

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

April 1, 2014
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Fox called the meeting to order at 7:00 p.m.

Members present:

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

Administration present:

Dr. Cathy Pierce, 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
Lisa Arreola, Recording Secretary

2. President Fox invited the audience to recite the District Mission and then invited Girl Scout Troop 6102 to present the colors and lead the members, staff, and audience in the Pledge of Allegiance.
3. Approval of Agenda

It was moved and seconded to approve the agenda.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1 Developer Fees Collection Report
1.2 Use of Facilities Report
1.3 Enrollment Report
1.4 Schedule of Upcoming Events
1.5 2013-2014 Spring Events and Open Houses

2. Spotlight on Learning: Cajon Park School Presentation

Cajon Park School principal, Ted Hooks, and several school staff members were present to share a video demonstrating 21st Century learning skills and Common Core teaching and learning in classrooms, with the goal of providing deeper and more meaningful learning experiences.

The presentation emphasized on the four "C" which stand for communication, collaboration, critical thinking, creativity; and the addition of the fifth "C" for community. Students and teachers explained the importance of communication, collaboration, critical thinking, creativity, and how the community plays a vital role in 21st century learning. Member Levens-Craig made reference to the importance of the fifth "C" as being something that makes the students feel connected and want to go to school; and makes parents feel comfortable at the school.

3. Spotlight on Learning: Hill Creek School Presentation

Hill Creek School principal, Lisa McColl, and several school staff members were present to share a video demonstrating 21st Century learning skills and Common Core teaching and learning in classrooms, with the goal of providing deeper and more meaningful learning experiences.

In the presentation, students and staff described how the use of technology has changed their way of learning, teaching, and collaborating. Member Levens-Craig mentioned she really liked the common use of "focus" and how it's nice to see the staff, students, and teachers have that common "focus" in mind.

C. PUBLIC COMMUNICATION

President Fox invited members of the audience to address the Board about any item not on the agenda.

Kimberly Shaker, introduced herself as a former student and parent of current and former students at Santee schools. She mentioned her son is bussed to Pepper Drive School; and her two daughters Hill Creek School. Ms. Shaker shared her daughter is currently in 7th grade, but taking 8th grade math. At the end of this year, she will have exhausted her math options at Hill Creek and was told she would be taking 9th grade math at Santana High School, however, it would be the parent's responsibility to transport her and/or have her walk to Santana High School. Ms. Shaker reminded the Board of a reported attempted kidnapping a few weeks ago and expressed concern of her daughter walking alone and unsupervised to Santana High School. She asked the Board of Education for assistance in finding a resolution and allow Katelyn to continue her education in a safe manner. Member Ryan explained the process for responding to public comments for items not on the agenda and referred Ms. Shaker to work with Administration. Superintendent Pierce will follow-up with the parent.

D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President Fox invited comments from the public on any item listed under Consent. There were no comments.

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Revolving Cash Report**
- 2.3. **Acceptance of Donations**
- 2.4. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.5. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.6. **Farmers' Markets for Students at Cajon Park, PRIDE Academy, Pepper Drive, and Chet F. Harritt Schools**
- 2.7. **Approval of Purchase of Delivery Van for Child Nutrition Services**
- 2.8. **Approval of Agreement for Student Transportation Services between San Diego County School Districts**
- 3.1. **Personnel, Regular**
- 3.2. **Approval of Short-Term Positions**
- 3.3. **Adoption of Resolution No. 1314-25, Declaring May 7, 2014 as Santee School District's Day of the Teacher**
- 3.4. **Adoption of Resolution No. 1314-26, Declaring May 18-24, 2014 as Classified School Employees Week**
- 3.5. **Adoption of Resolution No. 1314-27, to Eliminate Identified Classified Non-Management Positions**
- 3.6. **Approval to Submit Elementary and Secondary School Counseling Grant Application**

It was moved and seconded to approve Consent Items.

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

E. DISCUSSION AND/OR ACTION ITEMS

President Fox invited comments from the public on any item listed under Discussion and/or Action.

