

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

September 6, 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. **District Mission**  
President Ryan invited the audience to recite the District Mission.
  
3. **Pledge of Allegiance**  
President Ryan invited Jeff Atkins, from Pathways Church, to lead the members, staff, and audience in the Pledge of Allegiance.
  
4. **Approval of Agenda**  
Member Burns moved approval.

<i>Motion:</i> <u>El-Hajj</u>	<i>Ryan</i> <u>Aye</u>	<i>Fox</i> <u>Aye</u>
<i>Second</i> <u>Burns</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 and Collection Report
  - 1.2. Use of Facilities Report
  - 1.3. Enrollment Report
  - 1.4. Schedule of Upcoming Events
  
2. **Spotlight: 7<sup>th</sup> Annual School Beatification Day Appreciation**  
Karl Christensen shared that on Saturday, August 13<sup>th</sup>, over 200 volunteers worked at all of the District's campuses to beautify them for the start of school. This was the 7<sup>th</sup> Annual School Beautification Day coordinated by Pathways Community Church. Entities that participated in this year's event included Riverview Community Church and Pathways Community Church.

Jeff Atkins, representing Pathways Community Church, mentioned there were 235 volunteers that consisted of a lot of families. Mr. Atkins commended Christina Becker, Director of Maintenance & Operations; Chris Erwin, Custodian Lead; and Theresa Carolan, Maintenance and Operations Secretary for their work. Member Levens-Craig expressed her appreciation to Mr. Atkins for

involving the communities. Member Burns shared how the event impacts the students with appreciation for the work they did. President Ryan presented a certificate of appreciation to Pathways Church. Representatives from Riverview Church were unable to attend the meeting.

**3. Spotlight: Maintenance & Operations Department Update**

Christina Becker, Director of Maintenance and Operations, provided an update on the department's accomplishments, challenges, and upcoming plans. Mrs. Becker mentioned the staff completed 467 work orders this summer and there were 235 in progress. She shared a slide regarding the Drought Response Outreach Program Schools or DROPS project. Ms. Becker explained this would prevent sediment from getting into the San Diego River.

Ms. Becker expressed her gratitude towards the Board for purchasing additional chairs for promotion; and shared the special projects that were completed during the summer at Pepper Drive, PRIDE Preschool, Carlton Hills, and District-wide. She mentioned volunteers from the California Conservation Corps conducted LED retrofitting of fluorescent lights and suspended ceilings at eight of the nine schools; with about 1,000 remaining. Ms. Becker shared it was approximately 4,000 light fixtures that were replaced and the District should see a cost-savings.

Ms. Becker mentioned the department strives for high-level customer service; increasing productivity with operational improvements, equipment and staff training. Priority is given to emergency, urgent matters pertaining to Health & Safety of students and staff; and second for educational impact. She extended her appreciation to her staff for their hard work during the short summer.

Member Levens-Craig asked if a thank you letter could be sent to the CCC for their work. President Ryan extended her gratitude towards Ms. Becker and her staff for their work.

**4. Report on 2016 CAASPP Results**

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, mentioned Kristin Baranski, Director of Curriculum and Assessment; and Mimi McGinty, Director of Special Education would be providing a brief overview of the 2016 California Assessment of Student Performances and Progress (CAASPP) results. She mentioned she would be presenting for the Director of Assessment and Learning Support, Bonner Montler, as he was unable to attend the meeting.

Dr. S. Pierce shared this is the second year of Smarter Balanced testing. She explained the District conducted CAASPP testing within a three-week window (two weeks of testing with one week for makeups. Due to the District's 1:1 iPad initiative, all of the students tested on their own device. Dr. S. Pierce mentioned the student results were accessible to teachers and administration throughout the summer as assessments were scored; and official public release was August 24<sup>th</sup>.

She shared the overall results of the 2016 Smarter Balanced Assessment showed growth in all areas except for 7<sup>th</sup> grade mathematics.

