



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 Regular Board Meeting

April 25, 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:
 - Sharon McClain, ED.D v Del Mar Union School District
 - Michael Robertson v Del Mar Union School District
- 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 April 2012:

Ashley Falls	Terri Alper, Administrative Assistant
Carmel Del Mar	Michele Meckel, Library Media Specialist
Del Mar Heights	Dana Arnold, Office Assistant
Del Mar Hills Academy	Alfonso Gomez, Plant Manager
Ocean Air	Pat Voice, Special Education Aide II
Sage Canyon	Belinda Engels, Special Education Aide I

1

Sycamore Ridge	Linda Atwood, Special Education Aide I
Torrey Hills	Marvin Snell, Special Education Aide II
District Office	Betty Bryant, Administrative Assistant, Technology

- | | | |
|-----|--|---|
| 5.2 | Report
DMCTA Report: Katrina Graupman, DMCTA President | 2 |
| 5.3 | Report
DMSEF Report: Drew Isaacman, DMSEF President | 3 |
| 5.4 | Report
Board Report/Comments | |
| 5.5 | Report
Superintendent's Report | |

BOARD PRESIDENT CALLS FOR BLUE SPEAKER SLIPS

6.0 APPROVAL OF THE MINUTES

- | | | |
|---|---|-------|
| ▪ | Minutes of Regular Board Meeting, March 28, 2012 | 4-12 |
| ▪ | Minutes of Special Board Meeting/Visitation, April 18, 2012 | 13-14 |
| ▪ | Minutes of Board Workshop, April 19, 2012 | 15-17 |
| | <i>Motion</i> _____ <i>Second</i> _____ <i>Ayes</i> _____ <i>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 January 1 – March 31, 2012 | 18-20 |
| *10.1 | Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements | 54-60 |
| *10.2 | Board Approval and Acceptance of Donations to the Del Mar Union School District | 61 |
| *10.3 | Board Approval of Petition for Issuance of New Warrant in Lieu of Void Warrants Payable to Carrie Gammel | 62 |
| *10.4 | Board Approval/Ratification of Site and Department Performance Agreements and Service Agreements | 63 |
| *10.5 | Board Approval of Contracts and Contract Amendments for Special Education Services for the 2011-2012 School Year | 64 |
| *10.6 | Board Approval and Acceptance of Notice of Completion for Tenant Improvements Projects | 65 |
| *11.1 | Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status | 81-83 |

7.0 CURRICULUM AND INSTRUCTION

8.0 ADMINISTRATION AND POLICY

- | | | |
|-----|---|-------|
| 8.2 | Board Approval, Revision of Board Policy 5111: Admission | 21-25 |
| | <i>Motion</i> _____ <i>Second</i> _____ <i>Ayes</i> _____ <i>Nays</i> _____ | |

8.3	2012 CSBA Delegate Assembly Election Results	26-29
8.4	Presentation and Direction from the Board on Short Term Options for Placement of Children in the Child Development Center/Special Education Preschool Programs	30-44
	<i>Motion</i> ____ <i>Second</i> ____ <i>Ayes</i> ____ <i>Nays</i> ____	
8.5	Consideration of the June 2012 Regular Board Meeting	45
8.6	Board Approval, Resolution No 2012-05 of the Board of Trustees of the Del Mar Union School District Authorizing Conducting a District-wide Feasibility Survey in Connection with Potential General Obligation Bond Authorization	46-49
	<i>Motion</i> ____ <i>Second</i> ____ <i>Ayes</i> ____ <i>Nays</i> ____	
8.7	Reminder of Upcoming Events	50-51

9.0 OPERATIONS AND FACILITIES

9.1	Facilities Report, April	52
9.2	Storm Water Management Annual Update	53

10.0 BUSINESS AND FINANCE

10.7	Board Approval, Resolution 2012-04 Approving to Increase Statutory School Facility School Fees Imposed on New Residential and Commercial/Industrial Development Projects Pursuant to Education Code 17620	66-76
	<i>Motion</i> ____ <i>Second</i> ____ <i>Ayes</i> ____ <i>Nays</i> ____	
10.8	2011-2012 San Diego County Office of Education Oversight Letter Regarding 2011-2012 Second Interim Report	77-80

11.0 PERSONNEL

12.0 PRELIMINARY ITEMS FOR MAY 2012 BOARD MEETING

- Minutes of Regular Board Meeting, April 25, 2012
- Minutes of Special Board Meeting/Visitation, May 2, 2012
- BP 2121: Superintendent’s Contract
- BP 9320: Meetings and Notices

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

April 19, 2012

To: Board Members
From: James Peabody, Superintendent
Subject: Agenda Item 5.1: Staff Recognition – Employees of the Month

Jake's Del Mar and the Carmel Valley Pacific Athletic Club continue to support our educational program by honoring staff members each month who are recognized by their site or department as "Employees of the Month." Thank you to Jake's and the Pacific Athletic Club for providing a \$40.00 gift certificate and a one-month free membership, respectively.

Employees of the Month for April are:

Ashley Falls	Terri Alper, Administrative Assistant
Carmel Del Mar	Michele Meckel, Library Media Specialist
Del Mar Heights	Dana Arnold, Office Assistant
Del Mar Hills Academy	Alfonso Gomez, Plant Manager
Ocean Air	Pat Voice, Special Education Aide II
Sage Canyon	Belinda Engels, Special Education Aide I
Sycamore Ridge	Linda Atwood, Special Education Aide I
Torrey Hills	Marvin Snell, Special Education Aide II
District Office	Betty Bryant, Administrative Assistant, Technology

RECOMMENDED: For information only. No action is required.

April 25, 2012

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 5.2: Report: DMCTA President, Katrina Graupmann

DMCTA President, Katrina Graupmann, will be present to give a brief report to the Board.

FISCAL IMPACT: Not applicable.

RECOMMENDED: For information only. No action required.

Regular Board Meeting of April 25, 2012

April 19, 2012

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 5.3: 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

March 28, 2012

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 Wooden called the Regular Board Meeting to order at 4:45 pm

PUBLIC INPUT CONCERNING ITEMS ON THE CLOSED SESSION AGENDA

- There was no public input.

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 5:44 p.m.

Board President Wooden 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 5:44 p.m. to discuss:

- 1.1 **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 – Superintendent’s Evaluation
- 1.2 **Conference with Labor Negotiator** (G.C. 54957.6) Agency Designated Representatives: James Peabody, Superintendent and Tim Asfazadour, Assistant Superintendent, Human Resources; Employee Organization: Del Mar California Teachers Association
- 1.3 **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

REPORT OF ACTION TAKEN IN CLOSED SESSION:

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

CALL TO ORDER

Board President Wooden called to order the Open Session of the Regular Board Meeting of the Del Mar Union School District, Board of Trustees, at 5:50 p.m.

Official Minutes Regular Board Meeting of March 28, 2012

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

2. PLEDGE OF ALLEGIANCE

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

ROLL CALL

Members Present (5): Scott Wooden, President of the Board
Comischell Rodriguez, 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: Katrina Graupmann, Erik Bienke, Emily Morris, Lesa house

Others Present: Sabina Clorfeine, Josh Clorfeine, Jeremy Church, Sara Chang, Richard Yu, Christine Taylor, Elle McCue, Lisa McCue, Gary McCue, Michael Sweeney, Jennifer Marchese-Ernst, Rob Ernst, Maia Starling, Theresa Lyons, Amy Swazey, Jill Seidenverg, Sandi Adam, Adam Fisher, Susan Yang, Carolyn Nydahl, Laura Hawe, Christine Nezet, Lisa Blazer, Jen Varela, Julie Delzell, Christy Mohler, Holly Sood, Chuck Morris, Ian Allen, Martin Holmes, Mason Holmes, Carol Chang, Velda Soltero and approximately 15 other community members.

3. APPROVAL OF AGENDA

Amendments: Move items 5.1 and 5.2 after item 4.1.

Motion to Approve Agenda, as amended

Motion Rafner

Second Perkins

Unanimous

4. CORRESPONDENCE/COMMUNICATION

4.1 Correspondence

- Superintendent Peabody received emails and a petition signed by 225 Sycamore Ridge parents asking the Board to consider options for the location of the District's CDC/Preschool.

Official Minutes Regular Board Meeting of March 28, 2012

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

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

- *Carrie White*, Sycamore Ridge parent, spoke of the impact CDC/Preschool has on Sycamore Ridge.
- *Carol Chang*, Sycamore Ridge parent, spoke of the impact on Kindergarten students being housed in a classroom not designed for Kindergarten students.
- *Jennifer Ernst*, Sycamore Ridge parent, spoke of the impact CDC/Preschool has on Sycamore Ridge.
- *Yan Cheng*, Sycamore Ridge parent, spoke of the impact CDC/Preschool has on Sycamore Ridge.
- *Jeremy Church*, Sycamore Ridge parent, spoke of the impact CDC/Preschool has on Sycamore Ridge and requested the Board make a sound decision for the location of the CDC/Preschool.
- *Sabina Clarfeine*, Sycamore Ridge parent, spoke of the impact CDC/Preschool has on Sycamore Ridge and challenged the Board to find a permanent location for CDC/Preschool.
- *Sarah Chang*, Sycamore Ridge parent, shared the joy her older daughter experienced interacting with the preschool students and having her younger brother on the same campus.
- *Christy Mohler*, Sycamore Ridge parent, spoke of the impact CDC/Preschool and crowded classrooms have on Sycamore Ridge.
- *Jen Varela*, Sycamore Ridge parent, spoke of the impact CDC/Preschool has on Sycamore Ridge.
- *Josh Clarfeine*, Sycamore Ridge parent, addressed legal issues relating to Mello Roos, and CFDs.
- *Maia Starling*, Sycamore Ridge parent, spoke in favor of relocating the CDC/Preschool program to a permanent location.
- *Tim Blazer*, Sycamore Ridge parent, spoke of the impact CDC/Preschool has on Sycamore Ridge.
- *Lisa Blazer*, Sycamore Ridge parent, spoke of the impact CDC/Preschool has on Sycamore Ridge and that the community had originally been told it was a temporary location for the CDC/Preschool program.
- *Jeremy Risher*, Sycamore Ridge parent, spoke of the need for both a short-term and long-term plan with the least impact on the CDC program and requested periodic updates to be provided to Sycamore Ridge parents.
- *Laura Hawe*, Sycamore Ridge parent, spoke of the parents' concern of their child being involuntarily transferred.
- *Ian Allen*, Sycamore Ridge parent, thanked the Board for attending the Sycamore Ridge community meeting and spoke against paving for additional parking.
- *Jill Seidenverg*, Sycamore Ridge parent, spoke in support of a long-term solution for the location of CDC/Preschool.
- *Jennifer McKay*, Sycamore Ridge parent, spoke in support of the Board making both a short-term and long-term plan to move CDC/Preschool to a new location.
- *Sandi Adam*, Sycamore Ridge parent, spoke of the impact CDC/Preschool has on Sycamore Ridge and requested both a short-term and long-term solution.

Official Minutes Regular Board Meeting of March 28, 2012

- *Jen Charat*, Ashley Falls parent, Enrollment Options Committee member, spoke in favor of allowing time for the option areas to work prior to expending funds on construction.
- *Kamal Haddad*, Sycamore Ridge parent, spoke in support of the families living within the CFD “paying a special tax to provide a K-6 school”.

5. REPORTS, RECOGNITIONS AND HEARINGS

5.1 Staff Recognition

Superintendent Peabody thanked Jakes Del Mar and the Pacific Athletic Club for their support of the DMUSD Employees of the Month program by donating gift certificates and a one-month membership, respectively, for the honorees, as follows:

<i>Ashley Falls –</i>	Andrea Peddycord, 6th Grade Teacher
<i>Carmel Del Mar</i>	Ann Hoffman, Office Assistant
<i>Del Mar Heights</i>	Colleen Gaines, 3rd Grade Teacher
<i>Del Mar Hills Academy</i>	Nancy Swanberg, ESC Science Teacher
<i>Ocean Air</i>	Debbie Cole, 4th Grade Teacher
<i>Sage Canyon</i>	Kim Mowry, 6th Grade Teacher
<i>Sycamore Ridge</i>	Kristin Bonaguidi, 1st Grade Teacher
<i>Torrey Hills</i>	Katie Sullivan, 1st Grade Teacher
<i>District Office</i>	Travis Gordon, Maintenance Worker III

5.2 Student Recognition by North Coastal PTA

Christine Taylor, President, and Judi Strang, Reflections Chair, of the North Coastal PTA Council, were present to recognize DMUSD students who were recipients of the 2011/2012 Reflections, Award of Excellence and Award of Merit. Students were presented with a certificate.

5.3 DMCTA Report: Katrina Graupmann, DMCTA President

DMCTA President Katrina Graupmann, reported that the DMCTA has been working hard to have focused and thoughtful discussions with staff in Professional Relations. Teacher evaluations were discussed this month. Staff and DMCTA discussed making sure everyone is working together and creating a common language that is focused and thoughtful for teachers. DMCTA is appreciative of staff’s discussion of the 2012/2013 calendar and their willingness to consider moving parent/teacher conferences up in the year. Ms. Graupmann requested the Board consider that students want to feel they are part of the school and that they deserve the best teaching environment when deciding on additional classrooms for Ocean Air. Ms. Graupmann thanked staff for creating a collaborative relationship.

5.4 DMSEF Report: Drew Isaacman, DMSEF President

In Mr. Isaacman’s absence, Board Member Kristin Gibson, Board representative to the DMSEF, reported the goal is \$2 million with 100% participation. As of March

Official Minutes Regular Board Meeting of March 28, 2012

23, 2012, 1,015 families have contributed \$675,000. The DMSEF is currently facing a significant gap of at least 6.25 full time equivalent (FTE) ESC teachers to keep the program at its current size. To restore the program to the 2009 size at least eleven ESC teachers need to be funded. Member Gibson reminded families that have not contributed that there is still time to send contributions to the DMSEF and to please give to assure our students a complete ESC program.

5.5 Public Hearing to Review Resolution No. 2012-04 Approving to Increase Statutory School Facility Fees Imposed on New Residential and Commercial/Industrial Construction Pursuant to Education Code Section 17620 and Government Code Section 65995

The Public Hearing was conducted for the purpose of hearing from the public prior to the consideration and possible adoption of Resolution No. 2012-04 by the Board of Trustees of the Del Mar Union School District regarding an increase in Statutory School Fees.

Board President Wooden opened the hearing at 7:10 p.m.

Public Comments

- *Josh Clorfeine*, Sycamore Ridge parent, requested the Board seek legal opinion in order to draft the resolution in such a manner to allow funds to be used for a preschool facility.
- *Michel McSweeney*, Sr. Public Policy Advisor, Building Industry Association, requested the Board postpone taking action for 30 days in order for him to notify members of the BIA of the increase in fees and allow time for review of the nexus study.

The hearing was closed at 7:12 p.m.

5.6 Report – Board Reports/Comments

Member Perkins:

- Attended the Ocean Air PTA meeting
- Attended the coffee with Gina Williams, Vice President of the DMCTA

Member Rafner:

- Attended the Board visit to Del Mar Hills Academy
- Attended community meeting at Sycamore Ridge
- Attended the Ashley Falls carnival
- Is looking forward to the Masters in Governance session on Friday, March 30

Member Gibson:

- Attended meetings as a member of Strategic Management Team; currently working on the committee for long range planning of the educational program and professional development.
- Attended the Board visit to Del Mar Hills Academy

Member Rodriguez:

- Expressed appreciation to our partners, the PTA's and the DMSEF, for supporting the ESC program.

Official Minutes Regular Board Meeting of March 28, 2012

- Expressed disappointment in the level of participation the community has shown to the DMSEF.

Member Wooden:

- Attended the Masters in Governance module on collective bargaining
- Attended a workshop on Form 700, Conflict of Interest
- Attended the Board visit to Del Mar Hills Academy
- Judged the Greater San Diego Science Fair
- Attended ACS meeting—saw models that are available to teachers for free
- Attended the town hall meeting for Sycamore Ridge parents

5.7 Report – Superintendent’s Report

- Thanked those who participated in the 9th Annual DMUSD Blood Drive; 34 donors; 31 units of blood donated, which equates to saving 93 lives.
- Staff is reviewing BP 5111, Admission to Kindergarten. It is being revised to include new admission ages for Kindergarten and 1st grade as well as Transitional Kindergarten, should it proceed forward, as well as the criteria for early admission to Kindergarten. The District hopes to receive clear direction regarding Transitional Kindergarten from Sacramento soon. The District is planning for each scenario. The District will be as flexible as possible with families to ensure their needs are met.

6. APPROVAL OF MINUTES

Public comment

- *Jeremy Church*, asked for the Minutes of the February 29, 2012 meeting to be revised to reflect that Kellie Church spoke in favor of returning the CDC classrooms to their original intended use as Kindergarten classrooms.

Motion to approve Minutes of the following Board Meetings:

- Minutes of Regular Board Meeting, February 29, 2012, as amended per request.
- Minutes of Special Board Meeting/Visitation, March 14, 2012

Motion Perkins
Second Rodriguez
Unanimous

6.1 APPROVAL OF CONSENT ITEMS

- *10.1 Board Approval of Purchase Orders and Ratification of Commercial Warrant Payments and Revolving Cash Disbursements
- *10.2 Board Approval and Acceptance of Donations to the Del Mar Union School District
- *10.3 Board Approval of Performance Agreements
- *10.4 Board Approval of Memorandum of Understanding Between Encinitas Union School District and the Del Mar Union School District for Instructional Assistants.

Official Minutes Regular Board Meeting of March 28, 2012

- *10.5 Board Approval to "Piggyback" From Chawanakee Unified School District Bid 2011-01 Purchase, Lease, Relocation, Dismantle and Removal of Department of State Architect (DSA) Approved Portable Classrooms
- *10.6 Board Approval of Purchase and Installation of Artificial Turf from Workright Property Services, Inc.
- *11.1 Board Approval of Recommended Personnel Actions: Employment, Resignations, Retirements, Dismissals, Leaves of Absence, and Change of Status

Motion to approve Consent Items *10.1 - *10.6 and *11.1

Motion Rodriguez

Second Perkins

Unanimous

7. CURRICULUM & INSTRUCTION

7.1 Board Approval, School-Sponsored Field Trip

Superintendent Peabody presented field trips for approval and clarified that the Summer Camp field trips are out of the county.

Motion to approve School-Sponsored Trip

Motion Gibson

Second Rafner

Unanimous

8. ADMINISTRATION AND POLICY

8.1 Approval of Interdistrict Attendance Agreement Between the Del Mar Union School District and the Districts Listed Below

Superintendent Peabody presented the Interdistrict Attendance Agreement between districts for approval.

