

Minutes

DMUSD Strategic Task Force – February 5, 2010

- **Call To Order Time:** 7:10 a.m.
- **Location:** Carmel Del Mar Elementary.
Potential change to AF. Next meeting 2/19/10 (Location TBD) and then 3/12/10.
Time 7-9 a.m. (no meeting 4/9/10).
- **Attendees:**

Member Name	Represents	Present
Doug Rafner	AF	X
Sharon McClain	DMUSD	X
Vicki Hutchison	AF	X
Deborah Muns-Park	AF	X
David Jones	CDM	
Jonathan Flam	CDM	X
Eileen Randall	District	X
Holly McClurg	District	
Chris Stevenson	Foundation	X
Doug Perkins	Heights	X
Rita McDonald	Heights	X
Bob Shopes	Hills	X
Beth Westburg	Hills	X
Melanie Carmosino	Hills	X
Eileen Hoppen	Ocean Air	X
Christopher Lien	Sage	X
Tim Blazer	Sycamore	X
Sandy Johnson	Teachers	X
Steve Danon	TH	
Kiim Tiernan	TH	X

- **Select Timekeeper:** *Tentatively:* Melanie Carmosino
- **Items for Discussion/Action:**
 1. **Approval of Minutes:** Minutes approved. Holding in abeyance recording the meetings, unless issues raised at which time we will readdress.
 2. **PTA Co-Chair Appointment:**

Eileen Hoppen Co-Chair:

Motion from Melanie Carmosino, Motion 2nd by Chris Lien;
Approved unanimously

Melanie Carmosino Secretary:

Motion from Beth Westburg, Motion 2nd by Vicki Hutchinson;
Approved unanimously.

3. **Community ideas email link information:** Discussion about setting a (30) day time limit and start date (e.g. 3/10/10), but wanting to ensure that we address all issues. Discussion regarding posting of issues for input, and then reviewing issues at a committee level. Submissions need to be acknowledged and status tracked and posted, to avoid duplicative issues. Discussion about timeline for recommendations to Board and duration of committee life. Anonymity should be maintained, if desired, and indication of school represented is not required. All-call to announce committee purpose; PTA's will provide eBlast/newsletter updates; issue to be placed on Board meeting for 2/10/10.

Motion by Melanie Carmosino to cut off submissions by March 23, 2010;
Motion 2nd by Vicki Hutchinson – Approved unanimously.

Task: Sharon & Melanie to work on process for discussion at 2/19 meeting.
Rita McDonald and Doug Perkins to author press release.

4. **Web-link info on Committee members:** Members to update email information; phone numbers not to be made public.
- **Brown Act Information: Guest-Melanie Peterson (Attorney for DMUSD)**

Background: School Law (29 years) – Fagan, Friedman & Fulfroost.
Brown Act is the act that states that meetings are for public entity and meant for public to participate. Overview of Brown Act and copies of materials distributed to members for review.

Provision regarding appointed committee with more than (1) meeting, means Brown Act applies. Public comment is required, agendas must be posted (72) hours prior to meeting, we should choose specific limit of time for public comment speakers and post information, and minutes are required as well. Special meetings can be called within (24) hours on a particular topic. Speakers are limited to issue on the Agenda for the special meeting and other issues are outside jurisdiction.

Speaking outside of committees has regulations. Total of 19 members means 10 is a quorum to take action. Serial meetings raise issues with emails, so discussions in boats should be done in committee meeting. Email can lead to discussion extending beyond 1:1, and lead to potential Brown Act issues. Sending 1-way information is acceptable, but replying all can cause issues. Circulating a draft report for comments would not be an issue. No particular additional restrictions on teaching staff, but discussion about dissemination should occur in advance. Sub-committees are not subject to Brown Act, if less than a quorum. Any quorum of Board members on a committee would trigger Brown Act requirements. Future meetings will be taped.

- **Public Comment:** None
- **Potential Areas for Budget Reduction – Discussion of Committees**
 1. Discussion about categorical and restricted funds. Restricted dollars are now flexible and can be moved into unrestricted funds, per Governor last year. We are limited to evaluation unrestricted dollars (includes teacher contracts).

2. Discussion about committee formations and number of committees. Email sent to committee with listing of sub-committee members.

Task: Sub-committee members to confirm committee placement and meet prior to 3/12/10 meeting to determine scope, identify chair and establish meeting schedule and process.

a. Contingency Planning for changes in Basic Aid

- a. Bob Shopes,
- b. Eileen Hoppen
- c. Vicki Hutchinson
- d. Kiim Tiernan

b. Expenditure Reduction

- a. Beth Westburg
- b. Chris Lien
- c. Rita McDonald
- d. Eileen Randall
- e. Sandy Johnson
- f. Vicki Hutchinson
- g. Deb Muns-Park
- h. David Jones

c. Reserve Policy

- a. Beth Westburg
- b. Holly McClurg
- c. Rita McDonald
- d. Sandy Johnson
- e. John Flam
- f. Eileen Randall

d. Solar Energy

- a. Bob Shopes
- b. Doug Rafner
- c. Vicki Hutchinson
- d. Chris Stevenson
- e. Kim Tiernan

e. Revenue Generation (Preschool, advertisements)

- a. Melanie Carmosino
- b. John Flam
- c. Tim Blazer
- d. Doug Rafner
- e. Deb Muns-Park

Motion by Melanie Carmosino; Motion 2nd by Chris Stevenson – Approved unanimously.

- **Meeting Schedule:** Next meeting 2/19/10
3/12/10; 3/26/10; 4/9/10-no meeting; 4/23/10; 5/7 & 5/21.
- **Meeting Adjourn Time:** 8:55 a.m.