English Language Arts				Mathematics			
Grade	2015	2016	Growth	Grade	2015	2016	Growth
3	51	55	+4	3	53	57	+4
4	54	59	+5	4	43	51	+8
5	56	63	+7	5	33	44	+11
6	49	56	+7	6	36	43	7
7	54	57	+3	7	48	47	-1
8	56	61	+5	8	46	55	+9
3-8	54	58.5	+4.5	3-8	43	49.6	+6.6

Results showed 55% of 3<sup>rd</sup> grade students; 59% of 4<sup>th</sup> grade students; 63% of 5<sup>th</sup> grade students; 56% of 6<sup>th</sup> grade students; 57% of 7<sup>th</sup> grade students; and 62% of 8<sup>th</sup> grade students met or exceeded standards in English-Language Arts.

Results showed 57% of 3<sup>rd</sup> grade students; 51% of 4<sup>th</sup> grade students; 44% of 5<sup>th</sup> grade students; 43% of 6<sup>th</sup> grade students; 47% of 7<sup>th</sup> grade students; and 55% of 8<sup>th</sup> grade students met or exceeded standards in Mathematics.

Twenty-three percent (23%) of English Learner (EL) students in grades 3-8 met or exceeded standards in English Language Arts; and 22% of EL students met or exceeded standards in Mathematics. Nineteen percent (19%) of Students with a Reported Disability met or exceeded standards in English-Language Arts; and 17% in mathematics. Forty-nine percent (49%) of all economically disadvantaged students met or exceeded standards in English Language Arts; and 39% met or exceeded standards in Mathematics.

Dr. S. Pierce provided an overview of the Student Score Report that is mailed to parents. Ms. Baranski shared the District's next steps will include data analysis, discover key issues or questions, investigate relevant resources specific to the Common Core Standards and assessment targets, develop and revise action plans and goals, carry out plans and monitor throughout the year. Ms. Baranski mentioned some of the District's resources include professional grade level learning teams, Achieve 3000: Reading and Writing. She described support for student subgroups (EL, economically disadvantage, and special education); and shared evidence of learning data sources. Ms. McGinty shared the goals and next steps for special education students included increasing mainstreaming for mild/moderate special day class students to allow more access to curriculum; pilot research-based reading intervention programs in the mild/moderate special day classrooms; and increase professional development for special education teachers and instructional assistants.

Dr. S. Pierce shared the evidence of learning data sources and commended the teachers for all their hard work and tenacity to find what works for children.

Member Fox asked to receive data on the percentage of students that exceeded the standards on each subject area. Member Burns shared he was glad to see professional development for instructional aides while at a site visit. He mentioned the aides are spending time in the classroom with the students and thought providing iPads for them would be of benefit to the students.

### **C. PUBLIC COMMUNICATION**

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

### **D. 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 Revolving Cash Report
- 2.3. Approval of Consultants and General Service Providers
- 2.4. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.5. Adoption of Resolution No. 1617-06 to Certify 2015-16 Gann Limit Appropriations Recalculation and an Estimated Limit for 2016-17
- 3.1. Approval of Amended Nonpublic Agency Contract Appendix B with SPOT Kids Therapy for Psycho-Educational Assessments
- 4.1. Approval to Increase Work Hours for Identified Classified Non-Management Positions
- 4.2. Personnel, Regular
- 4.3. Approval of Short Term Position
- 4.4. Approval to Renew Agreement and New Rate Structure with Atkinson, Andelson, Loya, Ruud, & Romo

**4.5. Adoption of Resolution No. 1617-05 to Eliminate a Classified Non-Management Position**

Member El-Hajj moved approval.

<i>Motion:</i>	<u>El-Hajj</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second</i>	<u>Burns</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>		

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

**Business Services**

**1.1. Approval of 2015-16 Unaudited Actuals Report**

Mr. Christensen mentioned he was pleased to inform the Board that the District's 2015-16 fiscal year financials were closed on August 30<sup>th</sup>; prior to the County's deadline of September 15<sup>th</sup>. He mentioned this would not have been an unusual event as the District has always been on time with this report. Mr. Christensen explained this year presented some unique and daunting challenges as the District was working with a new financial accounting software system. He expressed his gratitude towards Tory Long, Business Services Coordinator, for accomplishing the feat. Mr. Christensen mentioned Ms. Long worked diligently, and long hours, to make this happen.

