

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

Minutes of Regular Board Meeting

June 23, 2010

Closed Session: 3:30 p.m.

Open Session: 5:45 p.m.

Del Mar Hills Academy
14085 Mango Drive, Del Mar, CA 92014

Board President McDowell called the Regular Board Meeting to order at 3:30 p.m.

PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA

There was no input from the public.

Adjourn to Closed Session at 3:33 p.m.

RECONVENE OPEN SESSION

The Board reconvened to Open Session at 5:40 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 3:32 – 5:42 p.m. to discuss:

- 1.1 **Conference with Legal Counsel – Anticipated Litigation** (Government Code Section 54956.9(b); Name of Case: Two cases
- 1.2 **Conference with Real Property Negotiator** (G.C. 54956.8)-Properties: 11189 and 11199 Sorrento Valley Road, San Diego, CA 92121; 4106, 4110, 4116 & 4122 Sorrento Valley Blvd., San Diego, CA 92122; Jimmy Durante Blvd. & San Dieguito Rd., Del Mar, CA 92014;—Agency Negotiator: James Peabody, Superintendent; 225 9th Street, Del Mar, CA, 92014 — Under Discussion: Sale/Lease Terms Between the City of Del Mar and the DMUSD.
- 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
- 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

Official Minutes, Regular Board Meeting • June 23, 2010

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

REPORT OF ACTION TAKEN IN CLOSED SESSION:

Board President McDowell reported that no action was taken in Closed Session and the Board will reconvene Closed Session following the completion of the Open Session Agenda.

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 6:01 p.m.

1. PLEDGE OF ALLEGIANCE

Ryan Stanley, Principal of Ocean Air School, led Board members and guests in the Pledge of Allegiance.

ROLL CALL

Members Present (4): Steven McDowell, President of the Board
Doug Perkins, Clerk of the Board
Comischell Rodriguez
Katherine White (arrived at 3:43 p.m.)

Members Absent (1): Annette Easton

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

Principals Present: Ryan Stanley, Principal, Ocean Air School

DMUSD Staff Present: Pam Baldwin

Others Present: Approximately 9+ community members.

2. STUDENT RECOGNITION – (Student Recognition will resume in October 2010)

Official Minutes, Regular Board Meeting • June 23, 2010

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

3. **APPROVAL OF AGENDA**

Amendments to the Agenda:

- Item 10.14 to follow Item 5.4
- Move Item 10.12 to Consent.

Motion to Approve Agenda, as amended.

Motion Rodriguez

Second Perkins

Carried (4-0-0)

4. **CORRESPONDENCE/COMMUNICATION**

4.1 **Correspondence**

No correspondence was presented.

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

- *Amy Caterina, DMUSD parent, requested a STEAM magnet school be implemented at Del Mar Hills Academy.*

5. **REPORTS, RECOGNITIONS AND HEARINGS**

5.1 **Recognition Del Mar Schools Education Foundation**

Superintendent Peabody and Member Perkins recognized the DMSEF for its hard work and dedicated efforts in supporting the Extended Studies Curriculum program in the DMUSD. Each officer and representative was presented with a Certificate of Recognition.

5.2 **Public Hearing Regarding the 2009/2010 DMUSD Budget**

The public hearing was opened at 6:17 p.m.

There was no public input.

The public hearing was closed at 6:18 p.m.

5.3 **DMCTA Report: David Skinner, DMCTA President, Carmel Del Mar Teacher**

David Skinner was unable to attend.

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

On behalf of the DMSEF, Chris Stevenson, presented a check in the amount of \$27,000 to the DMUSD. When combined with the balance of funds in reserves the total of \$1.208 million equates to 13.42 FTEs for the 2010/2011 school year. After receipt of all corporate matches, Ms. Stevenson expects the total to reach \$1.215 or 13.15 FTE. Ms. Stevenson reported that based on the 2009/2010 Second Interim Report the average ESC expense per FTE is \$86,000. Fundraising for the 2010/2011

Official Minutes, Regular Board Meeting • June 23, 2010

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

school year was based on an average of \$90,000 per FTE, therefore, the budget actuals reflect an excess of \$66,000 which Ms. Stevenson requested be put towards ESC funding, bringing the total funds to \$1.174 million or 14.15 FTEs for the 2010/2011 school year.

