

7/11 DISTRICT ADVISORY COMMITTEE  
PURSUANT TO EDUCATION CODE SECTION 17387



Minutes of the Regular Meeting  
Wednesday, September 30, 2009  
3:45 p.m.

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

---

**Organizational Items**

**Call to Order – Time: 3:55 p.m.**

Present: Members Jennifer Emberger, Wayne Harris, Janet Handzel, Susan Paul, Bob Shopes, Randy Wheaton, and administrative assistant Shirley Bales were present. Member Cinda Peck was absent.

Also in attendance: Doug Rafner, Jeanette Nichols, Susan Miller, John Garvey, Darlene Klugherz, Elizabeth Prag, Kelli Politoske, Arlene Dutchik, Cathy Ingrassia, Lisa Sweet, Rachel Luna Reese, Molly Schneider, Joanna Roddis, Miroslav Krstic, Amy Nefouse, Ellen Thomas, Heidi Neihart, Glenda Darian, Deborah Muns-Park, Nan Aposhian, Jim Hutchison, Karen Aiken.

Flag Salute: Led by Shirley Bales

**Approval of the Agenda**

Upon motion by Wayne Harris, seconded by Janet Handzel, the Agenda was approved unanimously.

**Approval of the Minutes – August 20, 2009**

Upon motion by Jennifer Emberger, seconded by Susan Paul, the August 20, 2009, minutes were approved unanimously.

**Old and New Business, Presentations/Information**

**Direction from Board to audio record meetings.** Janet Handzel motioned to approve the Board of Trustee's direction to audio record 7/11 DAC committee meetings and post such audio recording on the DMUSD website. Wayne Harris seconded, and the motion passed unanimously.

**Schedule public hearings and regular meetings including some evening meetings**

Committee members discussed scheduling two regular evening meetings in the next couple of weeks to refine their proposals prior to public hearings. The meeting dates and times will be finalized through email.

Committee members further discussed two public hearing in the evening, one at 5:30 p.m. and one at 7:00 p.m., with a time limit of three hours, to be scheduled at the end of October to mid November, after proposals are further refined at the next two meetings. At the two public hearings the committee will have no presentations, but members of the public will be invited to speak for three minutes each. The refined proposals will be posted on the DMUSD website prior to the public hearings, as well as in newspapers through press releases. Public hearings will allow the public an opportunity to see proposals and will allow committee members to consider public comments prior to final presentation to the Board of Trustees in December.

Motion by Wayne Harris to schedule two regular meetings in the evening in the next couple of weeks, through email; to decide on public hearings at that time, one public hearing at 5:30 p.m. and one at 7:00 p.m., with the timeline for public hearings end of October to mid November. Seconded by Susan Paul, committee members unanimously approved said motion.

### **Posting of draft proposals online prior to public discussion**

7/11 DAC Members discussed how they have not made their draft proposals public prior to meetings as they did not want draft ideas and "what if" working documents out in the public and subject to possible misinterpretation. Committee members discussed whether or not they are far enough along now for committee members and the public to study proposals prior to meetings.

Committee members further discussed the format for proposals and generally decided to use Microsoft Excel format to flesh out proposals. Members want to be as concise as possible on the first page or two of the document, with discussion points and detail backup in an optional appendix. All proposals will have a "Draft" watermark on every page.

Member Janet Handzel motioned that the committee post draft proposals online, each proposal with a number and a descriptive label, with a revision number and date on each revision, that proposals be watermarked with "Draft" on them, to be posted with the agenda 72 hours in advance of any meeting time. Chair Bob Shopes seconded the motion, and it was unanimously approved.

### **Change in criteria based on direction from the Board of Trustees**

At their August 26, 2009 meeting, the DMUSD Board of Trustees offered additional guidance to the 7/11 DAC. The Board stated that its first priority is a combination of operational cost based on enrollment and improvement of the district's financial stability. Next highest priority is to minimize the number of students and families impacted as well as the impact on the community.

The Board informed the 7/11 DAC that including two to four proposals in the DAC's final presentation in December would assist the Board in making any final decisions.

The Board further directed the 7/11 DAC to place a high priority on preserving green space within the District. While not specifically limited to zero usage of open space, any 7/11 DAC proposal should include a statement on any impact to open green space. The Board also directed

the 7/11 DAC that it is a priority to move all departments currently located at 225 9<sup>th</sup> Street together to a new facility, and that finding 22 classrooms for a preschool is not mandatory.