Mr. Christensen reviewed the Snapshot of All Funds handout he provided. He referenced the Cafeteria Fund 13 ended the year with less of a deficit than projected and noted the projected ending fund balance was higher. Mr. Christensen proceeded to remind the Board that the fund cannot have excess resources over three months of expenditures. He mentioned he was working with Cathy Abel, Director of Child Nutrition, to expend those funds. Deferred Maintenance Fund 14 showed a \$337,000 Projected Ending Fund Balance that would be used for the HVAC at Pepper Drive School. Mr. Christensen highlighted the resources in Special Reserve Fund 40, which ended with a fund balance of \$3,057,600. These included the Hill Creek Solar Project, Technology Reserve, and Facility Needs resources. He mentioned Capital Facilities Fund 25 ended with a fund balance of \$3,759,549, and had three resources; the former RDA funds, Renzulli land sale proceeds, and Developer Fees. Enterprise Fund 63 ended with a surplus of \$94,675 for Yale and \$302,948 in Project SAFE.

Mr. Christensen provided a Comparison of Estimated Actuals to Unaudited Actuals. He mentioned the District ended with a slightly higher Reserve Percentage than projected at Estimated Actuals of 3.56%. He explained this was primarily due to school and department budgets that were not completely spent and savings in utilities cost. Mr. Christensen provided an overview of the Projected Budget Summary. He noted the District is expected to end 2016-17 with a 19.35% reserve; and an Estimated Structural Surplus (Deficit) of \$334,363. He explained that in 2018-19, the District is expected to end with a 11.40% reserve; and an Estimated Structural Surplus (Deficit) of (\$3,123,824) because the District is not projecting enough revenue. President Ryan inquired if it was due to the removal of the Prop 30 funds. He explained that if Prop 30 is extended additional revenue would be added.

Member El-Hajj noted the substantial savings in the electricity costs. Mr. Christensen explained that he included an approximate 15% increase in the fund due to the unexpected costs experienced in 2014-15. Member El-Hajj mentioned she would like to see the school lawns watered now that the water restrictions were lifted. Member Burns suggested that some of the cost savings be used on the school lawns.

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>		

## Human Resources/Pupil Services

### 2.1. Approval of Memorandum of Understanding with San Diego State University in Conjunction with Santee's Teaching, Listening and Connecting (TLC) Initiative at Cajon Park School

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, shared the District has a great opportunity for San Diego State University nursing students go to Cajon Park one day per week for seven hours to assist parents and students with any public health concern; and graduate students working on their Marriage Family and Therapy (MFT) can assist with counseling. Mr. Larson mentioned this was being implemented at Cajon Park due to the TLC grant.

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

### 2.2. Acceptance of 2015-2016 School Program Services Year End Report

Tim Larson, explained the Pupil Services department provides an annual year-end report on various aspects of the District's student population. He expressed his gratitude towards Sue Sarmiento for her hard work in gathering the data and compiling the report.

Mr. Larson highlighted some areas of the report and made reference to the Special Education statistics. In 2015-16, there were 215 students in mild/moderate special day classes; 76 in mild/severe special day classes; 381 students received resource specialist instruction; 244 received speech and language instruction, of which 7 were deaf and hard of hearing/hard of hearing with speech. He mentioned there were a total of 1,240 students on interdistrict permits from other Districts and 287 leaving the District on interdistrict transfers; for a net difference of 953 students. Mr. Larson shared the interdistrict attendance permits by school district. Member Burns mentioned more communication needed to go out to the community about intradistrict transfers; and suggested sharing with PTSA's. Member Ryan suggested sharing some of this data in the Santee Magazine.

