

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

***Minutes of Regular Board Meeting***

June 15, 2011

Closed Session: 4:45 p.m.

Open Session: 5:45 p.m.

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

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

**PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA**

- There was no input from the public.

**ADJOURN TO CLOSED SESSION**

The Board adjourned to Closed Session at 4:46 p.m.

**RECONVENE OPEN SESSION**

The Board reconvened to Open Session at 5:33 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 5:33 p.m. to discuss:

- 1.1 **Conference with Legal Counsel – Existing Litigation** (Government Code Section 54956.9(a); Name of Case: One case
- 1.2 **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 approved the following three appointments: Carrie Gammel, Principal of Del Mar Hills Academy; Eileen Delaney, Principal of Carmel Del Mar; and Marisa Tiery, Coordinator/Assistant Director of Early Child Care Services.

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## 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 5:45 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: DMUSD honorees per agenda, Shelley Petersen, Susan Paul, Andrea Sleet, Maxine Gazdik, Erik Bienke, Chris Delehanty, Ann Hoffman,

Others Present: Brian & Rebecca Shobe, Beth Folkerth, Chris & Paula Moore, Jeanette Nichols, Victoria Shoushtari, Rick Sharpe, Dana Estess, Carrie Nydahl White, family and friends of honorees and other community members.

## 3. APPROVAL OF AGENDA

Amendment to the Agenda: Dan McAllister, San Diego County Treasurer/Tax Collector, speaking on Item 10.12, be allowed to address the Board after Item 4.2

Motion to Approve Agenda, as amended.

**Motion** Gibson

**Second** Rafner

**Unanimous**

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#### 4. CORRESPONDENCE/COMMUNICATION

##### 4.1 Correspondence

- Supt. Peabody received correspondence asking to have specific programs moved from Sycamore Ridge.
- Supt. Peabody received correspondence requesting specific programs remain at Sycamore Ridge.

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

- *Adam Fischer*, future DMUSD parent, requested the board review and revise Board Policy 5116 student enrollment and the priorities at Ocean Air.

#### *Speaker on Item 10.12*

Dan McAllister San Diego County Treasurer-Tax Collector presented a review of the processes and procedures of the treasurer's office and the leadership role the county plays in California finance. Mr. McAllister also fielded questions from the Board relative to tax revenue.

Motion to table further discussion on item 10.12 to Section 10 on the Agenda, Business and Finance.

**Motion** Perkins

**Second** Wooden

**Unanimous**

#### 5. REPORTS, RECOGNITIONS AND HEARINGS

President Rodriguez welcomed the following honorees to be recognized by the Board of Trustees for their work and dedication to the students and staff of the DMUSD. Honorees were presented with a Certificate of Appreciate and long-stemmed rose.

##### 5.1 Staff Recognition

###### **2010-11 School Site Teacher of the Year**

Ashley Falls – Caitlin Williams, Kindergarten teacher  
Carmel Del Mar – Bill Porter, 5th grade teacher  
Del Mar Heights – Gail Moran, ESC Teacher  
Del Mar Hills – Abby Farricker, 5th grade teacher  
Ocean Air – Sandi Jackson, Kindergarten teacher  
Sage Canyon – Alison Fieberg, 5th grade teacher  
Sycamore Ridge – Debbie Hanna, 3rd grade teacher  
Torrey Hills – Michelle Jackson, 3rd grade teacher

