

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

***Minutes of Regular Board Meeting***

September 30, 2009

Closed Session: 3:30 p.m.

Open Session: 5:40 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 3:35 p.m.

**PUBLIC INPUT ON CLOSED SESSION ITEMS:**

There was no public comment.

Adjourned to Closed Session at 3:40 p.m.

**ADJOURNMENT OF CLOSED SESSION**

**RECONVENE 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 3:59 to 5:42 p.m. to discuss:

- 1.1 **Conference with Legal Counsel – Existing Litigation** (Government Code section 54956.9(a); Name of Case: One case
- 1.2 **Conference with Legal Counsel – Anticipated Litigation** (Government Code section 54956.9(b); Name of Case: One case
- 1.3 **Conference with Labor Negotiator** (G.C. 54957.6) Agency Designated Representatives: Sharon McClain, Superintendent; Employee Organization: Del Mar California Teachers Association

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

Board President White reported 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 6:04 p.m.

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A detailed description of all agenda items is available at [www.dmUSD.org](http://www.dmUSD.org), - Board of Trustees - Board Meetings.

**PLEDGE OF ALLEGIANCE**

Dr. Peg LaRose, Principal, Sage Canyon School, 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: None

Administrators Present: Sharon McClain, Superintendent  
Dena Whittington, Assistant Superintendent, Business Services  
Holly McClurg, Assistant Superintendent, Instructional Services  
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  
Darlene Nadlonek, Personnel Technician

Principals Present: Peg LaRose, Principal, Sage Canyon  
Ryan Stanley, Assistant Principal, Sage Canyon

DMUSD Staff Present: Sandy Johnson, Michelle Beeson, Bill Porter

Others Present: Approximately 36+ community members were present.

2. **STUDENT RECOGNITION**— Student Recognition will resume October 2009.

3. **APPROVAL OF AGENDA**

Amendments to the Agenda

Move item 11.3 to follow item 8.5

Move items 9.1 and 9.2 before item 8.3

Motion to Approve Agenda, as amended

**Motion** Rodriguez

**Second** Perkins

**Unanimous**

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**4. CORRESPONDENCE/COMMUNICATION**

**4.1 Correspondence**

- None

**4.2 Public Comment (for items not on the Agenda)**

- Martha Cox addressed the Board to comment on the Board's lack of focus, unproductive nit-picking, chaotic discussions, lack of decision making, and the assessment of space requirements performed during Dr. Easton's tenure.

**5. REPORTS, RECOGNITIONS AND HEARINGS**

**5.1 Staff Recognition**

Employees of the Month for September 2009:  
*Ashley Falls* – Geraldo Hernandez, Night Custodian  
*Carmel Del Mar* – Lorrie Lewis, Instructional Aide  
*Del Mar Heights* – Dana Arnold, Office Assistant  
*Del Mar Hills* – Carlos Ramirez, School Plant Manager  
*Ocean Air* – Lillian Rutledge, Library Specialist  
*Sage Canyon* – Roseann Mirsaidi, Health Tech  
*Sycamore Ridge* – Juan Rios, Night Custodian  
*Torrey Hills* – Terri O'Brien, Library Media Specialist

**5.2 Public Hearing**

Public Hearing To Review Resolution 2009-22 Authorizing the Use of June 30, 2009 Restricted Ending Balances and 2009-2010 Categorical Funds

Board President White opened the Public Hearing at 6:13 p.m.

There were no comments from the public.

There being no further discussion, the Public Hearing was closed at 6:14 p.m. by Board President White.

**5.2.1 Board Approval, Resolution 2009-22 Authorizing the Use of June 30, 2009 Restricted Ending Balances and 2009-2010 Categorical Funds**

Motion to split the Categorical Funds 50/50 between the District and school sites.

**Motion** Easton

**Second** McDowell

**Failed 2-3-0**

Ayes (2): Members Easton, McDowell

Noes (3): Members Perkins, Rodriguez, White

**BOARD DISCUSSION:**

The Board discussed the fact that they had previously approved a 75/25 split of Categorical Funds between the District and school sites. The principals in attendance shared that the sites have been budgeting according to the 75/25 split and changing the split would further delay the availability of funds due to the School Sites Councils needing to reconvene to revise and approved the revised SIP budget.

