

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

Minutes of Regular Board Meeting

October 28, 2009

Closed Session: 3:00 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 3:00 p.m.

PUBLIC INPUT ON THE CLOSED SESSION AGENDA

There was no input from the public.

Adjourned to Closed Session at 3:02 p.m.

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 3:02 – 5:25 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 Labor Negotiator** (G.C. 54957.6) Agency Designated Representatives: Sharon McClain, Superintendent; Employee Organization: Del Mar California Teachers Association

- 1.3 **Conference with Legal Counsel – Potential Litigation** (Government Code section 54957) Name of Case: One case

REPORT OF ACTION TAKEN IN CLOSED SESSION:

In Closed Session at the October 28, 2009 Regular Board Meeting, the Board approved by a vote of 5-0 to settle case #60209 under state and federal special education laws.

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 5:45p.m.

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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.

1. PLEDGE OF ALLEGIANCE

Susan Fitzpatrick, Principal, Del Mar Hills Academy 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
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: Gary Wilson, Ocean Air
David Jones, Carmel Del Mar
Emily Disney, Sycamore Ridge
Wendy Wardlow, Del Mar Heights

DMUSD Staff Present: Lesa House, Abby Farricker, Heidi Niehart, Erik Bienke, Andrea Sleet, David Skinner, Sandy Johnson, Linda Tucker, Kathy Pechtimaldjian, Karina Greenway, Arah Allard, Eileen Randall, Becky Ross, Terri Alper, Leslie Johnson, Nancy Swanberg, Kathy Zack, Carol Braga, Patty Tyson, Karen Holty, Debbie Hanna, Bill Porter, Tanya Lubomudrov, Jodi Neilson, Ann Hoffman, Cindy Yamate, Marina Russo, Vicky Beauchane, Dana Arnold

Others Present: Approximately 43+ community members were present.

2. STUDENT RECOGNITION – DEL MAR HILLS ACADEMY

Del Mar Hills Academy 1st graders have been studying the weather in their classrooms, in music, in art, in technology, and in science. They performed two songs about the weather with Orff instrument accompaniment.

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3. APPROVAL OF AGENDA

Motion to Approve Agenda

Motion Easton

Second Perkins

Unanimous

4. CORRESPONDENCE/COMMUNICATION

4.1 Correspondence

- The Board received letters from staff expressing appreciation for the Years of Service Awards presented at the DMUSD Welcome Back Meeting.

4.2 Public Comment (for items not on the Agenda)

- *Kelli Politoski*, DMUSD parent, addressed the Board regarding the lack of leadership and decision-making she has observed by the Board.

5. REPORTS, RECOGNITIONS AND HEARINGS

5.1 Staff Recognition – Employees of the Month for October 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:

Employees of the Month for October 2009:

Ashley Falls – Kris Pike, 3rd Grade Teacher

Carmel Del Mar – Michelle Meckel, Librarian

Del Mar Heights – Rachel Johnson, Speech Pathologist

Del Mar Hills – Katherine Weidmann, 3rd Grade Teacher

Ocean Air – Daniel Rojas, Night Custodian

Sage Canyon – Sarah Raskin, 4th Grade Teacher

Sycamore Ridge – Veronica Jones, Kindergarten Teacher

Torrey Hills – Maren Paster, 2nd Grade Teacher

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

Mr. Skinner stated there is a large, growing sense of disconnection and uneasiness between the staff and the School Board. He encouraged the Board to develop methods of being visible in the district to listen to the thoughts and concerns of staff.

5.3 **DMSEF Report: Chris Stevenson, DMSEF President**

Ms. Stevenson reported that the majority of schools have experienced a positive year-to-year growth rate in donations. The change to districtwide fundraising has not affected donations. The participation rate at all eight schools is less than 16%. The goal of the DMSEF is to achieve 100% participation rate before February 15, 2010, which is the fundraising deadline. The DMSEF is asking each family to donate \$800 per student, if possible. On Monday, November 16, 2009, the DMSEF is sponsoring the first annual districtwide phone-a-thon.

