



DEL MAR UNION SCHOOL DISTRICT

Mission Statement

Del Mar Union Schools provide a nurturing, inspiring, and rigorous educational program for each of our students. With a collaborative community and dedicated staff, we continually evolve to develop:

- Well-rounded and fulfilled individuals
- Motivated lifelong learners
- Future leaders prepared for the challenges of a changing world

We believe:

- Every individual needs to be valued
- Everyone has the right to be safe
- The unique abilities of each child need to be identified and developed
- Lifelong learning is an expectation for children and adults
- Collaboration among students, staff, parents and community leads to success
- Our children are future leaders
In honesty, integrity, and transparency

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 Special Board Meeting

January 18, 2012
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, 11232 El Camino Real, San Diego, CA 92130.

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 (I.D. #11001384))
- 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
- 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
- 1.4 **Conference with Real Property Negotiator** (G.C. 54956.8)- *Under Discussion: Lease Between the DMUSD and Andrews, Lagasse, Branch & Bell, LLP: 11232 El Camino Real, San Diego, CA, 92130 — Agency Negotiator: James Peabody, Superintendent*

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 January 2012:
Ashley Falls – Tricia Huppert, Volunteer Coordinator
Carmel Del Mar – Jennifer Havlat, 6th grade teacher
Del Mar Heights – Greg Jordan, Plant Manager
Del Mar Hills Academy – Abby Farricker, 5th grade teacher
Ocean Air – Lillian Rutledge, Librarian
Sage Canyon – Sallie Small, RSP Aide
Sycamore Ridge – Dana Stuart, Special Ed Aide II
Torrey Hills – Nalani Grosman, Administrative Assistant

1

2

District – Shirley Bales, Curriculum Program Assistant

- | | | |
|-----|--|---|
| 5.2 | Report | 2 |
| | DMSEF Report: Drew Isaacman, DMSEF President | |
| 5.3 | Report | |
| | Board Report/Comments | |
| 5.4 | Report | |
| | Superintendent's Report | |

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

6.0 APPROVAL OF THE MINUTES

- | | | |
|---|---|-------|
| ▪ | Minutes of Regular Board Meeting, December 14, 2011 | 3-13 |
| ▪ | Minutes of Special Board Meeting/Visitation, January 4, 2012 | 14-15 |
| ▪ | Minutes of Special Board Meeting/Visitation, January 11, 2012 | 16-17 |
| | <i>Motion ____ Second ____ Ayes ____ Nays ____</i> | |

6.1 CONSENT ITEMS

Approval of Consent Items

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

- | | | |
|-------|---|-------|
| *8.1 | Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for October 1 – December 31, 2011 | 19-21 |
| *10.1 | Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements | 63-68 |
| *10.2 | Board Approval and Acceptance of Donations to the Del Mar Union School District | 69 |
| *10.3 | Board Action to Declare District Personal Property as Obsolete and Surplus and to Dispose of or Donate per Education Code 17546(a)(b)(c) | 70-71 |
| *10.4 | Board Approval of Contracts and Contract Amendments for Special Education Services for the 2011-2012 School Year | 72 |
| *11.1 | Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status | 92-95 |

7.0 CURRICULUM AND INSTRUCTION

- | | | |
|-----|--|----|
| 7.1 | Board Approval, School-Sponsored Field Trip | 18 |
| | <i>Motion ____ Second ____ Ayes ____ Nays ____</i> | |

8.0 ADMINISTRATION AND POLICY

- | | | |
|-----|---|-------|
| 8.2 | Discussion, New District Office Open House | 22 |
| 8.3 | Update, Child Nutrition Committee and Review of Lunch Program | 23 |
| 8.4 | Update, PTA and DMSEF Fundraising | 24-58 |
| 8.5 | Update, Enrollment Option/Facility Optimization | 59 |

8.6	Reminder of Upcoming Events	60
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9.0 OPERATIONS AND FACILITIES

9.1	Facilities Report, January	61
9.2	Board Approval to Advertise for Bids, Ocean Air Portable Classrooms	62
	<i>Motion ____ Second ____ Ayes ____ Nays ____</i>	

10.0 BUSINESS AND FINANCE

10.5	Board Approval/Ratification of Site and Department Performance Agreements and Service Agreements	73
	<i>Motion ____ Second ____ Ayes ____ Nays ____</i>	
10.6	Board Review and Acceptance of the Annual Audit Report for the 2010-2011 Fiscal Year Prepared by Wilkinson, Hadley, King & Co. Certified Public Accountants	74
	<i>Motion ____ Second ____ Ayes ____ Nays ____</i>	
10.7	Proposed 2012/2013 Budget Reductions	75-78
10.8	2011/2012 Monthly Budget Update	79-91

11.0 PERSONNEL

11.2	Preliminary Staffing and Enrollment Projections 2012-2013	96-101
11.3	2011-12 Certificated Personnel Count	102-103

12.0 PRELIMINARY ITEMS FOR FEBRUARY 2012 BOARD MEETING

- Minutes of Regular Board Meeting, January 18, 2012

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

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 18, 2012

To: Board Members

From: James Peabody, Superintendent

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

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

Employees of the Month for January 2012 are:

Ashley Falls – Tricia Huppert, Volunteer Coordinator
 Carmel Del Mar – Jennifer Havlat, 6th grade teacher
 Del Mar Heights – Greg Jordan, Plant Manager
 Del Mar Hills Academy – Abby Farricker, 5th grade teacher
 Ocean Air – Lillian Rutledge, Librarian
 Sage Canyon – Sallie Small, RSP Aide
 Sycamore Ridge – Dana Stuart, Special Ed Aide II
 Torrey Hills – Nalani Grosman, Administrative Assistant
 District – Shirley Bales, Curriculum Program Assistant

RECOMMENDED: For information only. No action is required.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
 5.1

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 12, 2012

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 5.2: Report: Del Mar Schools Education Foundation

The 2011/2012 DMSEF President, Drew Isaacman, will provide a brief report on DMSEF activities to date.

FISCAL IMPACT: None.

RECOMMENDED: For information only. No action required.

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

Minutes of Regular Board Meeting

December 14, 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 pm

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 5:45 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 5:35 p.m. to discuss:
 - 1.1 **Conference with Legal Counsel – Potential Litigation** (Government Code Section 54956.9(c); 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
 - 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
 - 1.4 **Conference with Real Property Negotiator** (G.C. 54956.8)- *Under Discussion: Lease Between the DMUSD and Andrews, Lagasse, Branch & Bell, LLP*: 11232 El Camino Real, San Diego, CA, 92130 — Agency Negotiator: James Peabody, Superintendent

Official Minutes, Regular Board Meeting • December 14, 2011

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

REPORT OF ACTION TAKEN IN CLOSED SESSION:

Board President Rodriguez reported the Board took no action in Closed Session.

CALL TO ORDER

Board President Rodriguez called to order the Open Session of the Regular Board Meeting of the Del Mar Union School District, Board of Trustees, at 5:48 p.m.

2. PLEDGE OF ALLEGIANCE

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

ROLL CALL

Members Present (5):

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

Administrators Present:

James Peabody, Superintendent
Tim Asfazadour, Assistant Superintendent, Human Resources
Holly McClurg, Assistant Superintendent, Instructional Services
Cathy Birks, Assistant Superintendent, Business Services
Cara Schukoske, Director of Pupil Services
Mike Casey, Director of Technology
Julie Geisbauer, Director of Child Care/After School Programs
Randy Wheaton, Director of Maintenance & Operations

DMUSD Staff Present:

Regina Williams, Brenda Heskett, Ryan Stanley

Others Present:

Approximately 15 community members.

3. CALL TO ORDER, ORGANIZATIONAL MEETING

3.0.1 Election of President of the Board of Trustees

Board Member Rafner nominated Member Rodriguez, and Member Rodriguez nominated Member Wooden to serve as President of the Board of the Trustees.

Member Wooden was approved as President of the Board by a majority vote.

Official Minutes, Regular Board Meeting • December 14, 2011

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3.0.2 Election of Clerk of the Board of Trustees

Board Member Wooden nominated Member Rodriguez, and Member Perkins nominated Member Gibson to serve as Clerk of the Board of Trustees.

Member Rodriguez was approved as Clerk of the Board by a majority vote.

3.0.3 Appointments of Board Members

- **Board Secretary: James Peabody, District Superintendent, per Board Policy #9122**
- **Member as Representative to the North Coastal Consortium for Special Education (NCCSE)**
Member Rafner volunteered to serve as the representative to NCCSE. Member Rodriguez will serve as an alternate representative.
- **Member as Representative to the North City West School Facilities Finance Authority / CD No. 1**
Member Rafner volunteered to serve as representative to the North City West School Facilities Finance Authority/CD No. 1. Members Perkins will serve as an alternate representative.
- **Member as ex officio Representative to the Del Mar Schools Education Foundation (DMSEF)**
Member Gibson volunteered to serve as representative to the DMSEF.
- **Member as Representative to the Legislative Action Network (LAN)**
Board Member Perkins and Member Wooden volunteered to serve as representatives to the LAN.

Motion to approve the Board Secretary and Board Member Representatives as listed above.

Motion Gibson
Second Wooden
Unanimous

3.0.4 Adoption of Dates, Time and Place of Regular Board of Trustees Meetings for the period of January 1, 2012 through November 30, 2012

The schedule of meetings for 2012 was amended to hold the August 2012 meeting on August 15, 2012 rather than August 22 as originally scheduled.

Motion to approve the dates, times and places of Regular Board of Trustees Meetings for the period of January 1, 2011 to November 30, 2011, as amended.

Motion Perkins
Second Rafner
Unanimous

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3.0.5 **ADJOURNMENT, ORGANIZATIONAL MEETING**

Motion to Adjourn the Organizational Meeting at 5:57 p.m.

Motion Gibson

Second Rafner

Unanimous

The Board of Trustees took a brief recess to assume their new positions on the Board.

3.1 **APPROVAL OF AGENDA**

Motion to Approve Agenda

Motion Rodriguez

Second Rafner

Unanimous

4. **CORRESPONDENCE/COMMUNICATION**

4.1 **Correspondence**

- The District received an *incorrect* water bill in the amount of \$598,415, which has been brought to the attention of the City of San Diego Water Department by the Business Services Department.

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

- *Naomi Harris, DMUSD parent*, served on the Child Nutrition Committee, encouraged the board to re-establish the Child Nutrition Committee with a commitment to marketing and a high quality lunch program.

5. **REPORTS, RECOGNITIONS AND HEARINGS**

5.1 **DMCTA Report: Katrina Graupmann, DMCTA President**

Gina Williams, DMCTA Vice President, reported that the Executive Board of the DMCTA and representatives are enjoying new format of meeting once a month on one topic. At last month's meeting Cara Schukoske, Director of Pupil Services, was present for a discussion on Special Education. Ms. Williams talked about report cards being due in February and asked that any new updates in Illuminate or new requirements be rolled out well in advance. Ms. Williams conveyed the DMCTA would not re-write the Memorandum of Understanding that was partially approved by the Board. The DMCTA intends to wait and return to bargaining to address the openers initially being pursued.

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5.2 Report – Board Reports/Comments

Member Perkins:

- Attended numerous sessions at the CSBA Conference.
- Attended a meeting with the San Diego City Schools with the state superintendent to hear about his initiatives.
- Had a good site visit at Del Mar Heights

Member Rafner:

- Attended the CSBA conference and sessions on lunch programs and technology.
- Attended the North City West meeting and was asked to attend a conference on the CASH Program regarding school housing, i.e., building and temporary structures.
- Met with San Diego County Assessor/Treasurer providing news of a more positive nature.
- Wished everyone Happy Holidays.

Member Gibson:

- Attended the Strategic Management Action Team meetings for the Curriculum and Professional Development teams and enjoyed working with all principals sharing, collaborating, etc.
- Attended the Board visit to Del Mar Heights. It was interesting to hear how they are addressing emergency preparedness.
- Attended the CSBA Conference and participated in sessions on education in Finland, the budget, implementing technology, etc.
- Planning to attend the DMSEF meeting. The contributions to the DMSEF are behind last year with \$276,000 compared to \$496,000 last year; all schools are behind in participation and/or contributions.

Member Rodriguez:

- Attended CSBA Conference and the Delegate Assembly. The Assembly is organizing action groups to brainstorm ideas on how to fund education. CSBA remains a significant leader in monitoring legislation that affects funding for education.
- Spoke at the Del Mar Heights PTA meeting. The PTA asked how they could best support the District during the budget crisis.
- Wished Scott Wooden well as the new Board President.
- Wished the DMUSD staff and superintendent Happy Holidays.

Member Wooden:

- At the CSBA Conference he attended sessions on technology and school finance.
- Attended NAPA learns a program in the Napa County School District that is putting tablets in the hands of pre-kindergarten students.
- Enjoyed seeing the iPod touch program during the visit to Del Mar Heights.
- Wished Happy Holidays to everyone!

Official Minutes, Regular Board Meeting • December 14, 2011

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5.3 **Report – Superintendent’s Report**

- Attended a meeting with Randy Wheaton, Director of Maintenance & Operations, and Eric Hall & Associates on DSA closeouts, which are making progress.
- Action Team on Enrollment and Facility Optimization met and received good suggestions from community members, site principals and staff.
- Met with parents at Del Mar Hills Academy on projects both old and new.
- Attended the North Coastal SELPA meeting to discuss methods of balancing the budget.
- Attended the San Diego County Assessor/Treasurer meeting with Doug Rafner.
- Have been monitoring the lunch program, which has sold 8,000 more lunches than last year at this time; talked with choice lunch about mixing in some cold choices in addition to hot choices. More menu suggestions will be brought to us. The District will move forward with input the Board received tonight.

6. **APPROVAL OF MINUTES**

Motion to approve Minutes of the following Board Meetings:

- Minutes of Regular Board Meeting, November 16, 2011
- Minutes of Special Board Meeting/Visitation, December 7, 2011

Motion Perkins
Second Rafner
 Unanimous

6.1 **APPROVAL OF CONSENT ITEMS**

Amendment: Pull items 10.1 and 10.7 from the Consent agenda.

- *10.1 *Pulled from Consent*
~~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 of Site and Department Performance Agreements and Memorandums of Understanding
- *10.4 Board Approval of Contract for Special Education Services for the 2010-2011 School Year
- *10.5 Board Ratification of Agreement between the Del Mar Union School District and Zasqueta Contracting Inc.
- *10.6 Board Ratification for the Purchase of Playground Equipment from Playworld Systems for Del Mar Hills Academy
- *10.7 *Pulled from Consent*
~~Board Approval of Agreement between Del Mar Union School District and Charles Forte Architect for Ocean Air Portables Project~~

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- *11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status
- *11.2 Board Approval of Resolution 2011-30 of the Board of Trustees of the Del Mar Union School District to Utilize Local Options for Assigning Teachers to Pupils with Autism
- *11.3 Board Approval of Resolution 2011-31 of the Board of Trustees of the Del Mar Union School District to Utilize Variable Term Waiver for Orthopedic Impairment

Motion to approve Consent Items *10.2 - *10.6 and *11.1 - *11.3

Motion Rodriguez

Second Gibson

Unanimous

7. CURRICULUM & INSTRUCTION

7.1 2011-2012 Board Approval, Single Plans for Student Achievement: Vision for Excellence Site Strategic Plan

Dr. Holly McClurg, Assistant Superintendent, Instructional Services, presented the Single Plans for Student Achievement for Board approval. The purpose of the plans is to outline goals and strategies for student achievement towards mastering the state content standards.

Motion to approve 2011-2012 Single Plans for Student Achievement: Vision for Excellence Site Strategic Plan

Motion Rafner

Second Gibson

Unanimous

7.2 Report, Transitional Kindergarten

Dr. Holly McClurg, Assistant Superintendent, Instructional Services; Julie Geisbauer, Director of Child Care/After School Programs; and Marisa Tirri, Coordinator/Assistant Director Early Child Care Services, presented an overview of Senate Bill 1381: Transitional Kindergarten (TK). Under SB 1381, TK is the first year of a two-year kindergarten program for students with birthdates in September, October and November. For the 2012-2013 school year students turning five between November 2 and December 2 will enter Transitional Kindergarten. Staff recommended phasing in only those students with a November birthday due to the uncertainty of the future of the program.

Staff responded to clarifying questions by the Board.

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7.3 Amendment to Administrative Regulation to Board Policy 6163.4: Student Use of Technology

Mike Casey, Director of Technology, presented a revision to AR 6163.4: Student Use of Technology, to include the education of minors about appropriate online behaviors. The revision is also required in order for the DMUSD to be eligible for the new e-rate. Mr. Casey presented an overview of the products currently in use to protect students while working online.

8. ADMINISTRATION AND POLICY

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

Motion to approve Nominations for the California School Boards Association (CSBA) Delegate Assembly, as follows:

Comischell Bradley-Rodriguez (Del Mar Union School District)

Zoe Carpenter (Escondido Union School District)

Katie Dexter (Lemon Grove School District)

James Grier (National School District)

Barbara Groth (San Dieguito Union High School District)

Steve Lilly (Vista Unified School District)

Dan Lopez (Ramona Unified School District)

Raquel Marquez-Maden (San Ysidro Elementary School District)

Anne Renshaw (Fallbrook Union Elementary School District)

Motion Perkins

Second Gibson

Unanimous

8.2 Update, California Voting Rights Act

Superintendent Jim Peabody stated that the recommendation of Nielsen Merksamer, Parrinello Gross & Leoni LLP is for the district not to undertake the expense of additional research due to its number of voting-age Hispanic citizens.

8.3 Discussion of Emergency Preparations at Del Mar Schools

Superintendent Jim Peabody reported on the state of disaster preparedness supplies at all DMUSD schools and how the district is working to assure that all schools have sufficient and proper supplies at all sites. The Board is interested in having staff work with the school sites to ensure that all sites have supplies as directed by administration.

8.4 **Reminder of Upcoming Events**

(Presented for information only.)

9. **OPERATIONS AND FACILITIES**

9.1 **Facilities Report, December**

Superintendent Jim Peabody reported that he and Randy Wheaton, Director of Maintenance & Operations, met with Del Mar Hills Academy to discuss projects both planned and currently underway at the site.

9.2 **Board Approval to Proceed with Preliminary Plans for Additional Classrooms at Ocean Air**

Randy Wheaton, Director of Maintenance & Operations, introduced Chuck Forte of Forte Architects. Together they provided the Board with an overview of the preliminary plans to install two portable classrooms at Ocean Air to allow increased enrollment of students living within the Ocean Air attendance area. The Board was informed of the size and location of the proposed classrooms.

Motion to Proceed with Preliminary Plans for Additional Classrooms at Ocean Air

Motion Rodriguez

Second Gibson

Unanimous

9.3 **Report of Sale, 2004 Mitsu/Fuso FE Truck with Interschola**

Randy Wheaton, Director of Maintenance & Operations, reported the truck has been sold and the new owner has taken possession.

10. **BUSINESS AND FINANCE**

10.1 **Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements**

Doug Rafner asked for clarification on the expenditure for Spanish instruction services at Del Mar Heights. Concern was expressed that PTA fundraising for instruction not compete or interfere with the fundraising efforts of the DMSEF. The Board expressed its concern that a PTA not fund a program when possibly it should be funded by the DMSEF and the need for a clear boundary on fundraising. The Board wants to be cautious that PTA and DMSEF fundraising efforts do not step on the toes of the other.

Motion to approve Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements

Motion Perkins

Second Gibson

Unanimous

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10.7 **Board Approval of Agreement between Del Mar Union School District and Charles Forte Architect for Ocean Air Portables Project**

Motion to approve Agreement between Del Mar Union School District and Charles Forte Architect for Ocean Air Portables Project

Motion Rodriguez

Second Rafner

Unanimous

10.8 **Board Approval, 2011-12 First Interim Financial Report**

Superintendent Peabody provided an overview of the DMUSD budget as of October 31, 2011, to include revenue which is slightly higher than projected and expenditures which are higher than projected due to increases in salaries & benefits, books & supplies, capital outlay and misc. expenses. Areas for possible reduction will be presented at the January Board meeting.

