

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

December 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 Vice Principal Kristen Bonser, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

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>	

B. ORGANIZATIONAL MEETING

1. Election of Board of Education Officers

President Ryan announced that this meeting was the annual organizational meeting of the Board and asked for a motion to elect 2017 Board officers through rotation according to Board Bylaw 9120, and that Board Bylaw 9120 be revised to reflect the officer rotation for 2017.

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

Following the approval of this item, President Ryan mentioned Elana Levens-Craig would assume leadership as the newly elected President at the December 20th meeting. The Board officers for 2017 are: Elana Levens-Craig, President; Dianne El-Hajj, Vice President; Ken Fox, Clerk; Dustin Burns and Barbara Ryan, Members.

2. Board Meeting Calendar for 2017

Member Burns moved to approve continuation of the existing meeting schedule with meeting dates for 2017 as listed; and noted a special meeting would be called if the Board needed to conduct business outside of the adopted meeting calendar.

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

3. Board of Education Representatives to Councils, Advisory and Other Committees

President Ryan inquired on the Board's preference to remain on their current committees. Member Levens-Craig mentioned that with her role as incoming President, she would relinquish her position on the Educational Foundation. Member Burns volunteered to replace Member Levens-Craig on the Educational Foundation. Member Levens-Craig moved for Board member assignments to Advisory and other committees for 2017 remain as assigned, with the exception of the Board/Santee City Council Joint Conference Committee and Educational Foundation.

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

C. 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
- 1.4. Schedule of Upcoming Events

2. Spotlight on Education: Pepper Drive School

Principal Ted Hooks, expressed his gratitude to the Board for allowing him to share the great things that were happening at Pepper Drive; and introduced his team, Vice Principals Kristen Bonser and Karen Hohimer. Vice Principal Bonser, shared the school's academic achievement indicators showed some small declines. She explained staff had spent time reflecting and planning how to reverse that trend. Vice Principal Bonser shared Pepper Drive teams have worked closely, using quality professional learning techniques to highlight student needs and what staff needs to do to help them meet those needs. She mentioned the school is looking at the use of questioning in the classroom and how to leverage questions into deeper learning. Vice Principal Bonser shared staff designed some choice in professional learning, and teachers are working in cross-grade level cohorts to increase their knowledge about something they have a passion about, for example Google Classroom or Art Integration. Principal Hooks added that at the end of last year, Pepper Drive faced the fact that the recent population growth created new needs and opportunities. He shared that with a campus increase of over 130 students in less than two years, staff knew they had to take a moment and re-ground the school's culture. With that in mind, staff started investigating some resources and connected with National University and got to know the Sanford Harmony curriculum. Vice Principal Hohimer shared Pepper Drive is using the Sanford Harmony program in classrooms to help students communicate, cooperate, connect, embrace diversity, and resolve conflict. She explained, Sanford Harmony, is a social-emotional teaching program that fosters strong classroom relationships between all students. The goal of Harmony is to incorporate specialized teaching strategies into classroom activities in an effort to reduce bullying, and help develop the students into tolerant, compassionate, and caring adults for the future. Vice Principal Hohimer explained all staff participated in professional development at the beginning year and have embraced the program across campus; and that students look forward to their circle time each day. Principal Hooks shared their video presentation was a celebration and outline of their plans to deepen the caring connections at Pepper Drive; with academic achievement as their goal.

D. PUBLIC COMMUNICATION

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

E. PUBLIC HEARING

1. Transitional Kindergarten Instructional Minutes California Department of Education Waiver Renewal

President Ryan opened the public hearing on the Transitional Kindergarten Instructional Minutes California Department of Education Waiver Renewal. There were no comments. The public hearing was closed.