5.4 **PTA Report: Shannon Cary, Sycamore Ridge PTA President**

Ms. Cary thanked Principal Emily Disney for supporting the PTA. The PTA held the annual Stallion Stampede to celebrate back-to-school. The PTA has hosted Coffee with the Principal, participated in International Walk to School Day and Red Ribbon Week, which included a Parent Education Night. Approximately 125 entries have been received for the PTA's Reflections Program, and the PTA Book Fair raised \$6,000-7,000 for the library. The PTA also sponsored Dads and Donuts and a Radical Reptile Night for family fun. Everyone a Reader training sessions have been held, the Jog-a-thon is scheduled in January and the PTA's big fundraising event for the year will be held in March. All PTA Presidents met on October 6 with Superintendent McClain and discussed PTAs contributing towards scholarships for 6th grade camp.

5.5 **Report – Monthly Staff Development, Travel & Conference Update**

(Presented for information only.)

5.6 **Report – Board Reports/Comments**

Member Perkins:

- Did not have an October report.

Member Rodriguez:

- was not able to attend the Masters in Governance training due to illness.

Member Easton:

- attended the DMSEF Board Meeting.

Member McDowell:

- attended the Masters in Governance training.
- attended "A Salute to Teachers" honoring Jim Gianola, DMUSD Teacher of the Year.
- attended Ashley falls "Scare Night."
- attended the San Diego City Schools Budget Workshop.
- wished Nancy Jowell a Happy Retirement.

Member White:

- attended the Masters in Governance training.
- thanked teachers for parent/teacher conference week on behalf of entire Board.

5.7 Report – Superintendent’s Report

Superintendent McClain:

- thanked Del Mar Hills Academy for the wonderful presentation of the 1st grade study of weather.
- thanked DMSEF for the work they are doing to support the DMUSD.
- recognized Katherine Weidmann, 3rd grade teacher, and Richard Conforme, Health Tech, Del Mar Hills Academy, for responding and administering CPR to aide an SDG&E employee who had collapsed.
- attended “A Salute to Teachers” to honor Jim Gianola, DMUSD Teacher of the Year.
- attended the Urban Superintendent Association of America Conference.
- staff is gathering information on Data Director, which is currently being used by the San Dieguito Union High School District and the neighboring feeder districts.
- announced the audio of the September 30, 2009 Board Meeting was inaudible due to technical problems.

6. APPROVAL OF MINUTES

Amendments to Minutes:

- Pull Minutes of Regular Board Meeting of September 30, 2009.

Motion to approve Minutes of the following Board Meetings:

- Minutes of Regular Board Meeting of August 26, 2009
- Minutes of Special Board Meeting of September 23, 2009
- Minutes of Special Board Meeting of September 29, 2009
- Minutes of Special Board Meeting of October 14, 2009
- Minutes of Special Board Meeting of October 19, 2009

Motion White

Second McDowell

Unanimous

6.1 APPROVAL OF CONSENT ITEMS

Amendment to the Consent Agenda:

Items 10.6, 10.7, 10.8 and 11.2 were pulled from the Consent Agenda.

Motion to approve Consent Items *7.1, *8.1, *10.1 - &10.5 , *11.1 and *11.3

Motion McDowell

Second Rodriguez

Unanimous

7. CURRICULUM & INSTRUCTION

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8. ADMINISTRATION AND POLICY

8.2 Board Approval, 2009/2010 Proposed School Site Classified Staffing Allocation

Assistant Superintendent, Business Services, Dena Whittington, reviewed the revisions made to the Classified Staffing Allocation, consisting primarily of the number of sections, number of lunches served, rounding up of allocation factors for the health tech and library media specialist, and the inclusion of a district override column

Superintendent McClain shared input from the principals relative to the proposed classified staffing allocation, which included:

- safety & support for students is the highest priority.
- delaying the decision until after the work of the 7/11 Committee is complete and the Board has decided whether or not to close a school.
- giving principals flexibility in determining the number of hours distributed to classified office staff allocations.

Motion to waive the 20-minute time limit for public input on Item 8.2.

Motion Easton

Second Perkins

Unanimous

PUBLIC COMMENT

- *Karina Greenway*, DMUSD library media specialist, spoke on behalf of all librarians in opposition to reducing classified staff hours.
- *Michelle Meikel*, DMUSD library media specialist, spoke in opposition to reducing classified staff hours.
- *Maia Carlson*, Del Mar Hills Academy student, spoke about the classified staff at their school and how they help the students.
- *Riley Aiden*, Del Mar Hills Academy student, spoke about the classified staff at their school and how they help the students.
- *Melanie Carmosino*, DMUSD parent, presented a petition with 91 signatures and spoke in opposition to reducing the classified staff hours.
- *Mara Bickett*, DMUSD parent, spoke in opposition to reducing the classified staff hours.
- *Veronica Jones*, DMUSD teacher, spoke in opposition to reducing the classified staff hours.
- *Lesa House*, DMUSD Administrative Assistant, spoke in opposition to reducing the classified staff hours.
- *Debbie Hanna*, DMUSD teacher, praised the work of the Office Assistant at Sycamore Ridge and presented a letter in opposition to reducing the classified staff hours.

