



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

May 25, 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. A report of action(s) taken in Closed Session will be presented as an item in the Open Session Agenda.

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

1.0 CLOSED SESSION – 4:45 P.M.

- 1.1 **Conference with Legal Counsel – Existing Litigation** (Government Code Section 54956.9(a); Name of Case: One case)
- 1.2 **Conference with Labor Negotiator** (G.C. 54957.6) Agency Designated Representatives: James Peabody, Superintendent and Tim Asfazadour, Assistant Superintendent, Human Resources; Employee Organization: Del Mar California Teachers Association
- 1.3 **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.

2.0 FLAG SALUTE

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**

Employees of the Month for May 2011:
Ashley Falls – Joni DeGroot, School Psychologist
Carmel Del Mar – Linda Dugger, Extended Studies Teacher
Del Mar Heights – Ian Phillip, ESC Physical Education Teacher
Del Mar Hills – Donna Kuriyama, School Psychologist
Ocean Air – Carol Sharpe, 3rd Grade Teacher
Sage Canyon – Parrisa Esmaili, ESC Technology Teacher
Sycamore Ridge – Cindy Monaghan, Speech & Language Specialist and
Kylie Hopwood, Speech & Language Specialist
Torrey Hills – Susan Andre, 2nd Grade Teacher

1

- 5.2 **Report**
Board Report/Comments
- 5.3 **Report**
Superintendent's Report

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

6.0 APPROVAL OF THE MINUTES

- Minutes of Regular Board Meeting of April 27, 2011 2
 - Minutes of Special Board/Visitation, May 12, 2011 3-5
 - Minutes of Special Board Meeting, May 12, 2011 6-14
- 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

- *10.1 Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements 23-30
- *10.2 Board Approval and Acceptance of Donations to the Del Mar Union School District 31
- *10.3 Board Approval/Ratification of Site and Department Performance Agreements and Memorandums of Understanding 32
- *10.4 Approval of Resolution No. 2011-15, Resolution No. 2011-16, Resolution No. 2011-17 and Resolution No. 2011-18 Authorizing Designated Signatures and Release of Credential Held Warrants for July 1, 2011 through June 30, 2012 33-37
- *10.5 Approval of Resolution No. 2011-19 Authorizing Temporary Interfund Transfers of Special or Restricted Fund Moneys 38-39
- *10.6 Board Award and Approval of Agreement Between for Security Fencing at Del Mar Heights, Del Mar Hills and Sage Canyon Schools 40
- *10.7 Board Approval of Agreement for Intel-Assess License Renewal 41
- *10.8 Board Approval of Agreement Between Xerox and the Del Mar Union School District for School Site Copier Update 42
- *10.9 Board Approval of Resolution No. 2011-14 Authorizing District Standardization of Playground Equipment 43-44
- *10.10 Board Approval of a Change Order for San Diego Office Interiors to Architect Agreement for Tenant Improvements 45-46
- *10.11 Board Approval of Contracts and Contract Amendments for Special Education Services for the 2010-2011 School Year 47
- *10.12 Board Approval of Agreement Between Apple Inc. and the Del Mar Union School District for lease of Apple Computers 48-49
- *10.13 Board Approval of Agreement Between the Del Mar Union School District and CIS, Consulting & Inspection Services, LLC 50
- *10.14 Board Approval of Agreement Between the Del Mar Union School District and Charles Forte Architect re Entrance to Del Mar Heights School 51
- *10.15 Board Approval of Agreement Between the Del Mar Union School District and Charles Forte Architect 52
- *10.16 Board Approval, Agreement Between the Del Mar Union School District and C&M Relocation Systems 53

- *11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status 71-75
- *11.2 Board Approval of “Declaration of Need for Fully Qualified Educators” 2011/2012 School Year” 76-79

7.0 CURRICULUM AND INSTRUCTION

- 7.1 Board Approval, School Accountability Report Cards 2009-2010 15
Motion ___ Second ___ Ayes ___ Nays ___
- 7.2 Board Approval, Performance Agreements for Summer Camp 16-17
Motion ___ Second ___ Ayes ___ Nays ___
- 7.3 DMUSD Summer Programs 18

8.0 ADMINISTRATION AND POLICY

- 8.1 Board Discussion/Approval of the Formation and Timeline of a Child Nutrition Committee. 19-20
Motion ___ Second ___ Ayes ___ Nays ___
- 8.2 Reminder of Upcoming Events 21

9.0 OPERATIONS AND FACILITIES

- 9.1 Facilities Report for the month of May 22

10.0 BUSINESS AND FINANCE

- 10.17 2010-2011 San Diego County Office of Education Oversight Letter Regarding 2010-2011 Second Interim Report 54-56
- 10.18 Board Approval of Temporary Loans from County Treasury within 2011-2012 Fiscal Year, Resolution No. 2011-13 57-59
Motion ___ Second ___ Ayes ___ Nays ___
- 10.19 Board Approval, Request for Proposal (RFP) for Vended Meal Service Provider 60-61
Motion ___ Second ___ Ayes ___ Nays ___
- 10.20 Proposed Budget Reductions 62-65
- 10.21 First Reading, 2011/2012 Proposed Budget 66-70

11.0 PERSONNEL

- 11.3 Board Approval, New Position Job Description for Coordinator/Assistant Director, Early Child Care Services 80-84
Motion ___ Second ___ Ayes ___ Nays ___
- 11.4 Board Approval, Salary Schedule Change for Director, Early Childhood Center/Afterschool Programs 85
Motion ___ Second ___ Ayes ___ Nays ___
- 11.5 Board Approval, New Job Description for the Position of After School Program Enrichment Worker 86-88
Motion ___ Second ___ Ayes ___ Nays ___
- 11.6 Board Approval, New Job Description for the Position of After School Program Summer Office Assistant/Health Technician 89-91
Motion ___ Second ___ Ayes ___ Nays ___

11.7 Public Hearing Regarding the Del Mar Union School District's Initial Proposal to negotiate the 2011 Collective Bargaining Agreement 92
Motion ____ *Second* ____ *Ayes* ____ *Nays* ____

11.8 Board Information, Principal Recruitment Timeline 93

12.0 PRELIMINARY ITEMS FOR JUNE, 2011 BOARD MEETING

- Minutes of Regular Board Meeting, May 25, 2011
- Update, Interdistrict Transfers

ADJOURNMENT OF MEETING..... *Motion* ____ *Second* ____ *Ayes* ____ *Nays* ____
_____ **Time**

Regular Board Meeting of May 25, 2011

May 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 May are:

Ashley Falls	Joni DeGroot, School Psychologist
Carmel Del Mar	Linda Dugger, Extended Studies Teacher
Del Mar Heights	Ian Phillip, ESC Physical Education Teacher
Del Mar Hills Academy	Donna Kuriyama, School Psychologist
Ocean Air	Carol Sharpe, 3 rd Grade Teacher
Sage Canyon	Parrisa Esmaili, ESC Technology Teacher
Sycamore Ridge	Cindy Monaghan, Speech & Language Specialist
	Kylie Hopwood, Speech & Language Specialist
Torrey Hills	Susan Andre, 2 nd Grade Teacher

RECOMMENDED: For information only. No action is required.

Regular Board Meeting of May 25, 2011
5.1

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

Minutes of Special Board Meeting/Visitation

May 12, 2011
8:30 a.m.

Carmel Del Mar
12345 Carmel Park Drive
San Diego, CA 92130

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

Administrators Present: James Peabody, Superintendent

BUINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

1. Board Clerk Wooden called the meeting to order at 8:37 a.m.
2. Motion to Approve the Agenda
Motion Rafner
Second Gibson
Unanimous (4-0-0, Member Rodriguez was not present at the time of the approval of the Agenda)
3. **PUBLIC INPUT CONCERNING NON-AGENDA AND AGENDA ITEMS**
There was no input from the public.
4. **VISIT TO CARMEL DEL MAR SCHOOL**
Board members had an opportunity to visit every classroom during reading/language arts and mathematics instruction. Board members also enjoyed watching fifth grade students develop and produce blues music in the technology lab and music studio. The staff enjoyed an informal opportunity to visit with Board members in the lounge, prior to completing their visit.
5. **ADJOURNMENT**
There being no further business to come before the Board, there was a Motion to Adjourn at 10: a.m.
Motion Gibson
Second Perkins
Unanimous (4-0-0, Member Wooden was called away before adjournment)

Scott Wooden, Clerk

James Peabody, Superintendent

Date

Date

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

Minutes of Special Board Meeting

May 12, 2011
10:30 a.m.

Carmel Del Mar
12345 Carmel Del
Del Mar, CA 92014

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

Members Absent: Scott Wooden, Clerk of the Board

Administrators Present: James Peabody, Superintendent
Holly McClurg, Assistant Superintendent, Instructional Services
Cathy Birks, Assistant Superintendent, Business Services

Others: Barry Holcomb, Ziba Kaboli-Gerbrands, Lee Yen Andersen, E.A. Stewart, Barbara Harper, Keith Cosbey, Lola Walker, Janet Holcomb, Liz Dysart, Juli Oh, Danica Sheres, Tamra Atwood, Cynthia Rshan, Jenn Beamer, Jodie Block and approximately eight other community members.

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

1. Board President Rodriguez called the meeting to order at 10:30 a.m.

2. Motion to Approve the Agenda

Motion Rafner

Second Perkins

Unanimous

3. **PUBLIC INPUT**

- *Juli Oh*, DMSD parent, urged the board to work with the three vendors whom have submitted bids to meet compliance standards.
- *Yana Mohanty*, DMUSD parent, shared her thought that SDUHSD's description of the ingredients and the preparation of the lunch offerings is not accurate.
- *Keith Cosbey*, owner of Choice Lunch, shared the number of schools currently being served by his firm with NSLP compliant menus.
- *E.A. Stuart*, DMUSD parent, spoke in favor of re-opening the bid process with a revised RFP.

- *Ziba Kaboli*, Revolution Foods, spoke of how she currently provides meals to other schools and would like to work with the DMUSD to improve student health.
- *Lee Yen Anderson*, DMUSD parent and Lunch Committee member, stated the Lunch Committee recommends the Board re-open bids (Option 2) with an expedited timetable to award a contract by June.
- *Lola Walker*, DMUSD parent and nutritionist, expressed disappointment in the quality of the products currently served to students and her appreciation for the Board's open mindedness for nutritional advancement.
- *Janet Holcomb*, owner of Ki's Restaurant, spoke regarding Ki's ability to provide what is required for school lunches.
- *Nancy Brown*, registered dietician, worked with Ki's in analyzing the nutritional value of lunches served; and confirmed that lunches met all nutritional standards.
- *Phoebe Von Reis*; DMUSD parent, spoke of the importance of the "big picture"; the environmental affects of ingredients, packaging, etc.
- *Cynthia Rajshan*, DMUSD parent, spoke in favor of a nutritionally sound lunch program provided by a new vendor.
- *Jodi Block*, DMUSD parent, spoke in favor of a new lunch program with both organic and processed food with one of the three vendors submitting bids.
- *Barbara Harper*, former DMUSD parent, spoke of her work with districts to provide a nutritionally sound lunch program and finding the middle ground.

4. **Board Direction on the Award of Agreement for Vended Meal Service Provider**

Superintendent Peabody thanked the public for their input and summarized the need for re-opening bids to ensure all requirements for the lunch program are satisfied. He shared that in order to comply with law the Board may want to consider moving forward with a Brown Act Committee. Superintendent Peabody summarized the three Options presented to the Board for consideration, as follows: Option 1, Work with the current three bidders on the sixteen items silent in the RFP; Option 2, Reopen the bidding process with a revised RFP; Option 3, Continue with the San Dieguito Union High School District lunch program.

Board discussion:

The Board expressed appreciation to community members and staff for their input and hard work to improve the lunch program for students. Staff fielded questions from the Board relative to the rebidding process and its timeframe, the formation of a Brown Act Committee and its purpose, the challenges of working with the current three bidders, the content and language in a new RFP, etc. The Board discussed the formation and purpose of a Brown Act committee to continue the work of the ad-hoc Lunch Committee and gave direction to staff to proceed with its formation.

Staff confirmed that Option Two can be brought into compliance and that, as a school district, we are obligated to invite other school districts to participate in the bidding process. Staff also cautioned that if the Board approves a bid from an outside vendor the district must show evidence to support the decision to award a contract to an outside vendor versus a school district.

Motion to adopt Option Two with an expedited timetable, the usage of more inclusive language in the RFP and with the understanding that a Special Board Meeting may be called to meet the shortened timetable.

Motion Perkins
Second Gibson
Unanimous (4-0-0)

5. ADJOURNMENT

There being no further business to come before the Board, there was a Motion to Adjourn at 11:58 a.m.

Motion Gibson
Second Perkins
Unanimous

Scott Wooden, Clerk

James Peabody, Superintendent

Date

Date

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

Minutes of Regular Board Meeting

April 27, 2011

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 4:46 p.m.

RECONVENE OPEN SESSION

The Board reconvened to Open Session at 5:47 p.m.

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

1. The Board met in Closed Session from 4:46 to 5:50 p.m. to discuss:

- 1.1 **Conference with Legal Counsel – Existing Litigation** (Government Code Section 54956.9(a); Name of Case: Four cases (Case No. 2011020176, Case No. 2011010683, Student No. 5025567172, Student No. 1178209293
- 1.2 **Conference with Real Property Negotiator** (G.C. 54956.8)-
Under Discussion: Negotiation of Lease Agreement between Del Mar Union School District and remaining tenant at 11232 El Camino Real, San Diego, CA 92130
- 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

Official Minutes, Regular Board Meeting • April 27, 2011

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- 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 the Board gave staff direction to resolve the four existing litigation cases as follows: Case No. 2011020176, Case No. 2011010683, Student No. 5025567172, Student No. 1178209293.

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 5:52 p.m.

2. PLEDGE OF ALLEGIANCE

Superintendent 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 Service
 Tim Asfazadour, Assistant Superintendent, Human Resources
 Cathy Birks, Assistant Superintendent, Business Services
 Cara Schukoske, Director of Pupil Services
 Mike Casey, Director of Technology
 Randy Wheaton, Director of Maintenance & Operations

DMUSD Staff Present:

David Skinner, Danielle Roche, Pamela Baldwin, Melissa Davis,
 Cristin Ebright, Andrea Sleet Danielle Roche, Bill Porter

Others Present:

C. Ulrich, Mara Bickett, Jennifer Faulhaber, Helen Kerrian, Jennifer Woodmansee, Lee Yen Anderson, Yana Mohanty, Tamra Atwood, Jodie Block

Official Minutes, Regular Board Meeting • April 27, 2011

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3. APPROVAL OF AGENDA

Amendment to the Agenda: Item 10.10 to follow Item 6.1

Motion to Approve Agenda, as amended.

Motion Gibson

Second Perkins

Unanimous

4. CORRESPONDENCE/COMMUNICATION

4.1 Correspondence

Supt. Peabody received correspondence . . .

- regarding the hot lunch program with a request that no funds be spent on the program.
- congratulating President Rodriguez on her appointment to the CSBA Delegate Assembly.

4.2 Public Comment (for items not on the Agenda)

- Melissa Davis, DMUSD teacher, spoke in favor of a review of board policy addressing placement of teacher's children on an interdistrict transfer agreement
- Shaun Evans, Artistic Director, California Youth Conservatory, expressed appreciation for the board policy allowing non-profit organizations the use of District MUR's.

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 April 2011:

Ashley Falls – Vicki Wherley, Office Assistant

Carmel Del Mar – Junior Lopez, Night Custodian

Del Mar Heights – Rudy Hernandez, Night Custodian

Del Mar Hills – Kylie McCuen, Special Education Aide I

Ocean Air – Karen Hotly, Administrative Assistant

Sage Canyon – Heide Merkel-Eckstein, ELL Instructional Aide I

Sycamore Ridge – Kathy Pechtimaldjian, Librarian

Torrey Hills – Jenna Ellis, Instructional Aide

Official Minutes, Regular Board Meeting • April 27, 2011

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5.2 **PTA Report: Mara Bickett, Del Mar Hills Academy**

Mara Bickett reported on the good year being enjoyed by Del Mar Hills Academy and the PTA. Families have been brought together through the Boo Hoo Breakfast, ice cream social, Family Movie Night, Dad's Club lunches, Grandparents' Lunch, talent show, Dad and Daughter Night, Staff Appreciation Week, Dad's Club BBQ, the brunch to be held after Sixth Grade Promotion and more. The PTA's fundraising events have included, Innisbrook Gift Wrap, Fiesta Del Mar Hills, Box Tops for Education, and much more.

