



DELMAR UNION SCHOOL DISTRICT

Mission Statement

Supported by an involved community, an outstanding staff, and a shared vision for academic excellence, the Del Mar Union School District is committed to providing a rigorous, inspiring, and nurturing education program that is continually evolving to develop well-rounded individuals who embrace learning for life and who are prepared to meet the challenges of the future.

We believe that...

- Every individual has worth
- Individuals deserve the opportunity to reach their potential
- Learning is a life-long process
- Everyone has the right to be safe
- Everyone can make a difference
- Individuals and communities have responsibilities to each other
- The uniqueness of individuals enriches the community

We believe in...

- Honesty and integrity
 - Treating others with respect
 - The principles of Democracy
- www.dmusd.org

Board of Trustees

Kristin Gibson
 Doug Perkins
 Doug Rafner
 Comischell Rodriguez
 Scott Wooden



Superintendent

James D. Peabody

DEL MAR UNION SCHOOL DISTRICT

Board of Trustees Regular Board Meeting

January 19, 2011
 Closed Session: 4:45 p.m.
 Open Session: 5:45 p.m.

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

*Welcome to the meeting of the
Del Mar Union School District Board of Trustees. . .*

Public Inspection of Documents

In compliance with Government Code 54957.5, agenda-related documents that have been distributed to the Board less than 72 hours prior to the board meeting are available for inspection at the Del Mar Union School District, 225 9th St. Del Mar, CA 92014.

Hearing of the Public

Persons wishing to address the Board on any item except personnel are invited to do so at this time. In the interest of time and order, presentations from the public are limited to 3 minutes per person, per topic. If you wish to speak, complete a card (located at the sign-in desk) and present it to the Secretary of the Board prior to the start of the meeting. When the Board President invites you to the podium, please state your name, address, and organization before making your presentation.

In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may (1) acknowledge receipt of the information, (2) refer to staff for further study; or (3) refer the matter to the next agenda.

Consent Calendar

All matters listed under Consent are those on which the Board has previously deliberated or which can be classified as routine items of business. An administrative recommendation on each item is contained in the agenda supplements. There will be no separate discussion of these items prior to the time the Board of Education votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the consent items.

To address an item on the Consent Calendar, please follow the procedure described under Hearing of the Public.

Closed Session

The Board will meet in Closed Session to consider qualified matters of litigation, employee negotiations, student discipline, employee grievances, personnel qualifications, or real estate negotiations.

Cell Phones/Pagers

As a courtesy to all meeting attendees, please set cellular phones and pagers to silent mode and engage in conversations outside the meeting room.

Assistance With Meeting

In compliance with the Americans With Disabilities Act and AB-3035, if you require special assistance to participate in this meeting, please contact the Superintendent at (858) 755-9301 at least 24 hours prior to the start of the meeting to enable the District to make reasonable arrangements.

ORGANIZATIONAL BUSINESS

CALL TO ORDER

PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA

Adjournment into Closed Session

Motion ___ Second ___ Ayes ___ Nays ___
_____ Time

CLOSED SESSION – 4:45 P.M.

1.1 Conference with Real Property Negotiator (G.C. 54956.8)-

Under Discussion: Purchase of Property: 11189 Sorrento Valley Road, San Diego, CA 92121, — Agency Negotiator: James Peabody, Superintendent

Under Discussion: Possible Lease Extension Between the City of Del Mar and the DMUSD: 225 9th Street, Del Mar, CA, 92014 — Agency Negotiator: James Peabody, Superintendent

1.2 Public Employment Appointment/Employment: Title: Assistant Superintendent, Business Services (G.C. 54957)

1.3 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

RECONVENE OPEN SESSION

REPORT OF ACTION TAKEN IN CLOSED SESSION

CALL TO ORDER OPEN SESSION – 5:45 P.M.

1.0 FLAG SALUTE

2.0 STUDENT RECOGNITION – CARMEL DEL MAR

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3.0 APPROVAL OF THE AGENDA

Motion ___ Second ___ Ayes ___ Nays ___

4.0 CORRESPONDENCE/COMMUNICATIONS

4.1 Correspondence:

4.2 Public Input

5.0 REPORTS, RECOGNITIONS AND HEARINGS

5.1 Staff Recognition

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Employees of the Month for January 2011:

Ashley Falls – Haley Perez, RSP Teacher

Carmel Del Mar – Andrea Appel, 2nd Grade Teacher

Del Mar Heights – Kathy Minarik, Science Teacher

Del Mar Hills – Abby Farricker, 5th Grade Teacher

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Ocean Air – Jessica Morales, 6th Grade Teacher
Sage Canyon – Christine Lavelle-Jones, Resource Specialist
Sycamore Ridge – JJ Mokiao, 6th Grade Teacher
Torrey Hills – Lori Brodeur, Instructional Assistant

5.2	Report DMCTA Report: David Skinner, DMCTA President	3
5.3	Report DMSEF Report: Drew Isaacman, DMSEF President	4
5.4	Report PTA Report: Dana Ferrari Estess, Carmel Del Mar PTA President	5
5.5	Report Monthly Staff Development, Travel & Conference Update	6-9
5.6	Report Monthly Enrollment Report – <i>For Information Only.</i>	10
5.7	Report Board Report/Comments	
5.8	Report Superintendent's Report	

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

6.0 APPROVAL OF THE MINUTES

- Minutes of Regular Board Meeting of December 15 2010
- Minutes of Special Board Meeting of January 4, 2011
- Minutes of Special Board Meeting of January 12, 2011

Motion ___ Second ___ Ayes ___ Nays ___

6.1 CONSENT ITEMS

Approval of Consent Items

Agenda items preceded by an asterisk (*) compose the Consent Agenda, and unless removed at the request of a board member, will be approved by the Board as a group

*8.1	Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for October 1 – December 31, 2010	11-13
*10.1	Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements	16-22
*10.2	Board Approval and Acceptance of Donations to the Del Mar Union School District	23
*10.3	Board Approval/Ratification of Site and Department Performance Agreements and Memorandums of Understanding	24
*10.4	Board Approval of Agreement Between Consulting & Inspection Services and the Del Mar Union School District	25
*10.5	Board Approval to Use The Cooperative Purchasing Network (TCPN) Bid RFP #09-09 to Continue Ordering from Office Depot	26
*10.6	Board Consideration of Standard Business Mileage Rate of 51 Cents Per Mile, Effective January 1, 2011	27

*11.1	Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status	48-51
*11.2	Board Approval, Salary Schedule Modification – Confidential Human Resources Specialist	52-56

7.0 CURRICULUM AND INSTRUCTION

8.0 ADMINISTRATION AND POLICY

8.2	Update, District Office/M & O Relocation	14
8.3	Reminder of Upcoming Events	15

9.0 OPERATIONS AND FACILITIES

10.0 BUSINESS AND FINANCE

10.7	Bid Limit to be Raised Effective January 1, 2011	28
10.8	Board Approval of Architect Agreement for District Office Tenant Improvements <i>Motion ___ Second ___ Ayes ___ Nays ___</i>	29
10.9	Board Approval of Pre-Construction, Construction Agreement, Lease and Sub-Lease for District Office Tenant Improvements <i>Motion ___ Second ___ Ayes ___ Nays ___</i>	31
10.10	Discussion, School Lunch Program	32
10.11	2010-2011 Monthly Budget Update, Legal Fees and Cash Balance Report	33-47

11.0 PERSONNEL

12.0 PRELIMINARY ITEMS FOR JANUARY, 2011 BOARD MEETING

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ADJOURNMENT OF MEETING..... *Motion ___ Second ___ Ayes ___ Nays ___*
_____Time

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

Minutes of Regular Board Meeting

December 15, 2010

Closed Session: 4:45 p.m.

Open Session: 5:45 p.m.

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

Board President Rodriguez called the Regular Board Meeting to order at 4:45 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 4:47 p.m.

RECONVENE OPEN SESSION

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

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 4:47 – 5:40 p.m. to discuss:

- 1.1 **Superintendent's Report on – 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; 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 9th 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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An audio recording and a detailed description of all agenda items is available at www.dmusd.org, - Board of Trustees - Board Meetings.

- 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 Rodriguez reported that based on the reports and investigations by Board Members, the Board of Trustees directed staff to continue the escrow process for the purchase of 11232 El Camino Real, San Diego, CA for a new District Office. Staff was also directed to follow the appropriate procedures to complete the sale, should all pending reports and inspections warrant, on or before December 21, 2010 with closure by the end of 2010.

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 5:49 p.m.

1. PLEDGE OF ALLEGIANCE

Superintendent James Peabody led Board members and guests in the Pledge of Allegiance.

ROLL CALL

Members Present (5): Comischell Rodriguez, President of the Board
Scott Wooden, Clerk of the Board
Kristin Gibson
Doug Perkins
Scott Wooden

Administrators Present: James Peabody, Superintendent
Holly McClurg, Assistant Superintendent, Instructional Services
Tim Asfazadour, Assistant Superintendent, Human Resources
Cara Schukoske, 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, Ocean Air
Chris Delehanty, Ocean Air, Assistant Principal
Wendy Wardlow, Del Mar Heights

DMUSD Staff Present: David Skinner, Danielle Roche

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2. STUDENT RECOGNITION – Ocean Air

Principal Ryan Stanley introduced students in the Ocean Air Chorus.

The Ocean Air chorus performed two selections from their concert, “Celebrate with JOY”, celebrating different holidays around the world. The final selection was about the universal desire for peace in our world, which supports Ocean Air’s PeaceBuilders Program.

3. APPROVAL OF AGENDA

Motion to Approve Agenda

Motion Wooden

Second Perkins

Unanimous

4. CORRESPONDENCE/COMMUNICATION

4.1 Correspondence

There was no correspondence presented.

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:

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

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

David Skinner welcomed the new Board members and expressed that the DMCTA is looking forward to working with them. Mr. Skinner thanked Tim Asfazadour, Assistant Superintendent, Human Resources, and Cara Schukoske, Director of Pupil Services, for working proactively with teachers over the last few weeks. On behalf of all the teachers he wished Happy Holidays to the Board and staff and presented poinsettias to them all.

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

Drew Isaacman thanked Superintendent Peabody and Dr. Holly McClurg, Assistant Superintendent, Instructional Services, for attending DMSEF/Principal Coffees throughout the district to share information on how the DMSEF supports teachers and the Extended Studies Curriculum. The DMSEF has surpassed the \$500,000 mark for contributions. Phone-a-thon pledges have exceeded \$600,000. The participation rate currently exceeds 25% for actual contributions. One-third of all DMUSD families have participated in contributing to the DMSEF when actual contributions and pledges are combined. The DMSEF participation goal is 100%.

Wendy Wardlow, Principal of Del Mar Heights; Amy Duncan, DMSEF Representative and Ruthie Kaminskas, Event Chair, presented the DMSEF with \$86,000 raised at their December 5 fundraising event.

5.4 **PTA Report: Britton Bliss, Ocean Air PTA President**

Britton Bliss welcomed new Board members and gave a summary of the PTA events at Ocean Air School. The PTA started the year with the PTA Volunteer Fair and Kindergarten Boo-hoo Breakfast. The PTA continues with many events, programs and fundraisers. Over 500 people including families and staff have joined the PTA. Other PTA events included International Walk to School Day, 2nd Annual International Night, Book Fair, lunchtime Roadrunners, Playground Partners, Red Ribbon Week, and the jog-a-thon. Currently mini-grant checks for much needed supplies are being distributed to teachers and staff. The Dads' Club is busy with Dad's Lunch, Dad's Morning in the Classroom and Field Day. In January the first Ocean Air website will be online at www.oceanairpta.org. The PTA is currently planning the 2nd Annual Spring Carnival. PTA Association Meetings and Coffee with Principal and Assistant Principal are held to keep parents informed. Ms. Bliss thanked the Board of Trustees, Principal Ryan Stanley; Assistant Principal, Chris Delehanty, and the Ocean Air teachers and staff for providing an exceptional learning experience for children and for their support of the PTA. Ms. Bliss thanked Ocean Air PTA Board and countless volunteers for giving their time and energy.

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

Presented for information only.

5.6 **Monthly Enrollment Report – For Information Only.**

Presented for information only.

Superintendent Peabody reported the total enrollment has dropped by six students in the last month. The DMUSD enrollment is currently 4,406 students.

5.7 **Report – Board Reports/Comments**

Member Rafner:

- Attended the Ocean Air holiday musical program
- Visited with Sage Canyon while they watched The Imagination Machine, an improvisational performance of stories written by Sage Canyon students.

Member Perkins:

- Thanked Supt. Peabody and Business Services for gathering the figures on expenditures for the school lunch program an informal group of participants from the DMUSD and neighboring districts for the purpose of looking for healthy lunch options for our students.