Motion to approve Interdistrict Attendance Agreement Between the Del Mar Union School District and the Districts Listed Below

Motion Rodriguez

Second Perkins

Unanimous

8.2 Reminder of Upcoming Events

(Presented for information only.)

9. OPERATIONS AND FACILITIES

9.1 Facilities Report, January

Randy Wheaton, Director of Maintenance & Operations, reported staff has been working on updating supplies in disaster sheds and continues to review and plan for summer projects.

Official Minutes Regular Board Meeting of March 28, 2012

10. BUSINESS AND FINANCE

10.7 Time Certain: 7:15

Board Consideration and Approval to Lease or Purchase the Ocean Air Relocateable Classrooms with CFD 95-1 Funds.

Superintendent Peabody introduced Jeremy Goldenetz of Class Leasing who was present to share information on the leasing and purchasing options for relocateable classrooms at Ocean Air School.

Public Comment

- *Adam Fisher*, DMUSD parent, urged the Board to approve the lease or purchase of the relocateable classrooms in order that they may be installed and ready for students beginning with the 2012/2013 school year.

Randy Wheaton, Director of Maintenance & Operations and Jeremy Goldenetz presented an overview of the purchase and lease/purchase options. Cathy Birks, Assistant Superintendent, Business Services, confirmed that CFD 95-1 funds are available for the purchase and construction of the relocateable classrooms and that there will be no impact on the General Fund. Mr. Goldenetz and staff responded to clarifying questions from the Board.

Motion to approve the Purchase of the Relocateable Classrooms for Ocean Air

Motion Rodriguez

Second Gibson

Unanimous

10.8 Board Approval, Agreement between the Del Mar Union School District and Charles Forte Architect

Public Comment

- *Ian Allen*, Sycamore Ridge parent, spoke in support of using classrooms currently available in the district for CDC/preschool rather than adding classrooms or a parking lot at Sycamore Ridge.
- *Josh Clorfeine*, Sycamore Ridge parent, requested a long-term plan for the location of the CDC/preschool location and to not expend funds for symptoms, i.e. lack of parking, etc.; and to use a district-wide view when expending CFD 95-1 funds.

Randy Wheaton, Director of Maintenance & Operations, presented an agreement for Board approval to secure the services of Charles Forte Architect relative to construction projects within the district. Mr. Wheaton fielded clarifying questions from the Board.

The Board requested staff examine the staffing patterns at Sycamore Ridge when studying the parking at Sycamore Ridge, as it may dictate the parking requirements.

Official Minutes Regular Board Meeting of March 28, 2012

Motion to approve the Agreement between the Del Mar Union School District and Charles Forte Architect

Motion Rodriguez

Second Gibson

Unanimous

10.9 Board Approval, Resolution 2012-04 Approving to Increase Statutory School Facility School Fees Imposed on New Residential and Commercial/Industrial Development Projects Pursuant to Education Code 17620

Assistant Superintendent, Business Services, Cathy Birks, stated the school fees take affect 60 days after the resolution is approved. Ms. Birks confirmed that deferring approval would not present a problem. The Board gave direction to review the language relative to its usage for a preschool facility.

Motion to defer approval of Resolution 2012-04 Approving to Increase Statutory School Facility School Fees Imposed on New Residential and Commercial/Industrial Development Projects Pursuant to Education Code 17620 to the April 25, 2012 Regular Board Meeting.

Motion Rodriguez

Second Rafner

Unanimous

11. PERSONNEL

12. ITEMS FOR APRIL 2012 BOARD MEETING

- Minutes of Regular Board Meeting of March 28, 2012
- Minutes of Special Board Meeting/Visitation of April 18, 2012
- CDC/Preschool
- Revision of BP 5111

There being no further business to come before the Board, there was a Motion to Adjourn at 8:20 p.m.

Motion Gibson

Second Perkins

Unanimous

Comischell Rodriguez, Clerk

James Peabody, Superintendent

Date

Date

Official Minutes Regular Board Meeting of March 28, 2012

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

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

Minutes of Special Board Meeting/Visitation

April 18, 2012
8:00 a.m.

Sage Canyon
5290 Harvest Run
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 8:10 a.m.

2. **APPROVAL OF THE AGENDA**

Motion to Approve the Agenda

Motion Perkins

Second Gibson

Unanimous

(3-0-0) (Members Rodriguez & Rafner were not present for the vote.)

3. **PUBLIC INPUT CONCERNING NON-AGENDA AND AGENDA ITEMS**

There was no input from the public.

4. The Board adjourned to Closed Session at 8:11 a.m. to discuss:

4.1 **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

The Board reconvened to Open Session at 8:33 a.m.

REPORT OF ACTION TAKEN IN CLOSED SESSION

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

5. VISIT TO SAGE CANYON

The site visit at Sage Canyon included classroom visits to 2nd, 3rd, 5th grade, and ESC classrooms. The board also visited both Special Education Learning Centers. A highlight of the visit was observing the Kindergarten students playing for the first time on the newly refurbished Kindergarten play area.

6. ADJOURNMENT

There being no further business to come before the Board, there was a Motion to adjourn at 10:05 a.m.

Motion Gibson
Second Rafner
Unanimous

Comischell Rodriguez, Clerk

James Peabody, Superintendent

Date

Date

Unapproved

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

Minutes of Board Workshop

April 19, 2012
4:00 p.m.

Ocean Air School MUR
11444 Canter Heights Drive
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
 Tim Asfazadour, Assistant Superintendent, Human Resources
 Holly McClurg, Assistant Superintendent, Instructional Services
 Cathy Birks, Assistant Superintendent, Business Services
 Cara Schukoske, Director of Pupil Services
 Julie Geisbauer, Director of Child Care/After School Programs
 Randy Wheaton, Director of Maintenance & Operations
 Marissa Tirri,

BUSINESS TRANSACTED WAS LIMITED TO THE FOLLOWING:

1. Board President Wooden called the meeting to order at 4:05 p.m.

2. **APPROVAL OF THE AGENDA**

Motion to Approve the Agenda

Motion Gibson

Second Rafner

Unanimous

(4-0 -0) Member Rodriguez was not present for the vote.

3. **PUBLIC INPUT CONCERNING NON-AGENDA AND AGENDA ITEMS**

All comments were made as part of a dialogue with the Board as the workshop proceeded.

4. WORKSHOP PRESENTED BY THE DOLINKA GROUP, GOVERNMENT OBLIGATION BONDS

The presentation included:

- An overview of General Obligation Bonds
- The legal requirements
- Planning for the bond
- Campaigning for the bond
- Implementing the bond
- The scope of the work involved
- Cash flow needs
- The preliminary financing analyses shows that if the bond assessment was \$8 per \$100,000 of assessed value of home it would provide \$59 million to the DMUSD
- The entire presentation is available on the District Web Site

5. UPDATE AND DISCUSSION, CDC/PRESCHOOL

The Preschool and CDC staff presented three options to the Board for their consideration on short term solutions to the location of these programs that will allow for the kindergarten children to return to kindergarten-designated classrooms, help alleviate the parking congestion and allow for growth at Sycamore Ridge School.

- Option A
 - The Special Education Preschool and CDC programs remain at Sycamore Ridge.
 - Shift three CDC classes to the Child Care Building at Sycamore Ridge and shift the after-school program to rooms on the Sycamore Ridge campus.
- Option B
 - The infant, toddler, and two-year-old CDC classes remain at Sycamore Ridge.
 - Relocate the 3-5 year old CDC classes and the Special Education Preschool to Ashley Falls School.
- Option C
 - The 3-5 year old CDC classes and the Special Education Preschool remain at Sycamore Ridge.
 - Relocate the infant, toddler and two-year-old CDC classes to Ashley Falls School.

The Board will take action on this issue at the regularly scheduled meeting on April 25, 2012 at Del Mar Hills Academy.

The entire update is located on the District Web Site.

6. ADJOURNMENT

There being no further business to come before the Board, there was a Motion to Adjourn at 7:05 p.m.

Motion Gibson
Second Rodriguez
Unanimous

Comischell Rodriguez, Clerk

James Peabody, Superintendent

Date

Date

Unapproved

April 19, 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 January 1 – March 31, 2012

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 3rd quarterly report, prepared for the period of January 1 – March 31, 2012. 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 January 1 – March 31, 2012

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 3rd Qtr Jan-Mar

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.

April 25, 2012

To: Board Members
From: Dr. Holly McClurg, Assistant Superintendent, Instructional Services
Through: James Peabody, Superintendent
Subject: Agenda Item 8.2: Revision of Board Policy 5111: Admission

Staff completes periodic review of existing Governing Board Policies and Administrative Regulations in order to insure that they remain up-to-date and continue to meet the needs of the district. It is recommended that the Board adopt revisions to existing Board Policy 5111: Admission. The state legislature enacted revised requirements for admission to kindergarten and first grade. In keeping with these new regulations, revisions need to be made to our current Board Policy 5111 and Administrative Regulation 5111 is proposed.

FISCAL IMPACT: Cost – None
Program or Department – Instructional Services
Is this a Restricted Program? No
Was this expenditure anticipated in the adopted budget?
Yes
Will this Program or Department be over budget after this expenditure? No

RECOMMENDED: Superintendent recommends that the Governing Board adopt revisions to existing Board Policy 5111.

**DEL MAR UNION SCHOOL DISTRICT
STUDENTS**

BOARD POLICY 5111: ADMISSION

The Governing Board of the Del Mar Union School District ~~believes that all children should have the opportunity to receive educational services. Staff shall encourage parents/guardians to enroll all school-aged children in school~~ **encourages the enrollment and appropriate placement of all school-aged children in school. The Superintendent or designee shall inform parents/guardians of students entering a district school at any grade level about admission requirements and shall assist them with enrollment procedures.**

The superintendent or designee shall ~~maintain procedures, which provide for the verification of all entrance requirements specified in law and in Board policies and regulations~~ **verify the student's age, residency, and any other admission criteria specified in law and in Board policies and administrative regulations. All resident students who are enrolling either in the school in their attendance area or in another district school shall be subject to the timelines established by the Board in BP/AR 5116.1 - Intradistrict Open Enrollment. Nonresident students may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.**

Legal Reference:

EDUCATION CODE

- 46600 Agreements for admission of pupils desiring interdistrict attendance
- 48000 Minimum age of admission (kindergarten)
- 48002 Evidence of minimum age required to enter kindergarten or first grade
- 48010 Minimum age of admission (first grade)
- 48011 Admission from kindergarten or other school; minimum age
- 48050-48053 Nonresidents
- 48200 Children between ages of 6 and 18 years (compulsory full-time education)
- 48211 Habits and disease
- 49076 Access to records by persons without written consent or under judicial order
- 49408 Information of use in emergencies

HEALTH AND SAFETY CODE

- 120325-120380 Education and child care facility immunization requirements
- 121475-121520 Tuberculosis tests for pupils

CODE OF REGULATIONS, TITLE 5

- 200 Promotion from kindergarten to first grade
- 201 Admission to high school

CODE OF REGULATIONS, TITLE 17

- 6000-6075 School attendance immunization requirements

UNITED STATES CODE, TITLE 20

- 11431-11435 McKinney Homeless Assistance Act

Management Resources:

CDE MANAGEMENT ADVISORIES

- 0900.90 Changes in law concerning eligibility for admission to kindergarten

Board Policy/Administrative Regulation 5111 Approved by the Board of Trustees: March 23, 2005; Approved by the Board of Trustees: May 24, 2006; Approved with Revisions by the Board of Trustees: March 21, 2007; Presented with revisions to the Board of Trustees: April 25, 2012

**DEL MAR UNION SCHOOL DISTRICT
STUDENTS**

ADMINISTRATIVE REGULATION TO BOARD POLICY 5111: ADMISSION

Age of Admission

Proof of age shall be required of all enrolling students. The legal evidences of age, in order of desirability, are a certified copy of a birth record *certificate*, ~~a statement by the local registrar or a county recorder certifying the date of birth, a passport, a baptism certificate duly attested, *passport, immigration certificate*, or an affidavit of from the parent, guardian or custodian of the minor.~~

Entrance Age Requirements

Kindergarten

~~A child who will reach the age of five on or before December 2 of the school year shall be eligible for enrollment in kindergarten at the beginning of that school year or at any later time in the same year. (Education Code 48000) shall be admitted to a kindergarten maintained by the school district at the beginning of a school year, or at a later time in the same year if the child will have his/her fifth birthday on or before one of the following dates:~~

- (1) November 1 of the 2012-2013 school year.*
- (2) October 1 of the 2013-2014 school year.*
- (3) September 1 of the 2014-2015 school year and each year thereafter.*

First Grade

~~A child who will have reached the age of six years on or before December 2 of the current school year shall be eligible for enrollment in the first grade. (Education Code 48010)~~

A child shall be admitted to a first grade maintained by the school district if the child will have his/her sixth birthday on or before one of the following dates:

- (1) November 1 of the 2012-2013 school year.*
- (2) October 1 of the 2013-2014 school year.*
- (3) September 1 of the 2014-2015 school year and each year thereafter.*

A child who has completed a year of kindergarten maintained by a private or public school shall be admitted to first grade unless the parents and the school district agree that the child may continue in kindergarten for not more than an additional school year. (Education Code 48011)

Board Policy/Administrative Regulation 5111 Approved by the Board of Trustees: March 23, 2005; Approved by the Board of Trustees: May 24, 2006; Approved with Revisions by the Board of Trustees: March 21, 2007; Presented with revisions to the Board of Trustees: April 25, 2012

Grades 1 – 6

When a child has been legally enrolled in the public schools of another district within or out of state, he/she may be enrolled in school and placed in the grade attained in the former school. The parent/guardian should be advised that the principal may adjust grade placement at a later date if conditions warrant. When adjustments are necessary, the parent/guardian is informed and a parent conference generally is arranged by the principal.

Early Entrance to Kindergarten

A child who turns five after the cut-off date for that school year may also be admitted to kindergarten by the Superintendent's designee when it is in the best interest of the child.

Procedure for Early Entrance to Kindergarten

- 1. Parent(s) or guardian(s) of a potential early entry pupil may submit a petition for entry to the Superintendent's designee.*
- 2. Superintendent's designee will review the petition to determine space availability. The parent will be advised of: (1) the advantages and disadvantages of early school entrance, (2) the location of available classes.*
- 3. Parent(s) will be required to provide evidence that the child has attained a level of readiness mentally, socially, and developmentally which will allow him/her to successfully complete the full kindergarten program during that school year, including the mastery of minimum competencies in math, language arts, and reading.*
- 4. After receipt of the evidence provided by the parent(s), the Superintendent's designee shall review and approve or disapprove the petition for early entrance and notify the parents or guardian of his/her recommendations and review the appeal procedure.*

Early Entrance to First Grade

A child who has been lawfully admitted to kindergarten may be placed in the first grade at the discretion of the Superintendent's designee if the child is ready for first grade work.

Procedure for Early Entrance to First Grade

The Superintendent's designee shall investigate a proposed placement in first grade to ensure that the following State Board of Education criteria, pursuant to Title 5, Section 200:

- 1. The child is at least five years of age.*

- 2. The child has attended a public school kindergarten for a long enough time to enable school personnel to evaluate the child's ability.**
- 3. The child is in the upper 5 percent of the child's age group in terms of general mental ability.**
- 4. The physical development and social maturity of the child are consistent with the child's advanced mental ability.**
- 5. The parent or guardian has filed a written statement with the district that approves placement in first grade.**

Appeal Procedure

The parent(s) or guardian(s) has the right to appeal the decision to the District Superintendent. The appeal must be filed in the Superintendent's office within fifteen (15) calendar days after receiving notification of disapproval. Within ten (10) days of receipt of the appeal, a meeting with the Superintendent and parent(s) will be held. Superintendent will make the final decision within five (5) days.

April 20, 2012

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 8.3: 2012 CSBA Delegate Assembly Election Results

The California School Boards Association Delegate Assembly is CSBA's primary policy-making body and the key link in CSBA's governance structure. Attached is a list of the delegates who were elected, re-elected, appointed, and/or re-appointed. (*) denotes incumbent and (**) denotes appointment by District. The official election results are attached.

Congratulations, Comischell Rodriguez on your election to the CSBA Delegate Assembly.

FISCAL IMPACT: Cost – N/A
Program or Department – N/A
Is this a Restricted Program? N/A
Was this expenditure anticipated in the adopted budget? N/A
Will this Program or Department be over budget after this expenditure? N/A

RECOMMENDED: For information only. No action required.

