADEGH JAHANPOUR	060	CHILD CARE TUITION REFUND	\$180.75
102541	03/06/09	63	CMC PUBLISHING/CARMEL VALLEY	060	ADVERTISING	\$473.00
102542	03/06/09	03	KATIE SHANAHAN	012	MILEAGE REIMBURSEMENT	\$105.49
102543	03/06/09	63	SCHOOL AGE NOTES	060	SUPP STAFF DEV CHILD DEV	\$389.76
102544	03/06/09	06	STAPLES	011	INST MAT/SUP GEN PURPOSE	\$36.74
102545	03/06/09	06	RACHEL JOHNSON	011	MILEAGE REIMBURSEMENT	\$15.21
102546	03/06/09	13	AMAZON.COM CREDIT	001	MATERIALS AND SUPPLIES	\$554.37
102547	03/06/09	06	THERAPRO	011	INST MAT/SUP GEN PURPOSE	\$153.08
102548	03/06/09	06	SUPER DUPER PUBLICATIONS	011	INST MAT/SUP GEN PURPOSE	\$366.86
102549	03/06/09	06	LINGUI SYSTEMS INC.	011	INST MAT/SUP GEN PURPOSE	\$61.18
102550	03/06/09	06	THERAPY WORKS INC	011	INST MAT/SUP GEN PURPOSE	\$47.10
102551	03/06/09	03	OFFICE DEPOT, B.S.D.	010	INST MAT/SUP GEN PURPOSE	\$131.77
102552	03/06/09	03	MUSIC IN THE PARKS	003	BAN SUPPLIES	\$419.00
102553	03/06/09	03	OFFICE DEPOT, B.S.D.	013	OFFICE SUPPLIES	\$300.00
102554	03/06/09	03	STAPLES	022	OFFICE SUPPLIES	\$210.11
102555	03/06/09	63	EXCHANGE LEADERSHIP INSTITUTE	060	PERIODICALS/ADMINISTRATIVE	\$76.00
102556	03/06/09	06	READ NATURALLY	011	INST MAT/SUP GEN PURPOSE	\$140.12
102557	03/06/09	03	AMAZON.COM CREDIT	011	FUNDRAISER	\$167.44
102558	03/06/09	06	PENNY BOERNER	011	INST MAT/SUP GEN PURPOSE	\$88.86
102559	03/06/09	03	LINDA HAGERTY	011	OFFICE SUPPLIES	\$210.09
102560	03/06/09	03	TROXELL COMMUNICATIONS	008	INST MAT/SUP GEN PURPOSE	\$108.36
102561	03/06/09	03	STAPLES	008	INST MAT/SUP GEN PURPOSE	\$150.31
102562	03/06/09	03	WENDY WOJTKOWSKI	008	\$100 TEACHER STIPEND	\$90.00
102563	03/06/09	06	DICK BLICK	008	INST MAT/SUP GEN PURPOSE	\$56.89
102564	03/06/09	03	SOUTHWEST SCHOOL SUPPLY	008	SUPPLY PACKETS	\$140.08
102565	03/06/09	06	AZTEC APPLIANCE	001	NON-CAPITALIZED EQUIPMENT	\$1,419.07
102566	03/06/09	06	WACO ASSOCIATES INC	001	MAINT SUPPLIES	\$2,500.00
102567	03/09/09	03	CDW-G	001	COMPUTER SUPPLIES	\$177.32
102568	03/09/09	63	JANAN TAOVIL	060	MILEAGE REIMBURSEMENT	\$88.77

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
102569	03/09/09	63	EDWARD MOON	060	MILEAGE REIMBURSEMENT	\$56.73
102570	03/09/09	06	SAMMONS & PRESTON	011	NON-CAPITALIZED EQUIPMENT	\$1,933.05
102571	03/09/09	03/06	AMAZON.COM CREDIT	011	INST MAT/SUP GEN PURPOSE	\$54.86
102572	03/09/09	06	APPLE COMPUTER, INC.	011	NON-CAPITALIZED EQUIPMENT	\$1,146.89
102573	03/09/09	06	ARENSON OFFICE FURNITURE	011	OTHER SUPPLIES	\$161.07
102574	03/09/09	06	CDW-G	011	INST MAT/SUP GEN PURPOSE	\$342.65
102575	03/09/09	03	BIRCH AQUARIUM AT SCRIPPS	008	FIELD TRIP	\$981.75
102576	03/09/09	03	COACH USA	008	FIELD TRIP	\$1,656.04
102577	03/09/09	06	SPORT SUPPLY GROUP	008	INST MAT/SUP GEN PURPOSE	\$1,056.23
102578	03/09/09	03	OFFICE DEPOT, B.S.D.	008	INST MAT/SUP GEN PURPOSE	\$364.94
102579	03/09/09	03	OFFICE DEPOT, B.S.D.	013	COMPUTER SUPPLIES	\$250.00
102580	03/09/09	03	CSBA	013	TRAVEL AND CONFERENCES	\$125.00
102581	03/09/09	03	SRA/MCGRAW HILL	005	INST MAT/SUP GEN PURPOSE	\$145.89
102582	03/09/09	03	NASCO MODESTO	005	INST MAT/SUP GEN PURPOSE	\$94.97
102583	03/09/09	03	REALLY GOOD STUFF	005	ESC/PE MATERIALS AND SUPPLI	\$37.34
102584	03/10/09	03	THE EPLER COMPANY	001	OTHER CONTRACTS	\$5,750.00
102585	03/10/09	03	BIRCH AQUARIUM AT SCRIPPS	003	FIELD TRIP	\$420.00
102586	03/10/09	03	COACH USA	003	FIELD TRIP	\$792.36
102587	03/10/09	03	SUPPLYMASTER, INC.	003	INST MAT/SUP GEN PURPOSE	\$53.34
102588	03/10/09	03	ACADEMIC SUPPLIER	003	INST MAT/SUP GEN PURPOSE	\$116.42
102589	03/10/09	03	OFFICE DEPOT, B.S.D.	003	INST MAT/SUP GEN PURPOSE	\$84.02
102590	03/10/09	03	ANDREA SLEET	004	\$100 TEACHER STIPEND	\$90.00
102591	03/10/09	03	MUSIC IN THE PARKS	004	FIELD TRIP	\$3,821.00
102592	03/10/09	03	EMILY WESTPHAL	004	\$100 TEACHER STIPEND	\$90.00
102593	03/10/09	03	SUSAN FITZPATRICK	004	INST MAT/SUP GEN PURPOSE	\$39.95
102594	03/10/09	06	ARENSON OFFICE FURNITURE	013	MATERIALS AND SUPPLIES	\$218.32
102595	03/10/09	03	LASER DIRECT, INC	001	OTHER EXPENSES	\$154.64
102596	03/10/09	03	WILKINSON & HADLEY, LLP	001	AUDIT EXPENSE	\$11,000.00
102597	03/11/09	06	BERTRAND'S MUSIC MART	003	INST MAT/SUP GEN PURPOSE	\$290.93
102598	03/11/09	03	LIBERTY PAPER	003	INST MAT/SUP GEN PURPOSE	\$265.87
102599	03/11/09	03	SCHOOL SPECIALTY ART SUPPLY	010	INST MAT/SUP GEN PURPOSE	\$57.34
102600	03/11/09	03	LESLIE JOHNSON	009	\$100 TEACHER STIPEND	\$86.73
102601	03/11/09	03/06	EMILY DISNEY	009	OFFICE SUPPLIES	\$156.07
102602	03/11/09	63	DEL MAR HILLS PTA	060	ADVERTISING	\$150.00
102603	03/11/09	03	MARINA RUSSO	010	INST MAT/SUP GEN PURPOSE	\$56.55
102604	03/11/09	03	DOLINKA GROUP, LLC	001	OTHER CONTRACTS	\$13,971.00
102605	03/11/09	03	COMPUTERS ETC	001	TRAVEL AND CONFERENCES	\$159.98
102606	03/12/09	03	ACSA	001	TRAVEL AND CONFERENCES	\$299.00
102607	03/13/09	06	AZTEC STORAGE CONTAINERS	001	OTHER EXPENSES	\$307.09
102608	03/13/09	06	OFFICE DEPOT, B.S.D.	013	MATERIALS AND SUPPLIES	\$300.00
102609	03/13/09	06	SAX ARTS & CRAFTS	007	INST MAT/SUP GEN PURPOSE	\$349.50
102610	03/13/09	03/06	MARSHALL'S INDUSTRIAL HARDWARE	001	MAINT SUPPLIES	\$500.00
102611	03/13/09	03	KINKO'S	001	PRINTING EXPENSE	\$360.69
102612	03/13/09	63	ASHLEY MANNING	060	MILEAGE REIMBURSEMENT	\$56.38
102613	03/13/09	63	DUSTIN WEBSTER	060	MILEAGE REIMBURSEMENT	\$85.91
102614	03/13/09	03	PROJECTOR DOCTOR	006	EQUIP REPAIR	\$309.00
102615	03/13/09	03	RIANN BALLENGER	006	\$100 TEACHER STIPEND	\$90.00
102616	03/13/09	03	AMY TAN-ZAMORA	007	\$100 TEACHER STIPEND	\$90.00
102617	03/13/09	06	PAR, INC	011	OTHER SUPPLIES	\$193.11
102618	03/13/09	06	LINGUI SYSTEMS INC.	011	INST MAT/SUP GEN PURPOSE	\$55.98
102619	03/13/09	03	LINGUI SYSTEMS INC.	011	FUNDRAISER	\$167.44
102620	03/13/09	06	MAD SCIENCE OF SAN DIEGO	001	INST MAT/SUP GEN PURPOSE	\$1,045.00

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
102621	03/16/09	06	DATEL SYSTEMS, INC.	004	NON-CAPITALIZED EQUIPMENT	\$1,398.60
102622	03/16/09	03	SDCOE	013	PRINTING EXPENSE	\$102.36
102623	03/16/09	03	BETH ANDERSON	011	MILEAGE REIMBURSEMENT	\$12.05
102624	03/16/09	03	NEW MEDIA LEARNING, LLC	001	OTHER CONTRACTS	\$750.00
102625	03/16/09	03	SUPERINTENDENT OF SCHOOLS	001	TRAVEL AND CONFERENCES	\$1,000.00
102626	03/16/09	03	SHASTA LANDSCAPING INC.	001	REPAIR GRNDS/LANDSCAPING	\$265.32
102627	03/16/09	06	JDL DEVELOPMENT INC	001	REPAIRS BLDG/GRND-SAGE	\$3,000.00
102628	03/16/09	03	BEST BEST & KRIEGER ATTORNEYS	001	LEGAL FEES	\$196.90
102629	03/16/09	03	MICHAEL CASEY	001	COMPUTER SUPPLIES	\$232.64
102630	03/16/09	63	SAN DIEGO UNIFIED SCHOOL DIST.	001	FINGERPRINTING	\$1,000.00
102631	03/17/09	03	UPSTART	004	BOOKS OTHER THAN TEXTBOOKS	\$29.23
102632	03/18/09	03	RANCHO SANTA FE SECURITY SYS	001	OTHER CONTRACTS	\$2,025.00
102633	03/18/09	13	P&R PAPER SUPPLY	001	MATERIALS AND SUPPLIES	\$151.82
102634	03/18/09	06	LEE'S LOCK & SAFE	001	REPAIRS BLDG/GRND-CDM	\$2,850.26
102635	03/18/09	03	FOREST WOOD FIBER PRODUCTS	001	GARDENING SUPPLIES	\$5,350.80
102636	03/18/09	03	SANSOM WILLIS LAFOE LLP	001	LEGAL FEES	\$333.00
102637	03/19/09	03	CDW-G	001	OTHER CONTRACTS COMPUTER	\$13,410.00
102638	03/19/09	06	STATEWIDE SAFETY & SIGNS, INC.	001	MAINT SUPPLIES	\$500.00
102639	03/19/09	06	STANDARD ELECTRONICS INC	001	REPAIRS BLDGS/GRNDS	\$2,000.00
102640	03/19/09	03	LLOYD PEST CONTROL	001	OTHER CONTRACTS	\$200.00
102641	03/19/09	03	DEBBIE EWING	005	INST MAT/SUP GEN PURPOSE	\$88.62
102642	03/19/09	06	FRONTIER FENCE COMPANY INC	001	REPAIRS BLDGS/GRNDS	\$290.00
102643	03/19/09	06	DOOR-MAN	001	REPAIRS BLDG/GRND-HILLS	\$1,378.96
102644	03/19/09	03	COTTONWOOD ELECTRIC CART SVC	001	REPAIRS TO MACHINES	\$713.51
102645	03/19/09	63	ANIT CHAUHAN	060	CHILD CARE TUITION REFUND	\$141.10
102646	03/19/09	03	SAN DIEGO NATURAL HISTORY	003	FIELD TRIP	\$389.00
102647	03/19/09	03	GAIL MORAN	003	\$100 TEACHER STIPEND	\$90.00
102648	03/19/09	03/06	MICHELLE BEESON	003	INST MAT/SUP GEN PURPOSE	\$272.71
102649	03/19/09	03	COACH USA	006	FIELD TRIP	\$828.02
102650	03/19/09	03	CENTRAL RESTAURANT PRODUCTS	013	MISC. SUPPLIES	\$172.56
102651	03/19/09	03	COACH USA	004	FIELD TRIP	\$2,947.92
102652	03/19/09	03	COACH USA	005	FIELD TRIP	\$792.36
102653	03/19/09	03	CINDA PECK	005	MUSIC SUPPLIES	\$106.40
102654	03/19/09	03	GARY WILSON	010	MILEAGE REIMBURSEMENT	\$336.76
102655	03/19/09	03	LIBERTY PAPER	010	CLASSROOM DONATIONS	\$1,276.41
102656	03/19/09	03	OFFICE DEPOT, B.S.D.	004	INST MAT/SUP GEN PURPOSE	\$500.00
102657	03/19/09	03	APPLE COMPUTER, INC.	003	NON-CAPITALIZED EQUIPMENT	\$1,658.73
102658	03/19/09	63	ZOOLOGICAL SOCIETY-SAN DIEGO	060	FIELD TRIP	\$2,945.00
102659	03/20/09	03	SHARON MC CLAIN	001	TRAVEL AND CONFERENCES	\$300.00
102660	03/23/09	03	COSTCO BUSINESS DELIVERY	010	CLASSROOM DONATIONS	\$180.82
102661	03/23/09	03	SMART & FINAL	001	MISC. SUPPLIES	\$407.70
102662	03/24/09	03	JENNIFER OLIVEIRA	009	INST MAT/SUP GEN PURPOSE	\$1,034.08
102663	03/24/09	03	HERITAGE TOURS	005	FIELD TRIP	\$609.00
102664	03/24/09	03	COACH USA	010	FIELD TRIP	\$717.27
102665	03/24/09	03	COACH USA	003	FIELD TRIP	\$792.36
102666	03/24/09	03	LESLIE PUTNAM	008	INST SUPP-LIBRARY A.V.	\$20.46
102667	03/24/09	03	KERRY BOESCH	008	INST MAT/SUP GEN PURPOSE	\$38.79
102668	03/24/09	06	DATEL SYSTEMS, INC.	011	INST MAT/SUP GEN PURPOSE	\$285.54
102669	03/24/09	03	ORIENTAL TRADING CO.	011	MISC. SUPPLIES	\$159.29
102670	03/24/09	03	COACH USA	006	FIELD TRIP	\$899.38
102671	03/24/09	03	ID AUTOMATION.COM, INC.	006	BOOKS OTHER THAN TEXTBOOKS	\$347.18
102672	03/24/09	03	CESAR CHAVEZ SERVICE CLUBS	005	CESAR CHAVEZ SRV LRNING GRP	\$80.00

