

**Governing Board of Trustees Regular Meeting  
Wednesday, August 24, 2016**

**Members present**

Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**Meeting called to order at 5:48pm.**

**1. CALL TO ORDER OPEN SESSION**

**Procedural: 1.1 CALL TO ORDER OPEN SESSION; WELCOME**  
Board President Rafner called the meeting to order at 5:48pm.

**2. PLEDGE OF ALLEGIANCE**

**Procedural: 2.1 PLEDGE OF ALLEGIANCE/ROLL CALL**

**3. APPROVAL OF AGENDA**

**Action: 3.1 APPROVAL OF THE AGENDA**  
Approve agenda for the Regular Meeting of the Governing Board of Trustees.

Motion by Darren Gretler, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**4. CORRESPONDENCE/COMMUNICATIONS**

**Report: 4.1 CORRESPONDENCE**

Superintendent McClurg reported on correspondence/communication received from the community, including:

- (1) parent regarding facility usage procedures
- (1) parent regarding the 2016-2017 school calendar
- (2) parents regarding school assignments
- (1) community member regarding flyer distribution

**Procedural: 4.2 HEARING OF THE PUBLIC REGARDING NON-AGENDA ITEMS**  
No public input.

**5. REPORTS, RECOGNITIONS AND HEARINGS**

**Report: 5.1 REPORT: DEL MAR CALIFORNIA TEACHERS ASSOCIATION (DMCTA)**

DMCTA President, Erik Blienke, provided a brief DMCTA report to the Board, including:

- Attended the California Teachers Association Annual Conference as a member of the Executive Board.
- Received positive feedback from staff regarding first day back and expressed thanks to the district for organizing a great first week for teachers.
- Received positive feedback from staff regarding the principal meetings at school sites.
- DMCTA members will wear the DMCTA t-shirt at all sites on Friday.

**Report: 5.2 REPORT: DEL MAR SCHOOLS EDUCATION FOUNDATION (DMSEF)**

The 2016-2017 DMSEF President, Ty Humes, provided a brief report on DMSEF activities to date, including:

- Thanked district for opportunity to work with the best parents, teachers, district, and Board of Trustees.
- DMSEF office moved from Ashley Falls to Ocean Air School. Thanked Director Mike Galis of Maintenance, Operations and Facilities and his staff, Assistant Superintendent of Human Resources, Jason Romero, Principal Stanley, and Administrative Assistant, Ms. Russo for their help and support during the transition.
- All eight schools have two or more board representatives.
- Campaign focus this year is a centralized message and campus execution.
- Shared September district wide fundraisers.
- Plan continued expansion into corporate partnerships.
- September 21, 2016 is the first DMSEF board meeting with guests Superintendent McClurg, Assistant Superintendent Shelley Petersen, and Trustee Kristin Gibson attending.

**Report: 5.3 REPORT: BOARD MEMBERS****Member Gretler:**

- Attended Welcome Back Staff event at Ocean Air School.

**Member Halpern:**

- Attended Del Mar Schools Education Foundation meeting as DMUSD Governing Board Representative.

**Member Wooden:**

- Attended DMUSD Welcome Back Staff event at Ocean Air School.

**Member Gibson:**

- No report.

**Member Rafner:**

- Presented at the Welcome Back Staff event at Ocean Air School.

**Report: 5.4 REPORT: SUPERINTENDENT****Superintendent McClurg report on current District activities, including:**

- Welcomed Ty Humes, as returning 2016-2017 DMSEF President.
- Thanked Erik Bienke, DMCTA President, for working with staff to create a positive start to the new school year.
- Held Welcome Back Staff events for ECDC, After School Programs, and All Staff; staff attended workshops.
- Thanked district administrative staff for all they did to create a fantastic first week for returning staff.
- Thank you to Board Members who attended the All Staff Welcome Back.
- Monday, August 28, is students' first day back. Administrators will be present at all schools to greet students and families as they arrive on campus.
- Thanked Cathy Birks, Assistant Superintendent of Business Services, for her work to get the DMUSD STEAM+ logo trademarked by the Patent and Trademark Office.
- The District has introduced a new template for the DMUSD website. Chris Delehanty, Director of Technology, shared improvements to the website.

**Procedural: 5.5 HEARING OF THE PUBLIC REGARDING AGENDA ITEMS**

No public input.