The Del Mar Hills PTA fundraising supported mini-grants to teachers, a supplemental music program with coaches for orchestra, Candidates' Night, parent education at PTA meetings, Spanish Club, a professor of mariachi presentation on Mexican history, to name a few. The PTA also donated \$10,000 to the DMSEF. Ms. Bickett thanked the superintendent, school board and staff for the excellent work with all students in the district.

5.3 **Report – Board Reports/Comments**

Member Perkins:

- Enjoyed the quality time with teachers during the visit to Ocean Air

Member Rafner:

- Attended the second course of Masters in Governance training
- Enjoyed the Ocean Air visit and the beautiful campus.
- Attended North City West meeting.
- Enjoyed Spring break.

Member Gibson:

- Attended the excellent District invention showcase at Torrey Hills.
- Attended the second course of Masters in Governance training.
- Visited Ocean Air and appreciates the emphasis on social and emotional learning, as well as the academics.
- DMSEF report: Funds raised will support 11 teachers. There is currently a 60% participation rate. Fewer funds will result in temporary teachers not returning for the 2011-12 school year.
- "The State budget is looming". DMCTA, ACSA and PTA's are working to educate the community on "all state education."

Member Wooden:

- Thanked Principal Ryan Stanley for the visit to Ocean Air.
- Attended the second course of Masters in Governance training.
- Had good discussions with teachers at the PAC meeting.

Official Minutes, Regular Board Meeting • April 27, 2011

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Member Rodriguez:

- Congratulated Principal Ryan Stanley and Assistant Principal Chris Delehanty for their outstanding work at Ocean Air.
- Is pleased to accept an appointment to the CSBA Delegate Assembly.

5.4 **Report – Superintendent’s Report**

- Attended the Small School District three-day conference, which centered mostly on the budget.
- Appreciates the cooperative nature of the Del Mar educational community and the hard work of the DMUSD PTAs and DMSEF to support educational programs.

6. **APPROVAL OF MINUTES**

Motion to approve Minutes of the following Board Meeting:

- Minutes of Strategic Management Workshop March 23, 2011
- Minutes of Regular Board Meeting of March 23, 2011
- Minutes of Special Board Meeting of March 31, 2011
- Minutes of Special Board Meeting/Visitation of April 6, 2011

Motion Rafner

Second Perkins

Unanimous

6.1 **APPROVAL OF CONSENT ITEMS**

- *8.1 Board Approval, Del Mar Union School District’s Uniform Complaint Quarterly Report for January 1 – March 31, 2011
- *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, Attendance at ISTE 2011 Conference
- *10.4 Board Approval of Contracts and Contract Amendments for Special Education Services for the 2010-2011 School Year
- *10.5 Board Action to Declare District Personal Property Obsolete and Surplus Property and to Dispose of or Donate per Education Code 17546(a)(b)(c)
- *10.6 Board Approval of Agreement Between the Del Mar Union School District and School Wise Press for Producing and Publishing 2010-2011, 2011-2012, and 2012-2013 Site Accountability Report Cards
- *10.7 Board Approval of agreement between the Del Mar Union School District and J&S Asphalt Paving, Sealing & Striping, Co., Inc.
- *10.8 Board Approval of Agreement between the Del Mar Union School District and Zasueta Contracting, Inc.

Official Minutes, Regular Board Meeting • April 27, 2011

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- *10.9 Board Approval of Restricted Maintenance Contracts for Summer Work and 2011/2012 Fiscal Year Annual Inspections, Maintenance and Service
- *11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status

Motion to approve Consent Items *8.1, *10.1 - *10.9 & *11.1

Motion Wooden

Second Perkins

Unanimous

Per an amendment to the Agenda, Item 10.10 occurred at this point in the agenda.

7. CURRICULUM & INSTRUCTION

8. ADMINISTRATION AND POLICY

8.2 Board Approval, Resolution No. 2011-11 to Support California's May 9-13 Week of Action

Superintendent Peabody reported the CSBA Delegate Assembly requests support of the May 9-13 Week of Action by passing Resolution 2011-11.

The Board requested the Resolution be amended with the deletion of the first six paragraphs beginning with "Whereas."

Motion to approve Resolution No. 2011-11 to Support California's May 9-13 Week of Action, as amended.

Motion Perkins

Second Wooden

Unanimous

8.3 Board Approval, Special Board Meeting on June 15, 2011 and Cancellation of Regular Board Meeting on June 22, 2011

Due to conflicts in the calendars of a board member and the superintendent, Superintendent Peabody asked the Board to consider calling a Special Board Meeting on June 15, 2011 and canceling the Regular Board Meeting on June 22, 2011.

Motion to approve Special Board Meeting on June 15, 2011 and Cancellation of Regular Board Meeting on June 22, 2011

Motion Gibson

Second Wooden

Unanimous

Official Minutes, Regular Board Meeting • April 27, 2011

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8.4 2011 CSBA Delegate Assembly Election Results

Superintendent Peabody shared the results of the CSBA Delegate Assembly election and the announcement of Comischell Rodriguez's appointment.

8.5 Second Reading and Approval, New Community Relations, Administrative Regulation 1312.4: Uniform Complaint Procedure.

Superintendent Peabody presented new AR 1312.4: Uniform Complaint Procedure for Board approval.

Motion to approve New Community Relations, Administrative Regulation 1312.4: Uniform Complaint Procedure.

Motion Rafner

Second Wooden

Unanimous

8.6 Board Approval, Resolution 2011-12 to Adopt CASBO Record Retention Guidelines

Superintendent Peabody asked the Board to approve the CASBO Record Retention Guidelines, which will allow the district to proceed with document retention services by SyTech.

Motion to approve Resolution 2011-12 to Adopt CASBO Record Retention Guidelines

Motion Rafner

Second Perkins

Unanimous

8.7 Reminder of Upcoming Events

(Presented for information only.)

9. OPERATIONS AND FACILITIES

9.1 Facilities Report, Month of April

Randy Wheaton, Director of Maintenance & Operations, reported that the new facility for M & O is currently one-third completed with a move-in date of May 16, 2011. He also reported the tenants on the first floor of the District's new office building at 11232 El Camino Real will be moved out by May 31, 2011. Construction on tenant improvements is scheduled to begin during the first week of June with a scheduled move-in date of mid-July.

Official Minutes, Regular Board Meeting • April 27, 2011

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10. BUSINESS AND FINANCE

10.10 **Board Award and Approval of Agreement for Vended Meal Service Provider**

Superintendent Peabody reported that three viable bids were received prior to the April 10 bid deadline and upon analyzing the bids it became evident that a number of key elements were missing due to the fact that those requirements, which included proper storage, food handling and serving equipment, were not included in the initial bid requirement.

Public Input

- Albert Fuentes, owner of *Come On In Café*, addressed the Board about the contents of the RFP and the requirements for serving.
- Lee Yen Anderson, DMUSD parent, Lunch Committee member, spoke in favor of working with the three current vendors to fulfill the district's needs.
- Yana Mohantey, DMUSD parent, Lunch Committee member, discussed the pros and cons of the three vendors' bids.

Board Discussion

The Board discussed and asked clarifying questions regarding the RFP's, the addendum to the RFP's and the bids received. Staff fielded questions on the process of analyzing the bids, options to allow the bidders an opportunity to address the requirements missing in the initial RFP, etc.

Helen Kerrian, School Lunch Program Consultant, shared information on Health Department requirements pertaining to lunch facilities, health permits and the type of meals that can be vended and served to students. She stated that Health Department requirements and facilities are one of the main obstacles. Public school requirements differ from those of a private or charter school.

At the conclusion of the discussion, the Board directed staff to work with Helen Kerrian, the three bidders, the Lunch Committee, and staff on the bids submitted for clarity of content and pricing.

Staff will schedule a Special Board Meeting to review the RFP requirements and bids. Final review and approval of an Agreement for a Vended Meal Service provider will be discussed at the June Regular board meeting.

Official Minutes, Regular Board Meeting • April 27, 2011

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

11. PERSONNEL

11.2 Board Approval of Modifications to the Collective Bargaining Agreement between the Del Mar Teachers Association and the Del Mar Union School District

Superintendent Peabody recommended approval of the modifications to the Agreement between the DMCTA and DMUSD, which was reached during Interest Based Bargaining by representatives from both the DMCTA and DMUSD.

Motion to approve Modifications to the Collective Bargaining Agreement between the Del Mar Teachers Association and the Del Mar Union School District

Motion Rafner

Second Gibson

Unanimous

11.3 Board Update, Supplemental Employee Retirement Plan

Superintendent Peabody reported that seven teachers, eight classified employees and one administrator applied for the Supplemental Employee Retirement Plan offered by the District. The SERP will provide a savings of approximately \$276,000 over a five-year period.

12. ITEMS FOR MAY 2011 BOARD MEETING

- Minutes of Regular Board Meeting of April 27,2011
- Summer Programs, Information only
- Discussion on interdistict policies for for teachers' children
- Preliminary budget

There being no further business to come before the Board, there was a Motion to Adjourn at 7:40 p.m.

Motion Gibson

Second Perkins

Unanimous

Scott Wooden, Clerk

James Peabody, Superintendent

Date

Date

Official Minutes, Regular Board Meeting • April 27, 2011

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Board Meeting of May 25, 2011

May 25, 2011

To: Board Members

From: Dr. Holly McClurg, Assistant Superintendent, Instructional Services

Through: James Peabody, Superintendent

Subject: Agenda Item 7.1: Board Approval, School Accountability Report Cards 2009-2010

The publication of School Accountability Report Cards (SARC) is an annual requirement, which resulted from the passage of Proposition 98 in 1998. The accountability report cards provide the public with a way of comparing school programs and achievement within a format of standard topics, including student achievement, textbooks, teacher assignments, and facilities. The School Accountability Report Cards report data for the prior school year. School Wise Press was contracted to provide the reports, editorial services and database services to complete the 2009-2010 SARCs. A one-page fact sheet for each site is attached. The full-length SARC for each school is posted on the district website, as is required by legislation.

FISCAL IMPACT: Cost – \$7,896
Program or Department – Instructional Services
Is this a Restricted Program? No
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 2009-2010 School Accountability Report Cards.

Board Meeting of May 25, 2011
 7.1

Regular Board Meeting of May 25, 2011

May 319 2011

To: Board Members

From: Julie Geisbauer, Director of After School Programs/Child Care

Through: Jim Peabody, Superintendent

Subject: Agenda Item 7.2: Board Approval, Performance Agreements for Summer Camp

PROGRAM	CONTRACTOR	SERVICE	AMOUNT	FUNDING
Summer Camp	Ke Polani Ohana E Kai 6/22/11	Polynesian Dance	\$450.00	Summer Camp Fees
Summer Camp	Tom Gates on Steel Drum 6/29/11	Musical Entertainment	\$350.00	Summer Camp Fees
Summer Camp	Game Truck 7/05/11	Entertainment	\$500.00	Summer Camp Fees
Summer Camp	Chris Rubio Stomp Crew 7/06/11	Musical Entertainment	\$635.00	Summer Camp Fees
Summer Camp	Star Dome Planetarium 7/13/11	Science Education & Entertainment	\$695.00	Summer Camp Fees
Summer Camp	Bubble-Ology 101 7/20/11	Education & Entertainment	\$375.00	Summer Camp Fees
Summer Camp	Birch Aquarium 7/27/11	Science Education & Entertainment	\$400.00	Summer Camp Fees
Summer Camp	History of Blues 8/3/11	Musical Education & Entertainment	\$300.00	Summer Camp Fees
Summer Camp	Mad Science 8/10/10	Science Education & Entertainment	\$495.00	Summer Camp Fees

Regular Board Meeting of May 25, 2011

7.2

FISCAL IMPACT: None. This is a self-funding program. Funds for these agreements are paid by summer camp fees.

RECOMMENDATION: The Superintendent recommends approval of Performance Agreements for Summer Camp.

Regular Board Meeting of May 25, 2011

May 19, 2011

To: Board Members

From: Julie Geisbauer, Director of After School Programs/Child Care
Cara Schukoske, Director of Pupil Services

Through: James Peabody, Superintendent

Subject: Agenda Item 7.3: DMUSD Summer Programs

This summer the following programs will take place on the campuses of various Del Mar Union School District school sites.

Summer Camp - Sage Canyon School, June 21-August 18

DMUSD Summer Camp is a full day program for students entering first through sixth grade in the fall. Camp will run 5 sessions, including field trips and many enrichment opportunities. The anticipated enrollment is 400 children.

Children's Creative Workshops - Sage Canyon School, July 5-July 29

CCW is a month long workshop, run in two sessions. The Workshops are primarily focused on the fine arts, enriching students' creativity, imagination, physical fitness and problem solving skills. It is offered to students pre-K through seventh grade. The anticipated enrollment is 500 students.

Extended School Year - Sycamore Ridge School, July 5-15 and August 1-12

This program is established to help meet the special education student's goals and objectives as stipulated in their Individualized Education Program (IEP), and where ESY service is agreed upon in the IEP. The anticipated enrollment is 90 children.

Child Development Center Summer Camp - Sycamore Ridge School, June 27-August 12

Developed for children aged 6 weeks to 5 years, the CDC Summer Camp uses whimsical themes to enhance developmentally appropriate curriculum for our employee and community's children. The anticipated enrollment is 45 children.

Young Writers Camp - Ashley Falls School, June 20-30

Cal State University San Marcos in partnership with DMUSD offers a writing workshop for students grades two through eight. The program is grant funded. The anticipated enrollment is 150 children.

RECOMMENDATION: For information only. No action required.

Regular Board Meeting of May 25, 2010

May 18, 2011

To: Board Members

Through: James Peabody, Superintendent

Subject: Agenda Item 8.1: Board Discussion/Approval of the Formation and Timeline of a Child Nutrition Committee

The purpose of the Child Nutrition Committee will be to provide input to the Board regarding the school lunch, snack and wellness programs in the district.

Composition of the Committee

The Committee will be comprised of the following appointed members (17 in total)

- One appointee from each of the members of the Board of Trustees
- One appointee from each school's principal
- Two members from the ad hoc Lunch Committee
- One appointee from the District Office
- One classified staff member

Assistant Superintendent, Business Services, Cathy Birks and Business Services staff will serve as advisors to the committee. Appointees should have an interest in the Child Nutrition Program and no relationship or association with possible lunch provider vendors.

Task

The committee will:

1. Recommend types of foods to be offered for school lunches that parents and children like
2. Determine the types of foods that are available from possible vendors
3. Recommend methods of keeping the program revenue neutral
4. Ensure communication between the school community and board with regard to the lunch, snack and wellness programs.
5. Follow all guidelines that come from the Strategic Planning Process

Regular Board Meeting of May 25, 2011
8.1

Timeline

- Make appointment recommendations by June 2nd
- Approve appointments at a Special meeting on June 3rd
- Convene the committee the week of June 6th
- Bring recommendations and comments to the Board at a Special Meeting on July 6th
- Meet when necessary to continue the improvement process.

FISCAL IMPACT: None

RECOMMENDED: The Superintendent recommends approval of the Child Nutrition Committee and timeline.

Regular Board Meeting of May 25, 2011

May 19, 2011

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 8.2: Reminder of Upcoming Events

Wednesday, June 1, 2011

Board visit to Del Mar Hills Academy, 8:30 a.m.