1.1 Review/Adoption of Santee School District Governance Standards

Superintendent Pierce presented the Santee School District Governance Standards and reminded the Board that these had been reviewed on a yearly basis. It is at the Board's discretion to adopt the Governance Standards. Upon review, Member Levens-Craig moved for the Adoption of the Santee School District Governance Standards.

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

2.1 Approval of Monthly Financial Report

Karl Christensen provided the financial report for cash and budget revision transactions through February 28, 2014. The month of February ended with a general fund cash balance of \$8.7 million and it is projected that the District will have sufficient internal cash to meet all of its financial obligations through June. The budget revisions report still project a deficit in the unrestricted general fund this year of approximately \$1.1 million; reducing the reserve percentage to 23%. The projected reserve percentages for 2014-15 and 2015-16 are in the 21% range using moderate revenue assumptions incorporated in the 2nd interim report. Member Ryan asked if this report included the items being considered later on the agenda. Mr. Christensen responded these figures represent assumptions for the second interim only and do not include the items being considered on this agenda. Member Ryan moved to approve the Monthly Financial Report.

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

2.2. Approval of Replacement of Kindergarten Play Structures at Carlton Hills School

Karl Christensen explained the kindergarten play structures at Carlton Hills School are the original structures installed when the school was built in 1959. Replacement of these structures was contained in the Capital Improvement Program (CIP) Master Plan but was not done during modernization of the school due to insufficient funding. Carlton Hills is the only school left that has not had playground structures replaced and recently some pieces of the old structure have weakened, disconnected, and do not conform to current code and standards. Over the last year, the school has been attempting to raise funds to replace the structures. They have accumulated \$8,000 in their donation fund for this purpose. Administration recommends using \$20,000 of CIP funds and about \$42,000 of Deferred Maintenance funds to combine with the school's donation fund to complete the project. If approved, purchase of structures would commence immediately with the project scheduled to be completed during the summer break. Member Burns inquired on the structure's location. Member Levens-Craig mentioned she had spoken to Mr. Christensen prior to the meeting to inquire on the use of the Deferred Maintenance funds and after their conversation, she felt comfortable using the funds for this project. Member Levens-Craig moved to approve the Replacement of Kindergarten Play Structures at Carlton Hills School.

Motion: *Levens-Craig*
Second: *El-Hajj*
Vote: 5-0

Fox Aye
Burns Aye
Ryan Aye

Levens-Craig Aye
El-Hajj Aye

2.3. Authorization to Utilize the CUPCCAC Informal Bid Process for the Sewer Line Repair and Replacement at PRIDE Academy Preschool

Karl Christensen explained that over the past two to three months, the main sewer line at PRIDE Academy Preschool has experienced several stoppages. Maintenance staff has done emergency jetting to clear the line five times. A camera was inserted into the main line which revealed damage and flat sections with no flow. There are also issues with the pipe under the building slab which may require removal of carpet and floor tile for saw-cutting concrete. Administration requests that the Board provide authorization to 1) put out an informal bid for repair and replacement of the sewer line through the CUPCCAC process; and 2) authorize Administration to award a contract for the work, up to a total project budget of \$75,000, to allow the project to be completed over Spring Break. Member Ryan moved for authorization to utilize the CUPCCAC informal bid process for the sewer line repair and replacement at PRIDE Academy Preschool using the CUPCCAC informal bid process; and authorize Administration to award a contract for the work, up to a total project budget of \$75,000.