Motion to approve Resolution 2009-22 Authorizing the Use of June 30, 2009 Restricted Ending Balances and 2009-2010 Categorical Funds, as written.

**Motion** White

**Second** Easton

**Unanimous**

- 5.3 DMCTA Report: David Skinner, DMCTA President, Carmel Del Mar Teacher  
Mr. Skinner thanked Assistant Superintendent, Instructional Services, Holly McClurg, for her assistance, guidance and support with the new math adoption. Mr. Skinner commented on the outstanding API scores in Del Mar, which are a reflection of the outstanding staff in the Del Mar Union School District.
- 5.4 DMSEF Report: Chris Stevenson, DMSEF President  
Ms. Stevenson reported that the community donated \$1.6 million last year and that \$2 million will be need to fund the ESC programs at their current level. To date, 10% of the \$2 million has been raised. The DMSEF needs to receive all donations before February 15, 2010. Upcoming events include the Annual Appeal and phon-a-thons. A check for \$19,000+ will be presented to the Board in October.
- 5.5 Report – Monthly Staff Development, Travel & Conference Update  
*(Presented for information only.)*
- 5.6 Report – Opening of School –Site Reports 2009  
Superintendent McClain thanked the principals for submitting the reports on the opening of school year at their school site. The Board expressed their appreciation and enjoyment in reading the reports each year.
- 5.7 Report Results of Spring 2009 Standardized Testing and Accountability Progress Report: Preliminary Academic Performance Index (API) Report • Adequate Yearly Progress (AYP), Katie Shanahan, Coordinator of State & Federal Projects and Holly McClurg, Assistant Superintendent, Instructional Services

Assistant Superintendent, Instructional Services, Holly McClurg, thanked and congratulated all staff and students for their incredible achievements in the

DMUSD. Asst. Supt. McClurg and Coordinator of State & Federal Projects, Katie Shanahan reported that overall, the longitudinal data shows that student achievement continues to be on a steady path of improvement. Performance highlights for 2009 include all sites meeting the NCLB Adequate Yearly Progress goals at all grade levels. The District also met all AYP goals. The District scored higher than the County of San Diego and the State of California in all areas: English Language Arts, Math and Science. The Del Mar Union School District once again exceeded all state and federal accountability requirements in 2009 and the API score at all school sites increased between 7 and 44 points with a District score of 960 which is far above the State API score of 740.

Asst. Supt. McClurg and Ms. Shanahan concluded by reporting:

- District-wide, students are performing proficient or advanced in English Language Art, which increased from 88% in 2008 to 91% in 2009.
- District-wide, students are performing at proficient or advanced in Math, which increased from 89% in 2008 to 91% in 2009.
- The percentage of students performing at the advanced level increased in 9 of 11 areas.

The Board requested more information on students performing below proficient, as well as all subgroups, be included in the report in the future.

#### 5.8 Report – Board Reports/Comments

Member Perkins:

- No September report.

Member Rodriguez:

- acknowledged the role parents play in the high student achievement in the DMUSD.
- attended a meeting at the Solana Beach School District to listen to Dan McAllister, San Diego County Treasurer/Tax Collector

Member Easton:

- thanked the management team and teachers for their hard work in Negotiations.

Member McDowell:

- attended a meeting at the Solana Beach School District to listen to Dan McAllister, San Diego County Treasurer/Tax Collector.

Member White:

- expressed her appreciation to the staff and teachers participating in Negotiations
- expressed her appreciation for to student, parents, teachers and staff for their work and dedication which resulted in the reported test scores.-
- attended Masters in Governance on Human Resources.

## 5.9 Report – Superintendent’s Report

Superintendent McClain:

- meets with PTA Presidents next week and will schedule the PTA reports for the Board meetings.
- sent a thank you letter to Jake’s Del Mar expressing appreciation for the many contributions to the DMUSD.
- thanked the DMCTA for their good work with staff in Negotiations.
- expressed how proud she is of the DMUSD API scores.
- State Asst. Supt. McClurg will be visiting all sites during the next couple of week.
- attended part of the Masters in Governance on Human Resources with Members McDowell, Rodriguez and White
- reported the next edition of School News is coming soon with lots of pictures
- attended a meeting at the Solana Beach School District to listen to Dan McAllister, San Diego County Treasurer/Tax Collector.
- Is looking forward to attending “A Salute to Teachers” on Saturday, Oct. 10 to honor Jim Gianola, DMUSD Teacher of the Year.