The staff fielded clarifying questions from the Board.

Motion to approve 2011-12 First Interim Financial Report

Motion Gibson

Second Rafner

Unanimous

10.9 **Request for Proposals (RFP) for Content Management and Web Hosting Services and Metro Ethernet Services**

Mike Casey, Director of Technology, presented information on the need to solicit Request for Proposals for Content Management and Web Hosting Services to provide best practices in web hosting services and management systems. Mr. Casey also presented information on the Metro Ethernet services needing to be awarded by March 2012.

11. **PERSONNEL**

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

- Minutes of Regular Board Meeting of December 14, 2011
- Update, Child Nutrition Committee and review of program
- Discussion on an Open House for the new district office
- Enrollment Option/Facility Optimization (Dec or Jan)
- PTA and DMSEF fundraising

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There being no further business to come before the Board, there was a
Motion to Adjourn at 8:23 p.m.

Motion Rodriguez

Second Perkins

Unanimous

 Comischell Rodriguez, Clerk

 James Peabody, Superintendent

 Date

 Date

Official Minutes, Regular Board Meeting • December 14, 2011

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

Minutes of Special Board Meeting/Visitation

January 4, 2012
8:30 a.m.

Ashley Falls School
13030 Ashley Falls Drive
San Diego, CA 92130

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

Members Absent: Comischell Rodriguez, Clerk of the Board

Administrators Present: James Peabody, Superintendent

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

1. Board President Wooden called the meeting to order at 8:31 a.m.
2. Motion to Approve the Agenda
 Motion Rafner
 Second Perkins
 Unanimous (4-0-0)
3. **PUBLIC INPUT CONCERNING NON-AGENDA AND AGENDA ITEMS**
 - There was no input from the public.
4. **VISIT TO ASHLEY FALLS SCHOOL**
 During the Board's visit to Ashley Falls, they received information regarding the school's participation in professional development in Cognitively Guided Instruction. The school's focus on mathematics problem solving was highlighted and the Board had an opportunity to see students and teachers working with new and exciting strategies. While touring the school and visiting classrooms, the Board had the opportunity to meet staff members new to Ashley Falls.

5. ADJOURNMENT

There being no further business to come before the Board, there was a Motion to Adjourn at 9:34 a.m.

Motion Rafner

Second Gibson

Unanimous (4-0-0)

Comischell Rodriguez, Clerk

James Peabody, Superintendent

Date

Date

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

Minutes of Special Board Meeting/Visitation

January 11, 2012
8:30 a.m.

Child Development Preschool
Sycamore Ridge School
5333 Old Carmel Valley Road
San Diego, CA 92130

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

Administrators Present: James Peabody, Superintendent

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

1. Board President Wooden called the meeting to order at 8:30 a.m.
2. **APPROVAL OF THE AGENDA**
Amendment: Move Item 5.1: Consider Personnel Issues, before Item 3: Public Input

Motion to Approve the Agenda, as amended

Motion Rodriguez

Second Rafner

Unanimous

The Board adjourned to Closed Session at 8:31 a.m. to discuss:

- 5.1 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.

The Board reconvened to Open Session at 9:20 a.m.

REPORT OF ACTION TAKEN IN CLOSED SESSION

Board President Wooden reported the Board took no action in Closed Session.

3. PUBLIC INPUT CONCERNING NON-AGENDA AND AGENDA ITEMS

- There was no input from the public.

4. VISIT TO CHILD DEVELOPMENT PRESCHOOL

The Board of Trustees toured the Child Development preschool. The focus of the presentation was on student learning and inclusion, including elements of curriculum, play based instruction, comprehensive therapy services, enrollment and licensing requirements for the program. Under the direction of Marisa Tirri, Preschool Coordinator, and Julie Geisbauer, Director of Early Childhood and After School Programs, the Board visited each classroom and therapy room. They observed students in all settings from 6 weeks to pre-K.

5. ADJOURNMENT

There being no further business to come before the Board, there was a Motion to Adjourn at 10:18 a.m.

Motion Gibson

Second Rafner

Unanimous

Comischell Rodriguez, Clerk

James Peabody, Superintendent

Date

Date

*Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)*

January 9, 2012

To: Board Members

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

Through: James Peabody, Superintendent

Subject: Agenda Item 7.1: Approval, School-Sponsored Field Trip

It is recommended that the Governing Board approve the following school-sponsored field trip. This educational venue provides our students with hands-on experiences that are aligned with the California State Educational Frameworks and curriculum.

School-Sponsored Trip Schedule

<u>School(s)</u>	<u>Destination</u>	<u>Group</u>	<u>Purpose</u>	<u>Dates</u>	<u>Cost</u>
Del Mar Hills Academy	Maritime Museum-Star of India	Grade 5 Students	Revolutionary War Simulation	February 28 & 29, 2012	\$5,400

FISCAL IMPACT: **Cost** – See Above
Program or Department – PTA/Parent Donations/school site budget
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: Superintendent recommends approval of the school-sponsored field trips.

*Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)*
7.1

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 11, 2012

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item *8.1: Board Approval, Del Mar Union School District's Uniform Complaint Quarterly Report for October 1 – December 31, 2011

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

Attached for your approval is the 2011/2012 2nd quarterly report, prepared for the period of October 1 – December 31, 2011. No complaints have been received for this period.

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

FISCAL IMPACT: Not applicable.

RECOMMENDED: The Superintendent recommends approval of the Del Mar Union School District's Uniform Complaint Quarterly Report for October 1 – December 31, 2011.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
*8.1

SDCOE Uniform Complaint Quarterly Reports Database

Williams and Valenzuela Settlements

Quarterly Complaint Summary

ADD a new summary record

[Back to Home Menu](#)

User ID: 68056

Quarter to Add: 2011-12 2nd Qtr Oct-Dec

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

Number of Complaints for Quarter			
	Received	Resolved	Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy Management	0	0	0

Submitted By: Sherry Forte

Title: Executive Assistant to the Superintendent

[Add Record](#)

[Main Menu](#)

Add Quarter Record

Williams Compliant Summary SDCOE Services

[Back to Home Menu](#)

The Complaint Summary Record has been added.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 18, 2012

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 8.2: Discussion New District Office Open House

The Board has asked to have time to discuss having an open house at the new District Office.

RECOMMENDED: Staff recommends that the activity take place on either February 8th or 15th. In addition, we would like direction on what the board might want to include in this event.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
8.2

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 18, 2012

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 8.3: Update, Child Nutrition Committee and Review of Lunch Program

The Board has requested that Choice Lunch and staff give a report on the status of Child Nutrition Program and the future of the Child Nutrition Committee.

FISCAL IMPACT: None

RECOMMENDED: The Board discuss the Child Nutrition Committee and provide direction for staff.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
8.3

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 18, 2012

To: Board Members

Through: James Peabody, Superintendent

Subject: Agenda Item 8.4: Update, PTA and DMSEF Fundraising

The Board asked that we revisit the philosophies, policies and practices involving fundraising by PTAs and DMSEF for a clearer picture of how the District can be equitable to all schools.

Attached are several documents that provide a history of these issues.

- Minutes of Special Board Meeting, February 7, 2007
- Pages 7-17 of the February 28th/March 7th Board Meeting
- Minutes of Special Board Meeting, March 29, 2007
- Board Policy 1260
- Board Policy 3290
- Administrative Regulation 3290

FISCAL IMPACT: None

RECOMMENDED: The superintendent recommends the Board discuss PTA and DMSEF fundraising and provide direction for staff.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
 8.4

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

**MINUTES OF SPECIAL BOARD MEETING
BY THE BOARD OF TRUSTEES
Del Mar Hills Academy – Multi-Purpose Room
14085 Mango Drive
Del Mar, CA 92014**

**February 7, 2007
5:00 p.m.**

DMUSD Members Present: Annette Easton, President of the Board
Janet Lamborghini, Clerk of the Board
Linda Crawford, Steven McDowell, Katherine White

DMUSD Members Absent: None.

DMSEF Members Present: Karen Gilbert, Co-President, At Large
Debra McGinty-Poteet, Co-President, At Large
Bob Gans, Vice President
Lawrence Taylor, Treasurer
Marilee Pacelli, Secretary
Chris Breault
Jay Lichter
Beth Joyce
Marie LeRose
Viviana Lozano
Amelia Morris
Mike O’Rosky
Debbie Negulescu
Jana Stoudemire
Reba Tuetken
John Logan
Robyn London
Candace Leeds-Sears, Realtor Campaign Advisor – Ex Officio
Maria Olson, Executive Director – Ex Officio

DMUSD Staff: Thomas F. Bishop, Superintendent
Sherry Forte, Exec. Asst. to the Superintendent
Tom Hauseur, Director of Technology
Grace Hauseur, Teacher on Special Assignment
Wendy Wardlow, Principal, Del Mar Heights School

Others In Attendance: Janette Shelton, Sue Husband, Alison King, Jana Stoudemire,
Robyn London, Jennifer McDowell, Vickie Barks, Kit Wells,
John Wells, Bill Eiffert, Dean Gilbert, Mary Taylor, Liz Shopes

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

1.0 Board President, Annette Easton, called the meeting to order at 7:03 p.m.

-
- 2.0 *Approval of the Agenda* On motion by Member *Lamborghini* seconded by Member *McDowell* the Board voted unanimously to approve the Agenda.
-

BOARD PRESIDENT EASTON CALLED FOR SPEAKER SLIPS.

3.0 *Communication From the Public*
Public Input:

- None.

4.0 *Opening Comments from DMUSD Board President:*

Board President *Easton* commented she had met with Bob Gans and Jana Stoudemire to begin to learn what issues were facing both the DMUSD and DMSEF boards. She stated they felt it would be advantageous for the boards to have a joint meeting so both boards could understand the big picture of the issues that are facing the DMUSD and DMSEF. She stated she is thankful that all DMSEF and DMUSD board members are present and looks forward to a common understanding of what the issues are in order to move forward and benefit children.

5.0 *Opening Comments from DMSEF Co-President Karen Gilbert and Debra McGinty-Poteet:*

Debra McGinty-Poteet opened by thanking the DMUSD board for meeting with DMSEF this evening and the community for taking the time to attend tonight's meeting. She thanked all the volunteers who have served on past and present DMSEF boards and the DMSEF ambassadors from each of the seven schools. The DMSEF board over the years has been made up of past and current PTA Presidents, corporate professionals, self-employed professionals, accountants, professional fundraisers, real estate agents and attorneys. She stated that the initial charter was in response to the district's 1999 strategic plan, which included the parents' desire to have credentialed teachers for music, art, technology and science. It was also the charter, which was to ultimately completely fund the cost of the ESC teachers for each school site. They decided that, given these parameters, a professional approach would be needed to meet the goals. She noted the following challenges encountered:

- What are the fundraising responsibilities of the PTAs and Foundation re ESC programs?
- Directors and PTA Presidents have a high attrition rate, serving 1-2 years, creating a continuing communication challenge.
- Criticism and misinformation about the DMSEF purpose and practices in the press and informal parent networks, during the recent political season, created doubt in the DMSEF charter and its stewardship.

Karen Gilbert continued the DMSEF opening comment by stating that all indications in September had the foundation exceeding their 2006/2007 fundraising goal. At this point, she feels the foundation will meet the district goal but not the foundation's stretch goal. She said the foundation has a dream to create an endowment that ensures funding for the future. She stated that the Carmel Valley has a tradition of generosity. The DMSEF believes they can connect with those in the community that believe in the excellence of public education and that the DMSEF is the vehicle to accomplish that goal. She closed by stating that six years ago they were told the district needed outside funding for the ESC programs. The foundation was organized to raise those funds, and the district allocated the resources. The DMSEF is to ensure the funds exist to maintain the programs. She said the

DMSEF board hopes that the DMUSD board will decide before the end of the month if the DMSEF is to continue to be the vehicle for raising the funds and, if so, the DMSEF needs to have a full endorsement by the school board as the fundraising vehicle for the programs the board deems necessary. She said the DMSEF is pleased to have the opportunity to meet to discuss the outstanding issues.

6.0 *Brief History of Formation and Purpose of DMSEF Including the Need for Fundraising in a California Public School*

Marilee Pacelli presented a brief history of the DMSEF:

- Foundation grew out of the original 1999 strategic plan
- Many ideas were discussed at strategic planning
- Action teams were formed and directed to report back to the large strategic planning group
- One team was “funding team”
- The funding team identified the following 3 items: 1) District staff did not have time to seek outside resources on an on-going basis; 2) Upgraded and improved programs could be offered; 3) Improved staff morale through the implementation of new programs and 4) Would generate community involvement and support?
- The plan was presented back to the strategic planning group in April 1999 and adopted by the Board of Trustees in June 1999.
- Team investigated different funding ideas
- Team met with the director of CA Consortium for Education Foundation to get insight on the operations of a school district foundation
- Met with the PTAs to develop guidelines for fundraising
- Developed a mission statement for the foundation
- Discussion of one district wide foundation or individual school foundations.
- The decision was to have one district-wide foundation
- Consideration of the hiring a paid professional fundraiser and decided the foundation could only commit to a part time director
- School board has always had an ex officio member on the DMSEF board
- Formula was established for setting a goal for each school
- Worked closely with superintendent to establish method of fundraising
- Goal was based on the number of students at the school
- DMSEF raised over \$1 million in its fifth year

Maria Olson, DMSEF director spoke with regard to per pupil spending across the country and that California (\$7,500/pupil) ranks low in per pupil funding at compared to New York (\$13,000/pupil) and Ohio (\$9,500/pupil). She feels our parents want the “East Coast” programs for the California children. She reported there are nearly 500 foundations throughout the state and some as old as 25 years are funding:

- Teachers
- District wide Spanish
- Class size reduction in upper grades
- Physical education

Maria Olson stated that during the last seven years they have learned:

- to refine retention techniques
- fund raising growth continues to outpace growth in the district (funds have doubled over the years)
- there is a pool of generous donors in the district

- they have the potential to build an endowment
- they can run a profitable golf tournament
- to generate successful employer match programs (on target this year to raise \$75,000 which goes directly to the schools.
- to generate one-time corporate gifts and recurring gifts to foundation
- to include the PTA leadership in the planning process
- to coordinate district-wide fundraising events
- to have new, better functioning website
- to provide additional funding resource for principals above ESC teachers.

She feels that with an endorsement from the DMUSD board the DMSEF will meet its goal.

Board Discussion:

- DMUSD Board members asked clarifying questions which were answered by DMSEF board members.

Public Input:

Sue Husband, original treasurer of DMSEF served on the DMSEF finance committee, which was being asked to make recommendations on how to fund the programs. The committee started by looking at the PTAs but found that PTAs are legally chartered as service organizations not fundraising organizations. Combined with tax law and PTA policies it would be difficult for each campus to consistently raise money to fund the programs. Secondly they looked at the district. By donating to the district it would be tax deductible. If the money goes into the district the district must use funds equally for all students. Those on the committee felt fundraising would be more successful if parents could designate their money to their child's school. The committee recommended that the district encourage PTAs to continue what they have always done but establish a foundation as the vehicle to fundraise for the bigger projects.

Board President *Easton* asked clarifying questions regarding the model of raising money in arrears, which was clarified by DMSEF board member Marilee Pacelli and Supt. Bishop.

7.0 Conversation Regarding Current Issues Facing the DMSEF/DMUSD

- **Strategic Plan of DMSEF** Board President *Easton* asked for a brief recap of where the DMSEF is with their strategic plan.

Bob Gans shared the results of the foundation's parent survey from the beginning of the 2006/2007 school of which over 2000 were returned. He presented and reviewed the summary of the results (see attached). He stated that when looking at the strategic plan they have always looked to see what's the support for the foundation.

Karen Gilbert stated the DMSEF held a retreat in hopes of making a three-year plan but with negativity surrounding the DMSEF early in the school year the DMSEF became "derailed".

Debra McGinty-Poteet spoke to the importance of working with PTAs and principals. They had hoped 2006 would be the year they would create a multi-year plan. She feels they have the input to put a plan together.

Lawrence Taylor explained the DMSEF consulted with outside companies regarding best practices and procedures. The DMSEF was

told that having a strategic plan is critical but that until the DMSEF have the full backing of the entity being served (the district) it would be impossible to set a strategic plan. The board making a decision as soon as possible would allow the DMSEF to move forward.

Marilee Pacelli explained that in the first year or two the DMSEF did some strategic planning with the help of Lyn Perino and Phylis Quan.

Public Input:

- Janette Shelton, 4871 Brookburn Dr., San Diego; she has a 4th & 6th grader at Ashley Falls. She tabulated the surveys and reminded the Foundation board that the numbers for 06/07 mirrored 05/06. She spoke with regard to the surveys and why people may or may not participate and the various events that donors give to, i.e. the gala, golf tournament.

Maria Olson, DMSEF director, clarified that the participation rates are based on the fall appeal and do not include donations for the gala, etc. She stated the average gift is \$200-\$500.

Board Discussion:

Site-based vs. District-wide fundraising

- Board Members asked clarifying questions regarding participation rates within the district compared to foundations throughout the state, which questions were answered by DMSEF board members.

Board President *Easton* asked for discussion with regard to site based vs. district wide fundraising.

John Logan shared information on the Foundation of the Palo Alto School District, which he feels has a good program. Their foundation is the only source for fundraising for the ESC program. PTAs are not allowed to raise funds for salaries, only things. Their district does NO fundraising. Their goals are district wide and the funds are split equally based on per capita per school. Ten percent of the funds raised are in a reserve account to cover unexpected items.

If they go over goal the money is divided equally. If they don't meet the goal, schools decide how they will meet their needs. Mr. Logan feels a district wide goal will encourage parents to give to their ability and all students will benefit. He feels we should look at some models in other districts.

Board Discussion:

Board President *Easton* asked about Ed Code that states the funds must be distributed equally.

- Member *White* stated she spoke with an attorney in an effort to gather information for the meeting of the DMSEF and DMUSD boards. Some information shared was: our public education is free; parents cannot be asked to pay for it; there is a law stating that the education must be fair and equitable; a school that does not meet its goals should not be denied;

the district and DMSEF cannot look alike; district and DMSEF should not co-mingle funds.

- Board President *Easton* asked Supt. Bishop to follow up with an attorney regarding Member White's comment.
- Board President *Easton* and DMSEF board members shared thoughts on a district-wide vs. site-based goal.
- Member *McDowell* shared what he feels are two good points regarding the Palo Alto foundation: 1) donations are allocated to the school principals based on per student basis as well as to the teachers in the form of a grant; 2) every dollar given is matched by additional 20% by community and corporate donors.
- Member *White* asked if we as a public school must provide a similar education at each school, is it okay for a parent at an older school to donate money to provide newer instructional equipment, etc.?
- Board President *Easton* asked Supt. Bishop to ask the question of how different can we allow a site to get before its no longer similar. Supt. Bishop feels there is great flexibility in the state and he will gather more information for the board.

▪ ***Multiple fundraising vehicles***

Board Member *Easton* asked for discussion relative to concerns related to multiple fundraising vehicles and how it impacts how the DMSEF operates.