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
102673	03/24/09	63	CHARLEY JACOB	060	MILEAGE REIMBURSEMENT	\$68.81
102674	03/24/09	63	S&S WORLD WIDE	060	INST SUPPLIES CHILD DEV	\$78.81
102675	03/24/09	63	DISCOUNT SCHOOL SUPPLY	060	INST SUPPLIES CHILD DEV	\$173.26
102676	03/24/09	63	ORIENTAL TRADING CO.	060	INST SUPPLIES CHILD DEV	\$42.18
102677	03/24/09	63	SOUTHWEST SCHOOL SUPPLY	060	INST SUPPLIES CHILD DEV	\$2,000.00
102678	03/25/09	06	ZASUETA CONTRACTING, INC.	001	REPAIRS BLDG/GRND-HGTS	\$2,880.00
102679	03/25/09	63	EARTH BIRTHDAY PROJECT	060	INST SUPPLIES CHILD DEV	\$117.16
102680	03/25/09	63	ALLIE TRUE	060	MILEAGE REIMBURSEMENT	\$46.31
102681	03/25/09	13	AMAZON.COM CREDIT	001	MATERIALS AND SUPPLIES	\$228.30
102682	03/25/09	03	JULIE CUNNINGHAM	010	\$100 TEACHER STIPEND	\$90.00
102683	03/25/09	03	KINKO'S	001	PRINTING EXPENSE	\$353.70
102684	03/25/09	03	BOUND TO STAY BOUND BOOKS INC	006	BOOKS OTHER THAN TEXTBOOKS	\$825.65
102685	03/25/09	06	ADAPTIVEMALL.COM	011	INST MAT/SUP GEN PURPOSE	\$190.70
102686	03/25/09	06	SHIHONG MA	011	MILEAGE REIMBURSEMENT	\$118.80
102687	03/25/09	06	LYONS MUSIC	007	INST MAT/SUP GEN PURPOSE	\$634.76
102688	03/25/09	03	XEROX OMNIFAX	001	SERVICE AGREEMENTS	\$300.00
102689	03/25/09	03	STAPLES	013	MISC. SUPPLIES	\$328.63
102690	03/25/09	03	WILLIAM A. PORTER III	012	MILEAGE REIMBURSEMENT	\$114.98
102691	03/25/09	03	LINDA METTLING	004	MISC. SUPPLIES	\$67.23
102692	03/25/09	03	PEARSON ASSESSMENTS	012	TESTING SUPPLIES	\$117.27
102693	03/25/09	03	CALIFORNIA DEPT OF ED	012	INST MAT/SUP GEN PURPOSE	\$277.74
102694	03/25/09	03	THE CATERING GROUP	012	OTHER EXPENSES	\$373.40
102695	03/25/09	03	MARIAN RUBINO	008	MISC. SUPPLIES	\$205.42
102696	03/25/09	03	JULIE SAWI	008	\$100 TEACHER STIPEND	\$90.00
102697	03/25/09	03	CHRISTINE LAVELLE-JONES	008	\$100 TEACHER STIPEND	\$90.00
102698	03/25/09	63	GAYLORD LEEPER	060	MILEAGE REIMBURSEMENT	\$144.10
102699	03/25/09	63	SYDNEY WILLIAMS	060	MILEAGE REIMBURSEMENT	\$72.38
102700	03/25/09	03	CAROL FAULKNER	003	\$100 TEACHER STIPEND	\$90.00
102701	03/25/09	03	IAN PHILLIP	003	\$100 TEACHER STIPEND	\$90.00
102702	03/25/09	03	LINDA TUCKER	003	BOOKS OTHER THAN TEXTBOOKS	\$45.63
102703	03/25/09	03	CAROL FAULKNER	003	3RD GR - FUNDRAISING	\$200.00
102704	03/25/09	03	INSECT LORE PRODUCTS	008	INST MAT/SUP GEN PURPOSE	\$433.26
102705	03/25/09	03	COSTCO BUSINESS DELIVERY	007	INST MAT/SUP GEN PURPOSE	\$178.93
102706	03/26/09	06	DATTEL SYSTEMS, INC.	001	NON-CAPITALIZED EQUIPMENT	\$699.30
102707	03/26/09	03/06	BEST BEST & KRIEGER ATTORNEYS	001	LEGAL FEES	\$12,665.32
102708	03/26/09	03	BOWIE ARNESON WILES & GIANNONE	001	LEGAL FEES	\$2,369.00
102709	03/26/09	03	DELL COMPUTER	001	MISC. SUPPLIES	\$88.34
102710	03/26/09	03	SHARON MC CLAIN	001	MISC. SUPPLIES	\$399.11
102711	03/26/09	03	OFFICE DEPOT, B.S.D.	006	COMPUTER SUPPLIES	\$147.89
102712	03/26/09	03	SMART & FINAL	001	MISC. SUPPLIES	\$281.49
102713	03/26/09	03	B AND H PHOTO AND VIDEO	007	2005/06 DMSEF GALA WISHLIST	\$113.17
102714	03/26/09	63	PRO SPECIALTIES GROUP, INC	060	GEN SUPPLIES CHILD DEV	\$2,700.03
102715	03/26/09	03	RISO, INC. SAN DIEGO BRANCH	007	2006/07 DMSEF WISHLIST	\$1,002.54
102716	03/26/09	03	PRESIDENT'S CHALLENGE	007	2006/07 DMSEF WISHLIST	\$159.16
102717	03/26/09	03	STAPLES	006	COMPUTER SUPPLIES	\$316.74
102718	03/26/09	03	TROXELL COMMUNICATIONS	004	INST MAT/SUP GEN PURPOSE	\$379.69
102719	03/26/09	03	STAPLES	007	2006/07 DMSEF WISHLIST	\$28.77
102720	03/26/09	03	DATTEL SYSTEMS, INC.	007	2006/07 DMSEF WISHLIST	\$699.30
102721	03/26/09	03	DEBBIE EWING	005	ZOO CREW	\$158.14
102722	03/26/09	03	OFFICE DEPOT, B.S.D.	007	2007/2008 DMSEF WISHLIST	\$210.21
102723	03/26/09	03	OFFICE DEPOT, B.S.D.	007	2007/2008 DMSEF WISHLIST	\$78.03
102724	03/26/09	03	DEPARTMENT OF GENERAL	001	OTHER CONTRACTS	\$66.00

DEL MAR UNION		FROM 03/01/09 THRU 03/31/09					
PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT	
102725	03/27/09	03	ACSA	007	TRAVEL AND CONFERENCES	\$299.00	
102726	03/27/09	06	INTERPRETERS UNLIMITED	011	OTHER CONTRACTS	\$840.00	
102727	03/27/09	03	LRP PUBLICATIONS	011	PERIODICALS/INSTRUCTIONAL	\$175.00	
102728	03/27/09	06	KATHERINE CREIGHTON	011	MILEAGE REIMBURSEMENT	\$36.85	
102729	03/27/09	06	DONALD BIRKETT	011	INST MAT/SUP GEN PURPOSE	\$171.85	
102730	03/27/09	03	STAPLES	011	OFFICE SUPPLIES	\$20.01	
102731	03/27/09	03	ACSA	013	TRAVEL AND CONFERENCES	\$195.00	
102732	03/27/09	03	OFFICE DEPOT, B.S.D.	013	OFFICE SUPPLIES	\$1,000.00	
102733	03/27/09	06	FRONTIER FENCE COMPANY INC	001	REPAIRS BLDG/GRND-SAGE	\$175.00	
102734	03/27/09	06	ZASUETA CONTRACTING, INC.	001	REPAIRS BLDG/GRND-TH	\$921.00	
102735	03/27/09	03	OFFICE DEPOT, B.S.D.	004	INST MAT/SUP GEN PURPOSE	\$73.25	
102736	03/27/09	03	ACADEMIC SUPPLIER	004	INST MAT/SUP GEN PURPOSE	\$654.82	
102737	03/27/09	03	KIM CUNNINGHAM	004	\$100 TEACHER STIPEND	\$90.00	
102738	03/27/09	03	TAMARA RADFORD	004	BOOKS OTHER THAN TEXTBOOKS	\$50.00	
102739	03/30/09	03	AT&T DATACOMM	001	EQUIPMENT REPLACEMENT	\$192.51	
102740	03/30/09	06	BURN INSTITUTE	001	OTHER CONTRACTS	\$225.00	
102741	03/30/09	06	APPLE COMPUTER, INC.	005	NON-CAPITALIZED EQUIPMENT	\$1,751.40	
102742	03/30/09	03	LIBERTY PAPER	009	INST MAT/SUP GEN PURPOSE	\$2,343.64	
102743	03/30/09	03	LIBERTY PAPER	006	INST MAT/SUP GEN PURPOSE	\$2,577.38	
102744	03/30/09	06	3-DAY BLINDS	001	REPAIRS BLDG/GRND-CDM	\$744.57	
102745	03/30/09	03	LIBERTY PAPER	008	INST MAT/SUP GEN PURPOSE	\$1,288.69	
102746	03/30/09	03	THE CATERING GROUP	012	OTHER EXPENSES	\$608.66	
102747	03/31/09	06	PREMIER HEALTHCARE SERVICES	001	NURSING-S/E	\$2,000.00	
102748	03/31/09	06	DIEDRE D. SCHLOYER, AU.D.	001	OTHER CONTRACTS	\$3,000.00	
102749	03/31/09	06	SUSAN L. DANIEL, O.D.	001	VISION THERAPY-S/E	\$5,000.00	
102750	03/31/09	03	XEROX CORPORATION	001	SERVICE AGREEMENTS	\$2,533.83	
102751	03/31/09	03	XEROX CORPORATION	001	SERVICE AGREEMENTS	\$2,533.83	
102752	03/31/09	03	XEROX CORPORATION	001	SERVICE AGREEMENTS	\$471.33	
102753	03/31/09	03	LARRY GRANO	001	OTHER CONTRACTS	\$100.00	
102754	03/31/09	03	RICK NASH	001	OTHER CONTRACTS	\$100.00	
102755	03/31/09	06	CAROLINA BIOLOGICAL SUPPLY CO.	004	INST MAT/SUP GEN PURPOSE	\$51.71	
102756	03/31/09	03	OFFICE DEPOT, B.S.D.	007	INST MAT/SUP GEN PURPOSE	\$46.98	
102757	03/31/09	06	SDCOE	007	INST MAT/SUP GEN PURPOSE	\$84.05	
102758	03/31/09	06	FREEFORM CLAY	007	INST MAT/SUP GEN PURPOSE	\$204.77	
102759	03/31/09	03	OFFICE DEPOT, B.S.D.	013	OFFICE SUPPLIES	\$71.73	
102760	03/31/09	06	LYONS MUSIC	007	INST MAT/SUP GEN PURPOSE	\$55.81	
102761	03/31/09	06	SRA/MCGRAW HILL	004	BOOKS OTHER THAN TEXTBOOKS	\$1,751.52	
102762	03/31/09	03	ACP DIRECT	008	INST MAT/SUP GEN PURPOSE	\$142.60	
102763	03/31/09	06	SCHOOLMATE	009	INST MAT/SUP GEN PURPOSE	\$341.77	
102764	03/31/09	06	APPLE COMPUTER, INC.	011	NON-CAPITALIZED EQUIPMENT	\$1,146.27	

REPORT TOTAL

\$414,211.24

DEL MAR UNION SCHOOL DISTRICT
COMMERCIAL WARRANT LISTING
March 1 - 31, 2009

FUND	DATE	WARRANT #	AMOUNT
FUND 03 & 06	3/6/2009	605270-605361	\$ 121,497.74
	3/11/2009	609024-609049	\$ 26,988.07
	3/13/2009	610636-610682	\$ 48,053.90
	3/18/2009	612425-612462	\$ 68,953.21
	3/20/2009	613794-613819	\$ 29,727.93
	3/24/2009	614857-614872	\$ 32,091.03
	3/26/2009	616012-616027	\$ 13,070.00
	3/30/2009	617395-617438	\$ 49,456.49
			\$ 389,838.37
FUND 13	3/6/2009	605362	\$ 569.44
Cafeteria	3/11/2009	609050	\$ 6,095.65
	3/13/2009	610683-610684	\$ 1,080.55
	3/18/2009	612463-612464	\$ 710.52
	3/20/2009	613820	\$ 51,285.15
	3/24/2009	614873	\$ 151.82
FUND 14			
Deferred Maintenance			
FUND 25-19			
Developer Fees			
FUND 35-00			
State School Building Project			
FUND 40			
Special Reserve-Capital			
FUND 63	3/6/2009	605363-605373	\$ 2,723.99
Other Enterprise - Child Development	3/11/2009	609051-609055	\$ 588.60
	3/13/2009	610685-610691	\$ 931.60
	3/18/2009	612465-612468	\$ 307.55
	3/20/2009	613821	\$ 141.10
	3/24/2009	614874-914875	\$ 405.55
	3/30/2009	617439-617441	\$ 323.04
FUND 73-20			
Foundation Trust			
OTHER FUND TOTAL			\$ 65,314.56
GRAND TOTAL			\$ 455,152.93

DEL MAR UNION SCHOOL DISTRICT
Revolving Cash Fund March 1 - 31, 2009

Date	Check No	Payee	Purpose	Amount	Account #
3/6/09	8621	Randy Wheaton	equipment repair	32.41	13-00 5310-000 0000 3700 5600-020 045
3/6/09	8622	Barrett Blake	gas for van	68.27	06-00 8150-640 0000 8110 4300-085 045
3/6/09	8623	Shelley Petersen	office supplies	13.52	03-00 0000-466 0000 2700 4300-046 006
3/6/09	8624	Tamara Hanlon	child care supplies	63.02	63-00 0000-000 0000 6000 4300-067 066
3/6/09	8625	Michelle Meckel	library supplies	29.06	03-00 0000-005 1110 1000 4200-000 005
3/6/09	8626	Lorrie Lewis	instructional supplies	51.11	03-00 0000-001 1110 1000 4300-010 005
3/6/09	8627	Hubertus Nitschke	child care tuition refund	95.50	63-00 0000-000 0000 0000 8699-066 000
3/6/09	8628	Jeff Pocock	child care tuition refund	133.55	63-00 0000-000 0000 0000 8699-066 000
3/6/09	8543	VOID	lost check, replace with #8628	(133.55)	63-00 0000-000 0000 0000 8699-066 000
3/9/09	8629	O'Briens	misc. supplies	67.79	03-00 0000-500 0000 7100 4300-089 040
3/19/09	8630	Dena Whittington	mileage	189.20	03-00 0000-504 0000 7200 5200-025 045
3/19/09	8630	Dena Whittington	travel/conference	10.00	03-00 0000-504 0000 7200 5200-000 045
3/20/09	8631	Sherry Forte	misc. supplies	24.76	03-00 0000-501 0000 7100 4300-089 040
3/20/09	8632	Kerry Boesch	instructional supplies	38.79	03-00 0000-001 1110 1000 4300-010 008
3/20/09	8633	Leslies Putnam	library AV supplies	17.29	03-00 0000-000 0000 2420 4300-002 008
3/20/09	8633	Leslies Putnam	other books	3.17	03-00 0000-008 1110 1000 4200-000 008
3/20/09	8634	Patrick Lum	custodial equipment repair parts	21.12	03-00 0000-530 0000 8200 4300-075 045
3/20/09	8634	Patrick Lum	office supplies	25.85	06-00 8150-640 0000 8110 4300-046 045
3/20/09	8635	Ying Qu	student milk refund	30.00	13-00 5310-000 0000 0000 8634-002 000
3/20/09	8635	Ying Qu	lunch refund	10.00	13-00 5310-000 0000 0000 8634-000 000
3/20/09	8636	John Hadaya	child care tuition refund	49.80	63-00 0000-000 0000 0000 8699-066 000
3/20/09	8552	VOID	lost check, replace with #8636	(49.80)	63-00 0000-000 0000 0000 8699-066 000
3/23/09	8637	Oggi's Pizza	misc. supplies	160.10	03-00 0000-501 0000 7100 4300-089 040
3/23/09	8638	Smart & Final	bottled water	622.80	03-00 0000-504 0000 7200 4300-089 045
3/24/09	8639	Smart & Final	bottled water	743.40	03-00 0000-504 0000 7200 4300-089 045
3/24/09	8640	Steven A. McDowell	replace overage warrants	249.35	03-00 9999-000 0000 0000 7999-000 000
3/25/09	8641	Leucadia Pizza	misc. supplies	85.89	03-00 0000-504 0000 7200 4300-089 045
3/26/09	8642	C & R Stencils	gardening supplies	56.35	03-00 0000-520 0000 8200 4300-065 045
3/26/09	8643	Paulette Anderson	mileage	39.61	03-00 0000-504 0000 7200 5200-025 045
3/26/09	8644	Marianne Duasirvathan	bottled water and hand sanitizer	57.30	03-00 0000-504 0000 7200 4300-089 045
3/26/09	8645	Gilda Mahingostar	field trip refund	25.00	03-00 0000-007 1110 1000 4300-009 007
3/26/09	8646	John MacDonald	child care tuition refund	101.85	63-00 0000-000 0000 0000 8699-066 000
3/26/09	8647	Robert Shipilalo	child care tuition refund	29.10	63-00 0000-000 0000 0000 8699-066 000
3/26/09	8648	Yongmin Li	child care tuition refund	89.35	63-00 0000-000 0000 0000 8699-066 000
3/25/09		Union Bank, analysis deficit		31.43	03-00 0000-504 0000 7200 5800-080 045
3/31/09		Union Bank, interest earned		(0.81)	03-00 0000-504 0000 7200 5800-080 045

TOTAL 3,081.58

Paulette Anderson
Custodian, Revolving Cash



Date

4/8/09

April 21, 2009

To: Board Members

From: Dena Whittington, Assistant Superintendent, Business Services

Through: Sharon McClain, Superintendent

Subject: Board Approval of Site Performance Agreements

SCHOOL	CONTRACTOR	SERVICE	AMOUNT	FUNDING
Del Mar Hills	KinderZoo/The Ringelnatz Theatre Crew	Performance of "Stone Soup" for 1 st and 2 nd graders, May 28, 2009	\$250.00	2008/2009 Site Fundraising
Sycamore Ridge	Barnyard Cuties	Petting Zoo for Kindergarten, May 14 2009	\$325.00	2008/2009 Site Fundraising

FISCAL IMPACT: Revenue: 2008/2009 site fundraising as indicated above.
 Expenditure: 2008/2009 site fundraising as indicated above.
 Fund Balance: No change to the fund balance.

RECOMMENDED: The Superintendent recommends approval of site performance agreements.

*10.3

April 21, 2009

To: Board Members

From: Randy Wheaton, Director of Maintenance and Operations

Through: Sharon McClain, Superintendent

Subject: Schedule of Projected Summer Work and 2009/2010 Annual Inspections, Maintenance and Service Agreements

The Board approved an agreement with Consulting & Inspections Services, LLC to provide a school facilities conditions evaluation report at the February 17, 2009 regular board meeting. The inspections at all eight (8) school sites have been completed and the report presented to the District. Randy Wheaton, Director of Maintenance and Operations, has been reviewing that report in conjunction with planning, scheduling, and requesting proposals for summer work and 2009/2010 annual inspections, maintenance and service agreements. At this time, district staff is moving forward on the following proposed work and agreements.

