

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

**MINUTES
April 5, 2011**

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

Prior to the regular meeting of the Board of Education, Board members met with the principals to discuss fostering safe social environments at schools and district and school site programs.

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Ryan called the meeting to order at 7:00 p.m. and invited the audience to join in to read the District Mission Statement.

Members present:

Barbara Ryan, President
Dan Bartholomew, Vice President
Dianne ElHajj, Clerk
Ken Fox, Member
Dustin Burns, Member

Administration present:

Dr. Patrick Shaw, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services
Kristin Baranski, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary

2. President Ryan invited Taylor Briggs, a 7th grade student from Hill Creek School, to lead the members, staff and audience in the Pledge of Allegiance.

3. Approval of Agenda

President Ryan asked the Board for a motion to approve the agenda, changing Item F.2.2. to be the first Discussion and Action Item discussed. It was moved and seconded to approve the agenda with the change of order.

Motion: Burns Second Fox Vote: 5-0
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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. Claims Against the District
- 1.5. Schedule of Upcoming Events

2. Report from the Budget Advisory Committee

Dawn McNelis, parent and member of the BAC, and Kristie Joiner, vice principal, provided a report from the Budget Advisory Committee. The Committee is comprised of employees, parents, community members and Board representatives. Mrs. McNelis reported the BAC completed their work for this year. The charge of the committee is to participate in committee meetings for training and education, review 2010-11 District budget, review 2010-11 budget options, recommendations, and priorities, and present recommendations to the Board of Education for use in preparing the District budget. The committee wished to acknowledge Faith Mitchell for her help with the BAC.

Mrs. McNelis said the committee members feel there is better communication to parents about attendance, including independent study contracts. High consideration was given to consider lease space for a cell tower, mixed feelings about using the general fund to support AVID, and low priority to implement a hot line to report waste,

President Ryan thanked Mrs. McNelis for her part in the presentation and said the information is very helpful to the Board.

C. PUBLIC COMMUNICATION

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

D. PUBLIC HEARINGS

1. Proposed Increase in Developer Fees

President Ryan opened the public hearing on the proposed increase in Developer Fees. There were no public comments and the public hearing was closed.

E. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President Ryan invited comments from the public on any item listed under Consent.

Superintendent

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Acceptance of Donations**
- 2.3. **Approval of Consultants and General Service Providers**
- 2.4. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.5. **Approval/Ratification of Agreement with Riverview Community Church for Use of Facilities at Cajon Park School**
- 2.6. **Approval/Acceptance of SFNA Report and Adoption of Resolution #1011-17 of Alternative Fees (Developer Fees)**
- 3.1. **Approval of Hard Drive Replacement of Existing Mitel Phone Switch at the District Office and School Sites**
- 3.2. **Approval of Site DSA Inspector IOR for Chet F. Harritt School Modernization**
- 4.1. **Personnel, Regular**
- 4.2. **Approval of Pilot Expansion of the YALE Preschool Program at PRIDE Academy**
- 4.3. **Approval to License Classrooms at Carlton Hills School and Expand the YALE Preschool Program to Carlton Hills in 2011**

It was moved and seconded to approve Consent Items.

Motion: Burns Second El-Hajj Vote: 5-0
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F. DISCUSSION AND/OR ACTION ITEMS

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

1.1. Approval of Monthly Financial Report

Karl Christensen presented the monthly financial report for February. The general fund balance ended a little less than \$6.3 million which is slightly lower than projected. The District will be able to meet our general fund cash obligations with a temporary transfer from fund 17 in June of \$763,000. The change in fund balance is roughly the same as last month. It was moved to approve the Monthly Financial Report. This month we added the difference to show the \$349 ADA reduction now that there will be no special election in June.

Motion: El-Hajj Second Fox Vote: 5-0
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1.2. Adoption of Resolution #1011-18 to Issue Tax Revenue Anticipation Notes for the 2011-12 Fiscal Year

Karl Christensen reported that in preparation for a cash shortage during the next school year, mostly due to State revenue deferrals, administration recommends the adoption of a resolution to issue a Tax Revenue Anticipation Note for the 2011-12 fiscal year.

Without extension of the taxes the Governor has indicated that education could take a greater loss from Prop 98 recalculations. Although the District could absorb a larger cut with budget reserves, cash is what would be affected. The inter year needs will be met with a County Treasury Loan for the \$3 million deficit for the 2012 fiscal year, and to be paid back in June.

The TRANS addresses the \$4 million intra year cash need. We will not know how much we will have remaining in CIP dollars that could be used for this purpose; therefore there is a need for a reliable cash source to fill the gap. An intra year TRAN would ensure we have enough cash to meet our needs. The resolution allows for a maximum of \$10 million although we are only anticipating a need of approximately \$3 million. Member Burns asked if we don't need all the dollars are there penalties or costs to the District? Mr. Christensen said the cash flow projections will determine how much we can qualify for which will ensure we don't get more than we need. There is no penalty unless we are above the reserve amounts which would make it more difficult the next year if we needed to get a TRAN.

It was moved to adopt Resolution #1011-18 authorizing the issuance of tax and revenue anticipation notes (TRANS) for the 2011-12 fiscal year in an amount not to exceed \$10 million.

