

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

***Minutes of Regular Board Meeting***

November 17, 2010

Closed Session: 4:30 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 McDowell called the Regular Board Meeting to order at 4:30 p.m.

**PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA**

- There was no input from the public

Adjourn to Closed Session

The Board adjourned to Closed Session at 4:31 p.m.

**RECONVENE OPEN SESSION**

The Board reconvened to Open Session at 5:45 p.m.

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

The Board met in Closed Session from 4:31 – 5:10 p.m. to discuss:

- 1.1 **Conference with Legal Counsel – Anticipated Litigation** (Government Code Section 54956.9(b); Name of Case: One case
- 1.2 **Conference with Real Property Negotiator** (G.C. 54956.8)-  
*Under Discussion: Purchase of Property:* 4106 Sorrento Valley Blvd., San Diego, CA 92121; Jimmy Durante Blvd. & San Dieguito Rd., Del Mar, CA 92014; 11232 El Camino Real, San Diego, CA 92130 — Agency Negotiator: James Peabody, Superintendent  
*Under Discussion: Possible Lease Extension Between the City of Del Mar and the DMUSD:* 225 9<sup>th</sup> Street, Del Mar, CA, 92014 — Agency Negotiator: James Peabody, Superintendent
- 1.3 **Conference with Labor Negotiator** G.C. 54957.6) Agency Designated Representatives: James Peabody, Superintendent and Tim Asfazadour, Assistant Superintendent, Human Resources; Employee Organization: Del Mar California Teachers Association

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- 1.4 **Consider Personnel Issues**, (Government Code Sections 11126 and 54957); limited to consideration of the appointment, employment, evaluation of performance, discipline /release, dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless the employee requests a public session

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

Board President McDowell reported there was no action taken in Closed Session.

**CALL TO ORDER**

Board President McDowell called to order the Open Session of the Regular Board Meeting of the Del Mar Union School District, Board of Trustees, at 5:45 p.m.

**1. PLEDGE OF ALLEGIANCE**

Cara Schukoske, Assistant Superintendent, Pupil Services, led Board members and guests in the Pledge of Allegiance.

**ROLL CALL**

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

Administrators Present: James Peabody, Superintendent  
Holly McClurg, Assistant Superintendent, Instructional Services  
Tim Asfazadour, Assistant Superintendent, Human Resources  
Cara Schukoske, Assistant Superintendent, Pupil Services  
Mike Casey, Director of Technology  
Randy Wheaton, Director of Maintenance & Operations  
Julie Geisbauer, Director of After School Programs

Principals Present: Emily Morris, Sycamore Ridge

DMUSD Staff Present: David Skinner, Andrea Shea, Audrey Schengel, Tanya Lubomudrov,  
Bill Porter

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Other: Doug Rafner, Scott Wooden, Vickie Wooden, Kristin Gibson, Drew Isaacman, Carrie White and approximately eight community members

**2. STUDENT RECOGNITION – SYCAMORE RIDGE**

Principal Emily Morris introduced a second grade student and their teacher from each of the classes at Sycamore Ridge School. Each student presented a “sharing report” with the use of a visual aid, i.e. PowerPoint, poster, etc., of his or her choice. The reports gave an example of what second graders created during ESC technology, compared and contrasted their daily lives with those of their parents, grandparents, and/or guardians or showed their understanding of how they are connected to various groups.

**3. APPROVAL OF AGENDA**

Amendments to the Agenda:

Pull Item 10.1 off the Consent Agenda

Pull Item 10.2 off the Consent Agenda

Motion to Approve Agenda, as amended.

Motion White

Second Easton

**Unanimous**

**4. CORRESPONDENCE/COMMUNICATION**

**4.1 Correspondence**

- A Request for Public Records was received.
- Superintendent Peabody received a letter from a 5<sup>th</sup> grade student regarding the homework policy.
- Superintendent Peabody received a letter from a parent regarding intradistrict transfers.

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

- There was no input from the public.

**5. REPORTS, RECOGNITIONS AND HEARINGS**

**5.1 Staff Recognition**

Superintendent Peabody 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 November/December 2010:

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Ashley Falls – Adrienne Sheffield, 6th Grade Teacher  
Carmel Del Mar – Janice Chan, SDC Lead Teacher  
Del Mar Heights – Stefani Mazepa, 6th Grade Teacher  
Del Mar Hills – Cindy Post, ELL Instructional Aide  
Ocean Air – Tanya Lubomudrov, Science Teacher  
Sage Canyon – Parissa Esmaili, Technology Specialist  
Sycamore Ridge – Jen Litt, Kindergarten Teacher  
Torrey Hills – Rachelle Armstrong, 3rd Grade Teacher

**5.2 Public Hearing To Review Resolution No. 2010-29 Regarding the Sufficiency of Instructional Materials for the 2010/2011 School Year, as Required by Education Code Section 6011**

The Public Hearing was conducted for the purpose of hearing from the public prior to the consideration and possible adoption of Resolution No. 2010-29.