1. Interior painting at Carmel Del Mar School and interior and exterior painting at Ashley Falls School (the Board approved advertising for bid on March 25, 2009. A copy of the bid time line is attached.)
2. Roof repair at Del Mar Heights and Del Mar Hills (A request to advertise for bids is included as a separate item on this agenda.)
3. Carpet replacement at Sage Canyon School (request to use Chula Vista School District bid is included as a separate item on this agenda.)
4. Slurry seal at Sage Canyon School
5. Tree trimming at Del Mar Hills, Del Mar Heights and Torrey Hills
6. Playground maintenance at Carmel Del Mar, Sage Canyon and Torrey Hills
7. Water system repair at Del Mar Hills Academy
8. Skylite shade repair at Carmel Del Mar School
9. Door frame repair at Del Mar Hills Academy
10. Install backflow cages at Del Mar Hills, Ashley Falls and Sage Canyon
11. Repair support columns at Ashley Falls and Sage Canyon
12. Replace ceiling tiles at various sites
13. PRV (pressure maintenance at Ashley Falls and Sage Canyon
14. Door adjustment at Ashley Falls and Sage Canyon
15. Install skate stoppers at Ashley Falls and Torrey Hills

16. Install roof flashing to be used as skate stoppers on Administration Building at Carmel Del Mar School
17. Ball wall repairs at various sites
18. Roof coating on five (5) portable classrooms at Ashley Falls School
19. Fire sprinkler inspection and maintenance at all sites
20. Fire alarm inspection and maintenance at all sites
21. Fire extinguisher inspection and maintenance at all sites
22. Electrical inspection and maintenance at all sites
23. Intercom inspection and maintenance at all sites
24. Backflow testing and certification at all sites
25. Pump inspection, service and maintenance
26. Wheelchair lift inspection, service and maintenance at all sites
27. Pest control at all sites
28. Window blind repair/replacement at Ashley Falls School and Sage Canyon School

Contracts will be presented to the Board for approval as they are finalized.

FISCAL IMPACT:

Information Only

*10.4

April 21, 2009

To: Board Members

From: Randy Wheaton, Director of Maintenance and Operations

Through: Sharon McClain, Superintendent

Subject Board Approval to Contract with Tandus Specialized Markets using Bid Processed and Documents Approved by the Chula Vista Elementary School District to Provide and Install New Carpet at Sage Canyon School

Last year began the carpet replacement project at Sage Canyon School. Randy Wheaton, Director of Maintenance, recommended that the carpet at Sage Canyon School be replaced, and further recommended that the carpet replacement be completed on a three-year schedule. Projected cost for each segment of the work is over the \$15,000 public works bid limit. Chula Vista Elementary School District has a current awarded contract with Tandus Specialized Markets for C & A carpet and labor which includes language allowing the Del Mar Union School District to use the same bid pricing.

California law generally requires a school district to put to bid any contract for equipment, supplies, services, and repairs costing more than \$72,400 and any construction contract costing more than \$15,000. However, an exception to this public bidding requirement exists under Public Contract Code section 20118, which permits a school district to enter into a contract, without bidding, by allowing the school district to “piggyback” on an identical contract that was already bid by another public agency. The so called “piggyback contracts” associated with the public contract code have been used by districts to take advantage of lower costs realized through economy-of-scale and also to avoid the time and expense of the public bidding process.

If the Board approves the “piggyback” process of using the Chula Vista Elementary School District awarded contract with Tandus Specialized Markets, the contract between Tandus Specialized Markets and the Del Mar Union School District will be presented to the Board for approval at the May 27, 2009 regular board meeting.

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval to contract with Tandus Specialized Markets using bid processed and documents approved by the Chula Vista Elementary School District.

*10.5

April 21, 2009

To: Board Members

From: Randy Wheaton, Director of Maintenance and Operations

Through: Sharon McClain, Superintendent

Subject: Board Approval to Advertise for Bids for Roof Repair at Del Mar Heights and Del Mar Hills to be completed as part of District's Summer Maintenance Work

Randy Wheaton, Director of Maintenance and Operations, advises that roof repair at Del Mar Heights and Del Mar Hills is due at this time. The work, if approved, will be completed this summer so that the sites will be ready for students on the first day of school in 2009/2010. The required work is projected to be over the bid limit threshold which requires the District to follow bid guidelines.

The timeline for successful completion of the work by the end of the summer break will require advertising for bids beginning the week of May 4, 2009 and scheduling the bid opening on June 15, 2009. This schedule will allow for the board to award the contract at the June 24, 2009 board meeting.

The cost of these renovations will be paid by the restricted maintenance fund.

FISCAL IMPACT:	Revenue:	Proposed 2009/2010 revenue.
	Expenditure:	Proposed 2009/2010 Restricted Maintenance budget.
	Fund Balance:	There will be no change to the fund balance.

RECOMMENDED: The Superintendent recommends approval of roof repair, request for bid advertising for summer maintenance work.

*10.6

April 21, 2009

To: Board Members

From: Randy Wheaton, Director of Maintenance and Operations

Through: Sharon McClain, Superintendent

Subject Board Approval of Agreement Between Consulting & Inspection Services, LLC and the Del Mar Union School District for Maintenance Department Consulting Services

The District has contracted with Consulting & Inspection Inc. for various projects over the last year. Consulting & Inspection Inc. has provided valuable assistance to Randy Wheaton, Director of Maintenance and Operations and he is requesting a new agreement be approved for consulting, testing and inspection services for various public works projects scheduled for this summer and through the next fiscal year. CIS is DSA approved and they provide expertise in facility construction, management, bid specification, and maintenance.

This agreement, dated April 1, 2009 through June 30, 2010 in the amount not to exceed \$15,000.00, will cover consulting services for the Maintenance Department for summer bid specifications and for needed jobs through out the 2009/2010 fiscal year.

*The Contract for this work is available for review at the
Del Mar Union School District*

FISCAL IMPACT: Revenue: Revenue from 2008/2009 or 2009/2010 restricted maintenance budget

Expenditure: Expenditures will be charged to the 2008/2009 or 2009/2010 restricted maintenance budget.

Fund Balance: No change to the fund balance.

RECOMMENDED: The Superintendent recommends approval of the contract between Consulting & Inspection Services, LLC and the Del Mar Union School District for Maintenance Department consulting services in an amount not to exceed \$15,000.00.

*10.7

April 21, 2009

To: Board Members

From: Randy Wheaton, Director Maintenance and Operations

Through: Sharon McClain, Superintendent

Subject: Board Approval of Contracts For 2009/2010 Fiscal Year Annual Inspections, Maintenance and Service

Randy Wheaton, Director of Maintenance and Operations, has summarized (see agenda item *10.4) projected summer work and 2009/2010 annual inspections, maintenance and service requirements. Staff will be requesting quotes and developing contracts over the next several months and presenting them the Board for approval. At this time, Mr. Wheaton recommends that the following contracts be approved.

1. Baker Electric will perform annual electrical inspection for approximately \$15,859.00.
2. A.O. Reed & Co. will perform annual backflow testing and certifications on 37 devices located at various school sites throughout the District in the amount of \$3,654.00.
3. A.O. Reed will repair water system at Del Mar Hills at the bottom of the west hillside in the amount of \$5,964.00
4. COSCO will provide quarterly inspections and reports for the sprinkler systems for the District Office and all eight school sites. Inspection of the wet pipe fire sprinkler system is to be as defined by the State of California Title 19. Work will be completed in the amount of \$10,800.00.
5. Standard Electronics will provide annual inspection and testing of all fire protection and peripheral devices and dampers at the District Office and all eight school sites. Testing to be done by one (1) Standard Electronics technician and (1) maintenance representative. All work will be completed as per NFPA72 in the amount of \$11,125.00.
6. Green Leaf Tree Care Inc. will provide normal tree trimming and shaping to keep growth away from buildings, fencing and sidewalks and promote healthy condition of plants in the amount of \$7,700.00.
7. Firehawk will perform annual inspection and maintenance on all District fire extinguishers in the amount not to exceed \$3,000.00.
8. J & S Asphalt will provide pavement sealcoat and pavement marking at Sage Canyon School in the amount of \$29,773.00.

9. 3 Day Blinds will replace blinds in need of repair at Ashley Falls School and Sage Canyon School in the amount of \$4,198.71.

*The contracts for the work listed above are available for review
at the Del Mar Union School District Office.*

FISCAL IMPACT:	Revenue:	2009/2010 proposed Restricted Maintenance budget.
	Expenditure:	Expenditure of \$55,102.00 will be paid from 2009/2010 proposed Restricted Maintenance budget.
	Fund Balance:	No change to restricted general fund balance.
RECOMMENDED:	The Superintendent recommends that the Board approves contracts for 2009/2010 fiscal year annual inspections, maintenance and service.	

*10.8

April 20, 2009

To: Board Members

From: Dena Whittington, Assistant Superintendent of Business Services
Rodger Smith, Director of Human Resources and Facilities

Through: Sharon McClain, Superintendent

Subject: Supplemental Early Retirement Plan

The District has met with the two firms in the State who offer Supplemental Early Retirement Plans. The firms are PARS and Keenan. The goal was to offer an early retirement plan to employees that would generate a cost savings to the District.

At this time offering an early retirement plan would not generate a cost savings to the District. In addition, there is a minimum number of participants to actually implement the plan. If the minimum is not reached, the plan is void and the District is liable for up to \$5,000 in administrative costs. Plans have a higher chance of being implemented when it is offered at the beginning of a school year.

Since the financial outlook for the State and school districts does not appear to be improving in the next few years. It would make sense to re-evaluate offering a program at the beginning of the 2009-2010 school year.

Both reports are available at the district office for review.

Fiscal Impact: None at this time

Recommends: For information only. No action required.

10.9

Date: April 20, 2009

To: Board Members

From: Dena Whittington, Assistant Superintendent Business Services

Through: Sharon McClain, Superintendent

Subject: Approval of 2009 Tax and Revenue Anticipation Note Program,
Resolution No. 2009-05

Background: The attached Resolution No. 2009-05 authorizes the borrowing of funds for Fiscal Year 2009-2010 and the issuance and sale of a 2009 Tax and Revenue Anticipation Note ("TRANs") in an amount not to exceed \$5,000,000. The maturity of the 2009 TRANs will not exceed 13 months from the date of delivery of the note. The TRANs will be issued through a pooled financing program of School Districts located in San Diego County. The pooled program is organized by the San Diego County Office of Education and the County of San Diego.

Purpose: The purpose of the temporary borrowing is to increase available cash balances which provide operating funds to cover cash shortfalls during payroll. Cash shortfalls arise typically during the month of October and November due to the timing of cash receipts from property taxes which are received mid December.

Discussion: There are advantages of participating in the TRANs program rather than in individual financing. The costs are shared by other participating School Districts in the County. Standardized documentation and credit criteria streamline the issuance process.

The attached resolution authorizes the issuance by the District of tax and revenue anticipation notes (TRANs) in an amount not-to-exceed \$5,000,000. The resolution also authorizes various financing documentation, including a Purchase Agreement, Trust Agreement and a Preliminary Official Statement which are on file in the Del Mar Union School District office. The resolution authorizes Superintendent Sharon McClain, Assistant Superintendent Business Services, Dena Whittington and Business Services Specialist, Cathy Birks, to sign financing documentation in connection with the issuance of the TRANs. The Resolution also appoints the law firm of Orrick, Herrington & Sutcliffe as Bond Counsel, Greencoast Capital Partners is the financial advisory firm for the Series and the Program and the Trustee is Wells Fargo Bank.

Historical Summary of prior year TRANS:

Year	Interest Earned	Interest Expense	Net	
08-09	\$ 69,692.00	\$ 17,712.00	\$ 51,980.00	incomplete
07-08	\$ 226,123.00	\$ 197,611.00	\$ 28,512.00	
06-07	\$ 196,059.00	\$ 222,453.00	\$ (26,394.00)	
05-06	\$ 141,731.00	\$ 162,340.00	\$ (20,609.00)	

FISCAL IMPACT:

Revenue:	Interest earned on funds will be posted in the Unrestricted General Fund as local revenue
Expenditure:	Interest expense will be posted in the Unrestricted General Fund as a financing cost.
Fund Balance:	General Fund will either increase or decrease based upon borrowing at a tax-exempt interest rate and investing unspent proceeds at a taxable rate.

RECOMMENDED: The Superintendent recommends the Board of Trustees approves Resolution No. 2009-05 authorizing the issuance of Tax and Revenue Anticipation Notes for the Fiscal Year 2009-10 in order to make payroll obligations in October and November.

10.10

RESOLUTION NO. 2009-05

APRIL 29, 2009

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN DIEGO PROVIDING FOR THE BORROWING OF FUNDS BY CERTAIN SCHOOL DISTRICTS FOR FISCAL YEAR 2009-2010 THROUGH THE EXECUTION BY THE COUNTY OF CERTAIN 2009 TAX AND REVENUE ANTICIPATION NOTES AND THE PARTICIPATION BY SUCH SCHOOL DISTRICTS IN THE COUNTY OF SAN DIEGO AND SAN DIEGO COUNTY-AND SCHOOL DISTRICT TAX AND REVENUE ANTICIPATION NOTE PROGRAM

WHEREAS, pursuant to Section 53850 to 53858, both inclusive, of the Government Code (the "Act") (being Article 7.6, Chapter 4, Part 1, Division 2, Title 5 of the Government Code), the school districts identified in Exhibit B hereto (the "Districts") have sent written requests or have filed with the Board of Supervisors (the "Board") of the County of San Diego (the "County") resolutions (the "District Resolutions") requesting that the Board borrow money for the Districts by the authorization, issuance and sale of 2009 Tax and Revenue Anticipation Notes of the Districts in the amounts (the "Principal Amounts") not to exceed the Maximum Amount of Borrowing specified in Exhibit B for each respective District, in anticipation of the receipt of taxes, income, revenue, cash receipts and other moneys to be received by each District for the general fund of the District attributable to its fiscal year ending June 30, 2010 (the "Repayment Fiscal Year");

WHEREAS, the County intends to issue Notes for and in the names of the Districts for the purposes described herein in the Principal Amounts set forth in Exhibit B hereto; provided, however, that prior to issuing a Note for a District, such District must have filed its resolution, substantially in the form of the District Resolutions previously filed with the County, requesting such issuance with the Board;

WHEREAS, each District has or will have determined that the Principal Amount of its Note, when added to the interest payable thereon, does not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys of such District attributable to the Repayment Fiscal Year, and available for the payment of the principal of its Note and the interest thereon;

WHEREAS, each District has or will have determined that no money has heretofore been borrowed by or on behalf of such District through the issuance of tax and revenue anticipation notes or temporary notes in anticipation of the receipt of, or payable from or secured by, taxes, income, revenue, cash receipts or other moneys for the Repayment Fiscal Year;

WHEREAS, pursuant to Section 53856 of the Act, certain moneys which will be received by each District during and attributable to the Repayment Fiscal Year may be pledged for the payment of the principal of their respective Notes and the interest thereon (as hereinafter provided);

WHEREAS, the Districts have or will have determined that it is in their best interests to participate in the County of San Diego and San Diego County ~~and~~ School District Tax and Revenue Anticipation Note Program (the "Program"), whereby participating school districts and the County (collectively, the "Issuers") will simultaneously issue and market tax and revenue anticipation notes;

WHEREAS, the financial advisor to the participating school districts (the "Financial Advisor"), together with the Underwriter, hereinafter defined, will structure one or more pools of notes or series of note participations (referred to herein as the "Note Participations," the "Series" and/or the "Series of Note Participations") distinguished by (i) whether and what type(s) of Credit Instrument (as hereinafter defined) secures notes comprising each Series and (ii) possibly other features, all of which the Districts have authorized the Financial Advisor to determine;

WHEREAS, the Program requires the Issuers participating in any particular Series to deposit their tax and revenue anticipation notes with a trustee, pursuant to a trust agreement (the "Trust Agreement") between such Issuers and the party named therein as trustee (the "Trustee");

WHEREAS, the Trust Agreement provides, among other things, that for the benefit of Owners of Note Participations, that the Issuers shall provide notices of the occurrence of certain enumerated events, if deemed by the Issuers to be material.