At their September 30, 2009 meeting, the DMUSD Board of Trustees additionally directed the 7/11 DAC on requirements for preschool. The 7/11 DAC is to produce proposals for three separate preschool configurations:

1. Replicate the space requirement of the existing special ed preschool and employee child care program (consisting of 7 + 3 rooms),
2. Accommodate a combined preschool requiring 14 rooms, and
3. Relocate only the current employee childcare program with a space requirement of three rooms.

DAC Members discussed being tasked with finding rooms for preschool, although they do not have room detail at each site which includes an estimate of square footage or at least an estimate of what services are essential and what are not. How many classrooms does DMUSD have and where are they?

Chair Shopes expressed a desire for a consensus on what is essential space. Based on how many classrooms for ELL, Special ed, Spanish, OT rooms, speech rooms, etc., Chair Shopes has tabulated rooms used and requested Members Randy Wheaton and/or Susan Paul to help refine the documents dated June 12 from Rodger Smith (with revised capacity, maximum capacity, and modified capacity) to assist the DAC in determining what is essential space.

Member Susan Paul recommended an update to the 7/11 Charter criteria to include priority items 1 a-d (financial stability, cost savings, minimize impact to families, impact to community), 2 a-k (original criteria), and 3 a-c (green space, District offices at one location and different preschool options with 7 + 3, 14 or 3 rooms). Committee members discussed including the Board's direction in the 7-11 Charter and bringing a new Draft Charter to the next meeting for review and approval.

**Change in demographic data, district office space. Preschool/childcare requirements and other information based on direction from the Board of Trustees.**

The Board of Trustees requested the 7/11 DAC to look at demographic data. DMUSD had used Davis Demographics for 10-12 years, and last year contracted with Decision Insight. The 7/11 DAC has been working from Decision Insight data, and will continue to use the moderate projections from Decision Insight for 2010-11 and not try to modify that data, unless the Board of Trustees directs the DAC to use new data.

The Board of Trustees has provided the 7/11 DAC demographic data based on best knowledge at the time, and the DAC's job is to use data given to it. The DAC cannot change the data, however, it can compare current enrollment information to Decision Insight projections. If those figures are totally off, the DAC needs to be careful. The DAC discussed possibly adding a disclaimer to any proposals stating that if enrollment data changes, it may result in transferring students to another DMUSD school.

Ultimately, the Board of Trustees will make the final decision, and demographics will never be 100% accurate.

Committee members briefly discussed District Office space. Currently, the District Office proposal is 15,000 s.ft., not including Maintenance and Preschool. The 7/11 DAC will use 15,000 s.ft. until they hear differently from the Board of Trustees.

The latest square footage numbers for Maintenance Operations are: one 2,500 s.ft. tilt up building, plus one 1,000 s.ft. classroom.

### **Public Comment**

Doug Rafner, Ashley Falls parent, recommended the committee meet with Decision Insight and Davis Demographics to further analyze demographic data. He does not think the committee is ready to give proposals to the Board and agrees that public hearings should be held in the evening.

Ellen Thomas, Del Mar Hills parent, thanked the committee and agreed that inaccurate data could skew the decisions the 7/11 DAC has to make. She has urged the Board to hire a professional space planner to determine the District Office square footage analysis.

Martha Cox, community member, spoke of a Fall 2001 study of comparable sized districts and asked why that study was not provided to the DAC. She stated the district needs to make timely decisions and urged the DAC to not get caught up in the minutia of 200 versus 220 s.ft. offices. She recommended the DAC use CBEDS enrollment data and concentrate on the big picture.

Linda Crawford, community member, spoke that DMUSD had used Davis Demographic for 12 years because Davis supplies reliable data. Second, the Shores money is available to pay for building (on district property or elsewhere) facilities to accommodate district needs for the next 50 years. Third, the community expects transparency, adherence to the Brown Act, and representation of the community as a whole, not any one school site. If any 7/11 member meets separately with any one board member that will look to the community like collusion.

Heidi Neihert, Ashley Falls parent, spoke that her recollection from August 26 is the 7/11 DAC is supposed to meet with Davis Demographics, and the DAC should confirm with the Board of Trustees what to do. The 7/11 DAC should not set public hearing until many issues are resolved. She recommended the Board extend the 7/11 DAC timeline at least 90 days.

### **Public Communication**

None.

### **Adjournment**

Move to adjourn by Bob Shopes, seconded by Wayne Harris, the committee unanimously voted to adjourn at 5:33 p.m.

**Adjournment – Time: 5:33 p.m.**