

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

***Minutes of Regular Board Meeting***

February 17, 2010

Closed Session: 4:00 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 Rodriguez called the Regular Board Meeting to order at 4:00 p.m.

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

There was no input from the public.

Adjourned to Closed Session at 4:03 p.m.

**RECONVENE OPEN SESSION**

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

The Board met in Closed Session from 4:05-5:50 p.m. to discuss:

- 1.1 **Public Employee Discipline/Dismissal/Release pursuant to Government Code 54957**
- 1.2 **Conference with Legal Counsel – Potential Litigation** (Government Code Section 54956.9(c); Name of Case: Two cases)
- 1.3 **Conference with Real Property Negotiator** (G.C. 54956.8)-Properties: 11250 El Camino Real, San Diego, CA 92130 and 4106 Sorrento Valley Blvd., San Diego, CA 92121; Corner of Jimmy Durante Blvd. & San Dieguito Rd., Del Mar, CA 92014 — Agency Negotiator: Sharon McClain, Superintendent
- 1.4 **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:**

The Board approved the non-reelection of probationary employees #316-966 and #472-541. There was no further action taken.

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## **CALL TO ORDER**

Board President Rodriguez called to order the Open Session of the Regular Board Meeting of the Del Mar Union School District, Board of Trustees at 5:59 p.m.

### **1. PLEDGE OF ALLEGIANCE**

Superintendent Dr. Sharon McClain led Board members and guests in the Pledge of Allegiance.

### **ROLL CALL**

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

Administrators Present:       Dr. Sharon McClain, Superintendent  
  Dena Whittington, Assistant Superintendent, Business Services  
  Holly McClurg, Assistant Superintendent, Instructional Services  
  Sheila Weinberg, Director of Pupil Services  
  Mike Casey, Director of Technology  
  Randy Wheaton, Director of Maintenance & Operations  
  Charlene Komosinski, Director of Child Care/After School Programs  
  Katie Shanahan, Coordinator State & Federal Projects  
  Darlene Nadlonek, Human Resources Technician

Principals Present:           David Jones, Carmel Del Mar  
  Ryan Stanley, Ocean Air  
  Shelley Petersen, Ashley Falls

DMUSD Staff Present:        Tanya Lubomudrov, Danielle Roche, Bill Porter, Genna Chapluk

**2. STUDENT RECOGNITION**— There was no student recognition presented.

### **3. APPROVAL OF AGENDA**

Amendments to the Agenda:  
Item 10.11 to follow Item 5.7

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Motion to Approve Agenda, as amended

**Motion** White

**Second** Perkins

**Unanimous**

#### **4. CORRESPONDENCE/COMMUNICATION**

##### **4.1 Correspondence**

There was no correspondence presented.

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

- *Gavin Hurst*, DMUSD parent, spoke against co-locating the District Office at Ashley Falls School.
- *Molly Schneider*, DMUSD parent, spoke against co-locating the District Office at Ashley Falls School.
- *Craig Sherman*, future DMUSD parent, spoke against co-locating the District Office at Del Mar Hills Academy.
- *Kelli Politoske*, DMUSD parent, spoke against co-locating the District Office at Ashley Falls School.

#### **5. REPORTS, RECOGNITIONS AND HEARINGS**

##### **5.1 Staff Recognition - Employees of the Month for February 2010:**

Board President Rodriguez 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:

*Ashley Falls* – Heather Trust – Child Care  
*Carmel Del Mar* – Lorraine Leftwick – Child Care  
*Del Mar Heights* – Krissi Bittner – Child Care  
*Del Mar Hills* – Catherine Tann – Child Care  
*Ocean Air* – Kevin Mitchell – Child Care  
*Sage Canyon* – Tam Phan – Child Care  
*Sycamore Ridge* – Kevin Ratliff – Child Care  
*Torrey Hills* – Brandon Grile – Child Care  
*Child Care Office* – Lisa Swann, Office Assistant  
*Employee Child Care* – Kristen Morrison – Child Care