Member Gibson:

- Attended a very productive DMSEF Board meeting, as Board representative to the DMSEF

Member Wooden:

- Attended workshops for new board members at the CSBA Conference with Members Gibson and Rafner.
- Participated in Dad's in the Classroom Day with his daughter and learned about the Kumeyaay Indians.

Member Rodriguez:

- Attended CSBA Convention with fellow board members and will submit a summary of the classes attended.
- Thanked her colleagues for their confidence in electing her president.

5.8 **Report – Superintendent's Report**

- Complimented Dr. Holly McClurg, Assistant Superintendent, Instructional Services, and the English/Language Arts Committee for working hard and moving forward with the *Nancy Fetzer Writing Program* with Nancy Fetzer in the classroom demonstrating how the program works. A second training will take place in early winter or spring. He thanked Dr. McClurg for her foresight in planning the training and to the staff for taking time out of their classroom to be trained in the program.
- Has been Attending DMSEF/Principal's Coffee throughout the district to hear from parents and share information on the DMSEF.
- Attended Becky Ross' retirement event along with other past and present employees of the DMUSD.

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6. APPROVAL OF MINUTES

Motion to approve Minutes of the following Board Meeting:

- Minutes of Regular Board Meeting of November 17, 2010
- Minutes of Special Board/Organizational Meeting of December 8, 2010

Motion Rafner

Second Gibson

Unanimous

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 and Acceptance of Donations to the Del Mar Union School District
- *10.3 Board Approval/Ratification of Site and Department Performance Agreements and Memorandums of Understanding
- *10.4 Renewal of Agreement Between the Del Mar Union School District and the Dolinka/Decision Insite Group for Updating Enrollment Projections
- *10.5 Board Approval of Contract Between the Del Mar Union School District and Zasueta Contracting, Inc.
- *10.6 Board Approval, Attendance at 28th Learning and the Brain Conference
- *10.7 Board Action to Declare District Personal Property Obsolete and Surplus Property and to Dispose of or Donate per Education Code 17546(a)(b)(c)
- *10.8 Board Approval of Resolution 2010-30, Resolution of the Board of Trustees of the Del Mar Union School District Relative to Conditions For and Receiving Class Size Reduction Program Funds
- *10.9 Board Approval of Agreement Between the Del Mar Union School District and Susan Berkowitz
- *10.10 Board Approval of Agreement Between Consulting & Inspection Services and the Del Mar Union School District
- *10.11 Board Approval of Agreement Between School Web Lockers and the Del Mar Union School District
- *11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status

Motion to approve Consent Items *10.1 - *10.11 and *11.1.

Motion Wooden

Second Perkins

Unanimous

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7. CURRICULUM & INSTRUCTION

7.1 **2010-2011 Board Approval, Single Plans for Student Achievement: *Vision for Excellence Site Strategic Plan***

Superintendent Peabody presented all DMUSD schools' Single Plan for Student Achievement, required of all schools receiving categorical funding, to the Board for approval. Member Rafner thanked parents and staff for giving of their time and expertise in developing the site plans.

Motion to approve the Single Plans for Student Achievement: *Vision for Excellence Site Strategic Plan*.

Motion Rafner

Second Gibson

Unanimous

8. ADMINISTRATION AND POLICY

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

Member Rafner nominated Member Rodriguez for the California Schools Boards Association Delegate Assembly.

Motion to approve the nomination of Member Rodriguez to run for election to the CSBA Delegate Assembly.

Motion Rafner

Second Perkins

Unanimous

8.2 **Board Approval, Initial Proposal to Facilitate a Strategic Management Process**

Superintendent Peabody presented the *Initial Proposal to Facilitate a Strategic Management Process* from the Haines Centre for Strategic Management for approval. The process, which includes all stakeholders, i.e. teachers, staff, parents, and two board members, will create a *Strategic Management System and Annual Review Cycle* to support the future vision of the District through the year 2015. With approval from the Board, the district will move forward to create a plan to include a district-wide annual strategic review and evaluation process that assesses future district direction and accommodates change when needed.

Motion to approve the Initial Proposal to Facilitate a Strategic Management Process.

Motion Rafner

Second Perkins

Unanimous

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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.

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

Superintendent Peabody reported on the current status of the relocation of the District Office and shared office space plans for the property at 11232 El Camino Real prepared by San Diego Office Interiors. The plans presented addressed two scenarios: 1) occupying the ground floor only, and 2) occupying both the first and second floors. Whether the district will occupy the first and/or second floors will be determined by the second floor occupant opting to stay or relocate, which at this time is unknown. The plans indicate that the first floor will accommodate the current District Office personnel. At such time as the second floor occupants vacate, the District has the option of moving District personnel currently located at school sites to the building and will have room for future growth in the District Office.

8.4 **Reminder of Upcoming Events**

(For information only.)

9. **OPERATIONS AND FACILITIES**

10. **BUSINESS AND FINANCE**

10.12 **Board Approval, 2010-11 First Interim Financial Report**

Superintendent Peabody acknowledged and expressed appreciation to Cathy Birks, Business Services Specialist, for stepping forward, in the absence of a Chief Business Officer, to produce the 2010/2011 First Interim Financial Report. Supt. Peabody presented an overview of the report for the Board. He stated that all indications, at this time, are that the District will not need to deliver layoff notices this school year. If adjustments in staff are needed, it will most likely be made through attrition. Superintendent Peabody answers clarifying questions by the Board.

Motion to approve 2010/2011 First Interim Financial Report.

Motion Gibson

Second Wooden

Unanimous

11. **PERSONNEL**

11.2 **Board Approval of Memorandum of Understanding (MOU) Between the Del Mar Teachers Association (DMCTA) and the Del Mar Union School District (DMUSD) on Unit Member Salary and Benefits (Article 19) for 2010-2011 and Corresponding Consideration for Classified and Management Employees**

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Superintendent Peabody presented the MOU between the DMCTA and DMUSD and ratified by DMCTA unit members, for approval. Representatives of the DMCTA and the DMUSD reached agreement on the MOU during interest based negotiations on September 23, 2010. The Superintendent recommended approval of applicable salary and benefit improvement for all classified and management employees. The one time employee cash incentive will be pro-rated to the percentage of time worked.

Motion to approve Memorandum of Understanding (MOU) Between the Del Mar Teachers Association (DMCTA) and the Del Mar Union School District (DMUSD) on Unit Member Salary and Benefits (Article 19) for 2010-2011 and Corresponding Consideration for Classified and Management Employees

Motion Perkins
Second Rafner
Unanimous

12. ARTICLES OF INTEREST

None.

13. ITEMS FOR JANUARY 2011 BOARD MEETING

- Minutes of Regular Board Meeting of December 15, 2010
- School Lunch Program – Informational
- Update, District Office/M & O Relocation

There being no further business to come before the Board, there was a Motion to Adjourn at 7:43 p.m.

Motion Rafner
Second Wooden
Unanimous

Scott Wooden, Clerk

James Peabody, Superintendent

Date

Date

Official Minutes, Regular Board Meeting • December 15, 2010

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

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

Minutes of Special Board Meeting

January 4, 2011
Closed Session: 5:00 p.m.

Del Mar Union School District
225 9th Street
Del Mar, CA 92014

Members Present : Comischell Rodriguez, President of the Board
 Scott Wooden, Clerk of the Board
 Kristin Gibson
 Doug Perkins
 Doug Rafner

Administrators Present: James Peabody, Superintendent

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

1. Board President Rodriguez called the meeting to order at 5:04 p.m.
2. Motion to Approve the Agenda
Motion Rafner
Second Wooden
 Unanimous
3. PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA
 - There was no input from the public.

Items 6.0 and 7.0 occurred prior to Closed Session.

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:15 p.m.

4. CLOSED SESSION

- 4.1 Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9(b); Name of Case: One case

RECONVENE OPEN SESSION

The Board reconvened to Open Session at 9:14 p.m.

5. REPORT OF ACTION TAKEN IN CLOSED SESSION:

Board President Rodriguez reported that no action was taken in Closed Session.

6. BOARD APPROVAL TO ADVERTISE RFQ FOR ARCHITECT SERVICES TO BUILD DISTRICT OFFICE AT 11232 EL CAMINO REAL

Motion to Approve to Advertise RFQ for Architect Services to Build District Office at 11232 El Camino Real.

Motion Gibson

Second Rafner

Unanimous

7. BOARD APPROVAL TO ADVERTISE RFQ FOR CONSTRUCTION MANAGEMENT AND LEASE/LEASE-BACK SERVICES TO BUILD DISTRICT OFFICE AT 11232 EL CAMINO REAL

Motion to Approve to Advertise RFQ for Construction Management and Lease/Lease-Back Services to Build District Office at 11232 El Camino Real.

Motion Wooden

Second Perkins

Unanimous

8. ADJOURNMENT

There being no further business to come before the Board, there was a

Motion to Adjourn at 9:15 p.m.

Motion Wooden

Second Perkins

Unanimous

Scott Wooden, Clerk

James Peabody, Superintendent

Date

Date

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

Minutes of Special Board Meeting

January 12, 2011
Closed Session: 4:30 p.m.

Del Mar Union School District
225 9th Street
Del Mar, CA 92014

Members Present : Comischell Rodriguez, President of the Board
Scott Wooden, Clerk of the Board
Kristin Gibson
Doug Perkins
Doug Rafner

Administrators Present: James Peabody, Superintendent
Randy Wheaton, Director of Maintenance & Operations
Cathy Birks, Business Services Specialist

BUSINESS TRANACTED WAS LIMITED TO THE FOLLOWING:

1. Board President Rodriguez called the meeting to order at 4:35 p.m.
2. Motion to Approve the Agenda
Motion Perkins
Second Gibson
Unanimous
3. 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 4:36 p.m.

4. CLOSED SESSION

4.1 Conference with Real Property Negotiator (G.C. 54956.8)-

Under Discussion: Purchase of Property: 11189 Sorrento Valley Road, San Diego, CA 92121, — Agency Negotiator: James Peabody, Superintendent

RECONVENE OPEN SESSION

The Board reconvened to Open Session at 6:01 p.m.

5. REPORT OF ACTION TAKEN IN CLOSED SESSION:

Board President Rodriguez reported that the Board gave direction to the superintendent and staff to present a Letter of Intent to enter a 30-day due diligence period on suites 101 and 102 at 11189 Sorrento Valley Road, San Diego CA and to continue looking for other suitable properties and short term lease options.

6. ADJOURNMENT

There being no further business to come before the Board, there was a Motion to Adjourn at 6:02 p.m.

Motion Rafner
Second Wooden
Unanimous

Scott Wooden, Clerk

James Peabody, Superintendent

Date

Date

January 12, 2011

To: Board Members

From: David Jones, Principal, Carmel Del Mar

Through: James Peabody, Superintendent

Subject: Agenda Item 2.0: Student Recognition – Carmel Del Mar

All DMUSD teachers are in the process of receiving writing training from outside consultant, Nancy Fetzer. Carmel Del Mar teachers, Andrea Appel and Dianna Holmes, are excited to share a few student writing pieces, after instituting the writing model in their second grade classroom.

FISCAL IMPACT: Not applicable.

RECOMMENDED: For information only. No action required.

January 19, 2011

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 5.1: Staff Recognition – Employees of the Month

Jake's Del Mar is continuing its support of our educational program by honoring staff members each month who are recognized by their site or department as "Employees of the Month". Jake's provides honorees with a \$40.00 gift certificate.

Employees of the Month for January are:

Ashley Falls	Haley Perez, RSP Teacher
Carmel Del Mar	Andrea Appel, 2 nd Grade Teacher
Del Mar Heights	Kathy Minarik, Science Teacher
Del Mar Hills Academy	Abby Farricker, 5 th Grade Teacher
Ocean Air	Jessica Morales, 6 th Grade Teacher
Sage Canyon	Christine Lavelle-Jones, Resource Specialist
Sycamore Ridge	JJ Mokiao, 6 th Grade Teacher
Torrey Hills	Lori Brodeur, Instructional Assistant

RECOMMENDED: For information only. No action is required.

January 11, 2011

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 5.2: Report: DMCTA President, David Skinner

DMCTA President, David Skinner, will be present to give a brief report to the Board.

FISCAL IMPACT: Not applicable.

RECOMMENDED: For information only. No action required.

January 11, 2011

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 5.3: Report: Del Mar Schools Education Foundation

DMSEF President, Drew Isaacman, will provide a brief report on DMSEF activities during the past month.

FISCAL IMPACT: Not applicable.

RECOMMENDED: For information only. No action required.

January 11, 2011

To: Board Members
From: James Peabody, Superintendent
Subject: Agenda Item 5.4: Report: PTA

Dana Ferrari Estess, Carmel Del Mar PTA President, will provide a brief report on the activities of the Carmel Del Mar PTA.

FISCAL IMPACT: Not applicable.