**Action, Minutes, Procedural: 5.6 BOARD APPROVAL OF MINUTES: July 27, 2016 Regular Meeting**

Approve Minutes:

July 27, 2016, 2016

Motion by Kristin Gibson, second by Scott Wooden.

Final Resolution: Motion Carries

Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**6. CONSENT****Action (Consent), Information: 6.1 BOARD INFORMATION, 2015-2016 BULLYING COMPLAINT REPORT**

Resolution: Information Only. Review 2015-2016 Bullying Complaint Report.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**Action (Consent): 6.2 BOARD APPROVAL, PURCHASE ORDERS AND RATIFICATION OF COMMERCIAL WARRANT PAYMENTS, REVOLVING CASH DISBURSEMENTS AND PURCHASE CARD TRANSACTIONS**  
Resolution: Approve the purchase orders, ratify the commercial warrant payments, revolving cash disbursements and purchase card transactions as listed.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**Action (Consent): 6.3 BOARD APPROVAL, PETITION FOR ISSUANCE OF NEW WARRANTS IN LIEU OF VOID WARRANTS**  
Resolution: Approval Petitions for Issuance of New Warrants in Lieu of Void Warrants.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**Action (Consent): 6.4 BOARD APPROVAL AND RATIFICATION, DEL MAR UNION SCHOOL DISTRICT AGREEMENTS AND AMENDMENTS**  
Resolution: Approve and ratify Del Mar Union School District agreements and amendments.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**Action (Consent): 6.5 BOARD APPROVAL TO UTILIZE CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS), CAL-SAVE, AND OTHER COOPERATIVE PURCHASING CONTRACTS DURING FISCAL YEAR 2016-17**  
Resolution: Approve authorizing staff to utilize CMAS, CAL-Save, and other Cooperative Purchasing Contracts when such contracts become available and are in the district's best interest.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**Action (Consent): 6.6 BOARD CONSIDERATION OF RESOLUTION NO. 2016-12 ADOPTING THE "GANN LIMIT" PURSUANT TO GOVERNMENT CODE 7902.1**  
Resolution: Approve Resolution No. 2016-12 adopting the "Gann Limit: pursuant to Government Code 7902.1

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

Action (Consent): 6.7 BOARD AWARD FOR BID 17-01 EXTRACURRICULAR TRANSPORTATION SERVICES  
Resolution: Approve Award of Bid 17-01 Extracurricular Transportation Services.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

Action (Consent): 6.8 BOARD APPROVAL, ANNUAL AGREEMENTS AND FACILITIES PROJECTS OVER \$5,000  
Resolution: Approve and ratify August 2016 annual agreements and facilities projects over \$5,000.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

Action (Consent): 6.9 BOARD APPROVAL, SCHOOL-SPONSORED FIELD TRIP  
Resolution: Approve School-Sponsored Field Trip.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

Action (Consent): 6.10 BOARD APPROVAL, TRAVEL TO COURAGEOUS PRINCIPALS LEADERSHIP INSTITUTE  
Resolution: Approve Travel to Courageous Principals Institute

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

Action (Consent): 6.11 BOARD APPROVAL AND RATIFICATION, SOFTWARE LICENSING, MAINTENANCE AND SERVICE AGREEMENTS FOR 2016-2017  
Resolution: Approve and ratify software licensing, maintenance and service agreements for 2016-2017.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

Action (Consent): 6.12 BOARD APPROVAL, NEW JOB DESCRIPTION FOR THE POSITION OF STUDENT SUPERVISION AND SUPPORT  
Resolution: Approve new job description for the position of Student Supervision and Support.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.  
Final Resolution: Motion Carries  
Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**Action (Consent): 6.13 BOARD APPROVAL OF RECOMMENDED PERSONNEL ACTIONS: EMPLOYMENT, RESIGNATIONS, DISMISSALS, LEAVES OF ABSENCE, AND CHANGE OF STATUS**

**Resolution:** Approve recommended Personnel actions: employment, resignations, dismissals, leaves of absence, and change of status.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**Action (Consent): 6.14 BOARD APPROVAL, CONSENT CALENDAR**

**Resolution:** Approve Consent Items 6.1 - 6.13.

Approve Consent Items 6.1 - 6.13.