##### 5.2 Staff Recognition

###### **2010-11 DMUSD Teacher of the Year**

Debbie Hanna, 3<sup>rd</sup> grade teacher, Sycamore Ridge

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5.3 **Staff Recognition**

**2010-11 DMUSD Reading Teacher of the Year**

Caitlin Williams, Kindergarten teacher, Ashley Falls

5.4 **Staff Recognition**

**2010-11 School Site Classified Employees of the Year**

Ashley Falls: Karina Greenway, Library Media Specialist

Carmel Del Mar: Kelly Hoover, Special Day Class Aide

Del Mar Heights: Kathy Zack, School Administrative Assistant

Del Mar Hills: Alfonso Gomez, Night Custodian

Ocean Air: AJ Pearce, Plant Manager

Sage Canyon: Cindy Schroeder, Instructional Aide II

Sycamore Ridge: Lesa House, School Administrative Assistant

Torrey Hills: Cathy Brizes, Office Assistant

Child Care: Cindy Yamate, Administrative Assistant

District Office: Todd Boteler, Senior Systems Analyst/Programmer

5.5 **Staff Recognition**

**2010-11 DMUSD Classified Employee of the Year**

Cindy Schroeder, Instructional Aide II, Sage Canyon

5.6 **Recognition**

**2010-11 PTA Presidents**

Ashley Falls – Jeanette Nichols

Carmel Del Mar – Dana Ferrari Estess and Allison Healy-Poe

Del Mar Heights – Kathy Nahum

Del Mar Hills – Mara Bickett

Ocean Air – Britton Bliss

Sage Canyon – Stephanie Jansen

Sycamore Ridge – Carrie Nydahl White

Torrey Hills – Fernanda Aguiar

5.7 **Recognition**

**2010-11 Site Volunteers of the Year**

Ashley Falls – Wendy Moran

Carmel Del Mar – Beth Folkerth & Paula Moore

Del Mar Heights – Amy Masuda

Del Mar Hills – Janet Pecsar

Ocean Air – Shereen Attisha & Karin Watkins

Sage Canyon – Laura Eidelson

Sycamore Ridge – Victoria Shoushtari

Torrey Hills – Clare Lemon

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## 5.8 **Recognition**

### **2010-11 Retirees**

Paulette Anderson, Business Services Coordinator  
Nan Aposhian, Teacher  
Penny Boerner, Autism/Behavior Specialist  
Linda Dugger, Teacher  
Susan Fitzpatrick, Principal, Del Mar Hills Academy  
Patty Gold, English Language Learner, Instructional Aide  
Debbie Hanna, Teacher  
Gaylord Leeper, Child Care Assistant Director  
Janet Leutel, Speech/Language Pathologist  
Pam Martin, Teacher  
Linda Mettling, School Administrative Assistant  
Carol Newberry, Teacher  
Yvonne Roath, Child Care Assistant Director  
Carol Sharpe, Teacher  
Jeff Thaden, School Plant Manager

At 6:18 p.m. the Board took a 15-minute break for an Honorees' Reception. The Board reconvened Open Session at 6:43 p.m.

## 5.9 **Public Hearing to Review Resolution No. 2011-22 for Fiscal Year 2011-2012 Categorical Flexibility Funds**

Board President Rodriguez opened the hearing at 6:43 p.m.

### **Public Input:**

- There was no input from the public.

There being no further discussion, the Public Hearing was closed at 6:45 p.m. by Board President Rodriguez.

### 5.9.1 Agenda Item 10.11: Approval of Resolution No. 2011-22 of the Board of Trustees of the Del Mar Union School District for Fiscal Year 2011-2012 Categorical Flexibility Funds

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

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#### 5.10 **Report – Board Reports/Comments**

*Member Perkins:*

- Visited Del Mar Hills Academy; enjoyed leaning about the Quantum learning program
- Participated in the Strategic Planning retreat

*Member Rafner:*

- Participated in the Strategic Planning retreat
- Visit to Del Mar Hills Academy was “genius”
- Participated on the interview panel for principal selection
- Looking forward to 6<sup>th</sup> gr. promotion at Carmel Del Mar

*Member Gibson:*

- Enjoyed the visit to Del Mar Hills Academy; the Quantum learning program and a computer math program were exciting to see.
- Participated in the Strategic Planning retreat
- Attended DMSEF monthly meeting; DMSEF is a forward thinking organization; it might reorganize the board to streamline the work of board; believes more help is needed at the site level; President Drew Issacman met with other districts to share best practices

*Member Wooden:*

- Enjoyed the visit to Del Mar Hills Academy;
- Participated in the Strategic Planning retreat
- DMCTA summer picnic was enjoyable; looking forward to next year

*Member Rodriguez:*

- Enjoyed all visits to schools
- Thanked staff and community for the Strategic Planning retreat; gained confirmation that we are here to create the leaders of the future.
- Thanked everyone for a wonderful year
- Made impromptu visit to Sage Canyon
- Wished everyone a good summer

#### 5.11 **Report – Superintendent’s Report**

- Enjoyed the opportunity to visit with staff at Carmel Del Mar and Del Mar Hills Academy and parent groups at both schools to gather input on the characteristics and traits they would like in a new school leader.
- Thanked DMCTA and David Skinner for the year-end picnic at Carmel Del Mar
- Attended an awards ceremony at Torrey Hills honoring the winners of the countywide 5<sup>th</sup> grade essay contest sponsored by AT&T, Cox & Seaworld. Senator Kehoe presented awards.
- Attended the awards ceremony for the Outdoor Education essay contest winners; five of the 12 recipients were DMUSD students.

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- Attended Children's Challenge award ceremony sponsored by the Optimist Club; five students from the DMUSD received awards in the areas of Fellowship, Community Service, Art/Writing, Courage and Science.

