

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

October 6, 2015
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

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

Members present:

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

Administration present:

Dr. 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 Burns invited the audience to recite the District Mission and then invited Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, 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.

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

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. Leading the Learning in the 21st Century

- LCAP Annual Update Process for 2016-17

Dr. S. Pierce provided an update on the timeline and process for developing the LCAP Annual Update Process for 2016-17. Member Ryan mentioned a possible conflict with the LCAP Annual Review and the Chamber of Commerce's Awards Ceremony and asked Administration to confirm with the Chamber.

C. PUBLIC COMMUNICATION

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

D. PUBLIC HEARING

1. Compliance with Education Code Section 60119 (Williams Settlement): K-12 Textbooks and Instructional Materials Funding Realignment Program

President Burns opened the public hearing in Compliance with Education Code Section 60119 (Williams Settlement): K-12 Textbooks and Instructional Materials Funding Realignment Program. There were no comments. The public hearing was closed.

E. CONSENT ITEMS

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

- 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 of Consultants and General Service Providers**
- 2.5. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.6. **Adoption of Proclamation for National School Lunch Week**
- 2.7. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.8. **Acceptance of GASB 45 July 2015 Actuarial Valuation Update**
- 3.1. **Certification and Adoption of Resolution of Sufficiency of Instructional Materials 2015-16**
- 3.2. **Approval of Amended Nonpublic Agency Master Contract with Maxim Healthcare Services for Nursing Services**
- 3.3. **Approval of 2016 Early Admittance to Kindergarten Program**
- 3.4. **Ratification of Agreement with Dannis Woliver Kelley for Legal Services**
- 4.1. **Personnel, Regular**
- 4.2. **Approval to Increase Work Hours for Identified Classified Non-Management Position**

Member Ryan inquired on the specialization of the attorneys on Item 3.4., Ratification of Agreement with Dannis Woliver Kelley for Legal Services. Dr. S. Pierce mentioned it was special education. Member Ryan moved approval.

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

F. DISCUSSION AND/OR ACTION ITEMS

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

Superintendent

1.1. Approval of Appointment of Members to Board Advisory Committees

Superintendent Pierce shared the recommended appointments to serve on the Board Advisory Committees. She explained the names listed in the matrix included employees and parents that applied to serve on the committees.

Member Ryan mentioned there were several applicants listed on various committees and she asked for clarification. Superintendent Pierce explained the applicants were listed on each of their committees of interest. A discussion was held amongst the Board on past practices and procedures. President Burns mentioned the Board needed to review the policy and address concerns for the future. Jennifer Morse, parent, addressed the Board to inquire how applicants would be notified of their appointment.

Member El-Hajj moved for Administration go through the applications and assign committee memberships to everyone based on their first choice; and communicate to the applicants that appointments have not been finalized and make them aware that committees are open to the

public and encourage their involvement. The Board congratulated Ms. Morse for being appointed to her committee of first choice.

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

Business Services

2.1. Approval of Monthly Financial Report

Mr. Christensen explained this report pertained to cash and budget revision transactions in the General Fund posted through August 31, 2015. He mentioned the District ended the month of August with a general fund cash balance of approximately \$7.9 million and the District's ability to meet all financial obligations with internal cash balances through June 30. Mr. Christensen clarified the Budget Revisions report is similar to that shown in the Unaudited Actuals but not all budget revisions have been posted, including those discussed at the September 29 Budget workshop. He mentioned it is expected to have all the known budget revisions posted on the October financial report.

Mr. Christensen noted the report's new formatting included the prior months' projected reserve percentages, as requested by the Board. He explained the current year reserve percentage will fluctuate each month, depending on what revisions have been posted. The out-year percentages will remain static until revised at a Standardized Account Code Structure Report interval. These would generally occur at: 1st Interim for the December report; 2nd Interim for the March report; Adopted Budget for the June report; and at Unaudited Actuals for the September report.

Member Ryan commended Mr. Christensen on the new format and the ability to have a month-to-month comparison and moved approval.