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- *Ann Hoffman*, DMUSD Office Assistant, spoke in opposition to reducing the classified staff hours.
- *Carolyn Nydahn*, DMUSD parent, presented a petition with 141 signatures and spoke in opposition to reducing the classified staff hours.
- *Elizabeth Pragg*, DMUSD parent, spoke on behalf of Marybeth Norgren in opposition to reducing the classified staff hours.
- *Vanessa Black*, DMUSD parent, spoke in opposition to reducing the classified staff hours.
- *Julie Oh*, DMUSD parent, spoke in opposition to the current proposal for reducing classified staff hours.
- *Karen Holty*, DMUSD Administrative Assistant, spoke in opposition to reducing the classified staff hours.

Assistant Superintendent Whittington, shared input from classified staff regarding the proposed classified staffing allocation, including the responsibilities of a Health Tech and the number of office staff needed during school hours.

The Board asked for clarification on staffing playground supervision. The Principals in attendance explained that the playground supervision at each site varies, but is generally performed by certificated and classified staff along with noon-duty only employees, and childcare staff.

The Board directed staff to delay changes in the classified staffing allocations until the 2010/2011 school year, to have minimum staffing allocations determined for each school site, but affording principals the flexibility to assign over the minimum, and based on a criteria to be determined.

The Board directed staff to bring the Classified Staffing Allocation for the 2010/2011 school year back as part of the proposed budget and not as a “stand-alone” item.

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

Superintendent McClain reviewed the revised Organizational Chart and requested input from the Board regarding the hiring of an Assistant Superintendent, Human Resources.

PUBLIC COMMENT

- *David Skinner*, DMCTA President, on behalf of teachers, Mr. Skinner spoke in support of staff’s recommendation to not hire an Assistant Superintendent, Human Resources, for the 2009/2010 school year.

After Board discussion, the Board directed staff to begin the search for an Assistant Superintendent, Human Resources, immediately, with a projected start date in early Spring.

8.4 Report, Current Progress on the District Strategic Plan Report with Recommendations for 2009/2010 School Year based on Data and Evaluation

Superintendent McClain presented an update on the District Strategic Plan, which currently includes enrollment and demographics; evaluation and achievement indicators; and district resources. The final section of the plan includes beliefs, appraisals, goals and recommended actions for 2009/2010. Principals will work with certificated and classified staff and parents at their individual sites to gather input for the final section. Superintendent McClain reported that the District is experiencing a savings by not holding two-days of Strategic Planning, as in the past.

The Board thanked staff for their work on the Strategic Planning Plan.

8.5 Second Reading/Board Approval, New Board Policy 6145.8 Assemblies and Special Events

Superintendent McClain presented Board Policy 6145.8, which addresses assemblies and special events.

After Board discussion, the policy was amended to include "*civic responsibility and/or*" in the first sentence after ". . . and special events should promote. . . .".

Motion to approve new Board Policy 6145.8 Assemblies and Special Events, as amended.

Motion Perkins

Second Rodriguez

Carried 3-2-0

Ayes 3: Members McDowell, Perkins, Rodriguez

Noes 2: Members Easton, White

Abstain 0

8.6 Update, 2009/2010 Student Enrollment and Certificated Staffing

Darlene Nadlonek, Human Resources Technician, presented an updated report on student enrollment and certificated staffing, showing a comparison of projected and actual enrollment and staffing numbers.

The Board asked clarifying questions and thanked staff for producing the information.

PUBLIC INPUT

Deborah Muns-Park, DMUSD parent, feels the information being presented at this time is valuable but any updates forecast to the demographics data using the September actuals would probably not be usable to the 7/11 Committee due to the deadlines they are trying to make.

The Board discussed the past history and timing for performing a demographic study. The Board directed staff to present a recommendation for when the next demographic study should be performed and/or if current demographics statistics should be used for one more year.

