

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

November 1, 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 – arrived at 7:11 pm (during item E.1.1.)

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. She mentioned Member El-Hajj would be arriving shortly.

3. Pledge of Allegiance

President Ryan invited Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

Member Burns moved approval.

Motion: Burns

Second Fox

Vote: 4-0

Ryan Aye

Levens-Craig Aye

El-Hajj Not Present

Fox Aye

Burns Aye

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. Claims Against the District

1.5. Schedule of Upcoming Events

2. Recognition of San Diego Christian College Volunteers

Tim Larson, Assistant Superintendent of Educational Services, shared that over the years the District and the Santee Success Program had greatly benefited from the numerous volunteers from the San Diego Christian College. He mentioned volunteers have provided student mentoring, participated in physical education programs, tutored students in academics, provided grocery donations for families over the holidays, amongst many other things. Mr. Larson commended the volunteers for impacting student lives. President Ryan presented representatives from San Diego Christian College with a certificate of appreciation for their partnership in education and involvement in the betterment of Santee School District and the Santee community.

C. PUBLIC COMMUNICATION

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

Yvonne Kwan, a representative Joel Anderson's Office, extended an invitation to the Board, and public, to Senator Anderson's Holiday Legislative Open House on December 7 at 6:00 pm.

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. Acceptance of Donations
- 2.4. Approval of Agreement for Mileage Reimbursement In Lieu of District Transportation
- 2.5. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.6. Authorization to Sell/Dispose of Surplus Items
- 2.7. Adoption of Resolution No. 1617-14 to Commit the Ending Fund Balance in Fund 14: Deferred Maintenance Fund
- 3.1. Approval of 2016-17 School Site Fundraising Plans – pulled for separate consideration
- 3.2. Approval of Amended Nonpublic Agency Master Contract Appendix B with Vista Hill Learning Assistance Center for Educationally Related Mental Health Services (ERMHS)
- 3.3. Approval of Nonpublic School Master Contract with San Diego Center for Children Academy Nonpublic School Services
- 4.1. Personnel, Regular
- 4.2. Adoption of Proclamation Endorsing the Great American Smokeout on November 17, 2016
- 4.3. Adoption of Resolution No. 1617-15 to Eliminate a Vacant Classified Non-Management Position

Member Burns moved approval with the exception of Item 3.1. Approval of 2016-17 School Site Fundraising Plans, which was pulled for separate consideration.

<i>Motion:</i> <u>Burns</u>	<i>Ryan</i> <u>Aye</u>	<i>Fox</i> <u>Aye</u>
<i>Second</i> <u>Levens-Craig</u>	<i>Levens-Craig</i> <u>Aye</u>	<i>Burns</i> <u>Aye</u>
<i>Vote:</i> <u>4-0</u>	<i>El-Hajj</i> <u>Not Present</u>	

3.1. Approval of 2016-17 School Site Fundraising Plans

Member Burns commended site administration, teachers, and PTA/PTSA's, for their fundraising efforts. He suggested, in the future, the Board look at possibly funding some of the items that are commonly done District-wide. Mr. 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>Levens-Craig</u>	<i>Levens-Craig</i> <u>Aye</u>	<i>Burns</i> <u>Aye</u>
<i>Vote:</i> <u>4-0</u>	<i>El-Hajj</i> <u>Not Present</u>	

E. DISCUSSION AND/OR ACTION ITEMS

Educational Services

1.1. Middle School Elective Application: Chet F. Harritt School

Tylene Hicks, Principal of Chet F. Harritt School, presented an overview of her middle school elective application. She shared, Suzie Martin, Vice Principal, was present at the meeting, but was unable to stay and assist with the presentation. Ms. Hicks shared the school's elective focus was on Project Lead the Way, Digital Arts/Video Production, and Drama/Art/Music. She mentioned students would be using design, modeling, automation, and robotics, to learn about mechanical systems, energy, and computer control systems through Project Lead the Way

(PLTW); students would be able to identify, analyze, interpret, and create art, music, and dance with the Drama/Art/Music elective; and students would be exposed to basic to advanced steps in producing a storyboard, script and video, as well as record, edit, and enhance video through iMovie and other applications in the Digital Arts/Video production elective.

Ms. Hicks shared stakeholder input included interviews with school staff; middle school teachers meeting with the high schools to discuss and provide input on elective ideas; school site council; parent input; and students were given the opportunity to suggest and discuss elective ideas. She explained the stakeholder input was used to determine the elective course content, develop the schedule of electives, and determine optimal equipment. Ms. Hicks provided an overview of the proposed costs.