2012 CSBA Delegate Assembly Election Results

27

The CSBA Delegate Assembly is CSBA's primary policy-making body and the key link in CSBA's governance structure. Below is a list of the Delegates who were elected or re-elected (*) denotes incumbent. (As of March 29, 2012)

REGION 1 - Counties: Del Norte, Humboldt, Lake, Mendocino

Subregion 1-A (Del Norte, Humboldt)

Ronan Collver (Fortuna Union HSD)

Subregion 1-B (Lake, Mendocino)

Kathleen R. James (Ukiah USD)*

REGION 2 - Counties: Lassen, Modoc, Plumas, Shasta, Siskiyou, Trinity

Subregion 2-C (Lassen, Plumas)

Ken Theobald (Lassen Union HSD)*

County

Rhonda Hull (Shasta COE)*

REGION 3 - Counties: Marin, Napa, Solano, Sonoma

Subregion 3-A (Sonoma)

Edwin Gilardi (Cotati-Rohnert Park USD)

Subregion 3-C (Solano)

Run-off Election in Process

Subregion 3-D (Marin)

Linda M. Jackson (San Rafael City Schools)*

REGION 4 - Counties: Butte, Colusa, Glenn, Nevada, Placer, Sierra, Sutter, Tehama, Yuba

Subregion 4-A (Glenn, Tehama)

Barbara G. McIver (Red Bluff Joint Union HSD)

Subregion 4-C (Colusa, Sutter, Yuba)

James C. Flurry (Marysville Joint USD)*

Subregion 4-D (Nevada, Placer, Sierra)

Lynn MacDonald (Placer Union HSD)

County

No ballots received; Director to make appointment

REGION 5 - Counties: San Francisco, San Mateo

Subregion 5-B (San Mateo)

Eileen Manning-Villar (Pacifica SD)

Run-off Election in Process

Run-off Election in Process

REGION 6 - Counties: Alpine, Amador, El Dorado, Mono, Sacramento, Yolo

Subregion 6-A (Yolo)

Susan Lovenburg (Davis Joint USD)*

Subregion 6-B (Sacramento)

Janis Green (Twin Rivers USD)*

Bruce Roberts (Natomas USD)*

Teresa A. Stanley (Folsom-Cordova USD)*

Subregion 6-C (Alpine, Amador, El Dorado, Mono)

Ellen Driscoll (Rescue Union ESD)*

County

Bill Owens (Yolo COE)

REGION 7 - Counties: Alameda, Contra Costa

Subregion 7-A (Contra Costa)

Kathi McLaughlin (Martinez USD)*

Antonio Medrano (West Contra Costa USD)

Raymond Valverde (Liberty Union HSD)*

Subregion 7-B (Alameda)

Valerie Arkin (Pleasanton USD)*

Janice Friesen (Castro Valley USD)*

Jamie Yee Hintzke (Pleasanton USD)

Anne E. White (Livermore Valley Joint USD)*

REGION 8 - Counties: Calaveras, Mariposa, Merced, San Joaquin, Stanislaus, Tuolumne

Subregion 8-A (San Joaquin)

Diana Machado (Linden USD)*

Gloria Allen (Stockton USD)

No ballots received for 3rd seat; Director to make an appointment

Subregion 8-C (Stanislaus)

Faye Lane (Ceres USD)*

Subregion 8-D (Merced)

Ida M. Johnson (Merced Union HSD)*

County

Juliana Feriani (Tuolumne COE)*



REGION 9 - Counties: Monterey, San Benito, San Luis Obispo, Santa Cruz**Subregion 9-A (San Benito, Santa Cruz)**

Cynthia Hawthorne (Santa Cruz City Schools)
Kathleen Ritchie (San Lorenzo Valley USD)

Subregion 9-B (Monterey)

Bettye Lusk (Monterey Peninsula USD)*

Subregion 9-C (San Luis Obispo)

Mark Buchman (San Luis Coastal USD)*

REGION 10 - Counties: Fresno, Kings, Madera**Subregion 10-B (Fresno)**

Gilbert F. Coelho (Firebaugh-Las Deltas USD)*
Betsy Sandoval (Clovis USD)*
Norman Saude (Sierra USD)

Subregion 10-C (Kings)

Karen Frey (Corcoran Joint USD)*

County

Barbara Thomas (Fresno COE)*

REGION 11 - Counties: Santa Barbara, Ventura & Las Virgenes USD**Subregion 11-A (Santa Barbara)**

Jack C. Garvin (Santa Maria Joint Union HSD)*

Subregion 11-B (Ventura County and Las Virgenes USD)

Darlene A. Bruno (Hueneme ESD)*
Rob Collins (Simi Valley USD)*
Ana Del Rio-Barba (Oxnard SD)*
Jan Iceland (Oak Park USD)*

REGION 12 - Counties: Kern, Tulare**Subregion 12-A (Tulare)**

Donna Baker Martin (Visalia USD)*
Richard Morris (Porterville USD)*

Subregion 12-B (Kern)

William H. Farris (Sierra Sands USD)*
Scott Starkey (Southern Kern USD)*

County

Donald P. Cowan (Kern COE)*

REGION 15 - Counties: Orange County and Lowell Jt. USD

Dana Black (Newport-Mesa USD)
Tammie Bullard (Tustin USD)*
Meg Cutuli (Los Alamitos USD)*

Judy Franco (Newport-Mesa USD)*

Susan Henry (Huntington Beach Union HSD)*

Kathryn Moffat (Orange USD)*

Jo-Ann Purcell (Westminster ESD)*

Sharon Wallin (Irvine USD)*

REGION 16 - Counties: Inyo, San Bernardino**Subregion 16-B (San Bernardino)**

Barbara J. Dew (Victor Valley Union HSD)*
Holly Eckes (Adelanto ESD)*
Cathline Fort (Etiwanda ESD)*
Caryn Payzant (Alta Loma ESD)*
Jane D. Smith (Yucaipa-Calimesa Joint USD)
Wilson F. So (Apple Valley USD)*
Donna West (Redlands USD)*

County

Mark Sumpter (San Bernardino COE)*

REGION 17 - County: San Diego

Comischell Bradley-Rodriguez (Del Mar Union SD)*

Katie Dexter (Lemon Grove SD)*

James Grier, Jr. (National SD)*

Barbara Groth (San Dieguito Union HSD)*

Steve Lilly (Vista USD)*

Dan Lopez (Ramona USD)*

Raquel Marquez Maden (San Ysidro ESD)*

Jay Petrek (San Marcos USD)

Anne Renshaw (Fallbrook Union ESD)*

REGION 18 - Counties: Imperial, Riverside**Subregion 18-A (Riverside)**

Jerry Bowman (Menifee Union ESD)*

Lynne Craig (Riverside COE)*

Thomas D. Elliott (Perris ESD)

Ben Johnson II (Alvord USD)

William James Sanborn (Bill) (Hemet USD)*

Wraymond Sawyerr (Val Verde USD)

Subregion 18-B (Imperial)

Frances Terrazas (El Centro ESD)*

County

Susan Manger (Imperial COE)

REGION 20 - County: Santa Clara

Frank Biehl (East Side Union HSD)*

Cynthia Chang (Los Gatos-Saratoga Jt. Union HSD)*

Judy Hannemann (Mountain View-Los Altos Un. HSD)*

Pam Parker (Campbell Union HSD)

Kathleen Sullivan (Morgan Hill USD)*

REGION 22 - Los Angeles County: North Los Angeles

Gwendolyn A. Farrell (Westside Union SD)*

Victor M. Torres (Castaic Union SD)

Donita J. Winn (Antelope Valley Union HSD)*



REGION 23 -- Los Angeles County: *San Gabriel Valley and East Los Angeles*

Subregion 23-A

Bob Bruesch (Garvey ESD)*

Ed Honowitz (Pasadena USD)*

Joylene Wagner (Glendale USD)*

Subregion 23-B

Gilbert George Garcia (Rowland USD)*

Subregion 23-C

Rosemary Garcia (Azusa USD)*

Joseph Probst (Charter Oak USD)*

Run-off in Process

REGION 24 -- Los Angeles County: *Southwest Crescent*

Darryl R. Adams (Norwalk-La Mirada USD)*

Leighton Anderson (Whittier Union HSD)*

Donald E. LaPlante (Downey USD)*

Sylvia V. Macias (South Whittier ESD)*

Ann M. Phillips (Lawndale ESD)*

Carol Raines-Brown (Inglewood USD)

Emma Sharif (Compton USD)*

Eugene Krank (Hawthorne USD)



California School Boards Association

3100 Beacon Blvd., P.O. Box 1660 | West Sacramento, CA 95691-1660

(916) 371-4691 (800) 266-3382 | Fax: (916) 371-3407 | E-Mail: csba@csba.org | www.csba.org

April 25, 2012

To: Board Members

Through: James Peabody, Superintendent

Subject: Agenda Item 8.4: Presentation and Direction from the Board on Short Term Options for Placement of Children in the Child Development Center/Special Education Preschool Programs

The CDC/Special Education Preschool staff will present several options to the Board for their consideration regarding short term solutions pertaining to the location of these programs that will allow for the kindergarten children to return to the kindergarten-designated classrooms, help alleviate parking congestion and allow for growth at Sycamore Ridge School. See attached documents.

FISCAL IMPACT: Dependent on Option Selected from \$6,450 to \$358,000

RECOMMENDED: The Superintendent recommends that staff is directed to proceed with option "C" at a cost of \$49,350

Short Term - Option A: CDC/Preschool Location – Remain at Sycamore Ridge, shifting CDC classes to Child Care building

Description:

This option requires the relocation of the CDC 2 yr., 3 yr. and Pre-K classes into After School Child Care building at Sycamore Ridge.



Anticipated Costs:

- * Expansion of current Preschool license at Sycamore Ridge – \$450
- * Furniture Movers – \$4,000-\$6,000

Timeline:

- Moves completed by August 1, 2012
- Licensing completed by August 20, 2012 – including visits from Dept. of Social Services and Fire Marshall



CONSIDERATIONS

3 kindergarten classrooms (with bathrooms) available in F wing, 2 classrooms available for growth at Sycamore Ridge

Entire Preschool program remains at current location under on-site Director, maintaining least restrictive environment for SPED preschool

Bathrooms already exist in After School Child Care building. Ratio would be 15:1 (students to toilet), reducing current CDC enrollment by 12-15 (including employees' children). Reduced square footage in child care building may also affect number of available seats.

Play structure at Sycamore Ridge was reclassified (Summer 2011) for children 2+

Parking will continue to be impacted at school site

3 After School Child Care rooms need to be relocated on campus

TO DO LIST

Identify space for preschool speech services (staff is using After School Child Care building during the day)

Pack up and relocate multiple rooms on campus and move to the C wing

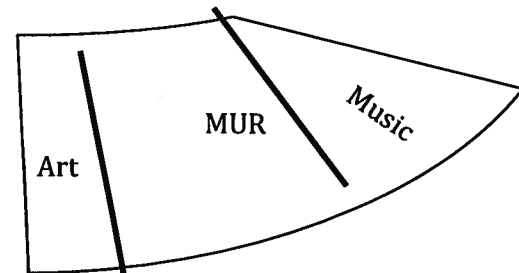
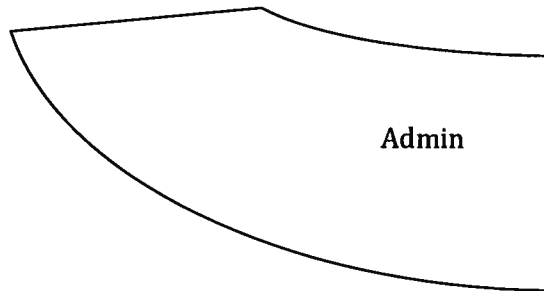
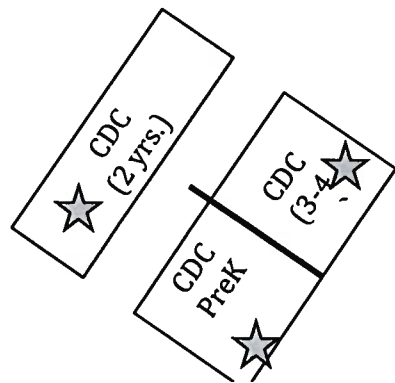
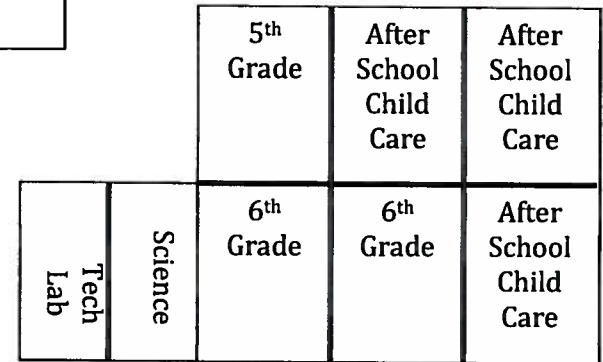
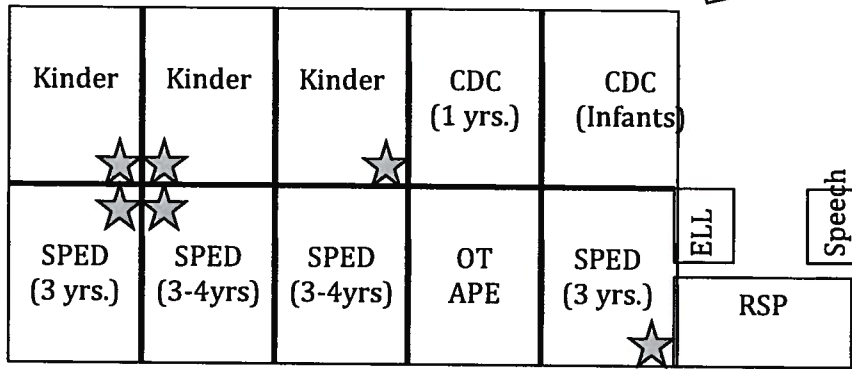
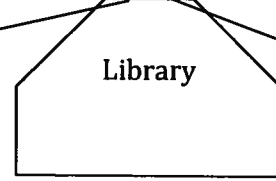
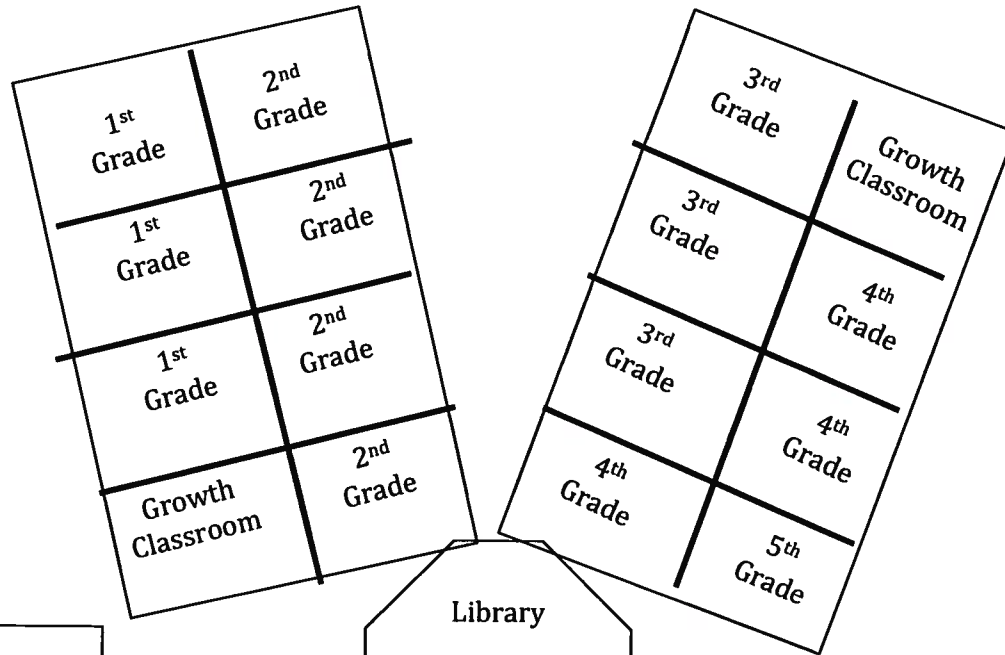
ESY classes may need to be relocated to stage rooms for licensing and fire inspections in order to open on time

Stage child care building for licensing inspections by the Department of Social Services

Sycamore Ridge School Option A Map

★ Bathroom

Final placement
of all K-6
classrooms TBD
at the discretion
of site
administration



Short Term - *Option B*: CDC/Preschool Location – Relocate 3-5 yr. old CDC/SPED preschool to Ashley Falls School

Description:

This option requires the relocation of the entire 3 yr. old – Pre K CDC and special education preschool program to Ashley Falls School.



Anticipated Costs:

- New Preschool License - \$900
- Modernization of six classrooms to include toilets and sinks - \$260,000
- Additional on-site administrator needed to supervise Infants/Toddlers and Twos remaining at SR - \$12,000
- Furniture Movers - \$4,000-\$6,000
- New 3 yr. old+ play structure - \$80,000

Timeline:

- Completed by March 2013
- Identify new Sycamore Administrator - July 2012
- Licensing – upon construction completion




CONSIDERATIONS


- 3 kindergarten rooms (with bathrooms) available in F wing, 9 classrooms available for growth at Sycamore Ridge.
- 3 yr.-pre-K CDC & SPED Preschool program remains under on-site Preschool Coordinator, maintaining least restrictive environment at Ashley Falls.
- Infants, toddlers and twos under new lead teacher position located at Sycamore Ridge. Children can be moved through rooms as developmental milestones are reached.
- Department of Social Services Licensing requires 15 students: 1 toilet & 1 sink per room.
- Kindergarten Play Structure at Ashley Falls will probably need to be replaced to accommodate 3 yr old+
- Adds 32 parking spaces to Sycamore Ridge School.
- Impacts Ashley Falls by 32 parking spaces.
- District Nurses office currently housed at Ashley Falls.
- DMSEF office currently housed at Ashley Falls.
- Both Sycamore Ridge and Ashley Falls are not closed out. (SR – Lunch Area, AF – Fire Hydrant and Retaining Wall). Construction of any kind may lead to additional unexpected campus projects.
- Alters classroom square footage permanently reducing from 845 to 790 square feet.
- New license will be needed at Ashley Falls.

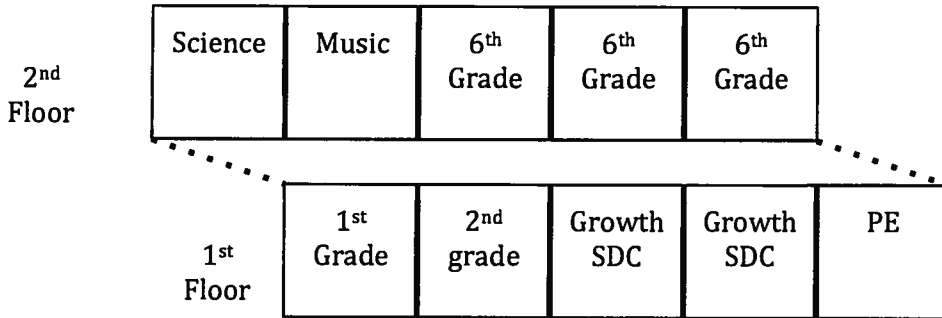
TO DO LIST

- Get construction plans through DSA.
- Construction of sinks and bathrooms at Ashley Falls.
- License new building, must include newly approved architectural plans, and inspections by Department of Social Services and Fire Marshall.
- Hire additional on-site CDC supervisor to manage Infants/Toddlers and Twos remaining at SR.
- Replace kindergarten play structure at Ashley Falls.
- Relocate District Nurses and DMSEF Offices.