WHEREAS, the Program requires the Trustee, pursuant to the Trust Agreement, to execute and deliver the Note Participations evidencing and representing proportionate, undivided interests in the payments of principal of and interest on the tax and revenue anticipation notes issued by the Issuers comprising such Series;

WHEREAS, the Issuers desire to have the Trustee execute and deliver a Series of Note Participations which evidence and represent interests of the owners thereof in the Note and the notes issued by other Issuers in such Series;

WHEREAS, as additional security for the owners of the Note Participations, all or a portion of the payments by all of the Issuers of their respective notes may or may not be secured either by an irrevocable letter (or letters) of credit or policy (or policies) of insurance or other credit instrument (or instruments) (collectively, the "Credit Instrument") issued by the credit provider or credit providers designated in the Trust Agreement, as finally executed (collectively, the "Credit Provider"), which may be issued pursuant to a credit agreement or agreements or commitment letter or letters designated in the Trust Agreement (collectively, the "Credit Agreement") between the Issuers and the respective Credit Provider;

WHEREAS, the net proceeds of the Notes may be invested under an investment agreement with an investment provider to be determined on behalf of the Issuers by the County Officer, as hereinafter defined, in the Pricing Confirmation;

WHEREAS, the Program requires that each participating Issuer approve the Trust Agreement and the alternative Credit Instruments, if any, in substantially the forms presented to the Board, or, in the case of the Credit Instruments, if any, if not presented, in a

form which complies with such requirements and standards as may be determined by the Board, with the final form and type of Credit Instrument and corresponding Credit Agreement, if any, determined upon execution by the County Officer of the Pricing Confirmation;

WHEREAS, pursuant to the Program each participating Issuer will be responsible for its share of (a) the fees of the Trustee and the costs of issuing the applicable Series of Note Participations, and (b), if applicable, the fees of the Credit Provider, the Issuer's allocable share of all Predefault Obligations and the Issuer's Reimbursement Obligations, if any (each as defined in the Trust Agreement);

WHEREAS, pursuant to the Program, the Note and the Notes issued by other Issuers participating in the same Series (all as evidenced and represented by a Series of Note Participations) will be offered for sale through negotiation with an underwriter pursuant to the terms and provisions of a purchase agreement, the form of which has been approved by each of the Issuers (the "Purchase Agreement"); and

NOW, THEREFORE, the Board hereby finds, determines, declares and resolves as follows:

Section 1. Recitals. All the above recitals are true and correct and this Board so finds and determines.

Section 2. Authorization of Issuance. Solely for the purpose of anticipating taxes, income, revenue, cash receipts and other moneys to be received or held by the Districts attributable to the Repayment Fiscal Year, and not pursuant to any common plan of financing of the Districts, the County hereby determines to issue, in the name of each District, a note in the Principal Amount specified for such District, under Sections 53850 *et seq.* of the Act, designated for each District as its "2009 Tax and Revenue Anticipation Note" (the "Note" and collectively for all the Notes of the Districts, the "Notes"), to be issued in the form of one fully registered note at the principal amount thereof, to be dated the date of its delivery to the initial purchaser thereof, to mature not more than 13 months thereafter on a date indicated on the face thereof and determined in the Pricing Confirmation (the "Maturity Date"), and to bear interest, payable at maturity (and if the maturity is more than 12 months from the date of issuance, payable on the interim interest payment date set forth in the pricing confirmation) and computed upon the basis of a 360-day year consisting of twelve 30-day months, at a rate not to exceed 12%) per annum as determined at the time of the sale of the Note Participations and indicated on the face of the Note (the "Note Rate"). If the Note as evidenced and represented by the Series of Note Participations is secured in whole or in part by a Credit Instrument and is not paid at maturity or is paid (in whole or in part) by a draw under or claim upon a Credit Instrument which draw or claim is not fully reimbursed on such date, it shall become a Defaulted Note (as defined in the Trust Agreement), and the unpaid portion thereof (or the portion thereof with respect to which a Credit Instrument applies for which reimbursement on a draw or claim has not been fully made) shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default Rate (as defined in the Trust Agreement). If the Note as evidenced and represented by the Series of Note Participations is unsecured in whole or in part and is not fully paid at maturity, the unpaid portion thereof (or the portion thereof to which no Credit Instrument applies which is unpaid) shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default

Rate. In each case set forth in the preceding two sentences, the obligation of the District with respect to such Defaulted Note or unpaid Note shall not be a debt or liability of the District prohibited by Article XVI, Section 18 of the California Constitution and the District shall not be liable thereon except to the extent of any available revenues attributable to Fiscal Year 2009-2010, as provided in Section 7 hereof. The percentage of the Note as evidenced and represented by the Series of Note Participations to which a Credit Instrument, if any, applies (the "Secured Percentage") shall be equal to the amount of the Credit Instrument divided by the aggregate amount of unpaid principal of and interest on notes (or portions thereof) of all Issuers of Notes comprising such Series of Note Participations, expressed as a percentage (but not greater than 100%) as of the maturity date. Both the principal of and interest on the Note shall be payable in lawful money of the United States of America.

Anything in this Section 2 or elsewhere in this Resolution to the contrary notwithstanding, prior to issuing a Note for a District, such District must have filed its resolution requesting such issuance with the Board, and such resolution must be substantially in the form of the District Resolutions currently on file with the Board.

Section 3. Form of Note. The Notes shall be issued in fully registered form without coupons and shall be substantially in the form and substance set forth in Exhibit A, as attached hereto and by reference incorporated herein, the blanks in said form to be filled in with appropriate words and figures.

Section 4. Sale of Note; Delegation. The Note as evidenced and represented by the Note Participations shall be sold to the underwriter (the "Underwriter") pursuant to the terms and provisions of the Purchase Agreement. The form of the Purchase Agreement, including the form of the Pricing Confirmation set forth as Exhibit A thereto, presented to this meeting is hereby approved. The Chief Financial Officer, or in the absence of such officer, his or her assistant, the County Treasurer-Tax Collector, or, in the absence of such officer, his or her assistant and the Debt Finance Manager (each a "County Officer") are each hereby individually authorized and directed to execute and deliver the Purchase Agreement by executing and delivering the Pricing Confirmation, each in substantially said form, with such changes thereto as such County Officer executing the same shall approve, such approval to be conclusively evidenced by his or her execution and delivery thereof; *provided, however*, that the interest rate on the Note shall not exceed 12% per annum, and that the District's *pro rata* share of underwriter's discount on the Note, when added to the District's share of the costs of issuance of the Note Participations, shall not exceed 1.0% of the Principal Amount of the District's Note. Delivery of an executed copy of the Pricing Confirmation by fax or telecopy shall be deemed effective execution and delivery for all purposes.

Section 5. Program Approval. The Note shall be combined with notes of other Issuers into a Series as set forth in the Preliminary Official Statement, hereinafter mentioned, and shall be sold simultaneously with such other notes of that Series supported by the Credit Instrument (if any) referred to in the Pricing Confirmation, and shall be evidenced and represented by the Note Participations which shall evidence and represent proportionate, undivided interests in the Note in the proportion that the face amount of the Note bears to the total aggregate face amount of the Note and the notes issued by other Issuers which the Series of Note Participations represent. Such Note Participations may be delivered in book-entry form.

The obligation of each District to Owners is a several and not a joint obligation and is strictly limited to the District's repayment obligation under its District Resolution, this resolution providing for the issuance of the Note, and the Note as evidenced and represented by such Series of Note Participations.

Owners of Note Participations, to the extent of their interest in the Notes, shall be treated as owners of the Notes and shall be entitled to all the rights and security thereof; including the right to enforce the obligations and covenants contained in the District Resolutions, this resolution and the Notes.

Section 6. Disposition of Proceeds of Note. The moneys received from the sale of the Notes allocable to each District's share of the costs of issuance (which shall include any issuance fees in connection with a Credit Instrument applicable to the Note, if any) shall be deposited in the Costs of Issuance Fund held and invested by the Trustee under the Trust Agreement and expended on costs of issuance as provided in the Trust Agreement. The moneys received from the sale of the Notes (net of each District's share of the costs of issuance) shall be deposited in each District's Proceeds Subaccount within the Proceeds Fund held and invested by the Trustee under, the Trust Agreement for each District and said moneys may be used and expended by each District for any purpose for which it is authorized to expend funds upon requisition from the Proceeds Subaccount as specified in the Trust Agreement. The Trustee will not create subaccounts within the Proceeds Fund, but will keep records to account separately for proceeds of the Note Participations allocable to each District's Note on deposit in the Proceeds Fund which shall constitute each District's Proceeds Subaccount.

Section 7. Source of Payment. (a) The principal amount of each Note, together with the interest thereon, shall be payable from taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys which are received or held by each District and are attributable to the Repayment Fiscal Year and which are available for payment thereof. As security for the payment of the principal of and interest on the Note, each District has pledged pursuant to the terms of its District Resolution certain Unrestricted Revenues (as hereinafter provided, the "Pledged Revenues") which are received or held by such District and are attributable to the Repayment Fiscal Year, and the principal of each Note and the interest thereon shall constitute a first lien and charge thereon and shall be payable from the first moneys received by each District from such Pledged Revenues, and, to the extent not so paid, shall be paid from any other taxes, income, revenue, cash receipts and other moneys of each such District lawfully available therefor (all as provided for in Sections 53856 and 53857 of the Act). The term "Unrestricted Revenues" shall mean all taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts, and other moneys, which are generally available for the payment of current expenses and other obligations of the District. The District Resolutions provide that the Noteholders, Owners and Credit Provider, if any, shall have a first lien and charge on such Unrestricted Revenues which are received or held by the Districts and are attributable to the Repayment Fiscal Year. Notwithstanding the foregoing the terms "unrestricted revenue" and "Pledged Revenues" shall exclude moneys which, when received by each District, will be encumbered for a special purpose unless an equivalent amount of the proceeds of the Note of such District is set aside and used for said special purpose; and provided further, the terms "Unrestricted Revenues" and "Pledged

Revenues” shall exclude any moneys required to be used to repay a treasurer’s loan as described in the District Resolutions.

In order to effect the pledge referred to in the preceding paragraph, pursuant to the District Resolutions each District has agreed to the establishment and maintenance of a Payment Account as a special fund of each such District (the “Payment Account”) by the Trustee under the Trust Agreement as the responsible agent to maintain such fund until the payment of the principal of the Note and the interest thereon, and each District has agreed to cause to be deposited (and shall request specific amounts from the District’s funds on deposit with the County Treasurer for such purpose) directly therein on the dates specified in the Pricing Confirmation as sequentially numbered Repayment Dates (each individual date a “Repayment Date” and collectively “Repayment Dates”) (and any amounts received thereafter attributable to the Repayment Fiscal Year) until the amount on deposit in such fund, taking into consideration anticipated investment earnings thereon to be received by the Maturity Date, is equal on the respective Repayment Dates identified in the Pricing Confirmation to the percentages of the principal and interest due on the Note at maturity as specified in the Pricing Confirmation; *provided, however*, that the maximum number of Repayment Dates for each District shall be six and the amount of Pledged Revenues required to be deposited on any one Repayment Date shall not exceed 80% of the principal and interest due on the respective Note at maturity. In the event that on each such Repayment Date, any District has not received sufficient Unrestricted Revenues to permit the deposit into the Payment Account of the full amount of Pledged Revenues to be deposited in the Payment Account from said Unrestricted Revenues in said month, then the amount of any deficiency shall be satisfied and made up from any other moneys of such District lawfully available for the payment of the principal of its Note and the interest thereon, as and when such other moneys are received or are otherwise legally available; and in connection therewith, the District authorizes the County Treasurer-Tax Collector to transfer any District funds then held or later received by the County Treasurer-Tax Collector, to the Trustee for deposit into the District’s Payment Account to make up any such deficiency.

(b) Any moneys placed in the Payment Accounts shall be for the benefit of the owner of the Notes and (to the extent provided in the Trust Agreement) the Credit Provider, if any. The moneys in the Payment Accounts shall be applied only for the purposes for which the Payment Accounts are created until the principal of the Notes and all interest thereon are paid or until provision has been made for the payment of the principal of the Notes at maturity with interest to maturity (in accordance with the requirements for defeasance of the Note Participations as set forth in the Trust Agreement) and (to the extent provided in the Trust Agreement), if applicable, the payment of all Predefault Obligations and Reimbursement Obligations owing to the Credit Provider.

(c) The moneys in the appropriate Payment Account shall be used by the Trustee in accordance with the Trust Agreement, to the extent necessary, to pay the principal of and interest on the Note or to reimburse the Credit Provider, if any, for payments made under or pursuant to the Credit Instrument. In the event that moneys in the appropriate Payment Account are insufficient to pay the principal of and interest on the Note in full, moneys in the Payment Account shall be applied in accordance with the priority set forth in the Trust Agreement. Any moneys remaining in or accruing to a Payment Account after the principal of the Note and the interest thereon and any Predefault Obligations and Reimbursement Obligations, if applicable,

have been paid, or provision for such payment has been made, shall be transferred by the Trustee to the appropriate District, subject to any other disposition required by the Trust Agreement. Nothing herein shall be deemed to relieve any District from its obligation to pay its Note in full on the Maturity Date.

(d) Moneys in the Proceeds Subaccount and the Payment Account shall be invested by the Trustee pursuant to the Trust Agreement in investment agreement(s) and/or other Permitted Investments as described in and under the terms of the Trust Agreement and as designated in each District's Pricing Confirmation. In the event a District designates an investment agreement or investment agreements as the investments, such District has directed the Trustee to invest such funds pursuant to investment agreement or investment agreements (which shall be with a provider rated in one of the two highest long-term rating categories by the rating agency or agencies then rating the Note Participations and acceptable to the Credit Provider, if any, and the particulars of which pertaining to interest rate and investment provider will be set forth in the Pricing Confirmation). The District's funds shall be accounted for separately and the obligation of the provider of the Investment Agreement with respect to the District under the Investment Agreement shall be severable. Any such investment by the Trustee shall be for the account and risk of the District and the District shall not be deemed to be relieved of any of its obligations with respect to the Note, the Predefault Obligations or Reimbursement Obligations, if any, by reason of such investment of the moneys in its Proceeds Subaccount and Payment Account.

Section 8. Execution of Note. The County Officer shall be authorized to execute the Notes by manual or facsimile signature and the Clerk of the Board of Supervisors of the County or any Deputy Clerk shall be authorized to countersign the Notes by manual or facsimile signature. Said officers of the County are hereby authorized to cause the blank spaces of the Notes to be filled in as may be appropriate pursuant to the Pricing Confirmation. Said officers are hereby authorized and directed to cause the Trustee, as registrar and authenticating agent, to accept delivery of the Notes pursuant to the terms and conditions of the Purchase Agreement and Trust Agreement. In case any officer whose signature shall appear on any Note shall cease to be such officer before the delivery of such Note, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

Section 9. Representations and Covenants.

(A) The County is a political subdivision duly organized and existing under and by virtue of the laws of the State of California and has all necessary power and authority to (i) adopt the Resolution and (ii) issue the Note on behalf of the District.

(B) There is no action, suit, proceeding, inquiry or investigation, at law or in equity, before or by any court, arbitrator, governmental or other board, body or official, pending or, to the best knowledge of the County, threatened against or affecting the County questioning the validity of any proceeding taken or to be taken by the County in connection with the execution, delivery and performance by the County of the Notes or this Resolution, or seeking to prohibit, restrain or enjoin the execution, delivery or performance by the County of any of the foregoing or which would have a materially adverse effect on the County's financial condition or results of operations or on the ability of the County to conduct its activities as presently

conducted or as proposed or contemplated to be conducted, wherein an unfavorable decision, ruling or finding would materially adversely affect the validity or enforceability of, or the authority or ability of the County to perform its obligations under this Resolution.

(C) The County will not directly or indirectly amend, supplement, repeal, or waive any portion of this Resolution (i) without the consents of the Credit Provider, if any, or (ii) in any way that would materially adversely affect the interests of any owner of the Notes or of a Series of Note Participations evidencing the Notes. Any amendment, supplement, repeal or waiver of any portion of this Resolution without the consent of the Credit Provider, if any, shall be void.

(D) It is hereby covenanted and warranted by the County that all representations and recitals contained in this Resolution are true and correct, and that the County and its appropriate officials have duly taken, or will take, all proceedings necessary to be taken by them in accordance with law for carrying out the provisions of this Resolution and the Note.

(E) The County has experienced an *ad valorem* property tax collection rate of not less than eighty-five percent (85%) of the average aggregate amount of *ad valorem* property taxes levied within each District in each of the last five fiscal years for which information is available, and the County reasonably expects to collect at least eighty-five percent (85%) of such amount for the Repayment Fiscal Year.

Section 10. Events of Default and Remedies.

If any of the following events occur, it is hereby defined as and declared to be and to constitute an "Event of Default":

(a) Failure by the County on behalf of a District to make or cause to be made the deposits to such District's Payment Account or any other payment required to be paid hereunder on or before the date on which such deposit or other payment is due and payable;

(b) Failure by the County on behalf of a District to observe and perform any covenant, condition or agreement on its part to be observed or performed under this Resolution, for a period of fifteen (15) days after written notice, specifying such failure and requesting that it be remedied, is given to the County and the District by the Trustee or the Credit Provider, if applicable, unless the Trustee and the Credit Provider shall agree in writing to an extension of such time prior to its expiration;

(c) Any warranty, representation or other statement by or on behalf of the County contained in this Resolution or in any instrument furnished in compliance with or in reference to this Resolution or the Purchase Agreement or in connection with the Note, is false or misleading in any material respect; and

(d) Any "Event of Default" by a District under the terms of its District Resolution.

Whenever any Event of Default referred to in this Section shall have happened and be continuing, the Trustee shall, in addition to any other remedies provided herein or by law or under the Trust Agreement, have the right, at its option without any further demand or notice, to take one or any combination of the following remedial steps:

(a) Without declaring any Note to be immediately due and payable, require any District in default to pay to the Trustee, for deposit into the Payment Account of the District in the Note Participation Payment Fund under the Trust Agreement, an amount equal to the principal of the District's Note and interest thereon to maturity, plus all other amounts due hereunder, and upon notice to the District the same shall become immediately due and payable by the District without further notice or demand; and

(b) Take whatever other action at law or in equity (except for acceleration of payment on the Note) which may appear necessary or desirable to collect the amounts then due and thereafter to become due hereunder or to enforce any other of its rights hereunder.