Ms. Stevenson reported the DMSEF elected a new slate of officers, which included Drew Isaccman as President, for the 2010/2011 school year.

Per Amendments to the Agenda, Item 10.14 occurred at this time.

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

(Presented for information only.)

5.6 **Report – Board Reports/Comments**

Member Perkins:

- Celebrated 6th grade promotion at Sycamore Ridge School.
- Expressed appreciation to Dena Whittington, Assistant Superintendent, Business Services, for her helping him to understand school financing.

Member Rodriguez:

- Attended a meeting with San Diego Council Member Sherri Lightner hosted by San Dieguito Union High School District.
- Attended Masters in Governance on budget and finance.
- Celebrated 6th grade promotion at Ocean Air School.

Member Easton:

- *Absent*

Member McDowell:

- Attended Masters in Governance on budget and finance.
- Thanked Dena Whittington, Assistant Superintendent, Business Services, for her time to explain the differences between school and non-public financials.
- Had an opportunity to speak with Ron Bennett, about the decisions pertaining to Fair Share and Basic Aid.
- Celebrated 6th grade promotion at Del Mar Heights.

Member White:

- Attended meeting with San Diego Council Member Sherri Lightner in which she addressed transportation issues.
- Attended Masters in Governance on budget and finance.
- Celebrated 6th grade promotion at Carmel Del Mar School.
- Attended parent curriculum meeting with San Dieguito Union High School District.
- Attended 6th grade performance of Oliver at Del Mar Heights.
- Expressed appreciate to Dena Whittington, Assistant Superintendent, Business Services, for her hard work and flexibility.

Official Minutes, Regular Board Meeting • June 23, 2010

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

5.7 **Report – Superintendent’s Report**

- Celebrated 6th grade promotion at Ashley Falls School.
- Attended a meeting with school principals and Holly McClurg, Assistant Superintendent, Instructional Services, to begin discussing the educational system within the district.

6. **APPROVAL OF MINUTES**

Motion to approve the Minutes of Regular Board Meeting of May 26, 2010.

Motion White

Second Perkins

Carried (4-0-0)

Motion to approve Minutes of Regular Board Meeting of June 9, 2010.

Motion Perkins

Second White

Carried Aye: 3 (Members McDowell, Perkins, White)

Noe: 1 (Member Rodriguez)

Abstain: 0

Absent: 1 (Member Easton)

6.1 **APPROVAL OF CONSENT ITEMS**

Amendment to the Consent Agenda:

- Remove Item 11.1 from the Consent Agenda
- Add Item 10.12 to the Consent Agenda

*10.1 Board Approval of Site and Department Performance Agreements and Memorandums of Understanding

*10.2 Board Approval of Restricted Maintenance Contracts For Summer Work and 2010/2011 Fiscal Year Annual Inspections, Maintenance and Service

*10.3 Board Approval of Addendum to Agreement Between Jill Weckerly, Ph.D. and the Del Mar Union School District

*10.4 Board Approval of Agreement Between the Superintendent of Schools, Office of Education, San Diego County and the Del Mar Union School District for Participation in the Outdoor Education Program and Marine Science Floating Lab for the 2010-2011 School Year

*10.5 Board Approval of Agreement for Legal Services Between the Del Mar Union School District and Fagen Friedman & Fulfrost

*10.6 Board Action to Declare District Property Obsolete and Surplus and to Dispose of or Donate per Education Code 17546(a)(b)(c)

*10.7 Board Ratification of Agreement Between the Del Mar Union School District and Geocon, Inc.