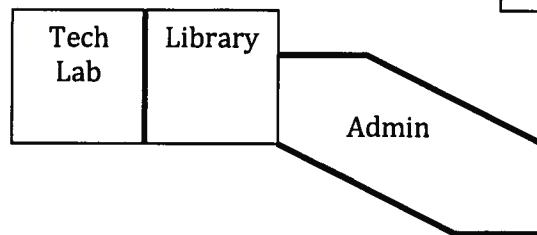
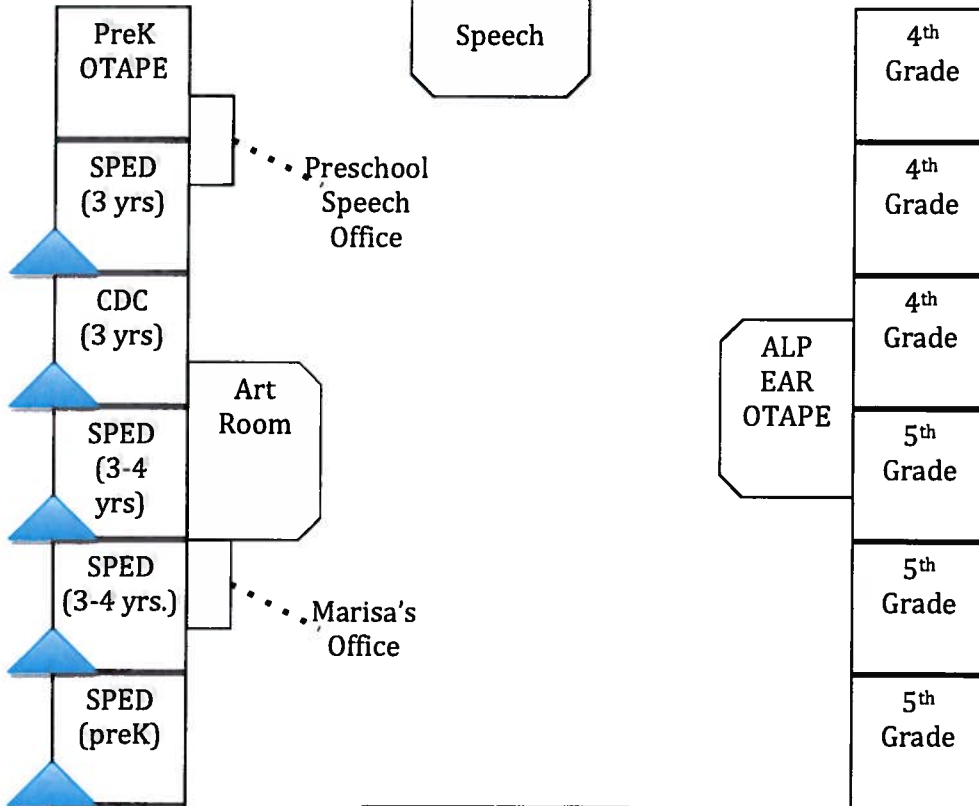
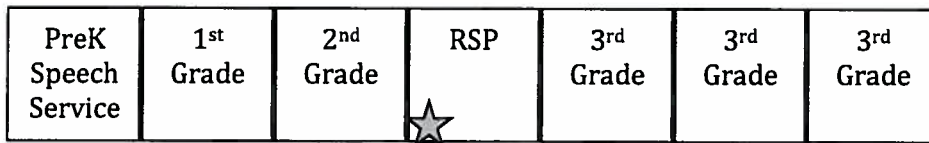
Ashley Falls School Option B Map

 Bathroom Needed

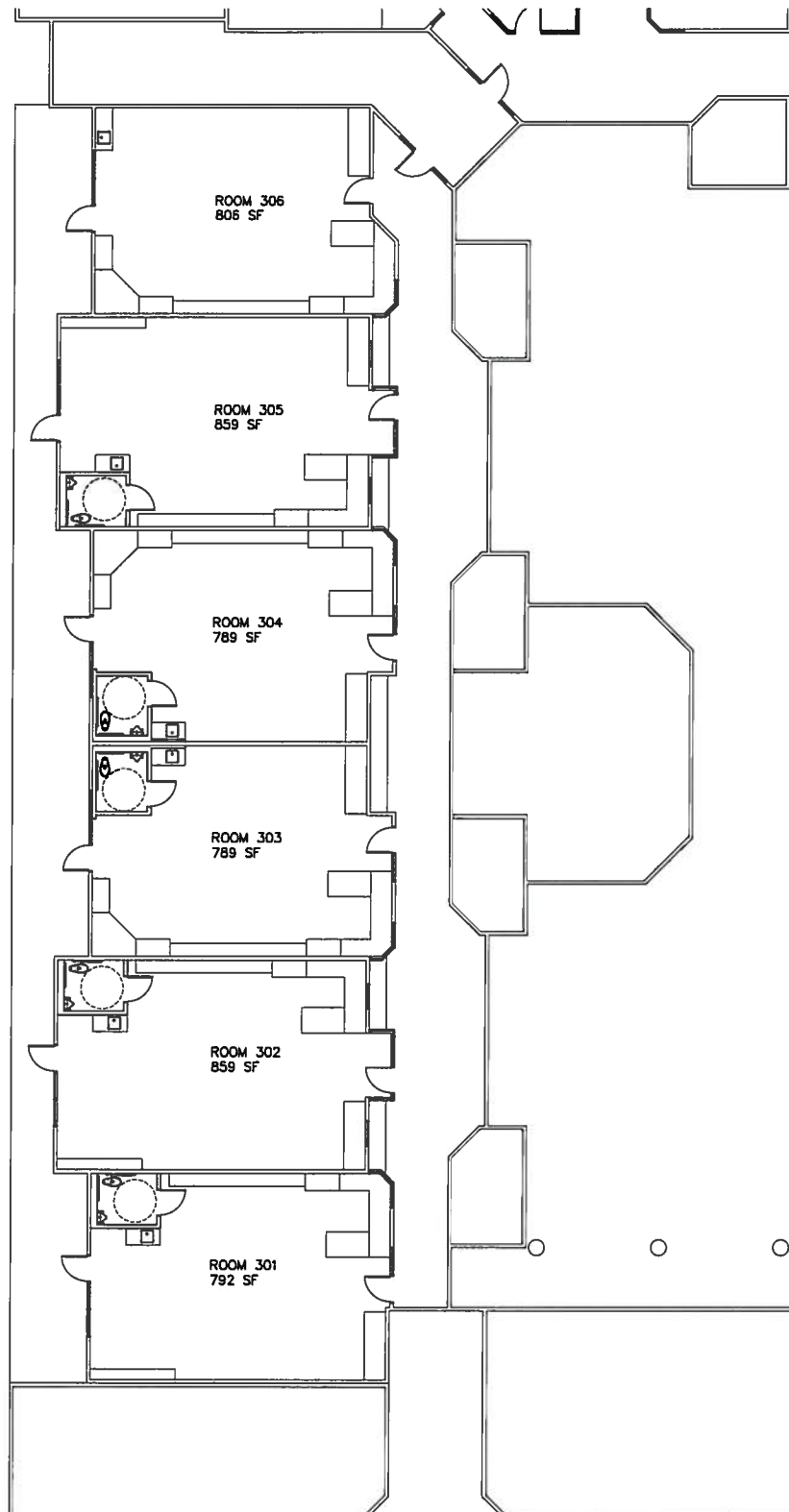
 Bathroom in place



Rooms Replaced:
PTA
RSP II
DMSEF
District Nurses
Science II



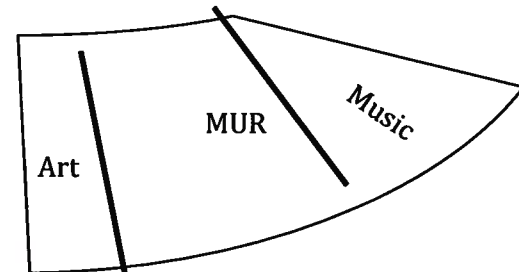
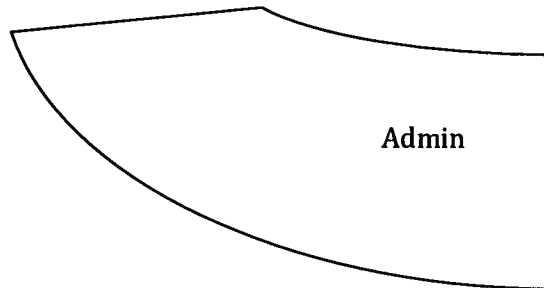
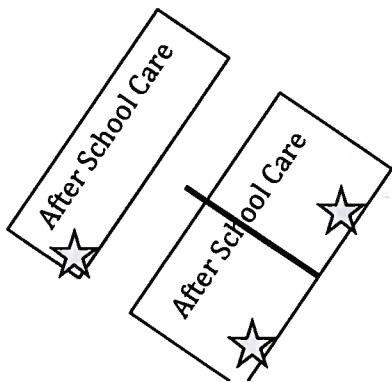
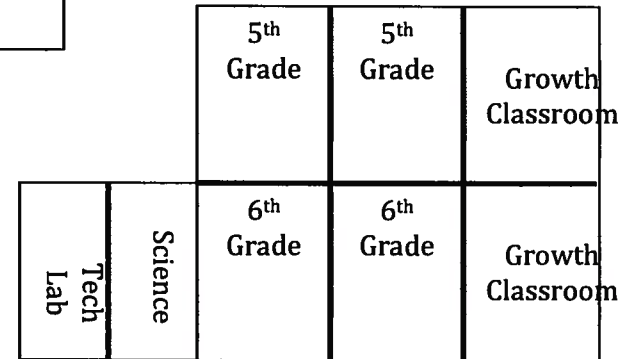
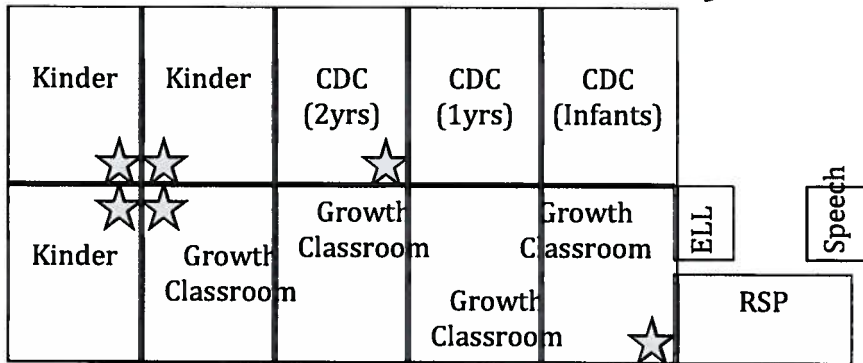
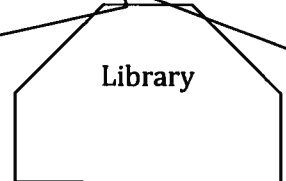
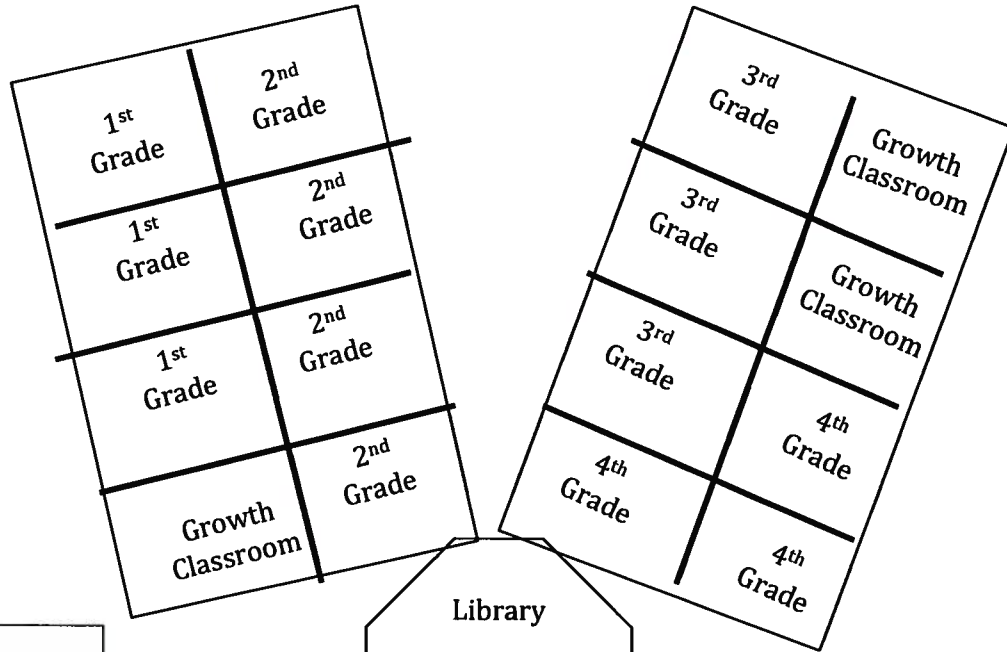
Final placement of all K-6 classrooms TBD at the discretion of site administration



Sycamore Ridge School Option B Map

★ Bathroom

Final placement
of all K-6
classrooms TBD
at the discretion
of site
administration



OPTION B
April 5, 2012

3-K CDC/SPED AT ASHLEY FALLS

	MAY 2012				JUNE				JULY				AUGUST				SEPTEMBER				
	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	3	10	17	24
Notice to Proceed																					
Design																					
District Approval																					
Construction Documents																					
DSA Approval																					
Advertise																					
Award																					
Construction																					
License Facility																					
Facility Opens																					
DSA Closeout																					

	OCTOBER					NOVEMBER				DECEMBER					JANUARY 2013				FEBRUARY			
	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25
Notice to Proceed																						
Design																						
District Approval																						
Construction Documents																						
DSA Approval																						
Advertise																						
Award																						
Construction																						
License Facility																						
Facility Opens																						
DSA Closeout																						

	MARCH				April					MAY				JUNE				JULY				
	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29
Notice to Proceed																						
Design																						
District Approval																						
Construction Documents																						
DSA Approval																						
Advertise																						
Award																						
Construction																						
License Facility																						
Facility Opens																						
DSA Closeout																						

Short Term - Option C CDC/Preschool Location – Relocate Infant/Toddler and Two’s to Ashley Falls School

Description:

This option requires the relocation of the infants, toddlers and twos to Ashley Falls



Anticipated Costs:

- New Preschool license at Ashley Falls – \$900
- Adjusted Preschool license at Sycamore Ridge - \$ 450
- Additional on-site administrator needed to supervise Infants/Toddlers & Twos at Ashley Falls – \$12, 000
- Installation of two sinks - \$30,000
- Furniture Movers - \$4,000-\$6,000

Timeline:

- Completed by August 2012
- Licensing - August 2012 – including visits from Dept. of Social Services and Fire Marshall



CONSIDERATIONS

- 3 kindergarten rooms with bathrooms available in F wing, 3 classrooms available for growth at Sycamore Ridge
- The 3yr. old – Pre K CDC & SPED Preschool program remains at Sycamore Ridge under on-site Preschool Coordinator, maintaining least restrictive environment
- Infants, toddlers and twos under new lead teacher position located at Ashley Falls. Children can be moved through rooms as developmental milestones are reached.
- One available classroom (203) already has 1 toilet/sink to accommodate 2 yr. old class (15 children limit in two yr. old room)
- Existing Sycamore Ridge play structure was reclassified (Summer 2011) for children 2+
- Adds 8 parking spaces at Sycamore Ridge
- Impacts Ashley Falls by 8 parking spaces
- New preschool license will need to be added to Ashley Falls
- Current preschool license at Sycamore Ridge will need to be adjusted

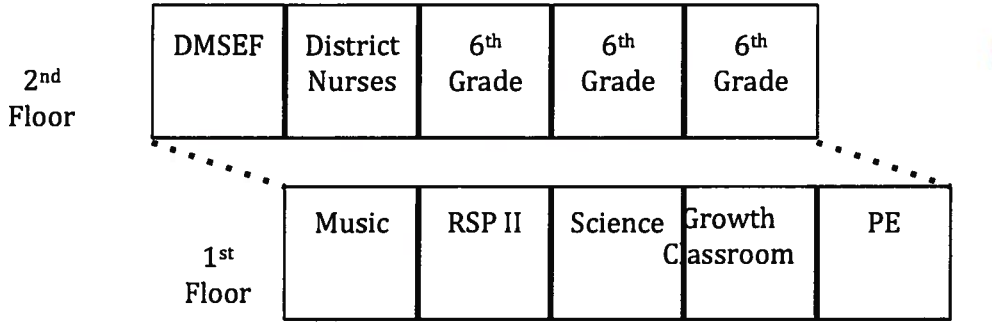
TO DO LIST

- Relocate current first grade classrooms at Ashley Falls
- Install two sinks in classrooms at Ashley Falls
- Move furniture/stage from F3, F4, and F5 at Sycamore Ridge to Ashley Falls
- Arrange relicensing visitations and completion of license paperwork including accurate architectural plans with any modifications
- Hire additional on-site CDC supervisor to supervise infant-2yrs at Ashley Falls

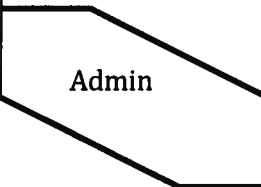
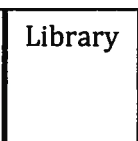
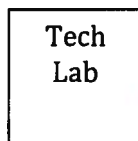
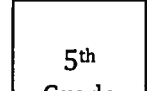
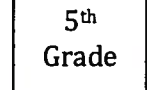
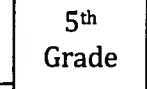
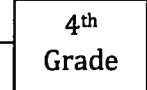
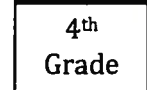
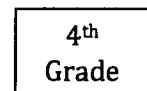
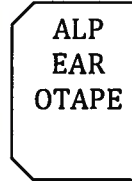
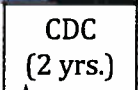
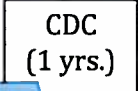
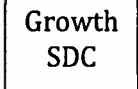
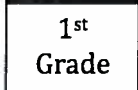
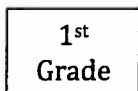
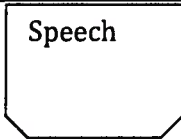
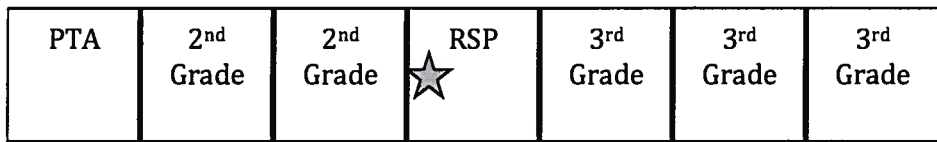
Ashley Falls School Option C Map