Board Discussion:

- DMSEF board member, Jana Stoudemire, stated that at her school, Del Mar Hills, the school the PTA and DMSEF work hand-in-hand to meet their goals. If the foundation were to be the vehicle for fundraising it would be beneficial to have clarity. She feels there is a benefit to having a foundation serving the district through site-specific goals, it offers accountability and, checks and balances.
- Debra McGinty-Poteet spoke about the relationship the DMSEF has experienced with the PTAs. She found that typically the PTA wanted to do "their thing" but would help the DMSEF, if needed. She asked the board to give validation and direction to the DMSEF board.
- DMSEF board members spoke regarding:
 - the DMSEF and PTAs having a clear picture of what funds are being raised for
 - an ongoing concern of parents being "nickled and dimed" to death
 - a district-wide effort; write one-check
 - the numerous opportunities for fundraising in the district
 - the parents wanting to know where the DMSEF

and PTA funds are being spent

- Member *White* spoke with a higher-level State PTA officer regarding what PTAs can and cannot do. She stated a PTA:
 - may hire teachers—employ them; the PTA is not for or against hiring
 - has no issue with amount of money raised
 - PTA goal is not to be a fundraising organization
 - Goal is to be focused on programs not fundraising, although they raise funds for programs.
 - PTA would have issue if all they did was raise funds
 - PTA discourages raising funds and giving them to another organization to be passed to another source. PTA should give their funds directly to the district.
 - Member *Crawford* asked Supt. Bishop to comment on PTAs hiring teachers. He expressed many different areas of employment that would need to be addressed and is not sure how a PTA would address them. Supt. Bishop offered to research if any PTA in California is currently hiring a staff member.
 - Member *White* clarified that she in no way is suggesting that a PTA should hire staff. She stated that she mentions this because of comments and concerns regarding if a PTA can raise funds for a person or is it limited to raising money for things. She said the answer to the question of whether or not a PTA can raise funds for a position is yes.
 - Board President *Easton* asked Supt. Bishop to find out if the district could have a policy that would not allow a teacher to work for DMUSD if hired by the PTA.
- No additional comments.
- ***Role of PTA compared to role of DMSEF***
 - ***Role of DMUSD with respect to DMSEF***
 - Board President *Easton* asked about some of the other concerns---historically areas in which DMSEF has needed directions.
 - Maria Olson, DMSEF director, encouraged the DMUSD to look at the Hillsboro School District. The district created windows of when the different entities could raise money. It was very clear to parents and foundation of what the funds were going toward.
 - Debra McGinty-Poteet stated that if the district needs funds, the DMUSD board needs to publicly endorse the DMSEF as the vehicle for raising those funds.
 - Bob Gans stated that the sole purpose of the DMSEF is to raise the funds for ESC programs. He feels the DMSEF exists to raise funds for the DMUSD and if the district doesn't need the DMSEF they have no reason to exist.

Board Discussion:

- Board Members of DMUSD and DMSEF discussed how involved should the DMUSD be in the operation of the DMSEF and at what point do they get involved in issues raised by parents and community.

Debra McGinty-Poteet expressed that the DMUSD ex officio member is always invited to ask questions and present issues at the DMSEF board meeting. She said they are welcomed to take part in all of the discussions and the DMSEF welcomes their comments and suggestions.

Public Input:

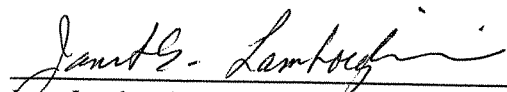
- Kit Wells, 12976 Caminito de las Olas, Del Mar, she has two children at Del Mar Heights. She stated she thinks its important to mention there are previous donors who are not donating because they do not feel the DMSEF is the proper vehicle. She shares the same goal as the DMSEF, and although she felt past DMSEF board meetings were unwelcoming, she feels that has now changed. She thanked everyone for his or her service to the DMSEF.
- Corinne Hackbart, 2195 7th Street, Del Mar. She has two children at Del Mar Heights. She agrees that everyone in district wants the ESC program and possibly it needs to be revamped. She recommended the district cover the obligation of prep time and that school sites have the ability to make site-specific decisions.
- Mary Taylor, 3959 Corte Mar de Brisa, San Diego; she has a child at Torrey Hills School and is the current PTA president at Torrey Hills. One of the first priorities of the Torrey Hills PTA was to give parents clarity of the purpose of fundraisers at Torrey Hills. She feels strongly that PTA should not raise funds for teachers. She stated the PTA's responsibility is to support school programs and be an advocate.
- Jennifer McDowell, 1605 Forest Way, Del Mar; she has two children at Del Mar Heights and one at Earl Warren Middle School. She feels parents will to give money where they want to not where they are told. She supports the DMSEF holding fundraising events for each site. Site principals can make the decision of how they want their funds used. She feels there should be a single annual fundraising event to cover overhead.
- Bill Eiffert, 4273 Corte Langostino, San Diego; he has a 6th grade child at Torrey Hills. He stated that he hopes both boards will consider these questions: 1) Regarding the survey, is there any question regarding parents with one child donating differently than parents with more than one

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- Member *Crawford* feels the dialog needs to continue and that the February board meeting is full. She suggested another meeting on February 22, 2007.

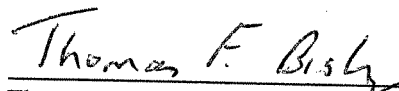
On motion by Member *White*, seconded by Member *Lamborghini*, the board voted unanimously to start the February 28, 2007 Closed Session meeting at 2:00 p.m. and the Regular Board meeting at 5:00 p.m.

9.0 ADJOURNMENT

On motion by Member *Crawford* seconded by Member *White* and carried unanimously, the Special Board Meeting of February 7, 2007 was adjourned at 10:09 p.m.


 Janet Lamborghini, Clerk of the Board of Trustees

2/28/07


 Thomas F. Bishop, Superintendent

2/28/07

program in which she suggests we continue with current Kindergarten program for 2007/2008 and the district staff will report back on the extended day is operating.

Further Board discussion ensued relative to a motion presented in Member White's new option. It was agreed that a discussion relative to staff reporting back on each site's adherence to the policy set forth and further study of full-day Kindergarten including the possibility of a committee to look into Kindergarten achievement and possible changes before the 3-year period would be included in the Regular Board Meeting of March 21, 2007.

Member White stated she was agreeing with the proposal because the board was agreeing to discuss these potential options at the next board meeting.

On motion by Member White, seconded by Member McDowell, the board unanimously approved the following: The DMUSD will maintain the modified full-day Kindergarten program in the district for the 2007/2008, 2008/2009, 2009/2010 school years. The modified full-day program is to provide one teacher with 4-5 students during each child's modified full-day period.

6.2 *Approval of the
2005/2006
Consolidated
Application, Part II,
For Funding
Categorical Aid
Programs*

Assist. Supt., Curriculum & Instruction, Janet Bernard, presented the 2006-07 Consolidated Application, Part II, for Funding Categorical Aid Programs for board approval.

Board Discussion:

Member White requested that in the future the board be asked for its approval prior to the filing.

Assist. Supt., Janet Bernard explained that because many of the figures needed for the filing are available a day or two before the deadline for filing, a Special Board Meeting would have to be called to approve it before it is filed. She also explained that if the Board feels a change is required a revised page may be sent to the State.

District staff assured Board members that staff would do their utmost to receive Board approval prior to the filing deadline.

On motion by Member White, seconded by Member Lamborghini, the board unanimously approved the 2006-07 Consolidated Application, Part II, for Funding Categorical Aid Programs.

6.3 *2007/2008
Enrichment Staffing
- Options*

Supt. Bishop stated that district staff has asked for guidance on "Should the district continue the practice of allowing schools to purchase enrichment staffing positions that exceed the enrichment allocations provided by the Board?" He stated that in addition to the information in the Board packet for tonight's meeting, the board has received a proposal from Members Easton and White for consideration. Also presented was the legal opinion of counsel, Christina Dyer, who was present to answer Board questions.

At the request of Board President Easton, Mrs. Dyer reviewed the legal opinion she provided to the Board. Before beginning the review she offered information in the interest of "transparency", relative to an association between Member White and an employee of her law firm. At Supt. Bishop's request she gave a brief summary of her career as a school lawyer.

Mrs. Dyer reviewed the facts of the DMUSD enrichment programs, as she understood them. After learning the facts she explained that she looks at the California Constitution section relative to California providing free K-12 public schools. She stated her concern that with the DMUSD and DMSEF integrated in the work of raising funds for the Enrichment Program it appears the district could be imposing a fee. She also stated that her analysis focused on the district's participation in the raising of the money, not the DMSEF. Because she does not represent the DMSEF, her analysis is not regarding their participation.

Mrs. Dyer suggested that the dialog continue. She feels the program can definitely go forward and there are ways for it to go forward that will eliminate the issue of a "fee". She feels that if the DMUSD and DMSEF uncouple the solicitation, uncouple the calculation of an amount per student that needs to be contributed, then the district should be able to proceed and have the DMSEF or other organizations raise money on behalf of the district.

Board Discussion with Christina Dyer, Legal Counsel

The board members asked questions of clarification, which were answered by Mrs. Dyer. Mrs. Dyer's comments included:

- The appearance of the DMSEF and DMUSD levying a charge for each child to have an enrichment program seems to be the crux of the issue.
- It is reasonable to say one, two, three hundred dollars will help our school.
- Linking the amount of a contribution to a cost per pupil per program is problematic.
- Separateness is important and DMSEF stationery should be distinct
- It is common and acceptable practice for the district to provide DMSEF services, i.e., clerical support, office space, etc. as long as it is not too significant.
- She feels the relationship of DMUSD and DMSEF is very normal in comparison to other foundations/school district relationships. What is unusual is a community with resources to raise the amount of funds being discussed.
- An advisable practice would be to not have staff members sign letters from the DMSEF.
- The Foundation should be held to the same criteria for distribution through students as other organizations.
- It's okay to receive restricted gifts, but when it relates to a program, salary and amount per pupil, it sounds like a fee.
- It's okay for PTA, DMSEF, etc. to state they are raising "x" amount of dollars for a program, but it should not be linked to an amount per child needed for a program.

Board Discussion:

Board President Easton clarified that the proposal before them is meant to be a "starting point" for discussion.

Member Crawford thanked Members White and Easton for the work put into the Equity Proposal but feels with the late submission to the board and that staff has not had adequate time to research the motions and verify that the motions are following Ed Code, etc., she

doesn't feel there is adequate time to review it to the extent that a vote is feasible.

Board members discussed the content of Motions #9, #10, #11 and the reasoning that went into the creation of these motions.

Supt. Bishop asked for clarification of "organizations obtain pre-approval" contained in Motion #9 and suggested maybe a dollar amount for pre-approval be inserted.

Supt. Bishop stated there is current board policy regarding donations to the district and the acceptance of the donations by the board.

Member Crawford suggested Supt. Bishop and two Board members work with staff to revise Board Policy 3290, which deals with donations, and bring it back to the Board for review and approval at a future time.

Board members asked legal counsel, Christina Dyer, clarifying questions regarding staffing with funds acquired through fundraising. Mrs. Dyer shared thoughts which included:

- A concern in raising money for a staff position is that the district hires the employee and there are precise laws on how staff is laid off and definite timelines.
- Lay off is generally by seniority, i.e. a junior staff member paid out of general funds may be laid off if the person filling a position paid by fundraising funds is more senior.

In response to Member White's question regarding temporary hiring of staff, Mrs. Dyer stated:

- There are very specific statutes of case law regarding temporary teacher employment. It is a complicated area.
- There are specific statutes of the Education Code for hiring temporary teachers when you have "soft" money. Definition of "soft" money is that it is "categorical".
- A position partially funded by the General Funds and partially by fundraising becomes extremely complex due to the funding and seniority lists.
- If a teacher does not sign a contract before the first day of school saying they are temporary, then they are probationary.

Public Input:

- Corinne Hackbart, 2195 7th St., Del Mar, 92014 – Thanked the board for all their effort. She spoke in favor of the district's General Fund covering the entire expense of the Enrichment Specialists.
- Bob Gans, 735 Hoska Dr., Del Mar, 92014 – Vice President of Foundation and parent at Del Mar Hills. He thanked Mrs. Dyer for her attendance. He feels Mrs. Dyer's comments show the importance of addressing the issues in a very thorough manner. He asked the board to carefully consider the content of Motion #10 and #11 and the incredible success of the DMSEF in their decision making process.
- Kelli Politoski, 5020 Seashell Pl., San Diego, 92130, Ashley Falls parent. She agreed with Bob Gans comments. She spoke in favor of the Foundation and feels the track record of the Foundation speaks for itself. She finds the per pupil fundraising amount helpful and questioned why the DMSEF would be charged fees,

i.e. rent, when there have been complaints about their overhead.

- Laurie Francis, Principal of Del Mar Hills Academy – She spoke in reference to a memo sent to the Board. Her school community became alarmed when they saw the motions in the proposal. She saw an absence of addressing the Academy concept, the role in the district with magnet students in and the uniqueness of the Hills Academy program. She expressed her community's desire to work with the board to revisit the Academy charter to make sure it is included in further decisions regarding the enrichment issue.
- Sue Tumay, 3975 Carmel Spring Way, San Diego, 92130 – She is thankful the board has looked into this situation. She spoke in favor of the Enrichment positions being paid from General Funds. She feels the fundamental items need to be covered by the budget. She would also appreciate the board looking into funding the physical education positions.
- Jeannie Waite, 123 Sea Orbit Lane, Del Mar, 92014 – She reviewed the proposal and feels the issues are very challenging. She applauded Board Members Easton and White for taking a stab but feels their proposal is confusing with recommendations that lack support and documentation and knowing whether the community definitely supports the ideas. She thanked Mrs. Dyer for her comments and felt a lot of issues were resolved. She offered a brief history of the DMUSD's PTAs and the formation of the Foundation. She commented that within the Easton/White proposal there are contradictory remarks relative to the budget. She reminded the board that Strategic Planning is what has guided the district for the last nine years. She also mentioned Basic Aid compared to Revenue District concerns and the potential of the Fire Department wanting a percentage of funds. She also addressed the designation of board members with no institutional history chairing the Budget Committee and Personnel Committee, and encouraged the members to find a board member with history to co-facilitate in order that they have benefit of institutional memory. Mrs. Waite feels that this is a time for parents and community members to pay attention to the issues currently before the board. She feels the past issues of bussing and boundaries pale in comparison to some of the proposal being presented. She encouraged the community to look at these closely. (Statement attached.)
- John Logan, 12445 Cavallo St., San Diego, 92130 – He is currently on the DMSEF board but is speaking as an individual. He reported that Carmel Del Mar has 52% DMSEF participation rate which is at the top compared to the other schools but Carmel Del Mar is ranked at the bottom in achieving their goal. In the Easton/White proposal he stated his concern of what role the DMSEF will serve in the future. He is in favor of district-wide fundraising.

Board Discussion:

Board President Easton stated that the proposal presented is intended to be a starting point to put us in a direction that we may fully fund a minimum 4-5 positions at each school. She feels the DMSEF is a valuable part of the community and her intent is not to

dismantle the Foundation. She feels there is a need to look at Strategic Planning and determine future priorities. She stated the intent of the Budget and Personnel Committees is to provide a new viewpoint and to ask ourselves "do we want to continue to do it this way".

MOTION #1

Supt. Bishop offered a history of how the district arrived at the site-based management. By having the sites have a stake on how to improve, innovation began. State Standards have been the building blocks and the basis for instruction during the past eight years; the responsibility for improvement went to the sites about eight years ago; a great practice at one of our schools is easily shared with the others and the result is good. Supt. Bishop also outlined the history of how art, music, etc. started in the district and grew district-wide. From 1998-2000 parents wanted music in the school district. The Foundation was formed to help raise additional resources for music. The District gave the sites ownership of staff development, instructional strategies, etc.

Supt. Bishop stated that the principals and directors would welcome discussion on diversity and what the Board wants and the process for diversity.

Member *Lamborghini* wants to be sure that students at a large school will have the same (or almost the same) minutes of enrichment instruction as a smaller school. She feels the uniqueness and diversity may stray from equity.

On motion by Member White, seconded by Member McDowell the board voted 3-1-1 to approve the following: The Del Mar Union School District is committed to providing a high quality core curriculum at all sites. Further, the Board recognizes that each school site is different and values the uniqueness and diversity of each site in terms of implementing and integrating the core curriculum and enrichment programs. These attributes contribute to the high quality of education at each school in our district along with the sharing of the best practices learned with the other school sites in the district. Ayes: Members Easton, McDowell, White; Noes: Member Lamborghini; Abstain: Member Crawford. Member Crawford feels the board has not had sufficient time to review.

Principal Francis reminded the Board of the Amendment presented by the Del Mar Hills Academy. The Board suggested that this subject be tabled for a future date.

MOTION #11

After lengthy discussion on Motion #11 in the Equity Proposal (the endorsement of the DMSEF as the primary fundraising vehicle) the Board recommended that Member McDowell meet with the DMSEF to discuss the motion and bring ideas to the Board on how the DMSEF and DMUSD see their relationship.

The Board asked legal counsel, Mrs. Dyer, to review the Bylaws of the DMSEF and offer her legal opinions.

MOTION #2

At the conclusion of significant Board discussion on Motion #2 (the DMUSD fully funding ESC staff from the General Fund) and Motion #3 (school sites contributing to cover the costs of additional

staffing and the DMUSD accepting donations from various entities) and the Board seeking legal opinion from Mrs. Dyer, the following motion was made:

On Motion by Member White and seconded by Member McDowell, the Board unanimously voted that effective February 28, 2007, the District will eliminate the current site fundraising goals at each school site for enrichment positions and to confirm the District fully fund, from the General Fund, the following 28.5 teaching staff at each of the indicated school sites for the 2006/2007 school year for a total cost of \$2.183 million:

*Ashley Falls – 4 teachers
Carmel Del Mar – 4 teachers
Del Mar Heights – 3.5 teachers
Del Mar Hills – 3 teachers
Sage Canyon – 5 teachers
Sycamore Ridge – 3 teachers
Torrey Hills – 6 teachers*

Member White stated that some clarity was needed regarding the staffing for Carmel Del Mar. David Jones, Principal of Carmel Del Mar, was not present at the time to offer clarification. Should Mr. Jones indicate the number is incorrect the Board directed staff to bring this item back to the next Board meeting.

On Motion by Member White seconded by Member Lamborghini the Board voted unanimously to adjourn the meeting of February 28, 2007 and continue with the meeting on March 7, 2007 at 5:00 p.m. at the Del Mar Hills Academy, 14085 Mango Drive, Del Mar, CA 92014. The meeting of February 28, 2007 was adjourned at 11:00 p.m.

Board President Easton, called the March 7, 2007 continuation meeting of the February 28, 2007 Regular Board Meeting to order at 5:00p.m.

BOARD PRESIDENT EASTON CALLED FOR SPEAKER SLIPS.

6.3 Continuation

MOTION #10

Member McDowell presented a revised recommendation for Motion #10 in the Equity Proposal to clearly differentiate the DMUSD responsibilities and roles as separate and distinct from the responsibilities and roles of the DMSEF based on his discussions with DMSEF and other entities and the reasons for each of them.

Member McDowell highlighted the changes made from the original Motion #10.

Board Discussion:

At the conclusion of Board discussion the following motion was made:

On Motion by Member White, seconded by Member McDowell the Board voted unanimously to approve the adoption of the following recommendations to clearly differentiate the DMUSD responsibilities and roles as separate and distinct from the responsibilities and roles of the DMSEF.