Board President McDowell opened the Public Hearing at 6:15 p.m.

**Public input:**

- There was no input from the public.

There being no further discussion, the Public Hearing was closed at 6:16 p.m. by Board President McDowell.

**5.2.1 Board Approval, Resolution 2010-29 of the Board of Trustees of the Del Mar Union School District Regarding the Sufficiency of Instructional Materials for the 2010/2011 School Year**

Superintendent Peabody presented Resolution 2010-29 for approval. Approval of the resolution allows the district to secure textbook funding from the state. Additionally, the annual resolution certifies the students have all instructional materials

Motion to approve Resolution 2010-29 of the Board of Trustees of the Del Mar Union School District Regarding the Sufficiency of Instructional Materials for the 2010/2011 School Year

**Motion** Rodriguez

**Second** Perkins

**Unanimous**

**5.3 DMCTA Report: David Skinner, DMCTA President**

David Skinner reported the teachers are holding parent/teacher conferences this week. Mr. Skinner expressed appreciation for the opportunity to work with parents and the community, which are important factors in our students' success. On behalf of all teachers of the DMCTA, Mr. Skinner thanked outgoing Board members

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Steven McDowell, Katherine White and Annette Easton for their time and energy during the years of service to the teachers and the district. He wished them success in their future endeavors.

**5.4 DMSEF Report: Drew Isaacman, DMSEF President**

Drew Isaacman reported that the DMSEF has been very busy with the annual phone-a-thon; the Del Mar Heights fundraiser, "Jazzed About Our Kids"; and pioneering an opportunity drawing in order to accelerate contributions earlier in the year. In the last three weeks the DMSEF has doubled the amounts of contributions and pledges totaling close to \$550,000. The DMSEF has increased family contributions to over 30%. The DMSEF is working to raise awareness and finds that one-on-one communication is most effective and positive. DMSEF coming activities include sponsoring a screening of the film "Race to Nowhere" at UltraStar cinemas and will receive 50% of the proceeds. It is introducing a holiday gift giving option for making a contribution to DMSEF. The DMSEF is placing districtwide participation rate banners at each school with the goal being 100%. Mr. Isaacman expressed appreciation to Superintendent Peabody and the principals for their participation in the Principals Coffees, which have been very effective. On behalf of the DMSEF Mr. Isaacman expressed appreciation to the Board for their support.

**5.5 PTA Report: Carrie Nydahl White, Sycamore Ridge PTA President**

Carrie White reported on the activities of the Sycamore Ridge PTA, which included the Annual Welcome Back Teacher Luncheon, the Boo-Hoo Breakfast for Kindergarten parents and the Stallion Stampede was a big community-building event for families. In October the PTA participated in International Walk to School Day and Red Ribbon Week. The jog-a-thon raised over \$9,600 for programs at Sycamore Ridge. The PTA participates in the Everyone a Reader Program to help improve reading skills; Study Buddies, which pairs older students with younger to help with homework; mini-grants for teachers and CPR Training for all teachers. Currently the PTA is holding its Book Fair with a Super Hero theme. The PTA also sponsors the Reflections Art Program and a Drama Club producing *The Wizard of Oz*. The PTA is excited about their new Cultural Ambassador Program, which recruits parents to be a liaison to their own cultural language group in an effort to reach out to the non-English speaker to help them feel part of the school community. The year will end with a Multi-Cultural Day with booths representing many countries' clothing, food, etc.

**5.6 Monthly Staff Development, Travel & Conference Update**

*Presented for information only.*

**5.7 Monthly Enrollment Report**

*Presented for information only.*

Superintendent reported that the enrollment within the DMUSD remains steady.

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## **5.8 Report – Board Reports/Comments**

### ***Member Rodriguez:***

- Visited Sage Canyon School with the Board of Trustees.
- Attended the PTA Presidents Advisory Committee meeting.
- Congratulated the new board members, thanked her colleagues for their service and wished them all well in their future endeavors.

### ***Member Perkins:***

- Attended the DMSEF meeting and heard about the many activities at all sites.
- Attended a meeting of the School Lunch Committee with neighboring districts and toured the food facilities at the fairgrounds.