Monday, May 30, 2011

Holiday. Memorial Day

Thursday-Saturday, June 2, 3 & 4, 2011

Strategic Planning, Ashley Falls MUR

Wednesday, June 15, 2011

Special Board Meeting to replace the cancelled Regular Board Meeting scheduled for June 22, 2011. 5:45 p.m., Del Mar Hills Academy

Friday, June 17, 2011 (*Last day of the 2010/2011 school year.*)

6th grade promotions, 8:15 a.m. at Ashley Falls & Ocean Air; all other school sites will begin at 8:30 a.m.

RECOMMENDED: For information only. No action required.

Regular Board Meeting of May 25, 2011

May 19, 2011

To: Board Members

From: Randy Wheaton, Director of Maintenance & Operations

Through: Jim Peabody, Superintendent

Subject: Agenda Item 9.1: Facilities Report for May

Maintenance & Operations continues to work on security fencing throughout the District. Security fencing at Carmel Del Mar, Ashley Falls and Torrey Hills is due to be completed by June 10, 2011.

M&O has selected a contractor for the remaining security chain link fencing at Del Mar Heights, Del Mar Hills and Sage Canyon. M&O will present the selected contractor for Board approval in May.

The tenant improvement work on the M&O facility is scheduled to be completed on May 27, 2011. M&O has completed moving M&O to its new location at 11189 Sorrento Valley Road. M&O will occupy its new facility on May 31, 2011.

The tenant improvement work for the District Office at 11232 El Camino Real is scheduled to begin on June 1, 2011 with a completion date of July 1, 2011. M&O is scheduled to move the District Office to its new location during the first two weeks of July.

FISCAL IMPACT: **Cost** – \$0, all contracts will be brought to the Board under separate agenda item for approval
Program or Department – Business Services/ Maintenance and Operations
Is this a Restricted Program? Yes
Was this expenditure anticipated in the adopted budget? Please see individual agenda items.
Will this Program or Department be over budget after this expenditure? Please see individual agenda items

RECOMMENDED: For information only. No action required.

Regular Board Meeting of May 25, 2011
 9.1

Regular Board Meeting May 25, 2011

May 19, 2011

To: Board Members

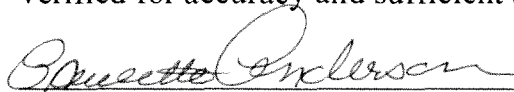
From: Cathy Birks, Assistant Superintendent Business Services

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 \$224,912.73. It is also recommended that the Board of Trustees ratifies the commercial warrants listed in the amount of \$665,676.69 and ratifies the revolving cash disbursements listed in the amount of \$1,677.92.

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



Signed

5/19/2011

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	VENDOR	LOC	DESCRIPTION	AMOUNT
312464	04/01/11	03	DANNIS WOLIVER KELLY	001	LEGAL FEES	\$521.05
312465	04/04/11	03	OFFICE DEPOT, B.S.D.	001	OFFICE SUPPLIES	\$300.00
312466	04/05/11	03	CARVIN	009	MUSIC SUPPLIES	\$1,209.30
312467	04/05/11	63	SUN GRAPHICS, INC	060	GEN SUPPLIES CHILD DEV	\$2,997.08
312468	04/05/11	63	MAINSTREET COMMUNICATIONS, LLC	060	ADVERTISING	\$537.00
312469	04/05/11	03	XEROX OMNIFAX	001	SERVICE AGREEMENTS	\$348.00
312470	04/05/11	06	ARENSON OFFICE FURNITURE	013	NON-CAPITALIZED EQUIPMENT	\$2,127.80
312471	04/05/11	06	RECORDED BOOKS, LLC	011	INST MAT/SUP GEN PURPOSE	\$233.50
312472	04/05/11	06	SENSORYEDGE	011	INST MAT/SUP GEN PURPOSE	\$173.95
312473	04/05/11	03	THE CATERING GROUP	012	OTHER EXPENSES	\$214.77
312474	04/05/11	03	THE CATERING GROUP	012	OTHER EXPENSES	\$214.77
312475	04/05/11	03	THE CATERING GROUP	012	OTHER EXPENSES	\$214.77
312476	04/05/11	03	THE CATERING GROUP	012	OTHER EXPENSES	\$214.77
312477	04/05/11	03	THE CATERING GROUP	012	OTHER EXPENSES	\$214.77
312478	04/05/11	03	ULINE	008	INST MAT/SUP GEN PURPOSE	\$89.00
312479	04/05/11	03	GAIL MORAN	003	SCHOOL CLIMATE ACCOUNT	\$9.77
312480	04/05/11	03	HANDWRITING WITHOUT TEARS	003	INST MAT/SUP GEN PURPOSE	\$340.80
312481	04/05/11	03	BIRCH AQUARIUM AT SCRIPPS	003	FIELD TRIP	\$455.00
312482	04/05/11	03	COACH USA	003	FIELD TRIP	\$815.78
312483	04/05/11	03	FANON COURIER	005	EQUIP REPAIR	\$36.00
312484	04/05/11	03	UNITED PARCEL SERVICE	005	EQUIP REPAIR	\$6.17
312485	04/05/11	03	CINDA PECK	005	MUSIC SUPPLIES	\$157.34
312486	04/05/11	03	NASCO MODESTO	006	INST MAT/SUP GEN PURPOSE	\$210.65
312487	04/05/11	03	KRISTINE PERSIDOK	010	\$100 TEACHER STIPEND	\$40.00
312488	04/05/11	03	INSECT LORE PRODUCTS	010	INST MAT/SUP GEN PURPOSE	\$147.42
312489	04/05/11	03	ALEKS CORPORATION	010	CLASSROOM DONATIONS	\$1,012.50
312490	04/05/11	03	USS MIDWAY MUSEUM	010	FIELD TRIP	\$1,512.00
312491	04/05/11	03	COACH USA	010	FIELD TRIP	\$2,145.96
312492	04/06/11	03	CDW-G	001	COMPUTER SUPPLIES	\$854.85
312493	04/06/11	03	SAN DIEGO GAS & ELECTRIC CO.	001	GAS EXPENSE	\$700.00
312494	04/06/11	03	CDW-G	001	COMPUTER SUPPLIES	\$374.87
312495	04/07/11	63	COSTCO BUSINESS DELIVERY	001	DUES AND MEMBERSHIPS	\$250.00
312496	04/07/11	06	VITAL SOUNDS	011	INST MAT/SUP GEN PURPOSE	\$11,120.59
312497	04/07/11	03	AT A GLANCE	004	INST MAT/SUP GEN PURPOSE	\$36.75
312498	04/07/11	63	STAPLES	060	OFFICE SUPPLIES	\$119.24
312499	04/07/11	03	OFFICE DEPOT, B.S.D.	005	INST MAT/SUP GEN PURPOSE	\$389.77
312500	04/13/11	06	REID AND BETH WESTBURG	001	OTHER CONTRACTS	\$6,330.00
312501	04/13/11	03	DIVISION OF STATE ARCHITECT	001	CHILD CARE BLDG/BLDG IMPR	\$3,672.87
312502	04/13/11	40	LLOYD PEST CONTROL	001	OTHER CONTRACTS	\$190.00
312503	04/13/11	40	PAGE OLSON	001	TENANT DEPOSIT REFUND	\$2,824.87
312504	04/14/11	03	OFFICE DEPOT, B.S.D.	022	MISC. SUPPLIES	\$195.74
312505	04/18/11	06	AMAZON.COM CREDIT	011	INST MAT/SUP GEN PURPOSE	\$280.11
312506	04/18/11	06	CDW-G	011	INST MAT/SUP GEN PURPOSE	\$35.89
312507	04/18/11	03	TRACY HAMILTON, INC.	005	INST MAT/SUP GEN PURPOSE	\$162.66
312508	04/18/11	03	ROCHESTER 100, INC./ NICKY'S	005	INST MAT/SUP GEN PURPOSE	\$142.73
312509	04/18/11	03	FUTURE PROBLEM SOLVERS OF CA	009	INST MAT/SUP GEN PURPOSE	\$100.00
312510	04/18/11	03	TRACY (TERESA) POLIVKA	003	INST MAT/SUP GEN PURPOSE	\$60.00
312511	04/18/11	03	SARA BOER	003	INST MAT/SUP GEN PURPOSE	\$23.90
312512	04/18/11	06	BEYOND PLAY	011	INST MAT/SUP GEN PURPOSE	\$53.15
312513	04/18/11	06	WESTERN PSYCHOLOGICAL SERVICES	011	INST MAT/SUP GEN PURPOSE	\$296.89
312514	04/18/11	06	GANDER EDUCATIONAL PUBLISHING	011	INST MAT/SUP GEN PURPOSE	\$141.32
312515	04/18/11	03	OFFICE DEPOT, B.S.D.	004	INST MAT/SUP GEN PURPOSE	\$200.00

PO NBR	DATE	FUND	DESCRIPTION	LOC	AMOUNT	
312516	04/18/11	03	OFFICE DEPOT, B.S.D.	013	OFFICE SUPPLIES	\$3,262.50
312517	04/18/11	03	RADICAL REPTILES & FRIENDS	008	FIELD TRIP	\$625.00
312518	04/18/11	03	CINDA PECK	006	MUSIC SUPPLIES	\$78.07
312519	04/18/11	03	COACH USA	004	FIELD TRIP	\$3,035.22
312520	04/19/11	03	WEST MUSIC COMPANY	007	INST MAT/SUP GEN PURPOSE	\$78.30
312521	04/19/11	03/06	SOUTHWEST SCHOOL SUPPLY	013	OFFICE SUPPLIES	\$1,207.13
312522	04/19/11	03	SUSAN FITZPATRICK	004	INST MAT/SUP GEN PURPOSE	\$51.25
312523	04/19/11	03	BOUND TO STAY BOUND BOOKS INC	007	BOOKS OTHER THAN TEXTBOOKS	\$2,356.93
312524	04/19/11	03	LIBRARY VIDEO COMPANY	007	INST SUPP-LIBRARY A.V.	\$1,036.78
312525	04/19/11	03	JOIE ADDENBROOKE	009	\$100 TEACHER STIPEND	\$40.00
312526	04/19/11	06	BEARCOM, INC.	013	NON-CAPITALIZED EQUIPMENT	\$1,572.53
312527	04/19/11	03	WINDFALL BOOKS	006	BOOKS OTHER THAN TEXTBOOKS	\$324.31
312528	04/19/11	13	INDUSTRIAL ELECTRIC	045	EQUIP REPAIR	\$424.41
312529	04/19/11	06	CPL CABLE, PIPE, LEAK DETECT	013	REPAIRS BLDGS/GRNDS	\$1,540.00
312530	04/19/11	06	THERAPY SHOPPE, INC.	011	INST MAT/SUP GEN PURPOSE	\$846.82
312531	04/19/11	03	AVI-SPL	007	NON-CAPITALIZED EQUIPMENT	\$561.68
312532	04/19/11	03	SUSAN PAUL	007	INST MAT/SUP GEN PURPOSE	\$163.07
312533	04/19/11	03	SCHOOL SPECIALTY	005	INST MAT/SUP GEN PURPOSE	\$60.24
312534	04/19/11	03	SOUTHWEST SCHOOL SUPPLY	007	INST MAT/SUP GEN PURPOSE	\$614.44
312535	04/19/11	03	CITY OF SAN DIEGO TREASURER	001	SD JOINT MAINT	\$27,149.19
312536	04/19/11	03	CITY OF SAN DIEGO TREASURER	001	SD JOINT MAINT	\$19,642.64
312537	04/22/11	03	AMAZON.COM CREDIT	007	INST MAT/SUP GEN PURPOSE	\$26.02
312538	04/22/11	63	SUN GRAPHICS, INC	060	PRINTING EXPENSE	\$508.05
312539	04/22/11	63	HEE KYOO KIM	060	Childcare Tuition Refund	\$266.00
312540	04/22/11	03	ANNE LEEK	005	\$100 TEACHER STIPEND	\$57.90
312541	04/22/11	03	COACH USA	010	FIELD TRIP	\$2,356.84
312542	04/22/11	03	AMAZON.COM CREDIT	012	DIST. PROF. LIBRARY	\$336.60
312543	04/22/11	03	PRO SPECIALTIES GROUP, INC	008	FUNDRAISER	\$1,517.06
312544	04/22/11	06	AMAZON.COM CREDIT	011	INST MAT/SUP GEN PURPOSE	\$15.21
312545	04/22/11	06	KATHERINE CREIGHTON	011	MILEAGE REIMBURSEMENT	\$44.73
312546	04/22/11	03	BETH ANDERSON	011	MILEAGE REIMBURSEMENT	\$70.99
312547	04/22/11	03	SCHOOL NURSE SUPPLY, INC.	011	HEALTH SUPPLIES	\$679.47
312548	04/22/11	03	PURE FLO WATER CO.	001	OFFICE SUPPLIES	\$800.00
312549	04/22/11	06	RESEARCH PRESS	011	INST MAT/SUP GEN PURPOSE	\$1,316.01
312550	04/22/11	06	DON JOHNSTON INCORPORATED	011	INST MAT/SUP GEN PURPOSE	\$2,504.81
312551	04/22/11	63	MIRA MESA LANES	060	FIELD TRIP	\$990.00
312552	04/22/11	63	THOMAS A. GATES	060	ASSEMBLIES CHILD DEV	\$350.00
312553	04/22/11	63	LEGOLAND	060	FIELD TRIP	\$2,405.00
312554	04/22/11	63	BOOMERS- VISTA	060	FIELD TRIP	\$238.25
312555	04/22/11	03	ISTE	001	TRAVEL AND CONFERENCES	\$370.00
312556	04/22/11	63	KE POLANI OHANA E KAI	060	ASSEMBLIES CHILD DEV	\$450.00
312557	04/22/11	03	DEPARTMENT OF JUSTICE	022	FINGERPRINTING	\$90.00
312558	04/22/11	03	SAN DIEGO UNIFIED SCHOOL DIST.	022	FINGERPRINTING	\$75.00
312559	04/22/11	03	COACH USA	004	FIELD TRIP	\$499.75
312560	04/22/11	03	ZOOLOGICAL SOCIETY-SAN DIEGO	004	FIELD TRIP	\$400.00
312561	04/22/11	03	O'BRIEN'S BOULANGERIE	012	OTHER EXPENSES	\$260.00
312562	04/22/11	03	AD IMPACT	009	MUSIC SUPPLIES	\$336.00
312563	04/22/11	03	JENNIFER HOWARD	012	MILEAGE REIMBURSEMENT	\$119.03
312564	04/22/11	03	CINDY CREW	006	\$100 TEACHER STIPEND	\$40.00
312565	04/22/11	63	DEPARTMENT OF JUSTICE	001	FINGERPRINTING	\$2,200.00
312566	04/22/11	03	BECKY ZEBOLD	006	\$100 TEACHER STIPEND	\$40.00
312567	04/22/11	03	JULIE CHOI	008	\$100 TEACHER STIPEND	\$40.00

