

**SANTEE SCHOOL DISTRICT  
REGULAR MEETING  
OF THE BOARD OF EDUCATION**

March 17, 2020  
**MINUTES**

Douglas E. Giles  
Educational Resource Center  
9619 Cuyamaca Street  
Santee, California

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

President Burns called the meeting to order at 7:10 p.m.

Members present:

Dustin Burns, President  
Barbara Ryan, Vice President  
Elana Levens-Craig, Clerk  
Dianne El-Hajj, Member  
Ken Fox, Member

Administration present:

Dr. Kristin Baranski, Superintendent and Secretary to the Board  
Karl Christensen, Assistant Superintendent, Business Services  
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services  
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services

**2. District Mission**

President Burns recited the District Mission.

**3. Pledge of Allegiance**

President Burns lead the members, staff, and audience in the Pledge of Allegiance.

**4. Approval of Agenda**

President Burns presented the agenda for approval. Member Fox moved approval.

<i>Motion:</i>	<u>Fox</u>	<i>Burns</i>	<u>Aye</u>	<i>El-Hajj</i>	<u>Aye</u>
<i>Second:</i>	<u>El-Hajj</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>Levens-Craig</i>	<u>Aye</u>		

**B. REPORTS AND PRESENTATIONS**

**1. Superintendent's Report**

- 1.1. Developer Fees and Collection Report
- 1.2. Use of Facilities Report
- 1.3. Enrollment Report
- 1.4. Schedule of Upcoming Events

Superintendent Baranski shared that given the current circumstances with COVID-19, the Cajon Park spotlight was being rescheduled to a future meeting date.

**C. PUBLIC COMMUNICATION**

President Burns invited members of the audience to address the Board about any item not on the agenda. There were no public comments.

**D. PUBLIC HEARING**

**1. Public Hearing on a Resolution Adopting a School Facilities Needs Analysis and the Establishment of Statutory and Level Two Alternative School Mitigation Fees**

President Burns opened the public hearing Public Hearing on a Resolution Adopting a School Facilities Needs Analysis and the Establishment of Statutory and Level Two Alternative School Mitigation Fees. There were no comments. The public hearing was closed.

**E. CONSENT ITEMS**

President Burns invited comments from the public on any item listed under Consent. There were no public comments. There were no public comments.

**Superintendent**

- 1.1. Approval of Minutes
- 1.2. Authorization to Disseminate a Request for Proposal (RFP) for the Acquisition and Installation of a District-Wide Security Camera System – pulled for separate consideration
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations, Grants, and Bequests
- 2.6. Approval/Ratification of General Services Agreements
- 2.7. Approval of Agreement with Santee Sportsplex USA for the Classified Employees' Appreciation Luncheon
- 2.8. Award of Bid for Bid #2021-075-001, Asphalt Replacement at Cajon Park School
- 2.9. Adoption of Resolution No. 1920-16 Establishing School Facilities Fees in Accordance with the Provisions of Senate Bill 50 and Assembly Bill 695
- 2.10. Adoption of Resolution Nos. 1920-20, 1920-21, and 1920-22 to Offer an Early Retirement Incentive Program for Certain Employees
- 3.1. Personnel, Regular
- 3.2. Approval of Student Teaching Agreement with San Francisco State University

Member Ryan moved approval of consent items.

<i>Motion:</i>	<u>Ryan</u>	<i>Burns</i>	<u>Aye</u>	<i>El-Hajj</i>	<u>Aye</u>
<i>Second:</i>	<u>Levens-Craig</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>Levens-Craig</i>	<u>Aye</u>		

- 1.2. Authorization to Disseminate a Request for Proposal (RFP) for the Acquisition and Installation of a District-Wide Security Camera System

This item was pulled for separate consideration. Upon discussion, Member Ryan moved approval.

<i>Motion:</i>	<u>Ryan</u>	<i>Burns</i>	<u>Aye</u>	<i>El-Hajj</i>	<u>Aye</u>
<i>Second:</i>	<u>Fox</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>Levens-Craig</i>	<u>Aye</u>		

**F. DISCUSSION AND/OR ACTION ITEMS**

**Superintendent**

- 1.1. Appointment of Administrative Secretary, Educational Services  
Superintendent Baranski shared that with the transition of staff in Educational Services she was recommending the appointment of Stephanie Borden, as the Administrative Secretary, Educational Services. She shared Ms. Borden has great skill and knowledge and will be a great asset to the department. Member El-Hajj moved approval. Due to the current COVID-19 circumstances, Mrs. Borden was unable to attend. The Board asked that a congratulatory letter to be sent to her on their behalf.

<i>Motion:</i>	<u>El-Hajj</u>	<i>Burns</i>	<u>Aye</u>	<i>El-Hajj</i>	<u>Aye</u>
<i>Second:</i>	<u>Levens-Craig</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>Levens-Craig</i>	<u>Aye</u>		

**Business Services**

**1.1. Budget Reduction Considerations for 2020-21**

Karl Christensen, Assistant Superintendent of Business Services, noted this item was being presented for information and discussion. No action was necessary.