Official Minutes, Regular Board Meeting • June 23, 2010

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

- *10.8 Board Approval of Addendum to Master Contract Between Comprehensive Autism Services, (CASE) and the Del Mar Union School District
- *10.9 Board Approval of Agreement Between Apple Inc. and the Del Mar Union School District for lease of Apple Computers
- *10.10 Board Approval of Agreement Between AT&T DataComm and the Del Mar Union School District for Switch Replacement
- *10.11 Board Approval of Agreement Between Shasta Landscaping, Inc. and the Del Mar Union School District for Landscape Maintenance, 2010-2011 Fiscal Year
- *10.12 *Added to the Consent Agenda per Amendments to the Consent Agenda*
Board Ratification of Agreement Between the Del Mar Union School District and SCS&T, Southern California Soil and Testing, Inc
- *11.1 *Removed from Consent per Amendments to the Consent Agenda*
~~Board Approval, Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status~~

Motion to approve Consent Items *10.1 - *10.12

Motion White

Second Rodriguez

Carried (4-0-0)

7. CURRICULUM & INSTRUCTION

7.1 Board Approval, Memo of Understanding with Coronado Unified School District and Julian Union Elementary School District for Title III – Limited English Proficient Funds, 2010-2011

The MOU with Coronado Unified, and Julian Union Elementary School Districts was presented for approval to assist these districts by continuing as the lead of the consortium for LEP funds.

Motion to approve Memo of Understanding with Coronado Unified School District and Julian Union Elementary School District for Title III – Limited English Proficient Funds, 2010-2011

Motion Rodriguez

Second Perkins

Carried (4-0-0)

7.2 Board Approval of Agreement Between Intel-Assess Inc. and the Del Mar Union School District for the licensing of Intel-Assess Assessment Solutions

Holly McClurg, Assistant Superintendent, Instructional Services, recommended approval of an agreement with Intel-Assess to license assessment solutions supporting 2nd – 6th grades. Dr. McClurg reported the need to develop district-

Official Minutes, Regular Board Meeting • June 23, 2010

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

wide, standards-based formative and benchmark assessments to support the ongoing work in curriculum and instruction. Dr. McClurg fielded clarifying questions from the Board regarding any consideration that may have been given to other assessment programs, annual expenditure, and termination terms.

Motion to approve the Agreement between Intel-Assess, Inc. and the Del Mar Union School District for the licensing of Intel-Assess Assessment Solutions.

Motion Rodriguez

Second White

Carried (4-0-0)

8. ADMINISTRATION AND POLICY

8.1 Board Approval, Revised 2010 Schedule of Board Meetings

Superintendent Peabody, reported that SDCOE legal analyst confirmed only Board approval is required to adopt a revised schedule of Board meetings and notification to any other agency is not necessary. Supt. Peabody stated that no revision to Board policy is needed at this time.

Motion to approve the revised 2010 Schedule of Board Meetings.

Motion White

Second Rodriguez

Carried (4-0-0)

8.2 Second Reading of 2010/2011 Site/Grade Level Enrollment Caps and Updated Staffing and Student Enrollment by School

Superintendent Peabody presented the second reading of enrollment caps and updated staffing and student enrollment by school. Staff fielded clarifying questions from the Board regarding the kindergarten caps set at Ocean Air and Sage Canyon.

Public Input

- *MaryBeth Norgren, DMUSD parent*, spoke to express that any over-enrollment at another site would be welcomed at Del Mar Hills Academy.

Board Discussion

Tim Asfazadour, Assistant Superintendent, Human Resources, clarified the capping process for the Board and the assumptions taken into consideration. After Board discussion, it was determined that caps based on the number of sections rather than the enrollment offered more flexibility with student placement.

Move to approve capping the Kindergarten at Del Mar Heights to three sections and to adopt the proposed grade level caps for Sage Canyon and Ocean Air, as

presented, but based on the number of sections rather than on the number of students.

Motion White

Second Perkins

Carried (4-0-0)

8.3 Second Reading and Approval, Board of Trustees School Site Visitation Schedule, 2010/2011

Holly McClurg, Assistant Superintendent, Instructional Services, presented the 2010/2011 site visitation schedule based on the principals' belief that it would be beneficial for Board members to observe teaching and learning in the classrooms.

