

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

***Minutes of 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

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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 5:48 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 - 5:45 p.m. to discuss:

**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 9<sup>th</sup> 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**

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

Board President Rodriguez reported the Board gave staff direction to continue pursuing completion of the purchase of 11189 Sorrento Valley Road, Suites #101 and #102, San Diego, CA. The Board also unanimously appointed Cathy Birks to the position of Assistant Superintendent, Business Services.

## **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 5:48 p.m.

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

Superintendent Jim 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  
Doug Rafner

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

Principals Present: David Jones, Carmel Del Mar

DMUSD Staff Present: Andrea Appel, Dianna Holmes, Tanya Lubomudrov, A.J. Pearce

### **2. STUDENT RECOGNITION – Carmel Del Mar**

David Jones, Principal of Carmel Del Mar, introduced Carmel Del Mar teachers Andrea Appel and Dianna Holmes who reported on the writing training all DMUSD teachers are receiving from outside consultant, Nancy Fetzer. Ms. Appell and Ms. Holmes introduced three 2<sup>nd</sup> grade students who read the writings they created using the Nancy Fetzer method.

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**3. APPROVAL OF AGENDA**

Amendments to the Agenda:

Time Certain Items 10.8 and 10.9 for 6:15 p.m.

Time Certain Item 10.10 for 6:30 p.m.

Motion to Approve Agenda, amended

Motion Wooden

Second Perkins

**Unanimous**

**4. CORRESPONDENCE/COMMUNICATION**

**4.1 Correspondence**

Superintendent received a letter from an anonymous Solana Beach community member with a complaint regarding a baseball program that uses a DMUSD field.

**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 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

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

There was no report for the month of January.

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

There was no report for the month of January.

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**5.4 PTA Report: Dana Ferrari Estess, Carmel Del Mar PTA President**

Ms. Dana Ferrari Estess reported on the activities of the PTA including the jog-a-thon which raised approximately \$24,000 to be donated to the DMSEF. The PTA will host Carmel Del Mar's International Potluck highlighting many cultures and backgrounds that make-up the CDM community. The PTA will hold their Annual Family Game Night with a chili potluck. The PTA is currently distributing mini-grants to teachers for a total amount of \$8,000, which goes directly back into the classroom for educational materials, supplies, etc. Ms. Ferrari Estess welcomed the new Board members and expressed that it is rewarding to see everyone working together for our students.

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

*Presented for information only.*

**5.6 Monthly Enrollment Report**

*Presented for information only.*

**5.7 Report – Board Reports/Comments**

*Member Rafner:*

- Clarified that the property at 11189 Sorrento Valley Road on which the Board gave direction to purchase is for a Maintenance & Operations facility.
- Attended the visit to Del Mar Heights and observed the iPad touch method of teaching.
- Has been involved in discussions with tenants at 11232 El Camino Real regarding the District's transition to the new building.

*Member Gibson:*

- Attended the DMSEF monthly Board meeting. The DMSEF is currently at a 35% participation rate and has raised approximately \$600,000 toward the goal of \$2 million. Each school will hold their own fundraising event this coming week during "Challenge Week."
- Attended the visit to Del Mar Heights highlighting technology in classroom with the students' use of iPads and the "Understanding Differences" program.

*Member Perkins:*

- Attended the visit to Del Mar Heights and witnessed how engaged students are using iPads.

*Member Wooden:*

- Attended the visit to Del Mar Heights where it was fascinating to watch students using the iPad touch in the classroom.
- Attended Dad's Day in a Kindergarten classroom with students engaged in measurements and puzzles.
- Expressed how fortunate the DMUSD is to have the ESC curriculum and encouraged parents to support ESC.

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*Member Rodriguez:*

- Visited the property at 11232 El Camino Real and attended a meeting with the current tenants.
- Participated in panel interviews for potential architects and construction teams.
- Acknowledged Paulette Anderson and Randy Wheaton for their due diligence in bringing in quality architectural and construction firms for interviews.
- Attended the visit to Del Mar Heights where it was refreshing to witness the good teachings going on in the DMUSD.

**Timed Item 10.8 occurred at this time, 6:15 pm**

**5.8 Report – Superintendent’s Report**

Superintendent Peabody...

- Expressed appreciation to the tenants of 11232 El Camino Real for their patience and cooperation during the transition of the D.O. moving to its new location.
- Met with the Dolinka Group to discuss population studies.
- Attended a Nancy Fetzer training for 6<sup>th</sup> grade teachers.
- Reported the County Superintendent, Randy Ward, visited the DMUSD first meeting with Supt. Peabody and then visiting two school sites including a science lab.
- Met with Keenan & Associates about the feasibility of offering a Supplemental Employee Retirement Plan (retirement incentive). A report on the feasibility will be on the Agenda for the February board meeting.
- Attended the visit to Del Mar Heights where they witnessed the Height’s Golden Bell Award program, “Understanding Differences.”
- The Board is planning to schedule a Governance Workshop. The dates and format are to be determined.

**Timed item 10.10 occurred at this time, 6:30 pm**

**6. APPROVAL OF MINUTES**

Amendment: Minutes of December 15, 2010 under Board Members Present: Delete the duplicate Doug Rafner and add Scott Wooden.