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUN
312568	04/22/11	03	DEENA ENGLER	007	INST MAT/SUP GEN PURPOSE	\$9.75
312569	04/22/11	03	HERITAGE TOURS	006	FIELD TRIP	\$516.00
312570	04/22/11	03	SCHOOL SPECIALTY	006	INST MAT/SUP GEN PURPOSE	\$161.17
312571	04/22/11	03	WENDY CORREIA	008	\$100 TEACHER STIPEND	\$40.00
312572	04/22/11	03	AMERICAN RED CROSS	008	FUNDRAISER	\$883.98
312573	04/22/11	06	ABLENET	011	INST MAT/SUP GEN PURPOSE	\$3,246.19
312574	04/22/11	03	EDUCATORS PUBLISHING SERVICE	008	INST MAT/SUP GEN PURPOSE	\$59.83
312575	04/22/11	03	COACH USA	009	FIELD TRIP	\$815.78
312576	04/22/11	03	COACH USA	009	FIELD TRIP	\$815.78
312577	04/22/11	03	MOUNTAIN MATH/LANGUAGE	010	INST MAT/SUP GEN PURPOSE	\$330.38
312578	04/22/11	03	NANCY FETZER'S	010	INST MAT/SUP GEN PURPOSE	\$522.50
312579	04/22/11	03	SUN GRAPHICS, INC	010	INST MAT/SUP GEN PURPOSE	\$478.50
312580	04/22/11	03	JILL WOJTKOWSKI	009	\$100 TEACHER STIPEND	\$40.00
312581	04/22/11	03	CATHERINE GILBERT	009	INST MAT/SUP GEN PURPOSE	\$303.84
312582	04/22/11	03	HOLLANDIA DAIRY	009	INST MAT/SUP GEN PURPOSE	\$190.00
312583	04/22/11	06	THEATRICAL LIGHTING, INC.	013	REPAIRS BLDGS/GRNDS-OA	\$190.00
312584	04/22/11	03	SHASTA LANDSCAPING INC.	013	REPAIR GRNDS/LANDSCAPING	\$3,000.00
312585	04/22/11	06	ACADEMIC SUPPLIER	013	OFFICE SUPPLIES	\$332.36
312586	04/25/11	03	ERIK BIENKE	004	POETRY T-SHIRTS	\$229.18
312587	04/25/11	06	TOUCH MATH	011	INST MAT/SUP GEN PURPOSE	\$10,073.56
312588	04/25/11	06	THE WARE GROUP	011	INST MAT/SUP GEN PURPOSE	\$7,490.00
312589	04/25/11	03	OFFICE DEPOT, B.S.D.	001	COMPUTER SUPPLIES	\$1,087.50
312590	04/25/11	03	PHI DELTA KAPPAN	012	DIST. PROF. LIBRARY	\$93.00
312591	04/25/11	63	COSTCO BUSINESS DELIVERY	060	GEN SUPPLIES CHILD DEV	\$5,500.00
312592	04/25/11	06	TOYOTALIFT, INC.	013	RENTAL OF EQUIPMENT	\$3,099.38
312593	04/25/11	06	ELESCO	013	REPAIRS BLDGS/GRNDS-OA	\$527.27
312594	04/25/11	03	DAY TIME WIRELESS SYSTEMS	004	DISASTER PREP SUPPLIES	\$220.26
312595	04/25/11	03	LEUKEMIA AND LYMPHOMA SOCIETY	004	FUNDRAISER	\$1,262.00
312596	04/25/11	03	ERIK BIENKE	004	INST MAT/SUP GEN PURPOSE	\$578.78
312597	04/25/11	03	SKATE WORLD	008	FIELD TRIP	\$580.00
312598	04/25/11	03	COACH USA	008	FIELD TRIP	\$1,223.67
312599	04/25/11	03	SOUTHWEST SCHOOL SUPPLY	009	INST MAT/SUP GEN PURPOSE	\$1,367.21
312600	04/25/11	03	MARIA SCHWAB	009	\$100 TEACHER STIPEND	\$40.00
312601	04/25/11	03	LESLIE JOHNSON	009	\$100 TEACHER STIPEND	\$40.00
312602	04/25/11	03	IKON OFFICE SOLUTIONS-FSMA	009	INST MAT/SUP GEN PURPOSE	\$783.75
312603	04/25/11	03	AMANDA BARMAN	003	INST MAT/SUP GEN PURPOSE	\$98.49
312604	04/25/11	03	CINDY RALSTON	003	INST MAT/SUP GEN PURPOSE	\$55.20
312605	04/25/11	03	BRIAN LOZOSKIE	003	INST MAT/SUP GEN PURPOSE	\$100.00
312606	04/26/11	03	KATHLEEN MINARIK	003	INST MAT/SUP GEN PURPOSE	\$1,780.29
312607	04/26/11	03	EARTHQUAKE MANAGEMENT	003	DISASTER PREP SUPPLIES	\$103.76
312608	04/26/11	03	SAN DIEGO NATURAL HISTORY	003	FIELD TRIP	\$410.00
312609	04/26/11	03	LAKESHORE LEARNING MATERIALS	003	INST MAT/SUP GEN PURPOSE	\$412.71
312610	04/26/11	03	EDUCATORS PUBLISHING SERVICE	003	INST MAT/SUP GEN PURPOSE	\$430.65
312611	04/26/11	03	RAND MCNALLY & COMPANY	003	INST MAT/SUP GEN PURPOSE	\$475.71
312612	04/26/11	03	BRIGHT HOSPITALITY, INC	003	SCHOOL CLIMATE ACCOUNT	\$52.91
312613	04/26/11	03	BRIANA DAMBACHER	003	INST MAT/SUP GEN PURPOSE	\$60.00
312614	04/26/11	03	GENNA CHAPLUK	008	\$100 TEACHER STIPEND	\$40.00
312615	04/26/11	03	INSECT LORE PRODUCTS	008	INST MAT/SUP GEN PURPOSE	\$99.95
312616	04/26/11	03	WILD ANIMAL PARK ED DEPT	010	FIELD TRIP	\$750.00
312617	04/26/11	03	DICK BLICK ART MATERIALS	010	INST MAT/SUP GEN PURPOSE	\$384.04
312618	04/26/11	03	COACH USA	006	FIELD TRIP	\$463.00
312619	04/26/11	03	SHELLEY PETERSEN	006	ADMINISTRATION	\$59.28

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUN
312620	04/26/11	03	CINDA PECK	005	MUSIC SUPPLIES	\$374.77
312621	04/26/11	03	K.D. SIEVERS	005	\$100 TEACHER STIPEND	\$40.00
312622	04/26/11	63	DISCOUNT SCHOOL SUPPLY	060	GEN SUPPLIES CHILD DEV	\$2,810.23
312623	04/26/11	03	CALIFORNIA DEPT OF ED	001	INTEREST DUE TO CDE	\$2,617.76
312624	04/27/11	03	PATHWAY COMMUNICATIONS LTD	006	NON-CAPITALIZED EQUIPMENT	\$2,124.54
312625	04/27/11	03	AVI-SPL	006	NON-CAPITALIZED EQUIPMENT	\$2,838.68
312626	04/27/11	03	HERITAGE TOURS	004	FIELD TRIP	\$421.00
312627	04/27/11	03	ACTION MATH GROUPS	010	INST MAT/SUP GEN PURPOSE	\$473.06
312628	04/27/11	03	DICK BLICK ART MATERIALS	010	INST MAT/SUP GEN PURPOSE	\$171.19
312629	04/27/11	03	ORIENTAL TRADING CO.	004	FUNDRAISER	\$166.33
312630	04/27/11	06	AMAZON.COM CREDIT	012	MATERIALS AND SUPPLIES	\$61.20
312631	04/27/11	03	CATHERINE HAYS	005	INST MAT/SUP GEN PURPOSE	\$202.57
312632	04/27/11	03	AREY JONES EDUCATIONAL	001	COMPUTER SUPPLIES	\$123.43
312633	04/27/11	06	SAN DIEGO OFFICE INTERIORS	013	OFFICE SUPPLIES	\$2,097.05
312634	04/27/11	03	SUZIE'S FARMS	009	FIELD TRIP	\$385.00
312635	04/27/11	03	OFFICE DEPOT, B.S.D.	009	INST MAT/SUP GEN PURPOSE	\$1,000.00
312636	04/27/11	03	BOUND TO STAY BOUND BOOKS INC	006	BOOKS OTHER THAN TEXTBOOKS	\$512.78
312637	04/27/11	03	SEABREEZE ORGANIC FARM	006	FIELD TRIP	\$600.00
312638	04/27/11	63	PAUL HACKETT	060	MILEAGE REIMBURSEMENT	\$100.00
312639	04/27/11	63	DRIFTWOOD DAIRY	060	SNACKS CHILD DEV	\$200.00
312640	04/27/11	06	COSCO FIRE PROTECTION	013	REPAIRS BLDGS/GRNDS-OA	\$643.80
312641	04/27/11	03	COURTNEY WILDMAN	003	INST MAT/SUP GEN PURPOSE	\$91.32
312642	04/27/11	03	EARTHQUAKE MANAGEMENT	003	DISASTER PREP SUPPLIES	\$612.33
312643	04/27/11	13	STAPLES	045	MATERIALS AND SUPPLIES	\$217.41
312644	04/27/11	03	ULINE	008	INST MAT/SUP GEN PURPOSE	\$219.78
312645	04/27/11	03	SCHOOL SERVICES OF CALIF., INC	001	TRAVEL AND CONFERENCES	\$175.00
312646	04/27/11	03	SCHOOL SERVICES OF CALIF., INC	001	TRAVEL AND CONFERENCES	\$375.00
312647	04/29/11	03	INSECT LORE PRODUCTS	008	INST MAT/SUP GEN PURPOSE	\$107.37
312648	04/29/11	03	THE STOPPER GROUP	005	TALENT SHOW	\$540.23
312649	04/29/11	03	CAMEO PAPER & JANITOR SUPPLY	013	CUSTODIAL SUPPLIES	\$10,875.00
312650	04/29/11	03	XEROX CORPORATION	008	INST MAT/SUP GEN PURPOSE	\$125.06
312651	04/29/11	03	DISNEYLAND/CALIF ADVENTURE	008	FIELD TRIP	\$3,541.00
312652	04/29/11	03	COACH USA	008	FIELD TRIP	\$1,585.12
312653	04/29/11	06	DOOR-MAN	013	REPAIRS BLDG/GRND-AF	\$1,326.75
312654	04/29/11	03	US-GAMES	006	INST MAT/SUP GEN PURPOSE	\$644.02
312655	04/29/11	03	SOCIAL STUDIES SCHOOL SERVICE	006	INST MAT/SUP GEN PURPOSE	\$96.54
312656	04/29/11	03	AMY ASSELIN	008	\$100 TEACHER STIPEND	\$40.00
312657	04/29/11	03	MICHELE CHAVEZ	008	\$100 TEACHER STIPEND	\$40.00
312658	04/29/11	03	LINDA NEWQUIST	008	\$100 TEACHER STIPEND	\$40.00
312659	04/29/11	03	COACH USA	006	FIELD TRIP	\$407.89
312660	04/29/11	03	BOOKS AND BEYOND	006	PTA DONATIONS	\$222.66
312661	04/29/11	03	MELISSA WEINBAUM-DAVIS	006	\$100 TEACHER STIPEND	\$40.00
312662	04/29/11	03	AMAZON.COM CREDIT	008	INST MAT/SUP GEN PURPOSE	\$930.82
312663	04/29/11	06	DEL MAR BLUE PRINT	013	REPAIRS BLDGS/GRNDS	\$106.04
312664	04/29/11	03	KRISTIN BONAGUIDI	009	\$100 TEACHER STIPEND	\$40.00
312665	04/29/11	03	SARAH GRAHAM	009	\$100 TEACHER STIPEND	\$40.00
312666	04/29/11	03	JENNIFER JO MOKIAO	009	\$100 TEACHER STIPEND	\$40.00
312667	04/29/11	03	COACH USA	009	FIELD TRIP	\$815.78
312668	04/29/11	03	LAURIE O' FARRELL	005	\$100 TEACHER STIPEND	\$40.00
312669	04/29/11	06	CDW-G	011	INST MAT/SUP GEN PURPOSE	\$513.81
312670	04/29/11	03	TANYA LUBOMUDROV	010	INST MAT/SUP GEN PURPOSE	\$60.00
312671	04/29/11	03	BARBARA SCHULMAN	010	INST MAT/SUP GEN PURPOSE	\$64.31

PO/BOARD/REPORT

DEL MAR UNION
 FROM 04/01/11 THRU 04/30/11
 VENDOR


PAGE

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUN
312672	04/29/11	03	LAURI CARPENTER	010	INST MAT/SUP GEN PURPOSE	\$59.99
312673	04/29/11	03	ACP DIRECT	010	INST MAT/SUP GEN PURPOSE	\$30.86
312674	04/29/11	03	TRACY HAMILTON, INC.	009	INST MAT/SUP GEN PURPOSE	\$141.79
312675	04/29/11	03	FRED BETTIG	008	\$100 TEACHER STIPEND	\$40.00
312676	04/29/11	03	KIM MOWRY	008	\$100 TEACHER STIPEND	\$40.00
312677	04/29/11	03	WITT COMPANY SUPPLIES	004	INST MAT/SUP GEN PURPOSE	\$500.00
312678	04/29/11	03	COACH USA	006	FIELD TRIP	\$852.50
312679	04/29/11	03	DAVID SKINNER	005	INST MAT/SUP GEN PURPOSE	\$123.91
312680	04/29/11	03	TINA JOHNSON-ABOUD	008	\$100 TEACHER STIPEND	\$40.00
312681	04/29/11	03	DINA IRWIN	008	\$100 TEACHER STIPEND	\$40.00
312682	04/29/11	03	ROBIN GORDON	008	\$100 TEACHER STIPEND	\$40.00
312683	04/29/11	03	KRISTYN BRAUND	008	\$100 TEACHER STIPEND	\$40.00
REPORT TOTAL						\$224,912.73

DEL MAR UNION SCHOOL DISTRICT
 April 20 - May 17, 2011

Date	Check No	Payee	Purpose	Amount	Account #
4/22/11	1340	Greater San Diego Reading Association	32nd Annual Recognition Dinner	315.00	03-00 0000-502 0000 7200 5800-080 040
5/11/11	1341	Cathy Birks	mileage	138.11	03-00 0000-504 0000 7200 5200-025 045
5/11/11	1342	Tamara Hanlon	child care supplies	128.49	63-00 0000-000 0000 6000 4300-066 066
5/11/11	1343	Nicole A. Johnson	child care supplies	57.09	63-00 0000-000 0000 6000 4300-066 066
5/11/11	1344	Nicole Sanders	child care supplies	13.44	63-00 0000-000 0000 6000 4300-066 066
5/11/11	1345	Monique R. Colassanti	correct returned ACH	162.99	03-00 9999-000 0000 0000 7999-000 000
5/11/11	1346	Sydney William	child care supplies	9.57	63-00 0000-000 0000 6000 4300-066 066
5/11/11	1347	Anglea Darrock	postage	5.65	03-00 0000-504 0000 7200 5900-020 045
5/11/11	1348	James Peabody	strategic planning expense	199.00	03-00 0000-501 0000 7100 5800-094 040
5/11/11	1349	Martin Chae-Banks	child care tuition refund	71.80	63-00 0000-000 0000 0000 8699-066 000
5/11/11	1350	Zoltan Hajnal	child care tuition refund	109.20	63-00 0000-000 0000 0000 8699-066 000
5/11/11	1351	Patrice James	instructional supplies	14.26	03-00 0000-001 1110 1000 4300-010 004
5/11/11	1352	Carly Pandza	child care supplies	65.83	63-00 0000-000 0000 6000 4300-067 066
5/11/11	1353	Janan Taovil	child care supplies	52.67	63-00 0000-000 0000 6000 4300-067 066
5/11/11	1354	Shirley Bales	mileage	78.90	03-00 0000-502 0000 7200 5200-025 040
5/11/11	1355	Kristine Gonsalves	misc. supplies	10.47	03-00 0000-520 0000 8200 4300-089 045
5/11/11	1356	Barrett Blake	computer supplies	52.25	03-00 0000-000 0000 2420 4300-088 030
5/11/11	1357	Micael Casey	other expense	72.99	03-00 0000-000 0000 2420 5800-080 030
5/17/11	1358	Kristine Gonsalves	mileage	120.21	06-00 8150-640 0000 8110 5200-025 045

TOTAL \$ 1,677.92

Paulette Anderson  Date 5/19/2011
 Custodian, Revolving Cash

Regular Board Meeting May 25, 2011

May 19, 2011

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

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
\$128.00 for school climate	Del Mar Heights	La family
\$229.83 for instructional supplies	Del Mar Hills	PTA mini grants
\$762.66 for instructional supplies and promotion	Carmel Del Mar	PTA mini grants
8 HP Pavilion g6t Notebook PC computers valued at \$4,000.00 for science lab	Torrey Hills	Pat Tiernan
One lot of yarn valued at \$850.00	Torrey Hills	Tanya Alpert, Knitting By the Beach

FISCAL IMPACT: Cost – \$1,120.49 in deposits and \$4,850.00 value in supplies and equipment
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.