Motion by Kristin Gibson, second by Erica Halpern.

Final Resolution: Motion Carries

Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

## 7. CURRICULUM AND INSTRUCTION

### 8. ADMINISTRATION AND POLICY

**Action: 8.1 BOARD APPROVAL, RESOLUTION NO. 2016-11 OF THE BOARD OF TRUSTEES OF THE DEL MAR UNION SCHOOL DISTRICT ADOPTING AN AMENDED APPENDIX OF THE CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974**

Approve Resolution No. 2016-11 of the Board of Trustees of the Del Mar Union School District adopting an amended appendix of the Conflict of Interest Code pursuant to the Political Reform Act of 1974.

Motion by Erica Halpern, second by Kristin Gibson.

Final Resolution: Motion Carries

Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

**Report: 8.2 BOARD REPORT, DISTRICT/SUPERINTENDENT GOALS AND STRATEGIC PLAN, 2016-2017**

Superintendent McClurg presented the district/superintendent goals and Strategic Plan for the 2016-2017 school year, including:

- Educational Leadership Goals
- Staff and Personnel Goals
- Business, Finance, and Facilities Matters
- Goals Community and External Relations Goals
- Student Safety and Well-being Goals

Superintendent McClurg and Shelley Petersen, Assistant Superintendent of Instructional Services, responded to clarifying questions from the Board.

## 9. OPERATIONS AND FACILITIES

### 10. BUSINESS AND FINANCE

**Action: 10.1 BOARD REVIEW AND APPROVAL OF THE 2015-2016 UNAUDITED ACTUALS FOR ALL DISTRICT FUNDS**

Cathy Birks, Assistant Superintendent of Business Services, presented the 2015-2016 Unaudited Actuals for all District Funds, including:

- General Fund Summary
  - 2015-2016 Revenues and Expenditures
  - Components of Ending Fund Balance
- Historical Data
  - Revenue and Expenditures
  - Property Tax Revenue
  - Ending Fund Balance
- Looking Towards 2016-2017 First Interim
- Summary of Other Funds
  - 2015-2016 Revenue and Expenditures

Cathy Birks, Assistant Superintendent of Business Services, shared presentation on A Community Funded School District, including:

- State Aid vs. Basic Aid
- DMUSD State Formula vs DMUSD Property Taxes
- Categorical Funds
- "Fair Share"
- Difference Between Basic Aid and State Aid:ADA and Property Taxes
- Benefits of Basic Aid
- Risk of Basic Aid

Approve the 2015-2016 Unaudited Actuals Financial Report

Motion by Kristin Gibson, second by Darren Gretler.

Final Resolution: Motion Carries

Aye: Darren Gretler, Doug Rafner, Kristin Gibson, Erica Halpern, Scott Wooden

11. PERSONNEL

Report: 11.1 BOARD INFORMATION, STAFFING/ENROLLMENT UPDATE

Jason Romero, Assistant Superintendent of Human Resources, presented the staffing/enrollment update, including:

- District Enrollment and Staffing from 2012/2013 to 2015/2016 at all eight schools
- District Enrollment and Staffing projected from 2016/2017 to 2020/2021 at all eight schools

12. CLOSING ITEMS

Information: 12.1 BOARD REVIEW, REMINDER OF UPCOMING DMUSD EVENTS

Information: 12.2 PRELIMINARY ITEMS FOR THE SEPTEMBER REGULAR BOARD MEETING

Preliminary items for the August Regular Governing Board Meeting:

- Board Approval, Minutes of Regular Board Meeting, August 24, 2016.
- Board Approval, Resolution regarding the Sufficiency of Instructional Materials for the 2016-2017 school year, as required by Education Code Section 60119.

Action: 12.3 ADJOURNMENT OF MEETING

Member Rafner adjourned the meeting at 7:50pm.

Motion to Adjourn meeting.

Motion by Kristin Gibson, second by Darren Gretler.

Minutes of September 28, 2016 Adopted:

Signature of Board Clerk:

  
 \_\_\_\_\_  
 Kristin Gibson

9-28-2016  
 \_\_\_\_\_  
 Date

Signature of Superintendent:

  
 \_\_\_\_\_  
 Holly McClurg, P.M.D.

9-29-2016  
 \_\_\_\_\_  
 Date

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