## 6. APPROVAL OF MINUTES

At Board request, the Minutes of the Regular Board Meeting of August 26, 2009 were pulled from approval.

Motion to approve the Minutes of the following:

- Minutes of Special Board Meeting of August 21, 2009
- Minutes of Special Board Meeting of September 1, 2009
- Minutes of Special Board Meeting of September 10, 2009
- Minutes of Special Board Meeting of September 16, 2009

**Motion** Rodriguez

**Second** Perkins

**Unanimous**

### 6.1 APPROVAL OF CONSENT ITEMS

The Board requested to have items \*8.9 and \*10.11 pulled from Consent:

Motion to approve Consent Items \*7.3, \*8.1, \*8.2, \*8.6, \*8.8, \*8.10, \*8.11, \*10.1-10.10 and \*11.1, \*11.6, \*11.7

**Motion** Rodriguez

**Second** Perkins

**Unanimous**

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## **7. CURRICULUM & INSTRUCTION**

### **7.1 Board Approval, Purchase of Data Director, a Student Assessment Management System**

Superintendent McClain stated that staff would like an opportunity to present the program and its capabilities and requested the item be tabled. The Board requested that information on the hard costs and how the program will benefit students be included when it is brought back.

### **7.2 2008/2009 Annual Wellness Committee Report**

Director of Pupil Services, Sheila Weinberg reported the purpose of the Wellness Committee is to review policy and provide information to enhance student wellness. The Wellness Committee met during the 2008-2009 school year to review and revise goals and objectives. The committee discussed various ways to disseminate information to parents and staff via the District's website and the "First Day Packet" sent home to parents the first day of the new school year.

### **7.4 Board Approval, Resolution 2009-22 Authorizing the Use of June 30, 2009 Restricted Ending Balances and 2009-2010 Categorical Funds**

*See item 5.2.1 above.*

*Pursuant to amendments to the Agenda, Item 9.1 was discussed at this point.*

## **8. ADMINISTRATION AND POLICY**

### **8.3 Board Approval, Proposal for Restructuring of Cabinet Level Positions for 2009/2010**

Superintendent McClain presented a restructured Organizational Chart, which is projected to reduce district expenses. The reorganization is recommended for one year and would result in a savings projection of approximately \$131,000.

The Board expressed its appreciation for the staff's creative ways of thinking to reduce expenses. The Board stated its desire to fill the position of Assistant Superintendent, Human Resources with a fulltime employee. The Board stated that by not filling the position of Assistant Superintendent, Human Resources, the district may be in jeopardy and that they would like the position filled before the end of the school year.

The Board asked clarifying questions regarding the legalities of hiring and posting jobs, competitive salaries and the timeline for filling the position.

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Motion to move the position of Director of Maintenance & Operations from Level 3 to Level 2 on the Classified Management Schedule.

**Motion** Rodriguez

**Second** White

**Failed 2-3-0**

Ayes (2): Member Rodriguez, White

Noes (3): Members Easton, McDowell, Perkins

The Board directed staff to bring the Organizational Chart, job descriptions and salary schedules to a future Board meeting as a complete package. Board Member White reminded the Board that having an administrative position in Finance and Maintenance and Operations was a recommendation from the District Personnel Committee.

Motion to approve the hire of an Administrative Assistant, Business Services including support for Maintenance & Operations.

**Motion** Rodriguez

**Second** White

**Carried 3-2-0**

Ayes (3): Member McDowell, Rodriguez, White

Noes (2): Members Easton, Perkins

**8.4 Update, 2009/2010 Student Enrollment and Certificated Staffing**

Darlene Nadlonek, Personnel Technician, presented a comparison of enrollment and staffing projections on March 25, 2009 to the actual numbers on September 18, 2009.

The Board requested a comparison of the projected versus actual sections.