F. 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/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.5. Approval of Consultants and General Service Providers
- 2.6. Annual and Five-Year Developer Fee Report
- 2.7. Agreement with Webb-Cleff for Architectural Services Related to Pepper Drive Relocatable Modernization Project
- 2.8. Agreement with Vavrinek, Trine, Day & Co. LLP for Services Related to the Calculation of Arbitrage Earnings for Outstanding Debt Issues
- 3.1. Approval of Transitional Kindergarten Instructional Minutes Waiver 2017-2019 -- pulled for separate consideration
- 3.2. Ratification of Nonpublic School Master Contract with Stein School for Nonpublic School Services
- 3.3. Approval of Master Contract Appendix A with Stein School for Nonpublic School Services
- 3.4. Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Occupational Therapy
- 3.5. Approval of Amended Nonpublic Agency Contract Appendix B with Maxim Healthcare for Nursing Services
- 4.1. Personnel, Regular
- 4.2. Approval of Short Term Position
- 4.3. Approval to Accept Memorandum of Understanding with Azusa Pacific University as Part of Santee TLC Initiative at Cajon Park School
- 4.4. Approval of Agreement with Public Consulting Group (PCG) to Provide Claims Administration Services for Medicaid Administrative Activities (MAA)
- 4.5. Approval of Credential Waiver
- 4.6. Approval of Agreement for Special Services with School Services of California, Inc.

Member Burns moved approval with the exception of Item 3.1. Approval of Transitional Kindergarten Instructional Minutes Waiver 2017-2019 which was pulled for separate consideration.

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

3.1. Approval of Transitional Kindergarten Instructional Minutes Waiver 2017-2019 --

Member El-Hajj asked if approval of the waiver would restrict the District from increasing instructional minutes in Kindergarten. Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, explained the waiver would not limit the increase in instructional minutes. She explained there was nothing in the waiver that prohibited the District from increasing instructional minutes. Member El-Hajj moved approval.

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

E. DISCUSSION AND/OR ACTION ITEMS

Educational Services

1.1. Ratification/Acceptance for Ottercares Foundation Innovation Station Grant for Sycamore Canyon School

Dr. S. Pierce shared Sycamore Canyon School had submitted and received a grant for \$15,000 from Ottercares Foundation Innovation Station Grants. She mentioned Principal Jeri Billick and Kelly Eveland, teacher, were present to provide an overview of how the funds would be used to support Sycamore Canyon School.

Principal Billick and Mr. Eveland explained the grant would create a makerspace with modern technological supplies and tools for students that would encourage and empower them to think creatively and become inventors. The \$15,000 would provide various supplies and tools from novel engineering kits, LEGO Mindstorm kits, 3D pens, and 3D printers. Additional students will learn about management of resources such as waste, water, recycling, and composting for the school garden.

The Board congratulated Sycamore Canyon on receipt of the grants. Member El-Hajj moved for ratification/acceptance.

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

Business Services

2.1. Approval of First Period Interim Report

Mr. Christensen shared a snapshots of all funds, highlighting the changes in fund balances based on projections and transactions through October 31. He shared there is an estimated deficit of approximately \$2.8 million in the Unrestricted General Fund and \$575,000 in the Restricted General Fund. Mr. Christensen mentioned a large deficit was still projected in Fund 13; and he would continue to monitor it. He explained Child Nutrition tends to bring in a bit more revenue and spend a bit less than estimated. Mr. Christensen mentioned Fund 14 has been primarily used this year to fund a portion of the Pepper Drive School HVAC project; and projecting an ending balance of about \$61,000. It is projected Fund 40 will have an ending balance of approximately \$3.6 million consisting of \$400,000 for the Hill Creek solar project; \$2.9 million for the technology reserve; \$130,000 for the Bus Replacement fund; and \$188,000 for the Facilities Needs fund. He mentioned a projected ending balance of approximately \$3.75 million in Fund 25 consisting of \$285,000 for the former RDA revenue (which is used to partially pay the COPs debt service payments); and \$3.4 million for the Renzulli Land Sale Proceeds. Mr. Christensen noted that this is approximately \$400,000 higher than what was estimated when discussing the Pepper Drive School HVAC project; and reminded the Board about the discussion of borrowing \$500,000 from the Renzulli Land Sale proceeds and developing a five-year repayment plan to pay back the Renzulli fund from Deferred Maintenance and General Fund electricity savings. He explained that after use of Deferred Maintenance, Developer Fees, and Prop 39, there was only a shortage of \$107,000. Instead of using Renzulli funds, it was paid out of the General Fund. Therefore, there are currently no monies owed to the Renzulli Land Sale proceeds fund. Mr. Christensen mentioned deficit spending is projected for Project SAFE and YALE. He explained both programs have sufficient reserves to absorb the deficit.