★ Bathrooms in place

 Sinks needed



Rooms Replaced:
ALP/EAR &
OT/APE merged

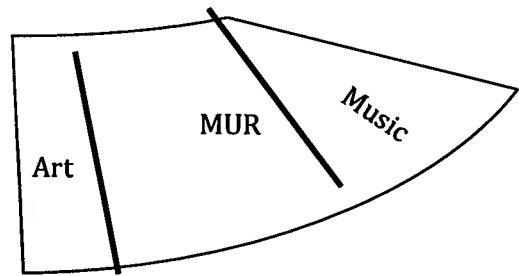
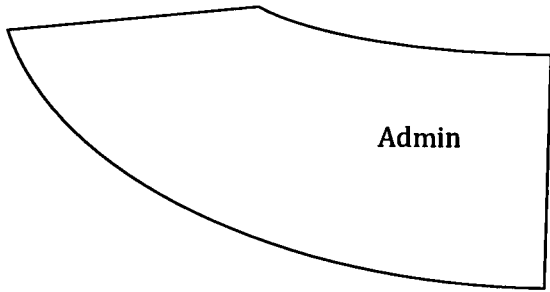
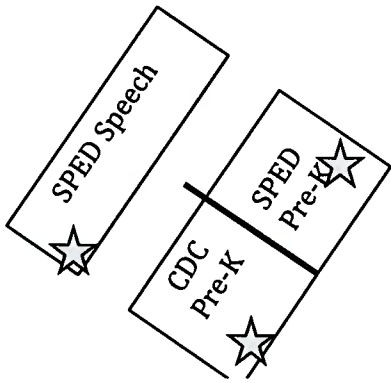
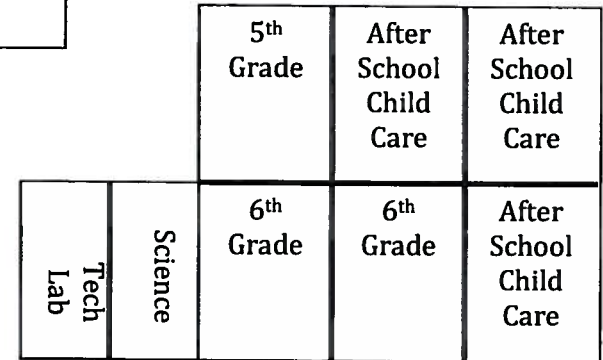
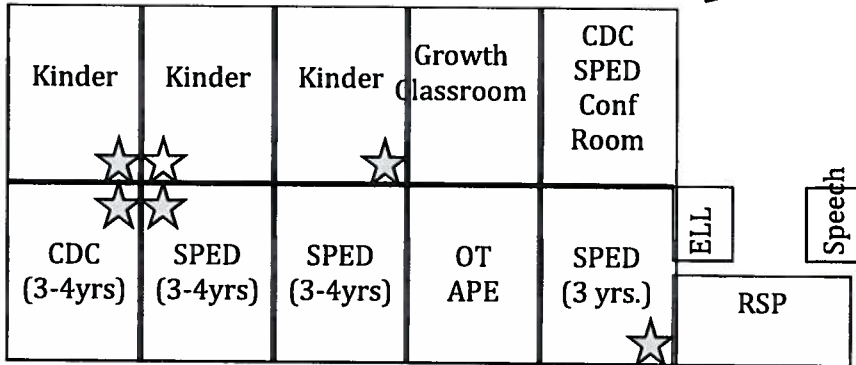
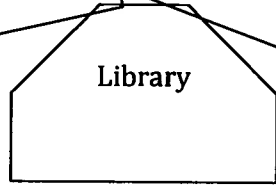
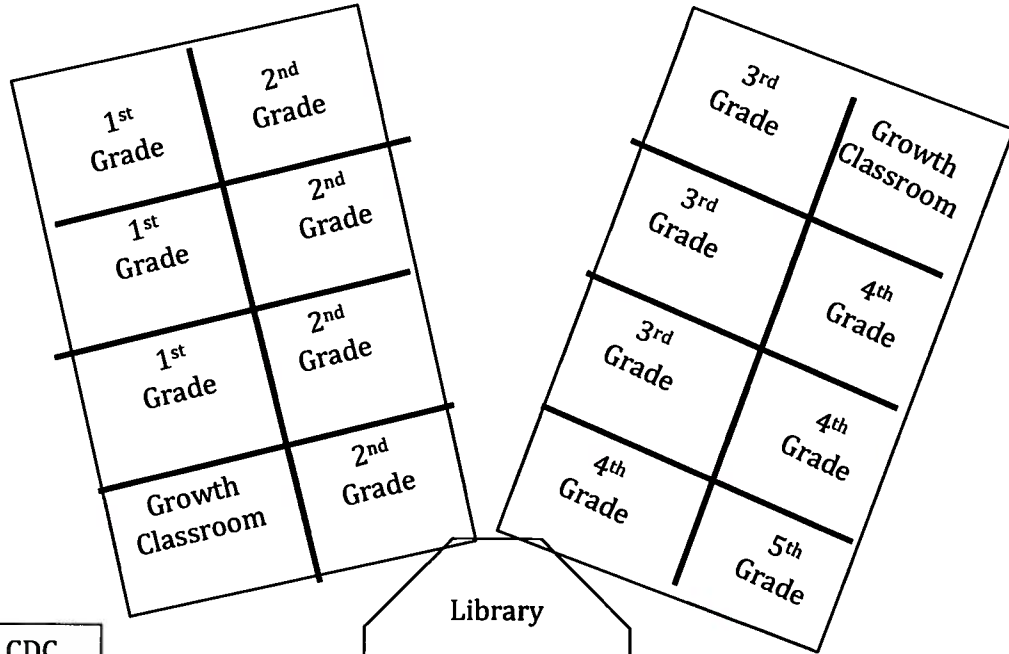


Final placement of all K-6 classrooms TBD at the discretion of site administration

Sycamore Ridge School Option C Map

★ Bathroom

Final placement
of all K-6
classrooms TBD
at the discretion
of site
administration



OPTION C
 April 5, 2012

CDC INFANTS - 2 YEAR OLDS TO ASHLEY FALLS (NEW SINKS)

	MAY 2012				JUNE				JULY					AUGUST				SEPTEMBER			
	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	3	10	17	24
Notice to Proceed																					
Construction Documents																					
DSA Approval																					
Advertise																					
Award																					
Construction																					
License Facility																					
Facility Opens																					
DSA Closeout																					

Long Term - Option 1 CDC/Preschool Location – Construct and occupy permanent building at a school site explicitly designed for preschool students

Description:

This option requires the construction of an independent structure that would house the entire CDC preschool, complete with full preschool SPED services and child care 6 weeks – pre-K.

Anticipated Costs:

New preschool license - \$900
Furniture Movers - \$4,000-\$6,000
Construction of new preschool - \$4-6 Million

Timeline:

To be determined based on securing a funding source



Long Term - *Option 2*

District-wide Boundary Changes

Description:

This option requires the DMUSD Board of Trustees to reestablish boundaries throughout the Del Mar Union School District to optimize facility occupancy district-wide.

Anticipated Cost:

To be determined

Timeline:

At Board discretion



April 25, 2012

To: Board Members

Through: James Peabody, Superintendent

Subject: Agenda Item 8.5: Consideration of the June 2012 Regular Board Meeting

The Board President has requested that we consider cancelling the scheduled June 27, 2012 regular Board meeting, as he will be out of town, and holding a special Board meeting in its place on another date.

FISCAL IMPACT: None

RECOMMENDED: Discussion and Direction

April 19, 2012

To: Board Members

From: James Peabody, Superintendent

Subject: Agenda Item 8.6: Resolution No 2012-05 of the Board of Trustees of the Del Mar Union School District Authorizing Conducting a District-wide Feasibility Survey in Connection with Potential General Obligation Bond Authorization

At the conclusion of the General Obligation Bond workshop by the Dolinka Group the Board directed staff to begin the initial steps of performing a feasibility study for a potential Government Obligation Bond. Resolution No. 2012-05 would authorize that work.

FISCAL IMPACT: Cost – Not to exceed \$20,000
Program or Department – General Fund - Business
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 approval of Resolution No 2012-05 Authorizing Conducting a District-wide Feasibility Survey in Connection with Potential General Obligation Bond Authorization

RESOLUTION NO. 2012-05

RESOLUTION OF THE BOARD OF TRUSTEES OF THE DEL MAR UNION SCHOOL DISTRICT AUTHORIZING CONDUCTING A DISTRICT-WIDE FEASIBILITY SURVEY IN CONNECTION WITH POTENTIAL GENERAL OBLIGATION BOND AUTHORIZATION

WHEREAS, the Del Mar Union School District (the "School District") may seek authorization of and, if successful, issue general obligation bonds (the "Bonds") in the name and on behalf of the School District pursuant to the California Education Code, Government Code or other applicable law;

WHEREAS, in connection with such proceedings, the School District requires the advice and assistance of a financial advisor, survey consultant and certain other professionals;

WHEREAS, the School District has determined that certain business entities named herein are qualified by training and experience to perform the services of financial advisor and survey consultant, and such entities have expressed a willingness to provide such respective services; and

WHEREAS, the Board of Trustees of the School District (the "Board") desires to authorize the expenditure of funds not to exceed \$20,000.00 for a district-wide feasibility survey to ascertain community support for such bond measure;

WHEREAS, the public interest, economy and general welfare will be served by utilizing these professional services;

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE DEL MAR UNION SCHOOL DISTRICT DOES HEREBY RESOLVE, ORDER AND DETERMINE:

Section 1. All of the recitals herein contained are true and correct and the Board so finds.

Section 2. Dolinka Group, LLC is hereby appointed as the School District's financial advisor in connection with the potential general obligation bond election and, if successful, the issuance of the Bonds.

Section 3. A survey consultant shall be appointed for a district-wide feasibility survey in connection with the potential general obligation bond election.

Section 4. A campaign strategist shall be appointed in connection with the potential general obligation bond election.

Section 5. The Superintendent or any other duly appointed officer of the School District authorized by resolution of the Board to act as a representative of the School District hereunder (each, an "Authorized Officer") are hereby authorized and directed, for and in the name and on behalf of the School District, to do any and all things and take any and all actions, including execution and delivery of services or fee agreements, on terms which the Authorized Officer deems appropriate, which such Authorized Officer, or any of them, may deem necessary or advisable in order to consummate the providing of the services referred to herein in connection with the general obligation bond election and, if successful, issuance and sale of the Bonds. The authorization of any Authorized Officer of the School District to execute such agreements or to take any action, such execution or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf in the case such officer shall be absent or unavailable.

Section 6. This resolution shall take effect from and after its date of adoption.

PASSED AND ADOPTED this 25th day of April, 2012.

President of the Board of Trustees of
the Del Mar Union School District

ATTEST:

Clerk of the Board of Trustees of
the Del Mar Union School District

CLERK'S CERTIFICATE

I, Comischell Rodriguez, Clerk of the Board of Trustees of the Del Mar Union School District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Board of Trustees of said School District duly and regularly held at the regular meeting place thereof on April 25, 2012, of which meeting all of the members of said Board of Trustees had due notice and at which a majority thereof were present; and that at said meeting said resolution was adopted by the following vote:

AYES: ____

NOES: ____

ABSENT OR NOT VOTING: ____

An agenda of said meeting was posted at least 72 hours before said meeting at the Del Mar Hills Academy located at 14085 Mango Drive, Del Mar, CA 92014, a location freely accessible to members of the public, and a brief general description of said resolution appeared on said agenda.

I further certify that I have carefully compared the same with the original minutes of said meeting on file and of record in my office; the foregoing resolution is a full, true and correct copy of the original resolution adopted at said meeting and entered in said minutes; and that said resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

Dated: April 25, 2012

Comischell Rodriguez
Clerk of the Board of Trustees of
the Del Mar Union School District

April 19, 2012

To: Board Members
From: James Peabody, Superintendent
Subject: Agenda Item 8.7: Reminder of Upcoming Events

Wednesday, May 2, 2012

- Board visit to Torrey Hills, 8:30 a.m.

Wednesday, May 9, 2012

- LAN Meeting, 10:30 a.m., San Dieguito Union High School District
- Strategic Planning, Annual Review, 4:00 pm, Ocean Air MUR

Wednesday, May 23, 2012

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

Monday, May 28, 2012

- Holiday. Memorial Day

Thursday, June 7, 2012

- NCW/JPA Meeting, 2:30 pm., Solana Beach School District

Wednesday, June 13, 2012

- Full day school. Dismissal: 2:30 p.m.

Friday, June 15, 2012

- Last day of school for students & teachers. Minimum Day. Dismissal: 12:30 p.m.
- 6th grade promotions, 8:30 a.m.

Monday, June 18, 2012

- School office closed until Monday, August 20.
- Registration for incoming resident students begins at District Office

Wednesday, June 27, 2012

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

Wednesday, July 25, 2012

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

Wednesday, August 15, 2012

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

Friday, August, 24, 2012

- Last day of new incoming student registration at District Office.

Monday, August 20, 2012

- Schools offices re-open.
- Registration of new students resumes at school offices.

Tuesday, August 21, 2012

- Welcome Back meeting for all staff.

Monday, August 27, 2012

- First day of school for 2012/2013 school year.

RECOMMENDED: For information only. No action required.

April 25, 2012

To: Board Members
From: Randy Wheaton, Director of Maintenance & Operations
Through: Jim Peabody, Superintendent
Subject: Agenda Item 9.1: Facilities Report, April 2012

Randy Wheaton and staff have completed their annual safety training for the plant managers, custodians and maintenance staff. The training included truck safety, sun exposure, blood borne pathogens, hazard communications, pest management and asbestos training. The training was very successful and provided valuable information in our continuing effort to keep staff well educated and safe while at work.

Maintenance and Operations completed the turf project at Sage Canyon School. The turf was installed over spring break with the contractor to provide a finished product that will be enjoyed for many years to come.

Randy Wheaton and staff are working on the Ocean Air relocatable project. We have received the plans from Class Leasing Inc. Charles Forte Architect is scheduled to submit the plans for approval to the Division of State Architect on April 26, 2012.

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

April 25, 2012

To: Board Members
From: Randy Wheaton, Director of Maintenance & Operations
Through: Jim Peabody, Superintendent
Subject: Agenda Item 9.2: Storm Water Management Annual Update

The Board adopted a Storm Water Management Plan (SWMP) for the District. The SWMP identifies the best management practices (BMPs) that are being implemented throughout the District to prevent pollution storm water runoff. Randy Wheaton and staff have made substantial progress in implementing the SWMP. Our progress has included:

- District policy to address storm water quality.
- Education of students and staff.
- Labeling of drainage inlets.
- Elimination of non-storm water discharges.
- Improvement of construction site controls.
- Evaluation of Maintenance & Operations procedures, including use of green products.

Randy Wheaton and staff will continue to improve and implement the efforts to ensure our storm water management program is compliant with the storm water law.

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

April 18, 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 \$162,849.61. It is also recommended that the Board of Trustees ratifies the commercial warrants listed in the amount of \$549,946.83 the revolving cash disbursements listed in the amount of \$1,009.12 and purchase card transactions in the amount of \$72.99.

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



Signed

4/18/2012

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
COMMERCIAL WARRANT LISTING
 March 2012

FUND	DATE	WARRANT #	AMOUNT
FUND 03 & 06	3/7/2012	18970-19003	\$ 89,064.39
	3/9/2012	21697-21706	\$ 7,439.11
	3/14/2012	23289-23344	\$ 117,373.53
	3/16/2012	24873-24894	\$ 33,734.51
	3/19/2012	25340	\$ 11,073.00
	3/21/2012	26550-26591	\$ 56,552.48
	3/22/2012	26992	\$ 210.00
	3/23/2012	27882-27897	\$ 29,101.27
	3/28/2012	29442-29462	\$ 66,424.65
	3/29/2012	30137-30171	\$ 35,671.92
GENERAL FUND TOTAL			\$ 446,644.86
FUND 13	3/9/2012	21707-21708	\$ 82,045.73
Cafeteria	3/16/2012	24895	\$ 52.06
	3/21/2012	26592	\$ 319.74
FUND 49-01	3/21/2012	26593	\$ 4,900.00
Capital Projects - Comp Unit #1			
FUND 63	3/7/2012	19004-19006	\$ 862.94
Other Enterprise - Child Development	3/9/2012	21709	\$ 365.32
	3/14/2012	23345-23348	\$ 1,974.44
	3/16/2012	24896-24901	\$ 1,945.60
	3/21/2012	26594-26597	\$ 6,386.82
	3/23/2012	27898-27899	\$ 119.07
	3/28/2012	29463-29471	\$ 3,346.10
	3/29/2012	30172-30176	\$ 984.15
OTHER FUND TOTAL			\$ 103,301.97
GRAND TOTAL			\$ 549,946.83

DEL MAR UNION SCHOOL DISTRICT
PURCHASE ORDER BOARD REPORT
Period Ending March 2012

