

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

April 19, 2016  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome  
President Ryan called the meeting to order at 7:00 p.m.  
Members present:  
    Barbara Ryan, President  
    Elana Levens-Craig, Vice President  
    Dianne El-Hajj, Clerk  
    Ken Fox, Member  
    Dustin Burns, 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, Executive Assistant and Recording Secretary
2. President Ryan invited Girl Scout Cadet Troop #6687, to present the colors and lead the Pledge of Allegiance; and then invited the audience to recite the District Mission.
3. Approval of Agenda  
Member Burns moved approval.

<i>Motion:</i> <u>    Burns    </u>	<i>Ryan</i> <u>    Aye    </u>	<i>Fox</i> <u>    Aye    </u>
<i>Second</i> <u>    Fox    </u>	<i>Levens-Craig</i> <u>    Aye    </u>	<i>Burns</i> <u>    Aye    </u>
<i>Vote:</i> <u>    5-0    </u>	<i>El-Hajj</i> <u>    Aye    </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
2. **Spotlight on Learning: Carlton Oaks School**

Staci Block, Principal, thanked and introduced members of her Carlton Oaks team. Principal Block shared a video highlighting 1:1 iPad instruction and 21<sup>st</sup> Century Learning, Writer's Workshop, Visual and Performing Arts, and Junior High Leadership and Spirit Events. The Board expressed their gratitude to Carlton Oaks staff for their hard work and presentation.
3. **Spotlight: Child Nutrition Services Update**

Cathy Abel, Director of Child Nutrition Services, explained the main objective of the Child Nutrition Department is to adhere to high standards of food quality and nutritional value; expand nutrition education for students; promote healthy food choices; and increase participation in Child Nutrition programs. She provided the Board with a summary of the operations during the 2015-16 school year and included information on website marketing; harvest of the month and nutritional education; use of clean label foods (less additives); and use of school garden produce. The Board expressed their gratitude towards Mrs. Abel for her presentation and hard work.

**4. 2015-16 Trimester 2 District Assessment Results**

Stephanie Pierce, Assistant Superintendent of Educational Services; Kristin Baranski, Director of Curriculum and Assessment; and Bonner Montler, Coordinator of Assessment and English Learners, presented District assessment results for Trimester 2. The presentation included an overview of multiple assessment measures, how these results relate to two District LCAP goals, and ongoing support for improving student learning.

**5. 2016-17 Local Control Accountability Plan Annual Update Progress**

Karl Christensen, Assistant Superintendent of Business Services; and Stephanie Pierce, Assistant Superintendent of Educational Services provided an update on the progress of the 2016-17 Local Control Accountability Plan. Administration and staff have been obtaining and cataloguing input from the various stakeholder groups, assembling data, and analyzing themes to guide the development of Goals and Action Steps for the District's 2016-17 LCAP Annual Update. The Board asked Administration to bring back information to the next meeting that allows for discussion and/or modification of Action Step #22 – Provide academic and behavioral supports to address the social and emotional learning needs of students.

**C. PUBLIC COMMUNICATION**

Girl Scout Troop #6687 addressed the Board to discuss their upcoming community service projects to earn Silver Award status. One of their projects included a book drive for Santee School District.

**D. PUBLIC HEARINGS**

**1. Proposed Increase to Level 1 Developer Fees**

President Ryan opened the public hearing on the Proposed Increase to Level 1 Developer Fees. There were no comments. The public hearing was closed.

**2. Presentation of California School Employees Association Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA**

Tim Larson mentioned the California School Employees Association Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA was being presented.

**3. Public Hearing for California School Employees Association Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA**

President Ryan opened the public hearing on California School Employees Association Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA. There were no comments. The public hearing was closed.

**4. Presentation of the Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and California School Employees Association Chapter #557 (CSEA)**

Tim Larson mentioned the Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and California School Employees Association Chapter #557 (CSEA) was being presented.

**5. Public Hearing for Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and California School Employees Association Chapter #557 (CSEA)**

President Ryan opened the public hearing for Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and California School Employees Association Chapter #557 (CSEA). There were no comments. The public hearing was closed.

**E. CONSENT ITEMS**

President Ryan invited comments from the public on any item listed under Consent.

- 1.1. Approval of Minutes
- 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
- 2.6. Approval of Consultants and General Service Providers
- 2.7. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.8. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement
- 2.9. Adoption of Resolution No. 1516-21 Increasing Level 1 Fees on Development Projects
- 2.10. E-Rate Competitive Bid Process: Approval of Selection of Datel Systems as the Vendor to Provide Fiber Optic Cabling
- 2.11. E-Rate Competitive Bid Process: Approval of Selection of Datel Systems as the Vendor to Provide Uninterruptable Power Supply (UPS) Systems
- 3.1. Approval of Final Change Order, Contract Amount, and Authorization/Ratification to File Notice of Completion Documents for the Pepper Drive School Administration/Learning Resource Center Project
- 4.1. Approval of YEAR 2 – Centralized Teacher Laptop Depreciation and Replacement Plan
- 4.2. Approval of Nonpublic Agency Master Contract with San Diego Center for Vision Therapy
- 4.3. Approval of Increase for Nonpublic Agency Master Contract Expenses with ABA Education Foundation for Behavioral Support
- 5.1. Personnel, Regular
- 5.2. Approval to Submit a Proposal for Department of Defense Military Connected Local Educational Agencies for Academic and Support Programs Grant
- 5.3. Approval to Increase Work Hours for Identified Classified Non-Management Position
- 5.4. Approval of Intern Program Agreement with Point Loma Nazarene University
- 5.5. Adoption of Resolution No. 1516-22, Declaring May 11, 2016 as Santee School District's Day of the Teacher
- 5.6. Adoption of Resolution No. 1516-23, Declaring May 15 - 21, 2016 as Classified School Employees Week

Member Burns moved approval.