RECOMMENDED: For information only. No action required.

January 11, 2011

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 5.5: Monthly Staff Development, Travel/Conference Update

This agenda item provides a monthly update of Staff Development and Travel Conference Requests. The spreadsheet indicates the employee who has requested to attend professional training out of the District, the activity or conference title, the estimated expenditure and the funding source for the activity.

An updated report is included in all monthly board packets.

FISCAL IMPACT: Not applicable.

RECOMMENDED: For information only. No action required.

DEL MAR UNION SCHOOL DISTRICT

Conference/Travel Request Report

Through: 01/13/11

NAME	SITE	ACTIVITY TITLE/DESCRIPTION	PROFESSIONAL SKILLS AND JOB PERFORMANCE IMPROVEMENT JUSTIFICATION	DATE	COST (EST.) w/ SUB EXP.	FUNDING SOURCE
Robin Gordon	Sage Canyon	4th Grade Writing Inservice	To learn new techniques that will improve the quality of writing instruction and help meet school-wide writing goals.	1/27/2011 and 2/1/2011	\$475.00	SIP
Gena Chapluk	Sage Canyon	4th Grade Writing Inservice	To learn new techniques that will improve the quality of writing instruction and help meet school-wide writing goals.	1/27/2011 and 2/1/2011	\$475.00	SIP
Michelle Shaver	Sage Canyon	4th Grade Writing Inservice	To learn new techniques that will improve the quality of writing instruction and help meet school-wide writing goals.	1/27/2011 and 2/1/2011	\$375.00	SIP
Tim Asfazadour	DO, Human Resources	ACSA 2011 Symposium, Negotiators and Negotiation Teams	Will provide information on having a well trained and informed negotiation team to provide framework for student success to apply to DMUSD.	1/19-21/2011	\$399.00	GF, Human Resources
Joie Addenbrooke	Sycamore Ridge	Preschool English Learners with Disabilities	Workshop will expand training with preschool english learners with disabilities. Main focus will be on language difference vs. disorder and cultural considerations when teaching English language learners.	01/11/11	\$65.00	Special Ed
Cara Schukoske	DO, Pupil Services	ACSA's 2011 Student Services and Special Ed Symposium	Every Child Counts Symposium will provide workshops and informative keynotes to learn and bring back to Del Mar.	1/12-14/2011	\$985.00	GF, Pupil Services

DEL MAR UNION SCHOOL DISTRICT

Conference/Travel Request Report

Through: 01/13/11

NAME	SITE	ACTIVITY TITLE/DESCRIPTION	PROFESSIONAL SKILLS AND JOB PERFORMANCE IMPROVEMENT JUSTIFICATION	DATE	COST (EST.) w/ SUB EXP.	FUNDING SOURCE
Janese Swanson	Ashley Falls	Learning and The Brain: iGeneration	More in depth understanding of latest research in digital age on learning and teaching. The focus is on connections between mind, brain, and education while improving teaching, testing and learning	2/16-19/2011	\$980.00	GF, Instructional
Julie Choi	Sage Canyon	2nd Grade Writing Inservice	To help increase student achievement focusing on writing. To gain powerful strategies for modeling, guiding and supporting all students including remedial, special needs and enrichment.	1/25/2011 and 2/15/2011	\$275.00	SIP
Jen McClellan	Sage Canyon	2nd Grade Writing Inservice	To help increase student achievement focusing on writing. To gain powerful strategies for modeling, guiding and supporting all students including remedial, special needs and enrichment.	1/25/2011 and 2/15/2011	\$475.00	SIP
Christina Aboud	Sage Canyon	2nd Grade Writing Inservice	To help increase student achievement focusing on writing. To gain powerful strategies for modeling, guiding and supporting all students including remedial, special needs and enrichment.	1/25/2011 and 2/15/2011	\$375.00	SIP
Jodi Lack	Sage Canyon	1st Grade Writing Inservice	To help increase student achievement focusing on writing. To gain powerful strategies for modeling, guiding and supporting all students including remedial, special needs and enrichment.	3/22/2011 and 5/3/2011	\$475.00	SIP
Jessica Jackson	Sage Canyon	1st Grade Writing Inservice	I will gain knowledge of how to better my writing instruction in order to meet the needs of all my students	3/22/2011 and 5/3/2011	\$475.00	SIP

DEL MAR UNION SCHOOL DISTRICT

Conference/Travel Request Report

Through: 01/13/11

NAME	SITE	ACTIVITY TITLE/DESCRIPTION	PROFESSIONAL SKILLS AND JOB PERFORMANCE IMPROVEMENT JUSTIFICATION	DATE	COST (EST.) w/ SUB EXP.	FUNDING SOURCE
Kristyn Braund	Sage Canyon	1st Grade Writing Inservice	Participating in this activity will improve my ability to teach narrative writing. I will be able to learn new strategies to engage my students in narrative writing.	3/22/2011 and 5/3/2011	\$375.00	SIP
Linda Newquist	Sage Canyon	Kindergarten Writing Inservice	Learning Headquarters is know to develop the children's writing providing teachers with strategies, lesson plans and techniques. Writing is a big push in California right now, and I feel it all begins in Kindergarten.	2/8/2011 and 2/23/2011	\$375.00	SIP
Julie Sawi	Sage Canyon	Kindergarten Writing Inservice	Learning Headquarters is know to develop the children's writing providing teachers with strategies, lesson plans and techniques. Writing is a big push in California right now, and I feel it all begins in Kindergarten.	2/8/2011 and 2/23/2011	\$375.00	SIP
Julia Hinton	Torrey Hills	Socratic Seminar Workshop	Currently use the strategy of socratic questioning in my classroom, but I feel that learning this technique as it applies to a structured seminar will help further my students' critical thinking and discovery learning.	01/18/11	\$295.00	SIP
Elena Martinez	Torrey Hills	New-2-You NCCSE Conference	Participating in this conference will provide treatment tools to address the language skills of more severely impaired students.	01/27/11	\$ 50.00	Special Ed

January 11, 2011

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 5.6: Monthly Enrollment Report

This agenda item provides a monthly report of enrollment numbers by school site. The report details the District enrollment by grade and the total enrollment.

The enrollment numbers below are as of January 7, 2011.

STUDENTS	K	1	2	3	4	5	6	Total
Ashley Falls	39	56	49	66	75	81	80	446
Carmel Del Mar	77	60	61	59	67	68	76	468
Heights	56	64	55	78	63	54	57	427
Hills	33	46	39	41	47	46	52	304
Ocean Air	118	115	122	101	108	87	91	742
Sage Canyon	93	114	100	102	108	125	121	763
Sycamore Ridge	78	69	76	59	53	74	56	465
Torrey Hills	98	118	106	92	104	96	100	714
REGULAR	592	642	608	598	625	631	633	4329
Special/All Schools	5	5	13	7	5	4	6	45
TOTAL	597	647	621	605	630	635	639	4374

PRESCHOOL								50
			TOTAL SERVED					4424

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

January 11, 2011

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item *8.1: Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for October 1 – December 31, 2010

As the Board is aware, the governing boards of school districts in California are required to review and approve the District's quarterly report of complaints regarding instructional materials, facilities and teacher staffing.

Attached for your approval is the 2010/2011 2nd quarterly report prepared for the period of October 1 through December 31, 2010. No complaints have been received for this period.

The San Diego County Office of Education has created a link on their website for school districts to electronically report the required information and the Del Mar School District has completed the reporting process for the quarter specified above.

FISCAL IMPACT: Not applicable.

RECOMMENDED: The Superintendent recommends approval of the Del Mar Union School District's Uniform Complaint Quarterly Report for October 1 through December 31, 2010.

SDCOE Uniform Complaint Quarterly Reports Database

Williams and Valenzuela Settlements

Quarterly Complaint Summary ADD a new summary record

[Back to Home Menu](#)

User ID: 68056

Quarter to Add:

Please fill in the following table. Enter 0 in any cell that does not apply.

Number of Complaints for Quarter			
	Received	Resolved	Unresolved
Instructional Materials	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Facilities	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Teacher Vacancy Management	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Submitted By:

Title:

[Main Menu](#)

Add Quarter Record

Williams Compliant Summary SDCOE Services

[Back to Home Menu](#)

The Complaint Summary Record has been added.

January 19, 2011

To: Board Members

Through: James Peabody, Superintendent

Subject: Agenda Item 8.2: Update, District Office/M & O Relocation

The Governing Board has requested periodic updates on the progress toward relocating the District Office and Maintenance and Operations. The purpose of these updates is to keep the public informed on the activities of district personnel toward this goal.

FISCAL IMPACT: None

RECOMMENDED: Discussion only item

- The DMUSD closed escrow on December 29th and now OWNS 11232 El Camino Real
- We have met with all of the tenants
- An advertisement for “Requests for Qualifications” was placed in three publications
- Interviews with architects and construction management firms were held on January 18

Activities since the last meeting

TORREY HILLS FINANCIAL CENTER

11232 EL CAMINO REAL, SAN DIEGO, CA 92130

:: OFFERING MEMORANDUM

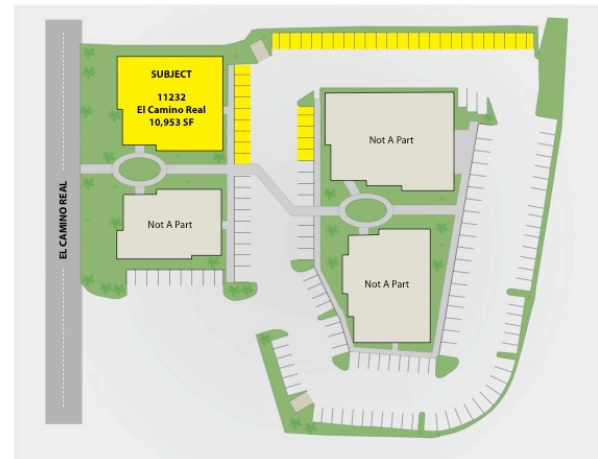


:: EXCLUSIVE DEL MAR HEIGHTS OWNER/USER OPPORTUNITY

:: CLASS A OFFICE SPACE

CBRE
CB RICHARD ELLIS

SITE PLAN



*Yellow highlight represents subject property and assigned parking spaces

11232 Camino Real

Interior

CONSTRUCTION IMPROVEMENTS PROFILE

- Doors and Windows** The main entrance doors and windows are metal framed glass. Interior doors are a mix of solid and hollow core wood
- Interior Walls** Metal frame and drywall construction. Most walls are textured and painted
- Floor Covering** Commercial grade carpeting in the office areas; travertine tile in the lobby and porcelain tile in the restrooms
- Restrooms** One set of men's and women's restrooms are located on each floor
- Roof Description** White Membrane Roof installed in 1998
- HVAC** Roof mounted package units are installed on the roof
- Elevators** One (1) 2,500 lb. capacity elevator in the central corridor
- Fire Protection** Building is fully sprinklered



- At a Special Board Meeting on January 11th the Board gave direction to the superintendent and staff to present a “Letter of Intent” to enter a 30-day due diligence period on suites 101 and 102 at 11189 Sorrento Valley Road, San Diego CA and to continue looking for other suitable properties and short term lease options for a facility for M & O.

Activity since the last meeting

- Current Lease for 225 9th Street expires May 14, 2011
- The lease payment would be \$4,768.38 a month; rent for two months = \$9,536
- Equivalent to 99 cents per sq. ft.
- This year we are paying \$2,500/month
- The maintenance yard and building would not be included in the extension
- Month-to-month for 12 months
- No additional extensions

**Extending the Lease with the
City of Del Mar**

- Trailer C - \$1,080 (24x50) Since 1999
Trailer B - \$1,820 (36x60) Since 2002

Trailer B&C \$2,900 Month-to-Month Lease
2 Months = \$5,800

- Grand Total = \$15,336 (Lease extension for main building plus Trailers B&C)

**Additional costs to remain at
225 9th St.**

Regular Board Meeting of January 19, 2011

January 11, 2011

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 8.3: Reminder of Upcoming Events

Monday, January 31, 2011

8th Annual DMUSD Blood Drive, Del Mar Hills Academy, 1:30 -7:00 p.m.

Wednesday, February 2, 2011

Board visitation to Ashley Falls.

Wednesday, February 16, 2011

Regular Board Meeting, Del Mar Hills Academy, 5:45 p.m.

Monday & Tuesday, February 21 & 22, 2010

No school. Presidents' Days Holidays.

Wednesday, February 23, 2010

Holiday in lieu of Admissions Day.

Thursday & Friday, February 24 & 25, 2010

No school. Local release days.

Wednesday, March 2, 2010

Board visitation to Sycamore Ridge

Wednesday, March 23, 2011

Regular Board Meeting, Del Mar Hills Academy, 5:45 p.m.