PO NUMBER	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOCATION
412102	3/1/2012	3	I LOVE A CLEAN SAN DIEGO	ADMISSION FEES	\$ 250.00	DEL MAR HILLS
412103	3/1/2012	3	DISNEYLAND/CALIF ADVENTURE	ADMISSION FEES	\$ 3,488.00	SAGE CANYON ELEMENTARY
412104	3/1/2012	3	DISNEYLAND/CALIF ADVENTURE	ADMISSION FEES	\$ 2,815.00	DEL MAR HILLS
412105	3/1/2012	3	NORTH COUNTY STUDENT TRANSPORT	TRANSPORTATION	\$ 798.50	DEL MAR HILLS
412106	3/1/2012	3	FOLLETT LIBRARY RESOURCES	BOOKS OTHER THAN TEXTBOOKS	\$ 410.00	DEL MAR HEIGHTS
412107	3/1/2012	3	GREEN LEAF TREE CARE INC.	REPAIR GRNDS/LANDSCAPING	\$ 3,500.00	MAINTENANCE
412108	3/5/2012	3	AVI-SPL	NON-CAPITALIZED EQUIPMENT	\$ 1,406.29	DEL MAR HILLS
412109	3/5/2012	3	U.S. SCHOOL SUPPLY	POSTAGE	\$ 11.31	DEL MAR UNION
412110	3/5/2012	3	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$ 154.23	CARMEL DEL MAR
412111	3/5/2012	3	OFFICE DEPOT, B.S.D.	BOOKS OTHER THAN TEXTBOOKS	\$ 102.73	DEL MAR HILLS
412112	3/5/2012	6	HEINEMANN	INST MAT/SUP GEN PURPOSE	\$ 259.05	CARMEL DEL MAR
412113	3/5/2012	3	OFFICE DEPOT, B.S.D.	BOOKS OTHER THAN TEXTBOOKS	\$ 86.76	DEL MAR HILLS
412114	3/5/2012	3	ASCD	DIST. PROF. LIBRARY	\$ 89.00	CURRICULUM
412115	3/5/2012	3	NASCO MODESTO	ART SUPPLIES	\$ 109.47	ASHLEY FALLS ELEMENTARY
412116	3/5/2012	3	ORIENTAL TRADING CO.	ART SUPPLIES	\$ 127.44	ASHLEY FALLS ELEMENTARY
412117	3/5/2012	3	CARLSBAD FLOWER FIELDS	ADMISSION FEES	\$ 600.00	SYCAMORE RIDGE
412118	3/5/2012	3	SOUTHWEST SCHOOL SUPPLY	INST MAT/SUP GEN PURPOSE	\$ 2,650.00	SAGE CANYON ELEMENTARY
412119	3/5/2012	3	SAM UNG	INST MAT/SUP GEN PURPOSE	\$ 61.95	SYCAMORE RIDGE
412120	3/5/2012	3	JANICE CHAN	INST MAT/SUP GEN PURPOSE	\$ 239.53	CARMEL DEL MAR
412121	3/5/2012	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$ 728.93	ASHLEY FALLS ELEMENTARY
412122	3/6/2012	3	TIMOTHY MILLER	INST MAT/SUP GEN PURPOSE	\$ 184.32	ASHLEY FALLS ELEMENTARY
412123	3/6/2012	3	STACIE WATERS	INST MAT/SUP GEN PURPOSE	\$ 1,429.28	OCEAN AIR SCHOOL
412124	3/6/2012	3	FOLLETT LIBRARY RESOURCES	BOOKS OTHER THAN TEXTBOOKS	\$ 2,143.81	DEL MAR HEIGHTS
412125	3/6/2012	3	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$ 116.69	TORREY HILLS SCHOOL
412126	3/6/2012	3	SCHOOL SPECIALTY	INST MAT/SUP GEN PURPOSE	\$ 143.14	TORREY HILLS SCHOOL
412127	3/7/2012	6	THE CATERING GROUP	MATERIALS AND SUPPLIES	\$ 125.43	CURRICULUM
412128	3/7/2012	3	ELLISON EDUCATIONAL EQUIPMENT	INST MAT/SUP GEN PURPOSE	\$ 111.86	SYCAMORE RIDGE
412129	3/7/2012	3	MARCY COOK MATH	CLASSROOM DONATIONS	\$ 143.70	ASHLEY FALLS ELEMENTARY
412130	3/7/2012	63	COSTCO BUSINESS DELIVERY	PERIODICALS/ADMINISTRATIVE	\$ 330.00	DEL MAR UNION CHILD CARE
412131	3/7/2012	3	TEACHER'S DISCOVERY	ART SUPPLIES	\$ 308.07	DEL MAR HEIGHTS
412132	3/7/2012	6	EILEEN MARY DELANEY	INST MAT/SUP GEN PURPOSE	\$ 478.15	CARMEL DEL MAR
412133	3/8/2012	6	ZASUETA CONTRACTING, INC.	REPAIRS BLDG/GRND-HGTS	\$ 1,395.00	MAINTENANCE
412134	3/9/2012	6	FERGUSON ENTERPRISES, INC.	REPAIRS BLDGS/GRNDS	\$ 1,616.25	MAINTENANCE
412135	3/9/2012	6	LEE'S LOCK & SAFE	REPAIRS BLDGS/GRNDS	\$ 1,616.25	MAINTENANCE
412136	3/9/2012	3	THE SHORT BOOKS	INST MAT/SUP GEN PURPOSE	\$ 410.96	ASHLEY FALLS ELEMENTARY
412137	3/9/2012	3	SOUTHWEST SCHOOL SUPPLY	OFFICE SUPPLIES	\$ 1,196.03	D.O. ADMINISTRATION
412138	3/9/2012	6	AC&D PUMP SERVICES, INC.	REPAIRS BLDG/GRND-SAGE	\$ 1,080.00	MAINTENANCE
412139	3/9/2012	3	DG LANDSCAPING	REPAIR GRNDS/LANDSCAPING	\$ 1,900.00	MAINTENANCE
412140	3/9/2012	3	B AND H PHOTO AND VIDEO	NON-CAPITALIZED EQUIPMENT	\$ 709.66	DEL MAR UNION
412141	3/9/2012	3	GOOGLE, INC.	COMPUTER SUPPLIES	\$ 3,870.38	DEL MAR UNION
412142	3/9/2012	3	LUX ART INSTITUTE	OTHER CONTRACTS	\$ 600.00	CARMEL DEL MAR
412143	3/9/2012	3	CDW-G	COMPUTER SUPPLIES	\$ 100.05	DEL MAR UNION
412144	3/9/2012	3	ANN HOFFMAN	INST MAT/SUP GEN PURPOSE	\$ 55.16	CARMEL DEL MAR
412145	3/9/2012	3	MINNIE DEVICO	INST MAT/SUP GEN PURPOSE	\$ 44.87	OCEAN AIR SCHOOL
412146	3/12/2012	3	MAD SCIENCE OF SAN DIEGO	ADMISSION FEES	\$ 720.50	SAGE CANYON ELEMENTARY
412147	3/12/2012	3	LA JOLLA PLAYHOUSE	SCHOOL CLIMATE ACCOUNT	\$ 250.00	DEL MAR HEIGHTS
412148	3/12/2012	3	UNITED HEALTH SUPPLIES	HEALTH SUPPLIES	\$ 34.37	SPECIAL EDUCATION
412149	3/12/2012	3	MOORE MEDICAL CORPORATION	HEALTH SUPPLIES	\$ 28.34	SPECIAL EDUCATION
412150	3/12/2012	63	S&S WORLD WIDE	INST SUPPLIES CHILD DEV	\$ 800.00	DEL MAR UNION CHILD CARE
412151	3/12/2012	63	COMMUNICATIONS USA	GEN SUPPLIES CHILD DEV	\$ 45.00	DEL MAR UNION CHILD CARE
412152	3/12/2012	6	NATIONAL AUTISM RESOURCES	INST MAT/SUP GEN PURPOSE	\$ 25.29	SPECIAL EDUCATION
412153	3/12/2012	6	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$ 21.50	TORREY HILLS SCHOOL
412154	3/12/2012	6	ACADEMIC THERAPY PUBLICATIONS	INST MAT/SUP GEN PURPOSE	\$ 249.39	SPECIAL EDUCATION
412155	3/13/2012	6	PAR, INC	INST MAT/SUP GEN PURPOSE	\$ 175.45	SPECIAL EDUCATION
412156	3/13/2012	3	SUPPLYMASTER, INC.	INST MAT/SUP GEN PURPOSE	\$ 131.46	DEL MAR HILLS
412157	3/13/2012	3	MARINA RUSSO	INST MAT/SUP GEN PURPOSE	\$ 453.69	OCEAN AIR SCHOOL
412158	3/13/2012	3	WITT COMPANY SUPPLIES	INST MAT/SUP GEN PURPOSE	\$ 500.00	OCEAN AIR SCHOOL
412159	3/13/2012	3	UNITED HEALTH SUPPLIES	INST MAT/SUP GEN PURPOSE	\$ 89.29	DEL MAR HILLS
412160	3/13/2012	3	NASCO MODESTO	PTA MINI GRANTS	\$ 206.02	DEL MAR HILLS
412161	3/13/2012	3	MOORE MEDICAL CORPORATION	INST MAT/SUP GEN PURPOSE	\$ 3.59	DEL MAR HILLS
412162	3/13/2012	3	TEMPO MEDICAL PRODUCTS, LLC	INST MAT/SUP GEN PURPOSE	\$ 8.08	DEL MAR HILLS
412163	3/13/2012	3	SCANTEX BUSINESS SYSTEMS, INC.	INST MAT/SUP GEN PURPOSE	\$ 978.59	CARMEL DEL MAR
412164	3/13/2012	3	ORIENTAL TRADING CO.	PTA MINI GRANTS	\$ 17.24	DEL MAR HILLS
412165	3/13/2012	3	REUBEN H. FLEET SCIENCE CENTER	ADMISSION FEES	\$ 791.00	TORREY HILLS SCHOOL
412166	3/13/2012	3	SDJEN ORGANIZATION	BOOKS OTHER THAN TEXTBOOKS	\$ 1,345.82	DEL MAR HILLS
412167	3/13/2012	3	ORIENTAL TRADING CO.	PTA MINI GRANTS	\$ 139.54	DEL MAR HILLS
412168	3/13/2012	3	SOUTHWEST SCHOOL SUPPLY	INST MAT/SUP GEN PURPOSE	\$ 105.70	OCEAN AIR SCHOOL
412169	3/13/2012	3	SOUTHWEST SCHOOL SUPPLY	INST MAT/SUP GEN PURPOSE	\$ 285.16	ASHLEY FALLS ELEMENTARY
412170	3/13/2012	3	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$ 248.91	ASHLEY FALLS ELEMENTARY

DEL MAR UNION SCHOOL DISTRICT
PURCHASE ORDER BOARD REPORT
Period Ending March 2012

PO NUMBER	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOCATION
412171	3/13/2012	3	ACADEMIC SUPPLIER	INST MAT/SUP GEN PURPOSE	\$ 142.04	ASHLEY FALLS ELEMENTARY
412172	3/13/2012	3	BARNES & NOBLE, INC	PTA MINI GRANTS	\$ 495.17	DEL MAR HILLS
412173	3/14/2012	3	INSECT LORE PRODUCTS	INST MAT/SUP GEN PURPOSE	\$ 93.76	CARMEL DEL MAR
412174	3/14/2012	3	CARLSBAD FLOWER FIELDS	ADMISSION FEES	\$ 1,010.00	TORREY HILLS SCHOOL
412175	3/14/2012	63	SAN DIEGO PADRES	ADMISSION FEES	\$ 1,430.00	DEL MAR UNION CHILD CARE
412176	3/15/2012	3	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$ 1,000.00	SAGE CANYON ELEMENTARY
412177	3/15/2012	3	D&D SECURITY RESOURCES, INC.	NON-CAPITALIZED EQUIPMENT	\$ 6,651.07	DEL MAR UNION
412178	3/15/2012	3	VECTOR RESOURCES, INC.	OTHER CONTRACTS COMPUTER	\$ 5,000.00	DEL MAR UNION
412179	3/15/2012	3	FOLLETT LIBRARY RESOURCES	BOOKS OTHER THAN TEXTBOOKS	\$ 1,715.76	SAGE CANYON ELEMENTARY
412180	3/15/2012	3	HERITAGE TOURS	ADMISSION FEES	\$ 822.00	SAGE CANYON ELEMENTARY
412181	3/15/2012	3	NORTH COUNTY STUDENT TRANSPORT	TRANSPORTATION	\$ 667.00	SAGE CANYON ELEMENTARY
412182	3/15/2012	3	BARNES & NOBLE, INC	INST MAT/SUP GEN PURPOSE	\$ 417.25	SYCAMORE RIDGE
412183	3/15/2012	3	SDCOE	INST MAT/SUP GEN PURPOSE	\$ 78.66	SYCAMORE RIDGE
412184	3/15/2012	6	JANELLE PUBLICATIONS	INST MAT/SUP GEN PURPOSE	\$ 221.00	SPECIAL EDUCATION
412185	3/15/2012	3	INSECT LORE PRODUCTS	INST MAT/SUP GEN PURPOSE	\$ 366.27	SAGE CANYON ELEMENTARY
412186	3/15/2012	6	PEARSON ASSESSMENTS	INST MAT/SUP GEN PURPOSE	\$ 228.09	SPECIAL EDUCATION
412187	3/15/2012	6	APPLE COMPUTER, INC.	NON-CAPITALIZED EQUIPMENT	\$ 1,221.42	SPECIAL EDUCATION
412188	3/15/2012	6	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$ 14.58	SPECIAL EDUCATION
412189	3/15/2012	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$ 59.09	SAGE CANYON ELEMENTARY
412190	3/15/2012	3	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$ 67.27	SPECIAL EDUCATION
412191	3/15/2012	6	APPLE COMPUTER, INC.	NON-CAPITALIZED EQUIPMENT	\$ 1,190.64	SPECIAL EDUCATION
412192	3/15/2012	3	NORTH COUNTY STUDENT TRANSPORT	TRANSPORTATION	\$ 1,597.00	SAGE CANYON ELEMENTARY
412193	3/15/2012	3	UNITED OF OMAHA	PREMIUM INSTALLMENT	\$ 11,073.00	DEL MAR UNION
412194	3/16/2012	3	RILEY'S FARM	ADMISSION FEES	\$ 1,610.00	OCEAN AIR SCHOOL
412195	3/16/2012	3	CONTINENTAL MATHEMATICS LEAGUE	INST MAT/SUP GEN PURPOSE	\$ 51.81	SYCAMORE RIDGE
412196	3/16/2012	3	TRACY HAMILTON, INC.	INST MAT/SUP GEN PURPOSE	\$ 135.01	SYCAMORE RIDGE
412197	3/16/2012	3	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$ 266.36	DEL MAR HILLS
412198	3/16/2012	3	IDENTITY MARKETING	FUNDRAISER	\$ 576.28	DEL MAR HILLS
412199	3/16/2012	3	XEROX CORPORATION	INST MAT/SUP GEN PURPOSE	\$ 247.83	SAGE CANYON ELEMENTARY
412200	3/16/2012	3	DICK BLICK ART MATERIALS	INST MAT/SUP GEN PURPOSE	\$ 39.93	SAGE CANYON ELEMENTARY
412201	3/16/2012	3	ULINE	INST MAT/SUP GEN PURPOSE	\$ 500.78	SAGE CANYON ELEMENTARY
412202	3/19/2012	3	KAREN WESTBROOK	INST MAT/SUP GEN PURPOSE	\$ 40.00	OCEAN AIR SCHOOL
412203	3/19/2012	3	AMAZON.COM CREDIT	PTA MINI GRANTS	\$ 481.62	DEL MAR HILLS
412204	3/19/2012	3	BARBARA SCHULMAN	INST MAT/SUP GEN PURPOSE	\$ 22.62	OCEAN AIR SCHOOL
412205	3/19/2012	3	SDCOE	OFFICE SUPPLIES	\$ 202.03	D.O. ADMINISTRATION
412206	3/19/2012	3	CHILDRENSTHEATREPLAYS.COM	BOOKS OTHER THAN TEXTBOOKS	\$ 105.95	DEL MAR HILLS
412207	3/19/2012	3	PURE FLO WATER CO.	OFFICE SUPPLIES	\$ 1,000.00	MAINTENANCE
412208	3/19/2012	3	COSTCO BUSINESS DELIVERY	OFFICE SUPPLIES	\$ 1,000.00	MAINTENANCE
412209	3/19/2012	63	SUN GRAPHICS, INC	GEN SUPPLIES CHILD DEV	\$ 3,538.81	DEL MAR UNION CHILD CARE
412210	3/19/2012	63	JOSTENS KINDERKRAFT	GEN SUPPLIES CHILD DEV	\$ 140.17	DEL MAR UNION CHILD CARE
412211	3/19/2012	63	WILD ANIMAL PARK ED DEPT	ADMISSION FEES	\$ 1,818.00	DEL MAR UNION CHILD CARE
412212	3/19/2012	63	DISCOUNT SCHOOL SUPPLY	INST SUPPLIES CHILD DEV	\$ 2,000.00	DEL MAR UNION CHILD CARE
412213	3/20/2012	3	EILEEN RANDALL	INST MAT/SUP GEN PURPOSE	\$ 266.71	SYCAMORE RIDGE
412214	3/20/2012	3	TINA JOHNSON-ABOUD	INST MAT/SUP GEN PURPOSE	\$ 106.78	SAGE CANYON ELEMENTARY
412215	3/20/2012	3	CANNON SPORTS, INC	INST MAT/SUP GEN PURPOSE	\$ 272.25	SYCAMORE RIDGE
412216	3/20/2012	3	US-GAMES	INST MAT/SUP GEN PURPOSE	\$ 60.04	SYCAMORE RIDGE
412217	3/20/2012	3	SCHOOL SPECIALTY	INST MAT/SUP GEN PURPOSE	\$ 938.98	SYCAMORE RIDGE
412218	3/20/2012	3	PRESIDENT'S EDUCATION	INST MAT/SUP GEN PURPOSE	\$ 52.99	SYCAMORE RIDGE
412219	3/20/2012	3	GOPHER SPORT	INST MAT/SUP GEN PURPOSE	\$ 309.01	SYCAMORE RIDGE
412220	3/20/2012	3	BADEN SPORTS	INST MAT/SUP GEN PURPOSE	\$ 115.96	CARMEL DEL MAR
412221	3/20/2012	3	BSN SPORTS	INST MAT/SUP GEN PURPOSE	\$ 286.46	CARMEL DEL MAR
412222	3/20/2012	3	CANNON SPORTS, INC	INST MAT/SUP GEN PURPOSE	\$ 57.62	CARMEL DEL MAR
412223	3/20/2012	3	SCHOOL SPECIALTY	INST MAT/SUP GEN PURPOSE	\$ 393.12	CARMEL DEL MAR
412224	3/21/2012	3	THE CATERING GROUP	OTHER EXPENSES	\$ 2,316.63	CURRICULUM
412225	3/21/2012	3	MISSION OF SAN JUAN CAPISTRANO	ADMISSION FEES	\$ 204.00	TORREY HILLS SCHOOL
412226	3/21/2012	3	WEST MUSIC COMPANY	INST MAT/SUP GEN PURPOSE	\$ 56.98	TORREY HILLS SCHOOL
412227	3/21/2012	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$ 58.43	CARMEL DEL MAR
412228	3/21/2012	3	APPLE COMPUTER, INC.	COMPUTER SUPPLIES	\$ 2,000.00	DEL MAR UNION
412229	3/21/2012	3	D&D SECURITY RESOURCES, INC.	COMPUTER SUPPLIES	\$ 101.82	DEL MAR UNION
412230	3/21/2012	6	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$ 47.05	TORREY HILLS SCHOOL
412231	3/21/2012	3	XEROX CORPORATION	INST MAT/SUP GEN PURPOSE	\$ 257.83	TORREY HILLS SCHOOL
412232	3/21/2012	3	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$ 250.00	TORREY HILLS SCHOOL
412233	3/21/2012	3	NORTH COUNTY STUDENT TRANSPORT	TRANSPORTATION	\$ 955.50	TORREY HILLS SCHOOL
412234	3/21/2012	3	AG PALS	GARDENING SUPPLIES	\$ 37.71	DEL MAR HEIGHTS
412235	3/21/2012	3	ACADEMIC SUPPLIER	SCHOOL CLIMATE ACCOUNT	\$ 48.66	DEL MAR HEIGHTS
412236	3/21/2012	6	HOUGHTON MIFFLIN COMPANY	TEXTBOOKS	\$ 35.56	CURRICULUM
412237	3/21/2012	3	APPLE COMPUTER, INC.	INST MAT/SUP GEN PURPOSE	\$ 200.00	TORREY HILLS SCHOOL
412238	3/22/2012	3	SUPPLIESOUTLET.COM	INST MAT/SUP GEN PURPOSE	\$ 479.06	TORREY HILLS SCHOOL
412239	3/22/2012	3	SDCOE	TRAVEL AND CONFERENCES	\$ 25.00	CURRICULUM

DEL MAR UNION SCHOOL DISTRICT
PURCHASE ORDER BOARD REPORT
Period Ending March 2012