Notwithstanding the foregoing, if the Notes are secured in whole or in part by a Credit Instrument, as long as the Credit Provider has not failed to comply with its payment obligations under the Credit Instrument, the Credit Provider shall have the right to direct the remedies upon any Event of Default hereunder so long as such action will not materially adversely affect the rights of any Owner, and the Credit Provider's prior consent shall be required to any remedial action proposed to be taken by the Trustee hereunder, except that nothing contained herein shall affect or impair the right of action of any Owner of a Note Participation to institute suit directly against any District to enforce payment of the obligations evidenced and represented by such Owner's Note Participation.

If the Credit Provider is not reimbursed on the Maturity Date for the drawing or payment, as applicable, used to pay principal of and interest on any Note due to a default in payment on such Note by a District, as provided in Section 5.03 of the Trust Agreement, or if any principal of or interest on a Note remains unpaid after the Maturity Date, such Note shall be a Defaulted Note, the unpaid portion thereof or the portion to which a Credit Instrument applies for which no reimbursement on a draw or claim has been made shall be deemed outstanding and shall bear interest at the Default Rate until the District's obligation on the Defaulted Note is paid in full or payment is duly provided for, all subject to Section 7 hereof.

Section 11. Trustee. The County approves the appointment of the Trustee as paying agent, registrar and authenticating agent for the Notes. Payment of the Notes shall be in accordance with the terms of the Notes, the District Resolutions and this Resolution.

Section 12. Approval of Actions. The officers of the County mentioned above are hereby authorized and directed to execute the Notes and cause the Trustee to authenticate and accept delivery of the Notes, pursuant to the terms and conditions of this Resolution, the District Resolutions and the Trust Agreement. All actions heretofore taken by the officers and agents of the County, the Districts or this Board with respect to the sale and issuance of the Notes and participation in the Program are hereby approved, confirmed and ratified and the officers and

agents of the County and the officers of the District are hereby authorized and directed, for and in the name and on behalf of the County, to do any and all things and take any and all actions and execute any and all certificates, agreements and other documents which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Notes in accordance with, and related transactions contemplated by, this Resolution and the District Resolutions.

Section 13. Proceedings Constitute Contract. The provisions of the Notes and of this Resolution shall constitute a contract between the County and the registered owners of the Notes and the Credit Provider, if any, and such provisions shall be enforceable by mandamus or any other appropriate suit, action or proceeding at law or in equity in any court of competent jurisdiction, and shall be irreparable.

Section 14. Limited Liability; Indemnification by Districts. Notwithstanding anything to the contrary contained herein or in the Notes or in any other document mentioned herein, the County shall not have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby, and the Notes shall be payable solely from the moneys of the Districts available therefor as set forth herein and in the District Resolutions.

The County has relied upon the indemnification provision contained in Section 19 of each of the District Resolutions in adopting this Resolution and issuing Notes for and in the name of the Districts.

Section 15. Severability. In the event any provision of this Resolution shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 16. Effective Date. This Resolution shall take effect from and after its date of adoption.

[Attach form of Certification of the Clerk of the Board with respect to the Resolution, if desired (such form of Certification is not required.)]

EXHIBIT AFORM OF NOTE

Del Mar Union School District

COUNTY OF SAN DIEGO, CALIFORNIA

2009 TAX AND REVENUE ANTICIPATION NOTE, SERIES A^{*/}

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>
<u>First Repayment Date</u>	<u>Second Repayment Date</u>	<u>Third Repayment Date</u>
___% (Total of principal and interest due on Note at maturity)	___% (Total of principal and interest due on Note at maturity)	___% (Total of principal and interest due on Note at maturity) ^{**/}

REGISTERED OWNER:

PRINCIPAL AMOUNT:

FOR VALUE RECEIVED, the Del Mar Union School District (the "District"), located in the County of San Diego, California (the "County"), acknowledges itself indebted to and promises to pay to the registered owner identified above, or registered assigns, on the maturity date set forth above, the principal sum specified above in lawful money of the United States of America, and to pay interest thereon on each Interest Payment Date, as defined in the Trust Agreement, at the rate of interest specified above (the "Note Rate"). Principal of and interest on this Note are payable in such coin or currency of the United States as at the time of payment is legal tender for payment of private and public debts, such principal to be paid upon surrender hereof at the principal corporate trust office of _____, in Los Angeles, California, or its successor in trust (the "Trustee"). Interest is payable as specified in the Trust Agreement. Interest shall be calculated on the basis of a 360-day year, consisting of twelve 30-day months, in like lawful money from the date hereof until the maturity date specified above and, if funds are not provided for payment at maturity, thereafter on the basis of a 360-day year

^{*/} If more than one Series is issued under the Program in the Repayment Fiscal Year.

^{**/} Number of Repayment Dates and percentages to be determined in Pricing Confirmation (as defined in the Resolution).

payment in full of said principal sum. Both the principal of and interest on this Note shall be payable only to the registered owner hereof upon surrender of this Note as the same shall fall due; *provided, however*, no interest shall be payable for any period after maturity during which the holder hereof fails to properly present this Note for payment. If the District fails to pay this Note when due or the Credit Provider (as defined in the Resolution hereinafter described), if any, is not reimbursed in full for the amount drawn on or paid pursuant to the Credit Instrument (as defined in the Resolution) to pay all or a portion of this Note on the date of such payment, this Note shall become a Defaulted Note (as defined and with the consequences set forth in the Resolution).

It is hereby certified, recited and declared that this Note (the "Note") represents the authorized issue of the Note in the aggregate principal amount made, executed and given pursuant to and by authority of certain resolutions of the governing boards of the District and the County duly passed and adopted heretofore, under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1, Division 2, Title 5 of the California Government Code (collectively, the "Resolution"), to all of the provisions and limitations of which the owner of this Note, by acceptance hereof, assents and agrees.

The principal of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District for the general fund of the District and are attributable to the Fiscal Year ending June 30, 2009 (the "Repayment Fiscal Year"). As security for the payment of the principal of and interest on the Note, the District has pledged certain Unrestricted Revenues of the District (the "Pledged Revenues") received or held by the District and attributable to the Repayment Fiscal Year, and the principal of the Note and the interest thereon shall constitute a first lien and charge thereon and shall be payable from the Pledged Revenues, and to the extent not so paid shall be paid from any other moneys of the District lawfully available therefore as set forth in the Resolution. Notwithstanding the foregoing, the terms "Unrestricted Revenues" and "Pledged Revenues" exclude any moneys required to be used to repay a treasurer's loan, as more particularly described in the Resolution. The County is not liable for payment of this Note. The full faith and credit of the District is not pledged to the payment of the principal or interest on this Note.

The County, the District and the Trustee may deem and treat the registered owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and the County, the District and the Trustee shall not be affected by any notice to the contrary.

It is hereby certified that all of the conditions, things and acts required to exist, to have happened and to have been performed precedent to and in the issuance of this Note do exist, have happened and have been performed in due time, form and manner as required by the Constitution and statutes of the State of California and that the amount of this Note, together with all other indebtedness of the District, does not exceed any limit prescribed by the Constitution or statutes of the State of California.

IN WITNESS WHEREOF, the Board of Supervisors of the County has caused this Note to be executed by the manual or facsimile signature of a duly authorized officer of the County and countersigned by the manual or facsimile signature of its duly authorized officer.

COUNTY OF SAN DIEGO

By _____
Chief Financial Officer

Countersigned

By _____
Clerk of the Board of Supervisors

[STATEMENT OF INSURANCE]

CERTIFICATE OF CLERK OF THE BOARD OF SUPERVISORS
COUNTY OF SAN DIEGO

I, the undersigned Clerk of the Board of Supervisors of the County of San Diego, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted at the meeting of the Board of Supervisors of the County of San Diego duly and regularly held in San Diego, California, on April 29, 2009, of which meeting all of the members of said Board had due notice.

I further certify that I have carefully compared the foregoing copy with the original minutes of said meeting on file and of record in my office; that said copy is a full, true and correct copy of the original resolution adopted at said meeting and entered in said minutes; and that said resolution has not been amended, modified, rescinded or revoked in any manner since the date of its adoption, and the same is now in full force and effect.

IN WITNESS WHEREOF, I have executed this certificate and affixed the seal of the County of San Diego hereto this April 29, 2009.

Clerk of the Board of Supervisors
County of San Diego

(SEAL)

Approved as to form and legality

By _____
Senior Deputy County Counsel

April 20, 2009

To: Board Members

From: Dena Whittington, Assistant Superintendent of Business Services

Through: Sharon McClain, Superintendent

Subject: Revised Fiscal Impact Format For Board Agenda Items

Per request of the Board of Trustees, I have developed an enhanced fiscal impact format to be used on all board agenda items. Recommendations were received from individual board members and all requests have been compiled in an attempt to satisfy all.

Proposed Enhanced Fiscal Impact for the Del Mar Union School District:

Cost \$ _____

Program or Department _____

Is this a Restricted Program? Yes or No

Was this expenditure anticipated in the adopted budget? Yes or No

Will this Program or Department be over budget after this expenditure? Yes or No

Attached please find fiscal impact samples from Solana Beach, Encinitas, and San Dieguito. In addition, below is a table of the number of school sites and the business office staff. Even with additional resources at the other districts, their fiscal impacts are not as involved.

District	School Sites	Manager	Accounting Staff	Clerical Staff	Total Staff
San Dieguito	9	5	14	3	22
Encinitas	9	2	4.5	1	7.5
Del Mar	8	1	4	0	5
Solana Beach	6	1	5	1	7

Fiscal Impact: **Cost** - Assistant Superintendent of Business Services and Business Coordinator time will not result in increased salary expenditure, but will result in less time to concentrate on required business functions.
Program or Department – Business Services
Is this a Restricted Program? Yes or ☐ No
Was this expenditure anticipated in the adopted budget? ☐ Yes or No
Will this Program or Department be over budget after this expenditure? Yes or ☐ No

Recommends: Superintendent recommends approval of this enhanced Fiscal Impact to be used on all board agenda items in the future.

10.11

ITEM

Approval of a contract with EJ's Home Improvements for the installation of window coverings in the theater and rooms 102 through 105 at Solana Pacific School

DESCRIPTION

The theater and rooms 102 through 105 at Solana Pacific currently do not have window coverings. EJ's Home Improvements has proposed providing blackout material coverings on the back and side windows in the theater room and light filtering material coverings on the back and side windows in rooms 102 through 105.

Contract Time: January 16-April 30, 2009

EJ's Home Improvements
#10 Mohave
Rancho Santa Marguerita, CA 92688
(949) 366-2006

FISCAL IMPACT

Not to exceed \$14,876.52
Budget: 03-00-0000-201-0000-8500-6200-051-007
Business and Facilities

RECOMMENDATION

It is recommended that the Board approve a contract with EJ's Home Improvements for the installation of window coverings in the theater and rooms 102 through 105 at Solana Pacific School.

District Target: Legal Compliance

- ☐ Action
- ☒ Consent Calendar
- ☐ First Reading
- ☐ Information
- ☐ Presentation
- ☐ Public Hearing
- ☐ Recognition
- ☐ Roll Call Vote Required

Subject: **RATIFICATION OF AWARD FOR BID #B-2122 INSTALLATION OF
PLAYGROUND EQUIPMENT AT CAPRI ELEMENTARY SCHOOL**

Background: Pursuant to Public Contract Code #20111, the District shall secure bids for Public Work contracts involving an expenditure of more than \$15,000 and award to the lowest responsive and responsible bidder.

The District requested bids for the installation of Playground Equipment at Capri Elementary School. A mandatory pre-bid job walk was held on February 17, 2009. Three contractors attended the job walk.

On March 5, 2009 one contractor attended the bid opening. The following bid abstract was read publicly at the opening:

Zasueta Contracting, Inc. \$21,234.00

Attachments: None

Fiscal Impact: \$21,234.00

Recommendation: Ratify and award Bid B-2122, Installation of Playground Equipment at Capri Elementary School to Zasueta Contracting, Inc. for the sum of \$21,234.00.

Prepared by: Dannel R. Grider, Ed. D., Assistant Superintendent of Administrative Services

Submitted by: L. McLean King, Ed.D., Superintendent

MOTION BY:

SECONDED BY:

San Dieguito Union High School District

INFORMATION REGARDING BOARD AGENDA ITEM

TO: BOARD OF TRUSTEES

DATE OF REPORT: March 23, 2009

BOARD MEETING DATE: April 16, 2009

PREPARED BY: Bruce Cochrane, Executive Director
Pupil Services

SUBMITTED BY: Ken Noah
Superintendent

SUBJECT: Approval/Ratification of Independent
Contractor Agreement

EXECUTIVE SUMMARY

The attached Independent Contractor Agreements Report summarizes one contract that provides services for the Special Education Program and Special Education Students for the 2008-2009 school year.

RECOMMENDATION

Approve/ratify entering into an Independent Contractor Agreement as shown on the attached report and authorize Christina M. Bennett, Eric R. Dill, Stephen G. Ma, or Ken Noah to execute all pertinent documents pertaining to this agreement, contingent upon receipt of the signed documents and verification of insurance coverage.

FUNDING SOURCE

General Fund 06-00/Special Education Budget – Estimated \$3,000.00

KN/ddb
Attachment

April 20, 2009

To: Board Members

From: Dena Whittington, Assistant Superintendent of Business Services

Through: Sharon McClain, Superintendent

Subject: Budget Reduction Areas Under Consideration for the Fiscal Year
2009-2010

Please find attached a detail list of areas the District has investigated to balance the 2009-2010 Budget. As new information is available, the list will be updated and presented to the Board of Trustees.

Staffing allocation at school sites will be brought to the Board at the May meeting.

FISCAL IMPACT: Presentation of this report is for information only and does not affect revenues, expenses, or projected ending fund balances in the 2009-2010 Budget.

RECOMMENDED: Information only. No action required.

10.12

Del Mar Union School District
Budget Reduction Areas Under Consideration
Budget Year 2009-2010

Description	Potential Savings	Recommendation
Investigate alternative Worker's Compensation	Undetermined at this time	The Business and Human Resources Departments are meeting with alternative carriers.
Investigate alternative Property and Liability Carriers	Undetermined at this time	The Business Department is meeting with alternative carriers.
Reduce District cost for cell phone use	During the 2008-2009 school year, cell phone charges have been reduced by over 50% or \$15,000	Continue with current cell phone procedures
Close central office during spring, winter, and Thanksgiving break	Cost of utilities to open district office at \$38 per day	Most district office employees take vacation days during school breaks
Close District Office for the 5 Fridays of summer	Cost of utilities to open district office at \$38 per day	It is necessary to have essential district office staff to work the entire summer to ensure the prior year books are closed and all hiring is completed
Reduce Board of Trustees travel and conference budget	2008-2009 travel and conference budget for the Board of Trustees was \$5,625.	The Business Office will seek direction from the Board of Trustees on their travel and conference budget for the 2009-2010 school year
Reduce outside consultant expenses for the strategic planning process	2008-2009 strategic planning expenditures totaled \$70,000	The Business Office will seek direction from the Board of Trustees on the 2009-2010 strategic planning process and related expenditures

Stagger start times for transported students	Currently the district transports students per their Individual Education Plan	Students with Individual Education Plans (IEP) need to attend school at the same hours as their non-disabled peers to ensure inclusion and implementation of IEP. Staggering times could be seen as discriminatory.
Reduce work year by 1 day for all employees	Reduce salary expenses by .5%	Must be negotiated in the collective bargaining process
Roll all salary schedules back by 1%	Reduce salary expenses by 1%	Must be negotiated in the collective bargaining process
Freeze Step and Column for all employees	Temporarily reduces salary expenses by 2.5%. Must be made whole as soon as possible.	Must be negotiated in the collective bargaining process
Shut down maintenance for summer break	Salary savings would be offset by reduction in building maintenance which would create higher maintenance costs in the future	Continue to perform large building maintenance during summer break while students are not on campus
Increase revenues derived from after school program	Please see agenda item on March 25, 2009 Board Meeting	Rate increase was approved by Board of Trustees
Decrease cost of utilities	T.A.C. performed a review of utility costs and rates and found no areas of improvement	Continue with current energy monitoring practices
Eliminate "Teacher in Residence" with Cal State San Marcos	Salary savings of \$36,000	Reduction has been approved by the Board of Trustees
Eliminate full-time BTSA position	Salary savings of \$31,000	Reduction has been approved by the Board of Trustees
Reduce administrative support at school sites	Unable to quantify at this time	The Business and Human Resource Departments are researching staffing ratios
Reduce Specialist Teachers to minimum required to cover contractual prep time	Salary savings of \$710,000	Reduction of 10 FTE has been approved by the Board of Trustees
Eliminate instructional aides that assist with Specialist Teachers	Salary savings of \$173,000	The Board of Trustees has not taken action on this item