Wednesday, April 6, 2011

Board visitation to Ocean Air

Wednesday, April 27, 2011

Regular Board Meeting, Del Mar Hills Academy, 5:45 p.m.

RECOMMENDED: For information only. No action required.

January 13, 2011

To: Board Members

From: Paulette Anderson, Business Services Coordinator

Through: James Peabody, Superintendent

Subject: Agenda Item *10.1: Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements

It is recommended that the Board of Trustees approves the purchase orders listed in the amount of \$393,363.44. It is also recommended that the Board of Trustees ratifies the commercial warrants listed in the amount of \$564,846.28 and ratifies the revolving cash disbursements listed in the amount of \$624.33.

The purchase order amounts and revolving cash disbursements listed have been verified for accuracy and sufficient account balances by the Business Department.



Signed

1/13/2011
Date

FISCAL IMPACT:

The purchase order amounts listed have been verified by the Business Department. There are sufficient account balances to cover these expenditures. Remaining account balances after processing the purchase orders, commercial warrants and revolving cash expenditures are sufficient to pay expected expenses for the remainder of the year.

RECOMMENDED:

The Superintendent recommends that the Board of Trustees approves the purchase orders, ratifies the commercial warrant payments and ratifies the revolving cash disbursements as listed.

PO NBR	DATE	FUND	DESCRIPTION	LOC	AMOUNT
311637	12/01/10	06	SUSAN BERKOWITZ	001 OTHER CONTRACTS	\$1,000.00
311638	12/02/10	03	AMAZON.COM CREDIT	005 INST MAT/SUP GEN PURPOSE	\$438.86
311639	12/02/10	03	UNITED PARCEL SERVICE	008 INST MAT/SUP GEN PURPOSE	\$22.44
311640	12/02/10	03	FOLLETT LIBRARY RESOURCES	008 BOOKS OTHER THAN TEXTBOOKS	\$2,107.61
311641	12/02/10	03	FUTURE PROBLEM SOLVERS OF CA	010 INST MAT/SUP GEN PURPOSE	\$1,530.00
311642	12/02/10	03	LAURA MC CARTHY	010 \$100 TEACHER STIPEND	\$40.00
311643	12/02/10	03	COMMUNICATIONS USA	003 INST MAT/SUP GEN PURPOSE	\$2,805.75
311644	12/02/10	03	ACADEMIC SUPPLIER	003 INST MAT/SUP GEN PURPOSE	\$383.89
311645	12/02/10	03	KATHLEEN MINARIK	003 INST MAT/SUP GEN PURPOSE	\$547.77
311646	12/02/10	03	DANA ARNOLD	003 SCHOOL CLIMATE ACCOUNT	\$239.76
311647	12/02/10	03	BERTRAND'S MUSIC MART	003 INST MAT/SUP GEN PURPOSE	\$108.75
311648	12/02/10	03	CINDY RALSTON	003 \$100 TEACHER STIPEND	\$40.00
311649	12/02/10	03	FOLLETT LIBRARY RESOURCES	003 BOOKS OTHER THAN TEXTBOOKS	\$834.67
311650	12/02/10	03	AMAZON.COM CREDIT	007 INST MAT/SUP GEN PURPOSE	\$147.90
311651	12/02/10	03	SUSAN PAUL	007 INST MAT/SUP GEN PURPOSE	\$145.75
311652	12/02/10	03	ACADEMIC SUPPLIER	007 INST MAT/SUP GEN PURPOSE	\$192.61
311653	12/02/10	03	SPORT SUPPLY GROUP	005 2006/07 DMSEF WISHLIST	\$160.32
311654	12/02/10	13	INDUSTRIAL ELECTRIC	045 EQUIP REPAIR	\$329.30
311655	12/02/10	03	SDCOE	013 OFFICE SUPPLIES	\$26.92
311656	12/02/10	03	UNION TRIBUNE PUBLISHING CO.	001 PERIODICALS/ADMINISTRATIVE	\$234.23
311657	12/02/10	03	ACADEMIC SUPPLIER	001 OFFICE SUPPLIES	\$197.62
311658	12/02/10	03	XEROX OMNIFAX	001 SERVICE AGREEMENTS	\$312.00
311659	12/02/10	03	MACGILL & CO.	009 INST MAT/SUP GEN PURPOSE	\$367.92
311660	12/02/10	03	OFFICE DEPOT, B.S.D.	004 PTA MINI GRANTS	\$14.75
311661	12/02/10	03	AMAZON.COM CREDIT	006 INST MAT/SUP GEN PURPOSE	\$449.44
311662	12/02/10	03	FOLLETT LIBRARY RESOURCES	006 BOOKS OTHER THAN TEXTBOOKS	\$478.70
311663	12/02/10	03	BOUND TO STAY BOUND BOOKS INC	006 BOOKS OTHER THAN TEXTBOOKS	\$1,332.32
311664	12/02/10	03	KIM CUNNINGHAM	004 \$100 TEACHER STIPEND	\$39.38
311665	12/02/10	03	PUBLIC INFORMATION RESOURCES,	006 TRAVEL AND CONFERENCES	\$495.00
311666	12/02/10	40	INTEGRA REALTY RESOURCES	001 SITES AND IMPROVEMENT OF SI	\$2,500.00
311667	12/06/10	03	BETH ANDERSON	011 MILEAGE REIMBURSEMENT	\$68.70
311668	12/06/10	03	ACSA	011 TRAVEL AND CONFERENCES	\$75.00
311669	12/06/10	06	FUN & FUNCTION	011 OTHER SUPPLIES	\$45.59
311670	12/06/10	03	LINDA METTLING	004 FUNDRAISER	\$29.84
311671	12/06/10	63	JULIE GEISBAUER	060 GEN SUPPLIES CHILD DEV	\$74.98
311672	12/06/10	03	SCHOOL SPECIALTY	007 INST MAT/SUP GEN PURPOSE	\$15.42
311673	12/06/10	03	KELLY PAPER	004 INST MAT/SUP GEN PURPOSE	\$43.50
311674	12/06/10	03	THERAPRO	006 INST MAT/SUP GEN PURPOSE	\$72.01
311675	12/06/10	03	TRIARCO ARTS & CRAFTS	008 INST MAT/SUP GEN PURPOSE	\$76.32
311676	12/06/10	06	LOW VOLTAGE INTEGRATED SYSTEM	001 REPAIRS BLDGS/GRNDS	\$1,500.00
311677	12/06/10	06	BUXCON SHEET METAL, INC.	001 REPAIRS BLDG/GRND-HGTS	\$840.00
311678	12/06/10	03	SOUTHWEST SCHOOL SUPPLY	004 INST MAT/SUP GEN PURPOSE	\$205.54
311679	12/06/10	03	CAHPERD	005 TRAVEL AND CONFERENCES	\$288.00
311680	12/06/10	03	THEATREWORKS/USA	009 FIELD TRIP	\$678.00
311681	12/06/10	03	COACH USA	009 FIELD TRIP	\$815.80
311682	12/06/10	03	TURF STAR	001 REPAIRS TO MACHINES	\$200.00
311683	12/07/10	03	WENDY WARDLOW	003 TRAVEL AND CONFERENCES	\$793.49
311684	12/07/10	03	SARA BOER	003 INST MAT/SUP GEN PURPOSE	\$200.00
311685	12/07/10	03	ANDREW SMITH	003 \$100 TEACHER STIPEND	\$40.00
311686	12/07/10	03	JACQUE FOLGNER	003 \$100 TEACHER STIPEND	\$40.00
311687	12/07/10	03	AMAZON.COM CREDIT	003 FUNDRAISER	\$3,500.00
311688	12/07/10	03	TINA BANDEMER	003 INST MAT/SUP GEN PURPOSE	\$27.68

DEL MAR UNION
FROM 12/01/10 THRU 12/31/10
VENDOR

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
311689	12/07/10	06	CALIFORNIA DEPT. OF INDUSTRIAL	001	OTHER EXPENSES	\$450.00
311690	12/07/10	03	KATHARIN ROTH	005	\$100 TEACHER STIPEND	\$40.00
311691	12/07/10	03	SHATTO & SONS	003	RUNNING CLUB	\$831.07
311692	12/07/10	03	MRS. NELSON'S BOOK FAIR CO.	005	BOOKS OTHER THAN TEXTBOOKS	\$3,678.81
311693	12/07/10	03	CARLOS VASQUEZ	007	INST MAT/SUP GEN PURPOSE	\$14.99
311694	12/07/10	03	READ NATURALLY	007	INST MAT/SUP GEN PURPOSE	\$1,767.15
311695	12/07/10	03	CARA SCHUKOSKE	011	MILEAGE REIMBURSEMENT	\$87.75
311696	12/07/10	03	BOUND TO STAY BOUND BOOKS INC	009	BOOKS OTHER THAN TEXTBOOKS	\$1,000.00
311697	12/07/10	03	EILEEN RANDALL	009	INST MAT/SUP GEN PURPOSE	\$38.61
311698	12/07/10	03	GOPHER SPORT	005	INST MAT/SUP GEN PURPOSE	\$195.53
311699	12/07/10	03	COMMUNICATIONS USA	005	INST MAT/SUP GEN PURPOSE	\$184.60
311700	12/07/10	03	LEARNING HEADQUARTERS	005	INST MAT/SUP GEN PURPOSE	\$115.19
311701	12/08/10	03/06	AREY JONES EDUCATIONAL	001	OFFICE SUPPLIES	\$208.64
311702	12/08/10	03	CDW-G	001	COMPUTER SUPPLIES	\$183.46
311703	12/08/10	03	BEST BEST & KRIEGER ATTORNEYS	001	LEGAL FEES	\$121.22
311704	12/08/10	06	FAGEN FRIEDMAN & FULFROST, LLP	001	LEGAL FEES	\$8,916.64
311705	12/08/10	03	STUTZ, ARTIANO, SHINOFF &	001	LEGAL FEES	\$4,755.02
311706	12/08/10	03	PROCOPIO, CORRY, HARGREAVES	001	LEGAL FEES	\$5,915.00
311707	12/08/10	03	CASBO	001	ADVERTISING	\$400.00
311708	12/08/10	06	SOLANA BEACH SCHOOL DISTRICT	001	OTHER CONTRACTS	\$32,075.00
311709	12/08/10	03	SCIENCE KIT, INC.	008	TEXTBOOKS	\$51.98
311710	12/08/10	03	FOLLETT LIBRARY RESOURCES	008	INST MAT/SUP GEN PURPOSE	\$2,490.92
311711	12/08/10	03	SPORTIME	008	INST MAT/SUP GEN PURPOSE	\$593.78
311712	12/08/10	03	SPORT SUPPLY GROUP	008	INST MAT/SUP GEN PURPOSE	\$381.50
311713	12/08/10	03	KAREN HOLTY	010	INST MAT/SUP GEN PURPOSE	\$125.15
311714	12/08/10	03	MARINA RUSSO	010	CLASSROOM DONATIONS	\$144.23
311715	12/08/10	03	DEBRA COLE	010	\$100 TEACHER STIPEND	\$40.00
311716	12/08/10	03	JEFF BALES	010	\$100 TEACHER STIPEND	\$40.00
311717	12/08/10	03	REUBEN H. FLEET SCIENCE CENTER	007	FIELD TRIP	\$742.00
311718	12/08/10	03	COACH USA	007	FIELD TRIP	\$889.28
311719	12/08/10	03	ELENA MARTINEZ	007	\$100 TEACHER STIPEND	\$40.00
311720	12/08/10	03	SUPPLYMASTER, INC.	007	INST MAT/SUP GEN PURPOSE	\$42.51
311721	12/08/10	03	LEARNING A-Z	007	INST MAT/SUP GEN PURPOSE	\$99.90
311722	12/08/10	63	BURN INSTITUTE	060	OTHER EXPENSES	\$225.00
311723	12/08/10	03	ANDERSON'S IT'S ELEMENTARY	005	TALENT SHOW	\$601.47
311724	12/13/10	06	DR. GREGORY OSTROW	001	VISION THERAPY-S/E	\$5,000.00
311725	12/13/10	03	JAMES PEABODY	001	TRAVEL AND CONFERENCES	\$1,046.02
311726	12/13/10	40	SAN DIEGO OFFICE INTERIORS	001	SITES AND IMPROVEMENT OF SI	\$3,000.00
311727	12/13/10	03	RAQUEL DIXON	009	INST MAT/SUP GEN PURPOSE	\$17.38
311728	12/13/10	03	AMAZON.COM CREDIT	006	INST MAT/SUP GEN PURPOSE	\$74.73
311729	12/13/10	03	AMAZON.COM CREDIT	008	INST MAT/SUP GEN PURPOSE	\$51.11
311730	12/13/10	03	DEBBIE HANNA	009	\$100 TEACHER STIPEND	\$40.00
311731	12/13/10	03	ACADEMIC SUPPLIER	006	INST MAT/SUP GEN PURPOSE	\$630.50
311732	12/13/10	03	LINDA TUCKER	003	BOOKS OTHER THAN TEXTBOOKS	\$118.38
311733	12/13/10	03	GAIL MORAN	003	TRAVEL AND CONFERENCES	\$992.28
311734	12/13/10	03	PAIGE ROLLINS	003	\$100 TEACHER STIPEND	\$40.00
311735	12/13/10	03	LAKESHORE LEARNING MATERIALS	005	INST MAT/SUP GEN PURPOSE	\$341.34
311736	12/13/10	03	THOMSON-WEST/BARCLAYS	022	PERIODICALS/INSTRUCTIONAL	\$291.00
311737	12/13/10	03	AMERICAN LEGACY PUBLISHING INC	005	INST MAT/SUP GEN PURPOSE	\$319.99
311738	12/13/10	03	NASCO MODESTO	005	INST MAT/SUP GEN PURPOSE	\$149.41
311739	12/13/10	03	SDCOE	013	MISC. SUPPLIES	\$134.58
311740	12/13/10	03	US-GAMES	007	INST MAT/SUP GEN PURPOSE	\$1,711.48