PO NUMBER	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOCATION
412240	3/22/2012	6	SUNDOWN BLINDS & DESIGNS GRP	REPAIRS BLDG/GRND SYCAMORE	\$ 485.07	MAINTENANCE
412241	3/22/2012	3	OFFICE DEPOT, B.S.D.	OFFICE SUPPLIES	\$ 54.93	SPECIAL EDUCATION
412242	3/22/2012	6	SUNDOWN BLINDS & DESIGNS GRP	REPAIRS BLDG/GRND-HGTS	\$ 439.71	MAINTENANCE
412243	3/22/2012	3	AMAZON.COM CREDIT	PTA MINI GRANTS	\$ 386.40	DEL MAR HILLS
412244	3/22/2012	3	CDW-G	COMPUTER SUPPLIES	\$ 30.85	DEL MAR UNION
412245	3/22/2012	3	OFFICE DEPOT, B.S.D.	PTA MINI GRANTS	\$ 114.11	DEL MAR HILLS
412246	3/22/2012	3	NORTH COUNTY STUDENT TRANSPORT	INST MAT/SUP GEN PURPOSE	\$ 378.50	SYCAMORE RIDGE
412247	3/22/2012	3	BERTRAND'S MUSIC MART	MUSIC SUPPLIES	\$ 400.00	SYCAMORE RIDGE
412248	3/22/2012	3	SCHOOLMATE	INST MAT/SUP GEN PURPOSE	\$ 352.32	SYCAMORE RIDGE
412249	3/23/2012	3	APPLE COMPUTER, INC.	NON-CAPITALIZED EQUIPMENT	\$ 10,442.45	DEL MAR UNION
412250	3/23/2012	3	AMAZON.COM CREDIT	COMPUTER SUPPLIES	\$ 43.42	DEL MAR UNION
412251	3/23/2012	3	PRESIDENT'S CHALLENGE	INST MAT/SUP GEN PURPOSE	\$ 22.63	TORREY HILLS SCHOOL
412252	3/23/2012	3	NORTH COUNTY STUDENT TRANSPORT	ADMISSION FEES	\$ 348.50	SYCAMORE RIDGE
412253	3/23/2012	3	BORNHOFT & BERKENSTADT	LEGAL FEES	\$ 5,000.00	DEL MAR UNION
412254	3/23/2012	6	OTTER BOX	INST MAT/SUP GEN PURPOSE	\$ 87.23	SPECIAL EDUCATION
412255	3/23/2012	3	SYTECH SOLUTIONS, IN.C	OTHER CONTRACTS	\$ 22,450.00	DEL MAR UNION
412256	3/23/2012	3	JACKIE TIFFANY	INST MAT/SUP GEN PURPOSE	\$ 89.75	DEL MAR UNION
412257	3/26/2012	3	SCHOOL SERVICES OF CALIF., INC	TRAVEL AND CONFERENCES	\$ 250.00	DEL MAR UNION
412258	3/27/2012	6	SUNDOWN BLINDS & DESIGNS GRP	REPAIRS BLDGS/GRNDS-OA	\$ 91.59	MAINTENANCE
412259	3/27/2012	3	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$ 16.65	TORREY HILLS SCHOOL
412260	3/27/2012	3	RANCHO BUENA VISTA ADOBE	ADMISSION FEES	\$ 660.00	SYCAMORE RIDGE
412261	3/27/2012	3	NOVA PAINT	PTA MINI GRANTS	\$ 227.08	DEL MAR HILLS
412262	3/27/2012	6	REBECCA CHAMBERS	INST MAT/SUP GEN PURPOSE	\$ 38.22	SPECIAL EDUCATION
412263	3/27/2012	3	ORIENTAL TRADING CO.	INST MAT/SUP GEN PURPOSE	\$ 223.31	CARMEL DEL MAR
412264	3/27/2012	3	SUPERINTENDENT OF SCHOOLS	TRAVEL AND CONFERENCES	\$ 15.00	SPECIAL EDUCATION
412265	3/27/2012	3	CDW-G	PTA DONATIONS	\$ 861.63	ASHLEY FALLS ELEMENTARY
412266	3/27/2012	3	AMAZON.COM CREDIT	PTA DONATIONS	\$ 182.83	ASHLEY FALLS ELEMENTARY
412267	3/27/2012	3	SCHOOL SPECIALTY	INST MAT/SUP GEN PURPOSE	\$ 185.33	ASHLEY FALLS ELEMENTARY
412268	3/27/2012	3	CYT	ADMISSION FEES	\$ 480.00	CARMEL DEL MAR
412269	3/27/2012	3	NORTH COUNTY STUDENT TRANSPORT	TRANSPORTATION	\$ 1,802.50	CARMEL DEL MAR
412270	3/27/2012	6	SUNDOWN BLINDS & DESIGNS GRP	REPAIRS BLDG/GRND-TH	\$ 1,182.84	MAINTENANCE
412271	3/27/2012	63	MOBILE ED PRODUCTIONS INC.	ASSEMBLIES CHILD DEV	\$ 1,090.00	DEL MAR UNION CHILD CARE
412272	3/27/2012	63	PIRATE'S DINNER ADVENTURE	FIELD TRIP	\$ 2,860.00	DEL MAR UNION CHILD CARE
412273	3/27/2012	63	MIRA MESA LANES	FIELD TRIP	\$ 990.00	DEL MAR UNION CHILD CARE
412274	3/27/2012	3	US-GAMES	INST MAT/SUP GEN PURPOSE	\$ 54.30	SYCAMORE RIDGE
412275	3/27/2012	3	SDCOE	TRAVEL AND CONFERENCES	\$ 200.00	TORREY HILLS SCHOOL
412276	3/27/2012	3	UMA (LAKSHMY) KRISHNAN	INST MAT/SUP GEN PURPOSE	\$ 790.12	TORREY HILLS SCHOOL
412277	3/27/2012	3	NATIONAL COUNCIL OF TEACHERS	INST MAT/SUP GEN PURPOSE	\$ 168.00	ASHLEY FALLS ELEMENTARY
412278	3/27/2012	3	BSN SPORTS	INST MAT/SUP GEN PURPOSE	\$ 194.56	SYCAMORE RIDGE
412279	3/29/2012	3	LESLIE JOHNSON	INST MAT/SUP GEN PURPOSE	\$ 40.00	SYCAMORE RIDGE
412280	3/29/2012	3	KRISTEN HOWELL	INST MAT/SUP GEN PURPOSE	\$ 39.90	SYCAMORE RIDGE
412281	3/29/2012	3	CAROLINA BIOLOGICAL SUPPLY CO.	INST MAT/SUP GEN PURPOSE	\$ 161.10	DEL MAR HEIGHTS
412282	3/29/2012	3	OFFICE DEPOT, B.S.D.	INST MAT/SUP GEN PURPOSE	\$ 78.80	DEL MAR HILLS
412283	3/29/2012	3	LIBERTY PAPER	INST MAT/SUP GEN PURPOSE	\$ 1,183.10	DEL MAR HILLS
412284	3/29/2012	3	NORTH COUNTY STUDENT TRANSPORT	TRANSPORTATION	\$ 423.50	ASHLEY FALLS ELEMENTARY
412285	3/29/2012	3	CONTINENTAL CLAY COMPANY	INST MAT/SUP GEN PURPOSE	\$ 112.75	SYCAMORE RIDGE
412286	3/29/2012	3	SMITH RANCH	ADMISSION FEES	\$ 130.00	TORREY HILLS SCHOOL
412287	3/29/2012	3	NANCY FETZER'S	INST MAT/SUP GEN PURPOSE	\$ 62.44	CURRICULUM
412288	3/29/2012	6	LINGUI SYSTEMS INC.	INST MAT/SUP GEN PURPOSE	\$ 672.09	SPECIAL EDUCATION
412289	3/29/2012	6	PEARSON ASSESSMENTS	INST MAT/SUP GEN PURPOSE	\$ 714.96	SPECIAL EDUCATION
412290	3/29/2012	3	ONE DAY SIGNS	SCHOOL CLIMATE ACCOUNT	\$ 37.71	DEL MAR HEIGHTS
412291	3/29/2012	6	AMAZON.COM CREDIT	INST MAT/SUP GEN PURPOSE	\$ 124.89	SPECIAL EDUCATION
412292	3/29/2012	3	SDCOE	OFFICE SUPPLIES	\$ 318.94	D.O. ADMINISTRATION
412293	3/29/2012	6	DENISE STAFFORD	TRAVEL AND CONFERENCES	\$ 136.00	SPECIAL EDUCATION
TOTAL					\$ 162,849.61	

DEL MAR UNION SCHOOL DISTRICT
 Revolving Cash Fund March 21 - April 18, 2012

Date	Check No	Payee	Purpose	Amount	Account #
3/27/12	1598	Douglas Rafner	Travel Reimbursement	\$302.08	03-00-0000-500-0000-7100-5200-000-040
3/27/12	1599	Oggi's	Meeting Supplies	\$60.00	03-00-0000-503-0000-7200-5800-080-040
4/17/12	1600	Century Club of San Diego	Fundraiser tickets	\$68.00	03-00 0000-009-1110-1000-4300-009-009
4/17/12	1601	Shirley Bales	Meeting Expense	\$58.79	03-00-0000-018-0000-2130-5800-080-040
4/17/12	1602	Kevin Mitchell	Supply Reimbursement	\$18.88	13-00-5310-000-0000-3700-4300-000-045
4/17/12	1603	Betty Bryant	Mileage & Supply Reimbursement	\$43.91	03-00-0000-000-0000-2420-4300-088-030
4/17/12	1604	Sarah Jurewicz	Mileage Reimbursement	\$117.38	03-00-0000-504-0000-7200-5200-025-045
4/17/12	1605	Kristine Gonsalves	Conference Expense Reimbursement	\$20.00	03-00-0000-772-0000-7510-5200-000-045
4/17/12	1606	Shelley Peterson	Supply Reimbursement	\$71.99	03-00 0000-006-1110-1000-4300-010-006
4/17/12	1607	Michael Casey	Meeting Expense Reimbursement	\$70.00	03-00-0000-000-0000-2420-4300-088-030
4/17/12	1608	YuChih Tsai	Lunch Refund	\$37.95	13-00-5310-000-0000-0000-8634-000-000
4/17/12	1609	Vicki Wehrley	Computer Supplies	\$40.14	03-00 0000-001-1110-1000-4300-010-006
4/18/12	1610	Alka Munshi	Reissuance of overaged check	\$100.00	73-20-0000-304-0000-2700-5800-080-003

\$1,009.12



Brenda Heskett, Revolving Cash Custodian

4/18/2012

Date

April 18 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
\$1,198	Mini & Classroom Grants	Ashley Falls	Ashley Falls PTA
\$360	For Instructional Supplies	Carmel del Mar	Holmes Family

FISCAL IMPACT: Cost – The above donations generated revenue in the amount \$1558.00.
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.

April 18, 2012

To: Board Members

From: Cathy Birks, Assistant Superintendent, Business Services

Through: James Peabody, Superintendent

Subject: Agenda Item *10.3: Board Approval of Petition for Issuance of New Warrant in Lieu of Void Warrant Payable to Carrie Gammel

The San Diego County Office of Education requires a Petition for Issuance of New Warrant in Lieu of Void Warrant form when a commercial warrant is not cashed and requires the issuance of a new warrant. The payee never cashed warrant number 10-014887 dated July 29, 2011 and it is void because it is more than six months old. Carrie Gammel has requested a replacement payroll check.

Upon approval of the petitions, the County Office of Education will authorize the District to generate a replacement commercial warrant.

FISCAL IMPACT: None.

RECOMMENDED: The Superintendent recommends approval of Petition for Issuance of New Warrant in Lieu of Void Warrant.

April 17, 2012

To: Board Members

From: Cathy Birks, Assistant Superintendent Business Services

Through: James Peabody, Superintendent

Subject: Agenda Item *10.4: Board Approval/Ratification of Site and Department Performance Agreements and Service Agreements

SCHOOL/DEPT	CONTRACTOR	SERVICE	AMOUNT	FUNDING
Carmel Del Mar	Christine Maines-Fecko	Literacy Consultant for Leveled Literacy Intervention Program	\$4,700	Economic Impact Aid
Sycamore Ridge	Radical Reptiles & Friends	Kindergarten Assembly (1 day)	\$625	Fundraising
Ocean Air	San Diego Natural History Museum	Dinosaur Assembly for 3 rd Graders (1day)	\$350	SIP

FISCAL IMPACT: Cost – \$5,675.00 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.

April 17, 2012

To: Board Members

From: Cara Schukoske, Director of Pupil Services

Through: James Peabody, Superintendent

Subject: Agenda Item *10.5: 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>Bayan Tree Academy</u>	<u>Total Amount</u>
Approval of an increase to the Non-Public Agency, NPA, Master Contract which will provide additional services.	\$25,000.00
<u>Comprehensive Autism Services & Education Inc. (CASE)</u>	<u>Total Amount</u>
Approval of an increase to the Non Public Agency, NPA, Master Contract which will provide additional services.	\$5,000.00
<u>Pamela O. Best, Au.D</u>	<u>Total Amount</u>
Audiologist to perform an Audiological Evaluation for a student.	\$2,000.00

Fiscal Impact: **Cost – \$32,000**
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.

April 25, 2012

To: Board Members

From: Randy Wheaton, Director of Maintenance and Operations

Through: James Peabody, Superintendent

Subject: Agenda Item *10.6: Board Approval and Acceptance of Notice of Completion for Tenant Improvements Projects

The tenant improvement projects that were contracted through the bid process and approved and awarded by the Board need to be closed out by filing a Board accepted and approved Notice of Completion. The contracted vendors have successfully completed the projects listed below. The notices will be mailed to the San Diego County Recorder's Office by staff in Business Services.

- Maintenance and Operations located at 11189 Sorrento Valley Road #'s 101 & 102, San Diego, CA 92121
- Del Mar Union School District Offices at 11232 El Camino Real, San Diego, CA 92130

These Notices of Completion are available for review at the District Office.

FISCAL IMPACT: Cost – None
Program or Department – Business Services will mail the notices of completion to be recorded.
Is this a Restricted Program? – No
Was this expenditure anticipated in the adopted budget?
– No expenditure involved to file the notices of completion.
Will this Program or Department be over budget after this expenditure? - No

RECOMMENDED: The Superintendent recommends that the Board approve and accept the Notices of Completion for the two projects listed above.

April 19, 2012

To: Board Members

From: Cathy Birks, Assistant Superintendent, Business Services

Through: James Peabody, Superintendent

Subject: Agenda Item 10.7: Board Approval, Resolution 2012-04 Approving to Increase Statutory School Facility School Fees Imposed on New Residential and Commercial/Industrial Development Projects Pursuant to Education Code 17620

Board Resolution 2012-04 was presented to the Board for approval at the March 28, 2012 Regular Board Meeting. Mr. Michael McSweeney, Sr. Public Policy Advisor for the Building Industry Association (BIA), requested the Board postpone taking action for 30 days to allow him time to notify members of the BIA and to review the nexus study. The Building Industry Association has confirmed they are aware of increase.

The State Allocation Board (SAB) has taken action pursuant to Government Code 65995, which authorizes school districts to increase statutory school fees to \$3.20 per square foot for residential development and .51 per square foot for commercial/industrial property as long as the fees are properly justified by the School District. This is the first increase in statutory school fees since January 30, 2008.

The Residential and Commercial/Industrial Development School Fee Justification Study for the District provides the nexus between the residential and commercial development and (a) the need for school facilities, (b) the cost of school facilities and (c) the amount of statutory school fees per square foot that may be levied.

Since the Del Mar Union School District began collecting facility school fees and is a local elementary feeder district it has a sharing agreement with the San Dieguito Union High School District. The district may collect 47.47% or \$1.52 for residential and \$0.242 for commercial/industrial per square foot. The current fee assessment is \$1.41 and \$0.22 respectively.

FISCAL IMPACT: **Cost – N/A**
 Program or Department – Fund 25-19
 Is this a Restricted Program? Yes
 Was this expenditure anticipated in the adopted
 budget? N/A
 Will this Program or Department be over budget
 after this expenditure? N/A

RECOMMENDATION: Superintendent recommends approval of Resolution
 2012-04 Approving to Increase Statutory School
 Facility School Fees Imposed on New Residential and
 Commercial/Industrial Development Projects Pursuant
 to Education Code 17620

RESOLUTION NO. 2012-04**RESOLUTION OF THE BOARD OF TRUSTEES OF THE
DEL MAR UNION SCHOOL DISTRICT TO INCREASE
STATUTORY SCHOOL FEES IMPOSED ON NEW RESIDENTIAL
AND COMMERCIAL/INDUSTRIAL DEVELOPMENT PROJECTS
PURSUANT TO EDUCATION CODE SECTION 17620**

WHEREAS, the Board of Trustees ("Board") of the Del Mar Union School District ("School District") provides for the educational needs for K-6 students within portions of the Cities of Del Mar and San Diego (collectively, "Cities") and portions of the unincorporated County of San Diego ("County"); and

WHEREAS, The State Allocation Board has taken action pursuant to Government Code Section 65995(b)(3), which authorizes school districts to increase statutory school fees to \$3.20 per square foot for assessable space of residential development and \$0.51 per square foot of chargeable covered and enclosed space for all categories of commercial/industrial development, as long as such statutory school fees are properly justified by the School District pursuant to law; and

WHEREAS, new residential and commercial/industrial development continues to generate additional students for the School District's schools and the School District is required to provide school facilities ("School Facilities") to accommodate those students; and

WHEREAS, overcrowded schools within the School District have an impact on the School District's ability to provide an adequate quality education and negatively impacts the educational opportunities for the School District's students; and

WHEREAS, the School District does not have sufficient funds available for the construction or reconstruction of the School Facilities, including acquisition of sites, construction of permanent School Facilities, and acquisition of interim School Facilities, to accommodate students from new residential and commercial/industrial development; and

WHEREAS, the Board of the School District has received and considered two studies entitled "Residential Development School Fee Justification Study for Del Mar Union School District" and "Commercial/Industrial Development School Fee Justification Study for Del Mar Union School District" ("Studies"), which Studies include information, documentation, and analysis of the School Facilities needs of the School District, including (a) the purpose of the Statutory School Fees, (b) the use to which the Statutory School Fees are to be put (c) the nexus (roughly proportional and reasonable relationship) between the residential and commercial/industrial development and (1) the use for Statutory School Fees, (2) the need for School Facilities, (3) the cost of School Facilities and the amount of Statutory School Fees from new residential and commercial/industrial development, (d) a determination of the impact of the increased number of employees anticipated to result from the commercial/industrial development (by category) upon the cost of providing School Facilities within the School District, (e) an evaluation and projection of the number of students that will be generated by new residential development, and (f) the new School Facilities that will be required to serve such students, and (g) the cost of such School Facilities; and

WHEREAS, said Studies pertaining to the Statutory School Fees and to the capital facilities needs of the School District were made available to the public as required by law before the Board considered at a regularly scheduled public meeting the Statutory School Fees; and

WHEREAS, all required notices of the proposed Statutory School Fees have been given; and

WHEREAS, a public hearing was held at a regularly scheduled meeting of the Board of the School District relating to the proposed Statutory School Fees; and

WHEREAS, Education Code Section 17621 provides that the adoption, increase or imposition of any fee, charge, dedication, or other requirement, pursuant to Education Code Section 17620 shall not be subject to Division 13 (commencing with Section 21000) of the Public Resources Code.