Mr. Larson shared there were 452 total days of suspension amongst 240 students. He went on to review the number of suspensions, administrative reviews, expulsion hearings, suspended expulsions, and expulsions. Member Burns inquired on the increase in student suspensions at Rio Seco. Mr. Larson mentioned he would inquire and bring share the information with the Board. He ended the report by providing information on Independent Study Contracts.

He mentioned the data on the report is used for the development of the Local Control Accountability Plan (LCAP) and would be posted on our website. Member Levens-Craig made reference to the ethnic breakdown of the District. Member Burns moved approval.

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

## Superintendent

### 3.1. Approval of Appointment of Members to Board Advisory Committees

Superintendent Pierce presented the recommendation of applicants to the Board advisory committees for their consideration. She reminded the Board the committees are open to the public and everyone was welcomed to attend. Member Levens-Craig referenced the increase in parent applicants. Superintendent Pierce acknowledged the increase in parent interest to serve on a committee. Member Burns inquired if the language next to each committee was the committee's charge. He explained that there is some confusion and the committee members sometimes do not understand their role is to provide recommendations to the Board; and that the ultimate action is up to the Board. He asked that the Board review and discuss the committee charges to make sure the committee is heading in the intended direction. President Ryan inquired on the Board's desire to establish a subcommittee and/or a few Board members work with

Administration on reviewing the charges. Member Burns and Member Levens-Craig agreed to be on the subcommittee.

<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>		

**3.2. After School Bussing Contracts**

Superintendent Pierce mentioned the Board had requested to discuss after school bussing contracts and their impacts and effects. President Ryan mentioned a parent expressed her concern to a couple of Board members regarding the location of the bus pick up for Rio Seco students attending the YMCA. Member El-Hajj explained the parent was concerned that there was a lag time between dismissal and the time the bus arrived; and the pick-up location. Member El-Hajj shared the parent felt the need for more supervision. Member Burns inquired on who was providing the transportation. President Ryan mentioned the YMCA contracted with the District to provide transportation.

Upon discussion, the Board asked Administration to provide the following information for all of the schools that have students that ride the bus to an afterschool program: bus stops (location and time), supervision (cost if provided by District staff), the number of students, where they are being dropped off (YMCA, Teen Center, etc.).

Superintendent Pierce shared the information would be brought to the next meet.

**F. BOARD POLICIES AND BYLAWS**

**1.1. Second Reading: Board Policy/Administrative Regulation/Exhibit 3350 - Travel Expenses**

Board Policy, Administrative Regulation, and Exhibit 3350 - Travel Expenses, were presented to the Board as a second reading and approval. 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>		

**G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Tim Larson provided an enrollment and staffing update. Mr. Larson mentioned there were 59 staff transfers and/or hiring's during the summer. There were 324 applicants for K-6 grade teaching positions; and total applicants for teaching positions in grades 6-8 were 83. He mentioned projections showed 6,862 enrolled (with an anticipated 100 students moving/dropping from the District). The last count showed 6,764 students enrolled, a difference of about 98 students. Mr. Larson mentioned the number is 52 students higher than the prior year on CBEDS. Average class size is 23.7 in grades K-3 and 32.8 in grades 4-8. Mr. Larson shared combination classes had been reduced.

Superintendent Pierce shared a listing of Back-to-School Nights. Superintendent Pierce shared proposed dates for the Board's meeting with the Principals and Student Forums. Upon discussion, the Board established the following meeting dates and topics of discussion. She reminded the Board of the upcoming CSBA Conference. Member Levens-Craig shared she had asked to be registered for the Board Presidents Workshop.

**Principals' Meeting with Board:**

**October 4, 2016 and March 7, 2017**

6:00 pm

Topics for *October* meeting:

School connectedness

Counselors

Students being transported to afterschool care

**Students' Meeting with Board (Student Forum):**

**November 1, 2016 and March 21, 2017**

6:00 pm

Topic for *October* meeting:

Kind, caring, and connecting schools

Superintendent Pierce shared that after careful consideration she was announcing her retirement effective February 1, 2017. She shared she wanted to begin a new chapter in her life and spend time with her grandson and family in Tennessee. Superintendent Pierce mentioned she felt honored and privileged to serve the children, community, and the Santee School District; and to work with wonderful employees. She shared Santee School District would always hold a special place in her heart.