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
311741	12/13/10	03	SOCRATIC SEMINARS INTL.	007	TRAVEL AND CONFERENCES	\$195.00
311742	12/13/10	03	SHANNON KNIPSTEIN	005	\$100 TEACHER STIPEND	\$43.68
311743	12/13/10	06	AMAZON.COM CREDIT	004	INST MAT/SUP GEN PURPOSE	\$323.36
311744	12/13/10	03	READING HELPER, INC.	008	INST MAT/SUP GEN PURPOSE	\$77.21
311745	12/13/10	03	UMA (LAKSHMY) KRISHNAN	007	INST MAT/SUP GEN PURPOSE	\$206.81
311746	12/13/10	03	SPORT SUPPLY GROUP	009	PHYS ED SUPPLIES&GUIDES	\$260.89
311747	12/13/10	03	NORTH COUNTY TIMES	001	ADVERTISING	\$117.53
311748	12/13/10	03	CDW-G	001	MISC. SUPPLIES	\$183.42
311749	12/13/10	03	LEARNING HEADQUARTERS	008	TRAVEL AND CONFERENCES	\$3,025.00
311750	12/13/10	03	CDW-G	001	COMPUTER SUPPLIES	\$6,647.00
311751	12/13/10	03	MARK SHAPIRO	001	OTHER CONTRACTS	\$2,000.00
311752	12/13/10	03	MARIA PETERKA	001	OTHER CONTRACTS	\$7,200.00
311753	12/14/10	03	LEARNING HEADQUARTERS	005	INST MAT/SUP GEN PURPOSE	\$49.88
311754	12/14/10	03	EDU-KINESTHETICS, INC.	005	INST MAT/SUP GEN PURPOSE	\$72.36
311755	12/14/10	03	SCHOCKPROOF SHIPPING	005	INST MAT/SUP GEN PURPOSE	\$146.03
311756	12/14/10	03	BAL-A-VIS-X, INC.	005	INST MAT/SUP GEN PURPOSE	\$211.19
311757	12/14/10	03	MELINDA SUE WELSH	012	INST MAT/SUP GEN PURPOSE	\$407.81
311758	12/14/10	03	AMAZON.COM CREDIT	012	NON-CAPITALIZED EQUIPMENT	\$696.02
311759	12/14/10	03	PRESIDENT'S CHALLENGE	010	INST MAT/SUP GEN PURPOSE	\$429.06
311760	12/14/10	03	GOPHER SPORT	010	INST MAT/SUP GEN PURPOSE	\$503.74
311761	12/14/10	03	AMAZON.COM CREDIT	007	INST MAT/SUP GEN PURPOSE	\$193.03
311762	12/15/10	06	SAN DIEGO CENTER FOR CHILDREN	001	OTHER CONTRACTS	\$35,000.00
311763	12/15/10	03	SCHOOL SPECIALTY	010	INST MAT/SUP GEN PURPOSE	\$91.61
311764	12/15/10	03	JODI NEILSON	010	\$100 TEACHER STIPEND	\$40.00
311765	12/15/10	03	FUTURE PROBLEM SOLVERS OF CA	009	INST MAT/SUP GEN PURPOSE	\$575.00
311766	12/15/10	03	NASCO MODESTO	005	INST MAT/SUP GEN PURPOSE	\$56.51
311767	12/15/10	03	CINDA PECK	005	MUSIC SUPPLIES	\$146.96
311768	12/15/10	03	CRIZMAC, ART & CULTURAL	005	INST MAT/SUP GEN PURPOSE	\$268.71
311769	12/15/10	03	SPORTIME	006	INST MAT/SUP GEN PURPOSE	\$137.84
311770	12/15/10	03	ETS EDUCATIONAL TESTING	012	TESTING SUPPLIES	\$2,308.74
311771	12/15/10	06	AMAZON.COM CREDIT	007	INST MAT/SUP GEN PURPOSE	\$178.64
311772	12/15/10	63	AMAZON.COM CREDIT	060	GEN SUPPLIES CHILD DEV	\$107.66
311773	12/15/10	06	ENERGY RESOURCES CONSERVATION	001	DEBT SERVICE - PRINCIPLE	\$44,087.55
311774	12/16/10	40	CHICAGO TITLE COMPANY	001	SITES AND IMPROVEMENT OF SI	\$100,000.00
311775	12/16/10	06	SDCOE	011	TRAVEL AND CONFERENCES	\$15.00
311776	12/16/10	03	CDW-G	001	COMPUTER SUPPLIES	\$206.03
311777	12/20/10	06	LANDMARK MECHANICAL	001	REPAIRS BLDG/GRND-CDM	\$2,765.00
311778	12/20/10	03	ACSA	022	TRAVEL AND CONFERENCES	\$399.00
311779	12/20/10	03	APPLE COMPUTER, INC.	001	NON CAPITALIZED COMP EQUIP	\$5,419.01
311780	12/21/10	03	SOLANA BEACH SCHOOL DISTRICT	009	TRAVEL AND CONFERENCES	\$225.00
311781	12/21/10	03	AMAZON.COM CREDIT	003	SCHOOL CLIMATE ACCOUNT	\$43.24
311782	12/21/10	03	SEAT SACK INC	003	3RD GR - FUNDRAISING	\$173.95
311783	12/21/10	03	GAIL MORAN	003	SCHOOL CLIMATE ACCOUNT	\$158.19
311784	12/21/10	03	EILEEN GRADY	003	INST MAT/SUP GEN PURPOSE	\$90.00
311785	12/21/10	03	ARENSON OFFICE FURNITURE	003	OFFICE SUPPLIES	\$355.78
311786	12/21/10	03	ACADEMIC SUPPLIER	003	6TH GR - FUNDRAISING	\$311.24
311787	12/21/10	03	ACADEMIC SUPPLIER	004	PTA MINI GRANTS	\$577.82
311788	12/21/10	03	ANDREA SLEET	004	\$100 TEACHER STIPEND	\$39.43
311789	12/21/10	03	BECKY ZEBOLD	006	INSTR SUPPLIES-SCIENCE	\$194.33
311790	12/21/10	03	CINDA PECK	006	MUSIC SUPPLIES	\$181.75
311791	12/21/10	03	LINDA METTLING	004	FUNDRAISER	\$28.76
311792	12/21/10	03/06	ACADEMIC SUPPLIER	011	INST MAT/SUP GEN PURPOSE	\$905.90

PO/BOARD/REPORT

PURCHASE ORDER LISTING

PAGE

DEL MAR UNION
FROM 12/01/10 THRU 12/31/10
VENDOR

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUN
311793	12/21/10	03	AMERICAN LEGACY PUBLISHING INC	005	INST MAT/SUP GEN PURPOSE	\$77.04
311794	12/21/10	03	SSDA	013	OFFICE SUPPLIES	\$475.00
311795	12/21/10	03	SCHOOL SPECIALTY	004	DISASTER PREP SUPPLIES	\$12.40
311796	12/21/10	03/06	TAMARA RADFORD	004	INST MAT/SUP GEN PURPOSE	\$264.52
311797	12/21/10	03	OMNIGRAPHICS	004	INST MAT/SUP GEN PURPOSE	\$156.60
311798	12/21/10	63	ERIC FROM	060	CHILD CARE TUITION REFUND	\$1,500.00
311799	12/21/10	03	DELTA EDUCATION, INC.	007	TEXTBOOKS	\$840.45
311800	12/21/10	03	NASCO MODESTO	007	TEXTBOOKS	\$433.15
311801	12/21/10	03	SPORT SUPPLY GROUP	004	INST MAT/SUP GEN PURPOSE	\$30.23
311802	12/21/10	03	LIBRARY VIDEO COMPANY	005	INST SUPP-LIBRARY A.V.	\$683.04
311803	12/21/10	03	KELLY PAPER	005	INST MAT/SUP GEN PURPOSE	\$77.21
311804	12/21/10	03	LIBERTY PAPER	005	INST MAT/SUP GEN PURPOSE	\$732.98
311805	12/21/10	03	TIM ASFAZADOUR	022	OTHER EXPENSES	\$228.80
311806	12/21/10	06	FIRE ETC	001	MAINT SUPPLIES	\$420.86
311807	12/21/10	03	LIVESCANZ	022	FINGERPRINTING	\$1,800.00
311808	12/21/10	63	LIVESCANZ	022	FINGERPRINTING	\$2,680.00
311809	12/23/10	03	CUE CONFERENCE REGISTRATION	001	TRAVEL AND CONFERENCES	\$2,940.00
311810	12/23/10	06	DR. IGNATIUS NIP	001	OTHER CONTRACTS	\$5,000.00
311811	12/23/10	03	B AND H PHOTO AND VIDEO	001	NON CAPITALIZED COMP EQUIP	\$6,409.67
311812	12/23/10	03	B AND H PHOTO AND VIDEO	001	NON CAPITALIZED COMP EQUIP	\$455.66
311813	12/23/10	03	BARBER & GONZALES	001	OTHER CONTRACTS	\$19,200.00
311814	12/23/10	06	ZASUETA CONTRACTING, INC.	001	REPAIRS BLDG/GRND-CDM	\$4,466.00
311815	12/23/10	03	DOLINKA GROUP, LLC	001	OTHER CONTRACTS	\$11,808.00
311816	12/23/10	06	CONSULTING & INSPECTION	001	OTHER CONTRACTS	\$5,696.00

REPORT TOTAL

\$393,363.44

Regular Board Meeting January 19, 2011

January 13, 2011

To: Board Members

From: Paulette Anderson, Business Services Coordinator

Through: James Peabody, Superintendent

Subject: Agenda Item *10.2: Board Approval and Acceptance of Donations to the Del Mar Union School District

Items	School Site	Donor
\$9,200.00 to support music program	Del Mar Heights	PTA
\$42.00 to library	Ashley Falls	Mark and Troy Rusher
\$40.00 to support school climate	Del Mar Heights	The La family
\$1,150.00 for PE equipment and Science Supplies	Ocean Air	PTA

FISCAL IMPACT: Cost – \$10,432.00
Program or Department – Other Local Revenue.
Is this a Restricted Program – No
Was this expenditure anticipated in the adopted budget? No
Will this Program or Department be over budget after this expenditure: No

RECOMMENDED: The Superintendent recommends Board approval and acceptance of donations to the Del Mar Union School District.

January 13, 2011

To: Board Members

From: Paulette Anderson, Business Services Coordinator

Through: James Peabody, Superintendent

Subject: Agenda Item *10.3: Board Approval/Ratification of Site and Department Performance Agreements and Memorandums of Understanding

SCHOOL/DEPT	CONTRACTOR	SERVICE	AMOUNT	FUNDING
Del Mar Heights	Julie Frans	"East Smart to Get Smart" Assemblies	\$1,500.00	Site Fundraising
Sycamore Ridge	David Novak	Storytelling Assembly Programs	\$500.00	EIA, Economic Impact Aid
Curriculum	Melinda Sue Welsh	Professional Development	\$10,000.00	General Fund, Curriculum
Sycamore Ridge	Mad Science	3 rd Grade In House Field Trip	\$423.00	Site Fundraising

FISCAL IMPACT: Cost – \$12,423.00 as listed above.

Program or Department - As listed above.

Is this a Restricted Program – \$11,923.00 No; \$500.00 Yes

Was this expenditure anticipated in the adopted budget? Yes

Will this Program or Department be over budget after this expenditure: No

RECOMMENDED: The Superintendent recommends Board approval of site performance agreements.