Increase class size in grades kinder to 3rd	Unable to quantify at this time due to recent changes in legislation	The Business Office is researching new CSR flexibility and will report at the April 2009 board meeting
Eliminate instructional aides in blended classes	Salary savings of \$120,000	The Board of Trustees has not taken action on this item
Reduce instructional aides in special education classes	Individual Education Plans stipulate the number of instructional aides necessary	Reducing instructional aides would violate Special Education Regulations
Reduce Psychologists	Increase expense to district in litigation	Continue with current staffing
Categorical funding reallocation	Up to \$300,000 is eligible for transfer to the Unrestricted General Fund	Public Hearing will be held in June 2009 and will report on benefits and consequences
Eliminate the Child Nutrition Program	Current Board Policy requires the Child Nutrition Program to be self supporting and not require any help from the General Fund	Continue with current program
Eliminate the Child Care Program	Current Board Policy requires the Child Care Program to be self supporting and not require any help from the General Fund	Continue with current program
Early Retirement Incentive Program	No cost savings available	The Business and Human Resource Departments are meeting with two firms who offer Early Retirement Programs. Results will be presented at the April 2009 board meeting
Reduce district administration	The Education Code States the district is allowed 22.62 administrators. Currently the district has 14.	Hiring of additional administration staff is on hold until the budget improves
Accept Title I funds	Increase in expenditures	Compliance requirements associated with accepting Title I funds would exceed apportionment
Use proceeds from the sale of district property to pay teacher salaries	Proceeds must be spent on other property or buildings	Do not use proceeds to pay for teacher salaries

Reduce gardening staff	The district currently staffs one gardener	Gardening has been outsourced during the past few years
Reduce copying costs	Costs associated with copying are paper, machines, and maintenance expenses	District will be monitoring copies made for the remainder of the school year
Outsource payroll processing	None	Districts are required to have all payroll processed through their County Office of Education to ensure all taxes and STRS/PERS are handled properly. Education Code 42646.
Increase revenue from the lunch program to pay for teacher's salary	The Education Code prohibits revenue generated from lunch sales to be used to pay for teacher's salaries	Continue with current compliant program
Employ a Grant Writer to generate grant revenue	The Grant Writer position was eliminated due to the fact grant revenues generated were not sufficient to cover the salary expense	Do not fill the Grant Writer position
Use the interest on the proceeds from the sale of the Shores property to pay for teacher's salary	Legal opinion states interest on the proceeds must be used on capital outlay (property and buildings)	Proceeds will not be spent on teacher's salaries
Reduce night custodian staff by having classrooms cleaned less frequently	Salary savings would be offset by reduction in building maintenance which would create higher maintenance costs in the future	Continue with current work schedule
Close or consolidate small school sites	Undetermined at this time	7/11 committee was commissioned by the Board of Trustees at the March 25, 2009 board meeting. Please check board packets for updates.
Reduce use of printers by printing to copy machines	Unable to determine at this time.	The Technology Department is currently investigating

Reduce district office support staff	Management Analysis Team study performed in November 2008 recommended additional, not less district office support staff	Hiring of additional support staff is on hold until the budget improves
Do not approve transfers of students from other districts	No cost savings since current policy allows for students to transfer in if space is available	Continue with current policy
Reduce cost of shared contracts	Salary savings of \$60,000 for additional 5 days for each teacher. Savings would be offset by increased salary of shared teachers returning to full time and lower paid temp teachers not being renewed.	Must be negotiated in the collective bargaining process

April 20, 2009

To: Board Members

From: Dena Whittington, Assistant Superintendent of Business Services

Through: Sharon McClain, Superintendent

Subject: Child Nutrition Price Increase for the 2009/2010 School Year.

The lunch program is voluntary and must be operated on a nonprofit basis. School Food Authorities operating a pricing program shall establish meal prices that are affordable to students, cover the cost of preparing the meal, and do not result in a profit.

Program regulations require that all reimbursable school lunches be priced as a unit. In addition, offer versus serve provision must not affect the lunch's selling price as established by the district. Regardless of which items a student chooses, he or she must pay the established full or reduced price meal charge, as appropriate. Students eligible for reduced price meals pay \$.40. Students eligible for free meals pay nothing.

The cost of an adult meal may not be subsidized by Federal and State reimbursements, children's payments, and other nondesignated, nonprofit food service revenues. The adult charge shall, at a minimum, cover the sponsor's cost for providing the meal. Therefore, the adult meal charge should be substantially more than the price charged to the paying student. In addition, the District is required to collect and submit local sales tax on meals and milk purchased by adults.

Federal and State reimbursement rates for the 2009/2010 school year are not available at this time. The attached calculations use the 2008/2009 rates which may be adjusted up or down. The meal cost from San Dieguito Union High School District will remain the same, although SDUHSD will no longer be passing along the commodity credit to DMUSD. Staffing costs will increase by \$10,915 due to step and column movement of existing staff and additional clerical support at the district office. It is these circumstances that requires the Business Department to recommend a meal price increase. This will also assist the Child Nutrition Fund in establishing a reserve to replace equipment and vehicles as needed in the near future.

The Business Services Department is suggesting the following milk and meal rates:

“Paid” Student reimbursable meal including milk \$4.25 (increase of \$.75)

“Reduced” Student reimbursable meal including milk \$.40 (amount regulated by NSLP)

Student milk only \$.50 (no increase)

Adult reimbursable meal w/o milk \$5.25 (increase of \$.75)

Adult milk \$.55 (no increase)

*Sales price for adult meal and milk does include applicable sales tax

FISCAL IMPACT:

Child Nutrition Fund:

“Paid” revenues will increase by \$197,820 (\$.75 for 1099 meals for 180 school days) \$40,000 will be reserved for vehicle replacement.

RECOMMENDED:

The Superintendent recommends approval of the 2009/2010 meal and milk prices for students and adults.

**Del Mar Union School District
Cafeteria Fund
2009-10 Budget
4/20/2009**

***\$4.25 per Meal*
2009-2010**

Revenue

	School Days	Estimated Meals	Federal	State	Local	Amount
Paid	180	1099	\$ 0.24	\$ -	\$ 4.25	\$ 888,211.80
Reduced	180	41	\$ 2.17	\$ 0.22	\$ 0.40	\$ 20,586.51
Free	180	87	\$ 2.57	\$ 0.22	\$ -	\$ 43,683.57
Snack	180	436	\$ 0.06	\$ -	\$ -	\$ -
Milk Program (\$90 per year for 500 students)						\$ 45,000.00
Snack Program						\$ 54,936.00
Indirect Costs from Childcare Fund (Estimate)						\$ 7,645.00
Interest						\$ 1,500.00
Total Revenue						\$ 1,061,562.88

Expenditures

Labor	Calculated by FIS system, staffing as of 2/28/09	\$	148,407.00																								
Benefits	Calculated by FIS system, staffing as of 2/28/09	\$	39,231.00																								
SDUHSD	<table><tr><td></td><td>School Days</td><td>Estimated Meals</td><td>Meal Price</td><td></td><td></td></tr><tr><td>Paid</td><td>180</td><td>1099</td><td>\$</td><td>2.75</td><td>544,005.00</td></tr><tr><td>Reduced</td><td>180</td><td>41</td><td>\$</td><td>2.75</td><td>20,295.00</td></tr><tr><td>Free</td><td>180</td><td>87</td><td>\$</td><td>2.75</td><td>43,065.00</td></tr></table>		School Days	Estimated Meals	Meal Price			Paid	180	1099	\$	2.75	544,005.00	Reduced	180	41	\$	2.75	20,295.00	Free	180	87	\$	2.75	43,065.00		
	School Days	Estimated Meals	Meal Price																								
Paid	180	1099	\$	2.75	544,005.00																						
Reduced	180	41	\$	2.75	20,295.00																						
Free	180	87	\$	2.75	43,065.00																						
	Snack Program (\$.80 per snack)	\$	54,936.00																								
Commodities	commodity credit being kept at SDUHSD in lieu of price increase	\$	-																								
Milk		\$	81,600.75																								
Service and Operating Costs		\$	9,079.00																								
Vehicle Repair		\$	10,000.00																								
Capital Outlay - Delivery Vehicles		\$	-																								
Indirect Costs to General Fund		\$	22,121.00																								
	Total Expenditures	\$	972,739.75																								
	Excess (Deficiency) of Revenues over Expenditures	\$	88,823.13																								
	Beginning Fund Balance	\$	8.00																								
	Ending Fund Balance	\$	88,831.13																								
	Reserve for Vehicle Replacement	\$	40,000.00																								
	Undesignated Ending Balance	\$	48,831.13																								

*Current delivery vehicles will be functional for two additional years at minimum.
Reserving \$40,000 a year will give the District the flexibility to replace the vehicles as needed.
If vehicles remain operational for a longer period, the reserve will remain in the Child Nutrition Fund.

**Del Mar Union School District
Cafeteria Fund
2009-10 Budget
4/20/2009**

\$4.00 per Meal

2009-2010

Revenue

	School Days	Estimated Meals	Federal	State	Local	Amount
Paid	180	1099	\$ 0.24	\$ -	\$ 4.00	\$ 838,756.80
Reduced	180	41	\$ 2.17	\$ 0.22	\$ 0.40	\$ 20,586.51
Free	180	87	\$ 2.57	\$ 0.22	\$ -	\$ 43,683.57
Snack	180	436	\$ 0.06	\$ -	\$ -	\$ -
Milk Program (\$90 per year for 500 students)						\$ 45,000.00
Snack Program						\$ 54,936.00
Indirect Costs from Childcare Fund (Estimate)						\$ 7,645.00
Interest						\$ 1,500.00
Total Revenue						\$ 1,012,107.88

Expenditures

Labor	Calculated by FIS system, staffing as of 2/28/09	\$	148,407.00																
Benefits	Calculated by FIS system, staffing as of 2/28/09	\$	39,231.00																
SDUHSD	<table> <tr> <th></th><th>School Days</th><th>Estimated Meals</th><th>Meal Price</th></tr> <tr> <td>Paid</td><td>180</td><td>1099</td><td>\$ 2.75</td></tr> <tr> <td>Reduced</td><td>180</td><td>41</td><td>\$ 2.75</td></tr> <tr> <td>Free</td><td>180</td><td>87</td><td>\$ 2.75</td></tr> </table>		School Days	Estimated Meals	Meal Price	Paid	180	1099	\$ 2.75	Reduced	180	41	\$ 2.75	Free	180	87	\$ 2.75	\$	544,005.00
	School Days	Estimated Meals	Meal Price																
Paid	180	1099	\$ 2.75																
Reduced	180	41	\$ 2.75																
Free	180	87	\$ 2.75																
			\$ 20,295.00																
			\$ 43,065.00																
Snack Program			\$ 54,936.00																
Commodities	commodity credit being kept at SDUHSD in lieu of price increase	\$	-																
Milk		\$	81,600.75																
Service and Operating Costs		\$	9,079.00																
Vehicle Repair		\$	10,000.00																
Capital Outlay - Delivery Vehicles		\$	-																
Indirect Costs to General Fund		\$	22,121.00																
Total Expenditures		\$	972,739.75																
Excess (Deficiency) of Revenues over Expenditures		\$	39,368.13																
Beginning Fund Balance		\$	8.00																
Ending Fund Balance		\$	39,376.13																
Reserve for Vehicle Replacement*		\$	40,000.00																
Undesignated Ending Balance		\$	(623.87)																

*Current delivery vehicles will be functional for two additional years at minimum.
Reserving \$40,000 a year will give the District the flexibility to replace the vehicles as needed.
If vehicles remain operational for a longer period, the reserve will remain in the Child Nutrition Fund.

April 24, 2008

To: Board Members

From: Sharon McClain, Superintendent

Subject: Board Approval, Donation from the Del Mar Schools Education Foundation

The administration is pleased to announce to the Board that the Del Mar Schools Education Foundation, will present a check to the Del Mar Union School District to help support enrichment programs at all eight schools in the district. As of this writing, the amount of the donation is unknown.

The administration would like to sincerely thank Matt Zevin, DMSEF President, and all members of the DMSEF Board for their committed efforts this year to make this donation possible. We would also like to thank the parents and community members across the District for their amazing generosity in the spirit of providing an outstanding educational program for all the children of the DMUSD community.

FISCAL IMPACT: Revenue will support the enrichment program districtwide.

RECOMMENDATION: The Superintendent recommends acceptance of the donation from the Del Mar Schools Education Foundation.

10.14

April 20, 2009

To: Board Members

From: Dena Whittington, Assistant Superintendent of Business Services

Through: Sharon McClain, Superintendent

Subject: Estimated Cost of Step and Column for the 2009-2010 Fiscal Year

General Fund	2009-2010 w/o Step and Column	2009-2010 w/ Step and Column	Cost of 2009-2010 Step and Column
Certificated Salaries	\$ 21,339,005	\$ 21,853,879	\$ 514,874
Classified Salaries	\$ 5,551,047	\$ 5,642,421	\$ 91,374
Employee Benefits	\$ 6,000,445	\$ 6,065,088	\$ 64,643
	\$ 32,890,497	\$ 33,561,388	\$ 670,891

Percent of Step and Column compared to Total Payroll 2.04%

Percent of Step and Column for 08-09 2.23%

Percent of Step and Column for 07-08 2.34%

All current 08/09 employees are included in 09/10 figures

All employees were individually evaluated to determine if eligible for step and column

Fiscal Impact: Increase in payroll costs of \$670,891 to the General Fund per the current DMCTA/DMUSD Agreement.

Recommends: Superintendent recommends approval of the Step and Column increase for the 2009-2010 fiscal year.

10.15

April 20, 2009

To: Board Members

From: Dena Whittington, Assistant Superintendent of Business Services

Through: Sharon McClain, Superintendent

Subject: 2008/2009 Monthly Budget Update

The attached sheets represent each district fund individually. The actual revenues and expenditures are as of March 31, 2009. Budget amounts are those reflected in the 2008-2009 Second Interim Budget.

FISCAL IMPACT: Presentation of this report is for information only and does not affect revenues, expenses, or projected ending fund balances in the 2008-2009 Budget.

RECOMMENDED: This item is presented to the Board of Trustees as information only.

10.16

Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
General Fund - Unrestricted
March 31, 2009

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ 31,936,826	\$ 27,731,507	13%
Federal Revenue	-	-	-
Other State Revenue	2,869,136	916,300	68%
Other Local Revenue	1,350,700	1,339,527	1%
Total Revenues	\$ 36,156,662	\$ 29,987,333	17%
Expenditures			
Certificated Salaries	\$ 19,026,579	\$ 13,689,101	28%
Classified Salaries	3,500,043	2,510,388	28%
Employee Benefits	5,149,187	3,735,076	27%
Books and Supplies	1,957,537	1,038,081	47%
Services and Other Operating	2,774,681	1,824,717	34%
Capital Outlay	126,483	30,331	76%
Other Outgo	7,565	13,902	-84%
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 32,542,075	\$ 22,841,596	30%
Excess (Deficiency) Revenues and Expenditures	\$ 3,614,587	\$ 7,145,738	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ (4,621,766)	\$ (1,166,832)	
Other Financing Sources and Uses	\$ (4,621,766)	\$ (1,166,832)	
Net Increase (Decrease) In Fund Balance	\$ (1,007,179)	\$ 5,978,906	
Beginning Fund Balance	\$ 10,355,412		
Ending Fund Balance**	\$ 9,348,233		

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

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

**Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
General Fund - Restricted
March 31, 2009**

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ 354,310	\$ 53,945	85%
Federal Revenue	672,885	335,277	50%
Other State Revenue	1,151,301	1,042,391	9%
Other Local Revenue	1,493,516	1,055,664	29%
Total Revenues	\$ 3,672,012	\$ 2,487,276	32%
Expenditures			
Certificated Salaries	\$ 2,735,736	\$ 2,068,618	24%
Classified Salaries	2,185,139	1,527,921	30%
Employee Benefits	1,027,608	738,531	28%
Books and Supplies	1,249,321	534,194	57%
Services and Other Operating	1,767,879	1,033,321	42%
Capital Outlay	-	(1,600)	-
Other Outgo	88,176	44,088	50%
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 9,053,859	\$ 5,945,073	34%
Excess (Deficiency) Revenues and Expenditures	\$ (5,381,847)	\$ (3,457,796)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (190,230)	\$ 167,774	
Contributions	\$ 4,621,766	\$ 1,166,832	
Other Financing Sources and Uses	\$ 4,431,536	\$ 1,334,606	
Net Increase (Decrease) In Fund Balance	\$ (950,311)	\$ (2,123,190)	
Beginning Fund Balance	\$ 1,126,343		
Ending Fund Balance**	\$ 176,032		

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

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

**Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
General Fund - Combined
March 31, 2009**

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ 32,291,136	\$ 27,785,452	14%
Federal Revenue	672,885	335,277	50%
Other State Revenue	4,020,437	1,958,690	51%
Other Local Revenue	2,844,216	2,395,191	16%
Total Revenues	\$ 39,828,674	\$ 32,474,610	18%
Expenditures			
Certificated Salaries	\$ 21,762,315	\$ 15,757,720	28%
Classified Salaries	5,685,182	4,038,309	29%
Employee Benefits	6,176,795	4,473,607	28%
Books and Supplies	3,206,858	1,572,275	51%
Services and Other Operating	4,542,560	2,858,038	37%
Capital Outlay	126,483	28,731	77%
Other Outgo	95,741	57,989	39%
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 41,595,934	\$ 28,786,669	31%
Excess (Deficiency) Revenues and Expenditures	\$ (1,767,260)	\$ 3,687,941	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (190,230)	\$ 167,774	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ (190,230)	\$ 167,774	
Net Increase (Decrease) In Fund Balance	\$ (1,957,490)	\$ 3,855,715	
Beginning Fund Balance	\$ 11,481,755		
Ending Fund Balance**	\$ 9,524,265		

