

**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

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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

**REPORT OF ACTION TAKEN IN CLOSED SESSION:**

The Board took no action in Closed Session.

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An audio recording and a detailed description of all agenda items is available at [www.dmusd.org](http://www.dmusd.org), - Board of Trustees - Board Meetings.

## 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.

## 3. APPROVAL OF AGENDA

Motion to Approve Agenda

**Motion** Easton

**Second** Perkins

**Unanimous**

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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.

5.8 **APPROVAL OF MINUTES**

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

**Motion** Rodriguez  
**Second** Easton  
**Unanimous**

5.9 **APPROVAL OF CONSENT ITEMS**

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

**Motion** Easton  
**Second** McDowell  
**Unanimous**

**6. CURRICULUM & INSTRUCTION**

6.1 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.

6.2 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.

**7. ADMINISTRATION AND POLICY**

7.1 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 1<sup>st</sup>-6<sup>th</sup> 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

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- *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

7.2 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.

7.3 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**

7.4 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**

7.5 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)

7.6 Update, 6th Annual DMUSD Blood Drive – January 15, 2009

*(Presented for information only.)*

7.7 Reminder of Upcoming Events

*(Presented for information only.)*

## **8. OPERATIONS AND FACILITIES**

### **8.1 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.

### **8.2 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.

## **9. BUSINESS AND FINANCE**

### **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.

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## **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.)*

## **10. PERSONNEL**

### **11. ARTICLES OF INTEREST**

There were no articles of interest.

### **12. 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

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**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