Motion: *Ryan*
Second: *Levens-Craig*
Vote: 5-0

Fox Aye
Burns Aye
Ryan Aye

Levens-Craig Aye
El-Hajj Aye

3.1. Update on Draft of the Local Control Accountability Plan Development for 2014-15

Stephanie Pierce reviewed a full draft of the district's Local Control Accountability Plan (LCAP), the eight State priority areas, LCAP goals, actions and services; and a sample of a goal and an action. Dr. S. Pierce made reference to the State Priority Areas as follows:

<u>State Priority Area</u>	<u>Category</u>
1. Basic	Conditions and Learning
2. Implementation of State Standards	Conditions and Learning
3. Parent involvement	Engagement
4. Pupil achievement	Pupil Outcomes
5. Pupil engagement	Engagement
6. School climate	Engagement
7. Course access	Conditions of Learning
8. Other pupil outcomes	Pupil Outcomes

Dr. S. Pierce mentioned one of the requirements when developing goals, is to make sure they correlate to a State Priority Area. The district's goals are associated to the State Priority Areas as follows. Dr. S. Pierce responded the goals were displayed with letters and not numbers to disassociate any perception of ranking and/or sense of priority; and seen with equal importance.

<u>Goal</u>	<u>Associated State Priority Areas</u>
A. Improve student learning of Common Core State Standards in English Language Arts (ELA)/English Language Development (ELD) through high quality instruction with technology integration for acquisition of 21 st Century Learning Skills	1,2,4,7,8
B. Improve student learning of Common Core State Standards in Mathematics through high quality instruction with technology integration for acquisition of 21 st Century Learning skills	1,2,4,7,8
C. Improve API annually using the California Assessment of Student Performance and Progress (CAASPP) based on Smarter Balanced Assessment Consortium (SBAC)	4

- D. Engage students in relevant, personalized learning experiences that integrate critical thinking, communication, collaboration, and creativity to promote a passion for learning 5, 6
- E. Improve and/or increase services to support the social, emotional, and physical well-being of students and their families 6
- F. Improve and/or increase parent participation in their child(ren)'s learning process, including district and school committees 3

Dr. S. Pierce continued to review the district's LCAP Actions and Services and how they are associated with the goals, the State priority areas, and applicability.

<u>Action</u>	<u>Associated Goals</u>	<u>Associated State Priority Areas</u>	<u>Applicability to Supplemental</u>
1. Provide a digital device for every student to use daily for classroom instruction and to take on-line assessments	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
2. Establish and fund a technology reserve to provide sufficient funding for replenishment of teacher devices, student devices, and infrastructure equipment as they become obsolete	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
3. Improve network infrastructure to include increased bandwidth, sufficient wireless access points, scaleable and reliable equipment, and device and software management systems.	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
4. Increase technology operations staffing to improve reliability of digital network and devices	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
5. Explore and implement Digital Learning Software Systems to include Content Management, Learning Management, Student Assessment, and Instructional resources and materials	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
6. Hire Teachers on Special Assignment to provide coaching support for classroom teachers in English Language Arts, Mathematics, and Science	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
7. Develop and implement a Curriculum Leadership Team comprised of Administrators and Teachers to develop curriculum guides to support classroom instruction	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
8. Increase Professional Development opportunities for teachers and paraprofessionals to support implementation of Common Core State Standards, including English Language Development, by initiating personalized learning through release time, after school workshops, conference attendance, webinars, MOOCs, etc.	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
9. Increase and realign school budget allocations to mirror the new Local Control Funding Formula by providing augmentations for schools with higher populations of low socio-economic students, English Learners, and Foster Youth	C, D, E, F	3, 4, 5, 6	School-wide
10. Provide a compensation increase that incorporates standardized school schedules across the District and overall increases to instructional minutes	A, B, C, D	1, 2, 4	LEA-Wide

11. Expand use of electronic methods for parents and students to connect and engage	E, F	3, 5, 6	LEA-Wide
12. Provide Bilingual Assistants to schools to assist English Learner students	A, B, D	2, 4, 5, 6	Specific
13. Provide instructional materials and curriculum guides for English Language Development	A, B, C, D	2, 4, 5, 6, 7	Specific
14. Create afterschool homework clubs to provide instructional assistance and wireless access to digital resources	A, B, C, D, E	2, 4, 5, 6, 7	Specific
15. Procure and implement supplemental intervention materials for ELA and Mathematics for students with lower academic achievement	A, B, C, D	2, 4, 5, 7	Specific
16. Implement apps and software systems to address the unique needs of low-socioeconomic students, English Learners, and Foster Youth	A, B, C, D	2, 4, 5, 7	Specific

As an example, Dr. S. Pierce reviewed a specific goal, and the expected and actual progress to be taken towards meeting that goal.