Motion to approve the Board of Trustees School Site Visitation Schedule, 2010/2011

Motion Rodriguez

Second White

Carried (4-0-0)

8.4 District Office and Maintenance & Operations Space Requirements

Randy Wheaton, Director of Maintenance & Operations, explained that, to date, there has been a lot of work performed to determine the size requirements for a new District facility. Mr. Wheaton reported that he and Supt. Peabody will review the square footage needs for both the District Office and the Maintenance & Operations Department. Mr. Wheaton fielded clarifying questions from the Board regarding the needs of M & O.

The Board directed staff to obtain zoning information to determine if there is anything that would preclude the M & O operations from being at the same location as the District Office.

8.5 Discussion, Board Meeting Minutes

Superintendent Peabody discussed the purpose of the Minutes is to record Board action and direction. The Board discussed the process for producing the Minutes and how the process may be refined.

8.6 Third Reading and Approval of revised Administrative Regulations 3580: District Records

The Board requested item 8.6 be tabled to the July 2010 Board meeting. The Board requested the policy contain language regarding archiving correspondence and email communication. The Board requested a definition of "correspondence" be included in the policy.

8.7 2009/2010 Annual Wellness Committee Report

Sheila Weinberg, Director of Pupil Services, reported on the activities of the Wellness Committee in the 2009/2010 school year including a review and revision of goals and objectives.

8.8 Class Size and Intradistrict Transfer Costs

Sheila Weinberg, Director of Pupil Services, reported on the additional cost incurred by the DMUSD for teachers whose class size exceeds 21 students in K-3rd and 28 students in 4th-6th grades.

8.9 Discussion, Governance Workshop

Superintendent Peabody requested the Board meet to discuss governance and to establish working goals and responsibilities.

8.10 Reminder of Upcoming Events

(Presented for information only.)

9. OPERATIONS AND FACILITIES

9.1 Facilities Report for June

Randy Wheaton, Director of Maintenance & Operations, presented the June Facilities Report. Mr. Wheaton was pleased to report that the Department of State Architects had given the final certification of the Ocean Air School project and that construction on the Child Care Facility at Ocean Air School started on June 18, 2010.

10. BUSINESS AND FINANCE

10.12 Board Ratification of Agreement Between the Del Mar Union School District and SCS&T, Southern California Soil and Testing, Inc

Per Amendments to the Consent Agenda, Item 10.12 was added to the Consent Agenda.

10.13 Board Adoption, 2010/2011 Proposed Budget

Superintendent Peabody presented an overview of the proposed 2010/2011 district budget and fielded clarifying questions from the Board.

Motion to adopt the 2010/2011 proposed budget.

Motion Rodriguez

Second McDowell

Carried (4-0-0)

Official Minutes, Regular Board Meeting • June 23, 2010

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

10.14 **Board Acceptance of the Del Mar Schools Education Foundation Donation for the 2010-2011 School Year**

The Board thanked the DMSEF for their hard work during the 2009/2010 school year.

Motion to accept the DMSEF donation for the 2010/2011 school year.

Motion Rodriguez

Second White

Carried (4-0-0)

10.15 **School Employer Rate for 2010**

Superintendent Peabody reported an increase in PERS contributions from 9.709% to 10.707%, which is set by the State Legislature.

10.16 **2010-2011 Child Nutrition Program Update, Extension of Contract With San Dieguito Union High School District, and 2010-2011 Lunch Program Pricing**

Alicia Petrone-Hauseur dietitian from the San Dieguito Union High School District reported on the Child Nutrition Program with SDUHSD. Mr. Petrone-Hauseur is looking forward to working with staff and parents to enhance the lunch program in the DMUSD.