**8.5 Update, 2009/2010 Intradistrict Transfer Requests**

Director of Pupil Services, Sheila Weinberg presented a report on the 2009/2010 intradistrict transfer requests totaling 220. Director Weinberg will present a detailed breakdown of intradistrict transfers at a future Board meeting

*Pursuant to amendments to the Agenda, Item 11.3 was discussed at this point.*

**8.7 Board Approval, Proposal: District Strategic Plan Report with Recommendations for 2009/2010 School Year based on Data and Evaluation**

Superintendent McClain reported on the content to be included in the District Strategic Plan for the 2009/2010 school year, which will be a five-year living document and include the following:

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- Enrollment and Demographics
- Evaluation and Achievement
- District resources
- Strategic Plan Report: Beliefs, Appraisals, Goals and Recommended Actions for 2009/2010

The Board asked clarifying questions and directed staff to continue collaborating with staff, parent and community.

Superintendent McClain asked for Board approval to move forward on the document and bringing the final document before the Board in approximately three months for final approval. -The Superintendent requested a Board workshop for the Board to review the document and make recommendations.

- 8.9 First Reading & Approval, Revised Board Policy 0420: School Plans/Site Councils  
Motion to approve the revision of Board Policy 0420: School Plans/Site Councils  
 with an amendment to delete 'A' and keep 'C'.

**Motion** Easton

**Second** Rodriguez

**Carried 4-0-1**

Ayes (4): Member Easton, McDowell, Rodriguez, White

Noes (0):

Abstain: (1): Member Perkins

- 8.12 Board Approval, Resolution No. 2009-14, Senate Constitutional Amendment 6  
 The Board discussed the current status of Senate Constitutional Amendment 6.

- 8.13 Discussion, California School Boards Association Annual Conference, December 3-5, 2009, San Diego Convention Center

The Board discussed the benefits of attending the CSBA Annual Conference and Board members were asked to notify Superintendent McClain prior to the early registration date of November 6, 2009 if they plan to attend.

- 8.14 First Reading, New Board Policy 6145.8 Assemblies and Special Events

Superintendent McClain presented new Board Policy 6145.8 Assemblies and Special Events for a first reading.

The Board asked clarifying questions on current policy referred to when deciding to show or not to show an event such as President Obama's address to students.

Motion to extend the Regular Board Meeting of September 30, 2009 for an additional thirty minute period, not to extend beyond 11:00 p.m.

**Motion** White

**Second** Rodriguez

**Carried 4-1-0**

Ayes (4): Members McDowell, Perkins, Rodriguez, White

Noes (1): Member Easton

Abstain (0)

**8.15 Reminder of Upcoming Events**

*(Presented for information only.)*

**9. OPERATIONS AND FACILITIES**

**9.1 Update, Child Care Facility at Ocean Air and District Office Facility, Frisco White**

Frisco White Architect, Westburg + White reported on the progress of the Ocean Air Childcare facilities and District Office facilities. The facility is 3,000 square feet. Mr. White anticipates that the plan will go to the Department of State Architect in early December. Assuming timely approvals, construction on the facility could start during the summer 2010 with an estimated construction time of 7-8 months.

**9.2 Board Approval, Space Requirements for District Office Facility**

Frisco White Architect, Westburg + White recommended a generic floor plan be produced indicating the square footage requirement for each, which will be molded to accommodate the location selected.

The Board requested information regarding the ownership of all the DMUSD school sites.

**PUBLIC COMMENT**

- *Marybeth Norgren*, DMUSD parent, spoke in favor of all school sites be considered, whether or not there is a joint usage agreement, when determining a location for a new District Office and/or school closure.

**9.3 Discussion/Board Approval, New District Office Facility, Purchase /Lease/Build**

**PUBLIC COMMENT**

- *Beth Westburg*, DMUSD parent, spoke in favor of pursuing the purchase/lease/build of a new district office facility.

Motion to continue to pursue the option of purchasing or building of a new district office.

**Motion** Rodriguez

**Second** \_\_\_\_\_

**Motion withdrawn.**

The Board confirmed that the option to purchase and/or build a new District Office facility has remained an option. Continued work with the realtors is pending proposals by the 7/11 District Advisory Committee.

Superintendent McClain will arrange a meeting with the realtors currently working with the District on the relocation of the District Office.

