

**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

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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.

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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

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!

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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 Zasueta 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.

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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

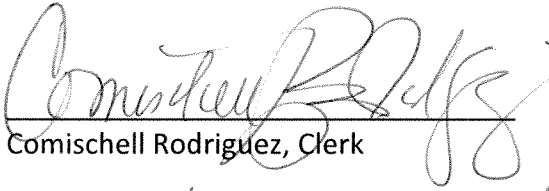
- Minutes of Regular Board Meeting of December 14, 2011
- Update, Child Nutrition Committee and review of program
- Discussion on an Open House for the new district office
- Enrollment Option/Facility Optimization (Dec or Jan)
- PTA and DMSEF fundraising

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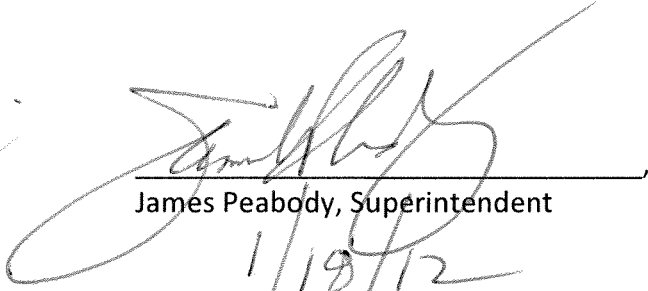
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There being no further business to come before the Board, there was a
Motion to Adjourn at 8:23 p.m.

Motion Rodriguez
Second Perkins
Unanimous


Comischell Rodriguez, Clerk

1-18-12
Date


James Peabody, Superintendent

1/18/12
Date