- 1) *The DMUSD school board will continue to elect one board member as an ex-officio to the DMSEF. While other district staff or board members may attend meetings and functions*

- by the DMUSD board, the trustee shall act as the representative of the school board.
- 2) DMUSD staff will not recommend DMSEF policy or set a per pupil DMSEF donation goal at each site.
 - 3) DMUSD staff will not create, sign, or cosign, any appeal letters.
 - 4) DMUSD staff and board will not participate in items the DMSEF define as confidential in nature.
 - 5) DMUSD will keep track of payments done on the behalf of, and services provided to the DMSEF. These include, but are not limited to facilities' rent, office equipment, telephone and Internet access, and web hosting. A valuation for these services will be determined in a manner that is consistent with the allocation and assignment of cost to the District enterprise funds invoices of any or all of the items will be consistent with the districts handling of other external organizations. The DMUSD will provide a copy of the above record keeping for inclusions in the DMSEF financial reports.
 - 6) The DMUSD will just provide a link to the DMSEF on its main webpage. The DMSEF will be responsible for its own web content and eventual hosting of its own website.
 - 7) The DMUSD will continue to include on the Board agenda, time for representatives of the DMSEF to inform the DMUSD. Given the ex-officio member will also have the opportunity to speak at Board meetings the DMUSD and DMSEF will try to avoid going over the same items.
 - 8) The DMUSD will not provide student data information to the DMSEF. This includes any home mailing information, phone numbers or use of the district phone system. This same prohibition prevents the district from providing information to the PTAs. This puts the district in compliance with current privacy laws. However, since the DMSEF provides valuable support to the district, the district will provide families with an option to "opt in" to DMSEF (and PTA) information in paperwork distributed and collected at the beginning of the school year.
 - 9) NO DMUSD materials, including the website, will include solicitations for the DMSEF.
 - 10) No DMUSD employee will solicit for the DMSEF in any official capacity or be tasked with any assignments, jobs or goals related to the DMSEF. Nothing in this policy will prohibit DMUSD employees from choosing to participate in fundraising activities as they see fit. Even with clearly differentiated roles and responsibilities, there will still be a relationship between the DMUSD and the DMSEF.
 - 11) The DMUSD will waive the cost of the services outlined in Item #5 above to the DMSEF.

MOTION #11

Board Discussion:

Member McDowell updated the board on the status of Motion #11. Legal counsel, Christina Dyer, stated that the dialog and problem solving was making progress but the DMSEF needed time to bring a

proposal back to the DMSED board.

Public Input

- Karen Gilbert, 14046 Mercado Drive, Del Mar 92014, expressed the DMSEF's appreciation for the time Member McDowell and many others had devoted during the past week. She believes DMSEF has come up with a solution to avoid excessive entanglement between DMSEF and DMUSD and to restore the community's confidence and clearly give guidance of where parents should donate. The DMSEF proposes that in lieu of Motion #11, an outside review be conducted by a mutually agreed upon third expert on school foundations to ensure best practices. DMSEF would particularly like a review of both Motion #10 and #11.

DMSEF has recently narrowed their search for an outside review company and has spoken to two firms that they feel are reliable to conduct the review. One is Charles Sizemore of Martz & Lundy, and the other is Jeannie Schmelzer of Netzel Associates. Mrs. Gilbert stated that the cost of an extensive review by a firm of this caliber is \$10,000. The firms will also offer suggestions on long range planning or work with DMSEF and DMUSD in long range planning. The DMSEF's desire is to make this a completely unbiased. Upon receiving the review the DMSEF would suggest a joint meeting to discuss the findings.

Member Lamborghini expressed her agreement with Karen Gilbert's idea of possibly having each entity fund 50% of the cost of the review.

Member McDowell stated that hiring a consulting firm may not give the DMSEF the type of results desired.

Debra McGinty-Poteet, read a letter written by the California Consortium of Education Foundation. (See attached.)

Public Input:

- Mary Taylor, 3959 Corte Mar de Brisa, San Diego, 92130. She expressed concern about the future of the district. She read from her statement attached hereto. She stated two concerns, which are: 1) The \$35,000 donation and the debate it has caused; 2) Conflicts of interest; she took issue with the fact that a current PTA President is sitting on the DMUSD board making decisions that will affect the entire district. (See attached.)
- Ginny Merrifield; Mrs. Merrifield expressed appreciation for the efforts of many to resolve the problems of equity and fundraising. She spoke regarding the emotions and conflicts across the district. She feels the DMSEF is not the victim and ultimately the answer to the problem is to have everyone listen to the donor. She feels the donor must be valued and given choices and they must be felt that they are heard. She feels a measure of the success of the DMSEF would, in part, be how the individual sites view the DMSEF and if they feel they are getting the support they want. She asked that the parents feeling of being listened to be a measurement of the DMSEF's success. She thanked Members Easton and White for working on this situation and thanked Member McDowell for his work this past week. She feels there is still a lot of work to do and hopes the dialog will continue.

- Corinne Hackbart, 2195 7th Street, Del Mar, 92014; She addressed the \$35,000 donation issue which came about because Del Mar Heights PTA raised money for ESC teachers two years ago. It was raised before the board had policy regarding restricted funds. Del Mar Heights did not want DMSEF to assess overhead to these funds, which did not involve the DMSEF. She stated that through research the Del Mar Heights PTA learned that it was highly recommended by State and National PTA to not give donations to a third party as a pass-through. She stated it was the intention of the Del Mar Heights PTA and the parents for ALL funds raised at the Oktoberfest to go directly for the cost of ESC teachers.
- Karen Gilbert spoke again regarding the need for the DMSEF to have more discussion, of which Member McDowell may be a part. She stated that trying to “tweak” what has already been proposed in Motion #11 may or may not work. She wanted everyone to know that taking more time was not in any way intended to be a stall tactic. DMSEF also has the desire to understand the desires of the parents on some of the key points.

On motion by Member Crawford, seconded by Member Easton, the Board unanimously approved to table Motion #11 of the Proposed Equity Proposal pending the DMSEF Board discussion, at their next regular board meeting, and returning with a report on the progress that the DMSEF and DMUSD can make together and for Member McDowell to continue to work with the DMSEF.

MOTION #3

At the suggestion of Member White the Board turned to Motion #3 regarding school sites contributing funds to cover the costs of the site-requested additional staffing for enrichment.

Board Discussion:

Upon Member Easton’s request for the opinion of legal counsel, Christina Dyer, on Motion #3, Mrs. Dyer stated her concerns were the same and suggested care be taken to not assess a per pupil amount to cover these costs.

Board President Easton feels that by approving this motion it sends a message to the community that the DMUSD does need their support and contributions to be able to run these programs.

On motion by Member Easton, seconded by Member Crawford the Board unanimously approved the following: The Del Mar Union School District respectfully requests each school site to contribute funds sufficient to cover the costs of the site-requested additional staffing as described above, totaling \$172,000. Further, the District is hopeful that donations will be offered to offset the \$600,000 cost of providing certificated enrichment teachers. The District will accept donations from the DMSEF, from the school PTAs, from parents, from corporations and from other non-profits to cover these costs for the 2006/2007 school year.

MOTION #4

Member White suggested the Board address Motion #4 to confirm that the DMUSD is compliant with the issue of charging a fee for any curricular program.

On motion by Member Easton, seconded by Member White, the board unanimously voted to direct the Superintendent to ensure that the DMUSD is in compliance with the California Constitution prohibiting charging a fee for any curricular program and to bring a proposed timeline for setting the policy for each school site next year.

MOTION #5

Member White stated that Motion #5 was based on conversations with Supt. Bishop about what kind of staffing was required at each school to fulfill contractual obligations to the DMCTA through prep time.

Supt. Bishop explained that the contract with the DMCTA requires the DMUSD provide each teacher with prep time.

Director of Personnel/Facilities, Rodger Smith presented information relative to Motion #5. He stated the number of classes in 1st-3rd grades and 4th-6th grades drives the number of prep periods required each year. He stated that staffing projections could change, as more information on enrollment is available. Mr. Smith stated there are still a number of variables that may still affect the staffing at each site, i.e. board policy on intradistricts, enrollment is not yet permanent due to families moving in and out of the district. As solid information comes in, the staffing projections will be reviewed. Mr. Smith reviewed with the Board the staffing projections presented. Mr. Smith expressed concern with the short time frame before the March 15 deadline of issuing lay-off notices and the customization feature that is part of Motion #5.

Board Discussion:

After Board discussion regarding the number of prep times required and the assumptions used, Member White asked to see a matrix of the number of teachers needed based on the number of prep times needed.

Supt. Bishop stated that past practice when opening a new school is to offer the full 4 ESC teachers and suggested Ocean Air be rounded up from 3.5 to 4 ESC teachers.

When asked about classified employees teaching classroom to cover for prep time, legal counsel, Mrs. Christina Dyer stated that the State is very tight regarding only credentialed teachers teaching. She highlighted:

- Enrichment teachers must be credentialed
- Multi- subject credentialed teachers can teach any subject
- Single subject credentialed teachers can teach only the subject in which they have the credential

Mrs. Dyer reviewed the different types of teachers, i.e., probationary, temporary, permanent, etc. She stated that regardless of what the DMSEF raises, the DMUSD must fund the teachers for 2007/2008. She reminded the board to be very careful in linking a position to "soft" dollars and hiring people on temporary contracts.

Member White suggested that staff work with Mrs. Dyer to produce a proposal allowing sites to support their schools as they see fit. Supt. Bishop suggested the proposal: reflect the true cost to district; reflect fiscal responsibility; start with \$76,000; add step and column.

On motion by Member Lamborghini seconded by Member White,

the board unanimously voted to table the remaining issues in Item 6.3 until a Special Board Meeting to be held March 29, 2007 at Del Mar Hills Academy at 6:00 p.m.

Board requested a proposal from Supt. Bishop for review by the Board as soon as possible.

**6.4 Clarification, \$35,000
Donation from Height
PTA to DMUSD**

On Motion by Member Lamborghini, seconded by Member Crawford, the Board voted 4-0-1 to table Item 9.1 and Item 6.4 until the Special Board Meeting on Thursday, March 29, 2007. Ayes: Members Easton, Crawford, Lamborghini, McDowell; Abstain: Member White due to the fact that she currently serves as the PTA President at Del Mar Heights and one of the donations significantly impacts the Del Mar Heights PTA.

**9.1 Approval and
Acceptance of
Donations to the Del
Mar Union School
District**

See motion above in Item 6.4.

Pulled from Consent

**6.5 Report on the District
Staff Development
Days – January 25
and 26, 2007**

Assist. Supt., Curriculum & Instruction, Janet Bernard presented the report on the January 25 and 26 Staff Development, Professional Learning Academy

The workshop topics were identified from a Professional Learning Communities Needs Assessment conducted last fall. Twenty-seven different workshops were offered over the two days. Classroom teachers, instructional aides, long-term substitutes, and Academic Learning Program teachers, representing 70% of the staff, chose to participate

The District received a state block grant of \$162,069 to support District staff development for 2006-07. District expenses, including staff salary costs, are expected to total \$157,767.

**6.6 Board Ratification of
Professional Service
Agreements for the
Del Mar Union
School District After
School Enrichment
Program.**

Supt. Bishop presented for Board Ratification of Professional Service Agreements for the Del Mar Union School District After School Enrichment Program.

Board Discussion:

Member White expressed concern about ratifying an agreement "after the fact".

Staff explained the difficulty in bringing these agreements to the Board in a timely manner, but they would certainly do their best to present them as soon as possible.

On motion by Member Lamborghini, seconded by Member Crawford, the Board unanimously approved the Ratification of Professional Service Agreements for the Del Mar Union School District After School Enrichment Program.

**8.2 1st Reading,
2007/2008 Site and
Grade Level Caps**

Director of Facilities/Personnel, Rodger Smith, presented for a first reading recommendations of the grade and site level caps. He expressed that the only school for the 2007/2008 school year needing

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

**MINUTES OF SPECIAL BOARD MEETING
BY THE BOARD OF TRUSTEES
Del Mar Hills Academy – Multi-Purpose Room
14085 Mango Drive
Del Mar, CA 92014**

**March 29, 2007
6:00 p.m.**

DMUSD Members Present: Annette Easton, President of the Board
Janet Lamborghini, Clerk of the Board
Linda Crawford, Steven McDowell, Katherine White

DMUSD Members Absent: None.

DMUSD Staff: Thomas F. Bishop, Superintendent
Sherry Forte, Exec. Asst. to the Superintendent
Tom Hauseur, Director of Technology
Grace Hauseur, Teacher on Special Assignment
Dena Whittington, Assist. Superintendent, Business Services
Trish Snider, Director of Pupil Services
Janet Bernard, Assist. Superintendent, Curriculum & Instruction
Todd Boetler, District webmaster
Rodger Smith, Director of Personnel/Facilities
David Skinner, 2nd grade teacher, Carmel Del Mar
Jennifer Steinman, Technology Teacher, Sycamore Ridge
Carol Sharpe, 3rd grade teacher, Torrey Hills
Wendy Wardlow, Principal, Del Mar Heights
Kathy Zach, Administrative Assistant, Del Mar Heights
Emily Disney, Principal, Sycamore Ridge
Tracy Garber, 4th grade teacher, Carmel Del Mar
Bill Porter, 2nd grade teacher, Carmel Del Mar
Linda Dugger, Extended Studies teacher, Carmel Del Mar
Cinda Peck, Music teacher, Carmel Del Mar

Others In Attendance:

Jim Kerr, *Del Mar Times*; Debra McGinty-Poteet, Maria Olson, Marsha Sutton, *Carmel Valley News*; Ian Port, Village Voice; Mrs. Christina Dyer, Legal Counsel; Steward Seward, Bob Gans, Karen Gilbert, Laura DeMarco, Alison King, Maria Henry, Leslie Tipp, John Logan, Jana Studemire, Laurie Hoshaw, John Wells, Sue Tumay, Pamela Couvignou, Cheryl Pile, Jennifer McDowell, Felicia Weinbaum, Sue Lichter

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

1.0 Board President, Annette Easton, called the meeting to order at 6:04 p.m.

-
- 2.0 **Approval of the Agenda** Member Lamborghini requested that Motion #11 be moved on the Agenda to come before Motion #5. Member Crawford requested that Item 6.4 on the Agenda be moved to come before Item 9.1.
On motion by Member Lamborghini seconded by Member White the Board voted unanimously to approve the Agenda with the amendments noted above.

BOARD PRESIDENT EASTON CALLED FOR SPEAKER SLIPS.

3.0 **Communication From the Public**

Public Input:

- Laurie Hoshaw: Mrs. Hoshaw stated she was speaking before the board for the second time in two weeks to express her grave concerns for the school district in the direction it is being taken by the new Board majority. She spoke of the accomplishments of Superintendent Bishop and the strengths he brought to the DMUSD. (Statement attached.)

2007/2008 ENRICHMENT STAFFING – OPTIONS

Continuation of Item 6.3 of the Regular Board Meeting of February 28, 2007

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- | | |
|---|---|
| <p>Motion #11 DMUSD Endorses DMSEF as Primary Fundraising Vehicle</p> | <p>Member McDowell stated he met several times with representatives of the Del Mar Schools Education Foundation to discuss Easton/White's original Motion #11. Working directly with DMSEF representatives, Mr. McDowell and the DMSEF leadership developed the "Foundation Operating Plan". Member McDowell explained the "Foundation Operating Plan" document (attached) and answered Board members' questions. The proposal includes:</p> <ol style="list-style-type: none"> 1) Rapid transition of new Executive Committee. 2) Immediate Distribution of parental appeal contributions 3) Analysis of Best Practices 4) Development of DMSEF Strategic Plan |
|---|---|

On motion by Member McDowell, seconded by Member Lamborghini the Board voted unanimously to endorse the DMSEF as the primary fundraising vehicle for charitable contributions to the DMUSD subject to the Del Mar Schools Education Foundation continuing with their March 21, 2007 Foundation Operating Plan.

**Motion #5 DMUSD Fully
Funding
Positions at
School Sites**

Supt. Bishop presented three different policy options for Board consideration regarding whether or not the Board should allow sites to purchase 07/08 enrichment staffing that exceeds the regular 07/08 enrichment staffing that is assigned to each site.

Director of Facilities/Personnel, Rodger Smith, clarified that the primary grades have 3 40-minute prep periods per week; upper grades have 4 45-minute prep periods per week. He also stated that the Technology Teachers spend a significant portion of their time on technical support versus direct student instruction and principals have the flexibility to arrange the minutes/schedule based on the needs at their site. The information presented tonight will be revisited with the board if the 07/08 enrollment as projected changes significantly.

Public Input:

- Sue Lichter, representing Ashley Falls PTA. She asked for clarification regarding only being able to raise one additional enrichment position and if that is affected by schools that have an ESC aide and currently fund with soft funds a PE certificated teacher.
- Bob Gans, Del Mar Hills Academy parent. Mr. Gans expressed concern that sites will not be allowed to purchase additional staffing beyond the 07/08 school year. Mr. Gans also asked about the feasibility of making a minimum level staffing of ESC specialists at each school.

Board Discussion:

After significant board discussion the following motions were made:

On motion by Member White, seconded by Member Crawford, the Board voted unanimously to accept Rodger Smith's proposal of March 27, 2007 (below) specifying the formula for allocating enrichment positions based on the number of preparation periods required.

<i>Prep Periods: 0-55</i>	<i>FTE Position: 3.0</i>
<i>Prep Periods: 56-57</i>	<i>FTE Position: 3.5</i>
<i>Prep Periods: 68-79</i>	<i>FTE Position: 4.0</i>
<i>Prep Periods: 80-91</i>	<i>FTE Position: 4.5</i>
<i>Prep Periods: 92-103</i>	<i>FTE Position: 5.0</i>
<i>Prep Periods: 104-115</i>	<i>FTE Position: 5.5</i>
<i>Prep Periods: 116-127</i>	<i>FTE Position: 6.0</i>

On motion by Member White, seconded by Member Easton the Board voted unanimously to allow sites to purchase up to two additional FTE enrichment positions for the 07/08 school year, that the cost to purchase one full-time certificated enrichment position for 07/08 be approved at \$68,000 and sites could purchase half-time 07/08 certificated enrichment positions for \$34,000 and that the sites will have from April 1, 2007 until June 15, 2007 to raise the new funds to pay for the additional 07/08 enrichment positions.

Motion #6 **Creation of Budget Committee**

Motion #6 of the Easton/White Equity Proposal recommends the Board form a Board Committee on the Budget to propose reallocation of funds and resources so that the DMUSD can cover contractually obligated expenses.

Board members discussed:

- The expectations of the new Board Budget Committee over the current Budget Committee.
- Committee members having no expertise in the area of school finances making proposals to the board.
- The selection process and that it be representative of the entire district.
- Staff being over burdened.
- Timelines

Public Input:

- Laura DeMarco; she spoke in favor of creating the new Budget Committee. Mrs. DeMarco also spoke about the Shores property and how she feels “the district is unwisely pursuing policies inviting costly litigation.”
- Bill Porter; Carmel Del Mar teacher and parent in the community. He commended board members for wanting to learn as much as possible about being an effective Board member. He spoke against the formation of the Budget Committee and Personnel Committee. He respects the work of the current administrative staff and suggested a board member join the current Budget Committee.
- John Logan: He feels the Shores property is an incredible asset and hopes the DMUSD sells it for as much as possible “to help support the best programs we can have for our kids.”

Board Discussion:

Member Easton explained that the vision for the new committee is for it to look at the budget in a different way, to provide an additional viewpoint for Dena Whittington and the board, and to develop recommendations for the board.

On motion by Member White, seconded by Member McDowell, the Board voted unanimously for Motion #6 of the Easton/White Equity Proposal as follows:

The Board of Trustees creates a Budget Committee of the Board chaired by Steven McDowell. Committee composition will be as follows:

- 1 Board Member serving as committee chair*
- 1 Principal*
- 1-3 Parents*
- 1-3 Teachers (some long term and others new to District)*
- 2 Classified staff (1 school site, 1 District administration)*
- Assistant Superintendent of Business Services*

Members of this committee must demonstrate fiscal expertise in dealing with large budgets. This committee will meet in accordance with state open meeting laws (public noticed and invited). This committee will solicit input from all District employees as well as parent and community members, including but not limited to anonymous and identified input. The Budget Committee Chair will recommend committee member appointments. Per Board Bylaw 9121, the committee members will be appointed by the Board President, subject to Board approval.

This committee will have access to all school sites, school District employees and budget related documentation. This committee will consider resources including but not limited to District vehicles, travel and retreats, staffing across the District including the District office departments as well as school sites. Addressing the budget shortfall through the usage of District reserves will be considered only as a last resort, in order to cover the unfunded obligation negotiated by the Superintendent in the DMCTA contract for prep time minutes and to put the District in compliance with the California Constitution requirement for a free public education. Further, the Board expects that careful consideration of the budget will not require the use of District reserves.

On motion by Member White, seconded by Member Easton, the Board voted unanimously that the budget committee of the Board would include a geographic diversity of members across district sites.