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

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

**Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
Cafeteria Fund
March 31, 2009**

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	103,872	53,336	49%
Other State Revenue	9,766	2,558	74%
Other Local Revenue	803,564	619,850	23%
Total Revenues	\$ 917,202	\$ 675,744	26%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	111,920	79,054	29%
Employee Benefits	38,549	28,074	27%
Books and Supplies (food)	713,511	313,848	56%
Services and Other Operating	9,079	7,208	21%
Capital Outlay	-	-	-
Other Outgo	22,121	-	100%
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 895,180	\$ 428,185	52%
Excess (Deficiency) Revenues and Expenditures	\$ 22,022	\$ 247,559	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 22,022	\$ 247,559	
Beginning Fund Balance	\$ 8		
Ending Fund Balance**	\$ 22,030		

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

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

Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
Deferred Maintenance
March 31, 2009

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	8,000	11,212	-40%
Total Revenues	\$ 8,000	\$ 11,212	-40%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	71,461	317,677	-345%
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 71,461	\$ 317,677	-345%
Excess (Deficiency) Revenues and Expenditures	\$ (63,461)	\$ (306,465)	
Other Financing Sources and Uses			
Transfers In	\$ 190,230	\$ 167,774	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 190,230	\$ 167,774	
Net Increase (Decrease) In Fund Balance	\$ 126,769	\$ (138,691)	
Beginning Fund Balance	\$ 801,444		
Ending Fund Balance**	\$ 928,213		

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

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

**Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
Special Reserve for other than Capital Outlay
March 31, 2009**

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	38,000	19,708	48%
Total Revenues	\$ 38,000	\$ 19,708	48%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	-	-	-
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ -	\$ -	-
Excess (Deficiency) Revenues and Expenditures	\$ 38,000	\$ 19,708	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 38,000	\$ 19,708	
Beginning Fund Balance	\$ 1,307,746		
Ending Fund Balance**	\$ 1,345,746		

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

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

**Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
Capital Facilities
March 31, 2009**

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	127,400	84,357	34%
Total Revenues	\$ 127,400	\$ 84,357	34%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	10,000	324	97%
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 10,000	\$ 324	97%
Excess (Deficiency) Revenues and Expenditures	\$ 117,400	\$ 84,033	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 117,400	\$ 84,033	
Beginning Fund Balance	\$ 98,077		
Ending Fund Balance**	\$ 215,477		

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

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

**Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
Special Reserve Fund for Capital Outlay Projects
March 31, 2009**

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	275,000	207,375	25%
Total Revenues	\$ 275,000	\$ 207,375	25%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	-	-	-
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ -	\$ -	
Excess (Deficiency) Revenues and Expenditures	\$ 275,000	\$ 207,375	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	-	-	
Contributions	-	-	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 275,000	\$ 207,375	
Beginning Fund Balance	\$ 7,833,784		
Ending Fund Balance**	\$ 8,108,784		

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

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

Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
Capital Project Fund for Blended Component Units
(CFD 95-1 and CFD 99-1)
March 31, 2009

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	2,795,194	1,882,238	33%
Total Revenues	\$ 2,795,194	\$ 1,882,238	33%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	13,325	13,054	2%
Services and Other Operating	160,992	37,726	77%
Capital Outlay	1,861,694	48,817	97%
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 2,036,011	\$ 99,598	95%
Excess (Deficiency) Revenues and Expenditures	\$ 759,183	\$ 1,782,640	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (2,014,864)	\$ (2,011,518)	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ (2,014,864)	\$ (2,011,518)	
Net Increase (Decrease) in Fund Balance	\$ (1,255,681)	\$ (228,879)	
Beginning Fund Balance	\$ 6,865,255		
Ending Fund Balance**	\$ 5,609,574		

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

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

**Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
Debt Service Fund for Blended Component Units (CFD)
March 31, 2009**

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	-	-	-
Total Revenues	\$ -	\$ -	-
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	-	-	-
Capital Outlay	-	-	-
Other Outgo	2,014,864	\$ (2,011,518)	200%
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 2,014,864	\$ (2,011,518)	200%
Excess (Deficiency) Revenues and Expenditures	\$ (2,014,864)	\$ 2,011,518	
Other Financing Sources and Uses			
Transfers In	\$ 2,014,864	\$ 2,011,518	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 2,014,864	\$ 2,011,518	
Net Increase (Decrease) In Fund Balance	\$ -	\$ 4,023,036	
Beginning Fund Balance	\$ -		
Ending Fund Balance**	\$ -		

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

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

**Del Mar Union School District
2008-2009 Budget Update - Estimated Actuals
Other Enterprise Fund - Childcare
March 31, 2009**

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	2,698,000	2,107,883	22%
Total Revenues	\$ 2,698,000	\$ 2,107,883	22%
Expenditures			
Certificated Salaries	\$ 64,599	\$ 48,401	25%
Classified Salaries	1,876,213	1,375,960	27%
Employee Benefits	383,858	282,695	26%
Books and Supplies	205,527	106,138	48%
Services and Other Operating	169,235	58,608	65%
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 2,699,432	\$ 1,871,801	31%
Excess (Deficiency) Revenues and Expenditures	\$ (1,432)	\$ 236,082	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ (1,432)	\$ 236,082	
Beginning Fund Balance	\$ 1,279,611		
Ending Fund Balance**	\$ 1,278,179		

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

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

**Del Mar Union School District
2007-2008 Budget Update - Estimated Actuals
Foundation Trust Fund
March 31, 2009**

	2008-09 Second Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	1,400	669	52%
Total Revenues	\$ 1,400	\$ 669	52%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	-	-	-
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ -	\$ -	
Excess (Deficiency) Revenues and Expenditures	\$ 1,400	\$ 669	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	-	-	
Contributions	-	-	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 1,400	\$ 669	
Beginning Fund Balance	\$ 44,371		
Ending Fund Balance**	\$ 45,771		

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

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

DEL MAR UNION SCHOOL DISTRICT
County Treasury, General Ledger Balances
FISCAL YEAR 2008-2009

DISTRICT 11

GOVERNMENTAL FUNDS - SPECIAL RESERVE & CAPITAL PROJECTS

Cty Tres. Fund #	F/Y 07/08 6/30/2008	F/Y 08/09 7/31/2008	F/Y 08/09 8/31/2008	F/Y 08/09 9/30/2008	F/Y 08/09 10/31/2008	F/Y 08/09 11/30/2008	F/Y 08/09 12/31/2008	F/Y 08/09 1/31/2009	F/Y 08/09 2/28/2009	F/Y 08/09 3/31/2009	increase (decrease)	SACS Fund #	Fund Description
412101 / 55695	\$ 11,280,306	\$ 14,085,484	\$ 11,621,747	\$ 8,222,307	\$ 6,411,151	\$ 4,275,950	\$ 12,657,073	\$ 11,822,455	\$ 10,218,348	\$ 8,267,911	\$ (1,950,437)	03 & 06	Res / Unres General Fund
412104 / 55701	\$ 29,951	\$ 12,159	\$ 45,719	\$ 162,990	\$ 126,317	\$ 126,428	\$ 61,706	\$ 93,443	\$ 126,209	\$ 193,943	\$ 67,734	13-00	Cafeteria Fund
412112 / 55710	\$ 794,584	\$ 737,493	\$ 737,130	\$ 729,984	\$ 729,984	\$ 736,058	\$ 736,058	\$ 741,196	\$ 741,196	\$ 662,754	\$ (78,442)	14-00	Deferred Maintenance
412142 / 55725	\$ 1,295,414	\$ 1,295,414	\$ 1,307,746	\$ 1,307,746	\$ 1,307,746	\$ 1,318,251	\$ 1,318,251	\$ 1,327,454	\$ 1,327,454	\$ 1,327,454	\$ -	17-42	Endowment - Special Res
412119 / 55716	\$ 97,648	\$ 99,939	\$ 113,238	\$ 143,686	\$ 143,686	\$ 148,317	\$ 148,317	\$ 168,458	\$ 168,902	\$ 176,361	\$ 7,459	25-19	Developer Fees
412146 / 55731	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	35-00	State School Facility Fund
412102 / 55698	\$ 4,707,355	\$ 4,707,355	\$ 4,723,134	\$ 4,723,134	\$ 4,723,134	\$ 8,384,862	\$ 8,384,862	\$ 8,430,509	\$ 8,430,509	\$ 8,041,159	\$ (389,350)	40-00	Special Res Capital Outlay
Subtotal	\$ 18,205,259	\$ 20,937,844	\$ 18,548,714	\$ 15,289,847	\$ 13,442,018	\$ 14,989,866	\$ 23,306,267	\$ 22,583,514	\$ 21,012,618	\$ 18,669,582	\$ (2,343,036)		d

PROPRIETARY & FIDUCIARY FUNDS - INTERNAL SERVICE, EXPENDIBLE TRUST & ENTERPRISE

412122 / 55720	\$ 1,285,811	\$ 1,259,629	\$ 1,155,880	\$ 1,196,390	\$ 1,290,870	\$ 1,343,097	\$ 1,293,079	\$ 1,349,062	\$ 1,342,361	\$ 1,467,913	\$ 125,551	63-00	Enterprise - Childcare
412120 / 55719	\$ 44,090	\$ 43,990	\$ 44,371	\$ 44,371	\$ 44,371	\$ 44,728	\$ 44,728	\$ 45,040	\$ 45,040	\$ 45,040	\$ -	73-20	Foundation Trust Funds
Subtotal	\$ 1,329,901	\$ 1,303,620	\$ 1,200,252	\$ 1,240,761	\$ 1,335,242	\$ 1,387,825	\$ 1,337,808	\$ 1,394,102	\$ 1,387,402	\$ 1,512,953	\$ 125,551		

DIST. 11 TOTAL \$ 19,535,160 \$ 22,241,463 \$ 19,748,966 \$ 16,530,608 \$ 14,777,260 \$ 16,377,691 \$ 24,644,075 \$ 23,977,616 \$ 22,400,020 \$ 20,182,535 \$ (2,217,485)

412110 / 55707	\$ 100,000	Bonds Authorized Unissued										10-00	Bond Fund
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DISTRICT 72

FUND BALANCES - GOVERNMENTAL & CAPITAL PROJECTS

	F/Y 07/08 6/30/2008	F/Y 08/09 7/31/2008	F/Y 08/09 8/31/2008	F/Y 08/09 9/30/2008	F/Y 08/09 10/31/2008	F/Y 08/09 11/30/2008	F/Y 08/09 12/31/2008	F/Y 08/09 1/31/2009	F/Y 08/09 2/28/2009	F/Y 08/09 3/31/2009	increase/ (decrease)	SACS Fund #	Fund Description
Community Facilities District No. 95-1													
458001 / 54976	\$ 2,573,171	\$ 2,577,749	\$ 1,739,977	\$ 1,953,530	\$ 1,955,710	\$ 2,003,575	\$ 2,199,283	\$ 2,782,028	\$ 2,357,104	\$ 2,399,088	\$ 41,984	49-01	CFD 95-1 General Fund
TOTAL CFD 95-1	\$ 2,573,171	\$ 2,577,749	\$ 1,739,977	\$ 1,953,530	\$ 1,955,710	\$ 2,003,575	\$ 2,199,283	\$ 2,782,028	\$ 2,357,104	\$ 2,399,088	\$ 41,984		
Community Facilities District No. 99-1													
458002 / 54977	\$ 3,514,228	\$ 3,518,477	\$ 3,114,482	\$ 3,111,599	\$ 3,109,163	\$ 3,150,129	\$ 3,266,333	\$ 3,627,405	\$ 3,381,652	\$ 3,408,074	\$ 26,422	49-02	CFD 99-1 General Fund
TOTAL CFD 99-1	\$ 3,514,228	\$ 3,518,477	\$ 3,114,482	\$ 3,111,599	\$ 3,109,163	\$ 3,150,129	\$ 3,266,333	\$ 3,627,405	\$ 3,381,652	\$ 3,408,074	\$ 26,422		
DIST. 72 TOTAL	\$ 6,087,399	\$ 6,096,227	\$ 4,854,458	\$ 5,065,129	\$ 5,064,873	\$ 5,153,704	\$ 5,465,616	\$ 6,409,432	\$ 5,738,755	\$ 5,807,162	\$ 68,406		

Date: April 22, 2009
 To: Board Members
 From: Rodger Smith
 Through: Sharon McClain
 Subject: Approval of Recommended Personnel Actions: Employment, Resignations, Dismissals, Leaves of Absences and Change of Status

CLASSIFIED

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Dylong, Alicia	School Office Assistant Child Nutrition Services Assistant	0.875 0.125	Torrey Hills	Approve Assignment Effective 4/13/09	Replacement
Grossman, Nalani	School Administrative Assistant	1.00	Torrey Hills	Approve Promotion from School Office Assistant to School Administrative Assistant Effective 3/17/09	Replacement
Liow, Ashley	Instructional Assistant - Preschool	0.4875	Child Care	Approve Resignation Effective 7/31/08	
Mihalkanin, Anne Marie	Special Education Aide II	0.525	Sycamore Ridge	Approve Decrease in Hours from 30 Hours per Week to 21 Hours per Week Effective 4/1/09	
Nedungadi, Sunaina	Special Education Aide I	0.75	Del Mar Heights	Approve Resignation Effective 3/20/09	
Titus, Jamillah	Child Care Worker I	0.40	Child Care	Approve Decrease in Hours from 24 Hours per Week to 16 Hours per Week Effective 4/13/09	
Trust, Heather	Child Care Worker I	0.75	Child Care	Approve Increase in Hours from 17.5 Hours per Week to 30 Hours per Week Effective 4/13/09	

Date: April 22, 2009
 To: Board Members
 From: Rodger Smith
 Through: Sharon McClain
 Subject: Approval of Recommended Personnel Actions: Employment, Resignations, Dismissals, Leaves of Absences and Change of Status

CERTIFICATED

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Appel, Andrea	Teacher	0.527	Carmel Del Mar	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Barman, Amanda	Teacher	0.527	Del Mar Heights	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Bignami, Alane	Teacher	1.000	Ashley Falls	Approve Resignation Effective 6/12/09	
Boehm-Boysen, Jacqueline	Teacher	0.527	Ocean Air	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Brame, Melissa	Teacher	0.25	Del Mar Heights	Approve Unpaid Leave of Absence for 75% of 2009/2010 due to Shared Contract	

*11.1

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Catilus, Alison	Teacher	0.527	Del Mar Heights	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Cluxton, Stephanie	Teacher	0.527	Torrey Hills	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Correia, Wendy	Teacher	0.527	Sage Canyon	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Delliquadri, Jennifer	Teacher	0.527	Ocean Air	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Hemingway, Leah	Teacher	0.527	Ocean Air	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Holmes, Dianna	Teacher	0.527	Carmel Del Mar	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Johnson, Jennifer	Adapted Physical Education Teacher	1.00	Various	Approve Resignation Effective 7/24/09	

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
McCarthy, Laura	Teacher	0.527	Ocean Air	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
McClellan, Jennifer	Teacher	0.527	Sage Canyon	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Soderberg, Kristin	Teacher	0.527	Sage Canyon	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	
Swanson, Janese	Teacher	1.00	Sage Canyon	Approve Unpaid Leave of Absence for 2009/10	
Williams, Regina	Teacher	0.80	Del Mar Heights	Approve Unpaid Leave of Absence for 20% of 2009/2010 due to Shared Contract	
Wojtkowski, Wendy	Teacher	0.527	Sage Canyon	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Zitko, Laurel	Teacher	0.527	Torrey Hills	Approve Unpaid Leave of Absence for 50% of 2009/2010 due to Shared Contract	

April 21, 2009

To: Board Members
From: Rodger Smith, Director of Human Resources and Facilities Planning
Through: Sharon McClain, Superintendent
Subject: Board Approval of the Renewal of an Agreement with Azusa Pacific University to Provide Student Teaching Experiences for Students of the University

Azusa Pacific University would like to renew an agreement with the Del Mar Union School District to provide student teaching experiences for students of the University. The District has worked with Azusa Pacific in the past to provide student teaching experiences; our experience with the university has been positive and productive.

The term of the renewal of the Agreement with Azusa Pacific is from July 1, 2009 through June 30, 2012. A copy of the complete agreement is available for review in the Human Resources Office at the DMUSD District Office.

FISCAL IMPACT: There is no fiscal impact associated with this agreement.

RECOMMENDED: The Superintendent recommends Board approval of the renewal of an Agreement with Azusa Pacific University to provide student teaching experiences for students of the university.

11.2

April 21, 2009

To: Board Members

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

Through: Sharon McClain, Superintendent

Subject: Board Approval of the Renewal of an Agreement with the San Dieguito Union High School District for the Collection of School Fees

For at least the last seven years, the Del Mar Union School District and the San Dieguito Union High School District (SDUHSD) have maintained an agreement that provides for the SDUHSD to collect school developer fees for the DMUSD. This agreement was originally established for two purposes: the first purpose was to eliminate the need for community members to go to each of the school district offices to pay developer fees when construction of new residential or commercial development was being initiated within the boundaries of both school districts; the second reason for the agreement was to capitalize on the SDUHSD's significantly larger business department's staff and expertise in order to create an efficient mechanism for collecting the fees.