President Ryan mentioned the Board was sorry to see her leave, but happy for her. She thanked Superintendent Pierce for her leadership and acknowledged the District had accomplished a lot under her tenure. She commended Superintendent Pierce for her leadership and direction in the implementation of the 1:1 Digital Initiative; and mentioned she would be hard to replace. Superintendent Pierce thanked President Ryan for her kind words and shared the 1:1 Digital Initiative was due to the staff's hard work.

Member El-Hajj mentioned the District was behind in common core and technology before Superintendent Pierce came to the District; and she acknowledged it took a team to make a difference. But, a team also required a great leader to make good decisions. Member El-Hajj mentioned the Board was aware of her hard work, the hours she spent, and the grief she had to personally suffer because of some of those decisions. She recognized Superintendent Pierce had made great decisions and lead the District through hard times. Member El-Hajj shared that as a grandmother, she would not want to be away from her granddaughter. She asked Superintendent Pierce to look back at her work with a lot of pride and the Board's appreciation.

Member Fox shared he agreed with President Ryan and Member El-Hajj on their sentiments; and acknowledged his grandchildren live 1.5 miles from his residence and would have to move with them if they moved away.

Member Burns recalled when Superintendent Pierce was hired. He said he agreed with Member El-Hajj that the District was going through hard circumstances. Member Burns shared that unlike other Superintendents, she was unable to get to settle in and get acquainted with staff. Instead, Superintendent Pierce had to come in and implement a lot change; and people were unable to see the type of person that she really was and he got to know. He mentioned the Board's most important role is to hire the Superintendent. Member Burns explained the Superintendent has a lot of influence on the students within the community. He mentioned he would miss her on a professional and personal level. Member Burns said he would not be able to work with someone he didn't respect. He mentioned Superintendent Pierce had persevered through things in the District that he didn't believe any previous Superintendent would of endured. Member Burns mentioned that during a conversation, he had asked Superintendent Pierce what she wanted her legacy to be. He mentioned her legacy will be strong implementation of technology and professional development. Member Burns shared he wished everyone else would have gotten to know Dr. Pierce, like he did.

President Ryan inquired on her communication to staff. Superintendent Pierce mentioned she would be sending an email to the Professional Leadership Team and then one immediately following to all staff.

President Ryan mentioned that the Board had some work to do with the announcement of Superintendent Pierce's retirement. Since the Board members were running unopposed, she mentioned there were some items that could be taken care of prior to elections like the Governance Standards. She asked that the Board review for discussion at the following meeting. The Board reviewed their calendars for possible special meeting dates and decided to meet on September 12 and September 13 and plan additional meetings, if needed.

## **H. CLOSED SESSION**

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

1. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Purpose:* Negotiations  
*Agency Negotiators:* Tim Larson, Assistant Superintendent  
*Employee Organization:* Santee Teachers Association (STA)

3. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
  
4. **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*
  
5. **Public Employee Performance Evaluation** (Govt. Code § 54957)  
*Superintendent*

The Board entered closed session at 9:08 p.m.

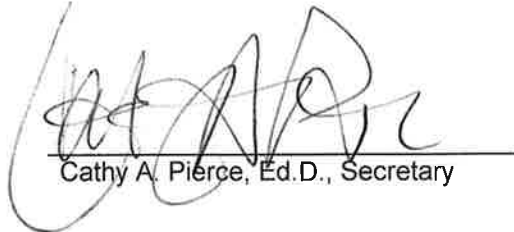
**I. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:25 p.m. and reported no action was taken.

**J. ADJOURNMENT**

With no further business, the regular meeting of September 6, 2016 was adjourned.

  
Dianne El-Hajj, Clerk

  
Cathy A. Pierce, Ed.D., Secretary