Karl Christensen explained the LCAP is comprised of three sections; 1) Stakeholder Engagement; 2) Goals and Progress Indicators; and 3) Actions, Services, and Expenditures. In particular, the district is asked to describe how it is using the supplemental funds district-wide, school-wide and/or for a specific population; and how the district met the proportionality percentage. He reviewed the LCAP section which refers to the use of the supplemental funding and referenced the first question regarding the LEA's increase in funds. Mr. Christensen explained that the district's percentage of unduplicated count students is 43% and the increase in revenue is expected to be \$3.6 million; with the district not generating concentration funds, only supplemental funds. The next question asked to describe how the funds will be expended district- and school-wide. Mr. Christensen explained the district-wide implementation of the digital 1:1 initiative; and the hiring of teachers on special assignment to work with classroom teachers at all schools to enhance and improve their teaching methods for all students, including unduplicated counts students in the areas of English language arts, mathematics, and science. He explained the school-wide use of funds would increase and realign school budget allocations to more closely match the LCFF methodology of providing increased funding for higher concentrations of unduplicated counts students. The last question asks to describe how the services provided are the most effective use of funds. Mr. Christensen explained the 1:1 initiative ensures every student has a digital device for their learning experience in and outside the classroom and provides economies of scale for purchase, configuration, maintenance and upkeep, and professional development and allows the district to save on the costs of printed textbooks and instructional material. Another question on the LCAP template addresses the use of the supplemental funds and the proportionality percentage to make sure the funds are being used to improve and/or increase services for unduplicated pupils as compared to the services provided to all pupils. The plan makes references to a calculation that determines what percentage of the funding is associated with targeted funds. Mr. Christensen explained the calculation does not require a dollar amount, but a description on how the proportionality percentage is met using a quantitative and/or qualitative description of the increased and/or improved services for unduplicated pupils as compared to the services provided to all pupils. For this LCAP question, the digital 1:1 initiative is described to show how technology is an important component in personalizing learning for students, how it connects with the strategic plan and the district's vision and mission, and describes the vision the district has for technology and how it can be differentiated for students in particular grade levels and populations of students. Mr. Christensen explained this working draft would be presented to DAC and DELAC and at a public hearing.

Member Ryan stressed the importance of making the section on the digital 1:1 initiative easily visible to parents.

Dr. S. Pierce reminded the Board the plan was presented for informational purpose to check to see if the goals and action steps were meeting their expectations. She explained the plan would be presented to DELAC on April 25; DAC on May 8; the public hearing at the June 3 Board meeting; and the final plan would be presented to the Board for adoption on June 17. Dr. S. Pierce mentioned the plan and timeline would be posted on the District's website for viewing; welcoming parent, community, and staff input.

Member Burns inquired if the plan required annual review and approval from the Board; as it contained budget projections for multiple years. Dr. S. Pierce clarified annual review and approval was required and there was flexibility from year-to-year to change goals, action steps, and services.

3.2. Approval for Digital Learning Initiative:

• **Devices for Certificated Personnel**

Stephanie Pierce presented the approval for the purchase of digital devices for certificated personnel. Certificated personnel will be offered staff development upon receipt of their devices, which will include use of the device, applications, content integration, and unit design. Dr. S. Pierce mentioned working with staff on developing a teacher's guide. Member Levens-Craig asked for the guide to be shared with the Board.

Member Burns inquired on the devices purchased with the innovation grants and asked if that technology would now be part of the Digital Learning Initiative. Superintendent Pierce mentioned the principals were told the existing technology at their schools would stay at their schools; and asked that it be used strategically where needed. Since part of the technology was purchased using Foundation funds, Member Burns suggested speaking with the Foundation Board on the use of the equipment.