Multi-Year Projection

Mr. Christensen mentioned that with the \$2.8 million projected deficit in the Unrestricted General Fund, the District is currently estimating a drop in the reserve percentage this year to a little over 18%, with continuing drops in the subsequent years and the start of an estimated \$1.2 million structural deficit in 2017-18. He noted that we have not yet changed our out-year revenue assumptions nor have we changed our Average Daily Attendance (ADA) projection for this year

and the out-years. Since the District's CBEDs enrollment for this year is 67 higher than last year, we can expect that our ADA will be higher than last year. Mr. Christensen noted that P2 ADA projection will be updated after the completion of the P1 ADA report in early January.

He explained that even with the passage of Prop 55, which extends the personal income tax increase for high income earners, it is unknown how this will be impacted by other factors including the revised economic forecast and the fact that actual receipts through October are running nearly \$2 billion behind the State revenue forecast included in their Adopted Budget. Mr. Christensen mentioned he would update the out-year revenue projections when the Governor releases the 2017-18 budget proposal on January 10th. He explained all of these changes will be reflected in the Second Interim Report to be discussed at the February 21st Budget Workshop and brought for adoption at the March 7th Board meeting. Member Burns moved to approve the First Interim Report with a positive certification regarding the District's ability to meet its financial obligations for the 2016-17 and two subsequent years.

<i>Motion:</i>	<u>Burns</u>	<u>Ryan</u>	<u>Aye</u>	<u>Fox</u>	<u>Aye</u>
<i>Second</i>	<u>Fox</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 Approval of Monthly Financial Report

Mr. Christensen mentioned the Budget Revisions portion of this report contained the same information recently discussed for the First Interim Report. He shared the District ended the month with a \$9.6 million cash balance in the General Fund and mentioned cash flow projections were updated. Member El-Hajj moved approval.

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

2.3. Authorization to Solicit Bids for Shade Structure Replacement at Five Schools

Mr. Christensen shared the provisional plan for Non-Capitol Improvement Project facility projects includes replacing shade structures at Cajon Park, Carlton Hills, Chet F. Harritt, Rio Seco, and Sycamore Canyon schools. He explained this item was to seek authorization to solicit formal bids did not commit the District financially. Once the bids are received, they would be brought forth for the Board's consideration of award; tentatively at the at the March 21 meeting.

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

2.4 Approval of Agreement with State Water Resources Control Board for the Drought Response Outreach Program for Schools Grant

Mr. Christensen explained the next three items pertained to the Drought Response Outreach Program (DROPS) grant. He mentioned that at the August 18, 2015 meeting, the Board approved a resolution accepting a Drought Response Outreach Program for Schools Grant and authorized the execution of an Agreement with the State Water Resources Control Board; and that agreement was being brought forth for approval. Mr. Christensen explained there were numerous changes to the original agreement proposed by the State Water Resources Control Board. He noted that on Page 21, Exhibit D, clause 3 referenced a requirement that the District must be a member of a local watershed group. Mr. Christensen explained this was still being researched and mentioned this is a condition precedent of the Agreement that stems from the legislation that provided the State Funding for this grant. The Water Code defines a "Local watershed group" as a group consisting of owners and managers of land within the watershed of interest, local, state, and federal government representatives, and interested persons, other than landowners, who reside or work within the watershed of interest, and may include other persons, organizations, nonprofit corporations, and businesses. He mentioned Christina Becker, Director of Maintenance & Operations, had conducted research and it would be likely the District would join the San Diego River Park Foundation. Mr. Christensen shared the City of Santee is a member of this group. He mentioned Mrs. Becker was inquiring on the cost to join the Foundation; and he would not sign and executing the Agreement until the District becomes a member. Mr.

Christensen shared the Foundation's website listed a membership fee of \$1,000. He mentioned Mrs. Becker had spoken to the Foundation and there were lower fees for affiliate memberships and was waiting to hear on the fee. Upon discussion, the Board agreed to authorize up to \$1,000 for the membership fee. Member El-Hajj moved approval of the agreement and membership fee not to exceed \$1,000.