Motion to approve Minutes of the following Board Meeting, as amended:

- 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** Gibson

**Second** Perkins

**Unanimous**

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## 6.1 APPROVAL OF CONSENT ITEMS

- \*8.1 Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for October 1 – December 31, 2010
- \*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 Board Approval of Agreement Between Consulting & Inspection Services and the Del Mar Union School District
- \*10.5 Board Approval to Use The Cooperative Purchasing Network (TCPN) Bid RFP #09-09 to Continue Ordering from Office Depot
- \*10.6 Board Consideration of Standard Business Mileage Rate of 51 Cents Per Mile, Effective January 1, 2011
- \*11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status
- \*11.2 Board Approval, Salary Schedule Modification – Confidential Human Resources Specialist

Motion to approve Consent Items \*8.1, \*10.1 -\*10.6, \*11.1 and \*11.2

Motion Rafner

Second Wooden

Unanimous

## 7. CURRICULUM & INSTRUCTION

## 8. ADMINISTRATION AND POLICY

### 8.2 Update, District Office/M & O Relocation

Superintendent Peabody reported that on December 29<sup>th</sup> the district closed escrow on the purchase of 11232 El Camino Real, San Diego for the relocation of the District Office and that staff is moving forward with due diligence on the purchase of 11189 Sorrento Valley Road, Suites 101 and 102, San Diego, for the new M & O facility. The district is working with the City of Del Mar on a month-to-month lease for a period to begin May 2011 until the D.O. moves to its new location which is projected for July. The Maintenance & Operations Department would not be included in an extension of the lease.

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**8.3 Reminder of Upcoming Events**  
(For information only.)

**9. OPERATIONS AND FACILITIES**

**10. BUSINESS AND FINANCE**

**10.7 Bid Limit to be Raised Effective January 1, 2011**

Superintendent Peabody reported the competitive bid limits have been adjusted in accordance with requirements of the Public Contract Code. As of January 1, 2011 the bid limit has been raised 0.572%, or \$400, to \$78,900.

**10.8 Board Approval of Architect Agreement for District Office Tenant Improvements**

Superintendent Peabody introduced Brian Giguere of San Diego Office Interiors, the firm recommended by the Interview Panel for architectural services for the tenant improvements at 11232 El Camino Real. Brian thanked the Board and Interview Panel and expressed that SDOI looks forward to continuing the work with the DMUSD. Supt. Peabody fielded clarifying questions from the Board.

Motion to approve the Architect Agreement for District Office Tenant Improvements

**Motion**        Perkins  
**Second**       Rafner  
                    **Unanimous**

**10.9 Board Approval of Pre-Construction, Construction Agreement, Lease and Sub-Lease for District Office Tenant Improvements**

Superintendent Peabody summarized the process and firms interviewed to perform construction services for tenant improvements at 11232 El Camino Real. The Interview Panel interviewed three firms and recommended Barnhart Balfour Beatty provide the construction services. Supt. Peabody fielded clarifying questions from the Board.

Motion to approve Pre-Construction, Construction Agreement, Lease and Sub-Lease for District Office Tenant Improvements

**Motion**        Rafner  
**Second**       Gibson  
                    **Unanimous**

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**10.10 Discussion, School Lunch Program**

Community members Ms. Lee Yen Anderson and Ms. Jodi Block (Sage Canyon parents) presented a plan to improve the school lunch program with the goal of offering a nutritious and satisfying lunch program beginning with the 2011/2012 school year. Together they presented a PowerPoint outlining the following: 1) the goal, 2) why the call for change, 3) plan for change, 4) how to implement, 5) formation of a committee, 6) conduct a parent survey, 7) use data to design a bid packet, 8) run a competitive process, 9) allow for competition, and 10) give nutrition education.

**Public Input:**

- *Yana Mohant*, Ocean Air parent; spoke in favor of an improved nutritional lunch program.

**Board Discussion**

Board Member Perkins introduced Barbara Harper with the Center for Healthy Lifestyle to share information on providing a nutritionally balanced lunch program that includes preparing foods that come from a school garden.

Alicia PitroneHauser, Food Director for the San Dieguito Union High School District, was in attendance to share the goals of the current lunch program and options available to the DMUSD. She offered a history of the SDUHSD food service relationship with the DMUSD and how the program looked "then and now." Ms. PitroneHauser expressed an interest in working the DMUSD parents in an effort to reach the common goal of nutritionally balanced meals for students.

Superintendent Peabody thanked all participants for sharing their thoughts and ideas to help the District improve the lunch program offerings.

The Board directed Superintendent Peabody to convene a committee of community members to work on the improvement of the school lunch program, taking into consideration the physical limitations of school sites, the desires of parents, and the legal guidelines.

**10.11 2010-2011 Monthly Budget Update, Legal Fees and Cash Balance Report**

Cathy Birks, Assistant Superintendent Business Services, reported the District is fiscally sound and is in line with projections. Some assumptions will be revised at 2<sup>nd</sup> interim based on property taxes. Ms. Birks fielded clarifying questions from the Board.

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**11. PERSONNEL**

**12. ARTICLES OF INTEREST**

None.

**13. ITEMS FOR FEBRUARY 2011 BOARD MEETING**

- Minutes of Regular Board Meeting of January 19, 2011
- Minutes of Special Board Meeting/Visitation of January 19, 2011
- Report on continuing with monthly reports and student recognition, including travel and conference report to be under consent.
- SERP

There being no further business to come before the Board, there was a Motion to Adjourn at 8:02 p.m.


**Motion** Gibson

**Second** Rafner

**Unanimous**

  
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Scott Wooden, Clerk

2/16/2011  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
James Peabody, Superintendent

2/16/11  
\_\_\_\_\_  
Date

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