NOW, THEREFORE, be it resolved by the Board of the School District as follows:

1. That the Board accepts and adopts the Studies.
2. That the Board finds that the purpose of the Statutory School Fees imposed upon new residential development is to fund the additional School Facilities required to serve the students generated by the new residential development upon which the Statutory School Fees are imposed.
3. That the Board finds that the Statutory School Fees imposed on new residential development will be used only to finance those School Facilities described in the Study and related documents and that these School Facilities are required to serve the students generated by the new residential development within the School District; and that the use of the Statutory School Fees will include construction or acquisition of additional School Facilities, remodeling existing School Facilities to add additional classrooms, and technology, and acquiring and installing additional portable classrooms and related School Facilities, with the specific location of new schools, remodeling of existing School Facilities, and additional portables to be determined based on the residence of the students being generated by such new residential development, as well as any required central administrative and support facilities, within the School District.
4. That the Board finds that there is a roughly proportional, reasonable relationship between the use of the Statutory School Fees and the new residential development within the School District because the Statutory School Fees imposed on new residential development by this Resolution, will be used to fund School Facilities which will be used to serve the students generated by such new residential development.
5. That the Board finds that there is a roughly proportional, reasonable relationship between the new residential development upon which the Statutory School Fees are imposed, and the need for additional School Facilities in the School District because new students will be generated from new residential development within the School District and there is not sufficient capacity in the existing School Facilities to accommodate all additional students.
6. That the Board finds that the amount of the Statutory School Fees levied on new residential development as set forth in this Resolution is roughly proportional and reasonably

related to, and does not exceed the cost of, providing the School Facilities required to serve the students generated by such new residential development within the School District.

7. That the Board finds that the purpose of the Statutory School Fees imposed on new commercial/industrial development is to fund the additional School Facilities required to serve the students generated by the new commercial/industrial development upon which the Statutory School Fees are imposed.

8. That the Board finds that the Statutory School Fees imposed on new commercial/industrial development (by category) will be used only to finance those School Facilities described in the Studies and related documents and that these School Facilities are required to serve the students generated by such new commercial/industrial development; and that the use of the Statutory School Fees will include construction or acquisition of additional School Facilities, remodeling existing School Facilities to add additional classrooms and technology, and acquiring and installing additional portable classrooms and related facilities, with the specific location of new schools, remodeling of existing School Facilities, and additional portables to be determined based on the residence of the students being generated by such new commercial/industrial development, as well as any required central administrative and support facilities within the School District.

9. That the Board finds that there is a roughly proportional, reasonable relationship between the use of the Statutory School Fees and new commercial/industrial development by category within the School District because the Statutory School Fees imposed on commercial/industrial development by this Resolution, will be used to fund School Facilities which will be used to serve the students generated by such new commercial/industrial development.

10. That the Board finds that there is a roughly proportional, reasonable relationship between the new commercial/industrial development by category, upon which the Statutory School Fees are imposed, and the need for additional School Facilities in the School District because new students will be generated from new commercial/industrial development within the School District and the School District does not have sufficient student capacity in the existing School Facilities to accommodate these students.

11. That the Board finds that the amount of the Statutory School Fees levied on new commercial/industrial development by category as set forth in this Resolution is roughly proportional and reasonably related to and does not exceed the cost of providing the School Facilities required to serve the students generated by such new commercial/industrial development within the School District.

12. That the Board finds that a separate account has been established for the deposit of Statutory School Fees imposed on residential and commercial/industrial development and that said account has at all times since been separately maintained, except for temporary investments, from other funds of the School District.

13. That the Board finds that the funds of the account, described in Section 12, consisting of the proceeds of Statutory School Fees have been imposed for the purposes of constructing and reconstructing those School Facilities necessitated by new residential and commercial/industrial development, and thus, these funds may be expended for those purposes. The Statutory School Fees may also be expended by the School District for the costs of performing any study or otherwise making the findings and determinations required under

subdivisions (a), (b), and (d) of Section 66001 of the Government Code. In addition, the School District may also retain, as appropriate, an amount not to exceed in any fiscal year, three percent (3%) of the fees collected in that fiscal year pursuant to Education Code Section 17620 for reimbursement of the administrative costs incurred by the School District in collecting the Statutory School Fees.

14. That the Board hereby increases the Statutory School Fees as a condition of approval of new residential development projects and imposes the Statutory School Fees on such development projects in the following amounts:

A. \$1.52 per square foot of assessable space for new single family detached residential development and \$1.52 for new multifamily attached residential development, including new residential projects, manufactured homes and mobile homes as authorized under Education Code Section 17625, and including residential construction other than new construction where such construction results in an increase of assessable space, as defined in Government Code Section 65995, in excess of 500 square feet. However, these amounts shall not be imposed on any development project used exclusively for housing senior citizens, as described in Civil Code Section 51.3, or as described in Subdivision J of Section 1569.2 of the Health and Safety Code or paragraph 9 of subdivision (d) of Section 15432 of the Government Code or any mobile home or manufactured home that is located within a mobile home park, subdivision, cooperative or condominium for mobile homes limited to older persons as defined by the Federal Fair Housing Amendments of 1988.

B. \$0.242 per square foot of assessable space for new residential development used exclusively for the housing of senior citizens, as described in Section 51.3 of the Civil Code or as described in subdivision J of Section 1569 of the Health and Safety Code or paragraph 9 of subdivision (d) of Section 15432 of the Government Code or any mobile home or manufactured home that is located within a mobile home park, subdivision, cooperative or condominium for mobile homes limited to older persons as defined by the Federal Fair Housing Amendments of 1988.

15. That this Board hereby increases the Statutory School Fees as a condition of approval of new commercial/industrial development projects and levies the Statutory School Fees on such development projects in the following amounts per square foot of chargeable covered and enclosed space for the following categories of commercial/industrial development:

Retail and Services	\$0.242
Office	\$0.242
Research and Development	\$0.242
Industrial/Warehouse/Manufacturing	\$0.242
Hospitals	\$0.242
Hotel/Motel	\$0.242

16. That the proceeds of the Statutory School Fees established pursuant to this Resolution shall continue to be deposited into that account identified in Section 12 of this Resolution, the proceeds of which shall be used exclusively for the purpose for which the Statutory School Fees are to be collected, including accomplishing any study, findings or determinations required by subdivisions (a), (b) and (d) of Section 66001 of the Government Code or retaining an amount not to exceed in any fiscal year, three percent (3%) of the fees collected in that fiscal year pursuant to Education Code Section 17620 for reimbursement of the

administrative costs incurred by the School District in collecting the Statutory School Fees or in financing the described Study or in defending the imposition of Statutory School Fees.

17. That the Superintendent, or his designee, is directed to cause a copy of this Resolution to be delivered to the building officials of the Cities and the County within the School District's boundaries, as well as the Office of Statewide Health Planning and Development ("OSHDP"), along with a copy of all the supporting documentation referenced herein and a map of the School District clearly indicating the boundaries thereof, advising the Cities, the County, and OSHPD that new residential and commercial/industrial construction is subject to the Statutory School Fees increased pursuant to this Resolution and requesting that no building permit or approval for occupancy be issued by any of these entities for any new residential development project, mobile home or manufactured home subject to the Statutory School Fees absent a certification of compliance ("Certificate of Compliance") from this School District demonstrating compliance of such project with the requirements of the Statutory School Fees, nor that any building permit be issued for any non-residential construction absent a certification from this School District of compliance with the requirements of the applicable Statutory School Fees.

18. That the Board hereby establishes a process that permits the party against whom the commercial/industrial Statutory School Fees are imposed, the opportunity for a hearing to appeal that imposition of Statutory School Fees for commercial/industrial development as required by Education Code Section 17621(e)(2). The appeal process is as follows:

a. Within ten (10) calendar days of being notified, in writing, (by personal delivery or deposit in the U.S. Mail) of the commercial/industrial Statutory School Fees to be imposed or paying the commercial/industrial Statutory School Fees, pursuant to Education Code Section 17620, a party shall file a written request for a hearing regarding the imposition of commercial/industrial Statutory School Fees. The party shall state in the written request the grounds for opposing the imposition of commercial/industrial Statutory School Fees and said written request shall be served by personal delivery or certified or registered mail to the Superintendent of the School District.

b. The possible grounds for that appeal include, but are not limited to, the inaccuracy of including the project within the category pursuant to which the commercial/industrial Statutory School Fees are to be imposed, or that the employee generation or pupil generation factors utilized under the applicable category are inaccurate as applied to the project.

c. Within ten (10) calendar days of receipt of the written request for a hearing regarding the imposition of commercial/industrial Statutory School Fees, the Superintendent of the School District, or his designee, shall give notice in writing of the date, place and time of the hearing to the party appealing the imposition of commercial/industrial Statutory School Fees. The Superintendent, or his designee, shall schedule and conduct said hearing within thirty (30) calendar days of receipt of the written request. The Superintendent, or his designee, shall render a written decision within ten (10) days following the hearing on the party's appeal and serve it by certified or registered mail to the last known address of the party.

d. The party against whom the commercial/industrial Statutory School Fees are imposed may appeal the Superintendent's, or his designee's, decision to the Board of the School District.

e. The party appealing the Superintendent's, or his designee's decision, shall state in the written appeal the grounds for opposing the imposition of the commercial/industrial Statutory School Fees and said written appeal shall be served by personal delivery or certified or registered mail to the Superintendent of the School District.

f. The possible grounds for that appeal to the Board of the School District include, but are not limited to, the inaccuracy of including the project within the category pursuant to which the commercial/industrial Statutory School Fees are to be imposed, or that the employee generation or pupil generation factors utilized under the applicable category are inaccurate as applied to the project.

g. Within ten (10) calendar days of receipt of the written request for a hearing regarding the imposition of commercial/industrial Statutory School Fees, the Superintendent of the School District, or his designee, shall give notice in writing of the date, place and time of the hearing to the party appealing the imposition of commercial/industrial Statutory School Fees. The Board of the School District shall schedule and conduct said hearing at the next regular meeting of the Board, provided that the party is given notice at least five (5) working days prior to the regular meeting of the Board. The Board shall render a written decision within ten (10) days following the hearing on the party's appeal and serve the decision by certified or registered mail to the last known address of the party.

h. The party appealing the imposition of the commercial/industrial Statutory School Fees shall bear the burden of establishing that the commercial/industrial Statutory School Fees are improper.

19. That the Superintendent is authorized to cause a certificate of compliance to be issued for each development project, mobile home and manufactured home for which there is compliance with the requirement for payment of the Statutory School Fees in the amounts specified by this Resolution. In the event a Certificate of Compliance is issued for the payment of Statutory School Fees for a development project, mobile home or manufactured home and it is later determined that the statement or other representation made by an authorized party concerning the development project as to square footage is untrue or in the event the zoning is declared invalid, then such Certificate of Compliance shall automatically terminate, and the appropriate City, County, or OSHPD shall be so notified.

20. That no statement or provision set forth in this Resolution, or referred to therein shall be construed to repeal any preexisting fee previously imposed by the School District on any residential or nonresidential development.

21. That the School District's Statutory School Fees will become effective sixty (60) days from the date of this Resolution unless a separate resolution increasing the fees immediately on an urgency basis is adopted by the Board.

ADOPTED, SIGNED AND APPROVED this 25th day of April, 2012.

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

By: _____
President, Board of Trustees of the Del Mar
Union School District

ATTEST:

Clerk, Board of Trustees of the Del Mar Union
School District

SECRETARY'S CERTIFICATE

I, James Peabody, Secretary to the Board of Trustees of the Del Mar Union School District of the County of San Diego, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at its regular place of meeting at the time and by the vote above stated, which resolution is on file in the office of the said Board.

PASSED AND ADOPTED this 28th day of March, 2012, by the Board of Trustees of the Del Mar Union School District of San Diego County, California, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

STATE OF CALIFORNIA)
) SS
COUNTY OF SAN DIEGO)

An agenda of said meeting was posted at least 72 hours before said meeting at the Del Mar Hills Academy located at 14085 Mango Drive, Del Mar, CA 92014, a location freely accessible to members of the public, and a brief general description of said resolution appeared on said agenda.

Secretary of the Board of Trustees of the Del Mar
Union School District

April 20, 2012

To: Board Members

From: Cathy Birks, Assistant Superintendent, Business Services

Through: James Peabody, Superintendent

Subject: Agenda Item 10.8: 2011-2012 San Diego County Office of Education oversight letter regarding 2011-2012 Second Interim Report

Per Education Code 42130, the Del Mar Union School District submits all financial reports to the San Diego County Office of Education (SDCOE) for review. Mr. Brent Watson, Executive Director, District Financial Services, issues a review letter. The letter regarding the 2011-2012 Second Interim Report is attached.

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

RECOMMENDED: For information only. No action required.



SAN DIEGO COUNTY OFFICE OF EDUCATION

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

Superintendent of Schools
Randolph E. Ward, Ed.D.

April 16, 2012

Mr. James Peabody
Superintendent
Del Mar Union School District
11232 El Camino Real
San Diego, CA 92130

Dear Mr. Peabody:

Re: 2011-12 Second Interim Report

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

The district's Second Interim Report has been analyzed in the context of the 2011-12 State Budget Act, the Governor's proposed budget for 2012-13, and the School Services of California COLA projections for 2012-13 and 2013-14. All of the data submitted by the district has been analyzed and appears to adequately reflect the financial status of your district as of January 31, 2012. In accordance with the provisions of Education Code Section 42131, the County Superintendent of Schools will inform the California Department of Education (CDE) that your district submitted a positive certification and we concur with this certification at this time.

During our review, we noted the following items:

Financial Status in 2011-12

Reserve for Economic Uncertainties

The state requires the district to maintain a Reserve for Economic Uncertainties equal to 3% of total General Fund expenditures. The district projects that it will meet this requirement in 2011-12.

Board of Education

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

SERVICE AND LEADERSHIP

Deficit Spending

The district is projecting deficit spending in the Unrestricted General Fund of \$3.28 million in 2011-12. Deficit spending permanently reduces the fund balance and can create future financial difficulties.

Basic Aid Districts

As a Basic Aid district, the Del Mar Union School District is dependent on property taxes as its main source of revenue. We recommend that the district monitor tax collections monthly to ensure that revenues are on track with the district's estimate.

For 2011-12, Basic Aid districts are subject to an 8.92% fair share cut based on the 2010-11 P-2 Revenue Limit. The Del Mar Union School District has included this fair share cut in the district's Second Interim Report.

Fiscal Status in Future Years

Multi-Year Projection

Because of the ongoing state fiscal crisis and annual cost increases, the district projects that it will continue to face budget challenges in 2012-13 and 2013-14. The district's multi-year projection incorporates the following key assumptions:

- No COLA for revenue limit and categorical programs in 2012-13 or 2013-14;
- A potential budget reduction of \$455 per ADA has been included in the ending balance for 2013-14;
- Property taxes will increase/decrease by 1% in 2012-13 and 1% in 2013-14; and
- A Basic Aid District fair share cut of 9.57% will continue in 2012-13 and 2013-14.

Since the time the district issued its Second Interim Report, the Legislature has approved a 9.57% "fair share" reduction for Basic Aid districts for 2012-13 and 10.22% in 2013-14. This cut would be capped at the amount of the district's excess taxes in the prior year. If the Governor's proposed tax initiative is not approved by the voters in November of 2012, the district should also plan on a cut of approximately \$455 per ADA, which would potentially not impact Basic Aid districts until 2013-14. We recommend that Basic Aid districts begin developing plans for both of these cuts for 2012-13 and 2013-14.

With these assumptions, the multi-year projection shows deficit spending in the Unrestricted General Fund of \$4.59 million in 2012-13 and \$4.93 million in 2013-14. Taking out the one percent property tax increases and taking into account the potential \$455/ADA cut in 2013-14, deficit spending would increase to \$4.73 million in 2012-13 and \$7.15 million in 2013-14. With this revised level of deficit spending, the district would be able to meet the 3% reserve requirement in 2012-13, but would have a negative ending balance of \$317,978 in 2013-14 and would not be able to meet the 3%

April 16, 2012
Mr. Jim Peabody
Page 3 of 3

reserve requirement. As the district makes budget reductions, we recommend that the district identify ongoing cuts as opposed to one-time cuts to reduce the budget's structural imbalance.

2012-13 Cash Flow

We requested that each district provide a 2012-13 cash flow. The district's cash flow for 2012-13 projects that the district will have a negative cash balance in November 2012. To address this shortfall, the district plans borrow from other funds. It is crucial that school districts continue to monitor cash to ensure that obligations can be met.

Conclusion

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

Sincerely,



Brent Watson
Executive Director
District Financial Services

BW: KB: sr

cc: Mr. Scott Wooden, Board President
Ms. Cathy Birks, Assistant Superintendent, Business Services

Date: April 20, 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
Forgey, Allison	After School Programs Worker	0.75	After School Programs	Approve Resignation Effective 04/20/12	
Forgey, Allison	Noon Duty Supervisor	0.125	Del Mar Heights	Approve Resignation Effective 04/20/12	
Forte, Sherry	Executive Assistant to the Superintendent	1.00	District Office	Approve Retirement Effective 04/30/12	
Gonzalez-Paras	Noon Duty Supervisor	0.14375	Ashley Falls	Approve Assignment Effective 03/29/12	Replacement
Hernandez, Gerardo G	Child Nutrition Services Assistant I	0.125	Ocean Air	Approve Decrease in Hours from 7.25 Hours/Week to 5 Hours/Week Effective 03/08/12	
Hernandez, Gerardo G	Noon Duty Supervisor	0.0625	Ocean Air	Approve Decrease in Hours from 3.75 Hours/Week to 2.5 Hours/Week Effective 03/08/12	

Name	Position	FTE	Location	Action	If New Hire, Position is Expansion or Replacement
Jennings, Ashleigh	Crossing Guard	0.0375	Ashley Falls	Approve Decrease in Hours from 2.5 Hours/Week to 1.5 Hours/Week Effective 04/02/12	
Kaas, Priscilla	Special Education Aide II	0.75	Carmel Del Mar	Approve Assignment Effective 04/02/12	Replacement
O'Callaghan, Brenna	After School Programs Worker	0.4625	After School Programs	Approve Resignation Effective 03/29/12	
Palmer, Holly	Executive Assistant to the Superintendent	1.00	District Office	Approve Assignment Effective 04/30/12	Replacement
Wadhwa, Rebecca	Noon Duty Supervisor	0.125	Torrey Hills	Approve Assignment Effective 03/27/12	Replacement

Date: April 20, 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
Schwab, Marie	Teacher	1.00	LOA	Approve Unpaid Leave of Absence Effective 2012-2013	