

**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

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

- 1.4 **Consider Personnel Issues**, (Government Code Sections 11126 and 54957); limited to consideration of the appointment, employment, evaluation of performance, discipline /release, dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless the employee requests a public session

REPORT OF ACTION TAKEN IN CLOSED SESSION:

Board President Rodriguez reported that 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

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

3. APPROVAL OF AGENDA

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

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

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

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

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

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

- *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

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

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

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

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 interdistrict 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

5/25/11

Date



James Peabody, Superintendent

5/25/11

Date

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.