Member McDowell will bring a recommendation for the selection process, term to be served and the composition of the Budget Committee to the April 25, 2007 Board meeting.

**Motion #7 Creation of
Personnel
Committee**

Motion #7 of the Easton/White Equity Proposal recommends the Board form a Personnel Committee specifically to examine the staffing levels, needs, job definitions and pay.

Board members discussion included:

- The expectations and philosophy behind the proposed committee.
- The reason for a Personnel Committee.
- The intent for it to work in conjunction with the Budget Committee.
- Personnel Committee to offer a strategic look at staffing and how the dollars are being used.
- Large portion of budget is for staffing.
- Personnel Committee offering a global look at staffing across the district.
- Personnel Committee may be a duplication of the work of current staff.
- Committee needs to have specific requirements.
- Staffing needs and job analysis.

Upon being questioned, Director of Facilities/Personnel, Rodger Smith, stated that his department is charged with the responsibility of staff planning and the allocation of district resources to make the maximum impact on student learning. Mr. Smith stated he doesn't have any reservations about the proposed Personnel Committee and appreciates the sensitivity of what appears to be duplicate responsibilities. Mr. Smith is happy to share his information with the committee to broaden their understanding of why "we do what we do."

Public Input:

- David Skinner: 14 year teacher in the district and has served on many committees. He feels constant transparency is critical and the committee needs to be extremely clear on the goals. He spoke of his concern about one group of employees evaluating the contributions of another group of employees and the divisiveness that may ensue.
- Debra McGinty-Poteet, a resident and DMUSD parent. She has 25 years of HR experience, sat on board of HR committees at private schools. She spoke regarding HR professionals and the importance of complete confidentiality. She spoke of her experience about committees that talk about people and that "loose lips sink ships". She reminded the board that the sensitive discussions of HR involve real people. She cautioned

the Board to select people that are subject to a confidentiality agreement.

- Bill Porter, teacher at Carmel Del Mar. He spoke against the formation of this committee. Feels the district staff is extremely capable more than able to answer all Board questions.

Member McDowell asked for information on what other districts have relative to committees dealing with Human Resources. He feels this committee could be framed in a way that will benefit strategic planning and the total staffing in the district.

Assist. Supt., Curriculum & Instruction, Janet Bernard, stated that from her experience in working with districts ranging from 10,000 to 30,000 ADA, they typically have a Budget Committee that will also do the personnel investigations. Because personnel is tied so closely with the budget it was the Budget Committee that would make recommendations to the Board.

Motion by Member White: The Del Mar Union School District creates a Personnel Committee of the Board chaired by Katherine White. Committee composition will be as follows:

- 1 Board Member serving as committee chair
- 1 Principal
- 1-3 Parents
- 1-3 Teachers (some long term and others new to District)
- 2 Classified staff (1 school site, 1 District administration)
- Director of Human Resources

This committee will meet in accordance with state open meeting laws (public noticed and invited). This committee is directed to propose staffing levels, staffing needs and areas for job analysis in light of our recent budget deficits and stabilizing enrollment. This committee will provide input into the Board Budget Committee for the 2008/2009 budget process. The Personnel Committee of the Board will include a geographic diversity of members across district sites. Seconded by Member Easton.

Board Discussion:

Member McDowell spoke of the concern expressed by the public on how to frame the committee. He stated the intent is for the committee to look at it from a strategic standpoint and, therefore, we would be looking at 08/09, which might make people more comfortable and allow more input. He would support an amendment with the word "strategic" in it.

Member White was comfortable adding the word “strategic” and adding the committee reports to the Budget Committee for the 2008/2009 budget process, making it clear that we are not looking for this year but are looking out several years.

LC supports recommendation to table Motion #7 to return in a different format.

Member Easton suggested that if the Board is looking at the 2008/2009 school year perhaps the Board could table this Motion and bring back a crafted one with the exact language for the strategic focus.

Member Crawford supported tabling the motion and feels it needs to have more focus as to the goals of the committee.

Member Easton wants the intent and charge of this committee to be clear so as not to create rumors and speculation of what will happen. Member Easton sees the committee as a global and strategic look at staffing and she would be happy to meet with Rodger Smith and Member White.

Member White also would like the input of DMCTA President, Jennifer Steinman.

Board President Easton announced that the Board will bring this item back to the April 25, 2007 meeting.

Motion #8 DMUSD to Accept Funds From Different Entities

Member White made the following motion: The Del Mar Union School District will continue to accept funds from the DMSEF, site PTAs, and contributions from donors given directly to the District.

Board Discussion:

Board members discussion included:

- This is policy, why is it needed?
- Concern over whether the district should only accept funds from one organization and not another
- Although it's policy it doesn't hurt to reclarify the Board's position of its willingness to accept donations from the different entities.
- Reaffirming Board Policy 3290, Gifts, Grants and Bequests.

Member White amended her motion to say: The Board reaffirms Board Policy 3290. Member McDowell seconded the motion.

After Board discussion on how best to reaffirm current Board Policy 3290 and give the community clarity, Member McDowell proposed that a Resolution be brought back to the April 25, 2007 to provide clarity for the community of funds the Board will accept and to reaffirm Board Policy 3290.

Board President Easton stated the Resolution will include Motion #8 and Motion #9 but would like the following sentence to be incorporated into the Resolution: "The Board recommends organizations obtain pre-approval for targeted fundraising campaigns or activities."

Motion #9	Reaffirmation of Board Policy 3290, Gifts, Grants and Bequests	Motion #9 will be included in the Resolution mentioned above under Motion #8.
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6.4	Clarification, \$35,000 Donation from Heights PTA to DMUSD	Board President Easton explained that Amelia Morris, Foundation Representative from Del Mar Heights School had sent an email requesting clarification of the \$35,000 donation from the Del Mar Heights PTA, whether the donation will be applied to the Del Mar Heights' Foundation goal for the year.
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Board President Easton stated that based on recent Board decisions to eliminate site based goals, and that there is no longer a targeted amount, this is a non-issue.

Member White asked for clarification on whether the Board is required to vote on this because of a request that has been made.

Board President Easton reminded the Board that this donation was previously accepted by the Board at the October 25, 2007 board meeting.

With Member White abstaining from further discussion due to a possible "windfall" to the Del Mar Heights PTA should the Board reject this donation, the remaining Board members did not have a need to move this to an action item and were comfortable with the acceptance of the \$35,000 donation on October 25, 2007.

Supt. Bishop was directed by Board President Easton to follow up with Amelia Morris and let her know that in light of recent Board adoptions that the issues she raised in her email were no longer a question.

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- 9.1 *Approval and Acceptance of Donations to the Del Mar Union School District from Regular Board Meeting of February 28, 2007 and March 21, 2007.* On motion by Member White, seconded by Member Crawford, the Board voted unanimously to accept the donations to the Del Mar Union School District from Regular Board Meetings of February 28, 2007 and March 21, 2007
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~~9.1 Approval and Acceptance of Donations to the Del Mar Union School District from Regular Board Meeting of March 21, 2007~~

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- 9.0 *ADJOURNMENT* On motion by Member White seconded by Member McDowell and carried unanimously, the Special Board Meeting of March 29, 2007 was adjourned at 9:08 p.m.
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Janet S. Lamborghini
 Janet Lamborghini, Clerk of the Board of Trustees

Thomas F. Bishop
 Thomas F. Bishop, Superintendent

DEL MAR UNION SCHOOL DISTRICT
COMMUNITY RELATIONS

BOARD POLICY 1260: EDUCATIONAL FOUNDATION

Because demands on the educational system exceed available public funding, the Governing Board recognizes that members of the community are often willing to make voluntary contributions that will provide needed additional funds for the school district. The Board therefore approves and encourages the creation of an independent educational foundation to actively raise funds that will enhance educational opportunities for our students.

Legal Reference:

COURT DECISIONS

Serrano v. Priest (1976) 18 Cal. 3d 728

Management Resources:

California Consortium of Education Foundations, @cceflink.org

Board Policy 1260 - 1st Reading for the Board of Trustees: November 16, 2005
 2nd Reading and Approval by the Board of Trustees: December 14, 2005

***DEL MAR UNION SCHOOL DISTRICT
BUSINESS AND NON-INSTRUCTIONAL OPERATIONS***

BOARD POLICY 3290: GIFTS, GRANTS AND BEQUESTS

The Governing Board may accept any bequest or gift of money or property on behalf of the district. While greatly appreciating suitable donations, the Board discourages any gifts, which may directly or indirectly impair its commitment to providing equal educational opportunities for all district students.

Before accepting a gift, the Board shall consider whether the gift:

1. Has a purpose consistent with the district's vision and philosophy
2. Begins a program, which the Board would be unable to continue when the donated funds are exhausted
2. Entails undesirable or excessive costs
3. Implies endorsement of any business or product

The Board shall carefully evaluate any conditions or restrictions imposed by the donor in light of district philosophy and operations. If the Board feels the district will be unable to fully satisfy the donor's conditions, the gift shall not be accepted.

Gift books and instructional materials shall be accepted only if they meet regular district criteria.

All gifts, grants and bequests shall become district property. Donors are encouraged to donate all gifts to the district rather than to a particular school. At the Superintendent or designee's discretion, a gift may be used at a particular school.

Legal Reference:

EDUCATION CODE

- 1834 Acquisition of materials and apparatus*
- 35162 Power to sue, be sued, hold and convey property*
- 41030 School district may invest surplus monies from bequest or gifts*
- 41031 Special fund or account in county treasury*
- 41032 Authority of school board to accept gift or bequest; investments; gift of land requirements*
- 41035 Advisory committee*
- 41036 Function of advisory committee*
- 41037 Rules and regulations*

***DEL MAR UNION SCHOOL DISTRICT
BUSINESS AND NON-INSTRUCTIONAL OPERATIONS***

ADMINISTRATIVE REGULATIONS 3290: GIFTS, GRANTS, AND BEQUESTS

The Governing Board welcomes donations to add additional programs, materials or equipment at school sites upon approval by the District. Donated funds for positions will be accepted until February 15 of the preceding year in which the expenditures are to be made. The District will designate these funds as general funds, which will be allocated to schools within the following parameters:

1. The District will allocate funding for positions in parity to all schools. Funding for materials and equipment for specific sites will be considered by the Board on a case-by-case basis.
2. School sites may make decisions about supplementary programs as long as programs adhere to this Board Policy and are approved by the District's Leadership Team. Positions created through donated funds can be certificated or classified, full time or part time.
3. Full or part time positions created through donated funding must meet the District's funding threshold for full or part time employees.
4. The District will determine the funding threshold to pay for certificated or classified positions for the school year by November 1 of that year except for donations raised for the 2009-2010 school year. In 2009-2010, a determination of the funding threshold will be made by the District's business office on March 2, 2009.
5. The Board of Trustees prefers that funds donated for positions come through the Del Mar Schools Education Foundation (DMSEF) in order to provide consistency and allow the District to budget donated funds. However, the Board reserves the right to accept donations from any organization or individual per this Board Policy.
6. Funds donated for the 2009-2010 school year must adhere to all of the requirements previously listed in these Administrative Regulations, with the following exceptions:
 - (a) Funds donated for program positions in the 2009-2010 school year only will be accepted for specific school site programs until 4 p.m. April 15, 2009 at the District's Business Office. At that time, the District will also accept a firm commitment for site restricted donations from the DMSEF, with the understanding that the DMSEF will process and deliver those funds to the District's Business Office within two weeks thereafter. If any donation to the DMSEF has a corporate match associated with it and the donor has informed the DMSEF of the amount and company, the corporate match shall be accepted by the District on a site-specific basis until June 15, 2009. Any funds

Approved by the Board of Trustees with Revisions: March 11, 2009

Approved with revisions by the Board of Trustees: April 15, 2009

raised by the Torrey Hills PTA's May 3rd fundraiser will be exempt from this paragraph 6(a) and will be accepted as a site specific donation if it is received by the DMSEF by May 6, 2009 and forwarded to the District's Business Office by May 13, 2009.

(b) From April 16 through June 15, 2009, the District will not accept funds restricted to specific school site programs but will accept funds donated for positions in parity at all school sites for the 2009-2010 school year.

(c) The District will accept site specific donations for positions up to an amount that equals that school's allocation for coverage of preparatory time as designated by the District and rounded up to the nearest .5 Full Time Equivalent (FTE). For example, if a school site is allocated 1.7 FTE to cover teacher preparatory time, then donations may purchase another 1.8 FTE for a total of 3.5 FTE (rounded up from 3.4 FTE) for the 2009-2010 school year.

(d) If the District receives site specific donations in an amount that exceeds the maximum amount authorized in paragraph 6(c), the excess funds will be deemed accepted as funds donated for positions in parity at all school sites.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 18, 2012

To: Board Members

Through: James Peabody, Superintendent

Subject: Agenda Item 8.5: Update, Enrollment Options/Facility
Optimization Action Team

Staff will give a report on the progress of the Enrollment Options/Facility Optimization Action Team.

FISCAL IMPACT: None

RECOMMENDED: The superintendent recommends the Board discuss Enrollment Options/Facility Optimization and provide direction for staff.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
8.5

*Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)*

January 12, 2012

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 8.6: Reminder of Upcoming Events

Wednesday, February 1, 2012

- Board visit to Carmel Del Mar, 8:30 a.m.

Monday – Friday, February 20-24, 2012

- No School. Lincoln's & Washington's Days; Admissions Day (in lieu of); local release days.

Thursday, February 23, 2012

- LAN meeting, 1:30 p.m., Location: TBD

Wednesday, February 29, 2011

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

Thursday, March 1, 2012

- NCW/JPA meeting, Solana Beach School District, 2:30 p.m.

Monday, March 5, 2012

- 9th Annual DMUSD Blood Drive, Del Mar Hills Academy

Monday – Friday, March 5-9, 2012

- Parent/Teacher Conference Week

Wednesday, March 7, 2012

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

Wednesday, March 28, 2011

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

Wednesday, April 4, 2011

- Board visit to Sage Canyon, 8:30 a.m.

RECOMMENDED: For information only. No action required.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 18, 2012

To: Board Members

From: Randy Wheaton, Director of Maintenance & Operations

Through: Jim Peabody, Superintendent

Subject: Agenda Item 9.1: Facilities Report for January 2012

Randy Wheaton, Director of Maintenance & Operations and his staff are working on the management of the disaster sheds throughout the District. We have been coordinating with school site staff to ensure that all disaster sheds are in good condition and the supplies are up to date.

The playgrounds at Del Mar Hills Academy will be completed by the end of January 2012. We are pleased with the efforts of parents, staff and vendors that have made this project possible. The additional equipment will provide long-term entertainment and enjoyment for the children.

Randy Wheaton and his staff had a productive winter break. With limited staff carpet care, windows and playground repairs were just some of the tasks tackled during the break. Staff also spent time with their families as we encourage them to do.

The tile projects at Torrey Hills and Sycamore Ridge are now complete. They look outstanding and we wish to thank the community and staff for their involvement in making these happen.

FISCAL IMPACT: Cost – \$0
Program or Department - 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

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 18, 2012

To: Board Members

From: Randy Wheaton, Director of Maintenance and Operations

Through: James Peabody, Superintendent

Subject: Agenda Item 9.2: Board Approval to Advertise for Bids, Ocean Air Portable Classrooms

Randy Wheaton, Director of Maintenance & Operations, has been working with Charles Forte, Forte Architecture, to start the process to install additional portable classrooms at Ocean Air School. In order to ensure we are ready to proceed, we are asking for approval to advertise the bid to install portables discussed at the December 2011 Board meeting.

Fiscal Impact: **Cost** – Advertising for public work projects vary in cost by publication. Business services will use an awarded NCEPC publication for the request for bids ad which should cost approximately \$200.00 each.

Program or Department - General Fund Business

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 that the Board of Trustees approve to advertise for bids, Ocean Air portable classrooms.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 12, 2012

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 \$271,384.82. It is also recommended that the Board of Trustees ratifies the commercial warrants listed in the amount of \$576,753.80 and ratifies the revolving cash disbursements listed in the amount of \$1,123.81.

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



Signed

1/12/2012
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.