January 13, 2011

To: Board Members

From: Randy Wheaton, Director of Maintenance

Through: James Peabody, Superintendent

Subject Agenda Item *10.4: Board Approval of Agreement Between Consulting & Inspection Services and the Del Mar Union School District

The District has contracted with Consulting & Inspection Inc. for various projects over the last several years. Consulting & Inspection Inc. has provided valuable assistance to Randy Wheaton, Director of Maintenance and Operations, and he is requesting a new agreement be approved for consulting, testing and inspection services for various public works projects scheduled through the end of this fiscal year. CIS is DSA approved and they provide expertise in facility construction, management, bid specification, and maintenance.

This agreement, dated January 1, 2011 through June 30, 2011 in the amount not to exceed \$15,000.00, will cover consulting services for the Maintenance Department for bid specifications and for needed jobs through the remaining 2010/2011 fiscal year.

***The Agreement for this work is available for review at the
Del Mar Union School District***

**FISCAL IMPACT: Cost – \$15,000.00
Program or Department - Restricted Maintenance,
General Fund
Is this a Restricted Program –Yes
Was this expenditure anticipated in the adopted
budget? Yes
Will this Program or Department be over budget after
this expenditure: No**

RECOMMENDED: The Superintendent recommends approval of the contract with Consulting & Inspection Services for school facilities conditions evaluation services.

January 13, 2011

To: Board Members

From: Paulette Anderson, Business Services Coordinator

Through: James Peabody, Superintendent

Subject Agenda Item *10.5: Board Approval to Use The Cooperative Purchasing Network (TCPN) Bid RFP #09-09 to Continue Ordering from Office Depot

An agreement between the District and Office Depot for the purchase of classroom and office supplies expired on December 31, 2010. In anticipation of the expiration date, District staff worked with Office Depot to analyze District purchasing practices including items and quantities purchased. A comparison between various bids and contracts available for use by the District provided information to make the following recommendation.

District staff recommends that the Board approves the use of Bid (RFP) #09-09 for Office Supplies, Related Products, and Office Services awarded by TCPN, The Cooperative Purchasing Network, to Office Depot. Pricing of the exact items and quantities purchased by the District in 2010 yielded a possible savings of \$5,200 through TCPN. Participating in the TCPN bid will allow the District school sites and departments to continue to use the Office Depot Online ordering process.

In addition to the TCPN bid for supplies, the NCEPC, North County Educational Purchasing Consortium sponsors 24 bids that the District, as a member, uses to purchase classroom, office, art, science, PE, health, custodial, data processing, and library supplies. The TCPN bid will provide additional options to maximize spending efficiency.

FISCAL IMPACT: Cost – No cost to the District.
Program or Department - None
Is this a Restricted Program – N/A
Was this expenditure anticipated in the adopted budget? N/A
Will this Program or Department be over budget after this expenditure: N/A

RECOMMENDED: The Superintendent recommends approval to use The Cooperative Purchasing Network (TCPN) Bid RFP #09-09 to continue ordering from Office Depot.

January 13, 2011

To: Board Members

From: Paulette Anderson, Business Services Coordinator

Through: James Peabody, Superintendent

Subject: Agenda Item *10.6: Board Consideration of Standard Business Mileage Rate of 51 Cents Per Mile, Effective January 1, 2011

The Internal Revenue Service has announced the standard business mileage rate in effect for expenses incurred on or after January 1, 2011 to be 51 cents. The new rate is increased 1 cent from the 50 cents per mile rate in effect since January 1, 2010. Mileage reimbursement requests are paid out of site, department or program existing budgets. Board approval is requested to allow for this decrease in the mileage rate as part of the District travel authorization procedure.

FISCAL IMPACT: Cost – Reimbursed as used and upon submittal of claim.
Program or Department – Unrestricted and Restricted General Fund
Is this a Restricted Program – Unrestricted and Restricted General Fund
Was this expenditure anticipated in the adopted budget? Yes
Will this Program or Department be over budget after this expenditure: No

RECOMMENDED: The Superintendent recommends that the Board approves the standard business mileage rate of 51 cents per mile, effective January 1, 2011.

January 13, 2011

To: Board Members

From: Paulette Anderson, Business Services Coordinator

Through: James Peabody, Superintendent

Subject: Agenda Item 10.7: Bid Limit to Be Raised Effective January 1, 2011

Competitive bid limits have been adjusted in accordance with requirements of the Public Contract Code. The State Superintendent of Public Instruction is required to annually adjust the bid limit amount to reflect the percentage change in the annual average value of the Implicit Price Deflator for state and local government.

As of January 1, 2011 the bid limit has been raised 0.572%, or \$400, to \$78,900. This higher bid limit only applies to the purchase of equipment, materials, and supplies; services, except construction; and repairs, including maintenance as defined in the Public Contract Code Section 20115 that are not public projects as defined in Section 22002(c). The public projects construction contract bid threshold defined under Section 20111(b) remains unchanged at \$15,000.

FISCAL IMPACT: Not applicable.

RECOMMENDED: For information only. No action required.

January 13, 2011

To: Board Members

From: Randy Wheaton, Director Maintenance and Operations

Through: James Peabody, Superintendent

Subject: Agenda Item 10.8: Board Approval of Architect Agreement for District Office Tenant Improvements

District staff continues to move forward on planning for the tenant improvements for the new district office located at 11232 El Camino Real, San Diego. Before construction can begin and a Guaranteed Maximum Price, GMP, can be projected, plans will need to be drawn and finalized. A licensed architect is needed for this process.

In summary, the Board approved the advertising to request qualifications for architect services at the January 4, 2011 special board meeting. The request for qualifications was published on January 10, 2011. Four packages outlining the Statement of Qualifications, SOQ, process were distributed. The submittal deadline for Architect Services SOQ is 2:00 p.m. on Friday, January 14, 2011. Interviews of architects will be scheduled for Tuesday, January 18, 2011. Following the interviews, a recommendation to award will be prepared for presentation at the January 19, 2011 regular board.

FISCAL IMPACT: Cost – Qualifications are being reviewed at this time. Cost will be determined once the selected architect is given plan guidelines.
Program or Department - Special Reserve Fund for Capital Outlay Projects
Is this a Restricted Program – Yes
Was this expenditure anticipated in the proposed budget? Yes
Will this Program or Department be over budget after this expenditure: No

RECOMMENDED: The Superintendent recommends Board approval of architect agreement for District Office tenant improvements.

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Regular Board Meeting January 19, 2011

January 13, 2011

To: Board Members

From: Randy Wheaton, Director Maintenance and Operations

Through: James Peabody, Superintendent

Subject: Agenda Item 10.9: Board Approval of Pre-Construction, Construction Agreement, Lease and Sub-Lease for District Office Tenant Improvements

District staff continues to move forward on planning for the tenant improvements for the new district office located at 11232 El Camino Real, San Diego. Construction needs at the new location will be completed through the Lease Lease-Back, LLB, construction delivery method.

In summary, the Board approved the advertising to request qualifications for LLB construction services at the January 4, 2011 special board meeting. The request for qualifications was published on January 11, 2011. Seven packages outlining the Statement of Qualifications, SOQ, and process were distributed. The submittal deadline for LLB Construction Services SOQ is 3:00 p.m. on Friday, January 14, 2011. Interviews of contractors will be scheduled for Tuesday, January 18, 2011. Following the interviews, a recommendation to award will be prepared for presentation at the January 19, 2011 regular Board meeting.

FISCAL IMPACT: Cost – The Guaranteed Maximum Price, GMP, will be presented to the Board at a later date.

Program or Department - Special Reserve Fund for Capital Outlay Projects

Is this a Restricted Program – Yes

Was this expenditure anticipated in the proposed budget?

Yes

Will this Program or Department be over budget after this expenditure: No

RECOMMENDED: The Superintendent recommends Board approval of pre-construction, construction agreement, lease and sub-lease for the District Office tenant improvements.

Regular Board Meeting of January 19,2011

January 19, 2011

To: Board Members

Through: James Peabody, Superintendent

Subject: Agenda Item 10.10: Discussion, School Lunch Program

The Governing Board requested that we have an item placed on the agenda so they could discuss options for the nutrition program. One parent group, one community group and the Director of Nutrition Services from the San Dieguito School District will present to the board.

FISCAL IMPACT: None

RECOMMENDED: Discussion only item

Regular Board Meeting of January 19, 2011

10.10

January 11, 2011

To: Board Members

From: Cathy Birks, Business Services Specialist

Through: James D. Peabody, Superintendent

Subject: Agenda Item 10.11: 2010-2011 Monthly Budget Update, Legal Fees and Cash Balance Report

The attached sheets represent each district fund individually. The actual revenues and expenditures are as of December 31, 2010. Budget amounts are those reflected in the 2010-2011 First Interim which was presented to the board on December 15, 2010.

FISCAL IMPACT: **Cost** – Presentation of this report is for information only and does not affect revenues, expenses or projected ending fund balance in the 2010-2011 Budget
Program or Department – Government Wide
Is this a Restricted Program? Restricted and Unrestricted Funds
Was this expenditure anticipated in the adopted budget? First Interim is reflected in the first column
Will this Program or Department be over budget after this expenditure? If an increase in budget is necessary it will be taken as a separate agenda item

RECOMMENDED: For information only. No action required.

**Del Mar Union School District
2010-2011 Budget Update - Estimated Actuals
General Fund - Unrestricted
December 31, 2010**

Revenues	2010-11 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ 32,258,024	\$ 13,615,632	58%
Federal Revenue	-	-	-
Other State Revenue	2,005,613	(142,429)	107%
Other Local Revenue	1,800,752	316,727	82%
Total Revenues	\$ 36,064,389	\$ 13,789,930	62%
Expenditures			
Certificated Salaries	\$ 19,917,254	\$ 8,947,373	55%
Classified Salaries	3,509,382	1,571,893	55%
Employee Benefits	5,473,987	2,425,242	56%
Books and Supplies	1,786,785	829,661	54%
Services and Other Operating	2,517,825	1,266,067	50%
Capital Outlay	1,410,956	1,010,497	28%
Other Outgo	23,674	-	100%
Transfers of Indirect/Direct Support	(22,121.00)	-	-
Total Expenditures	\$ 34,617,742	\$ 16,050,734	54%
Excess (Deficiency) Revenues and Expenditures	\$ 1,446,647	\$ (2,260,804)	
Other Financing Sources and Uses			
Transfers In	\$ 1,350,000	\$ 1,350,000	
Transfers Out	\$ -	\$ -	
Contributions	\$ (6,806,872)	\$ -	
Other Financing Sources and Uses	\$ (5,456,872)	\$ 1,350,000	
Net Increase (Decrease) in Fund Balance	\$ (4,010,225)	\$ (910,804)	
Beginning Fund Balance (unaudited)	\$ 14,437,320		
Ending Fund Balance**	\$ 10,427,095		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2010-2011 Budget Update - Estimated Actuals
General Fund - Restricted
December 31, 2010**

Revenues	2010-11 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ 365,458	\$ 1,434	100%
Federal Revenue	1,291,113	1,062,232	18%
Other State Revenue	294,520	107,425	64%
Other Local Revenue	1,473,228	1,100,830	25%
Total Revenues	\$ 3,424,319	\$ 2,271,921	34%
Expenditures			
Certificated Salaries	\$ 2,664,984	\$ 1,271,848	52%
Classified Salaries	2,810,861	1,153,286	59%
Employee Benefits	1,165,447	504,070	57%
Books and Supplies	1,569,221	133,699	91%
Services and Other Operating	2,685,018	1,007,719	62%
Capital Outlay	-	-	-
Other Outgo	96,030	45,703	52%
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 10,991,561	\$ 4,116,324	63%
Excess (Deficiency) Revenues and Expenditures	\$ (7,567,242)	\$ (1,844,404)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ 6,806,872	\$ -	
Other Financing Sources and Uses	\$ 6,806,872	\$ -	
Net Increase (Decrease) In Fund Balance	\$ (760,370)	\$ (1,844,404)	
Beginning Fund Balance (unaudited)	\$ 896,124		
Ending Fund Balance**	\$ 135,754		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
 2010-2011 Budget Update - Estimated Actuals
 General Fund - Combined
 December 31, 2010**