### ***Member White:***

- Welcomed Assistant Superintendent, Pupil Services, Cara Schukoske to the DMUSD.
- Attended the North City West JPA meeting.
- Attended CSBA Masters in Governance training on Oct. 29
- Visited Sage Canyon School with the Board of Trustees
- Attended Del Mar Heights School's DMSEF fundraiser, "Jazzed About Our Kids"
- Attended National Philanthropy Day luncheon.
- Acknowledge the hard work of teachers preparing for parent/teacher conference week and throughout the year.
- Asked Supt. Peabody to extend a thank you to Del Mar Hills Academy and the community for packing up the book fair to accommodate the Board meeting.
- Wished Happy Holidays to everyone.
- Expressed how much she appreciated working with all staff in the DMUSD.

### ***Member McDowell:***

- Attended his final CSBA Masters in Governance training on Oct. 29 and earned his Masters In Governance certificate.
- Thanked Principal LaRose and the Sage Canyon staff for the Board's tour.
- Attended Del Mar Heights School's DMSEF fundraiser, "Jazzed About Our Kids"
- Echoed Board Member White's sentiment in welcoming Cara Schukoske to the district.
- Thanked all staff for their support, time and patience these past four years.
- Thanked his wife, Jennifer, on their 20<sup>th</sup> anniversary.
- Thanked Supt. Peabody for coming to the district and expressed his appreciation for his leadership.

### ***Member Easton:***

- Extended appreciation to Sage Canyon School for the Board of Trustees' tour.
- Thanked Sycamore Ridge students and teachers for the student recognition.
- Expressed she feels the district has experienced a lot of change over eight years and that under the leadership of Jim Peabody the district will move forward.

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- Welcomed three new board members as they prepare to take their seats on the Board and wished them well as they move forward.

#### 5.9 **Report – Superintendent’s Report**

- Attended the Principal’s Coffee at Torrey Hills to answer parent questions regarding the district.
- Attended the monthly meeting with area superintendents of the north coastal area where best practices are shared.
- Attended a meeting of community-funded schools (Basic Aid) with the tax collector. Indications are the tax roll will remain steady for remainder of year.
- Will be posting a December 8 Special Board meeting to administer the Oath of Office to new members and conduct the 2010 Organizational Meeting.
- Met with the Haines Group on Strategic Management with the goal of having a contract approved and moving forward with the district goals.

Superintendent Peabody acknowledged the three outgoing Board members with a framed piece of student artwork and a certificate as an expression of appreciation of their service to the district.

### 6. **APPROVAL OF MINUTES**

Motion to approve Minutes of the following Board Meeting.

- Minutes of Regular Board Meeting of October 27, 2010
- Minutes of Special Board Meeting/Visitation of November 3, 2010

Motion Rodriguez

Second White

Unanimous

#### 6.1 **APPROVAL OF CONSENT ITEMS**

\*10.1 *Pulled from Consent.*

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

\*10.2 *Pulled from Consent.*

~~Board Approval of Site and Department Performance Agreements and Memorandums of Understanding~~

\*10.3 Board Approval of Contract Between the Del Mar Union School District and T P Acoustics, Inc.

\*10.4 Board Approval of Contract Between the Del Mar Union School District and Standard Electronics. Inc.

\*10.5 Board Approval of Professional Services Agreement Between the Del Mar Union School District and Dannis Woliver Kelley

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- \*11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status
- \*11.2 Board Approval of Contract LiveScan for FBI Prints

Motion to approve Consent Items \*10.3, \*10.4, \*10.5, \*11.1, \*11.2

Motion White  
 Second Perkins  
 Unanimous

**7. CURRICULUM & INSTRUCTION**

**8. ADMINISTRATION AND POLICY**

**8.1 Approval to Hold Special Board Meeting/2010 Organizational Meeting of the Board of Trustees on December 8, 2010**

Motion to approve Holding a Special Board Meeting/2010 Organizational Meeting of the Board of Trustees on December 8, 2010

Motion White  
 Second Rodriguez  
 Unanimous

**8.2 1st Reading of Proposed Board Meeting Dates and Locations for 2011**

Superintendent Peabody presented the proposed schedule of meeting dates for 2011 and asked Board members to notify him of any conflicts. The schedule will be adopted at the Organizational Meeting to be held on December 8, 2010.

**8.3 Recommendation to Consider Nominations for the California School Boards Association (CSBA) Delegate Assembly**

Superintendent Peabody reminded Board members to notify him of their interest to run for election to the CSBA Delegate Assembly no later than December 3, 2010. The DMUSD Board must formally approve nominations at the December 15, 2010 Regular Board Meeting.