9.4 Report, Update of Summer Work – 2009

*(Presented for information only.)*

9.5 Board Discussion/Direction, Joint Use Ownership & Provisions, Construction Funds, Funds Currently Collected

Superintendent McClain and staff are currently gathering information to include the following:

- property size of the school
- property size of fields and/or parks
- ownership of fields and/or parks
- areas of joint usage
- agreement describing joint use provisions
- what funds were used to construct the school
- funds currently being collected for the purpose construction (if any)
- agency in charge of the funds collection (if any)

The Board directed staff to include information on the parking ingress and egress; the square footage of the Encinitas and Solana Beach school district facilities; the number of portables including the age, and whether the DMUSD leases or owns the portables and at what cost; the construction funding, i.e. Mello Roos or CFDs.

**10. BUSINESS AND FINANCE**

10.11 Board Approval of Association Memberships and Dues for 2009-2010

*Pulled from the Consent Agenda. There was no discussion. Tabled due to lack of time.*

10.12 2009/2010 San Diego County Office of Education Oversight Letter Regarding the 2009/2010 Adopted Budget

*(Presented for information only.)*

10.13 Update on Fundraising for 2009-2010 ESC Staffing

*(Presented for information only.)*

10.14 Update, Federal Stimulus Funds

*(Presented for information only.)*

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10.15 Update, 2009/2010 Monthly Budget  
(Presented for information only.)

**PUBLIC COMMENT**

*Alice Schlesher*, DMUSD parent, spoke in opposition to the teachers' 3% salary increase and any further increases.

10.16 List of Potential Budget Reductions under Consideration for the 2009/2010 School Year  
(Presented for information only.)

**PUBLIC COMMENT**

- *Glenda Dean*, DMUSSD parent, spoke in opposition to closing a school and in favor of finding other cost savings measures.
- *Heidi Niehart*, DMUSD parent, spoke in favor of cost cutting measures that will not impact students.
- *Beth Westburg*, DMUSD parent, spoke in favor of cost cutting measures that will not impact students.

**11. PERSONNEL**

11.2 Board Approval, Recruit & Hire a Computer Repair Technician

Superintendent McClain stated that Director of Technology, Mike Casey, will postpone the request for approval of hiring a Computer Repair Technician in hopes that existing staff has the time and expertise to cover the responsibilities of a Computer Repair Technician.

Tabled due to lack of time.

11.3 Board Approval, K/1 Combination Class Support

Superintendent McClain recommended support for the K/1 combination class. Principals and teachers will be involved in a discussion on the kind of support that will best serve students.

**PUBLIC COMMENT**

- *Steve Rosenbaum*, DMUSD parent, spoke in favor of support for the K/1 classroom.
- *Julie Jacobs*: DMUSD parent, spoke in favor of support for the K/1 classroom.
- *Michelle Makosky*: DMUSD parent, spoke in favor of support for the K/1 classroom.

- *Nan Aposhian*: DMUSD teacher, expressed the need for support in her K/1 classroom.
- *Matt Zevin*: DMUSD parent, spoke in favor of support for the K/1 classroom.
- *Ed Rodriguez*: DMUSD parent, spoke in favor of support for the K/1 classroom.

**Motion to approve K/1 Combination Class Support**

**Motion**         Rodriguez  
**Second**        Perkins  
                          **Unanimous**

11.4 First Reading/Board Approval, New Job Description, Coordinator of Human Resources  
No discussion.

11.5 First Reading/Board Approval, Updated Job Description, Director of Maintenance and Operations  
No discussion.

**12. ARTICLES OF INTEREST**

There were no articles of interest.

**13. ITEMS FOR THE OCTOBER 28, 2009 BOARD MEETING**

*(The date above is a correction from October 30, 2009, as stated on the Agenda, to October 28, 2009.)*

- Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for July 1 – September 30, 2009
- Board Approval, 2009/2010 Proposed School Site Classified Staffing Allocation
- Second Reading & Approval, Revised Job Description for Office/Child Nutrition Services Assistant
- Second Reading/Board Approval, Updated Job Description, Director of Maintenance and Operations
- First Reading, 2010-2011 School Year Calendar
- Data Director


**ADJOURNMENT**

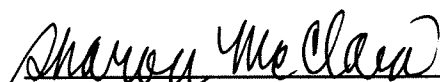
There being no further business to come before the Board, there was a Motion to Adjourn at 11:00 p.m.

**Motion**      Rodriguez

**Second**      Perkins

**Unanimous**

  
\_\_\_\_\_  
Steven McDowell, Clerk  
11/25/2009  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Sharon McClain, Superintendent  
11/30/09  
\_\_\_\_\_  
Date