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

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

**Business Services**

1.1. Approval of Monthly Financial Report

Mr. Christensen provided the financial report for cash and budget transactions through February 29, 2016. The month of February ended with a general fund cash balance of \$9.6 million and the District will be able to meet all financial obligations with internal cash this fiscal year. Mr. Christensen explained the budget revisions report were similar in projected outcome to last month's report. He explained the District is expected to end the year with a small surplus in the Unrestricted General Fund of approximately \$380,000, and an ending reserve percentage of 19.81%. For the subsequent years, based on Second Interim assumptions, the reserve percentage is expected to decline gradually. Member Burns moved approval.

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

**Ryan** Aye  
**Levens-Craig** Aye  
**El-Hajj** Aye

**Fox** Aye  
**Burns** Aye

**1.2. Update on Prop 39 Funded Projects for HVAC Replacement at Pepper Drive School and the District Office**

Mr. Christensen explained that in 2014, the District submitted its five-year Energy Expenditure Plan to receive Prop 39 funding. The two largest projects on the original plan were replacement of the HVAC systems at Pepper Drive and the District Office; which were both planned to occur this Summer. Mr. Christensen explained the District recently received pricing for construction costs for both of these projects and, when soft costs are added, additional local funding will be required to complete these projects. He explained it was best to provide the Board with an update on Prop 39 funding and these two projects before bringing them for consideration at the next Board meeting. Mr. Christensen provided the Board with a copy of the original Prop 39 plan which outlined the proposed plan. Mr. Christensen explained the District received approximately \$130,000 in planning funds and expected to receive approximately \$1.3 million of Prop 39 funds for the projects. Overall, the District expected to receive a little less than \$1.5 million in Prop 39 funds.

Project	Original Plan						
	2014-15 Site Electricity and Gas Bill	Project Estimated Annual Energy Savings	Prop 39 Funding	Rebates	Def Maint	CIP	Total
Pepper Drive HVAC Replacement	\$144,701	\$41,212	\$723,595	\$17,067	\$804,000		\$1,544,662
Pepper Drive Solar Shade Structure			\$134,400			\$69,831	\$204,231
DO HVAC Replacement	\$25,889	\$16,233	\$151,398	\$8,602	\$172,403		\$332,403
ERC HVAC Replacement			\$141,250				\$141,250
Lighting Retrofits			\$60,341	\$6,358			\$66,699
Power Management Software			\$98,449	\$32,600			\$131,049
Other Energy Efficiency Measures ERC			\$12,733				\$12,733
Other Energy Efficiency Measures PD			\$11,412				\$11,412
Planning			\$130,000				\$130,000
<b>Total</b>			<b>\$1,463,578</b>	<b>\$64,627</b>	<b>\$976,403</b>	<b>\$69,831</b>	<b>\$2,574,439</b>

Mr. Christensen presented the revisions for the current conditions. He explained escalation of construction costs, soft costs, and fewer Prop 39 funds than expected, required the need of additional local funds to be used for completion of the projects. Mr. Christensen shared the Preliminary Guaranteed Maximum Price for Pepper Drive School showed a need for an additional \$700,000 in local funding. He explained the bid for the construction project at the District Office was approximately \$350,000, in addition to soft costs. The overall cost was of \$441,000 and required approximately \$100,000 in local funding to complete. Mr. Christensen mentioned Administration recommends moving forward with the replacement of the HVAC system at Pepper Drive; and shared possible sources for additional local funds.

Project	Current Status	Revisions for Current Conditions				
		Estimated Change to Prop 39 Funding	Revised Estimated Prop 39 Funding	Estimated Change for Total Project Costs	Revised Estimated Total Project Costs	Addnl Local Funds Needed to Complete*
Pepper Drive HVAC Replacement	Pending		\$723,595	\$697,462	\$2,242,124	\$697,462
Pepper Drive Solar Shade Structure	Complete		\$134,400		\$204,231	
DO HVAC Replacement	Pending		\$151,398	\$108,540	\$440,943	\$108,540
ERC HVAC Replacement	In process	(\$125,558)	\$15,692		\$141,250	
Lighting Retrofits	In process		\$60,341		\$66,699	
Power Management Software	Complete		\$98,449		\$131,049	
Other Energy Efficiency Measures ERC	Pending		\$12,733		\$12,733	
Other Energy Efficiency Measures PD	Pending		\$11,412		\$11,412	
Planning	Complete	(\$110,500)	\$19,500		\$130,000	
<b>Total</b>		<b>(\$236,058)</b>	<b>\$1,227,520</b>	<b>\$806,002</b>	<b>\$3,380,441</b>	<b>\$806,002</b>

Upon discussion, the Board asked Administration to develop a plan showing options for the allocation of the local funds and bring back to the next meeting.

