

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

October 1, 2013
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President El-Hajj called the meeting to order at 7:03 p.m. and read the District Mission Statement.

Members present:

Dianne El-Hajj, President
Ken Fox, Vice President
Dustin Burns, Clerk
Barbara Ryan, Member (Via Teleconference)
Elana Levens-Craig, 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, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary

President El-Hajj reported that Member Ryan had a business need to be out of town and asked the Board if they would approve Member Ryan's participation in the meeting via teleconference. Member Fox moved to allow Member Ryan to participate and vote by roll call for this meeting.

Motion: Fox Second: Burns Vote: 4-0

2. President El-Hajj invited the audience to recite the District Mission and then invited Kristi Sheen, Project SAFE Regional Coordinator, to lead the members, staff, and audience in the Pledge of Allegiance.
3. Approval of Agenda
It was moved and seconded to approve the agenda.

Motion: Burns Second: Levens-Craig Vote: 5-0

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. **Junior Olympics: Appreciation to Kiwanis and Santee Teachers**

Superintendent Cathy Pierce reported the Santee Kiwanis Club has provided the Junior Olympics event for our students for over 30 years. Each year, on the first Saturday in June, one of the local high schools is inundated with students from Santee School District who have worked diligently with their classroom teachers to compete in a variety of track and field events. She introduced the Kiwanians present and President El-Hajj expressed the appreciation of the School Board for this great event and all of the work that it takes to put it on. President El-Hajj presented the Kiwanis Club with a certificate of appreciation.

Paul Stevens, the Kiwanis chair of Junior Olympics, shared the Junior Olympics would not be the successful event that it is without the support of the District's classroom teachers who use P.E. time and recess for the trials and attend the Saturday event to support their students. The Kiwanis acknowledged teachers from each school who lead in the organization and participation for their students and presented them with a certificate. The Board presented each school's teachers a certificate of appreciation because most intermediate and junior high teachers have involvement in preparing students for the event.

3. **Maintenance and Operations Department Update**

Karl Christensen reported the Maintenance and Operations department, led by Christina Becker, consists of 39 employees, including maintenance and grounds workers and custodial staff. These employees do valuable and excellent work to keep our buildings and grounds in good repair and aesthetically appealing to the public.

Christina Becker, Director, gave the Board an update on the staff's recent accomplishments, challenges, and future plans. She said they are a lean team that supports the highest priorities of the District: health and safety. Staff has worked hard during times schools are closed to get some major items accomplished. They have responded to emergency repairs of sewer lines and HVAC. There have been many man hours spent for emergency preparedness and implementing the

recommendations from the Sheriff's Department. She is very proud of her employees are shared some of the recognitions they have received from their peers.

Mrs. Becker said the new asphalt has made a great impact on the school playgrounds. She is working to provide as much equity as possible and has accomplished several items at Cajon Park Annex and PRIDE Preschool Annex.

The average number of work orders open at a given time is 200. The department completed 2,862 work orders last year and is on track to complete more this year.

Mrs. Becker also oversees the warehouse which houses over \$1 million in stock. Mark, who has a very large job with lots of responsibilities, had to restock \$60,000 in stock in the last couple of months.

Grounds workers maintain over 123 acres of school and district compound property including landscaping and field maintenance, and also keep 186 acres of district owned property fire safe through weed abatement. Many employees assist in special project coordination for volunteer days.

The custodial team, consisting of 25 FTE, deep cleaned over 350 classrooms in 27 days during the summer.

At this time, schools are participating in the Santee Energy Challenge. The winning schools get shade trees. She is hoping students learn they are empowered to see their classroom doors get closed, lights turned off, and efforts to lessen their carbon footprint. The school with the greatest percentage of decrease of electricity consumption will win a monetary award for their school.

She was delighted to have the opportunity to thank her staff and show off their contributions to the District.

C. PUBLIC COMMUNICATION

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

Tiffany Mihovilovich-Rise City Church: Ms. Mihovilovich reported this Sunday is the grand opening and ribbon cutting ceremony for Rise City Church, which will be meeting at Hill Creek School. She extended an invitation to the Board to join in their special event.

President El-Hajj thanked Ms. Mihovilovich and said the Board appreciated hearing from them and welcomed them to the community.

D. PUBLIC HEARINGS

1.1. California School Employees Association's (CSEA) Initial Proposal to Modify Articles of the Current Collective Bargaining Agreement between Santee School District and California School Employees Association (CSEA)

President El-Hajj opened the public hearing for California School Employees Association's (CSEA) initial proposal to modify articles of the current collective bargaining agreement between Santee School District and California School Employees Association. There were no comments. The public hearing was closed.