<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>	

2.5. Approval of Agreement with Webb-Cleff for Architectural and Advisory Services Related to Drought Response Outreach Program for Schools Grant Projects

Mr. Christensen mentioned that with approval of the DROPs agreement, it is necessary to procure architectural and advisory services. He mentioned Administration recommended approval of an agreement with Webb-Cleff for these services. Member Burns asked Administration to share a visual of projects coming forth for approval; and 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>	

2.6. Approval of Agreement with Ninyo & Moore for Testing Services Related to Drought Response Outreach Program for Schools Grant Projects

Mr. Christensen mentioned that with approval of the DROPs agreement, it is necessary to procure architectural and advisory services. He mentioned Administration recommended approval of an Agreement with Ninyo & Moore for these services. 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>El-Hajj</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>	

Superintendent

3.1. Board's Legislative Goals for 2017

Superintendent Pierce presented the proposed draft of Legislative Goals for 2017 for Board consideration. She shared the draft had minor language changes. Member El-Hajj asked for clarification on Goal #4 – Seek/Support legislation to adequately fund technology, instructional materials, and professional development needs for Common Core State Standards and Smarter Balanced Assessments on an ongoing basis. Superintendent Pierce explained that it is not necessarily the District that is requesting additional funds but a request to the State to continue with their commitment to adequately fund technology, instructional material, etc. 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>Levens-Craig</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>	

H. BOARD POLICIES AND BYLAWS

1.1. First Reading: Revisions to BP/AR 1312.3 - Uniform Complaint Procedures and AR 1312.4 – Williams Uniform Complaint Procedures

President Ryan mentioned Administration had requested approval of BP/AR 1312.3 at first reading. She explained Board Bylaws allowed for policies to be approved without a second reading. Member Burns moved approval, and waived the second reading. He asked that the District continue with past practice of bringing policies for a second reading.

<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. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce shared receiving an invitation to meet with Senator Joel Anderson to discuss legislative priorities. President Ryan asked that Administration also set-up meetings with Senator Anderson and Assemblyman Voepel.

Superintendent Pierce inquired on the Board's attendance to the Chamber of Commerce Awards Night on March 16. The Board asked administration to purchase a table for the District.

Superintendent Pierce shared President Ryan and her were asked to be interviewed by the Grand Jury regarding a questionnaire submitted in August regarding required Board/Superintendent trainings. She mentioned it seemed like they were focusing more on Board training. Superintendent Pierce mentioned other school districts had also been extended the same invitation. She shared the meeting was tentatively scheduled for Thursday, December 8, pending Board discussion. Member Burns suggested seeking legal counsel before attending. Superintendent Pierce mentioned she had checked with legal counsel and did not foresee an issue.

Member Burns expressed his gratitude towards President Ryan for her year of service as Board President.

Member El-Hajj mentioned attending the CSBA Conference in San Francisco and she expressed there was a new tone and a new message; she mentioned bringing information back to share.

Member Levens-Craig shared attending the CSBA Conference and mentioned she would share the information with the Board.

President Ryan mentioned attending CSBA Delegate Assembly. She shared some of the major legislative priorities will include the reserve cap and funding adequacy. President Ryan mentioned additional information would be forthcoming. She shared the Chamber of Commerce CEO had departed and office staff and the former Chamber President were assisting during the transition.

G. 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)
One (1) Case – OAH No. 2016110119
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

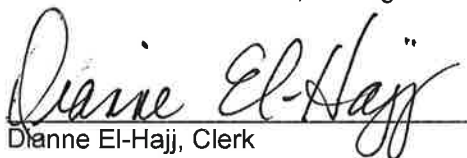
The Board entered closed session at 8:27 p.m.

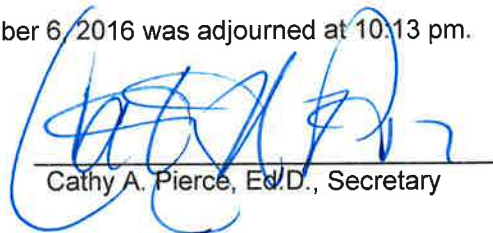
I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:17 p.m. and reported a dispute arose regarding a student's special education program. It was moved by Member El-Hajj, seconded by Member Fox, and carried 5-0, to reach a settlement in special education dispute, OAH #: 2016110119. The agreement involved a release of potential District liability.

J. ADJOURNMENT

With no further business, the organizational meeting of December 6, 2016 was adjourned at 10:13 pm.


Dianne El-Hajj, Clerk


Cathy A. Pierce, Ed.D., Secretary