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

2.2. Adoption of Resolution No. 1516-07 of Intent to Sell Surplus Real Property Commonly Known as the Former Santee School Site

Mr. Christensen presented Resolution No. 1516-07 declaring the Board's intent to sell the former Santee School site. He explained, if approved, the District would wait until the City Council acts to finalize the rezoning of the Santee School site to General Commercial, at their October 14 meeting. On October 15th, the District would provide notices to the Chamber of Commerce and the City of Santee to vacate the site within 6 months, place ads in newspapers, and distribute bid packages to those who have expressed an interest in buying the property. There are currently 14 individuals or entities on that list. He mentioned the minimum bid amount is set at \$8.5 million. Bids are to be received no later than 4:00 pm on November 16. He explained the District would open the sealed bids and take oral bids in a public auction process at the November 17 Board of Education meeting. If a bid is accepted by the Board, Administration would bring a Purchase and Sale Agreement back to the Board at the December 15 meeting and begin the process to open a 90-day escrow period. The selected developer is required to pay a security deposit to the District in the amount of two-percent of their bid and would then have a 60-day Due Diligence Period during which they can choose to withdraw from the deal and receive their security deposit back. After that period, their deposit becomes non-refundable and escrow would be scheduled to close within 30 days. Mr. Christensen noted that the six-month date for the Chamber and the City to vacate the property is almost one month after the projected close of escrow and mentioned it is possible that the escrow period would need to be extended for up to one month. Member El-Hajj moved approval.

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

2.3. Authorization to Use the CUPCCAC Bidding Process to Solicit Informal Bids for Installation of Netting and Shade Cloth Covers at the Chet F. Harritt Ballfields

Mr. Christensen noted that for several months, the District and Pioneer National Little League have been dialoguing with City staff regarding funding the City can provide to install netting and shade cloth covers at the new ballfields at Chet F. Harritt. He mentioned the City has verbally committed to providing up to \$90,000 for this project but needs a bid amount in order for the City Council to allocate funding. In order to protect the District's interests, Administration has been working with the City on a three-way Memorandum of Understanding (MOU) to define funding and each party's roles and responsibilities. He explained the MOU includes provisions to ensure the District is not responsible for maintenance, upkeep, or replacement of the netting, shade cloth, and the other structures constructed previously by the District including the: snack bar, batting cage, scoreboards, and bleachers.

Mr. Christensen explained this item was originally created as an "action" item to authorize going out to bid to obtain final pricing for netting and shade cloth covers. However, in conversations with Board Member Fox, and Bill Maertz from the City, there were some other items that the League wanted to incorporate into the scope of this project including a fenced in bullpen area, a fenced enclosure for the equipment used to drag the fields, and a storage shed with a fenced enclosure. Therefore, Administration thinks it best for tonight's item to be informational only to inform the Board of the concept and obtain direction from the Board on next steps since additional work is necessary to finalize the scope and specifications for the bid.

Mr. Christensen showed a satellite image of the ballfield where the contemplated improvements would be placed. He mentioned next steps included:

1. Finalizing the scope and specifications
2. Obtaining authorization from the Board to seek informal bids through the CUPCCAC process at a subsequent meeting
3. Providing the final bid to the City to take an action item to the City Council to allocate funding
4. After the City Council acts to allocate funding, bring an item to the Board to award the bid and approve the MOU
5. Provide awarded bid notification to City to release funds
6. After funds are received, issue Notice to Proceed to vendor to complete the project

Mr. Christensen asked if there was specific direction, feedback, and/or questions on proceeding with the next steps. Member Levens-Craig inquired why the District was taking the lead on this project and not the City. He explained it is District property. Mr. Christensen mentioned being in communication with the City and League on an MOU to delineate responsibilities for each agency.

President Burns extended gratitude towards Member Fox for his work with Pioneer National Little League. Member El-Hajj inquired on the amount of District staff time this process had involved. Mr. Christensen estimated it had taken approximately 18 hours of staff time.

Member Levens-Craig asked if the bid would delineate components; just in case the bids were above the \$90,000 being allocated by the City. Mr. Christensen explained he would work with the City and League to determine the base bid items and then include additive alternates.

President Burns asked that school Administration and staff be considered in the renovation discussions. Member Fox mentioned Pioneer National League had been in constant contact with the Principal.

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Member Levens-Craig asked that the Special Education Advisory Committee members be invited to the District Advisory Council meeting where the LCAP is being discussed.