Regular Board Meeting May 25, 2011

May 19, 2011

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

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
Ocean Air	Project Wildlife	Education program presented on 5/16/2011	200.00	Site fundraising
Sycamore Ridge	Heritage Tours	Gold Rush Days performance on 6/7/11	150.00	Site fundraising
Sycamore Ridge	Radical Reptiles	Radical Reptiles and Friends assembly on 6/2/2011	675.00	Site fundraising
Del Mar Hills	Dr. Adria O'Donnell	Peer Conflict Workshop presented on 5/12/2011	400.00	SIP

FISCAL IMPACT: Cost – \$1,425.00 as listed above.

Program or Department - As listed above.

Is this a Restricted Program –No

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/ratification of

Regular Board Meeting May 25, 2011

**10.3*

Regular Board Meeting of May 25, 2011

May 19, 2011

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

Through: James Peabody, Superintendent

Subject: Agenda Item *10.4: Approval of Resolution No. 2011-15, Resolution No. 2011-16, Resolution No. 2011-17 and Resolution No. 2011-18 Authorizing Designated Signatures and Release of Credential Held Warrants for July 1, 2011 through June 30, 2012

Education Code requires the Governing Board to approve resolutions to maintain a current record with the San Diego County Office of Education of persons authorized to act on behalf of the Del Mar Union School District. The resolutions presented to the Board for approval at this time are for 2011/2012 and are due at the San Diego County Office of Education of June 1, 2011.

Upon approval, the following persons will be authorized to act on behalf of the Del Mar Union School District for July 1, 2011 through June 30, 2012:

Cathy Birks, Assistant Superintendent Business Services, is the authorized agent to receive mail from the Accounting Section. James D. Peabody, Superintendent; Brenda Heskett, Business Services Coordinator; Mark Pong, Business Services Specialist; and Margaret Mendenhall, Payroll Supervisor, are additional authorized persons to pick up warrants from the County Office of Education;

James D. Peabody and Timothy Asfazadour, Assistant Superintendent Human Resources, are the authorized persons to sign the Payment Order, and

James D. Peabody, Cathy Birks, and Brenda Heskett are authorized to sign any and all orders in the name of the District, drawn on the funds of the District.

FISCAL IMPACT: N/A

RECOMMENDED: The Superintendent recommends Approval of Resolution No. 2011-15, Resolution No. 2011-16, Resolution No. 2011-17 and Resolution No. 2011-18 authorizing designated signatures and release of credential held warrants for July 1, 2011 through June 30, 2012.

Regular Board Meeting of May 25, 2011
*10.4

RESOLUTION NO. 2011-15

RESOLUTION DESIGNATING AUTHORIZED AGENT TO SIGN SCHOOL ORDERS
(COMMERCIAL WARRANTS)

The Del Mar Union School District, San Diego County ON MOTION OF member _____,
seconded by member _____ effective July 1, 2011 through June 30, 2012.

IT IS RESOLVED AND ORDERED that, pursuant to the provisions of Education Code Section 42632 or 85232, James D. Peabody, Superintendent; Dena Whittington, Assistant Superintendent Business Services; and Paulette Anderson, Business Services Coordinator are hereby authorized to sign any and all orders in the name of the District, drawn on the funds of said District.

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the County Office.

PASSED AND ADOPTED by said Governing Board on May 25, 2011 by the following vote:

AYES: _____ MEMBERS
NOES: _____ MEMBERS
ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, James Peabody, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable (rubber stamp):

RESOLUTION NO. 2011-17
PAYMENT ORDER RESOLUTION

The Del Mar Union School District, San Diego County ON MOTION OF member _____,
seconded by member _____ effective July 1, 2011 through June 30, 2012.

IT IS RESOLVED AND ORDERED that, in accordance with the provisions of Section 3100 et seq., Chapter 8, Division 4, Title 1 of the Government Code, the following persons are hereby designated to ascertain and certify that each employee of said district has taken the oath of allegiance.

James D. Peabody, Superintendent
Timothy Asfazadour, Assistant Superintendent Human Resources

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 25, 2011 by the following vote:

AYES: _____ MEMBERS
NOES: _____ MEMBERS
ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, James Peabody, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary of the Governing Board

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable (rubber stamp):

RESOLUTION NO. 2011-18

RESOLUTION AUTHORIZING THE COUNTY OFFICE OF EDUCATION CREDENTIALS DEPARTMENT TO RELEASE CREDENTIAL HELD WARRANTS TO EMPLOYEES

The Del Mar Union School District, San Diego County ON MOTION OF member _____, seconded by member _____ effective July 1, 2011 through June 30, 2012.

IT IS RESOLVED AND ORDERED that, The County Office of Education Credentials Department is authorized to release credentials held warrants to employees who have provided the required credential paper work.

PASSED AND ADOPTED by said Governing Board on May 25, 2011 by the following vote:

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
) ss
COUNTY OF SAN DIEGO)

I, James Peabody, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Secretary of the Governing Board

Regular Board Meeting of May 25, 2011

May 19, 2011

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

Through: James Peabody, Interim Superintendent

Subject: Agenda Item *10.5: Approval of Resolution No. 2011-19
Authorizing Temporary Interfund Transfers of Special or Restricted
Fund Moneys

Approval of Resolution No. 2011-19 will facilitate year-end closing by allowing the transfer of money between funds. This will only occur if one fund owes another for expenditures paid this year or if final obligations of a fund cannot be met unless a temporary loan is made from another fund. Amounts transferred shall be repaid within the final 120 calendar days of a fiscal year.

FISCAL IMPACT: N/A

RECOMMENDED: The superintendent recommends approval of Resolution No. 2011-19 authorizing temporary interfund transfers of special or restricted fund moneys.

Regular Board Meeting May 25, 2011
**10.5*

Regular Board Meeting May 25, 2011

May 20, 2011

To: Board Members

From: Randy Wheaton, Director Maintenance and Operations

Through: James Peabody, Superintendent

Subject Agenda Item No. *10.6: Board Award and Approval of Agreement for Security Fencing at Del Mar Heights, Del Mar Hills and Sage Canyon Schools

The Board approved advertising to request bids for security fencing at Del Mar Heights, Del Mar Hills and Sage Canyon Schools at the October 27, 2010 board meeting. The request for bids was published on April 18 and 25, 2011. A mandatory job walk was held on May 2 and attended by 15 contractors. Five bids were received at the scheduled bid opening held at 10:00 a.m. on May 18, 2011. A summary of the bids submitted is included below. After reviewing the bid documents including calling references and verifying current license status, District staff recommends award and approval of an agreement with EC Constructors Inc.

CONTRATOR NAME	BID AMOUNT
EC Constructors Inc.	\$198,734.00
GEM Industrial Electric Inc.	\$235,465.00
Hearne Corporation	\$245,969.00
Khavari Construction, Inc.	\$262,990.00
Fordyce Construction, Inc.	\$272,111.00

FISCAL IMPACT: Cost – \$198,734.00
Program or Department – Restricted Maintenance
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 award and approval of agreement for security fencing at Del Mar Heights, Del Mar Hills and Sage Canyon Schools as presented by staff.

Regular Board Meeting May 25, 2011

May 19, 2011

To: Board Members

From: Dr. Holly McClurg, Assistant Superintendent Instructional Services

Through: James Peabody, Superintendent

Subject: Agenda Item No. *10.7: Board Approval of Agreement for Intel-Assess License Renewal

The Board approved an agreement with Intel-Assess to license Assessment Solutions supporting grades two (2) through six (6) on June 23, 2010. The District agreement with Intel-Assess is due to renew June 30, 2011.

This year two renewal will support the District with the continued development of district-wide, standards-based formative and benchmark assessments to support the ongoing work in curriculum and instruction. This work is in response to the needs of teachers and students, and will directly impact teaching and learning throughout the District. Intel-Assess will provide the District with essential tools and expertise to support these efforts.

This Agreement for Professional Services is available for review at the Del Mar Union School District.

FISCAL IMPACT: **Cost** – \$13,500.00
Program or Department - General Fund, Instructional Services
Is this a Restricted Program –No
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 the agreement for Intel-Assess license renewal.

Regular Board Meeting May 25, 2011

May 20, 2011

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

Through: James Peabody, Superintendent

Subject *Agenda Item *10.8:* Board Approval of Agreement Between Xerox and the Del Mar Union School District for School Site Copier Update

Copiers currently located at Del Mar Heights, Del Mar Hills, Carmel Del Mar, Ocean Air and Sycamore Ridge Schools are requiring upgrades at this time. District and site staff participated in equipment demonstrations by Xerox and Oce North America as part of the proposal process. Staff found both the Cannon and Xerox equipment to meet all site needs.

Three of the copiers to be replaced are at the end of lease. Two were purchased with construction, furniture and equipment funds when the schools were built and have been on maintenance agreements only for the past 3-6 years. When upgrading equipment that was originally purchased, the District's monthly cost will increase slightly for the added lease payments. When upgraded in connection with several other upgrades the savings on those leases help to minimize that monthly increase. The cost of the existing three leases and five maintenance agreements is \$3,679 per month. The proposed cost of five new leases and five maintenance agreements is \$3,864 per month which increases the District's monthly operation cost by \$185.00. The proposed upgrades include networking which will allow printing and scanning on the copier. The increased monthly cost is minimal when considering that the new equipment will improve efficiency and maintain the standard of quality and function at all school sites.

The Lease for this equipment is available for review at the Del Mar Union School District Office.

Fiscal Impact: **Cost** – \$46,367.64.annually. An increase of \$2,216 over the 2010/2011 actual.
Program or Department - General Fund
Is this a Restricted Program – No
Was this expenditure anticipated in the adopted budget? Yes
Will this Program or Department be over budget after this expenditure: No

Recommends: The Superintendent recommends approval of the agreement between Xerox and the Del Mar Union School District for copier upgrade.

Regular Board Meeting May 25, 2010
**10.8*

Regular Board Meeting May 25, 2011

May 20, 2011

To: Board Members

From: Randy Wheaton, Director of Maintenance and Operations

Through: James Peabody, Superintendent

Subject: Agenda Item *10.9: Board Approval of Resolution No. 2011-14
Authorizing District Standardization of Playground Equipment

Randy Wheaton, Director of Maintenance and Operations, has been reviewing, inspecting and planning District needs for standardizing playground equipment to be used throughout the District. It has been determined it is in the best interest of the District to use recycled plastic and metal powder coated playground equipment which withstands coastal climate. District staff recommends Playworld Systems. Playworld Systems can provide and meet all of the District's needs. Therefore, staff is requesting Board approval of the attached resolution.

FISCAL IMPACT: **Cost** – None at this time. Individual contracts will be presented to the Board at the time of proposed purchases.
Program or Department – Will be determined when a project is proposed.
Is this a Restricted Program – Will be determined when a project is proposed.
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 that the Board approve Resolution No. 2011-14 authorizing District standardization of playground equipment.

Regular Board Meeting May 25, 2011
**10.9*

RESOLUTION NO. 2011-14

RESOLUTION OF THE BOARD OF TRUSTEES OF THE DEL MAR UNION SCHOOL DISTRICT IN AUTHORIZING THE STANDARDIZATION OF PLAYGROUND EQUIPMENT FROM PLAYWORD SYTEMS

On the motion of Member _____, seconded by Member _____, the following resolution is adopted by the Governing Board of the Del Mar Union School District of San Diego County, California.

WHEREAS, DEL MAR UNION SCHOOL DISTRICT, County of San Diego, State of California ("District") is duly authorized and existing under the laws of said State; and

WHEREAS, the governing body has determined it is in the best interest of the District to secure recycled plastic and metal playground equipment which withstands coastal climate much better and is virtually maintenance free; and

WHEREAS, the District has entered or will enter into agreements for the acquisition of Playworld Systems playground equipment all in accordance with applicable public contract law;

NOW, THEREFORE, BE IT RESOLVED that the Superintendent or the Assistant Superintendent, Business Services, acting alone be hereby authorized in the name and on behalf of District to enter into binding agreements for Playworld Systems playground equipment, upon such terms set forth in specifications and purchase agreement, and to execute, as agent for the District, all necessary agreements contained therein.

PASSED AND ADOPTED by said Governing Board on May 25, 2011, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

I, James Peabody, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which resolution is on file, in office of said Board.

James D. Peabody
Secretary of the Governing Board

Regular Board Meeting of May 25, 2011

May 19, 2011

To: Board Members

From: Scott Mann, Assistant Superintendent Business Services

Through: James Peabody, Superintendent

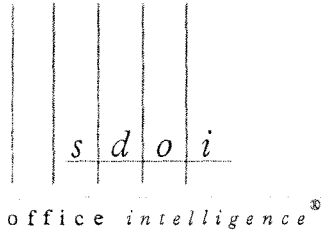
Subject: Agenda Item *10.10: Board Approval of a Change Order for San Diego Office Interiors to Architect Agreement for Tenant Improvements

San Diego Office Interiors has requested that the attached change order be approved to allow for reimbursable expenses that were not calculated into the original agreement for services. The tenant improvement project at both the Maintenance Warehouse and the District Office Administration building has required additional expenditures for plan copies, prints, permit processing and mileage. Approval of this change order will increase the total contract amount by \$1,500.00 to \$167,259.75.

FISCAL IMPACT: **Cost – \$1,500.00**
Program or Department – Special Reserves, Capital Outlay
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 that the Board approves the change order as presented.

Regular Board Meeting of May 25, 2011
**10.10*



CHANGE ORDER REQUEST

If this change order request is satisfactory, we request that you to please sign and return an approved copy to our office. The contract amount will be modified pursuant to the change order summary below.

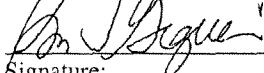
SDOi JOB NO: 63868A
 ORDER NO. 1
 ISSUED DATE: 5/19/11

Del Mar Union School District
 225 Ninth Street
 San Diego, CA 92014

Pursuant to requests made, we are presenting pricing for the following work. The scope of work includes:

Item #	Description	Amount
1	Reimbursables	\$ 1,500.00
Total amount of this change order		\$ 1,500.00
CHANGE ORDER SUMMARY:		
	Original contract amount	\$ 165,759.75
	Net amount of previous approved change orders	\$ -
	Total original contract plus or minus net changes	\$ 165,759.75
	Total amount of this change	\$ 1,500.00
	New contract amount including this change	\$ 167,259.75

Architect:
 San Diego Office Interiors
 3706 Ruffin Road
 San Diego, CA 92123


 Signature:
 Date: May 19, 2011

Client:
 Del Mar Union School District
 225 Ninth Street
 San Diego, CA 92104

 Signature:
 Date:

Regular Board Meeting May 25, 2011

May 19, 2011

To: Board Members

From: Cara Schukoske, Director of Pupil Services

Through: James Peabody, Superintendent

Subject: Agenda Item *10.11: Board Approval of Contracts and Contract Amendments for Special Education Services for the 2010-2011 School Year

During the operation of the school year it becomes necessary to contract with various schools, agencies and contractors to provide services for District students as required. The list below represents Contracts and Addendums to existing agreements that are needed at this time to continue providing these required services. District staff has reviewed these agreements and addendums and recommends Board approval and ratification.

KIDS Therapy

Approve Master Agreement to provide NPA OT services through the end of the 2010-2011 school year. \$2,500.00

Susan Berkowitz

Approve addendum to increase agreement by \$2,500.00 to a total of \$3,500.00 for additional independent educational evaluations for speech/language \$2,500.00

TOTAL \$5,000.00

Fiscal Impact: **Cost – \$5,000.00**
Program or Department - Restricted General Fund,
 Special Education
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

Recommends: The Superintendent recommends approval of contracts and contract amendments for Special Education Services for the 2010-2011 school year.

Regular Board Meeting of May 25, 2011

May 18, 2010

To: Board Members

From: Michael Casey, Director of Technology

Through: Jim Peabody, Superintendent

Subject: Agenda Item *10.12: Board Approval of Agreement Between Apple Inc. and the Del Mar Union School District for Lease of Apple Computers.