##### **5.2 Report - DMCTA Report: Danielle Roche, DMCTA Acting-President, Ocean Air**

Danielle Roche reported that teachers have been very busy preparing for parent/teacher conferences. They are looking forward to dialoguing with parents to help students reach their maximum potential. Teachers are apprehensive about the

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pink slip notices. On behalf of the DMCTA, Ms. Roche thanked Superintendent McClain for working collaboratively with teachers through the Professional Relations meeting to develop a procedure for handing out the pink slip notices as compassionately as possible. Mr. Roche introduced Ocean Air Science Teacher, Tanya Lubomudrov, who commented that February is very busy month for teachers who are grading, assessing, etc. in preparation of parent/teacher conferences. She reported that in February the DMUSD teachers will have donated 8,400 hours to prepare report card presentation, which equates to \$226,800 in financial donations. The total hours donated from December – February equals 15,415+ hours amounting to \$605,610 in billable hours.

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

On behalf of the Del Mar Schools Education Foundation, Chris Stevenson, presented a check in the amount of \$726,000 to the DMUSD. This check combined with the carryover of \$84,000 totals \$810,000 designated for ESC teachers' salaries for the 2010/2011 school year. The funds equate to nine teaching positions and will be allocated equitably among all schools sites based on ESC teaching section. An additional \$110,000 has been raised and will be donated at the March meeting, resulting in a total of 10 teachers positions. Additional matching corporate funds are expected to be donated no later than June 15, 2010. Ms. Stevenson thanked the Board, district staff, principals, teachers, PTAs and thousands of donors for making the donation possible. Ms. Stevenson requested approval to begin a second fundraising campaign ending no later than April 30, 2010. Sage Canyon, Carmel Del Mar, Ashley Falls, Del Mar Heights and Sycamore Ridge have committed to donating their jog-a-thon funds to the DMSEF for the ESC programs.

\*\*Item 10.9 occurred at this time.

\*\*Item 10.10 occurred directly after item 10.9.

**5.4 Report - PTA Report: Vanessa Black, Del Mar Hills Academy PTA President**

Vanessa Black was not able to attend and will report at the March 10, 2010 Board meeting.

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

*(Presented for information only.)*

**5.6 Report – Board Reports/Comments**

*Member Perkins:*

- Reported that the Financial Task Force will be meeting on February 19 and the subcommittees have started to meet.
- Public input is being received and reviewed by the Financial Task Force.

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- Teacher representatives will participate in the subcommittees to add additional perspective and information.
- Information from subcommittees will be available soon and posted on the website.
- All the meetings, Task Force members, etc. are posted on the DMUSD website.

*Member Rodriguez:*

- Had an exciting visit to the Technology Department with the Board where they learned how to produce a podcast.
- Is receiving emails from the public and appreciates their interest in the DMUSD.

*Member Easton:*

- Thanked Mike Casey, Director of Technology, for the informative and educational visit with the Technology Department.

*Member McDowell:*

- Thanked the entire Technology Department for the demonstration on how standards are incorporated.
- Thanked the principals for sending invitations to their various school events.

*Member White:*

- Attended Colonial Trade Faire Days at Del Mar Heights.
- Thanked Del Mar Heights for the opportunity.

**5.7 Report – Superintendent’s Report**

- Acknowledged Charlene Komosinski, Director of After School Programs/Childcare and her pending retirement.
- Congratulated Sycamore Ridge School for earning a place on the list for a school visitation for a California Distinguished School Award.
- Visited the Technology Department and enjoyed making a podcast.
- Has been asked by National University to serve on their Community Advisory Board with the County Superintendent of Schools, Dr. Randy Ward, to start an Educational Doctorate Program.

\*\*Item 10.11 occurred at this time.

**6. APPROVAL OF MINUTES**

There were no Minutes presented for approval.