E. CONSENT ITEMS

- 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. **Adoption of Proclamation for National School Lunch Week**
- 2.6. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.7. **Approval of Consultants and General Service Providers**
- 3.1. **Extension of Builder's Risk Insurance for the 10-Classroom Addition Project at Pepper Drive School**
- 4.1. **Approval of Memorandum of Understanding Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2013-2014**
- 4.2. **Approval of Nonpublic School Master Contract with Aseltine School for Nonpublic School Services**
- 5.1. **Personnel, Regular**
- 5.2. **Approval of Revised Job Description for Executive Assistant**
- 5.3. **Approval of New Job Description for Project Coordinator**
- 5.4. **Approval of Santee Collaborative Reinvestment Plan for the Use of LEA Medi-Cal Funds**
- 5.5. **Presentation of California School Employees Association's (CSEA) Initial Proposal to Modify Articles of the Current Collective Bargaining Agreement between Santee School District and California School Employees Association (CSEA)**

It was moved and seconded to approve the Consent Items.

Motion: Burns Second: Fox Vote: 5-0

F. DISCUSSION AND/OR ACTION ITEMS

1.1. Report on Technology Infrastructure Changes to Support the Bring Your Own Device (BYOD) Initiative

Superintendent Cathy Pierce reported that on July 2nd the Board approved a revised Use of Technology policy that allowed moving forward on the Bring Your Own Device (BYOD) initiative. She said it is not just as simple as letting students bringing a device to school. The District must have an infrastructure that will provide security and support a large number of different devices.

BYOD supports the 21st Century and Personalized Learning Environment Strategic Plan goals and will enhance the Common Core State Standards (CCSS). The challenge is to support up to 6,500 students, 500 staff members, and nearly 7,000 personal digital devices. Technology must be able to break the network down to the different identified users to allow different levels of permissions. There must also be enough bandwidth to support all the users, supporting connectivity from various devices and providing security. Our current network is robust and adequate for District devices but it is not built for or adequate for BYOD. Changes need to be made for function and the performance must be increased. It is time for the firewall to be replaced and the content filters have a limited capacity that will not be able to support the increase needed for SBAC.

This will require a shift in technology. As Administration began looking to build infrastructure it was discovered the infrastructure will need to integrate with network security, support BYOD, and support SBAC. The need is to look at a Next Generation Firewall System. A Next Generation Firewall System will provide many additional security and management functions as well as the network capacity for increased bandwidth. We must make sure users remain safe while within our network.

Administration is looking at two systems: Fortinet and PaloAlto systems. A live system demo and testing of both systems, side-by-side, is currently underway. This testing includes checking security, design and enforcements, and system performance. Mr. Yeo presented a project schedule which includes seeking approval with a selected vendor at the October 15th Board meeting. This timeline enables the project to go live in December 2013.

Member Levens-Craig asked if we are only piloting BYOD in classrooms for 2 weeks. Superintendent Pierce said teachers are currently piloting BYOD in classrooms now. Students are being given the digital citizenship training and signing the new Use of Technology forms. Member Levens-Craig asked if there is something in place now to prevent a student from accessing something inappropriate. Superintendent Pierce said it is part of the policy, part of the digital citizenship training, and included on the student form. Activity in the classroom is closely monitored. Member Levens-Craig would like a monthly follow-up report on the pilot classrooms. Superintendent Pierce said the teachers meet regularly and report. She will see that the Board is provided with this information.

Member Burns would like to receive a written report from Administration on the pilot before full implementation that would include what worked and what didn't work. Stephanie Pierce said many districts are watching us as we move out in front with this initiative. This was an information item and no action was taken.

1.2. Approval of Appointments to Board Advisory Committees

Member Burns moved to approve the recommended appointments to Board Advisory Committees.

Motion: Burns Second: Fox Vote: 5-0

1.3. Superintendent's Contract

A speaker card was received for this item but the guest wished to speak to 2 items and asked to wait until the second item was addressed.

Member Ryan moved to approve the modifications to the Superintendent's contract. Member Burns wished to state his support for this item. He takes very seriously dollars that are spent on administration. He stated that over the years many cuts have been made and there are lots of things that cannot get done. Santee School District is very competitive in compensation for teachers and classified employees but not with the superintendent's compensation. When the Board hired a new superintendent, they knew Santee was one of the lowest paying but the Board was not in a position to raise it at that time because employees had not seen a raise in a number of years. Our superintendent accepted the salary offered at that time and now the Board has the opportunity to bring the salary to a competitive level. Member Burns seconded the motion.

Motion: Ryan Second: Burns Vote: 5-0

President El-Hajj thanked Dr. Pierce for a doing a great job and for her hard work. Dr. Pierce said she is honored to be in Santee and gave accolades to the Santee team. She said it is her privilege to lead the District.