Revenues	2010-11 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ 32,623,482	\$ 13,617,066	58%
Federal Revenue	1,291,113	1,062,232	18%
Other State Revenue	2,300,133	(35,004)	102%
Other Local Revenue	3,273,980	1,417,557	57%
Total Revenues	\$ 39,488,708	\$ 16,061,850	59%
Expenditures			
Certificated Salaries	\$ 22,582,238	\$ 10,219,221	55%
Classified Salaries	6,320,243	2,725,179	57%
Employee Benefits	6,639,434	2,929,312	56%
Books and Supplies	3,356,006	963,359	71%
Services and Other Operating	5,202,843	2,273,786	56%
Capital Outlay	1,410,956	1,010,497	28%
Other Outgo	119,704	45,703	62%
Transfers of Indirect/Direct Support	(22,121)	-	-
Total Expenditures	\$ 45,609,303	\$ 20,167,058	56%
Excess (Deficiency) Revenues and Expenditures	\$ (6,120,595)	\$ (4,105,208)	
Other Financing Sources and Uses			
Transfers In	\$ 1,350,000	\$ 1,350,000	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 1,350,000	\$ 1,350,000	
Net Increase (Decrease) In Fund Balance	\$ (4,770,595)	\$ (2,755,208)	
Beginning Fund Balance (unaudited)	\$ 15,333,444		
Ending Fund Balance**	\$ 10,562,849		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source
 ** Ending Fund Balance is made up of components that dictate what the balance may be used for
 These components are not addressed on this spreadsheet

**Del Mar Union School District
 2010-2011 Budget Update - Estimated Actuals
 Cafeteria Fund
 December 31, 2010**

	2010-11 First	Actuals to	% of Budget
Revenues	Interim	Date	Remaining
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	105,348	16,439	84%
Other State Revenue	6,598	1,107	83%
Other Local Revenue	680,671	192,921	72%
Total Revenues	\$ 792,617	\$ 210,466	73%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	145,431	55,249	62%
Employee Benefits	47,438	18,452	61%
Books and Supplies (food)	573,159	140,683	75%
Services and Other Operating	17,386	3,919	77%
Capital Outlay	-	-	-
Other Outgo	22,121	-	100%
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 805,535	\$ 218,303	73%
Excess (Deficiency) Revenues and Expenditures	\$ (12,918)	\$ (7,837)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) in Fund Balance	\$ (12,918)	\$ (7,837)	
Beginning Fund Balance (unaudited)	\$ 52,888		
Ending Fund Balance**	\$ 39,970		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source
 ** Ending Fund Balance is made up of components that dictate what the balance may be used for
 These components are not addressed on this spreadsheet

**Del Mar Union School District
2010-2011 Budget Update - Estimated Actuals
Deferred Maintenance
December 31, 2010**

	2010-11 First Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	8,000	1,128	86%
Total Revenues	\$ 8,000	\$ 1,128	86%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	200,000	-	100%
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 200,000	\$ -	100%
Excess (Deficiency) Revenues and Expenditures	\$ (192,000)	\$ 1,128	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) in Fund Balance	\$ (192,000)	\$ 1,128	
Beginning Fund Balance (unaudited)	\$ 557,089		
Ending Fund Balance**	\$ 365,089		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2010-2011 Budget Update - Estimated Actuals
Special Reserve for other than Capital Outlay
December 31, 2010**

	2010-11 First Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	20	3	83%
Total Revenues	\$ 20	\$ 3	83%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	-	-	-
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ -	\$ -	-
Excess (Deficiency) Revenues and Expenditures	\$ 20	\$ 3	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	-
Transfers Out	\$ -	\$ -	-
Contributions	\$ -	\$ -	-
Other Financing Sources and Uses	\$ -	\$ -	-
Net Increase (Decrease) in Fund Balance	\$ 20	\$ 3	
Beginning Fund Balance (unaudited)	\$ 2,062		
Ending Fund Balance**	\$ 2,082		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source
 ** Ending Fund Balance is made up of components that dictate what the balance may be used for
 These components are not addressed on this spreadsheet

**Del Mar Union School District
2010-2011 Budget Update - Estimated Actuals
Capital Facilities
December 31, 2010**

	2010-11	First	Actuals to	% of Budget
	Interim		Date	Remaining
Revenues				
Revenue Limit Sources*	\$ -	\$ -	-	-
Federal Revenue	-	-	-	-
Other State Revenue	-	-	-	-
Other Local Revenue	93,400	17,986	81%	
Total Revenues	\$ 93,400	\$ 17,986	81%	
Expenditures				
Certificated Salaries	\$ -	\$ -	-	-
Classified Salaries	-	-	-	-
Employee Benefits	-	-	-	-
Books and Supplies	-	-	-	-
Services and Other Operating	10,000	-	100%	
Capital Outlay	-	-	-	-
Other Outgo	-	-	-	-
Transfers of Indirect/Direct Support	-	-	-	-
Total Expenditures	\$ 10,000	\$ -	100%	
Excess (Deficiency) Revenues and Expenditures	\$ 83,400	\$ 17,986		
Other Financing Sources and Uses				
Transfers In	\$ -	\$ -	-	-
Transfers Out	\$ -	\$ -	-	-
Contributions	\$ -	\$ -	-	-
Other Financing Sources and Uses	\$ -	\$ -		
Net Increase (Decrease) in Fund Balance	\$ 83,400	\$ 17,986		
Beginning Fund Balance (unaudited)	\$ 234,256			
Ending Fund Balance**	\$ 317,656			

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2010-2011 Budget Update - Estimated Actuals
Special Reserve Fund for Capital Outlay Projects
December 31, 2010**

	2010-11 First	Actuals to	% of Budget
	Interim	Date	Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	275,000	16,558	94%
Total Revenues	\$ 275,000	\$ 16,558	94%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	27,589.00	16,733.77	-
Capital Outlay	50,000.00	4,337,450	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 77,589	\$ 4,354,184	
Excess (Deficiency) Revenues and Expenditures	\$ 197,411	\$ (4,337,625)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	-
Transfers Out	\$ -	\$ -	-
Contributions	\$ -	\$ -	-
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 197,411	\$ (4,337,625)	
Beginning Fund Balance (unaudited)	\$ 8,201,951		
Ending Fund Balance**	\$ 8,399,362		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2010-2011 Budget Update - Estimated Actuals
Capital Project Fund for Blended Component Units
(CFD 95-1 and CFD 99-1)
December 31, 2010**

Revenues	2010-11 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	2,492,103	506,508	80%
Total Revenues	\$ 2,492,103	\$ 506,508	80%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies (Non Cap F & E)	-	20,154	-
Services and Other Operating	103,466	1,660	98%
Capital Outlay	1,710,861	11,875	99%
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 1,814,327	\$ 33,689	98%
Excess (Deficiency) Revenues and Expenditures	\$ 677,776	\$ 472,820	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (2,011,880)	\$ (1,289,182)	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ (2,011,880)	\$ (1,289,182)	
Net Increase (Decrease) In Fund Balance	\$ (1,334,104)	\$ (816,362)	
Beginning Fund Balance (unaudited)	\$ 7,669,630		
Ending Fund Balance**	\$ 6,335,526		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2010-2011 Budget Update - Estimated Actuals
Debt Service Fund for Blended Component Units (CFD)
December 31, 2010**

	2010-11 First Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	-	-	-
Total Revenues	\$ -	\$ -	-
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	-	-	-
Capital Outlay	-	-	-
Other Outgo	2,011,880	\$ 1,289,182	36%
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 2,011,880	\$ 1,289,182	36%
Excess (Deficiency) Revenues and Expenditures	\$ (2,011,880)	\$ (1,289,182)	
Other Financing Sources and Uses			
Transfers In	\$ 2,011,880	\$ 1,289,182	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 2,011,880	\$ 1,289,182	
Net Increase (Decrease) In Fund Balance	\$ -	-	
Beginning Fund Balance (unaudited)	\$ -		
Ending Fund Balance**	\$ -		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
2010-2011 Budget Update - Estimated Actuals
Other Enterprise Fund - Childcare
December 31, 2010**

	2010-11 Interim	First Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	2,704,000	1,208,094	55%
Total Revenues	\$ 2,704,000	\$ 1,208,094	55%
Expenditures			
Certificated Salaries	\$ 141,984	\$ 70,992	50%
Classified Salaries	1,619,555	840,427	48%
Employee Benefits	365,149	194,362	47%
Books and Supplies	240,364	122,215	49%
Services and Other Operating	99,800	33,269	67%
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 2,466,852	\$ 1,261,264	49%
Excess (Deficiency) Revenues and Expenditures	\$ 237,148	\$ (53,170)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (1,350,000)	\$ (1,350,000)	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ (1,350,000)	\$ (1,350,000)	
Net Increase (Decrease) in Fund Balance	\$ (1,112,852)	\$ (1,403,170)	
Beginning Fund Balance (unaudited)	\$ 1,816,188		
Ending Fund Balance**	\$ 703,336		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source

** Ending Fund Balance is made up of components that dictate what the balance may be used for
These components are not addressed on this spreadsheet

**Del Mar Union School District
 2010-2011 Budget Update - Estimated Actuals
 Foundation Trust Fund
 December 31, 2010**

	2010-11 First	Actuals to	% of Budget
	Interim	Date	Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	1,400	88	94%
Total Revenues	\$ 1,400	\$ 88	94%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	-	-	-
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ -	\$ -	
Excess (Deficiency) Revenues and Expenditures	\$ 1,400	\$ 88	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	-
Transfers Out	\$ -	\$ -	-
Contributions	\$ -	\$ -	-
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) in Fund Balance	\$ 1,400	\$ 88	
Beginning Fund Balance (unaudited)	\$ 43,354		
Ending Fund Balance**	\$ 44,754		

* Basic Aid revenues in the form of property taxes are recorded as a Revenue Limit Source
 ** Ending Fund Balance is made up of components that dictate what the balance may be used for
 These components are not addressed on this spreadsheet

**Del Mar Union School District
2010-2011 Budget Update - Estimated Actuals
General Fund Attorney Fees
December 31, 2010**

Resource No.	Department	2010-11 First Interim	Actuals to Date	% of Budget Remaining
0000-420	Pupil Services	\$ 6,398	\$ 246	96%
0000-503	Personnel	22,801	3,346	85%
0000-504	Business (District General Counsel)	60,000	14,197	76%
0000-772	Facilities	20,000	46,480	-132%
		\$ 109,199	\$ 64,268	41%

**Del Mar Union School District
County Treasury, General Ledger Balances
Fiscal Year 2010-2011**

DISTRICT 11 GOVERNMENTAL FUNDS - SPECIAL RESERVE & CAPITAL PROJECTS										
City Treas. Fund #	FY 09/10 6/30/2010	FY 10/11 7/31/2010	FY 10/11 8/31/2010	FY 10/11 9/30/2010	FY 10/11 10/31/2010	FY 10/11 11/30/2010	FY 10/11 12/31/2010	Increase (decrease)	SACS Fund #	Fund Description
412101 / 55695	\$ 18,066,804	\$ 16,890,586	\$ 12,501,450	\$ 9,705,829	\$ 8,135,927	\$ 5,759,199	\$ 14,195,378	\$ 8,436,179	03 & 06	Res / Unres General Fund
412104 / 55701	\$ 40,881	\$ 31,368	\$ 20,984	\$ 67,178	\$ 81,232	\$ 143,725	\$ 41,149	\$ (102,576)	13-00	Cafeteria Fund
412112 / 55710	\$ 555,953	\$ 557,089	\$ 557,089	\$ 557,089	\$ 558,217	\$ 558,217	\$ 558,217	\$ -	14-00	Deferred Maintenance
412142 / 55725	\$ -	\$ 2,062	\$ 2,062	\$ 2,062	\$ 2,065	\$ 2,065	\$ 2,065	\$ -	17-42	Endowment - Special Res
412119 / 55716	\$ 234,079	\$ 234,539	\$ 234,256	\$ 237,416	\$ 238,684	\$ 240,888	\$ 240,888	\$ -	25-19	Developer Fees
412146 / 55731	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	35-00	State School Facility Fund
412102 / 55698	\$ 8,185,221	\$ 8,201,951	\$ 8,151,951	\$ 8,151,951	\$ 8,162,165	\$ 8,161,157	\$ 3,866,826	\$ (4,294,331)	40-00	Special Res Capital Outlay
Subtotal	\$ 27,082,938	\$ 25,917,593	\$ 21,467,792	\$ 18,721,525	\$ 17,178,290	\$ 14,865,251	\$ 18,904,524	\$ 4,039,272		
PROPRIETARY & FIDUCIARY FUNDS - INTERNAL SERVICE, EXPENDIBLE TRUST & ENTERPRISE										
412122 / 55720	\$ 1,900,620	\$ 1,654,380	\$ 1,465,309	\$ 1,696,010	\$ 380,673	\$ 474,468	\$ 283,812	\$ (190,656)	63-00	Enterprise - Childcare
412120 / 55719	\$ 43,365	\$ 43,354	\$ 43,354	\$ 43,354	\$ 43,442	\$ 43,442	\$ 43,442	\$ -	73-20	Foundation Trust Funds
Subtotal	\$ 1,943,985	\$ 1,697,734	\$ 1,508,663	\$ 1,739,365	\$ 424,115	\$ 517,910	\$ 327,254	\$ (190,656)		
DIST. 11 TOTAL	\$ 29,026,923	\$ 27,615,327	\$ 22,976,455	\$ 20,460,890	\$ 17,602,405	\$ 15,383,162	\$ 19,231,778	\$ 3,848,616		
DISTRICT 72 FUND BALANCES - GOVERNMENTAL & CAPITAL PROJECTS										
	FY 09/10 6/30/2010	FY 10/11 7/31/2010	FY 10/11 8/31/2010	FY 10/11 9/30/2010	FY 10/11 10/31/2010	FY 10/11 11/30/2010	FY 10/11 12/31/2010	Increase/ (decrease)	SACS Fund #	Fund Description
Community Facilities District No. 95-1										
458001 / 54976	\$ 3,066,756	\$ 3,081,162	\$ 2,223,593	\$ 2,217,594	\$ 2,211,956	\$ 2,293,045	\$ 2,479,326	\$ 186,281	49-01	CFD 95-1 General Fund
TOTAL CFD 95-1	\$ 3,066,756	\$ 3,081,162	\$ 2,223,593	\$ 2,217,594	\$ 2,211,956	\$ 2,293,045	\$ 2,479,326	\$ 186,281		
Community Facilities District No. 99-1										
458002 / 54977	\$ 3,878,853	\$ 3,890,010	\$ 3,460,982	\$ 3,468,932	\$ 3,485,272	\$ 3,525,698	\$ 3,659,285	\$ 133,587	49-02	CFD 99-1 General Fund
TOTAL CFD 99-1	\$ 3,878,853	\$ 3,890,010	\$ 3,460,982	\$ 3,468,932	\$ 3,485,272	\$ 3,525,698	\$ 3,659,285	\$ 133,587		
DIST. 72 TOTAL	\$ 6,945,609	\$ 6,971,171	\$ 5,684,575	\$ 5,686,526	\$ 5,697,228	\$ 5,818,743	\$ 6,138,611	\$ 319,968		