**6.1 APPROVAL OF CONSENT ITEMS**

- \*10.1 Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements
- \*10.2 Board Approval of Site Performance Agreements
- \*10.3 Board Approval of Agreement with San Diego Stage & Lighting Supply, Inc. for Stage Lighting at Ashley Falls School
- \*10.4 Board Ratification of Agreement with Janus Corporation for Mold Removal

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- in Rooms P4-P8 at Torrey Hills School
- \*10.5 Board Ratification of Contracts with Janus Corporation for Mold Clean Up and Remediation at Torrey Hills School
  - \*10.6 Board Action to Declare District Personal Property Obsolete and Surplus Property and to Dispose of or Donate per Education Code 17546(a)(b)(c)

Motion to approve Consent Items \*10.1 - \*10.6

**Motion** White

**Second** Rodriguez

**Unanimous**

**7. CURRICULUM & INSTRUCTION**

**8. ADMINISTRATION AND POLICY**

**8.1 First Discussion/Direction, Posting Emails vs. Correspondence on the District Website**

Superintendent McClain provided the legal opinion regarding posting emails and correspondence on the district website. The district is not legally required to post correspondence or email on the website. The emails and correspondence are public documents and must be provided to the public if requested.

The Board directed staff to keep all correspondence in hard copy for public viewing and not to post any emails or correspondence on the website. Board directed staff to bring a policy regarding posting and maintaining emails and correspondence to the Board.

**8.2 Board Approval, 2010 CSBA Delegate Assembly Nominees**

The Board selected the following nominees to elect to serve on the 2010 CSBA Delegate Assembly.

- |               |                      |
|---------------|----------------------|
| Jill D. Barto | Dan Lopez            |
| Zoe Carpenter | Raqual Marquez-Maden |
| Katie Dexter  | Steven McDowell      |
| Barbara Groth | Comischell Rodriguez |
| Steve Lilly   |                      |

Motion to approve the vote of the nine selected nominees to serve on 2010 CSBA

Delegate Assembly Nominees

**Motion** White

**Second** Perkins

**Unanimous**

**8.3 Reminder of Upcoming Events**

*(For information only.)*

Board requested that the March 5, 2010, PTA Forum be included in the “Upcoming Events”, as well as the JPA meetings.

**9. OPERATIONS AND FACILITIES**

**9.1 Facilities Report for February**

Randy Wheaton, Director of Maintenance & Operations, reported on the progress of the Ocean Air Childcare facility and was available to answer Board questions.

**10. BUSINESS AND FINANCE**

**10.7 Update, Governor’s Proposals for the 2010/2011 State Budget**

Dena Whittington, Assistant Superintendent, Business Services, reported on the adjustment in funding to Revenue Limit districts that will be continued for another year, and the Basic Aid districts’ participation in a “Fair Share” reduction in State funding. Ms. Whittington summarized information that has changed based on new information from the State.

The Board asked clarifying questions, which were responded to by Ms. Whittington.

**10.8 2009-2010 San Diego County Office of Education Oversight Letter Regarding 2009-2010 First Interim**

Dena Whittington, Assistant Superintendent, Business Services explained the County is reformatting the Oversight Letters due to the current economic situation. She stated that although the First Interim was completed accurately the report highlights expenses to monitor.

The Board asked clarifying questions that were responded to by Ms. Whittington.

**10.9 Board Acceptance of the Del Mar Schools Education Foundation Donation for**

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**the 2010-2011 School Year**

Motion to accept the Del Mar Schools Education Foundation Donation for the 2010-2011 School Year

**Motion** White

**Second** Perkins

**Unanimous**

10.10 **Board Approval of the Del Mar Schools Education Foundation Request for Second Campaign**

The Board extended appreciation to the DMSEF representatives and DMSEF Board for all of the hard work on behalf of the DMUSD. Ms. Chris Stevenson, President of the DMSEF, outlined the "Got ESC" plan for the second campaign ending April 30, 2010, which includes "Got ESC" tee-shirts and eblasts.