## 6. APPROVAL OF MINUTES

Motion to approve Minutes of the following Board Meeting:

- Minutes of Regular Board Meeting of May 25 2011
- Minutes of Special Board/Visitation, June 1, 2011
- Minutes of Special Board Meeting, June 3, 2011

**Motion** Gibson  
**Second** Wooden  
**Unanimous**

### 6.1 APPROVAL OF CONSENT ITEMS

- \*10.1 Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements
- \*10.2 Board Approval and Acceptance of Donations to the Del Mar Union School District
- \*10.3 Board Award and Approval of Agreement for Interior/Exterior Painting at Torrey Hills School
- \*10.4 Board Approval of Agreement for Legal Services Between the Del Mar Union School District and Atkinson, Andelson, Loya, Ruud & Romo
- \*10.5 Board Approval of Agreement for Legal Services Between the Del Mar Union School District and Fagen Fiedman & Fulfroost
- \*10.6 Board Approval of Contracts and Contract Amendments for Special Education Services for the 2010-2011 School Year
- \*10.7 Board Approval of Agreement for Legal Services Between the Del Mar Union School District and Dannis Woliver Kelley
- \*10.8 Board Approval, Award Recommendation for Special Ed and Field Trip Transportation
- \*11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status

Motion to approve Consent Items \*10.1 - \*10.8 and \*11.1

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

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## **7. CURRICULUM & INSTRUCTION**

### **7.1 Report, DMUSD Educational Programs: Forward Thinking for Teaching and Learning**

Dr. Holly McClurg, Assistant Superintendent, Instructional Services and Mike Casey, Director of Technology provided information on DMUSD's forward thinking and planning for teaching and learning, which targets the district's emphasis on instruction and result highlighting:

- Responsiveness to schools, specifically, students' and teachers' needs within the schools.
- Transparency of results and of practice.
- Good and timely data on how students are progressing

## **8. ADMINISTRATION AND POLICY**

### **8.1 Update, Interdistrict Transfers**

#### **Public Input**

- *Melissa Davis*, DMUSD teacher, expressed appreciation to the board for reviewing the interdistrict policy and she spoke in favor of teachers' children attending DMUSD schools.
- *Cristin Ebright*, DMUSD teacher, spoke in favor of interdistrict transfer students being permitted to remain at their school of attendance until promoted from 6<sup>th</sup> grade.

Superintendent Peabody confirmed the district's priority is to ensure students are placed at schools that are in their best interests and staff's goal is to keep students in the same school from year to year.

### **8.2 Reminder of Upcoming Events** *(Presented for information only.)*

## **9. OPERATIONS AND FACILITIES**

### **9.1 Facilities Report, Month of June**

Randy Wheaton, Director of Maintenance & Operations, presented an overview of the tenant improvements at the new Maintenance & Operations facility at 11189 Sorrento Valley Road and new district office at 11232 El Camino Real.

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**10. BUSINESS AND FINANCE**

**10.9 Approval of Resolution No. 2011-20 to Establish Fund Balance Policies as Required by GASB 54**

Superintendent Peabody presented Resolution No. 2011-20 for approval to establish five new fund balance classifications including, 1) non-spendable fund balance, 2) restricted fund balance; 3) committed fund balance; 4) assigned fund balance and 4) unassigned fund balance.

Cathy Birks, Assistant Superintendent, Business Services, fielded clarifying questions from the Board.

Motion to approve Resolution No. 2011-20 to Establish Fund Balance Policies as Required by GASB 54

**Motion** Perkins  
**Second** Wooden  
**Unanimous**

**10.10 Approval of Resolution No. 2011-21 Committed Fund Balance for Deferred Maintenance Fund 14 as Required by GASB 54**

Motion to approve Resolution No. 2011-21 Committed Fund Balance for Deferred Maintenance Fund 14 as Required by GASB 54

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

**10.11 Approval of Resolution No. 2011-22 of the Board of Trustees of the Del Mar Union School District for Fiscal Year 2011-2012 Categorical Flexibility Funds**

Motion to approve Resolution No. 2011-22 of the Board of Trustees of the Del Mar Union School District for Fiscal Year 2011-2012 Categorical Flexibility Funds

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

**10.12 Board Adoption, 2011/2012 Proposed Budget**

Cathy Birks, Assistant Superintendent, Business Services and Superintendent Peabody presented a review of the proposed budget which was prepared using assumptions and recommendations provided by the San Diego County Office of Education (SDCOE). The proposed budget represents the business department's

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best estimate of revenues and expenditures based upon the Governor's budget proposal.

Cathy Birks fielded clarifying questions from the Board.

Motion to approve Adoption, 2011/2012 Proposed Budget

**Motion** Gibson  
**Second** Rodriguez  
**Unanimous**

**11. PERSONNEL**

**12. ITEMS FOR JULY 2011 BOARD MEETING**

- Minutes of Special Board Meeting of June 15, 2011
- Health Insurance Opt out
- Priorities of student enrollment in Ocean Air
- Enrollment report

There being no further business to come before the Board, there was a Motion to Adjourn at 8:35 p.m.

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

Scott Wooden  
Scott Wooden, Clerk  
7/27/11  
Date

James Peabody  
James Peabody, Superintendent  
7/27/11  
Date

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