**DEL MAR UNION SCHOOL DISTRICT
PURCHASE ORDER BOARD REPORT
DECEMBER 2011**

PO NUMBER	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOCATION
411541	12/1/2011	6	DAVE BANG ASSOCIATES, INC.	REPAIRS BLDG/GRND-HILLS	\$15,466.46	MAINTENANCE
411542	12/1/2011	6	ZASUETA CONTRACTING, INC.	REPAIRS BLDG/GRND-HILLS	\$5,369.00	MAINTENANCE
411543	12/1/2011	3	SOUTHWEST SCHOOL SUPPLY	INST MAT/SUP GEN PURPOSE	\$1,196.03	DEL MAR HILLS
411544	12/1/2011	3	NORTH COUNTY STUDENT TRANSPORT	FIELD TRIP	\$817.00	DEL MAR HEIGHTS
411545	12/1/2011	3	SCHOOL SERVICES OF CALIF., INC	DUES AND MEMBERSHIPS	\$3,120.00	DEL MAR UNION
411546	12/1/2011	3	AMAZON.COM CREDIT	DISASTER PREP SUPPLIES	\$70.00	DEL MAR HEIGHTS
411547	12/1/2011	3	SHASTA LANDSCAPING INC.	REPAIR GRNDS/LANDSCAPING	\$1,500.00	MAINTENANCE
411548	12/2/2011	6	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$52.15	SPECIAL EDUCATION
411549	12/2/2011	6	LOW VOLTAGE INTEGRATED SYSTEM	REPAIRS BLDGS/GRNDS	\$1,750.00	MAINTENANCE
411550	12/2/2011	63	JASON LOBENSTIEN	MILEAGE REIMBURSEMENT	\$200.00	DEL MAR UNION CHILD CARE
411551	12/2/2011	3	BETH ANDERSON	MILEAGE REIMBURSEMENT	\$220.00	SPECIAL EDUCATION
411552	12/2/2011	3	JURMAN'S EMERGENCY TRAINING	TRAVEL AND CONFERENCES	\$475.00	SPECIAL EDUCATION
411553	12/2/2011	3	AMTRAK GROUP SALES	FIELD TRIP	\$1,060.00	ASHLEY FALLS ELEMENTARY
411554	12/2/2011	6	CALLOWAY HOUSE, INC.	INST MAT/SUP GEN PURPOSE	\$1,176.16	CARMEL DEL MAR
411555	12/2/2011	3	CORE	TRAVEL AND CONFERENCES	\$99.65	CURRICULUM
411556	12/2/2011	3	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$300.00	DEL MAR HILLS
411557	12/2/2011	3	GAIL MORAN	SCHOOL CLIMATE ACCOUNT	\$68.00	DEL MAR HEIGHTS
411558	12/2/2011	3	GREG JORDAN	SCHOOL CLIMATE ACCOUNT	\$46.01	DEL MAR HEIGHTS
411559	12/2/2011	3	LESLIE PUTNAM	BOOKS OTHER THAN TEXTBOOKS	\$83.33	SAGE CANYON ELEMENTARY
411560	12/5/2011	3	COMPANION CORPORATION	INST MAT/SUP GEN PURPOSE	\$1,575.60	CURRICULUM
411561	12/5/2011	6	DAVE BANG ASSOCIATES, INC.	REPAIRS BLDG/GRND-SAGE	\$907.61	MAINTENANCE
411562	12/5/2011	3	EMAGINE DIGITAL	INST MAT/SUP GEN PURPOSE	\$130.92	OCEAN AIR SCHOOL
411563	12/5/2011	63	CHOICELUNCH	SNACKS CHILD DEV	\$60,000.00	DEL MAR UNION CHILD CARE
411564	12/6/2011	3	SCHOOL SPECIALTY	INST MAT/SUP GEN PURPOSE	\$1,221.87	TORREY HILLS SCHOOL
411565	12/6/2011	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$16.92	TORREY HILLS SCHOOL
411566	12/6/2011	3	MINNIE DEVICO	INST MAT/SUP GEN PURPOSE	\$40.00	OCEAN AIR SCHOOL
411567	12/6/2011	3	LAURA MC CARTHY	INST MAT/SUP GEN PURPOSE	\$40.00	OCEAN AIR SCHOOL
411568	12/6/2011	3	EMILY MORRIS	MILEAGE REIMBURSEMENT	\$54.61	SYCAMORE RIDGE
411569	12/6/2011	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$935.21	DEL MAR HILLS
411570	12/6/2011	3	SUPPLYMASTER, INC.	COMPUTER SUPPLIES	\$1,200.92	ASHLEY FALLS ELEMENTARY
411571	12/6/2011	6	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$28.77	SPECIAL EDUCATION
411572	12/6/2011	3	MARSH MEDIA	TEXTBOOKS	\$904.35	SPECIAL EDUCATION
411573	12/6/2011	6	STANDARD ELECTRONICS INC	REPAIRS BLDG/GRND-AF	\$620.57	MAINTENANCE
411574	12/6/2011	6	REGENCY LIGHTING	REPAIRS BLDGS/GRNDS	\$5,500.00	MAINTENANCE
411575	12/6/2011	6	FRONTIER FENCE COMPANY INC	REPAIRS BLDG/GRND-AF	\$1,911.00	MAINTENANCE
411576	12/6/2011	6	STATEWIDE SAFETY & SIGNS, INC.	REPAIRS BLDGS/GRNDS	\$121.63	MAINTENANCE
411577	12/6/2011	6	CONSTRUCTION ELECTRONICS, INC.	REPAIRS BLDG/GRND-CDM	\$112.00	MAINTENANCE
411578	12/6/2011	6	EL CAMINO RENTAL	REPAIRS BLDG/GRND-TH	\$815.00	MAINTENANCE
411579	12/6/2011	3	SUNBURST DIGITAL	INST MAT/SUP GEN PURPOSE	\$909.95	DEL MAR HILLS
411580	12/6/2011	63	INK AND TONER 4 LESS	GEN SUPPLIES CHILD DEV	\$517.25	DEL MAR UNION CHILD CARE
411581	12/6/2011	3	SHIRTS UNLIMITED	INSTR SUPPLIES-SCIENCE	\$791.96	DEL MAR HILLS
411582	12/6/2011	6	ATKINSON, ANDELSON, LOYA, RUUD	LEGAL FEES	\$10,777.82	SPECIAL EDUCATION
411583	12/6/2011	13	SAN DIEGO REFRIGERATION	EQUIP REPAIR	\$786.91	MAINTENANCE
411584	12/6/2011	3	COMPANION CORPORATION	INST MAT/SUP GEN PURPOSE	\$7,534.60	CURRICULUM
411585	12/6/2011	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$62.98	SYCAMORE RIDGE
411586	12/6/2011	63	CIRRUS GROUP LLC	SERVICE AGREEMENTS	\$7,200.00	DEL MAR UNION CHILD CARE
411587	12/7/2011	3	ANN HOFFMAN	INST MAT/SUP GEN PURPOSE	\$45.00	CARMEL DEL MAR
411588	12/7/2011	3	MARIANNE DEVASIRVATHAM	INST MAT/SUP GEN PURPOSE	\$45.00	CARMEL DEL MAR
411589	12/7/2011	3	MAXINE GAZDIK	INST MAT/SUP GEN PURPOSE	\$45.00	CARMEL DEL MAR
411590	12/7/2011	3	IPEVO	INST MAT/SUP GEN PURPOSE	\$817.82	DEL MAR HILLS
411591	12/7/2011	6	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$10.43	SPECIAL EDUCATION
411592	12/7/2011	3	SOUTHWEST SCHOOL SUPPLY	CLASSROOM DONATIONS	\$1,196.03	OCEAN AIR SCHOOL
411593	12/7/2011	3	SCHOOL SPECIALTY	INST MAT/SUP GEN PURPOSE	\$112.32	OCEAN AIR SCHOOL
411594	12/7/2011	3	WITT COMPANY SUPPLIES	INST MAT/SUP GEN PURPOSE	\$342.72	OCEAN AIR SCHOOL
411595	12/7/2011	3	SOUTHWEST SCHOOL SUPPLY	INST MAT/SUP GEN PURPOSE	\$1,447.69	ASHLEY FALLS ELEMENTARY
411596	12/7/2011	13	MISSION FEDERAL CREDIT UNION	OTHER EXPENSES	\$500.00	DEL MAR UNION
411597	12/7/2011	3	MISSION FEDERAL CREDIT UNION	OTHER EXPENSES	\$92.24	DEL MAR UNION
411598	12/7/2011	3	SUPERINTENDENT OF SCHOOLS	FIELD TRIP	\$1,320.00	DEL MAR HEIGHTS
411599	12/7/2011	63	MISSION FEDERAL CREDIT UNION	OTHER EXPENSES	\$110.00	DEL MAR UNION
411600	12/8/2011	6	CPL CABLE, PIPE, LEAK DETECT	REPAIRS BLDGS/GRNDS	\$1,500.00	MAINTENANCE
411601	12/8/2011	6	LANDMARK MECHANICAL	REPAIRS BLDGS/GRNDS	\$2,500.00	MAINTENANCE
411602	12/8/2011	6	ENCINITAS GLASS COMPANY, INC	REPAIRS BLDGS/GRNDS	\$350.00	MAINTENANCE
411603	12/8/2011	3	BECKY ZEBOLD	INST MAT/SUP GEN PURPOSE	\$21.53	CARMEL DEL MAR
411604	12/8/2011	3	EVE VANCE	MILEAGE REIMBURSEMENT	\$30.53	SPECIAL EDUCATION
411605	12/8/2011	3	REBEKAH CANAVAN	MILEAGE REIMBURSEMENT	\$15.26	SPECIAL EDUCATION
411606	12/8/2011	3	BARRETT BLAKE	COMPUTER SUPPLIES	\$161.98	DEL MAR UNION
411607	12/8/2011	3	AD IMPACT	MUSIC SUPPLIES	\$645.00	SYCAMORE RIDGE
411608	12/8/2011	3	EVALUMETRICS	TESTING SUPPLIES	\$299.00	CURRICULUM
411609	12/8/2011	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$240.71	OCEAN AIR SCHOOL

**DEL MAR UNION SCHOOL DISTRICT
PURCHASE ORDER BOARD REPORT
DECEMBER 2011**

PO NUMBER	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOCATION
411610	12/8/2011	3	HIGHSMITH, INC.	BOOKS OTHER THAN TEXTBOOKS	\$111.94	DEL MAR HILLS
411611	12/8/2011	6	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$140.29	SPECIAL EDUCATION
411612	12/8/2011	3	FOLLETT LIBRARY RESOURCES	BOOKS OTHER THAN TEXTBOOKS	\$31.20	SAGE CANYON ELEMENTARY
411613	12/8/2011	3	ACP DIRECT	INST MAT/SUP GEN PURPOSE	\$293.20	SYCAMORE RIDGE
411614	12/9/2011	3	SCHOOL SERVICES OF CALIF., INC	TRAVEL AND CONFERENCES	\$350.00	DEL MAR UNION
411615	12/9/2011	3	SDCOE	OFFICE SUPPLIES	\$231.66	D.O. ADMINISTRATION
411616	12/12/2011	6	CATALYST THERAPY INC.	OTHER CONTRACTS	\$1,800.00	SPECIAL EDUCATION
411617	12/12/2011	3	CASBO	OFFICE SUPPLIES	\$45.26	DEL MAR UNION
411618	12/12/2011	6	PRO-ED, INC.	INST MAT/SUP GEN PURPOSE	\$3,802.15	SPECIAL EDUCATION
411619	12/12/2011	6	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$706.22	TORREY HILLS SCHOOL
411620	12/12/2011	3	U.S. SCHOOL SUPPLY	INST MAT/SUP GEN PURPOSE	\$102.03	SAGE CANYON ELEMENTARY
411621	12/12/2011	3	LESLIE PUTNAM	BOOKS OTHER THAN TEXTBOOKS	\$72.43	SAGE CANYON ELEMENTARY
411622	12/12/2011	3	SAN DIEGO MEDICAL SERVICES	OTHER CONTRACTS	\$275.00	D.O. ADMINISTRATION
411623	12/12/2011	3	ORIENTAL TRADING CO.	FUNDRAISER	\$323.25	DEL MAR HILLS
411624	12/12/2011	3	HARCOURT OUTLINES, INC.	BOOKS OTHER THAN TEXTBOOKS	\$244.07	DEL MAR HEIGHTS
411625	12/12/2011	3	HIGHSMITH LIBRARY, FURNITURE	BOOKS OTHER THAN TEXTBOOKS	\$72.04	DEL MAR HEIGHTS
411626	12/12/2011	3	CRYSTAL PRODUCTIONS	ART SUPPLIES	\$490.21	DEL MAR HEIGHTS
411627	12/12/2011	6	CHAMPLIN & SCIACCA. LLP	LEGAL FEES, BAK	\$32,500.00	SPECIAL EDUCATION
411628	12/12/2011	6	BEYOND PLAY	INST MAT/SUP GEN PURPOSE	\$93.78	SPECIAL EDUCATION
411629	12/12/2011	3	LAKE SHORE LEARNING MATERIALS	INST MAT/SUP GEN PURPOSE	\$129.19	DEL MAR HEIGHTS
411630	12/12/2011	3	SUPERINTENDENT OF SCHOOLS	INST MAT/SUP GEN PURPOSE	\$200.00	CARMEL DEL MAR
411631	12/12/2011	3	JDL DEVELOPMENT INC	OTHER CONTRACTS	\$3,750.00	MAINTENANCE
411632	12/12/2011	3	LIBRARY VIDEO COMPANY	INST SUPP-LIBRARY A.V.	\$21.40	OCEAN AIR SCHOOL
411633	12/12/2011	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$50.34	OCEAN AIR SCHOOL
411634	12/13/2011	6	FRONTIER FENCE COMPANY INC	REPAIRS BLDG/GRND-TH	\$6,390.00	MAINTENANCE
411635	12/13/2011	3	SOUTHWEST SCHOOL SUPPLY	INST MAT/SUP GEN PURPOSE	\$2,639.88	SAGE CANYON ELEMENTARY
411636	12/13/2011	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$236.18	SAGE CANYON ELEMENTARY
411637	12/13/2011	3	FOLLETT LIBRARY RESOURCES	BOOKS OTHER THAN TEXTBOOKS	\$416.16	SAGE CANYON ELEMENTARY
411638	12/15/2011	3	A 1 SOILS	REPAIR GRNDS/LANDSCAPING	\$800.00	MAINTENANCE
411639	12/19/2011	3	NORTH COUNTY STUDENT TRANSPORT	ADMISSION FEES	\$757.00	TORREY HILLS SCHOOL
411640	12/19/2011	3	ARIELLA LEEDER	INST MAT/SUP GEN PURPOSE	\$71.95	OCEAN AIR SCHOOL
411641	12/19/2011	3	NORTH COUNTY STUDENT TRANSPORT	ADMISSION FEES	\$1,597.00	TORREY HILLS SCHOOL
411642	12/19/2011	3	NORTH COUNTY STUDENT TRANSPORT	ADMISSION FEES	\$877.00	ASHLEY FALLS ELEMENTARY
411643	12/19/2011	3	JACQUE FOLGNER	INST MAT/SUP GEN PURPOSE	\$45.84	DEL MAR HEIGHTS
411644	12/19/2011	6	SCHOOL SPECIALTY	INST MAT/SUP GEN PURPOSE	\$529.86	TORREY HILLS SCHOOL
411645	12/19/2011	3	AVI-SPL	NON-CAPITALIZED EQUIPMENT	\$1,406.29	DEL MAR HILLS
411646	12/19/2011	3	HYPHENET, INC.	NON-CAPITALIZED EQUIPMENT	\$952.53	DEL MAR HILLS
411647	12/19/2011	3	A-B-CPR & FIRST AID	CLASSROOM DONATIONS	\$1,830.00	OCEAN AIR SCHOOL
411648	12/19/2011	3	RANCHO BUENA VISTA ADOBE	ADMISSION FEES	\$1,224.00	SAGE CANYON ELEMENTARY
411649	12/19/2011	3	NORTH COUNTY STUDENT TRANSPORT	ADMISSION FEES	\$667.00	SAGE CANYON ELEMENTARY
411650	12/19/2011	3	ORIENTAL TRADING CO.	SCHOOL CLIMATE ACCOUNT	\$80.81	DEL MAR HEIGHTS
411651	12/19/2011	3	OFFICE DEPOT, B.S.D.	6TH GR - FUNDRAISING	\$61.84	DEL MAR HEIGHTS
411652	12/19/2011	63	SUN GRAPHICS, INC	GEN SUPPLIES CHILD DEV	\$1,071.25	DEL MAR UNION CHILD CARE
411653	12/19/2011	6	BRIANA DAMBACHER	MILEAGE REIMBURSEMENT	\$450.00	SPECIAL EDUCATION
411654	12/19/2011	63	PURE FLO WATER CO.	OFFICE SUPPLIES	\$450.00	DEL MAR UNION CHILD CARE
411655	12/19/2011	3	AMAZON.COM CREDIT	4TH GR - FUNDRAISING	\$134.15	DEL MAR HEIGHTS
411656	12/19/2011	3	LINDA TUCKER	BOOKS OTHER THAN TEXTBOOKS	\$28.47	DEL MAR HEIGHTS
411657	12/19/2011	3	CCS PRESENTATION SYSTEMS	INST MAT/SUP GEN PURPOSE	\$154.08	DEL MAR HEIGHTS
411658	12/19/2011	3	MONOPRICE	4TH GR - FUNDRAISING	\$212.81	DEL MAR HEIGHTS
411659	12/19/2011	3	VUE	INST MAT/SUP GEN PURPOSE	\$205.95	TORREY HILLS SCHOOL
411660	12/19/2011	3	FOLLETT LIBRARY RESOURCES	BOOKS OTHER THAN TEXTBOOKS	\$800.00	SYCAMORE RIDGE
411661	12/19/2011	3	BOUND TO STAY BOUND BOOKS INC	BOOKS OTHER THAN TEXTBOOKS	\$1,380.42	ASHLEY FALLS ELEMENTARY
411662	12/19/2011	3	SAN DIEGO MARITIME MUSEUM	ADMISSION FEES	\$4,062.00	DEL MAR HILLS
411663	12/19/2011	3	DEBRA COLE	INST MAT/SUP GEN PURPOSE	\$40.00	OCEAN AIR SCHOOL
411664	12/19/2011	3	SAM UNG	INST MAT/SUP GEN PURPOSE	\$85.86	SYCAMORE RIDGE
411665	12/19/2011	6	SLATER SOFTWARE, INC.	INST MAT/SUP GEN PURPOSE	\$106.67	SPECIAL EDUCATION
411666	12/19/2011	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$172.98	ASHLEY FALLS ELEMENTARY
411667	12/19/2011	3	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$113.06	ASHLEY FALLS ELEMENTARY
411668	12/19/2011	6	REBECCA CHAMBERS	INST MAT/SUP GEN PURPOSE	\$67.18	SPECIAL EDUCATION
411669	12/19/2011	3	CDW-G	OFFICE SUPPLIES	\$190.76	PERSONNEL
411670	12/20/2011	3	HYPHENET, INC.	NON-CAPITALIZED EQUIPMENT	\$585.97	SYCAMORE RIDGE
411671	12/20/2011	3	CINDA PECK	FUNDRAISER	\$1,132.65	CARMEL DEL MAR
411672	12/20/2011	3	LONGTALE PUBLISHING LLC	BOOKS OTHER THAN TEXTBOOKS	\$115.00	DEL MAR HILLS
411673	12/20/2011	3	GOOGLE, INC.	COMPUTER SUPPLIES	\$1,935.19	DEL MAR UNION
411674	12/20/2011	3	APPLE COMPUTER, INC.	NON-CAPITALIZED EQUIPMENT	\$5,221.23	DEL MAR HEIGHTS
411675	12/20/2011	3	ACADEMIC SUPPLIER	INST MAT/SUP GEN PURPOSE	\$1,088.71	OCEAN AIR SCHOOL
411676	12/20/2011	3	CSBA	TRAVEL AND CONFERENCES	\$195.00	D.O. ADMINISTRATION
411677	12/20/2011	6	SUSAN BERKOWITZ	OTHER CONTRACTS	\$325.00	SPECIAL EDUCATION
411678	12/20/2011	3	SOUTHWEST SCHOOL SUPPLY	INST MAT/SUP GEN PURPOSE	\$608.79	CARMEL DEL MAR

DEL MAR UNION SCHOOL DISTRICT
PURCHASE ORDER BOARD REPORT
DECEMBER 2011

PO NUMBER	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOCATION
411679	12/20/2011	13	SAN DIEGO REFRIGERATION	EQUIP REPAIR	\$192.11	DEL MAR UNION
411680	12/20/2011	3	ACADEMIC SUPPLIER	INST MAT/SUP GEN PURPOSE	\$135.77	CARMEL DEL MAR
411681	12/20/2011	3	PROCOPIO, CORRY, HARGREAVES	LEGAL FEES	\$416.00	DEL MAR UNION
411682	12/20/2011	3	STUTZ, ARTIANO, SHINOFF &	LEGAL FEES	\$324.69	DEL MAR UNION
411683	12/20/2011	3	DOLINKA GROUP, LLC	OTHER CONTRACTS	\$2,679.81	DEL MAR UNION
411684	12/20/2011	3	WILKINSON & HADLEY, LLP	AUDIT EXPENSE	\$9,080.50	DEL MAR UNION
411685	12/20/2011	6	ZASUETA CONTRACTING, INC.	REPAIRS BLDG/GRND SYCAMORE	\$8,533.00	MAINTENANCE
411686	12/20/2011	40	MODULAR BUILDING CONCEPTS INC.	OTHER CONTRACTS	\$1,084.85	MAINTENANCE
411687	12/20/2011	3	DOLINKA GROUP, LLC	OTHER CONTRACTS	\$5,779.20	DEL MAR UNION
411688	12/20/2011	6	RACHEL JOHNSON	MILEAGE REIMBURSEMENT	\$27.90	DEL MAR UNION
411689	12/21/2011	3	COACH USA	TRANS SPEC TRIPS	\$2,413.92	DEL MAR HILLS
411690	12/21/2011	3	NORTH COUNTY STUDENT TRANSPORT	ADMISSION FEES	\$637.00	DEL MAR HILLS
411691	12/21/2011	3	REUBEN H. FLEET SCIENCE CENTER	ADMISSION FEES	\$752.00	SYCAMORE RIDGE
411692	12/21/2011	3	NORTH COUNTY STUDENT TRANSPORT	ADMISSION FEES	\$438.50	SYCAMORE RIDGE
411693	12/21/2011	3	NORTH COUNTY STUDENT TRANSPORT	ADMISSION FEES	\$1,597.00	ASHLEY FALLS ELEMENTARY
411694	12/21/2011	3	NORTH COUNTY TIMES	ADVERTISING	\$283.36	DEL MAR UNION
411695	12/22/2011	3	JENNA ELLIS	INST MAT/SUP GEN PURPOSE	\$21.53	DEL MAR HILLS
REPORT TOTAL					\$271,384.82	