Member Burns clarified that upon approval of this item, the district is moving forward with a 2-3 year plan. He stated that during this time he would be inquiring on the reserve fund balance and if it falls under ten percent he would not be able to continue to support going forward with the purchase of devices. Member Burns once again stressed the importance of keeping at least a ten-percent reserve and referenced that the current information shows that the reserve falls under ten percent in the third year. He shared his support of the initiative knowing there is a contingency plan if there are budget restraints. Member Ryan stated that if the district finds itself in a better financial position, with the availability of Prop 30 funds to supplement the reserve fund, that the district move forward with the Digital Learning Initiative. Member Burns asked for communication from Administration on the progress of the Digital Learning Initiative and professional development as this is a huge focus and will incur a lot of expenses. He wants to make sure the Board is apprised of the progress, the use of the devices, professional development, etc., to be able to answer any questions and communicate with the public.

Member El-Hajj made a motion for Approval of Digital Learning Initiative: Devices for Certificated Personnel.

Motion: El-Hajj
Second: Ryan
Vote: 5-0

Fox Aye
Burns Aye
Ryan Aye

Levens-Craig Aye
El-Hajj Aye

3.3. Approval for Digital Learning Initiative:

- **Mobile Device Management System**
- **Classroom Presentation System**

Stephanie Pierce explained the need for the mobile device management system and the classroom presentation system. The mobile device management software will allow the district to roll out, manage, and safely implement the iPad devices for learning. The MacBook Air and Apple Configurator will be the tool to configure and deploy iOS devices in the District; and the Reflector application software will be installed on all teacher and

administrator laptops to allow the user to wirelessly mirror their iPad on their laptop and projector.

Member Burns made a motion for Approval for Digital Learning Initiative: Mobile Device Management System; and Classroom Presentation System.

Motion: Burns
Second: El-Hajj
Vote: 5-0

Fox Aye
Burns Aye
Ryan Aye

Levens-Craig Aye
El-Hajj Aye

F. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce made reference to the near completion of Pepper Drive and inquired on their availability for the dedication ceremony on May 20 or 22, at 5:30 p.m. Upon discussion, the dedication ceremony will be held on May 22 at 5:30 p.m. The Board was asked to review a guests list; and asked for direction as to the type of dedication ceremony desired by the Board. It was the Board's direction to invite everyone on the guest list.

Superintendent Pierce made reference to the new window blinds in the building; and mentioned the renovation of the Board room was a work in progress.

Superintendent Pierce mentioned that again this year, the Board and Cabinet would be serving ice cream sundaes for all employees in honor of staff appreciation weeks and asked the Board to review the schedule and check their availability. The Board was provided a copy of the promotion schedule and asked to review for their availability. A discussion and selection would be held at the May 6 meeting.

Superintendent Pierce reminded the Board of their discussion of establishing a Board Leadership Award to be given to 8th grade students and asked for direction. Upon discussion, it was determined that President Fox and Vice President Burns would develop criteria for the award and present their progress at the next meeting.

G. CLOSED SESSION

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

1. Conference with Labor Negotiator (Gov't Code § 54956.8)
Agency Negotiators: Karl Christensen, Assistant Superintendent; and Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association
2. Conference with Labor Negotiator (Govt Code § 54956.8)
Agency Negotiators: Karl Christensen, Assistant Superintendent; and Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association
3. Public Employee Performance Evaluation (Govt Section § 54957)
Superintendent

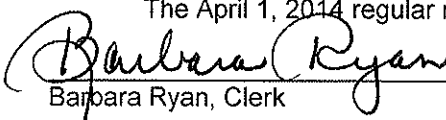
The Board entered closed session at 8:45 p.m.

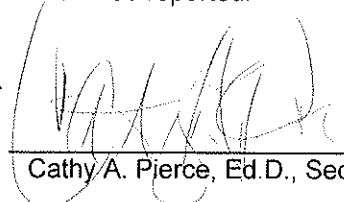
H. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:15 p.m. No action was reported.

I. ADJOURNMENT

The April 1, 2014 regular meeting adjourned at 9:15 p.m.


Barbara Ryan, Clerk


Cathy A. Pierce, Ed.D., Secretary