The current agreement with the SDUHSD has been a very successful and positive arrangement for both districts. We also believe that community members appreciate this level of coordination between the two districts. The past agreement included an administrative charge of \$18.00 for the collection of the fees; the same fee has been in place for six years. The renewal calls for that charge to be increased to \$25.75 per transaction. In 2007-08, the SDUHSD completed 36 of these transactions for us. If the number of transactions remains the same as last year, the increased fee would represent an increased cost of \$279 over last year. It is permissible to pay for the charges from the proceeds of the fees.

A copy of the proposed agreement follows this narrative.

FISCAL IMPACT: Approval of this agreement would increase the fee for services for processing these transactions by \$7.75 per transaction. The additional fee would be paid from the proceeds of school fees.

RECOMMENDED: The Superintendent recommends Board Approval of the Renewal of an Agreement with the San Dieguito Union High School District for the Collection of School Fees

AGREEMENT FOR THE COLLECTION OF SCHOOL FEES

This AGREEMENT, entered into this _____ day of _____, 20____
by and between the San Dieguito Union High School District (hereinafter referred to as
“San Dieguito”), whose address is 710 Encinitas Blvd, Encinitas, California , 92024, and
Del Mar Union Elementary District (hereinafter referred to as “District”), whose address
is 225 Ninth St., Del Mar, CA 92014.

WITNESSETH:

WHEREAS, Government Code section 65995 and Education Code 17620
authorizes school districts to levy a fee, charge, dedication, or other form of requirement
against any development project, for the construction or reconstruction of school
facilities; and

WHEREAS, District and other elementary school districts are desirous of
continuing to designate San Dieguito as the central collection agency for the area feeding
elementary school districts; and

WHEREAS, San Dieguito is willing to undertake said responsibility.

NOW THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

A. SAN DIEGUITO’S RESPONSIBILITIES SHALL BE AS FOLLOWS:

1. Serve as the central collection agency for District for purposes of collection of
any school fees which a school District may lawfully be entitled to collect
from developers, including school fees levied by District pursuant to
Government Code 65995 and Education Code 17620. The repeal of or
amendment to any of the foregoing provisions shall not affect the validity of

this agreement as long as the District is lawfully authorized to collect such fees.

2. Collect such fees on behalf of District and forward same by Certified Mail to the address specified.
3. Keep receipts of all monies thus collected.
4. Keep a daily log of all forms keyed to the tax assessors' parcel number of the project for which fees are collected hereunder.
5. Prepare and send to District twice a month, a report of all transactions. District shall have 30 days from report date to dispute said report.
6. Conduct or arrange for an annual review of all transactions at San Dieguito's expense.
7. In addition to the above-mentioned responsibilities, San Dieguito shall, as may be authorized by District, act as District's agent in matters such as, but not limited to the following::
 - a. Granting certification of compliance to show that the fee requirement has been satisfied.
 - b. Granting partial and or/full reconveyances of Trust Deeds.
 - c. Executing subordination agreements.
 - d. Granting release of bonds.
 - e. Executing maps

B. GENERAL PROVISIONS:

1. District agrees to pay San Dieguito \$ 25.75 per developer fee transaction, payable twice annually on December 31st and June 30th.

2. The above amount is subject to a once a year (annual) inflation factor.

The inflation factor is determined by the percent of increase/decrease reflected by the California Consumer Price Index (CCPI), as maintained by the California Department of Industrial Relations. The amount will be adjusted on July 1 or as soon thereafter as CCPI for June becomes available as follows:

$$1.0 + (\text{CCPI June of current year} - \text{CCPI June of prior year}) / \text{CCPI June of prior year} \times \text{above amount in paragraph 1} = \text{adjusted amount}$$

San Dieguito will provide prior written notice of the adjusted amount to the District, by certified mail, 10 business days before the adjustment goes into effect. The District may choose to reject the adjustment and be released from this contract as described below in paragraph 3.

3. The performance of work under the contract may be terminated by either party in whole or in part whenever the terminating party determines that termination is in the entity's best interest. Any such termination shall be effected by the delivery to the affected party of written notice at least thirty (30) days before the date of termination, specifying the extent to which performance of the work under the contract is terminated and the date upon which such termination becomes effective.

In the event the District fails to pay for services rendered within the time specified under the contract, San Dieguito reserves the right to terminate the contract for default. San Dieguito will notify District within ten (10) days after default to enable District to cure the defect. In the event District fails to pay within ten (10) days after notification, San Dieguito will terminate all services to District.

4. District, its agents, officers and employees agree to defend, save free and hold harmless San Dieguito, its agents, officers, and employees against any claims, liabilities, penalties, fines and any cost and expense, including reasonable attorneys' fees incurred by San Dieguito, caused by or resulting from any acts or omissions of San Dieguito, its agents, officers or employees in performance of this Agreement.

5. San Dieguito, its agents, officers and employees at its own cost and expense, agree to defend, indemnify and hold harmless the District, its agents, officers, and employees from that portion of any costs, claims, judgments, or awards of damages that exceed the amount of impact fees San Dieguito has collected on behalf of the District resulting from San Dieguito's acts or omissions in performance of this Agreement. It is the intent of this section that any liability created by San Dieguito's performance of its duties under this Agreement be satisfied first out of any fees attributable to the activity out of which the liability arises that have been collected by San Dieguito on behalf of the District for the particular development activity at issue, and only in the event that such impact fees collected for the particular development activity at issue are insufficient, shall San Dieguito be liable to satisfy the liability.

6. It is recognized that amendments to this Agreement may become necessary, and such amendment shall become effective only when both parties have agreed to and executed a written addendum to this Agreement.

7. Nothing herein shall limit, waive, or extinguish any right or remedy provided by this Agreement or law that either party may have in the event that the

obligations, terms, and conditions set forth in this Agreement are breached by the other party.

IN WITNESS WHEREOF, this Agreement is executed in San Diego County, California, as of the dated first written above.

SAN DIEGUITO UNION HIGH SCHOOL
DISTRICT

By_____

Title_____

DEL MAR UNION ELEMENTARY
DISTRICT

By_____

Title_____

April 29, 2009

To: Board Members
From: Rodger Smith, Director of Human Resources and Facilities Planning
Through: Sharon McClain, Superintendent
Subject: Board Approval of RESOLUTION 2009-06, REDUCING AND ELIMINATING CERTAIN CLASSIFIED SERVICES FOR THE 2009/10 SCHOOL YEAR

Pursuant to the need to reduce expenditures for 2009-2010, the District proposes to conduct a layoff of selected classified employees due to a lack of work and/or a lack of funds. The resolution that follows this memorandum is intended to facilitate the layoff of certain classified employees in the following classes:

Child Care Instructional Aide, Preschool

Child Care Worker I

Instructional Aide I

Instructional Aide I (Combo Class)

Instructional Aide II (Music)

Instructional Aide II (ESC)

The Board's approval of Resolution 2009-06 will initiate the process of conducting this layoff.

FISCAL IMPACT: The fiscal impact of this layoff will not be known until the specific employees who are to be laid off are identified.

RECOMMENDED: The Superintendent recommends Board approval of Resolution 2009-06, Layoff of Classified Personnel.

DEL MAR UNION SCHOOL DISTRICT
RESOLUTION 2009-06
REDUCING AND ELIMINATING CERTAIN
CLASSIFIED SERVICES FOR THE 2009/10 SCHOOL YEAR

**In the Matter of the Discontinuation
of Services and Layoff of Classified
Employees for the 2009-2010 School Year**

WHEREAS, This Board hereby finds that it is in the best interest of the Del Mar Union School District due to lack of work and lack of funds to discontinue services as described in "Exhibit A" attached hereto and incorporated herein by reference, and

WHEREAS, Due to the resulting lack of work, this Board hereby finds that is in the best interest of the Del Mar Union School District to lay off classified employees pursuant to provisions in the California Education Code;

NOW, THEREFORE BE IT RESOLVED that the services referenced in "Exhibit A" in the Del Mar Union School District shall be discontinued to the extent herein specified, effective June 15, 2009.

BE IT FURTHER RESOLVED that the Board takes this action pursuant to provisions I the California Education Code.

BE IT FURTHER RESOLVED that the Superintendent or designee is hereby authorized and directed to give any layoff notices which may be necessary as a result of this action, pursuant to provisions of the California Education Code, not less than forty-five (45) days prior to the effective date of the layoff, which shall be on or about the date specified hereinabove. Additionally, the Superintendent or designee is authorized and directed to take such other action as may be necessary as a result of this action, pursuant to applicable provisions of law and District policy and procedures, including but not limited to affording laid off employees those re-employment rights to which they are entitled by law.

PASSED AND ADOPTED at a duly-called meeting this 29th day of April, 2009, by the Governing of the Del Mar Union School District.

President, Governing Board of the
Del Mar Union School District of
San Diego County, California

Attest:

I, _____, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution passed and adopted by said Board at a duly-called and conducted meeting held on said date, which resolution is on file in the office of said Board.

Secretary of the Governing Board,
Del Mar Union School District

EXHIBIT "A"**RESOLUTION 2009-06, REDUCING AND ELIMINATING CERTAIN****CLASSIFIED SERVICES FOR THE 2009/10 SCHOOL YEAR**

The services to be reduced or eliminated are:

Child Care Instructional Aide Preschool:	1 position of 35 hours
	4 positions of 32 hours
	1 position of 27.5 hours
	2 positions of 20 hours
Child Care Worker I:	7 positions of 30 hours
	1 position of 26.25 hours
	1 position of 24.5 hours
	1 position of 17 hours
Instructional Aide I:	1 position of 21.5 hours
Instructional Aide I (Combo Class):	1 position of 31 hours
	1 position of 30 hours
	1 position of 27 hours
	4 positions of 25 hours
	1 position of 23.5 hours
	1 position of 20 hours

Instructional Aide II (Music):	1 position of 21 hours
Instructional Aide II (ESC):	1 position of 30 hours
	1 position of 28.5 hours
	1 position of 28 hours
	1 position of 25.5 hours
	1 position of 24.25 hours

April 22, 2009

To: Board Members

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

Through: Sharon McClain, Superintendent

Subject: Board Approval, Revision of Salary Schedules for Special Education
Extended School Year Teachers and Principal

In recent years, Sheila Weinberg, Director of Pupil Services, has reported that recruiting qualified teachers for the Special Education Extended School Year (ESY) program has become increasingly difficult due to the \$27.00 per hour wages that are the current level of compensation for teachers in this program. Maintaining a quality program is essential to the best interests of the children who participate in the program; maintaining a high level of quality is difficult to achieve if highly skilled and trained teachers are not available to instruct the students.

Two basic problems have caused the difficulty in recruiting personnel for the ESY program. The first problem is that, at \$27.00 per hour, the teachers in the program are compensated at rate that is only slightly higher than the instructional aides working in the program. A second problem that has impacted recruiting for teachers is that several area districts compensate teachers in the ESY program on the basis of an hourly rate that is derived from the teachers placement on the regular certificated salary schedule. In district's where this is the practice, it is reported that recruiting for highly qualified ESY teachers is not problematic.

In order to remedy the problem of recruitment of highly qualified teachers to serve in the ESY program, district staff proposes to modify the current salary schedule for teachers in this program so that the revised level of compensation for teachers is based on an hourly rate derived from the actual placement of the teacher on the regular teachers' salary schedule. Due to the fact that implementing this revision would cause the teachers' compensation to exceed the Principal's compensation by a significant margin, it is also recommended that the salary schedule for the position of Principal of ESY should be an hourly rate derived from Step 1 of the Principals' Salary schedule.

The proposed revisions to the salary schedules described above would represent an increase of approximately 70% in compensation for ESY teachers and principal. The estimated total additional expenditure for the recommended modifications is approximately \$18,000. This additional expense would be charged to the Special Education budget.

FISCAL IMPACT:	Approximate increase to the Special Education budget of \$18,000.
RECOMMENDED:	The Superintendent recommends Board approval of the proposed revision of salary schedules for Special Education Extended School Year Teachers and Principal.

April 22, 2009

To: Board Members
From: Rodger Smith, Director of Human Resources and Facilities Planning
Through: Sharon McClain, Superintendent
Subject: First Reading, New Position Job Description for Senior Systems Analyst/Programmer

Following the resignation of our Student Information Data Management Coordinator, Mike Casey, Director of Technology for the District, felt that the position needed to be reconfigured in order to more appropriately address functions that would enable the Technology Department's mission more effectively. The job description that follows is annotated in order to explain the differences in the two positions and to establish a rationale for replacing the Student Information position with a Senior Analyst/Programmer.

In order to establish competitive compensation for the Senior Analyst position, Mike is recommending that the salary range for the Senior Analyst position should be upgraded to Range 41; this range is \$56,589.77 annually at step 1 and \$79,628.09 at step 8. The current range for the Student Information position is 32, or from \$45,312.09 to \$63,758.30.

Mike will be available during discussion of this item in order to respond to questions from Board members.

FISCAL IMPACT: Not applicable – this is a first reading.

RECOMMENDED: No action is recommended at this time.

DEL MAR UNION SCHOOL DISTRICT

CLASS TITLE: **SENIOR SYSTEMS ANALYST/PROGRAMMER**

CLASSIFIED **RANGE: 41** (This represents a competitive salary as compared to other school districts' IT staff.

BASIC FUNCTION:

Under the direction of the Director of Technology, perform a variety of complex duties in the analysis, design, programming, testing, implementation and maintenance of the district's administrative and instructional support systems. Provide district departments and personnel with information technology and procedural solutions to support specific functionality requirements.

The BASIC FUNCTION is at a much higher level than the previous position of 'Student Information Data Management Coordinator'. The current and future needs of the Del Mar Union School district are not obtainable by hiring staff with the current position description and job duties. In order to move the district forward in the area of technology, a significant change in the technical abilities of staff must be addressed. The quickest and most feasible way to address the technical needs of the district is to modify the current position of 'Student Information Data Management Coordinator' to a 'Senior Systems Analyst/Programmer'. This will allow us to immediately leverage the skills and experience of a senior IT individual who is professionally trained, while at the same time invest resources into training existing staff to meet the needs of the district.

REPRESENTATIVE DUTIES: (This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but are intended to accurately reflect the principal job elements)

E=Essential Functions

- Facilitate the computerized collection, management, manipulation and distribution of data used for decision-making and in the daily operation of schools and departments. E
Similar to current description – however at a broader and higher technical level

- Assume project level responsibility for planning, development, implementation and maintenance of the district's information systems using the current application programming and relational database management tool set. E

This function addressed all information systems (current and future) that may be deployed by the district. There are a number of systems that the district needs to implement in the short term to support our efforts to stabilize our infrastructure and add the necessary security to our environment, as well as, support the educational goals of the district. i.e. directory services; dns; dhcp; exchange; firewall; vpn; etc.

- Locate sources of and solve a variety of system problems and malfunctions; participate in program and system development reviews. E

Similar to current description – however in a much broader sense (responsibility for more systems than just SIS)

- Consult with customers on system requirements, schedules, and implementation strategy; analyze customer requests to determine scope of operational and informational needs; familiarize customers with capabilities and limitations of information technology; maintain a continuing liaison with customers to ensure implementation and maintenance of systems E

Similar to current description – however at a broader and higher technical level

- Perform feasibility studies and prepare project proposals; prepare specifications, costs benefit analysis and schedules. E

Added Function

Act as a technical resource to the Technology Department. E

Similar to current description – however at a broader and higher technical level

- Create system and end-user documentation of new and changed applications in accordance with established standards and procedures. E

Similar to current description

- Prepare progress reports and apprise management of problems or unexpected resource requirements. E

Similar to current description

- May act as a project team leader to assign, review, and approve the results of tasks completed by others.

Added Function

- Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

The KNOWLEDGE AND ABILITIES are at a significantly higher level than the previous position of 'Student Information Data Management Coordinator'. These are the skills that will be required to move the district forward and support the current functions.

KNOWLEDGE OF:

Object Oriented Programming (OOP) skills desired

Microcomputer, client/server and web-based data management systems

Systems development life cycle

Project management methodologies

Relational database concepts and structured query language

Client/Server, multi-tiered architecture and technologies

Requirements and procedures for Student Data Reporting at the District/County/State Level

Internet/intranet architecture and technologies

Software product evaluation

ABILITY TO:

Rapidly learn and use new program languages and techniques

Analyze complex administrative functions and information requirements

Provide analytical and technical direction and decisions

Assist customers in determining requirements

Evaluate and prepare reports on new technologies

Develop cost efficient, auditable, and secure systems

Work in a team development environment.

Direct the work of others

Meet schedules and time lines

Communicate effectively orally and in writing

Understand and follow oral and written directions

Learn the procedures, functions and limitations of assigned duties

Establish and maintain cooperative relationships

EDUCATION AND EXPERIENCE:

The EDUCATION AND EXPERIENCE reflect the qualification of this significantly higher level position. We want candidates to have formal training in IT via a bachelor's degree or equivalent in IT and the necessary years of experience.

Any combination of education, experience, and/or training equivalent to graduation from a recognized college or university with a bachelor's degree in information systems, computer science, or directly related field and four years of recent, progressively responsible experience in systems development and programming of major applications. Recent experience with client/server, database or web development tools is required. Recent experience in managing student information systems, as well as, eMail solutions is desired.

WORKING CONDITIONS:

ENVIRONMENT:

Office environment, travel between school locations.

PHYSICAL DEMANDS:

Hearing and speaking to exchange information; seeing to perform assigned duties; sitting or standing for extended periods of time; dexterity of hands and fingers to operate a computer keyboard and other office equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and supplies; lifting light objects.