DEL MAR UNION SCHOOL DISTRICT
COMMERCIAL WARRANT LISTING
DECEMBER 2011

FUND	DATE	WARRANT #	AMOUNT
FUND 03 & 06	12/7/2011	986808-986836	\$ 125,657.34
	12/9/2011	989722-989747	\$ 26,601.93
	12/13/2011	991133	\$ 32,500.00
	12/14/2011	991751-991802	\$ 87,549.32
	12/16/2011	993999	\$ 683.68
	12/20/2011	994908-994924	\$ 51,681.01
	12/21/2011	995220-995273	\$ 68,530.33
GENERAL FUND TOTAL			\$ 393,203.61
FUND 13	12/7/2011	986837-986840	\$ 67,908.76
Cafeteria	12/9/2011	989748	\$ 786.91
	12/16/2011	9940000	\$ 55,625.94
FUND 40-00	12/21/2011	995274	\$ 27,190.85
Special Reserve-Capital			
FUND 49-01	12/7/2011	988448	\$ 850.00
Capital Projects - Comp Unit #1			
FUND 63	12/7/2011	986841-986850	\$ 1,203.59
Other Enterprise - Child Development		989749-989753	\$ 2,382.48
		991803-991807	\$ 8,113.54
		994925-994926	\$ 61.12
		995275	\$ 19,427.00
OTHER FUND TOTAL			\$ 183,550.19
GRAND TOTAL			\$ 576,753.80

DEL MAR UNION SCHOOL DISTRICT
Revolving Cash Fund December 6, 2011 - January 12, 2012

Date	Check No	Payee	Purpose	Amount	Account #
12/6/11	1519	Jason Lobenstein	Food Handler's Certification	\$15.00	63-00-0000-000-0000-6000-5800-080-066
12/6/11	1520	Jim Peabody	Meeting Cost Reimbursement	\$78.72	03-00-0000-501-0000-7100-5200-000-040
12/22/11	1522	San Diego Superintendent of Schools	Annual CBO Forum	\$200.00	03-00-0000-504-0000-7200-5200-000-045
12/22/11	1523	Key Lee	Tuition Refund	\$32.80	63-00-0000-000-0000-0000-8699-066-000
12/22/11	1524	Chanel Mahoney	Child Care Supplies	\$13.43	63-00-0000-000-0000-6000-4300-066-066
12/22/11	1525	Shelby Karros	Milk Refund	\$8.50	13-00-5310-000-0000-0000-8634-002-000
12/22/11	1526	Vicky Wehrley	CPR/AED/1st Aid Class Reimbursement	\$45.00	03-00-0000-006-1110-1000-4300-640-006
12/22/11	1527	Vicky Beauchane	CPR/AED/1st Aid Reimbursement	\$45.00	03-00-0000-006-1110-1000-4300-640-006
12/22/11	1528	Carol Jackson	Child care supplies	\$26.37	63-00-0000-000-0000-6000-4300-066-066
12/22/11	1529	Janan Taovil	Child Care Supplies	\$26.94	63-00-0000-000-0000-6000-4300-076-066
12/22/11	1530	Veronica Ramirez	CCW supplies	\$28.89	63-00-0000-000-0000-6000-4300-067-066
12/22/11	1521	Kristine Gonsalves	Water Purchase Reimbursement	\$104.75	03-00-0000-504-0000-7200-4300-089-045
1/10/12	1531	Tio Leo's	CNS Meeting	\$46.32	13-00-5310-000-0000-3700-5800-080-045
1/10/12	1532	Susy Kao	MILEAGE	\$6.99	13-00-5310-000-0000-3700-5200-025-045
1/10/12	1533	Laura Menze	Mileage Reimbursement	\$9.32	03-00-0000-468-0000-2700-5200-000-008
1/10/12	1534	Emmie Sanford	Supply Reimbursement	\$21.83	63-00-0000-000-0000-6000-4300-066-066
1/10/12	1535	Michael Casey	Mail Chimp and Safarie Books	\$72.99	03-00-0000-000-0000-2420-4300-088-030
1/10/12	1536	Pengfei Xia	Tuition Refund	\$24.00	63-00-0000-000-0000-0000-8699-066-000
1/10/12	1537	Christine Mazone	Supply Reimbursement	\$40.00	03-00 0000-001-1110-1000-4300-010-006
1/10/12	1538	Karina Greenway	Supply Reimbursement	\$42.92	03-00 0000-006-1110-1000-4200-000-006
1/10/12	1539	Karen Harris	Mileage & Supply Reimbursement	\$144.66	03-00-0000-504-0000-7200-5200-025-045
1/12/12	1540	Shirley Bales	Mileage & Supply Reimbursement	\$66.37	03-00-0000-502-0000-7200-5200-025-040
1/12/12	1541	Jenna Ellis	Supply Reimbursement	\$7.52	03-00 0000-001-1110-1000-4300-010-004
1/12/12	1542	Shelly Petersen	Employee Recognition Reimbursement	\$15.49	03-00 0000-006-1110-1000-4300-640-006

\$1,123.81


Brenda Heskett, Revolving Cash Custodian

1/12/2012
Date

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 12, 2012

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

AMOUNT	DESCRIPTION	SCHOOL SITE	DONOR
\$1,875	Torrey Hills Tile Project	Torrey Hills	DMSEF
\$1,875	Sycamore Ridge Tile Project	Sycamore Ridge	DMSEF
\$319	6 th Grade Camp	Del Mar Hills	Lisa Wilson-Shafts
\$175	For Instructional Supplies	Ashley Falls	Gerardy Photography
\$1,000	For Xerox Paper	Ocean Air	Ocean Air PTA

FISCAL IMPACT: **Cost** – The above donation generated revenue in the amount \$5,244.00.
Program or Department – Other Local Revenue.
Is this a Restricted Program – No
Was this expenditure anticipated in the adopted budget? No
Will this Program or Department be over budget after this expenditure: No

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

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 3, 2012

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

Through: James Peabody, Superintendent

Subject: Agenda Item *10.3: Board Action to Declare District Personal Property as Obsolete and Surplus and to Dispose of or Donate per Education Code 17546(a)(b)(c)

The District periodically has inventory items that become obsolete and are recommended for disposal, donation or sale. At this time, the items listed on Attachment 1 are no longer needed by the District or no longer usable due to age and disrepair. The items determined to have no value by District staff will be disposed of in compliance with California Education Code. Other items will be sold using approved agreements with surplus companies. Obsolete computer and AV equipment are always disposed of using approved e-waste guidelines.

Fiscal Impact: **Cost** – Unknown at this time. Expected to generate revenue for recycling.
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

Recommended: The Superintendent recommends that the Board declare district personal property as obsolete and surplus to be disposed of or donated per Education Code 17546(a)(b)(c)

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
**10.3*

*Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)*

January 11, 2012

To: Board Members

From: Cara Schukoske, Director of Pupil Services

Through: James Peabody, Superintendent

Subject: Agenda Item *10.4: Board Approval of Contracts and Contract Amendments for Special Education Services for the 2011-2012 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.

<u>T.E.R.I., Inc. The Learning Academy</u>	<u>Total Amount</u>
Non-Public Agency that provides individualized consultation for physical, occupational & speech therapy and psychological services.	\$25,000.00
<u>Comprehensive Autism Services & Education Inc. (CASE)</u>	<u>Total Amount</u>
Approve to increase the Non Public Agency, NPA, Master Contract to provide additional services.	\$20,000.00

Fiscal Impact: Cost – \$45,000

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 2011-2012 school year.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 12, 2012

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

Through: James Peabody, Superintendent

Subject: Agenda Item 10.5: Board Approval/Ratification of Site and Department Performance Agreements and Service Agreements

SCHOOL/DEPT	CONTRACTOR	SERVICE	AMOUNT	FUNDING
Technology	Advanced Toolware, LLC	User Management Resource Software & Maintenance	\$11,464	General Fund
Del Mar Heights	Mary Zobell	Professional Expert	\$15,000	School Donations
Carmel Del Mar	Christine Maines-Fecko	Literacy Consultant for Leveled Literacy Intervention Program	\$3,989	Economic Impact Aid – Restricted Funds
Maintenance	Greenleaf Inc.	Fire Abatement Brush Removal at Del Mar Heights	\$3,000	Restricted Maintenance
Maintenance	Eric Hall & Associates	State allocation updates	\$3,000	Restricted Maintenance
Maintenance	Consulting and Inspection Services (CIS)	Annual School Facilities Conditions Evaluation	\$5,888	Restricted Maintenance

FISCAL IMPACT: Cost – \$42,341.00 as listed above.

Program or Department - As listed above.

Is this a Restricted Program – Restricted & Unrestricted

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 site performance agreements.

*Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)*

January 12, 2012

To: Board Members

From: Cathy Birks, Assistant Superintendent, Business Services

Through: James D. Peabody, Superintendent

Subject: Agenda Item 10.6: Board Review and Acceptance of the Annual Audit Report for the 2010-2011 Fiscal Year Prepared by Wilkinson, Hadley, King & Co. Certified Public Accountants

Per Education Code, the Board of Trustees is required to review the annual audit report at a scheduled public meeting. This review will include a discussion of any audit exceptions and the associated recommendations or findings that have been prepared by the auditor and a description of correction.

The 2010-2011 annual report was distributed to the board members. The report is also available in the Business Services section of the Del Mar Union School District website at www.dmusd.org. The report presents the financial position of the District as of June 30, 2011.

A representative from the audit firm of Wilkinson, Hadley, King & Co will be present tonight to discuss the audit report

FISCAL IMPACT: **Cost** – Presentation of the report to the board was included in the contract price.
 Program or Department – Government Wide
 Is this a Restricted Program? Restricted and
 Unrestricted Funds
 Was this expenditure anticipated in the adopted budget? Yes
 Will this Program or Department be over budget after this expenditure? No

RECOMMENDED: Superintendent recommends acceptance of the June 30.

*Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
10.6*

*Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)*

January 10, 2012

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

Through: James D. Peabody, Superintendent

Subject: Agenda Item 10.7: Proposed 2012-2013 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 – General Fund
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.

*Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
10.7*

**Proposed Budget Reductions
Fund 3 & Fund 6
Fiscal Year 2012-2013**

Subject to Negotiations

Description	Estimated Savings
Eliminate Over Class Size Stipend	\$130,000
Eliminate Upper Grade Comp Days (two days, sub rate)	\$14,800
Eliminate Upper Grade Teacher Conf Days (two days, sub rate)	\$14,800
Eliminate Duty Free Lunch- \$25/hr paid to certificated employees for noon duty	\$28,000
Certificated- Freeze Step & Column- No change to Employees at top of the salary schedule	\$402,000
Certificated Management- Freeze Step & Column- No change to Employees at top of the salary schedule	\$22,000
Certificated- Reduce Salary by 1%	\$230,000
Certificated Management- Reduce Salary by 1%	\$20,000
Certificated- Reduce Salary by 1/2%	\$115,000
Certificated Management- Reduce Salary by 1/2%	\$10,000
Certificated Staff- One Furlough Day	\$136,000
Certificated Management- One Furlough Day	\$9,000

**Proposed Budget Reductions
Fund 3 & Fund 6
Fiscal Year 2012-2013**

Subject to Negotiations

Increase Class Size by approximately Three (Loss in CSR funding)	-\$451,000
Reduction of 20 Temporary Teacher Positions	\$1,436,000
Net Savings with an Increase in Class Size	\$985,000

**Proposed Budget Reductions
Fund 3 & Fund 6
Fiscal Year 2012-2013**

Not Subject to Negotiations

Description	Estimated Savings
Eliminate Certificated Lunch Duty Stipend	\$4,000
Eliminate Certificated 6th Grade Camp Stipend	\$12,000
Reorganize Library Services	\$283,000
Classified- Freeze Step & Column- No change to Employees at top of the salary schedule	\$126,000
Classified Management- Freeze Step & Column- No change to Employees at top of the salary schedule	\$12,400
Classified- Reduce Salary by 1%	\$72,000
Classified Management- Reduce Salary by 1%	\$3,800
Classified- Reduce Salary by 1/2%	\$36,000
Classified Management- Reduce Salary by 1/2%	\$1,900
Classified- One Furlough Day	\$34,000
Classified Management- One Furlough Day	\$1,500

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 5, 2012

To: Board Members

From: Cathy Birks, Assistant Superintendent, Business Services

Through: James D. Peabody, Superintendent

Subject: Agenda Item 10.8: 2011-2012 Monthly Budget Update

The attached sheets represent each district fund individually. The actual revenues and expenditures are as of December 31, 2011. Budget amounts are those reflected in the 2011-2012 First Interim Budget which was presented to the board on December 6, 2011.

FISCAL IMPACT: **Cost** – Presentation of this report is for information only
Program or Department – Government Wide
Is this a Restricted Program? Restricted and
 Unrestricted Funds
Was this expenditure anticipated in the adopted budget? Adopted Budget is reflected in the first column
Will this Program or Department be over budget after this expenditure? If an increase in budget is necessary it will be taken as a separate agenda item

RECOMMENDED: For information only. No action required.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
 10.8

**Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
General Fund - Unrestricted
December 31, 2011**

Revenues	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ 32,409,823	\$ 13,911,569	57%
Federal Revenue	-	-	-
Other State Revenue	1,570,538	(700,066)	145%
Other Local Revenue	1,912,194	1,753,007	8%
Total Revenues	\$ 35,892,555	\$ 14,964,511	58%
Expenditures			
Certificated Salaries	\$ 19,976,810	\$ 9,128,138	54%
Classified Salaries	3,470,715	1,639,867	53%
Employee Benefits	5,777,335	2,607,844	55%
Books and Supplies	1,665,318	1,069,091	36%
Services and Other Operating	2,458,806	1,127,200	54%
Capital Outlay	25,000	19,493	22%
Other Outgo	187,382	163,881	13%
Transfers of Indirect/Direct Support	(27,340)	-	100%
Total Expenditures	\$ 33,534,026	\$ 15,755,514	53%
Excess (Deficiency) Revenues and Expenditures	\$ 2,358,529	\$ (791,002)	
Other Financing Sources and Uses			
Transfers In	\$ 95,031	\$ -	
Transfers Out	\$ -	\$ -	
Other Sources	\$ 355,071.00	\$ 355,070	
Contributions	\$ (6,095,945)	\$ -	
Other Financing Sources and Uses	\$ (5,645,843)	\$ 355,070	
Net Increase (Decrease) In Fund Balance	\$ (3,287,314)	\$ (435,932)	
Beginning Fund Balance (unaudited)	\$ 14,706,106		
Ending Fund Balance**	\$ 11,418,792		

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

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

**Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
General Fund - Restricted
December 31, 2011**

Revenues	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ 365,458	\$ (624)	100%
Federal Revenue	1,232,003	349,004	72%
Other State Revenue	359,516	124,800	65%
Other Local Revenue	1,469,735	392,420	73%
Total Revenues	\$ 3,426,712	\$ 865,599	75%
Expenditures			
Certificated Salaries	\$ 2,844,304	\$ 1,324,149	53%
Classified Salaries	3,008,161	1,213,798	60%
Employee Benefits	1,536,613	760,422	51%
Books and Supplies	458,941	116,431	75%
Services and Other Operating	1,909,201	898,975	53%
Capital Outlay	374,631.00	362,867	3%
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 10,131,851	\$ 4,676,644	54%
Excess (Deficiency) Revenues and Expenditures	\$ (6,705,139)	\$ (3,811,045)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Other Sources	\$ -	\$ -	
Contributions	\$ 6,095,945	\$ -	
Other Financing Sources and Uses	\$ 6,095,945	\$ -	
Net Increase (Decrease) In Fund Balance	\$ (609,194)	\$ (3,811,045)	
Beginning Fund Balance (unaudited)	\$ 707,808		
Ending Fund Balance**	\$ 98,614		

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

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

**Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
General Fund - Combined
December 31, 2011**

	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ 32,775,281	\$ 13,910,945	58%
Federal Revenue	1,232,003	349,004	72%
Other State Revenue	1,930,054	(575,266)	130%
Other Local Revenue	3,381,929	2,145,427	37%
Total Revenues	\$ 39,319,267	\$ 15,830,110	60%
Expenditures			
Certificated Salaries	\$ 22,821,114	\$ 10,452,287	54%
Classified Salaries	6,478,876	2,853,665	56%
Employee Benefits	7,313,948	3,368,266	54%
Books and Supplies	2,124,259	1,185,523	44%
Services and Other Operating	4,368,007	2,026,175	54%
Capital Outlay	399,631	382,360	4%
Other Outgo	187,382	163,881	13%
Transfers of Indirect/Direct Support	(27,340)	-	100%
Total Expenditures	\$ 43,665,877	\$ 20,432,157	53%
Excess (Deficiency) Revenues and Expenditures	\$ (4,346,610)	\$ (4,602,047)	
Other Financing Sources and Uses			
Transfers In	\$ 95,031	\$ -	
Transfers Out	\$ -	\$ -	
Other Sources	\$ 355,071.00	\$ 355,070	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 450,102	\$ 355,070	
Net Increase (Decrease) In Fund Balance	\$ (3,896,508)	\$ (4,246,977)	
Beginning Fund Balance (unaudited)	\$ 15,413,914		
Ending Fund Balance**	\$ 11,517,406		

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

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

**Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
Cafeteria Fund
December 31, 2011**

Revenues	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	109,969	10,891	90%
Other State Revenue	7,072	625	91%
Other Local Revenue	487,707	287,339	41%
Total Revenues	\$ 604,748	\$ 298,855	51%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	92,428	42,631	54%
Employee Benefits	29,870	15,232	49%
Books and Supplies (food)	504,766	133,698	74%
Services and Other Operating	4,341	6,269	-44%
Capital Outlay	-	-	-
Other Outgo	27,340	-	100%
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 658,745	\$ 197,830	70%
Excess (Deficiency) Revenues and Expenditures	\$ (53,997)	\$ 101,024	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ (53,997)	\$ 101,024	
Beginning Fund Balance (unaudited)	\$ 56,094		
Ending Fund Balance**	\$ 2,097		

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

**Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
Deferred Maintenance
December 31, 2011**

Revenues	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	2,830	707	75%
Total Revenues	\$ 2,830	\$ 707	75%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	200,000	-	100%
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 200,000	\$ -	100%
Excess (Deficiency) Revenues and Expenditures	\$ (197,170)	\$ 707	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ (197,170)	\$ 707	
Beginning Fund Balance (unaudited)	\$ 492,196		
Ending Fund Balance**	\$ 295,026		

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

**Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
Special Reserve for other than Capital Outlay
December 31, 2011**

	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	-	-	-
Total Revenues	\$ -	\$ -	\$ -
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	-	-	-
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ -	\$ -	-
Excess (Deficiency) Revenues and Expenditures	\$ -	\$ -	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (31)	\$ (31)	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ (31)	\$ (31)	
Net Increase (Decrease) In Fund Balance	\$ (31)	\$ (31)	
Beginning Fund Balance (unaudited)	\$ 31		
Ending Fund Balance**	\$ -		

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

Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
Capital Facilities
December 31, 2011

Revenues	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	41,625	5,952	86%
Total Revenues	\$ 41,625	\$ 5,952	86%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	10,000	3,938	61%
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 10,000	\$ 3,938	61%
Excess (Deficiency) Revenues and Expenditures	\$ 31,625	\$ 2,014	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 31,625	\$ 2,014	
Beginning Fund Balance (unaudited)	\$ 282,414		
Ending Fund Balance**	\$ 314,039		

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

Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
Special Reserve Fund for Capital Outlay Projects
December 31, 2011

	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	9,120	6,381	30%
Total Revenues	\$ 9,120	\$ 6,381	30%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	12,000	9,815	18%
Services and Other Operating	35,509	34,048	4%
Capital Outlay	236,494	29,034	88%
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 284,003	\$ 72,898	74%
Excess (Deficiency) Revenues and Expenditures	\$ (274,883)	\$ (66,517)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) in Fund Balance	\$ (274,883)	\$ (66,517)	
Beginning Fund Balance (unaudited)	\$ 1,478,591		
Ending Fund Balance**	\$ 1,203,708		

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

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

Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
Capital Project Fund for Blended Component Units
(CFD 95-1 and CFD 99-1)
December 31, 2011