Public Input

- *Lee Yen Anderson, DMUSD parent, spoke in favor of a nutritious offering that would include vegetables and legumes.*

Board Discussion

Ms. Petrone-Hauseur fielded clarifying questions from the Board and explained the offer vs. serve method of offering lunch helps to reduce food waste. She confirmed the five-year agreement includes an annual renewal.

Motion to approve a one year extension of the Contract with San Dieguito Union High School District, and 2010-2011 Lunch Program Pricing

Motion Rodriguez

Second Perkins

Carried (4-0-0)

10.17 **2009-10 Fair Share Invoice**

(Presented for information only.)

10.18 **2009-2010 Monthly Budget Update, Legal Fees and Cash Balance Report**

(Presented for information only.)

Official Minutes, Regular Board Meeting • June 23, 2010

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

11. PERSONNEL

11.1 Board Approval, Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status

The Board expressed their best wishes to Dena Whittington, Assistant Superintendent, Business Services, and thanked her for four years of hard work for the students and staff of the DMUSD. She will be missed!

Supt. Peabody reported on the process the District will follow in order to find a replacement for Ms. Whittington, which includes advertising and, if needed, a statewide search. Supt. Peabody requested pursuing a consulting agreement with Ms. Whittington to assist in the interim and with year-end closing.

11.2 Discussion and Board Approval of Plan to Research and Develop a School Site Staffing Allocation Formula

Tim Asfazadour, Assistant Superintendent, Human Resources, presented a timeline for the development/implementation of a staffing allocation formula. The recommendation will include input from all stakeholders, including parents and one Board member. The Board requested two scenarios, one that is based on the current need and current expense level and, if recommended-by staff, a second which reduces expenses.

Motion to approve the plan to research and develop a school site staffing allocation formula.

Motion Perkins

Second Rodriguez

Carried (4-0-0)

11.3 Board Approval of Resolution 2010-17, Reducing and Eliminating Certain Classified Services for the 2010/11 School Year

Tim Asfazadour, Assistant Superintendent, Human Resources, presented Resolution No. 2010-17 for approval.

Motion to approve Resolution 2010-17, Reducing and Eliminating Certain Classified Services for the 2010/11 School Year.

Motion Rodriguez

Second White

Carried (4-0-0)

12. ARTICLES OF INTEREST

None.

Official Minutes, Regular Board Meeting • June 23, 2010

An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

13. ITEMS FOR JULY 14, 2010 BOARD MEETING

- Minutes of Regular Board Meeting of June 23, 2010
- Governance Workshop
- Status on Assistant Superintendent, Business Services position
- Instituting incentives to generate revenue (August)
- BP 3580: District Records (August)

RECONVENE TO CLOSED SESSION

The Board reconvened Closed Session at 9:25 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened into Open Session at 9:58 p.m.

REPORT OUT OF CLOSED SESSION

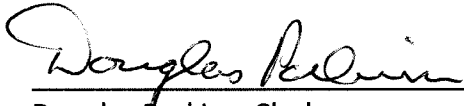
Board President McDowell reported no action was taken in Closed Session.

There being no further business to come before the Board, there was a Motion to Adjourn at 10:00 p.m.

Motion Rodriguez

Second Perkins

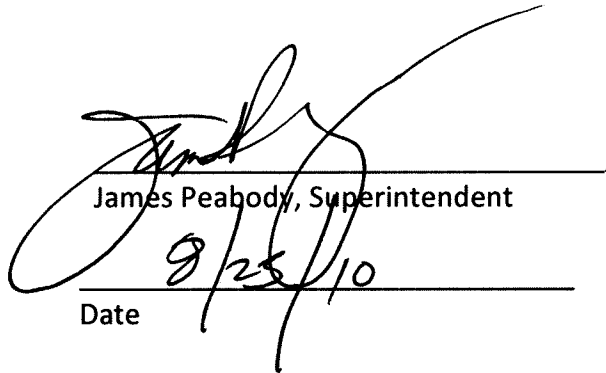
Carried (4-0-0)



Douglas Perkins, Clerk

8/30/10

Date



James Peabody, Superintendent

8/25/10

Date