2.1. Approval of Proposal for Student Assessment Data Analysis System

Bonner Montler, Assessment Coordinator, provided information on the timeline and process for selecting a student assessment data analysis system. He began in May to disseminate a request for proposals and had 10 vendors respond. In August, a committee narrowed the selection down to 3 vendors. Pearson was selected by a committee of 10 people and a few weeks ago they held a demo "playground" attended by about 50 teachers. There was very positive feedback. Mr. Montler shared the system provides access for teachers to develop assessments for their classrooms that are based on CCSS. It has a digital lesson planner and will offer teachers the power of information.

Member Levens-Craig asked if the SBAC updates are included in the costs. Mr. Montler said yes, as a web-based system, updates are provided continually and included in the cost. President El-Hajj asked how this system equated to Edusoft. Mr. Montler said this system strongly integrates with our current student information system.

Member Levens-Craig asked how the teachers will use this data on a daily basis. Superintendent Pierce said teachers would see annual assessment data and the long term goal for SBAC is to have benchmark assessments. Teachers can also build an assessment. This is designed to take teacher information to the next level and will provide information to have conversations between teachers.

Member Burns asked if we are locked in with this system for the full 5 years. Mr. Montler said the cost is an annual license fee. The RFP was for an annual license but he cannot say for sure if there is a penalty if the District wished to terminate before the 5 years was up. Member Burns said with the continual advancements in technology he does not want to lock the District in for 5 years. The Board would like Mr. Montler to further investigate the terms of the contract and bring back for action on October 15th.

President El-Hajj asked about a timeline for rolling out the system. Stephanie Pierce said Administration will build the timeline once a contract is approved. Member Levens-Craig thanked Mr. Montler for the time and energy he has put into this project. No action was taken.

3.1 Approval of Monthly Financial Report

Karl Christensen provided the monthly financial report covering cash and budget revision activity through August 31, 2013. The month of August ended with a General Fund cash balance of \$7.6 million. The projections used in this report were as of Adopted Budget time and are in the process of being revised as we have received more info regarding the State's payment plan under the new LCFF revenue model. He expects the District can meet cash obligations this year internally without the need to borrow externally even with the increases in expenditures from Adopted Budget time. Although the budget revision report indicates a surplus in the Unrestricted General Fund and also reports projected reserve percentages over the next 3 years to be above 17%, these figures do not reflect budget revisions currently being processed for the salary increases for STA and management, addition of 3 counselors, Spec Ed IA changes, and other significant budget adjustments in both revenue and expenditures. Revisions are expected to be completed early in October to be reflected on the October Monthly Financial Report.

Current estimates indicate the projected ending reserve percentage for 2013-14 will be around 23%, for 2014-15 about 17%, and for 2015-16 about 10% with an assumption of growth in State revenue equal only to the statutory COLA. Member Ryan moved to approve the Monthly Financial Report.

Motion: Ryan Second: Fox Vote: 5-0

3.2. Authorization to Request Informal Bids through the CUPCCAC Process for Water Re-Piping for Central Kitchen

Mr. Christensen said Administration is seeking authorization from the Board to use the CUPCCAC process for obtaining informal bids to re-pipe the central kitchen water system and replace old steam lines and boiler. The cost is estimated to be between \$50,000 and \$100,000. Administration would come back to the Board for approval of a contract and initiation of the work once informal bids are received and analyzed.

Member Burns moved to authorize use of the CUPCCAC informal bid procedures for re-piping of water lines and replacement of steam lines and boiler for the Child Nutrition Services central kitchen facility.

Motion: Burns Second: Fox Vote: 5-0

3.3. Regional Communications System (RCS) Replacement Plan

Karl Christensen reported that the Regional Communications System (RCS) is a county wide system started in 1995 to bring together one communication system that was reliable for all public safety and public service agencies in San Diego and Imperial Counties to use in the event of an emergency. An agreement was executed between the County of San Diego and the public agencies using the system at that time. Four school districts (Cajon Valley, Grossmont, Poway, and Vista) joined as parties to the agreement in 1996 under a special arrangement which allowed them to be partners. This reduced and/or eliminated their burden for the pro-rata share of infrastructure costs and provided them 1 seat on the Board of Directors in exchange for contribution of 4 radio frequencies to the system. Santee joined in 2000 as the 5th school district paying a pro-rata share of infrastructure costs and a monthly, per radio operational cost. Santee currently has 47 radios on the RCS used for voice communication with bus drivers and voice communication during emergencies. The total annual operational cost for Santee has been \$14,000.

The current RCS has reached the end of useful life and the County is planning a \$124 million replacement/upgrade. The County has circulated a new agreement to current participants that requires a per radio, pro-rata, one-time contribution towards the net cost of the infrastructure replacement/upgrade at a net cost estimated at \$104 million (after deduction for grants and other County revenue sources).