Revenues	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	2,490,952	460,420	82%
Total Revenues	\$ 2,490,952	\$ 460,420	82%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies (Non Cap F & E)	2,459	2,459	0%
Services and Other Operating	58,541	14,770	75%
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 61,000	\$ 17,229	72%
Excess (Deficiency) Revenues and Expenditures	\$ 2,429,952	\$ 443,191	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ (2,103,218)	\$ (1,297,698)	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ (2,103,218)	\$ (1,297,698)	
Net Increase (Decrease) In Fund Balance	\$ 326,734	\$ (854,507)	
Beginning Fund Balance (unaudited)	\$ 6,102,559		
Ending Fund Balance**	\$ 6,429,293		

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

**Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
Debt Service Fund for Blended Component Units (CFD)
December 31, 2011**

Revenues	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	-	-	-
Total Revenues	\$ -	\$ -	-
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	-	-	-
Services and Other Operating	-	-	-
Capital Outlay	-	-	-
Other Outgo	2,008,218	\$ 1,297,698	35%
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 2,008,218	\$ 1,297,698	35%
Excess (Deficiency) Revenues and Expenditures	\$ (2,008,218)	\$ (1,297,698)	
Other Financing Sources and Uses			
Transfers In	\$ 2,008,218	\$ 1,297,698	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ 2,008,218	\$ 1,297,698	
Net Increase (Decrease) In Fund Balance	\$ -	-	
Beginning Fund Balance (unaudited)	\$ -		
Ending Fund Balance**	\$ -		

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

**Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
Other Enterprise Fund - Childcare
December 31, 2011**

	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	3,071,500	1,345,049	56%
Total Revenues	\$ 3,071,500	\$ 1,345,049	56%
Expenditures			
Certificated Salaries	\$ 219,080	\$ 107,117	51%
Classified Salaries	1,772,415	926,470	48%
Employee Benefits	447,032	227,442	49%
Books and Supplies	225,227	97,600	57%
Services and Other Operating	227,477	53,757	76%
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 2,891,231	\$ 1,412,386	51%
Excess (Deficiency) Revenues and Expenditures	\$ 180,269	\$ (67,337)	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 180,269	\$ (67,337)	
Beginning Fund Balance (unaudited)	\$ 671,316		
Ending Fund Balance**	\$ 851,585		

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

**Del Mar Union School District
2011-2012 Budget Update - Estimated Actuals
Foundation Trust Fund
December 31, 2011**

	2011-2012 First Interim	Actuals to Date	% of Budget Remaining
Revenues			
Revenue Limit Sources*	\$ -	\$ -	-
Federal Revenue	-	-	-
Other State Revenue	-	-	-
Other Local Revenue	251	63	75%
Total Revenues	\$ 251	\$ 63	75%
Expenditures			
Certificated Salaries	\$ -	\$ -	-
Classified Salaries	-	-	-
Employee Benefits	-	-	-
Books and Supplies	150	-	100%
Services and Other Operating	100	-	100%
Capital Outlay	-	-	-
Other Outgo	-	-	-
Transfers of Indirect/Direct Support	-	-	-
Total Expenditures	\$ 250	\$ -	100%
Excess (Deficiency) Revenues and Expenditures	\$ 1	\$ 63	
Other Financing Sources and Uses			
Transfers In	\$ -	\$ -	
Transfers Out	\$ -	\$ -	
Contributions	\$ -	\$ -	
Other Financing Sources and Uses	\$ -	\$ -	
Net Increase (Decrease) In Fund Balance	\$ 1	\$ 63	
Beginning Fund Balance (unaudited)	\$ 43,542		
Ending Fund Balance**	\$ 43,543		

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

Date:	January 11, 2012				
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
Anderson, Meredith	School Psychologist	1.00	Ocean Air	Approve Assignment Effective 1/17/12	Replacement/Expansion
Mulno, Heather	School Psychologist	0.80	Ocean Air	Approve Resignation Effective 1/11/12	

Date: January 11, 2012
 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
Belasco, Juanita	Special Education Aide II	0.75	Del Mar Heights	Approve Promotion from Special Education Aide I to Special Education Aide II Effective 01/01/12	
Bellowe, Leah	After School Program Worker	0.50	After School Programs	Approve Resignation Effective 06/30/11	
Boopathi, Anusuya	Noon Duty Supervisor	0.0625	Carmel Del Mar	Approve Resignation Effective 12/14/11	
Brand, Rachel	After School Program Worker	0.40	After School Programs	Approve Increase in Hours from 12 Hours/Week to 16 Hours/Week Effective 1/17/12	Replacement
Bruckman, Deanna	Special Education Aide I	0.75	Carmel Del Mar	Approve Assignment Effective 1/11/12	Expansion
Cahill, Kelsey	After School Program Worker	0.65	After School Programs	Approve Increase in Hours from 24 Hours/Week to 26 Hours/Week Effective 1/3/12	Replacement

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Fischer, Rachel	After School Program Worker	0.70	After School Programs	Approve Increase in Hours from 24 Hours/Week to 28 Hours/Week Effective 1/3/12	Replacement
Forgey, Allison	After School Program Worker	0.75	After School Programs	Approve Increase in Hours from 24 Hours/Week to 30 Hours/Week Effective 11/28/11	Replacement
Kao, Susy	Child Nutrition Services Assistant II	1.00	District Office	Approve Resignation Effective 1/13/12	
Mahoney, Chanel	After School Program Worker	0.75	After School Programs	Approve Resignation Effective 12/16/11	
May, Christine	Noon Duty Supervisor	0.125	Del Mar Hills	Approve Assignment Effective 1/11/12	Replacement
Meadows, Allison	LVN/Special Education Aide	0.75	Carmel Del Mar	Approve Assignment Effective 1/3/12	Replacement
Morales, Delphie	After School Program Worker	0.56875	After School Programs	Approve Assignment Effective 1/3/12	Replacement
O'Callaghan, Brenna	After School Program Worker	0.4625	After School Programs	Approve Increase in Hours from 16.5 Hours/Week to 18.5 Hours/Week Effective 1/3/12	Replacement

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Phan, Tam	After School Program Worker	0.55	After School Programs	Approve Reduction in Hours from 27 Hours/Week to 22 Hours/Week Effective 1/3/12	
Ross, Philicia	After School Program Worker	0.66875	After School Programs	Approve Increase in Hours from 22 Hours/Week to 26.75 Hours/Week Effective 1/3/12	Replacement
Sullivan, Kate	After School Program Worker	0.6875	After School Programs	Approve Decrease in Hours from 29 Hours/Week to 27.5 Hours/Week Effective 1/23/12	

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 13, 2012

To: Board Members

From: Tim Asfazadour, Assistant Superintendent, Human Resources

Through: James Peabody, Superintendent

Subject: Agenda Item 11.2: Preliminary Staffing and Enrollment Projections
2012-13

The attached report provides projected student enrollment and staffing for classroom teachers for the 2012-2013 school year. The projection is based on roll-up numbers from 2011-12. District staff will be available to respond to questions about the report during the meeting.

FISCAL IMPACT: Not applicable - this report is for information only.

RECOMMENDED: Not applicable - this report is for information only.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
11.2

DEL MAR UNION SCHOOL DISTRICT FORECASTED AND HISTORICAL STAFFING AND STUDENT ENROLLMENT BY SCHOOL

Class sizes: K-3 (20:1), 4-6 (27:1)

Over limit of 20/27 Under limit of 20/27

greater than 2011/12

less than 2011/12

DecisionInsite numbers are based on the conservative estimate

Ashley Falls

		2012-2013 (Rollup Numbers)			DecisionInsite (12-13 Proj.)			2011-12 (as of 01/06/12)		
Grade	Max	Students	Staff	Ratio	Students	Staff	Ratio	Students	Staff	Ratio
K	40	40	2.0	20.0	35	1.8	20.0	40	2.0	20.0
1	40	40	2.0	20.0	39	2.0	20.0	42	2.0	21.0
2	40	42	2.0	21.0	39	2.0	20.0	59	3.0	19.7
3	60	59	3.0	19.7	57	2.9	20.0	60	3.0	20.0
4	81	60	3.0	20.0	53	2.0	27.0	76	3.0	25.3
5	81	76	3.0	25.3	65	2.4	27.0	75	3.0	25.0
6	81	75	3.0	25.0	77	2.9	27.0	82	3.0	27.3
Total	423	392	18.0	21.8	365	15.7	23.2	434	19.0	22.8
K-3	9.0	181	9.0	20.1	170	8.5	20.0	201	10.0	20.1
4-6	9.0	211	9.0	23.4	195	7.2	27.0	233	9.0	25.9

Carmel Del Mar

		2012-2013 (Rollup Numbers)			DecisionInsite (12-13 Proj.)			2011-12 (as of 01/06/12)		
Grade	Max	Students	Staff	Ratio	Students	Staff	Ratio	Students	Staff	Ratio
K	80	80	4.0	20.0	70	3.5	20.0	80	4.0	20.0
1	80	80	4.0	20.0	68	3.4	20.0	75	4.0	18.8
2	80	75	4.0	18.8	67	3.4	20.0	63	3.0	21.0
3	60	63	3.0	21.0	59	3.0	20.0	66	3.0	22.0
4	67.5	66	2.5	26.4	71	2.6	27.0	61	2.5	24.4
5	67.5	61	2.5	24.4	58	2.1	27.0	70	2.5	28.0
6	81	70	3.0	23.3	59	2.2	27.0	69	3.0	23.0
Total	516	495	23.0	21.5	452	20.2	22.4	484	22.0	22.0
K-3	15.0	298	15.0	19.9	264	13.2	20.0	284	14.0	20.3
4-6	8.0	197	8.0	24.6	188	7.0	27.0	200	8.0	25.0

Per Class IF Combo
25.4

Del Mar Heights

		2012-2013 (Rollup Numbers)		
Grade	Max	Students	Staff	Ratio
K	60	62	3.0	20.7
1	60	62	3.0	20.7
2	60	56	3.0	18.7
3	60	58	3.0	19.3
4	81	60	3.0	20.0
5	67.5	70	2.5	28.0
6	67.5	67	2.5	26.8
Total	456	435	20.0	21.8
K-3	12.0	238	12.0	19.8
4-6	8.0	197	8.0	24.6

Per Class **IF** Combo
27.4

DecisionInsite (12-13 Proj.)		
Students	Staff	Ratio
50	2.5	20.0
57	2.9	20.0
62	3.1	20.0
68	3.4	20.0
60	2.2	27.0
80	3.0	27.0
68	2.5	27.0
445	19.6	22.8
237	11.9	20.0
208	7.7	27.0

2011-12 (as of 01/06/12)		
Students	Staff	Ratio
62	3.0	20.7
56	3.0	18.7
58	3.0	19.3
60	3.0	20.0
70	3.0	23.3
67	3.0	22.3
52	2.0	26.0
425	20.0	21.3
236	12.0	19.7
189	8.0	23.6

Del Mar Hills

		2012-2013 (Rollup Numbers)		
Grade	Max	Students	Staff	Ratio
K	40	41	2.0	20.5
1	40	41	2.0	20.5
2	40	38	2.0	19.0
3	60	58	3.0	19.3
4	54	41	2.0	20.5
5	54	45	2.0	22.5
6	54	54	2.0	27.0
Total	342	318	15.0	21.2
K-3	9.0	178	9.0	19.8
4-6	6.0	140	6.0	23.3

DecisionInsite (12-13 Proj.)		
Students	Staff	Ratio
31	1.6	20.0
35	1.8	20.0
38	1.9	20.0
49	2.5	20.0
43	1.6	27.0
44	1.6	27.0
51	1.9	27.0
291	12.8	22.8
153	7.7	20.0
138	5.1	27.0

2011-12 (as of 01/06/12)		
Students	Staff	Ratio
41	2.0	20.5
38	2.0	19.0
58	3.0	19.3
41	2.0	20.5
45	2.0	22.5
54	2.0	27.0
54	2.0	27.0
331	15.0	22.1
178	9.0	19.8
153	6.0	25.5

Ocean Air

		2012-2013 (Rollup Numbers)		
Grade	Max	Students	Staff	Ratio
K	100	110	5.0	22.0
1	100	110	5.0	22.0
2	120	124	6.0	20.7
3	120	117	6.0	19.5
4	121.5	121	4.5	26.9
5	108	102	4.0	25.5
6	94.5	110	3.5	31.4
Total	764	794	34.0	23.4
K-3	22.0	461	22.0	21.0
4-6	12.0	333	12.0	27.8

Per Class **IF** Combo
4/5 & 5/6 Combo
27.8

DecisionInsite (12-13 Proj.)

Students	Staff	Ratio
107	5.4	20.0
118	5.9	20.0
120	6.0	20.0
118	5.9	20.0
123	4.6	27.0
103	3.8	27.0
108	4.0	27.0
797	35.5	22.4
463	23.2	20.0
334	12.4	27.0

2011-12 (as of 01/06/12)

Students	Staff	Ratio
110	5.0	22.0
124	6.0	20.7
117	6.0	19.5
121	6.0	20.2
102	4.0	25.5
110	4.0	27.5
82	3.0	27.3
766	34.0	22.5
472	23.0	20.5
294	11.0	26.7

Sage Canyon

		2012-2013 (Rollup Numbers)		
Grade	Max	Students	Staff	Ratio
K	100	90	5.0	18.0
1	100	90	5.0	18.0
2	100	100	5.0	20.0
3	120	114	6.0	19.0
4	108	104	4.0	26.0
5	108	102	4.0	25.5
6	108	110	4.0	27.5
Total	744	710	33.0	21.5
K-3	21.0	394	21.0	18.8
4-6	12.0	316	12.0	26.3

DecisionInsite (12-13 Proj.)

Students	Staff	Ratio
87	4.4	20.0
100	5.0	20.0
100	5.0	20.0
118	5.9	20.0
105	3.9	27.0
106	3.9	27.0
113	4.2	27.0
729	32.3	22.6
405	20.3	20.0
324	12.0	27.0

2011-12 (as of 01/06/12)

Students	Staff	Ratio
90	5.0	18.0
100	5.0	20.0
114	6.0	19.0
104	5.0	20.8
102	4.0	25.5
110	4.0	27.5
126	5.0	25.2
746	34.0	21.9
408	21.0	19.4
338	13.0	26.0

Sycamore Ridge

Grade	Max
K	60
1	60
2	80
3	60
4	81
5	54
6	54
Total	449
K-3	13.0
4-6	7.0

2012-2013 (Rollup Numbers)

Students	Staff	Ratio
60	3.0	20.0
60	3.0	20.0
78	4.0	19.5
63	3.0	21.0
82	3.0	27.3
55	2.0	27.5
53	2.0	26.5
451	20.0	22.6
261	13.0	20.1
190	7.0	27.1

DecisionInsite (12-13 Proj.)

Students	Staff	Ratio
74	3.7	20.0
86	4.3	20.0
87	4.4	20.0
68	3.4	20.0
80	3.0	27.0
67	2.5	27.0
56	2.1	27.0
518	23.3	22.3
315	15.8	20.0
203	7.5	27.0

2011-12 (as of 01/06/12)

Students	Staff	Ratio
60	3.0	20.0
78	4.0	19.5
63	4.0	15.8
82	4.0	20.5
55	2.0	27.5
53	2.0	26.5
65	3.0	21.7
456	22.0	20.7
283	15.0	18.9
173	7.0	24.7

Torrey Hills

Grade	Max
K	100
1	100
2	100
3	120
4	108
5	108
6	108
Total	744
K-3	21.0
4-6	12.0

2012-2013 (Rollup Numbers)

Students	Staff	Ratio
101	5.0	20.2
101	5.0	20.2
91	5.0	18.2
116	6.0	19.3
95	4.0	23.8
101	4.0	25.3
104	4.0	26.0
709	33.0	21.5
409	21.0	19.5
300	12.0	25.0

DecisionInsite (12-13 Proj.)

Students	Staff	Ratio
92	4.6	20.0
103	5.2	20.0
108	5.4	20.0
125	6.3	20.0
113	4.2	27.0
95	3.5	27.0
107	4.0	27.0
743	33.1	22.5
428	21.4	20.0
315	11.7	27.0

2011-12 (as of 01/06/12)

Students	Staff	Ratio
101	5.0	20.2
91	5.0	18.2
116	6.0	19.3
95	5.0	19.0
101	4.0	25.3
104	4.0	26.0
98	4.0	24.5
706	33.0	21.4
403	21.0	19.2
303	12.0	25.3

In Total		2012-2013 (Rollup Numbers)		
Grade	Max	Students	Staff	Ratio
K	580	584	29.0	20.1
1	580	584	29.0	20.1
2	620	604	31.0	19.5
3	660	648	33.0	19.6
4	702	629	26.0	24.2
5	648	612	24.0	25.5
6	648	643	24.0	26.8
Total	4438	4304	196.0	22.0
K-3	122.0	2420	122.0	19.8
4-6	74.0	1884	74.0	25.5

DecisionInsite (12-13 Proj.)		
Students	Staff	Ratio
546	27.3	20.0
606	30.3	20.0
621	31.1	20.0
662	33.1	20.0
648	24.0	27.0
618	22.9	27.0
639	23.7	27.0
4340	192.3	22.6
2435	121.8	20.0
1905	70.6	27.0

2011-12 (as of 01/06/12)		
Students	Staff	Ratio
584	29.0	20.1
604	31.0	19.5
648	34.0	19.1
629	31.0	20.3
612	24.5	25.0
643	24.5	26.2
628	25.0	25.1
4348	199.0	21.8
2465	125.0	19.7
1883	74.0	25.4

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)

January 13, 2012

To: Board Members

From: Tim Asfazadour, Assistant Superintendent, Human Resources

Through: James Peabody, Superintendent

Subject: Agenda Item 11.3: 2011-12 Certificated Personnel Count

The attached report provides both Full-Time Equivalent (FTE) and actual District certificated staff numbers including permanent, probationary, and temporary employees. District staff will be available to respond to questions about the report during the meeting.

FISCAL IMPACT: Not applicable - this report is for information only.

RECOMMENDED: Not applicable - this report is for information only.

Special Board Meeting of January 18, 2012
(Rescheduled Regular Board Meeting of January 25, 2012)
11.3

Permanent Certificated Staff			Temporary Certificated Staff			Probationary 1 Certificated Staff			Probationary 2 Certificated Staff			TOTAL Bodies	Total FTEs
Area	Bodies	FTEs	Area	Bodies	FTEs	Area	Bodies	FTEs	Area	Bodies	FTEs		
General Education (includes shared contracts)	190	173	General Education (includes shared contracts)	21	21	General Education (includes shared contracts)	0	0	General Education (includes shared contracts)	5	5	216	199
ESC	20	17.4	ESC	20	16.5	ESC	0	0	ESC	0	0	40	33.9
Special Education Teachers	12	12	Special Education Teachers	0	0	Special Education Teachers	5	5	Special Education Teachers	2	2	19	19
Speech/Language Pathologists	9	8.6	Speech/Language Pathologists	0	0	Speech/Language Pathologists	3	2.4	Speech/Language Pathologists	0	0	12	11
School Psychologists	5	4.4	School Psychologists	0	0	School Psychologists	1	0.8	School Psychologists	0	0	6	5.2
School Nurses	3	3	School Nurses	0	0	School Nurses	0	0	School Nurses	0	0	3	3
Adapted PE	2	2	Adapted PE	0	0	Adapted PE	0	0	Adapted PE	0	0	2	2
Autism/Behavior Specialist	0	0	Autism/Behavior Specialist	0	0	Autism/Behavior Specialist	1	1	Autism/Behavior Specialist	0	0	1	1
Coordinator/CDC	0	0	Coordinator/CDC	0	0	Coordinator/CDC	1	1	Coordinator/CDC	0	0	1	1
Lead Teacher	1	1	Lead Teacher	0	0	Lead Teacher	0	0	Lead Teacher	0	0	1	1
Totals	242	221		41	37.5		11	10.2		7	7	301	276.1
Certificated Administrators						NCCSE Staff							
Principals	8	8				Program Specialists	2	2					
Asst Principal	1	1											
Superintendent	1	1											
Asst Superintendents	2	2											
Directors	3	3											
Totals	15	15					2	2					
Grand Total Bodies	318												
Grand Total FTEs	293.1												