Michael Casey, Director of Technology, has recommended the leasing of Apple computers to replace all technology lab computers. In addition, he recommends that each school site receive new computers in the libraries, the front offices and the health technician offices.

Many of the computers currently used in the technology labs, libraries and front offices are beyond 'end of life' and are in need of replacement. Replacing all of these computers at one time allows for better lease pricing, systematic updates of software and lower maintenance costs across the board. The computers currently used in the technology labs will be reassigned to classrooms to assist students in project research and to further enhance their word processing skills.

Leasing computers is a common best practice. It offers the district a number of benefits:

- The technology labs, libraries and office staff will have new computers to use every 4 years with the latest operating system allowing them to run modern applications for both educational and administrative tasks
- Reduces the expenditures of maintaining older equipment
- By leasing a large number of computers, the district receives greater discounts (above and beyond our current educational discounts) off-setting any lease fees
- Stabilizes the district technology budget and becomes an operational cost
- Does not increase the technology budget or overall district budget

Regular Board Meeting of May 25, 2011
**10.12*

FISCAL IMPACT: **Cost** – \$92,833.36 annually
 Program or Department – Technology
 Is this a Restricted Program? No
 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 Agreement between Apple Inc. and the Del Mar Union School District for lease of Apple Computers.

Regular Board Meeting May 25, 2011

May 25, 2011

To: Board Members

From: Randy Wheaton, Director Maintenance and Operations

Through: James Peabody, Superintendent

Subject: Agenda Item *10.13: Board to approve of agreement between the Del Mar Union School District and CIS, Consulting & Inspection Services, LLC.

CIS is a professional project inspection service that is locally owned and operated. Their expertise includes geotechnical, project overviews and special inspections provided by DSA (Division of State Architect) trained inspectors. They have extensive experience with the provision of project inspections and have several DSA certified project inspectors on staff. CIS will provide inspection services by DSA certified inspectors for the entire District as needed. This general agreement will allow the District to have a DSA Inspector available to help review and close out various upcoming projects. Services will be in an amount not to exceed \$15,000.00

*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 – Maintenance and Operations
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 approval of the agreement between the Del Mar Union School District and Consulting and Inspection Services, LLC.

*Regular Board Meeting May 25, 2011
10.13

Regular Board Meeting of May 25, 2011

May 25, 2011

To: Board Members

From: Randy Wheaton, Director of Maintenance & Operations

Through: James Peabody, Superintendent

Subject: Agenda Item *10.14: Board Approval of Agreement between the Del Mar Union School District and Charles Forte Architect re Entrance to Del Mar Heights School

Maintenance and Operations recommends securing the consultant services of Charles Forte Architect. Charles Forte will provide three plan options for the entrance to Del Mar Heights School to make the area ADA compliant. Charles Forte will also attend two presentations to the Del Mar Union School District and Del Mar Heights to present his findings. Charles Forte Architect will secure input from principal and Maintenance and Operations to accomplish this task. Charles will provide bid assistance and construction administration. This includes, attending job walks during bidding of contract, provide addendum based on contractors questions and design changes, respond to request for information to all who need it, review change orders requests, review shop drawings and attending meetings with chosen contractor. Services will be in the amount not to exceed \$13,680.00.

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

FISCAL IMPACT: Cost – \$13,680.00
Program or Department – Maintenance and Operations
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 the Board approve the agreement between Del Mar Union School and Charles Forte Architect.

Regular Board Meeting of May 25,2011
**10.14*

Regular Board Meeting of May 25, 2011

May 25, 2011

To: Board Members

From: Randy Wheaton, Director of Maintenance & Operations

Through: James Peabody, Superintendent

Subject: Agenda Item *10.15: Board Approval of Agreement between the Del Mar Union School District and Charles Forte Architect.

Maintenance and Operations recommends securing the consultant services of Charles Forte Architect. Charles Forte will provide consultant services with regards to site building planning, programming, building design, site design, schematic cost estimates, construction documents, project specs, DSA (Division of State Architect) permit services, bid assistance, construction administration and DSA closeout. This agreement will provide services as required by the District. The agreement will begin on June 1, 2011 and will remain in effect until June 30, 2012 or funds are depleted. At that time we will present a new agenda item for approval if needed. Services will be in the amount not to exceed \$15,000.00

*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 – Maintenance and Operations
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 the Board approve the agreement between Del Mar Union School and Charles Forte Architect.

*Regular Board Meeting of May 25, 2011
10.15

Regular Board Meeting May 25, 2011

May 25, 2011

To: Board Members

From: Randy Wheaton, Director Maintenance and Operations

Through: James Peabody, Superintendent

Subject: Agenda Item *10.16: Board Approval of Agreement Between the Del Mar Union School District and C & M Relocation Systems.

C & M Relocation Systems are a professional relocation company that is locally owned and operated. Their expertise includes assisting businesses in making competitive, cost effective decisions in already existing relocation plans. The Del Mar Union School District Offices is scheduling to move into its new location during July 2011. To help facilitate a smooth transition while maintaining services, Mr. Wheaton is recommending using a relocation company. A relocation company will allow staff to respond to site needs and business for the District with minimal interruptions. Using this service also allows the M&O department to complete summer projects before school resumes. Services will be in an amount not to exceed \$4,600.00.

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

FISCAL IMPACT: **Cost** – \$4,600.00
Program or Department – Special Reserves Capital Outlay
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 approval of the agreement between the Del Mar Union School District and C&M Relocation Systems.

Regular Board Meeting of May 25, 2011

May 11, 2011

To: Board Members

From: Cathy Birks, Assistant Superintendent, Business Services

Through: James Peabody, Superintendent

Subject: Agenda Item 10.17: 2010-2011 San Diego County Office of Education Oversight Letter Regarding 2010-2011 Second Interim Report

Per Education Code 42130, the Del Mar Union School District submits all financial reports to the San Diego County Office of Education (SDCOE) for review. Mr. Brent Watson Executive Director, District Financial Services issues a review letter. The letter regarding the 2010-2011 Second Interim Report is attached.

FISCAL IMPACT: Cost – SDCOE performs review as part of oversight at no charge to the District
Program or Department – Government Wide
Is this a Restricted Program? Restricted and Unrestricted Funds
Was this expenditure anticipated in the adopted budget? No expense related to oversight
Will this Program or Department be over budget after this expenditure? Not Applicable

RECOMMENDED: For information only. No action required.

*Regular Board Meeting of May 25, 2011
 10.17*



SAN DIEGO COUNTY OFFICE OF EDUCATION

6401 LINDA VISTA ROAD, SAN DIEGO, CALIFORNIA 92111-7399 (858) 292-3500

Superintendent of Schools

Randolph E. Ward, Ed.D.

April 14, 2011

Mr. James Peabody
 Superintendent
 Del Mar Union School District
 225 Ninth Street
 Del Mar, CA 92014-2716

Dear Mr. Peabody:

Re: 2010-11 Second Interim Report

Our office has completed its review of your Second Interim Report in compliance with the provisions of Education Code Section 42130 et seq. The district has submitted a positive certification, which means that the district will meet its financial obligations for the current fiscal year and subsequent two years.

The district's Second Interim Report has been analyzed in the context of the 2010-11 State Budget Act, the Governor's proposed budget for 2011-12, and the School Services of California COLA projections for 2011-12 and 2012-13. All of the data submitted by the district has been analyzed and appears to adequately reflect the financial status of your district as of January 31, 2011. In accordance with the provisions of Education Code Section 42131, the County Superintendent of Schools will inform the California Department of Education (CDE) that your district submitted a positive certification in a timely fashion and we concur with this certification at this time.

During our review, we noted the following items:

Financial Status in 2010-11

Reserve for Economic Uncertainties

The state requires the district to maintain a Reserve for Economic Uncertainties equal to 3% of expenditures. The district projects that it will meet this requirement in 2010-11.

Deficit Spending

The district is projecting deficit spending in the Unrestricted General Fund of \$1.66 million in 2010-11. Deficit spending permanently reduces the fund balance and can create future financial difficulties.

Board of Education

Mark C. Anderson Susan Hartley Sharon C. Jones Jerry R. Rindone John Witt

SERVICE AND LEADERSHIP

April 14, 2011
Mr. James Peabody
Page 2 of 2

Basic Aid Districts

For 2010-11, Basic Aid districts are subject to a 5.81% fair share cut based on the 2009-10 P-2 Revenue Limit. The amount for the Del Mar Union School District is \$1.48 million, and this has been included in the district's Second Interim report.

Multi-Year Projection

Because of the ongoing state fiscal crisis and annual cost increases, the district projects that it will continue to face budget challenges in 2011-12 and 2012-13. The district's multi-year projection incorporates the following key assumptions:

- No COLA for revenue limit and categorical programs in 2011-12. COLA of 1.8% for revenue limit and categorical programs in 2012-13;
- A potential budget reduction of \$330 per ADA has been included in the ending balance for 2011-12 and 2012-13;
- Property taxes will remain flat in 2011-12 and 2012-13; and
- K-3 Class Size reduction flexibility will continue in 2012-13.

Since the time the district issued its Second Interim Report, the Legislature has approved an 8.92% cut for basic aid districts for 2011-12 and 2012-13. This cut would be capped at the amount of the district's excess taxes in the prior year. The estimated amount of this cut is \$2.34 million in 2011-12 and \$2.43 million in 2012-13. If the taxes are not extended by the voters, the district has planned for cuts of \$330 per ADA, which is \$1.40 million in 2011-12 and \$1.43 million in 2012-13. Assuming both the 8.92% and \$330 per ADA cuts are implemented, the district will need additional budget solutions totaling \$2.12 million by the end of 2012-13 to make the 3% minimum reserve requirement. We recommend that Basic Aid districts begin developing plans for these cuts in the 2011-12 Adopted Budget.

Conclusion

Should any adverse circumstances arise which would negatively impact the financial condition of the district, please notify this office as soon as possible. Please review this document carefully for any changes in data submitted. Should you have any questions concerning this review, please feel free to call me at (858) 292-3537 or Keith Butler, Consultant, Business Advisory Services at (858) 292-3810.

Sincerely,



Brent Watson
Executive Director
District Financial Services

BW: KB: sr

cc: Ms. Comischell Rodriguez, Board President
Ms. Cathy Birks, Assistant Superintendent, Business Services

May 18, 2011

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

Through: James D. Peabody, Superintendent

Subject: Agenda Item 10.18: Board Approval of Temporary Loans from County Treasury within 2011-2012 Fiscal Year, Resolution No. 2011-13

Cash shortfalls arise historically during the month of October and November due to the timing of cash receipts from property taxes which are received mid December. It is not anticipated, at this time, the Del Mar Union School District will experience a shortfall in October and November 2011. If a cash shortfall does occur, the District may request a temporary loan from the County Treasury up to 85% of estimated taxes to be accrued for fiscal year 2011-2012. The District will be charged interest on the temporary transfer at the going county pool rate. In order to have the ability to request a loan the district must have board approval of the attached resolution, which will be kept on file for fiscal year 2011-2012.

FISCAL IMPACT: **Cost** – Interest expense will be posted in the Unrestricted General Fund if incurred.
Program or Department – Business Services
Is this a Restricted Program? No
Was this expenditure anticipated in the adopted budget? This is for information only.
Will this Program or Department be over budget after this expenditure? No

RECOMMENDED: The Superintendent recommends the Board of Trustees approves Resolution No 2011-13 authorizing the Del Mar Union School District to request a temporary transfer of funds from the County Treasury.

RESOLUTION NO. 2011-13

RESOLUTION OF GOVERNING BOARD OF DEL MAR UNION SCHOOL DISTRICT REQUESTING TEMPORARY TRANSFER OF FUNDS

County Office Use Only		
Date of Transfer	Amount of Transfer	Available Balance
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____

On motion of member _____, seconded by member _____ the following resolution is adopted:

WHEREAS, the California Constitution, Article XVI, Section 6 and Education Code section 42620 or 85220 provide that the Treasurer of the County shall have the power and it shall be his duty to make such temporary transfer from the funds in his custody as may be necessary to provide funds for meeting the obligations incurred for maintenance purposes by any district whose funds are in his custody and are paid out solely through his office; such temporary transfer of funds shall be made only upon resolution adopted by the governing board of the County to make such temporary transfer; such temporary transfer of funds shall not exceed 85% of taxes accruing to the district, shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year, and shall be replaced from the taxes accruing to such district before any other obligation of the district is met from such taxes; and

WHEREAS, on _____ June 22, 2011 _____, the governing board will:

- _____ Adopt a tentative budget (community college only)
- x Adopt a final budget
- _____ Adopt a revised final budget (school district only)

for this district for the fiscal year 2011-12 pursuant to the provisions of the Education Code sections 42127 or 70901, and taxes accruing to the district for said fiscal year are estimated to be \$ _____ 32,335,882 _____; and

WHEREAS, taxes accrued to this district during the 2010-11 fiscal year were \$ _____ 32,335,882 _____; and

WHEREAS, it is necessary to provide funds for meeting obligations incurred for maintenance purposes by this district; AND NOW THEREFORE

IT IS RESOLVED AND ORDERED pursuant to the provisions of the California Constitution, Article XVI, Section 6, and Education Code section 42620 or 85220 as follows:

1. The Board of Supervisors of the County of San Diego is requested to direct the Treasurer of the County of San Diego to make a temporary transfer from the funds in his custody to this district during the 2011-12 fiscal year to meet obligations incurred for maintenance purposes in the amount of:
 - (a) \$ _____ 4,672,535 _____ for the period from July 1 until August 31 not to exceed 17% of the authorized limit.

(b) \$ 27,485,500 after August 31 but not to exceed a total of 85% of taxes accruing to the district. This amount represents the total available temporary transfer approved by the governing board for the 2011-12 fiscal year inclusive of the 17% shown in (a) above.

- 2. If directed by the Board of Supervisors, funds will be transferred to this district by the Treasurer of the County of San Diego in sums as requested by the District Superintendent and certified by him/her to be necessary to provide funds for meeting the obligations incurred for maintenance purposes by the district not to exceed the maximum amount herein specified, provided the Treasurer determines that funds in his custody are available for such transfers.
- 3. The Clerk/Secretary of this Board is directed to file a copy of this resolution with the Board of Supervisors, the County Superintendent of Schools, the County Auditor and Controller, and the County Treasurer-Tax Collector.

PASSED AND ADOPTED by the Governing Board of the Del Mar Union School District, County of San Diego, State of California, this 25 day of May, 2011 by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

I, _____, Clerk/Secretary of the Governing Board of the _____ District, County of San Diego, State of California, do hereby certify that the foregoing is a true copy of a resolution adopted by said Board at a meeting thereof, at the time and by the vote therein stated, which original resolution is on file in the office of said Board.

Date
Board

Clerk/Secretary of the Governing Board

Regular Board Meeting May 25, 2011

May 19, 2011

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

Through: James Peabody, Superintendent

Subject: Agenda Item *10.19: Board Discussion/Approval, Request for Proposal (RFP) for Vended Meal Service Provider

Pursuant to Board direction at the May 12, 2011 Special Board Meeting, staff is working on the revision of the Request for Proposal for a vended meal service provider, to include the following:

1. The language changed to be less restrictive
2. Meals prepared from scratch daily with an allowance of a maximum of 40% of frozen pre-cooked entrees. All sides that are vegetables should not be from a canned source and fruits should be fresh, whenever possible.
3. No dessert other than fresh fruit, whenever possible.
4. Meals free of added hormones, antibiotics-free and nitrate-free, whenever possible.
5. Meals that do not include artificial colors, artificial flavors, preservatives, high fructose corn syrup, partially hydrogenated oils and hidden MSG, whenever possible.
6. Meals that include dairy products (including cheese) that are free of added hormones, whenever possible.
7. Meals that include local, seasonal and organic ingredients when it is within budget limits, whenever possible.
8. Safe and environmentally friendly packaging, whenever possible.

The revised RFP will be presented to the Board at the May 25, 2011 board meeting.