Date: January 14, 2011
To: Board Members
From: Timothy Asfazadour
Through: James Peabody
Subject: Approval of Recommended Personnel Actions: Employment, Resignations, Dismissals, Leaves of Absences and Change of Status

CERTIFICATED

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Andre, Susan	Teacher	1.00	Torrey Hills	Approve Unpaid Leave of Absence for 2011/12	
Asaro, Karen	Teacher	0.50	Carmel Del Mar	Approve Temporary Assignment Effective 1/3/11 through 4/6/11	Temporary
Bunce, Maryanne	Mild/Moderate Special Education Teacher	1.00	Ashley Falls Ocean Air	Approve Temporary Assignment Effective 1/18/11 through 6/17/11	Temporary
Carcamo, Gabriela	Teacher	1.00	Sycamore Ridge	Approve Resignation Effective 2/18/11	
Heppner, Kimberly	Teacher	0.50	Del Mar Hills	Approve Temporary Assignment Effective 1/10/11 through 4/29/11	Temporary
Hopper, Susan	Teacher	1.00	Torrey Hills	Approve Unpaid Leave of Absence from 4/18/11 through 6/17/11	

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Kazmierowicz, Adelina	Speech Language Pathologist	0.40	Sycamore Ridge	Approve Temporary Assignment Effective 8/24/11 through 6/17/11	Temporary
Nuttal, Caroline	Teacher	0.40	Torrey Hills	Approve Temporary Assignment Effective 1/3/11 through 5/27/11	Temporary
Singleton, Shayne	Teacher	1.00	Sage Canyon	Approve Resignation Effective 2/18/11	

Regular Board Meeting of January 19, 2011

Date: January 14, 2011
To: Board Members
From: Tim Asfazadour
Through: James Peabody
Subject: Approval of Recommended Personnel Actions: Employment, Resignations, Dismissals, Leaves of Absences and Change of Status

CLASSIFIED

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Colker, Jessica	Child Care Worker I	0.55	Child Care	Approve Assignment Effective 1/7/11	Replacement
Cota, Denise	Special Education Aide I	0.75	Ocean Air	Approve Assignment Effective 1/3/11	Expansion
Graciano, Tracy	Child Care Worker II	0.925	Child Care	Approve Promotion from Child Care Worker I to Child Care Worker II Effective 1/11/11	Replacement
Kim, Jina	Special Education Aide II	0.75	Torrey Hills	Approve Assignment Effective 1/3/11	Replacement
Lobenstein, Jason	Child Care Worker I	0.55	Child Care	Approve Assignment Effective 1/5/11	Replacement
Mahoney, Chanel	Child Care Worker I	0.55	Child Care	Approve Assignment Effective 1/11/11	Replacement
Pandza, Carly	Child Care Worker I	0.55	Child Care	Approve Assignment Effective 1/3/11	Replacement

*11.1

Regular Board Meeting of January 19, 2011

Regular Board Meeting of January 19, 2011

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Roberts, Cherie	Child Care Worker I	0.75	Child Care	Approve Increase in Hours from 22 Hours per Week to 30 Hours per Week Effective 12/13/10	Replacement
Ross, Nickolas	Child Care Worker I Noon Duty	0.75 0.025	Child Care Sage Canyon	Approve Resignation Effective 1/18/11	
Torreccion, Ryan	Child Care Worker I	0.55	Child Care	Approve Assignment Effective 1/5/11	Replacement
True, Alicia	Child Care Worker II	0.925	Child Care	Approve Resignation Effective 1/7/11	
Wood, Jennifer	Special Education Aide II	0.75	Carmel Del Mar	Approve Resignation Effective 12/17/10	
Yantis-Joudrey, Day	LVN/Special Education Aide	0.25	Sycamore Ridge	Approve Temporary Assignment Effective 1/3/11 through 2/4/11	Temporary

January 14, 2011

To: Board Members

From: Tim Asfazadour, Assistant Superintendent, Human Resources

Through: James Peabody, Superintendent

Subject: Agenda Item *11.2: Board Approval, Revised Classified Management Salary Schedule

On September 30, 2009 the Board of Trustees approved the creation of a new position description for the Human Resources Department. The newly created 'Confidential Human Resources Technician' position included a stipend to be determined. After review of similar confidential positions, it has been determined that a 7.5% stipend is appropriate. This position is being moved to the classified management salary schedule as this schedule includes confidential positions. The dollar amount of each step of salary range 35 on the classified salary schedule has been increased by 7.5% with an effective date of 11/01/10. In addition to the salary change, the position title will change to 'Confidential Human Resources Specialist.' The position description and revised classified management salary schedule are attached.

FISCAL IMPACT: Cost – \$5,149.76
Program or Department – Human Resource Department
Is this a Restricted Program? No
Was this expenditure anticipated in the adopted budget? No
Will this Program or Department be over budget after this expenditure? No.

RECOMMENDED: The Superintendent recommends approval of the revised Classified Management Salary Schedule.

DEL MAR UNION SCHOOL DISTRICT

CLASS TITLE: CONFIDENTIAL HUMAN RESOURCES SPECIALIST

BASIC FUNCTION:

Under the direction of the Assistant Superintendent of Human Resources , or designee, oversee and perform complex and responsible clerical and technical work for District administration related to the preparation of certificated and classified personnel; apply and interpret rules, regulations and procedures related to personnel functions; perform specialized clerical work in connection with the certificated and classified personnel program; maintain a variety of personnel related forms, records, and data bases; serve as mediator for employees as needed.

RESPONSIBILITIES:

- Publish announcements for vacant positions; assists in screening applications to determine whether candidates meet minimum qualifications; schedule interviews and coordinate details related to the interview process. Performs orientations and maintains those records; assists in writing job descriptions; conducts and compiles salary and job classification studies as requested by other school districts or government agencies.
- Assist with the preparation of offers of employment with verification by the Superintendent or designee.
- Communicate evaluation process and deadlines to principals/managers.
- Process new employees; provide information related to District employment requirements, including physical examinations, fingerprinting, TB testing and related activities.
- Assist with responding to requests for employment verification, credentials, and other related information.
- Maintain records of college units and other course credit earned by employees.
- Assist the payroll/benefits department as needed to maintain employee's attendance records, sick leave and vacations.
- Coordinate leaves including maternity, medical, and worker's compensation. Compute payroll for maternity and medical leaves.
- Develop procedures to expedite transmittal of information; facilitate implementation of personnel policies, programs or directives of the District.
- Establish and maintain employee's personnel files.
- Review and post training and experience record of employees; verify proper salary schedule placement and progression.
- Compile information and prepare personnel board packet for monthly board agendas.
- Assist with compiling information for negotiations with bargaining units.
- Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Preparation, maintenance, verification and processing of personnel records.
- Rules, regulations, policies and procedures pertaining to employment and credentialing.
- Practices and procedures related to certificated and classified employment.
- District personnel policies and procedures.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Practices and procedures of record keeping and filing.
- Applicable sections of State Education Code and other applicable laws.
- Interpersonal skills using tact, patience, and courtesy.
- Modern office equipment and methods.

ABILITY TO:

- Perform a variety of complex clerical and technical works related to District personnel functions, which involves the use of independent judgment and required accuracy and speed.
- Maintain filing systems, which contain confidential or sensitive information.
- Work efficiently under pressure with frequent interruptions.
- Perform a variety of technical duties related to the employment, recruitment, benefits and records for the organization's personnel.
- Communicate effectively in both orally and in writing and organize work in order to meet schedules and time lines.
- Perform in situations requiring specialized knowledge, using tact and good judgment.
- Read, understand and explain technical policies and material related to personnel.
- Establish and maintain cooperative and effective working relationships with others.
- Use good judgment in recognizing scope of authority.

QUALIFICATIONS:

- Bachelor's degree preferred; any combination equivalent to: graduation from high school supplemented by course work in office practices and record management.

EXPERIENCE:

- Three years of increasingly responsible office experience including experience in personnel human resources.

WORKING CONDITIONS:

ENVIRONMENT:

- Office environment.
- Constant interruptions.

PHYSICAL DEMANDS:

- Hearing and speaking to exchange information in person or on the telephone.
- Seeing to read a variety of materials.
- Bending at the waist, kneeling or crouching.
- Sitting or standing for extended periods of time.
- Dexterity of hands and fingers to operate a computer keyboard and other office equipment.

TERMS OF EMPLOYMENT:

Twelve month work year, Valid Driver's License, Criminal Justice Department Fingerprint Clearance, Physical and TB Clearance. Fingerprints and physical will be at district expense and must be obtained at district contracted facility.

SALARY RANGE:

Range 4 on the Classified Management Salary Schedule *includes 7.5% Confidential Employee Stipend.*

Approved by Board of Trustees on September 30, 2009

DEL MAR UNION SCHOOL DISTRICT GROUP 13 - CLASSIFIED MANAGEMENT

CLASSIFIED MGMT & CONFIDENTIAL SALARY SCHEDULE: Effective 07/01/2010
ADOPTED BY BOARD OF TRUSTEES - January 19, 2011

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
	ANNUAL MONTHLY HOURLY	ANNUAL MONTHLY HOURLY	ANNUAL MONTHLY HOURLY	ANNUAL MONTHLY HOURLY	ANNUAL MONTHLY HOURLY
1	\$108,045.53	\$112,967.67	\$117,885.14	\$122,598.16	\$131,608.01
	9,003.79	9,413.97	9,823.76	10,216.51	10,967.33
	51.94	54.31	56.68	58.94	63.27
2	\$ 73,499.07	\$ 77,174.32	\$ 81,033.26	\$ 85,085.27	\$ 89,339.72
	6,124.92	6,431.19	6,752.77	7,090.44	7,444.98
	35.34	37.10	38.96	40.91	42.95
3	\$66,712.55	\$70,223.99	\$73,920.30	\$77,810.85	\$81,906.15
	5,559.38	5,852.00	6,160.02	6,484.24	6,825.51
	32.07	33.76	35.54	37.41	39.38
4	\$60,725.77	\$63,763.50	\$66,950.77	\$70,297.87	\$73,813.27
	5,060.48	5,313.63	5,579.23	5,858.16	6,151.11
	29.20	30.66	32.19	33.80	35.49

District pays professional association dues - Range 1 only

District provides \$150,000 Term Life Insurance policy - Range 1 and 2 only

Earns 22 vacation days per year or 1.83 days per month - Range 1, 2, 3 and 4

Longevity System: A longevity increment is authorized for those on the Classified Management Salary Schedule at the years stated below:

Longevity I At the beginning of the 9th year, after 8 years of service as a classified manager a 4% stipend will be added to the manager's salary

Longevity II At the beginning of the 13th year, after 12 years of service as a classified manager an additional 4% stipend will be added to the manager's salary

Range	IDENTIFICATION
1	Assistant Superintendent Business Services-Classified Manager as of January 19, 2011
2	Director of After-School Programs/Child Care Services - Classified Manager as of Director of Maintenance and Operations - Classified Manager as of October 1, 2004
3	Executive Assistant as of March 9, 2006
4	Confidential Human Resources Specialist as of September 30, 2009