8.7 Reminder of Upcoming Events

(Presented for information only.)

The Board directed staff to post the Board Visitation Schedule on the website.

9. OPERATIONS AND FACILITIES

9.1 Board Discussion, DMUSD Facility Overview

Assistant Superintendent, Business Services, Dena Whittington, presented property information on each school site including the square footage, acreage, number of rooms, student capacity, number of relocatables, joint use acreage (if applicable), number of parking stalls, construction financing, etc. Additional information is being gathered and will be presented to the Board at a future Board meeting.

The Board asked clarifying questions regarding Mello Roos, and restrictions, if any, on a Mello Roos site.

Timed Item 6:30 p.m.

9.2 Board Approval, District Office Draft Plan, Frisco White

Architect, Frisco White, Westberg + White, presented a footprint of space requirements for a new district office facility. Mr. White presented both a one-story and two-story plan with a total square footage of 20,000 square feet. The plan includes approximately 1,500 sq. ft. for future growth. The Maintenance & Operations Department is not included in the 20,000 square footage. The Maintenance & Operations Department would be a separate 4,300 square foot facility.

The Board asked clarifying questions relative to construction costs, square footage, existing building availability, tenant improvement costs, etc.

PUBLIC COMMENT

- *Heidi Niehart*, DMUSD parent, spoke in favor of purchasing land or an existing building for a new district office.
- *Gavin Hiest*, DMUSD parent, spoke on behalf of neighbors Molly & John Schneider, with concerns about the direction of the school district.
- *Melanie Carmosino*, DMUSD parent.
- *Martha Cox*, former DMUSD employee, spoke in support of a new District Office to support the needs of the District.
- *Doug Rafner*, DMUSD parent, spoke regarding the lack of and misinformation provided to the 7/11 Committee.
- *Vicki Huthison*, DMUSD parent, spoke in support of purchasing property for a new district office.
- *Linda Crawford*, former DMUSD Board member, spoke in support of purchasing property or an existing building for a new district facility.

The Board restated its desire to work with realtors to identify a piece of land or an existing building to relocate the District Office. The Board also requested staff pursue using a space planner to design a new district facility. Mr. White confirmed that as an architect he is also a space planner and that the square footage needs for the new district office have been researched and calculated.

Board Member Rodriguez volunteered to continue working with realtors and Mr. White to identify property or an existing building within the DMUSD for a new District Office facility.

The Board requested staff to bring more information to the November Board meeting regarding the need for the new District Office to include space that will accommodate Board meetings, staff development, etc.

Move to consider options for a new District facility ranging in size between 15,000 - 25,000 sq. ft. and also to work directly with the realtors, Frisco White, Dena Whittington and Randy Wheaton to identify property that will fit the District needs within the boundaries of the Del Mar Union School District.

Motion Rodriguez
Second Easton
Unanimous

Motion to direct the 7/11 Committee to consider a range of 15,000 - 25,000 sq. ft. when looking at existing facilities for a new District Office.

Motion Easton
Second Perkins
Unanimous

10. BUSINESS AND FINANCE

10.4 Board Approval of Resolution 2009-24, Resolution of the Board of Trustees of the Del Mar Union School District Relative to Conditions For and Receiving Class Size Reduction Program Funds

Assistant Superintendent, Business Services, Dena Whittington presented the annual resolution to receive class size reduction program funds and summarized the revision in class size reduction funding. The estimated funding for 2009-2010 is \$2,300,508.00. The actual funding will be determined by the number of students enrolled in grades K-3 when the second period enrollment is recorded in the spring of 2010. In the 2009/2010 fiscal year it is estimated that class size reduction funding from the state will be reduced by \$257,040.

Motion to approve Resolution 2009-24, Resolution of the Board of Trustees of the Del Mar Union School District

Motion Rodriguez
Second McDowell
Unanimous

10.6 Approval of Agreement Between the Del Mar Union School District and Atkinson, Andelson, Loya, Ruud & Romo to Provide Legal Services

The Board asked clarifying questions regarding the 3% increase in the hourly rate of the firm. Staff will confirm information regarding the firm's participation in the San Diego County Office of Education consortium and the fees associated with it. The Board directed staff to bring this back to the Board at a future Board meeting.