Regular Board Meeting May 25, 2011
**10.19*

FISCAL IMPACT: **Cost** – To be determine.
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 discussion and approval of the Proposal (RFP) for Vended Meal Service Provider.

Regular Board Meeting of May 25, 2011

May 18, 2011

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

Through: James D. Peabody, Superintendent

Subject: Agenda Item 10.20: Proposed 2011-2012 Budget Reductions

The attached spreadsheets are for information only. District Staff is attempting to list budget reductions that may be under consideration and the estimated cost savings that may be recognized. The spreadsheets are separated if the item is subject to interest based bargaining and budget reductions that do not require interest based bargaining.

FISCAL IMPACT: **Cost** – Please see line items
Program or Department – All
Is this a Restricted Program? Restricted and Unrestricted
Was this expenditure anticipated in the adopted budget? This is for information only.
Will this Program or Department be over budget after this expenditure? N/A

RECOMMENDED: For information only. No action required.

*Regular Board Meeting of May 25, 2011
 10.20*

**Proposed Budget Reductions
Fund 3 & Fund 6
Not Subject to Interest Based Bargaining
Fiscal Year 2011-2012**

Description	Estimated Savings
Eliminate District Office Administrators Cell Phones	\$3,400
Reorganize Library Services	\$287,000
Reorganize Maintenance & Operations	\$58,000
Eliminate Lunch Duty Stipend	\$9,000
Eliminate \$40 Teacher Stipend for Classroom Materials-increase discretionary budget-Savings is the processing of PO's for employee reimbursement (Est 232 teachers)	\$45-\$125 Administrative cost per Purchase Order
Eliminate ALP	\$60,000
Classified-Freeze Step & Column (salary plus labor) Employees at top of salary will not be affected	\$152,000
Classified Management-Freeze Step & Column (salary plus labor) Employees at top of salary will not be affected	\$0
Classified-Reduce Salary by 1% (salary plus labor)	\$74,000
Classified Management-Reduce Salary by 1% (salary plus labor)	\$3,000
Classified-Reduce Salary by 1/2% (salary plus labor)	\$37,000
Classified Management-Reduce Salary by 1/2% (salary plus labor)	\$2,000
All Classified Staff- one furlough day (salary plus labor)	\$29,000

**Proposed Budget Reductions
Fund 3 & Fund 6
Subject to Interest Based Bargaining
Fiscal Year 2011-2012**

Description	Estimated Savings
Eliminate Upper Grade Comp Days (two days)	\$40,000
Eliminate Duty Free Lunch-\$25/hr paid to certificated employees for noon duty	\$22,000
Reorganize Shared Contracts- offer Kaiser only- Savings is the administration of benefits	\$2,000
Allocate District Contribution toward Health Benefits based upon the Shared Contract percentage of time worked (50% FTE = 50% Cap) Savings will depend if allocated cap is used (will eliminate giving share of cap to partner)	unknown
Recognize Shared Contracts as part time employees and offer Kaiser part time plan-eliminate vision, dental & life (district contribution will be 70% of employee only)- Savings assumption based on current Kaiser shared contracts @ \$5,555	\$33,000
Certificated-Freeze Step & Column (salary plus labor) Employees at top of salary schedule will not be affected	\$419,000
Certificated Management-Freeze Step & Column (salary plus labor) Employees at top of salary will not be affected	\$16,000

Proposed Budget Reductions
Fund 3 & Fund 6
Subject to Interest Based Bargaining
Fiscal Year 2011-2012

Description	Estimated Savings
Certificated-Reduce Salary by 1% (salary plus labor)	\$226,000
Certificated Management-Reduce Salary by 1% (salary plus labor)	\$20,000
Certificated-Reduce Salary by 1/2% (salary plus labor)	\$113,000
Certificated Management-Reduce Salary by 1/2% (salary plus labor)	\$10,000
All Certificated Staff- one furlough day (salary plus labor)	\$133,000
Increase Class Size by One, Reduce Teachers by 5 (salary plus labor)	\$314,000
Class Size Reduction GAIN	\$17,000
NET SAVINGS	\$331,000
Increase Class Size by Two, Reduce Teachers by 16 (salary plus labor)	\$1,004,000
Class Size Reduction LOSS	-\$30,000
NET SAVINGS	\$974,000
Increase Class Size by Three, Reduce Teachers by 15 (salary plus labor)	\$941,000
Class Size Reduction LOSS	-\$122,000
NET SAVINGS	\$819,000
Increase Class Size by Four, Reduce Teachers by 20 (salary plus labor)	\$1,255,000
Class Size Reduction LOSS	-\$218,000
NET SAVINGS	\$1,037,000

Regular Board Meeting of May 25, 2011

May 18, 2011

To: Board Members
From: Cathy Birks, Assistant Superintendent of Business Services
Through: James D. Peabody, Superintendent
Subject: Agenda Item 10.21: First Reading, 2011-2012 Proposed Budget

General Fund:

The following is a first read of the Del Mar Union School District 2011-2012 General Fund Budget. The figures are preliminary. Included in this narrative are the assumptions used in calculations. Assumptions will change as information is available at the Governor's level. In addition, any program changes will be incorporated in future versions. Please review the attached spreadsheets for detailed information.

Property Tax revenue estimates have not been received for 2011-12. Although property tax revenue is expected to be slightly higher than the 2010-11 figure, the budgeted figure reflects 100% of the April 15, 2011 P-2 2010-2011 estimate of \$32,335,882.

Federal Revenues that remain for 2011-2012 are restricted for Special Education. Any unspent Ed Jobs Federal Stimulus funds will be carried to the 2011-12 fiscal year as legally restricted ending balance.

Total funding allocated to DMUSD categorical programs is \$4,060,335. The estimated "fair share" calculation is \$3,741,310. The remaining \$319,025 is for use in restricted programs.

Local donations from the Del Mar Schools Education Foundation for the 2011-12 school year to support ESC teachers totaled \$1,160,000.

Certificated staffing FTE is budgeted at 232 for both ESC and regular education teachers. An increase in enrollment will be accommodated through class size increase. There are no classified employee changes.

*Regular Board Meeting of May 25, 2011
10.21*

Regular Board Meeting of May 25, 2011

Current Revenue per child is \$8,663.

Current expenditure per child is \$9,793.

Current spending per child out of Reserves is \$1130.

Above amounts were calculated using 4294 as estimated enrollment.

The District will be adopting the 2011-2012 Proposed Budget at the June 22, 2011 Regular Board Meeting.

FISCAL IMPACT: **Cost** – Total Revenues of \$37,197,469. Total Expenditures of \$42,050,615. Deficit spending of \$4,853,146.

Program or Department – Combined General Fund

Is this a Restricted Program? Restricted and Unrestricted funds are included.

Was this Expenditure anticipated in the adopted budget? Budget adoption will occur on June 22, 2011.

Will this Program or Budget be over budget after this expenditure? General Fund will be deficit spending.

RECOMMENDED: For information only. No action required.

**Del Mar Union School District
2011-2012 First Read
Working Budget as of 5/18/11**

General Fund - RESTRICTED	2010-2011 Second Interim	2011-12 First Read	Change from Second Interim	Comments
Revenues:				
Revenue Limit Sources	365,458	365,458	0	
Federal Revenues	2,097,001	1,066,500	(1,030,501)	No Ed Jobs funding in 11-12
Other State Revenues	349,292	338,459	(10,833)	PY revenue not budgeted
Other Local Revenues	1,472,591	1,472,933	342	
Total Revenues	4,284,342	3,243,350	(1,040,992)	
Expenditures:				
Certificated Salaries	2,673,098	2,741,279	68,181	Step and Column
Classified Salaries	2,720,278	3,009,130	288,852	Step and Column, adjusted staffing
Employee Benefits	1,178,928	1,324,946	146,018	Step and Column
Books & Supplies	1,328,784	641,493	(687,291)	Carryover not budgeted
Operating Expenses	2,727,151	1,516,020	(1,211,131)	Reduced Budget allocations, Childcare building
Capital Outlay	-			
Other Outgo	131,914	43,739	(88,175)	Debt Service to be budgeted
Total Expenditures	10,760,153	9,276,607	(1,483,546)	
Excess (Deficiency)	(6,475,811)	(6,033,257)	442,554	
Other Financing Sources:				
Interfund Transfers	-			
Contributions	5,683,626	6,033,257	349,631	Increase contribution from unrestricted
Total Other Financing Sources	5,683,626	6,033,257	349,631	
Net Increase (Dec) in Fund Balance	(792,185)	-		
Beginning Fund Balance	896,124	103,939		
Ending Fund Balance	103,939	103,939		

**Del Mar Union School District
2011-2012 First Read
Working Budget as of 5/18/11**

General Fund - UNRESTRICTED	2010-2011 Second Interim	2011-2012 First Read	Change from Second Interim	Comments
Revenues:				
Revenue Limit Sources	32,257,584	32,100,955	(156,629)	Change in estimated property taxes
Federal Revenues	-	-	-	
Other State Revenues	2,211,167	(19,434)	(2,230,601)	Increase in "Fair Share" and reduced funding
Other Local Revenues	1,919,086	1,872,598	(46,488)	Site funding to be budgeted when received
Total Revenues	36,387,837	33,954,119	(2,433,718)	
Expenditures:				
Certificated Salaries	19,767,653	19,912,169	144,516	Step and Column
Classified Salaries	3,455,164	3,444,344	(10,820)	Top Step retirements
Employee Benefits	5,427,385	5,780,226	352,841	SUI rate increase, step and column
Books & Supplies	1,427,643	1,042,554	(385,089)	Reduced budget allocation
Operating Expenses	2,520,097	2,547,136	27,039	Increase budget allocations
Capital Outlay	1,112,650	46,200	(1,066,450)	Reduced budget allocation
Other Outgo	1,553	1,379	(174)	
Total Expenditures	33,712,145	32,774,008	(938,137)	
Excess (Deficiency)	2,675,692	1,180,111	(1,495,581)	
Other Financing Sources:				
Interfund Transfers	1,350,000	-	(1,350,000)	Transfer for Childcare Building
Contributions	(5,683,626)	(6,033,257)	(349,631)	Increase contributions to restricted
Total Other Financing Sources	(4,333,626)	(6,033,257)	(1,699,631)	
Net Increase (Dec) in Fund Balance	(1,657,934)	(4,853,146)	(3,195,212)	
Beginning Fund Balance	14,437,320	12,779,386		
Ending Fund Balance	12,779,386	7,926,240		

Del Mar Union School District 2011-2012 First Read Working Budget as of 5/18/11			
General Fund - COMBINED	2010-2011 Second Interim	2011-2012 First Read	Change from Second Interim
Revenues:			
Revenue Limit Sources	32,623,042	32,466,413	(156,629)
Federal Revenues	2,097,001	1,066,500	(1,030,501)
Other State Revenues	2,560,459	319,025	(2,241,434)
Other Local Revenues	3,391,677	3,345,531	(46,146)
Total Revenues	40,672,179	37,197,469	(3,474,710)
Expenditures:			
Certificated Salaries	22,440,751	22,653,448	212,697
Classified Salaries	6,175,442	6,453,474	278,032
Employee Benefits	6,606,313	7,105,172	498,859
Books & Supplies	2,756,427	1,684,047	(1,072,380)
Operating Expenses	5,247,248	4,063,156	(1,184,092)
Capital Outlay	1,112,650	46,200	(1,066,450)
Other Outgo	133,467	45,118	(88,349)
Total Expenditures	44,472,298	42,050,615	(2,421,683)
Excess (Deficiency)	(3,800,119)	(4,853,146)	(1,053,027)
Other Financing Sources:			
Interfund Transfers	1,350,000	-	(1,350,000)
Contributions	-	-	-
Total Other Financing Sources	1,350,000	-	(1,350,000)
Net Increase (Dec) in Fund Balance	(2,450,119)	(4,853,146)	(2,403,027)
Beginning Fund Balance	15,333,445	12,883,326	
Ending Fund Balance	12,883,326	8,030,180	

Date:	May 18, 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
Aposhian, Nan	Teacher	1.00	Ashley Falls	Approve Retirement/Resignation Effective 6/17/11	
Boerner, Barbara	Teacher	1.00	Sycamore Ridge	Approve Retirement/Resignation Effective 6/17/11	
Chiles, Natalie	Music Teacher	0.80	Torrey Hills	Approve Resignation Effective 6/17/11	
Dugger, Linda	Teacher	1.00	Carmel Del Mar	Approve Retirement/Resignation Effective 6/17/11	
Fitzpatrick, Billie Susan	Principal	1.00	Del Mar Hills	Approve Retirement/Resignation Effective 6/30/11	
Hanna, Deborah	Teacher	1.00	Sycamore Ridge	Approve Retirement/Resignation Effective 6/17/11	

*11.1

Regular Board Meeting of May 25, 2011

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Jones, David	Principal	1.00	Carmel Del Mar	Approve Resignation Effective 6/30/11	
Leutel, Janet	Speech Language Pathologist	1.00	Del Mar Hills Sycamore Ridge	Approve Retirement/Resignation Effective 6/17/11	
Martin, Pamela	Teacher	1.00	Ocean Air	Approve Retirement/Resignation Effective 6/17/11	
Newberry, Carol	Teacher	1.00	Ocean Air	Approve Retirement/Resignation Effective 6/17/11	
Scott, Jessica	Teacher	1.00	Torrey Hills	Approve Unpaid Leave of Absence for 2011/12	
Sharpe, Carol	Teacher	1.00	Ocean Air	Approve Retirement/Resignation Effective 6/17/11	

*11.1

Date: May 18, 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
Anderson, Paulette	Business Services Coordinator	1.00	District Office	Approve Retirement/Resignation Effective 6/30/11	
Blue, Dana	School Office Assistant Child Nutrition Services Assistant	0.875 0.125	Del Mar Hills	Approve Unpaid Leave of Absence for 2011/12	
Deignan, Justin	After School Program Worker	0.725	After School Programs	Approve Increase in Hours from 28 Hours per Week to 29 Hours per Week Effective 4/19/11	Replacement
Flaim, Celia	Special Education Aide I	0.75	Del Mar Hills	Approve Resignation Effective 6/17/11	
Gold, Patricia	Instructional Aide I -ELL	0.513	Torrey Hills	Approve Retirement/Resignation Effective 6/17/11	
Graves, Rose	After School Program Worker	0.225	After School Programs	Approve Resignation Effective 4/22/11	

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Hansen, Jenelle	After School Program Worker	0.538	After School Programs	Approve Reduction in Hours from 26 Hours per Week to 21.5 Hours per Week Effective 4/21/11	
Leeper, Gaylord	Assistant Child Care Director	1.00	After School Programs	Approve Retirement/Resignation Effective 6/29/11	
Lobenstein, Jason	After School Program Worker	0.750	After School Programs	Approve Increase in Hours from 22 Hours per Week to 30 Hours per Week Effective 5/2/11	Replacement
Martinez-Perez, Angela	Child Nutrition Services Assistant	0.188	Ashley Falls	Approve Assignment Effective 4/19/11	Replacement
Mettling, Linda	Administrative Assistant	1.00	Del Mar Hills	Approve Retirement/Resignation Effective 6/30/11	
Muller, Myrna	Instructional Aide I Noon Duty Aide	0.3125 0.075	Del Mar Heights	Approve End of Temporary Assignment Effective 5/26/11	
Parra, Danielle	Noon Duty Aide	0.025	Carmel Del Mar	Approve Resignation Effective 5/13/11	
Roath, Yvonne	Assistant Child Care Director	1.00	After School Programs	Approve Retirement/Resignation Effective 6/30/11	
Roberts, Cherie	After School Program Worker	0.75	After School Programs	Approve Resignation Effective 4/29/11	

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Scheg, Catherine	Noon Duty Aide	0.05	Torrey Hills	Approve Resignation Effective 1/31/11	
Thaden, Jeffery	School Plant Manager	1.00	Del Mare Heights	Approve Retirement/Resignation Effective 6/30/11	
Van Gorder, David	Noon Duty Aide	0.025	Torrey Hills	Approve Resignation Effective 2/28/11	
Wassman, Sam	After School Program Worker	0.75	After School Programs	Approve Increase in Hours from 24 Hours per Week to 30 Hours per Week Effective 4/22/11	Replacement
Widders, Gail	Special Education Aide II After School Program Worker	0.75 0.05	Del Mar Heights After School Programs	Approve Resignation Effective 4/29/11	

Regular Board Meeting of May 25, 2011

May 18, 2011

To: Board Members

From: Timothy Asfazadour, Assistant Superintendent, Human Resources

Through: James Peabody, Superintendent

Subject: Agenda Item *11.2: Approval, “Declaration of Need for Fully Qualified Educators” 2011/2012 School Year

The District administration is asking the Board to approve the attached “Declaration of Need for Fully Qualified Educators”.