**Human Resources/Pupil Services**

**2.1. Approval of Restructure of the Benefits Job Responsibilities within the Human Resources Department**

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, explained that after careful review, it had been determined that a restructure of the job responsibilities associated with the benefits program would provide more efficient and improved services for eligible employees, COBRA participants, and retirees. He recommended the Board approve the benefits job responsibilities be structured as follows.

1. Create a classified non-management bargaining unit position for Benefits Technician
2. Eliminate the management/confidential position for Benefits and Risk Management Specialist
3. Assign workers' compensation responsibilities to the Assistant Superintendent of Human Resources.

Member Burns moved approval.

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

**Superintendent**

**3.1. Approval of Santee Historical Society Membership**

Membership to the Santee Historical Society was presented for consideration. Member Burns moved approval.

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

**G. BOARD POLICIES AND BYLAWS**

**1.1. First Reading: Revised Board Policy 1250 – Visitors/Outsiders and Exhibit A - Code of Conduct for Parents and Visitors**

Revised Board Policy 1250 – Visitors/Outsiders and Exhibit A – Code of Conduct for Parents and Visitors was presented for a first reading. Board Policy 1250 will return to the Board for a second reading and request for approval.

**1.2. First Reading: New Board Policy 6170.1, Transitional Kindergarten**

New Board Policy 6170.1, Transitional Kindergarten was presented for a first reading. Board Policy 6170.1 will return to the Board for a second reading and request for approval.

**1.3. First Reading: Revised Board Policy 5111, Admission**

New Board Policy 5111, Admission was presented for a first reading. Board Policy 5111 will return to the Board for a second reading and request for approval.

**H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Superintendent Pierce shared ice cream sundaes, cookies, and a healthy alternative would be served at the schools during Teacher and Classified Appreciation week, May 9-13. A schedule for the week was presented for their review.

Superintendent Pierce inquired on the Board's preference for signatures on the promotion certificates. Upon discussion, the Board agreed all signatures would be included on the certificates.

Superintendent Pierce shared a copy of the promotion schedule for the Board's review. She mentioned coordination of schedules would be discussed at the following meeting. President Ryan mentioned she

was only available on June 21 and offered to attend Carlton Oaks and Santee Success promotion ceremonies. She mentioned her grandson was promoting from Carlton Oaks.

Superintendent Pierce mentioned the Board had expressed an interest in inviting former Board Members and retired Administrators to the Salute to Excellence event in honor of the District's 125<sup>th</sup> celebration. Board members agreed to extend former Board Members and retired Administrators an invitation to the event.

President Ryan made reference to upcoming events and noted the Board's meeting with student representatives was May 3 at 6:00 p.m.

Member Burns requested a copy of the current site carry-over funds. He also inquired on allocating funds to Project SAFE for assist with their annual staff appreciation event. The Board agreed to allocate \$200 to Project SAFE. Member Burns mentioned one of the neighbors by Cajon Park had contacted him about the weeds growing into his yard. He asked that the District be a "good neighbor" and make sure the weeds were removed.

Member El-Hajj commended the Santee Foundation on the Santee Aloha 5k Fun Run and Walk. President Ryan extended her gratitude towards Member Levens-Craig, and the Foundation members, for their hard work in organizing the event.

#### **I. CLOSED SESSION**

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

1. **Public Employee Discipline/Dismissal/Release** (Gov. Code § 54957)
2. **Consideration of Student Matter** (Ed. Code § 48918)
3. **Conference with Legal Counsel – Anticipated Litigation** (Gov. Code § 54956.9)  
- One Case
4. **Conference with Labor Negotiator** (Gov. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA)*
5. **Conference with Labor Negotiator** (Gov. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
6. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)  
*Property:*
  - *Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*
  - *Property adjacent to 9219 Fenway Road, Santee, CA 92071 located at 10201 Settle Road, Santee, CA 92071 (Sycamore Canyon School)**Agency Negotiator: Karl Christensen, Assistant Superintendent*
7. **Public Employee Performance Evaluation** (Govt. Code § 54957)  
*Superintendent*

The Board entered closed session at 8:46 p.m.

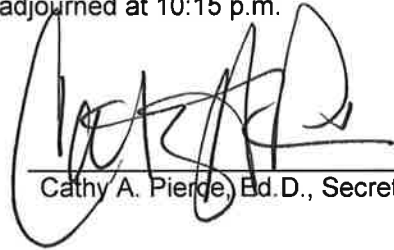
**J. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:15 p.m.

**K. ADJOURNMENT**

With no further business, the regular meeting of April 19, 2016 adjourned at 10:15 p.m.

  
\_\_\_\_\_  
Dianne El-Hajj, Clerk

  
\_\_\_\_\_  
Cathy A. Pierce, Ed.D., Secretary