Motion to approve the Del Mar Schools Education Foundation Request for Second Campaign

**Motion** McDowell

**Second** Perkins

**Unanimous**

10.11 **Board Approval of Contract with Dolinka Group**

Assistant Superintendent, Business Services, Dena Whittington, presented a contract with the Dolinka Group to update the District's Facilities Master Plan and enrollment.

The Board asked clarifying questions, which were responded to by Assistant Superintendent, Business Services, Dena Whittington. A representative from the Dolinka Group was also present to respond to Board questions.

The Board took no action and requested to have the Contract be presented for further discussion at a June Board meeting, if staff feels it is necessary, and the expense to be included as a line item in the DMUSD budget.

10.12 **Analysis - Electrical Consumption**

Assistant Superintendent, Business Services, Dena Whittington Business Services Department presented a two-year comparison of electrical consumption. Ms. Whittington reported that staff reduced electrical usage from 2008/09. The Business Services Department will attend a forum with SDG&E sponsored by the SDCOE.

10.13 **2009-2010 Monthly Budget Update, Legal Fees and Cash Balance Report**

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*(Presented for information only.)*

**11. PERSONNEL**

**11.1 Second Reading and Approval, Revision of Director, After School Programs/Child Care Services Job Description**

The Board has no questions on item 11.1.

Motion to approve revision of Director, After School Programs/Child Care Services Job Description.

**Motion**     Easton  
**Second**     McDowell  
                  **Unanimous**

**11.2 Notice to the Governing Board of Recommendation to Reduce and/or Eliminate Services for the 2010-2011 School Year Pursuant to Education Code Sections 44949 and 44955**

Darlene Nadlonek, Human Resources Technician, presented the notice, which is a mandated requirement in order for the Board to move forward with approving the Resolution reducing and eliminating certain certificated services.

**11.3 Board Approval of Resolution 2010-02, Reducing and Eliminating Certain Certificated Services for the 2010-11 School Year**

Darlene Nadlonek, Human Resources Technician, presented Exhibit "A" to Resolution No. 2010-02 detailing the services to be reduced for 2010/2011, as follows:

Music Teaching	6.6 FTE
Art Teaching	7.0 FTE
Science Teaching	2.2 FTE
Physical Education Teaching	6.0 FTE
Technology Teaching	3.2 FTE
Drama Teaching	1.1 FTE
Spanish Teaching	0.5 FTE
Classroom Teachers K-6	22.0 FTE
Coordinator of State & Federal Projects	1.0 FTE

**Public Input**

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- *Polly Murphy*, DMUSD parent, asked for clarification regarding the delivery of pink slip layoff notices and the DMSEF's fundraising to avoid issuing pink slips.

Motion to approve Resolution 2010-02, Reducing and Eliminating Certain Certificated Services for the 2010-11 School Year

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

**12. ARTICLES OF INTEREST**

None.

**13. ITEMS FOR MARCH 10, 2010 BOARD MEETING**

- Facilities Report
- Second Reading, 2010/2011, 2011/2012 & 2012/2013 School Year Calendar
- Library Materials Selection Policy
- Student Teacher agreement between DMUSD and SDSU
- Minutes of Special Board Meeting of January 7, 2010
- Minutes of Special Board Meeting of January 13, 2010
- Minutes of Special Board Meeting of January 20, 2010
- Minutes of Special Board Meeting/Visitation of January 20, 2010
- Minutes of Regular Board Meeting of January 27, 2010
- Update, Proposals for the 2010/2011 State Budget
- Other items requested by the Board

There being no further business to come before the Board, there was a Motion to Adjourn at 7:45 p.m.

**Motion** Easton  
**Second** Rodriguez  
**Unanimous**

\_\_\_\_\_  
 Steven McDowell, Clerk

\_\_\_\_\_  
 Sharon McClain, Superintendent

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

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