The District is fortunate that we have a surplus of well-qualified teacher candidates for classroom vacancies, but the District at times experiences a shortage of credentialed teachers in specialty areas, like special education and single subjects. The shortage of teachers who work with handicapped students is severe throughout San Diego County.

FISCAL IMPACT: **Cost** – There is no cost associated with this item.

RECOMMENDED: The Superintendent recommends approval of the attached “Declaration of Need for Fully Qualified Educators”.

*11.2
Regular Board Meeting of May 25, 2011

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	10
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	
List target language(s) for bilingual authorization:	
<input checked="" type="checkbox"/> Resource Specialist	5
<input checked="" type="checkbox"/> Teacher Librarian Services	1
<input checked="" type="checkbox"/> Visiting Faculty Permit	1

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	0
Single Subject	5
Special Education	20
TOTAL	15

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.

The district does not participate in college or university internship programs due to the size of our district and staffing requirements to implement and maintain such a program.

Regular Board Meeting of May 25, 2011

May 20, 2011

To: Board Members

From: Tim Asfazadour, Assistant Superintendent, Human Resources

Through: James Peabody, Superintendent

Subject: Agenda Item 11.3: Board Approval, New Position Job Description for Coordinator/Assistant Director, Early Child Care Services

Following a review of the District Early Childhood Center and Special Education Preschool programs, Julie Geisbauer and Cara Schukoske determined that there was a need to create a new position to more appropriately address the functions that will enable the two programs to work more effectively for our students. The proposed job description and salary schedule follow this narrative.

Julie and Cara will be available during discussion of this item in order to respond to questions from Board members.

FISCAL IMPACT: **Cost** – the position will be cost neutral as other positions will be consolidated and the responsibilities transferred to the new position. The funding will come from both Enterprise and Special Education.
Program or Department- Early Childhood Center/ Special Education.
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 Board approval of the new job description and salary schedule.

DEL MAR UNION SCHOOL DISTRICT

CLASS TITLE: COORDINATOR/ASSISTANT DIRECTOR, EARLY CHILD CARE SERVICES

BASIC FUNCTION:

Under the direction of the Director of After School Programs/Child Care Services and Director of Pupil Services, assist in the administration and supervision of Early Child Care Services to include special education preschool and child care programs in accordance with school district policies and in compliance with state and federal regulations; train, supervise and evaluate the performance of assigned staff.

RESPONSIBILITIES:

Observes, consults with, and assists certificated and classified early child care staff and related service providers.

Assists district in evaluating the effectiveness of Preschool programs.

Facilitates staff development, program development, parent education and innovation of special methods and approaches.

Assists special education personnel in implementing and coordinating the services of each student's IEP.

Serves as a resource in the identification, selection, and use of instructional materials, curriculum, and methodologies.

Maintains knowledge of current laws and regulations pertaining to individuals with exceptional needs, and may be assigned to prepare complaint, mediation, process materials, and State reporting materials.

Acts as the Local Education Agency (LEA) Administrative Designee in IEP meetings.

Oversee development of childcare calendars and ensure distribution; maintain curriculum calendar.

Prepare weekly staffing sheets; monitor and review staff attendance logs and evaluate staff performance in accordance with child care and District policies.

Monitor sign-up activities for optional days and the summer program; determine staff availability and staff schedule for optional days; delegate preparation of program planning for optional days to child care staff; organize field trips for optional days including location, cost, transportation, permission slips and other matters.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

Assist in the planning, organization and direction of a Preschool and a Child Care Center.
 Oral and written communication skills.
 Principles and practices of managing a child care program.
 Applicable laws, codes, regulations, policies and procedures.
 Computer software applications for child development reporting.
 Principles and methods of child development.
 Proper evaluation methods.

ABILITY TO:

Assist in the administration and supervision of the preschool and child care programs in accordance with school district policies and in compliance with State and federal regulations.
 Communicate effectively both orally and in writing.
 Interpret, apply and explain rules, regulations, policies and procedures.
 Analyze situations accurately and adopt an effective course of action.
 Meet schedules and time lines.
 Work independently with little direction.
 Plan and organize work.
 Prepare comprehensive narrative and statistical reports.
 Train and evaluate the performance of assigned staff.
 Establish and maintain working relationships with faculty, staff, parents, community members and others.
 Conduct effective program evaluations.
 Secure successful grants.

QUALIFICATIONS:

Valid Special Education Credential.
 Twelve semester units of early childhood education with six of the twelve units in early childhood education or child development in school age course work.
 Three semester units of supervised field experience in an early childhood education setting.
 Child Development Site Supervisor Permit and/or Child Development Program Director Permit or willingness to attain permit(s) for the state of California.
 Administrative Services Credential or willingness to attain an Administrative Services credential authorizing service in California public schools.
 Valid California driver's license.
 Valid First Aid and CPR certifications

EXPERIENCE:

Three to five years of experience working with children to grade 6 in an educational setting.

Five years of management level experience

WORKING CONDITIONS:**ENVIRONMENT:**

Classroom and outdoor environment.

Noisy at times.

PHYSICAL DEMANDS:

Standing for extended periods of time.

Bending at the waist to assist students.

Reaching overhead, above the shoulders and horizontally.

Hearing and speaking to exchange information.

Seeing to monitor student activities and behavior.

Dexterity of hands and fingers to demonstrate activities and prepare materials.

HAZARDS:

Exposure to communicable diseases.

SALARY:

Placement on the Certificated Management Salary Schedule.

DEL MAR UNION SCHOOL DISTRICT CERTIFICATED MANAGEMENT

CERTIFICATED MANAGEMENT SALARY SCHEDULE: Effective June 1, 2011

ADOPTED BY BOARD OF TRUSTEES - May 25, 2011

DAYS	RANGE	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>
		ANNUAL	ANNUAL	ANNUAL	ANNUAL	ANNUAL
		MONTHLY	MONTHLY	MONTHLY	MONTHLY	MONTHLY
		DAILY	DAILY	DAILY	DAILY	DAILY
		HOURLY	HOURLY	HOURLY	HOURLY	HOURLY
220		\$85,765	\$90,279	\$95,031	\$100,032	\$105,297
12 PAYS		7,147.08	7,523.25	7,919.25	8,336.00	8,774.75
		389.84	410.36	431.96	454.69	478.62
		48.73	51.29	53.99	56.84	59.83

	SICK
<u>IDENTIFICATION</u>	<u>LEAVE</u>
Coordinator/Assistant Director Early Child Care Services	12 DAYS

Regular Board Meeting of May 25, 2011

May 20, 2011

To: Board Members

From: Tim Asfazadour, Assistant Superintendent, Human Resources

Through: James Peabody, Superintendent

Subject: Agenda Item 11.4: Board Approval, Salary Schedule Change for Director, Early Childhood Center/Afterschool Programs

Following a review of the job description for the Director, Early Childhood Center/Afterschool Programs, it has been determined that a change in the salary schedule is appropriate when comparing the position to other positions with comparable responsibilities. The proposed salary range for the position is \$100,709 to \$120,519 in five increments; the work year for the position is to remain 220 days. This position is fully funded through the District Enterprise Fund and not the district's General Fund.

FISCAL IMPACT: **Cost** – there will a maximum increase of \$31,179.28 to the enterprise fund.
Program or Department- Early Childhood Center
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 Board approval of the change to the Director of Early Childhood Center/Afterschool Programs salary schedule.

Regular Board Meeting of May 25, 2011

May 18, 2011

To: Board Members

From: Timothy Asfazadour, Assistant Superintendent, Human Resources

Through: James Peabody, Superintendent

Subject: Agenda Item 11.5: Board Approval, New Job Description for the Position of After School Program Enrichment Worker

A new job description has been developed for the position of After School Program Enrichment Worker. This position is temporary in nature and is utilized October through May. The person filling the position works 2 hours per day during this time. Although this position has been filled in the past by current employees wishing to work extra hours, there has never been a formal job description. This description will help formalize the position and create a salary placement that is uniform and in keeping with the assigned duties.

FISCAL IMPACT: Cost – \$11.46 to \$16.13 per hour – Depending on Experience
Program or Department- After School Programs – Enterprise Fund
Is this a Restricted Program? No
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 new Job Description for the position of After School Program Enrichment Worker.

Regular Board Meeting of May 25, 2011
 11.5

DEL MAR UNION SCHOOL DISTRICT**CLASS TITLE: AFTER SCHOOL ENRICHMENT WORKER****BASIC FUNCTION:**

Under the direction of the Director of After School Programs/Child Care Services, Assistant Director, and Site Team Leader, assist in the facilitation and implementation of after school enrichment classes and assist with after school care.

REPRESENTATIVE DUTIES:

Take attendance for enrichment staff and students daily. If an instructor or student is absent, take appropriate steps as outlined in procedures. Communicate with the After School staff and make phone calls to parents as necessary.

Provide supervision for students enrolled in enrichment classes as needed.

Supervise and monitor enrichment classes. Communicate observations to After School Programs office staff.

Monitor inventory of supplies and materials; report needs to After School Program office.

Charge and discharge children; sign in and check out children to parents and guardians; note special instructions provided by parents or guardians.

Utilize behavior management strategies to monitor and control children's behavior; discipline behavior problems as appropriate; report behavior problems to appropriate personnel as required.

Assist and supervise in the After School child care program as assigned.

Perform routine clerical duties such as filing, duplicating instructional materials and preparing project materials for the after school program.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

Basic needs and characteristics of school-age children.

Laws, regulations, policies and procedures related to assignment.

Behavior management techniques and strategies.

ABILITY TO:

Take initiative to assist children.
Work effectively with individuals and groups of school-aged children.
Work cooperatively with others.
Communicate effectively both orally and in writing.
Understand and follow oral and written directions.
Work confidentially with discretion.
Maintain records.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and related experience working with children.
Valid CPR and First Aid

WORKING CONDITIONS:**ENVIRONMENT:**

Classroom and outdoor environment.
Noisy at times.

PHYSICAL DEMANDS:

Standing for extended periods of time.
Bending at the waist to assist students.
Reaching overhead, above the shoulders and horizontally.
Hearing and speaking to exchange information.
Seeing to monitor student activities and behavior.
Dexterity of hands and fingers to demonstrate activities and prepare materials.

HAZARDS:

Exposure to communicable diseases.

SALARY:

Range 6 of the Classified Salary Schedule

Regular Board Meeting of May 25, 2011

May 18, 2011

To: Board Members

From: Timothy Asfazadour, Assistant Superintendent, Human Resources

Through: James Peabody, Superintendent

Subject: Agenda Item 11.6: Board Approval, New Job Description for the Position of After School Program Summer Office Assistant/Health Technician

A new job description has been developed for the position of After School Program Summer Office Assistant/Health Technician. This position is temporary in nature and is utilized during summer camp and Children's Creative Workshop. The person filling the position works 7.5 hours per day during this time. Although this position has been filled in the past by current employees wishing to work extra hours, there has never been a formal job description. This description will help formalize the position and create a salary placement that is uniform and in keeping with the assigned duties.

FISCAL IMPACT: Cost – \$16.60 - \$23.36 per hour – Depending on Experience
Program or Department- After School Programs – Enterprise Fund
Is this a Restricted Program? No
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 New Job Description for the Position of After School Program Summer Office Assistant/Health Technician

Regular Board Meeting of May 25, 2011
 11.6

DEL MAR UNION SCHOOL DISTRICT

**CLASS TITLE: AFTER SCHOOL PROGRAM SUMMER OFFICE
ASSISTANT/HEALTH TECHNICIAN**

BASIC FUNCTION:

Under the direction of the Director of After School Programs/Child Care Services, assist in the facilitation and implementation of Children's Creative Workshop (CCW) and support After School Programs clerical staff.

REPRESENTATIVE DUTIES:

Maintain attendance records for CCW staff and students daily. If an instructor or student is absent, take appropriate steps as outlined in procedures. Communicate with the After School staff and make phone calls to parents as necessary.

Manage CCW main office. Perform routine clerical duties such as filing, duplicating instructional materials and preparing project materials for CCW and the After School Program.

Provide supervision for students enrolled in CCW classes as needed.

Evaluate health of children; administer medication as directed; perform First Aid as necessary; contact parents as necessary; follow district health policy.

Organize and monitor inventory of supplies and materials; report needs to After School Programs office staff.

Charge and discharge children; sign in and check out children to parents and guardians; note special instructions provided by parents or guardians.

Assist After School Programs clerical staff as assigned.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Basic needs and characteristics of school-age children.

Laws, regulations, policies and procedures related to assignment.

Behavior management techniques and strategies.

Basic computer skills.

ABILITY TO:

Take initiative to assist children.
Work effectively with individuals and groups of school-aged children.
Work cooperatively with others.
Communicate effectively both orally and in writing.
Understand and follow oral and written directions.
Work confidentially with discretion.
Maintain records.
Perform data entry.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and related experience working with children.
Valid CPR and First Aid.

WORKING CONDITIONS:**ENVIRONMENT:**

Classroom and outdoor environment.
Noisy at times.

PHYSICAL DEMANDS:

Standing for extended periods of time.
Bending at the waist to assist students.
Reaching overhead, above the shoulders and horizontally.
Hearing and speaking to exchange information.
Seeing to monitor student activities and behavior.
Dexterity of hands and fingers to demonstrate activities and prepare materials.

HAZARDS:

Exposure to communicable diseases.

SALARY:

Range 21 of the Classified Salary Schedule

Regular Board Meeting of May 25, 2011

May 20, 2011

To: Board Members

From: Tim Asfazadour, Assistant Superintendent, Human Resources

Through: James Peabody, Superintendent

Subject: Agenda Item 11.7: Public Hearing Regarding the Del Mar Union School District's Initial Proposal to negotiate the 2011 Collective Bargaining Agreement.

Provisions of the California Government Code requires that public school employers and exclusive representatives present proposals which relate to matters within the scope of representation at a public meeting of the public school employer prior to commencing negotiations. The intent of this hearing is to provide the public with an opportunity to comment on the initial bargaining proposals from both the District and the DMCTA. The DMUSD and DMCTA contract openers for 2011-12 will be available at the board meeting.

Public Hearing Procedure:

- Hearing Opened at ____ p.m. by Board President Rodriguez.
- Public Comments.
- Hearing Closed at ____ p.m. by Board President Rodriguez.

FISCAL IMPACT: **Cost** – There is no fiscal impact associated with the approval of the initial bargaining proposals.

RECOMMENDED: The Superintendent Recommends Board Approval of the Initial Proposals to Negotiate the 2011 Collective Bargaining Agreement.

Regular Board Meeting of May 25, 2011

May 20, 2011

To: Board Members

From: Tim Asfazadour, Assistant Superintendent, Human Resources

Through: James Peabody, Superintendent

Subject: Agenda Item 11.8: Board Information Item, Principal Recruitment Timeline

Attached is the timeline and process for the recruitment and hiring of principals for Del Mar Hills and Carmel Del Mar Schools. The vacancies are the result of one principal participating in the Supplemental Early Retirement Program and one principal accepting a new position with another district.

FISCAL IMPACT: **Cost** – There are no additional costs associated with this item.
Program or Department- School Services
Is this a Restricted Program? No
Was this expenditure anticipated in the adopted budget? Yes
Will this Program or Department be over budget after this expenditure? No

RECOMMENDED: For information only. No action required.