**8.4 Board Discussion, Employee Incentives**

The Board discussed a recommendation by the Financial Task Force to explore the possibility of raising revenue by offering employee incentives in the areas of field and building usage as well as the after school programs/summer program. Superintendent Peabody answered questions from the Board regarding Education

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Code, and the pros and cons of offering employee incentives. The Board suggested that the item come back to the Board at such time as the new Board of Trustees or an individual board member deems necessary.

**8.5 Board Approval, Resolution No. 2010-18, Initiate a Study of its Election System to Address Alternatives to Comply with the California Voting Rights Act**

Superintendent Peabody presented Resolution No. 2010-18 for approval, which initiates a study of the District Election System including but not limited to adopting a by-trustee area election system, and the process and procedure for modifying its current election system.

Motion to approve Resolution No. 2010-18, Initiate a Study of its Election System to Address Alternatives to Comply with the California Voting Rights Act.

Motion Rodriguez  
Second Easton  
Unanimous

**8.6 Update, Relocation of the District Office**

Superintendent Peabody reported the Purchase Agreement for the property at 11232 El Camino Real may be signed in the next few days, which will allow the district to move forward with the 45-day due diligence period. He also reported that the Lease at 225 9<sup>th</sup> Street, Del Mar, between the district and the City of Del Mar might be extended for one year at \$.99 per square foot. The total cost of the Lease plus the expense of the two trailers on the property is \$92,024 for one year.

Superintendent Peabody fielded clarifying questions from the Board regarding the moving of the trailers, temporary office location, if needed, and the location for Maintenance & Operations, due to M & O not be allowed to remain at its current location after May 2011.

**8.7 Reminder of Upcoming Events**

*(For information only.)*

The Board visit scheduled for December 1, 2010 to Del Mar Hills Academy will be rescheduled for a time after new board members are seated on the Board.

**9. OPERATIONS AND FACILITIES**

**9.1. Facilities Report for November**

Randy Wheaton, Director of Maintenance & Operations reported work continues to move forward on the security fencing projects at six school sites. He will be meeting tomorrow with DSA on the Ashley Falls fences. At the suggestion of the Board, Mr.

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Wheaton will determine if there any areas where barriers need to be installed in order to have the work completed with the fencing project. The Board also requested input from the community and to post the fencing plans in each of the school offices.

## **10. BUSINESS AND FINANCE**

### **10.1 Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements**

Item 10.1 was pulled from consent to verify the Fund 13, Cafeteria expense for milk was incorrect as listed at \$546,970.00. The correct amount is \$5,469.70.

Motion to approve Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements, as amended.

**Motion** Perkins

**Second** Rodriguez

**Unanimous**

### **10.2 Board Approval of Site and Department Performance Agreements and Memorandums of Understanding**

Superintendent Peabody confirmed the Professional Development, Student Writing training is the current program being used at Torrey Hills to augment the district writing program and to be spread throughout the district.

Motion to approve Site and Department Performance Agreements and Memorandums of Understanding

**Motion** Perkins

**Second** Easton

**Unanimous**

### **10.6 2010-2011 San Diego County Office of Education Oversight Letter Regarding 2009-2010 Unaudited Actuals**

Superintendent Peabody reported the letter from the SDCOE stated that the district actuals were within our parameters and that the district should be cautious moving forward, as do all districts in the State of California.

### **10.7 2010-2011 Monthly Budget Update, Legal Fees and Cash Balance Report**

Superintendent Peabody thanked the staff in Business Services for working tirelessly to perform all the work required without the assistance of a Chief Business Official. The first interim report will be presented at the December 15, 2010 Regular Board Meeting.

## **11. PERSONNEL**

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**12. ARTICLES OF INTEREST**

None.

**13. ITEMS FOR DECEMBER 2010 BOARD MEETING**

- Minutes of Regular Board Meeting of November 17, 2010
- 2010-2011 Board Approval, Single Plans for Student Achievement
- Board Approval, 2010-11 First Interim Report
- Update on relocation of District Office
- Update on fencing projects

There being no further business to come before the Board, there was a Motion to Adjourn at 8:04 p.m.

**Motion** Easton

**Second** White

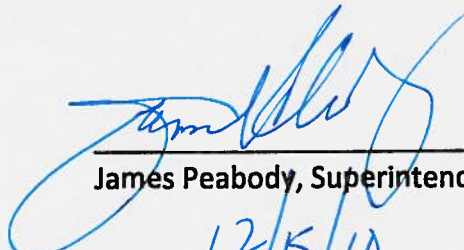
**Unanimous**

  
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Scott Wooden, Clerk

12/15/2010  
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Date

  
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James Peabody, Superintendent

12/15/10  
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Date

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