Item	Cost	Quantity	Total
PLTW PC Laptops	\$1,000	11	\$11,000
Vex Robotics Kits	1,200	7	8,400
Robotics Storage & Supplies	2,100	(Lump Sum)	2,100
PLTW Yearly Participation Cost	1,500	1	1,500
Back Curtains for Stage (MPR)	6,000	1	6,000
Sound System Upgrades	6,000	1	6,000
Costumes, Scripts, & Art Supplies	1,500	(Lump Sum)	2,500
Video Mac Laptops	1,000	6	6,000
Microphones, Flash Drives, Tripods, etc.	1,500	(Lump Sum)	1,500
Total			\$45,000

Ms. Hicks mentioned the site will budget \$10,000 each year to support the successful continuation of the elective courses, including but not limited to:

- Replenishment of engineering, design, and art consumable materials
- Purchase of storage units for engineering, design, and art supplies
- Purchase of additional technology as needed (i.e. replacement of laptops, Vex Robotics Supplies, microphones, etc.)
- Additional personnel and professional learning support as needed.

She mentioned next steps included exploring additional space on campus to create a storage of supplies; providing additional professional development and training to remain refreshed and focused; and exploring additional elective opportunities that broaden our STEAM focus; and exploring additional partnerships and sponsors to extend their college and career opportunities.

Member Fox inquired on the current electives being offered at Chet F. Harritt. Ms. Hicks explained the school currently has some form of the proposed electives and wanted to expand the programs. Member El-Hajj inquired on the purchase of the stage curtain and mentioned she thought that would be a school-site expense. Ms. Hicks clarified the school had purchased curtains for the front of the stage. The proposed curtains were a second set that would allow for performances to continue while props are set-up behind this second curtain. 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>	

1.2. Middle School Elective Application: Carlton Hills School

Dr. S. Pierce clarified both of the middle school elective items addressed LCAP action steps and invited staff from Carlton Hills School to present their middle school elective application.

Jerelyn Lindsay, Principal of Carlton Hills School, mentioned as staff began talking about strengthening the elective offerings, surveys were conducted and a discussion was held regarding students' interests and what they enjoyed most about school. She shared the finding showed students preferred the type of curriculum that is engaging, hands-on, and interactive (i.e., robotics and physical education). Parents confirmed the findings when consulted in the School Site Council meetings and during parent conferencing. Ms. Lindsay mentioned the proposed plan was approved by the Carlton Hills School Site Council on October 18, 2016.

Angelo Benedetto, Vice Principal, mentioned Administration met with the junior high team and developed the criteria for electives. He explained these included the need for alignment with the school's mission of preparing students for college and career readiness; need to engage students; were standards-based; and included STEM career opportunities. Mr. Benedetto mentioned since Carlton Hills is a smaller junior high, they will have their electives wheel during periods 5 and 6. Each student will rotate through the electives during their two years at Carlton Hills. He shared Carlton Hills' electives would be focused on robotics, Spanish, broadcast journalism, and theater arts. Principal Lindsay shared the proposed budget.

Item	Cost	Quantity	Total
Laptops	\$1,100	14	\$15,400
Laptop cart	\$1,300	2	\$2,600
Lego Mindstorms kits	\$400	14	\$5,600
Kit replacements/Misc.	\$700		\$700
Engineering software/Space Activity Packs and parts	\$380/\$355/\$1,140	1 of ea.	\$1,875
3 D printer(s) (bot parts)	\$2,000	1-2	\$2,000
Registration STEAM maker fest			\$500
Teacher Macbook	\$1,300	1	\$1,300
iPad tripod & adaptor	\$40	2	\$80
Misc.(flashdrives, clamps, external mics, etc.)			\$400
Green screens, lights, swivel stools	\$200	2	\$500
Fieldtrip to News station/Grossmont college	\$1,000		\$1,000
Theatre Arts scripts/costumes/props	\$1,000		\$1,000
Fieldtrip to a production			\$1,000
Santillana curriculum includes student texts, practice books, workbooks, beginning informational books in Spanish.	Approx. \$6,000		\$6,000
Replacement workbooks 17-18	\$1,200		\$1,200
Informational texts in Spanish			\$1,000
Teacher Professional Development/training/subs			\$3,205
		Total	\$45,000

Principal Lindsay shared Carlton Hills is committed to using approximately \$3,000 in side funds to replace and replenish materials and supplies as needed. She explained next steps included regular news broadcasts, parent visitation day in robotics, student theater productions, field trips of real life experiences, and mainstreaming opportunities with students with moderate/severe disabilities.