Mr. Christensen shared the District continues to be challenged by escalating costs for retirement systems, special education, and property/liability insurance in addition to the normal cost increases for step and column movement on salary schedule and other routine inflationary factors. He noted that for the second year, the Governor proposed a COLA only increase for the Local Control Funding Formula (LCFF) which is insufficient to pay for these increases. Mr. Christensen explained that when this condition is combined with declining enrollment and a decrease in Unduplicated Pupil Count (UPC) students the District experienced this year, a large structural deficit (on-going expenditures exceed on-going revenue) is now projected for the 2020-21 fiscal year. With COLA only LCFF increases for the subsequent years, this structural deficit will grow and erode reserve levels to less than 5% in the third year of the 2020-21 multi-year projection. Consequently, causing the District to enact budget reduction for the 2020-21 fiscal year to reduce/eliminate the structural deficit and slow the decline of the reserve.

Mr. Christensen noted the District assesses the condition of its budget on factors such as the presence of a structural deficit and its magnitude, the reserve level, and cash flow patterns. Depending on the measurement and interplay of each of these factors, in similar fashion to the California Dashboard, the District's expresses its budget conditions as a color representing overall fiscal health as follows: Green = healthy fiscal condition; Yellow = some sign of pending fiscal disturbance; Orange = prominent signs of pending fiscal distress; and Red = significant fiscal distress.

Mr. Christensen explained that the conditions described above put the District's 2020-21 budget into a "yellow" condition absent any action. He shared numerous ideas for budget reductions were explored and the operational program impact of reduction ideas were categorized as minimal, moderate, and significant. Mr. Christensen noted that since the projected budget conditions is "yellow," cost containment strategies and reductions with minimal impact were identified. He shared a list of recommended reductions to be enacted with the development of the District's 2020-21 adopted budget.

#	Action	Category	Amount		Year Invoked	LCFF
			One-Time	On-Going		
1	Reduce Technology Reserve Transfer to Fund 40 from \$820k to \$500k	Protection		320,000	2020-21	S
2	Eliminate Facility Needs Set-Aside Transfer to Fund 40	Places	750,000		2020-21	B
3	Eliminate Classroom Furniture Replacement Set-Aside Transfer to Fund 40	Places	100,000		2020-21	B
4	Implement Retirement Incentive	People		400,000	2020-21	B
5	Reduce Deferred Maintenance Transfer from \$535k to \$400k	Places		135,000	2020-21	B
6	Eliminate Release Time Budget for Schools with Partial Offsetting Increase to Main Budget	Programs		112,323	2020-21	B
7	Reduce Professional Development budget	Programs		44,767	2020-21	S
8	Restructure Certain Classified Positions with Retirements	People		30,680	2020-21	B
9	Reduce Department/Functional Area Operational Budgets	Programs		103,729	2020-21	B
<b>Total All:</b>			<b>850,000</b>	<b>1,146,499</b>		

Upon discussion, the Board took action to approve the recommended budget reduction consideration as presented. Member Fox moved approval.

<b>Motion:</b> <u>Fox</u>	<b>Burns</b> <u>Aye</u>	<b>El-Hajj</b> <u>Aye</u>
<b>Second:</b> <u>El-Hajj</u>	<b>Ryan</b> <u>Aye</u>	<b>Fox</b> <u>Aye</u>
<b>Vote:</b> <u>5-0</u>	<b>Levens-Craig</b> <u>Aye</u>	

**F. BOARD POLICIES AND BYLAWS**

President Burns noted items F.1.1, F.1.2., and F.1.3, were first readings but given the current COVID-19 situation, CSBA had updated these policies and Administration was requesting waiving the second reading.

It was noted the title on Item F.1.3., BP 3516.5, was incorrect and should have read BP 3516.5, *Emergency Schedules*. With one motion, Member Levens-Craig moved approval of first readings; waived second readings; and revisions to BP 3516.5 as discussed.

- 1.1. **First Reading: New Board Policy 1431, Waivers**
- 1.2. **First Reading: Revised Board Policy 3516, Emergency and Disaster Plan**
- 1.3. **First Reading: Revised BP 3516.5, Emergency Closure of School or Facility Schedules**

<b>Motion:</b> <u>Levens-Craig</u>	<b>Burns</b> <u>Aye</u>	<b>El-Hajj</b> <u>Aye</u>
<b>Second:</b> <u>Ryan</u>	<b>Ryan</b> <u>Aye</u>	<b>Fox</b> <u>Aye</u>
<b>Vote:</b> <u>5-0</u>	<b>Levens-Craig</b> <u>Aye</u>	

**G. EMPLOYEE ASSOCIATION COMMUNICATION**

Melanie Hirahara, STA President, had nothing to report.

**H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Superintendent Baranski provided a brief update on the current COVID-19 virus and its impact on Santee School District. The Board commended Child Nutrition for their hard work in preparing and handing out meals to students; and to the Maintenance & Operations staff for their help in making sure our facilities are clean and safe. They asked that they be acknowledged on their behalf.

**I. CLOSED SESSION**

President Burns announced that the Board would meet in closed session for:

- 1. **California State of Emergency and Impact of COVID-19 Virus** (Gov't. Code § 54957)
- 2. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association (STA); and Classified School Employees Association (CSEA)*
- 3. **Public Employee Performance Evaluation** (Gov't. Code § 54957)  
*Superintendent*

The Board entered closed session at 8:23 p.m.

**J. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:15 p.m., and reported no action was taken.

**K. ADJOURNMENT**

With no further business, the regular meeting of March 17, 2020 was adjourned at 10:15 p.m.

  
Elana Levens-Craig, Clerk

  
Dr. Kristin Baranski, Secretary