10.7 Board Approval, School Web Lockers – Digital Storage for Students and Teachers

Director of Technology, Mike Casey, summarized the benefits of web lockers. School Web Lockers will provide unlimited digital storage for students and teachers at the most cost effective price (\$1.00/year/student), in a secure environment. The Board directed staff to amend the contract to state that there will be no charge for a non-student user (teachers, administrative staff).

Motion to approve School Web Lockers – Digital Storage for Students and Teachers with the modification to the contract that non-students will be provided the service at no charge

Motion McDowell
Second White
Unanimous

10:27 p.m.

Motion to extend the meeting for a 30-minute period.

Motion McDowell

Second White

Unanimous

10.8 Board Approval, 2009/2010 Membership Dues, Urban Superintendent Association of America

Superintendent McClain presented a brief overview of the Urban Superintendent Association of America, representing six million students across the nation.

Motion to approve 2009/2010 Membership Dues, Urban Superintendent Association of America

Motion Rodriguez

Second McDowell

Carried 3-1-1

Ayes 3: Members McDowell, Perkins, Rodriguez

Noes 1: Member White

Abstain 1: Member Easton

10.9 Budget Reductions Areas Under Consideration for the 2009/2010 School Year

Assistant Superintendent, Business Services, Dena Whittington, reported that as new information is available the list would be updated. Staff is currently working on a new format and document that will be presented to the Board at a future Board meeting.

10.10 Update, Fundraising 2009/2010 ESC Staffing

Assistant Superintendent, Business Services, Dena Whittington, reported 100% of corporate matches have been received and all contributions raised by the Del Mar Schools Education Foundation have been received by the Del Mar Union School District.

The Board asked clarifying questions regarding the receipt of corporate matches this year compared to last year and the receipt of funds after the deadline. Also, the Board requested staff provide a recommendation regarding matching funds considering the time delay in receiving them this year.

10.11 Update, 2009/2010 Monthly Budget

(Presented for information only.)

Assistant Superintendent, Business Services, Dena Whittington reported that the First Interim Report will be presented to the Board at the December 9, 2009 Board meeting.

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11. PERSONNEL

11.2 Second Reading & Approval, Revised Job Description for Office/Child Nutrition Services Assistant

Due to the Board's decision to delay any changes to the action taken on item 8.2, Classified Staffing Allocation, staff requested item 11.2 be pulled.

11.4 Board Approval, Revised Classified Management Salary Schedule

Assistant Superintendent, Business Services, Dena Whittington, explained that in revising the Organizational Chart it was discovered that the Director of Maintenance and Operations was placed on the incorrect range of the Classified Management Schedule.

The Board asked clarifying questions and Asst. Supt. Whittington confirmed the salary range is within the range of other districts for this position.

Motion to approve revised Classified Management Salary Schedule.

Motion Rodriguez

Second White

Unanimous

12. ARTICLES OF INTEREST

There were no articles of interest.

13. ITEMS FOR THE NOVEMBER 18, 2009 BOARD MEETING

(The date above is a correction from December 9, 2009, as stated on the Agenda, to November 18, 2009.)

- First Reading, 2010-2011 School Year Calendar Report ~~Opening of School Site~~
- Update, Child Care Facility at Ocean Air and District Office Facility
- Board Approval, 2009/2010 School Site Plans
- Update, Early Childhood Education Program Business Plan
- Board Approval to Hold the Regular Board Meeting and 2009 Organizational Meeting on December 9, 2009
- 1st Reading of Proposed Board Meeting Dates and Locations for 2010
- Swine flu vaccination site in DMUSD
- Timeline for relocation of District Office
- Realtor update re new District Office

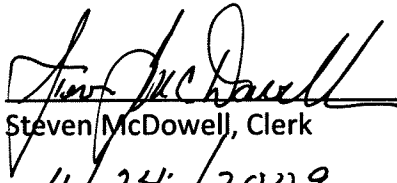
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ADJOURNMENT

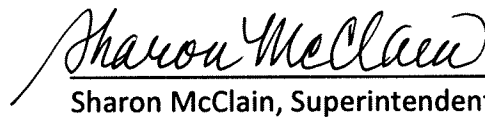
There being no further business to come before the Board, there was a
Motion to Adjourn at 10:57 p.m.

Motion Easton
Second Rodriguez
Unanimous



Steven McDowell, Clerk
11/24/2009

Date



Sharon McClain, Superintendent
11/30/09

Date