Member Burns mentioned the schools are placing television screens in the front offices as a tool to showcase the school and student work. Principal Lindsay mentioned Carlton Hills was in the process of displaying a television in the front office for the same purpose. Superintendent Pierce shared all of the schools were scheduled to have television displays. 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>	

Business Services

2.1. Approval of Monthly Financial Report

Karl Christensen, Assistant Superintendent of Business Services, presented the cash and budget revision transactions posted through September 30th. He explained the District ended the month with a cash balance in the General Fund of a little over \$11 million. Mr. Christensen clarified the projection used in this report was outdated as it was done at estimated actuals in June before the books were closed for 2015-16. He explained the next financial report for October, which would be presented in December, would have an updated cash projection for First Interim; making the actuals more aligned with the projection. Mr. Christensen mentioned not all budget revisions were posted in the September budget revisions report and therefore the deficit in the Unrestricted General Fund is lower than currently anticipated and the reserve percentage reported for this year is higher than anticipated. He explained the District is currently estimating this year's reserve percentage to be a little over 18%. Mr. Christensen explained the remainder of known budget revisions would be posted and reported on the October Monthly Financial Report which will also coincide with the First Interim report presented next month; and also include updated estimated reserve percentages for the two subsequent years.

Member Burns inquired on the need to approve the monthly financial report being that it was not current. President Ryan clarified the Board was approving what was being presented as of September 30. 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>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. BOARD POLICIES AND BYLAWS

1.1. Second Reading: Revised Board Policy and Administrative Regulation 6173 – Education for Homeless Education

Revised Board Policy and Administrative Regulation 6173 was presented for a second reading approval. Member Levens-Craig inquired on the number of homeless students were currently in the District. Dr. S. Pierce shared there were approximately 350 homeless students. With no changes, Member Levens-Craig moved approval.

<i>Motion:</i> <u>Levens-Craig</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>	

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce shared Cajon Park, Carlton Hills, Sycamore Canyon, and Pepper Drive schools would serve as polling places for the November 8 elections. She mentioned speaking with Captain Ray, from the Santee Sheriff's Office, on needed precautionary measures. Superintendent Pierce shared she would follow-up if the assessment has changed. Cabinet will deploy at the schools to provide support.

Superintendent Pierce shared the District offices would be closed to the public for Veterans' Day, Thanksgiving Break, and Winter Break.

President Ryan mentioned the City of Santee had extended an invitation to the Board for the Oath of Office Ceremony and the celebration in honor of Mayor Voepel's 20 years of service and Vice Mayor Dale's 30 years of service. She inquired on the Board's preference of recognizing their service by adopting a resolution in their honor. The Board agreed to adopt resolutions at the next meeting and asked Administration to work with the City to add them to the event program.

Member Levens-Craig mentioned she had spoken to Waste Management regarding the upcoming "Recycling Champ" recognition. She explained it is a joint award with the City and Waste Management. The Board agreed to accept the award at the City Council meeting as proposed.

Member Levens-Craig opened discussion on the recent placement of an electrical transformer in front of Cajon Park School. Mr. Christensen explained the District had granted SDG&E an easement in 2011. The Board discussed the size and placement of the transformer and their concerns on the safety of students. Member Burns mentioned there has to be a process in place for the Board's consideration of what is placed on the easement. The Board asked Administration to work with SDG&E and the City to find way to make the electrical transformer safer and a little more appealing.

H. CLOSED SESSION

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

1. **Consideration of Student Matter** (Ed. Codes § 35146, 48912 and 48918)
2. **Conference with Legal Counsel – Existing Litigation** (Govt. Code § 54956.9)
 - *San Diego Gas & Electric General Rate Case CPUC A.15-04-012*
3. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
4. **Conference with Labor Negotiator** (Govt. Code § 54957.6)
Purpose: Negotiations
Agency Negotiator: Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)
5. **Conference with Labor Negotiator** (Govt. Code § 54957.6)
Purpose: Negotiations
Agency Negotiator: Tim Larson, 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

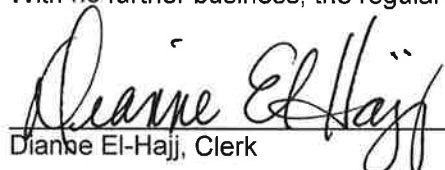
The Board entered closed session at 8:00 p.m.

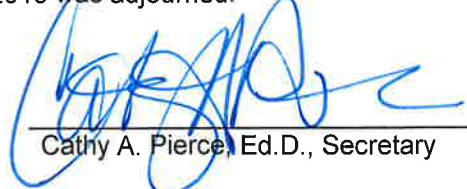
I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:15 p.m. and reported no action was taken.

J. ADJOURNMENT

With no further business, the regular meeting of November 1, 2016 was adjourned.


Dianne El-Hajj, Clerk


Cathy A. Pierce, Ed.D., Secretary