Participating parties must sign on to the new agreement before December 9, 2013, If a Party desired to sign on after December 8, 2013 but before June 30, 2014, a 15% late penalty would be assessed. The costs for Santee to continue with RCS are estimated as follows:

- One-time infrastructure cost allocation = \$340,000
- On-going increase to monthly operational cost: Unknown at this time. Current cost is \$26.50 per month per radio.
- One-Time Radio Replacement Cost = \$47,000

The viable, potentially less costly, alternatives for voice communication are few and come with significant disadvantages. These alternatives include:

- Sprint/Nextel, or equivalent, 2 way radios (for bus transportation)
- Sprint/Nextel, or equivalent, 2 way radio and/or cell phones (for emergencies)

The disadvantages include limited coverage in some areas, unreliable during large span emergency situations, and they would not allow coordination with public safety agencies for evacuations during emergencies.

The costs for RCS are really unknown at this time. More districts that sign up will lower the cost. These increased costs are not included in the multi-year projections that were presented. Member Fox asked if Mr. Christensen would plan on financing the infrastructure cost allocation. Mr. Christensen said he would prefer not to but would like to use one-time reserves. Member Levens-Craig asked if there was interest on the financing. Mr. Christensen said yes, but he was not certain how much interest. Member Burns asked if we could scale back on the number of radios. Mr. Christensen said it is better to keep the number at this time as the County is taking an average and said we would not be able to increase at a later date. Member Burns asked if Mr. Christensen leaned toward a recommendation. Mr. Christensen said yes contemplating that if there was an emergency, what system would we want to have. Lower cost options are not the best option for busses. Member Burns confirmed that with these radios there is the ability to actually communicate with the police and fire departments. He also asked if Grossmont had these radios during the Santana shooting and if so, did they work well. Mr. Christensen will check for this information.

Mr. Christensen said he plans to bring more information to another Board meeting and come November 19th seeking board action. Member El-Hajj prefers to spend money on this kind of safety as the frustrations of inadequate communication would be horrible in an emergency. No action was taken.

3.4. Local Control Funding Formula and Local Control Accountability Plan

Karl Christensen presented information about the LCFF and the LCAP update and a timeline of what this might look like as the Board begins to develop a plan. He explained there is a funding shift from restricted and non-restricted to base funding and targeted. Student demographic data is used to make determinations for the LCAP. Elements of the LCAP annual goals are student achievement, school climate, CCSS implementation, basic services, student engagement, parental involvement, course access, and other student outcomes. The District goals must be established through a consultation process.

The Board must develop a process to seek input from stakeholders and present a draft to a parent advisory committee and an EL parent advisory committee. There must be a public input opportunity, and then adoption of the plan. The Board was presented CSBA guidance of things Boards can begin to do now.

It was determined that a template to gather information would provide a consistent process. Member Levens-Craig asked if there are any requirements for community input outside of parents. Mr. Christensen said only through a public hearing. Superintendent Pierce said she would work to draft a universal feedback form and return to the Board for review. A draft timeline will also be presented at that time. Member Ryan asked to provide the stakeholders the Governor's goals of the LCFF and information that the District will need to show positive outcomes and growth in the 8 elements that are selected. No action was taken.

3.5. Common Core Implementation One-Time State Funding

Karl reported that the District will receive approximately \$1.2 million in State onetime money for Common Core implementation. The areas to be addressed for these expenditures are professional development, instructional materials, and/or technology. Expenditures that have already been made and meet the criteria may be charged from those funds.

Member Levens-Craig questioned transferring general fund expenses to the CCSS funding and the impact on the ongoing general fund. Mr. Christensen reported the funds must be spent by June 30, 2015. Member Ryan said expenditures must fit into the LCAP. Member Burns would like a separate time for the Board to discuss their priorities for spending these funds. Linda will send out dates for a Board workshop to occur before winter break. The workshop will be the impetus for the Board to begin the process of their vision and plan for implementing Common Core, what that consists of and the Board's preferences, and then how to fund those. The Superintendent needs to know what the Board members preferences are. No action was taken.

4.1. Adoption of Resolution No. 1314-08 to Restore, Reduce, and/or Eliminate Identified Classified Non-Management Positions

Jennifer Tarantino, Project SAFE employee, spoke on behalf of the Project SAFE staff: Ms. Tarantino did not support the reductions in hours for Project SAFE staff and questioned that employee hours were being reduced while other positions were receiving raises.

Cheri Siebler-Project SAFE site lead: Ms. Siebler urged the Board to take into consideration the impact to the sites when employee hours are decreased and decisions are made to raise rates. They have lost about ½ of their morning kids. With