Mr. Christensen mentioned the District was holding a preliminary conversation with the City and the Pioneer National League to establish an MOU to include language on reimbursement to the District for electricity use. He explained the Santee School Site had a separate meter and the League would pay for their own electricity costs. However, the field at Chet F. Harritt does not have a separate meter. Mr. Christensen explained the District inquired on installing a separate service meter at the site and the cost

was estimated to be \$20,000 - \$40,000. A separate meter would allow for the League to be billed directly and at a more reasonable rate from that of the District. Another option was to install a sub meter. This would require that someone read and calculate kilowatt hour usage, factor the reimbursement amount, and invoice the League. Member El-Hajj inquired on how electricity was billed for the usage of the field at Rio Seco School. Mr. Christensen mentioned there is a separate meter. Member Fox explained the league currently pays for electricity at \$15 an hour. The Board asked Administration to keep them abreast.

Mr. Christensen extended the Board an invitation to the meeting on November 9, at 10 a.m., at the San Diego County Office of Education. Mr. Christensen mentioned being the project lead, with Gina Potter, Lemon Grove School District CBO, for the Coalition looking into the school electricity rate shock issue. He mentioned that at their first meeting, Assemblymember Dr. Shirley Weber expressed interest in presenting legislation to help school districts with electricity costs – potentially placing school districts on a different rate. Mr. Christensen mentioned the November 9 meeting would a follow-up meeting with Assemblymember Weber. He mentioned the invitation had been expended to local legislators and the Public Utilities Commission.

Superintendent Pierce mentioned that at the September 29 budget workshop, the Board appropriated funds to the three middle schools with the highest enrollment. Upon conducting additional research on current middle school enrollment and projected enrollment over the next few years at our largest schools, Administration determined that Cajon Park and Rio Seco are projected to have steady middle school enrollment; Carlton Oaks has a high middle school enrollment this year, but enrollment is projected to decrease over the next few years; and Pepper drive has a lower middle school enrollment this year, but enrollment is projected to increase over the next few years. Due to this finding, Superintendent Pierce asked if the Board wanted to consider providing an additional \$15,000 towards middle school electives so that all four schools received \$60,000 each in funding. It was the Board's consensus to allocate an additional \$15,000 towards middle school electives and allow the Superintendent to act with guidance.

President Burns asked the Board to review the agenda, press release, and guest list for the Pepper Drive joint-use field dedication on October 22. He mentioned the tickets to Salute to Teachers and an invitation to a VIP reception were included in their folder. President Burns mentioned the pre-sale of Santeeopoly ended October 20 and inquired on purchasing board games for the schools. Member Ryan asked that staff be made aware of its sale. The Board agreed to purchase a board game for each of the schools.

Member Ryan made reference to the meeting with the Principals and their discussion on plans for school branding and asked that Administration be prepared to allow students to their school of choice. She also mentioned supporting the idea of students attending community college but hopes students are not discouraged on attending a four-year university. Member El-Hajj mentioned statistics show students entering a four-year university have a higher completion rate.

Member Levens-Craig mentioned presenting at a Kiwanis group. She mentioned the Kiwanis group was very complimentary of our District and our relationship with the business organizations and expressed their gratitude for allowing them to award student scholarships and allowing them to host the Junior Olympics.

H. CLOSED SESSION

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

1. Conference with Labor Negotiator (Gov't Code § 54957.6)
*Agency Negotiators: Karl Christensen, Assistant Superintendent; and
Tim Larson, Assistant Superintendent*
Employee Organization: Santee Teachers Association
2. Conference with Labor Negotiator (Gov't Code § 54957.6)
*Agency Negotiators: Karl Christensen, Assistant Superintendent; and
Tim Larson, Assistant Superintendent*
Employee Organization: Classified School Employees Association

3. Conference with Real Property Negotiators (Gov't Code § 54956.8)
Property:
 - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as Renzulli site)*
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*
Agency Negotiator: Karl Christensen, Assistant Superintendent
4. Public Employee Performance Evaluation (Gov't Section § 54957)
Superintendent

The Board entered closed session at 8:20 p.m.

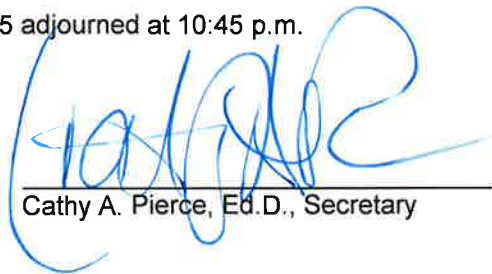
I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:45 p.m. No action was reported.

J. ADJOURNMENT

With no further business, the regular meeting of October 6, 2015 adjourned at 10:45 p.m.


Elana Levens-Craig, Clerk


Cathy A. Pierce, Ed.D., Secretary