Motion: EL-Hajj Second Burns Vote: 5-0
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1.3. Adoption of Resolution #1011-20, to Withdraw Membership in the Southern California Regional Liability Excess Fund (ReLIEF) Joint Powers Authority (JPA) and Rejoin the San Diego County Property and Liability Joint Powers Authority

Karl Christensen reported the District left the County JPA a couple of years ago in order to save on premiums and some needs were not being met. An analysis indicates the District can realize a savings by rejoining the County JPA. Mr. Christensen has spoken with the Administrators and has received assurance that they will meet our needs. It was moved to adopt Resolution #1011-20 to withdraw from So Cal ReLIEF as of June 30, 2011 and rejoin San Diego County JPA as of July 1, 2011 for property and liability coverage.

Motion: Bartholomew Second EL-Hajj Vote: 5-0
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2.1. Adoption of Resolution #1011-19, Resolution to Issue Series E General Obligation Bonds

Mr. Christensen reported in order to have enough funds to complete the 10-classroom building at Hill Creek School, the District needs to issue another portion of the General Obligation Bonds. Only 20% of the remaining authorization is available to be issued at this time. With the current growth rate, the tax rate will not drop below the \$30 threshold until 2034. Bonds will be issued as capital appreciation bonds. The hope is to obtain approximately \$4 million in usable assets. Amended pages were presented with date changes in order to have the Board of Supervisors adopt their resolution as the paying agent.

It was moved to adopt Resolution #1011-19, "Resolution of the Board of Education of the Santee School District Authorizing the Issuance of the Santee School District General Obligation Bonds, Election of 2006, Series E, in an Aggregate Principal Amount not to Exceed Five Million Dollars (\$5,000,000)" as submitted.

Motion: Burns Second El-Hajj Vote: 5-0
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2.2. Discussion of Long-Term Plan for Woodshop at Hill Creek School

Karl Christensen reported that upon modernization at Hill Creek there will be a reduction in the number of classrooms. Currently, woodshop is an elective for 7th grade students at Hill Creek School and offered for three periods per day

In order to create a woodshop classroom in the 10-classroom building being constructed, there would be an estimated additional cost of \$250,000. There is also a boiler room that will no longer be used for mechanical equipment that could be converted into woodshop. The cost to convert the unused boiler room and create an area for storage would be approximately \$10,000. This room would hold most, but not all, of the woodshop equipment.

Mr. Christensen said this item was to begin the discussion for the Board to consider the added design and cost to put the woodshop into the new classrooms building or using the interim plan to convert the boiler room to provide a scaled down version of the woodshop. A final decision would not need to be made until the first Board meeting in June.

Members of the audience submitted requests to speak:

- Patty Clem, a Hill Creek Parent, works with the Arts Attack program jointly with the woodshop. She is very concerned with how the woodshop program will proceed. It is very important to the parents to have a woodshop program and it is a great asset to the community and makes Hill Creek stand apart from other schools.
- Tammy Morgan, a Hill Creek Parent does not want to see the woodshop program go away. This year the program was reduced to involve only 7th graders. She asked the Board to consider keeping the woodshop program.
- John Journeay, Hill Creek's woodshop teacher, is very proud and passionate about the woodshop program. He displayed some of the student projects. The woodshop program builds life long skills including, safety, using hand tools, and power tools. He invited the Board to the open house on May 24th from 6:00-7:00 p.m. when the projects will be on display.

Board members presented comments and questions:

- Member Burns believes the woodshop program has a great value.
- Member El-Hajj asked if using the boiler room would prohibit the program from continuing and if an all- day program could be run from the converted boiler room. She also asked if there were any other options for the boiler room or if it would remain vacant.
- President Ryan asked what equipment would not be able to fit in the smaller space and how that would impact the program.
- Member El-Hajj asked what credential is required to operate the program if Mr. Journeay decided some day to retire and another teacher was considered to teach woodshop. She asked if there is a way someone can be trained to carry on when Mr. Journeay was to retire. Member El-Hajj hopes that the estimate would be able to be looked at by the people who would use it, as the larger design may have more than needed currently, as well as in the future.
- President Ryan said input from the parent community would be needed before making a decision. Parents have shared the value of the woodshop program to students who are pre-engineer majors in college.
- Member Burns would like to know the cost if it was decided after the 10-classroom building was built to put in a woodshop.

Administration will provide the information requested and return to the Board in June for further discussion and decisions about the plans for woodshop at Hill Creek School.

3.1. Approval of Memorandum of Understanding Between Santee School District and California Partnership for Achieving Student Success (Cal-PASS)

Kristin Baranski reported that Cal-Pass provides data on student enrollment and course completion after they leave our schools. This information will be helpful to track our students to analyze if we are providing academic programs for students to achieve in their high school and college educations. Although we have had a memorandum of understanding for the past several years, the District has not accessed the available data. Member El-Hajj asked if we have personnel to trigger data so the information can be tracked. Mrs. Baranski said Bonner Montler will support uploading the data, working with their people to customize the information for us.

Member Burns moved to approve the Cal-PASS Memorandum of Understanding for California Partnership for Achieving Student Success.

Motion: Burns Second El-Hajj Vote: 5-0
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4.1. Adoption of Resolution No. 1011-21 to Layoff Identified Classified Non-Management Position

Minnie Malin reported that at a recent IEP meeting and evaluation it was determined a student no longer required an Instructional Assistant with them through the day. Therefore, administration requested that this position be eliminated, creating the need to layoff a classified non-management employee.

Member Burns asked how many students would be affected by the bumping. Mrs. Malin said up to three students could be affected through bumping and they would know before this school year ends.

Member Burns moved to adopt resolution no.1011-21 to lay off an identified classified non-management position.

Motion: Burns Second Bartholomew Vote: 5-0
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4.2 Leave of Absence Parameters

It was requested by Member Bartholomew this item be brought to the Board for a discussion. Member Bartholomew said most school districts allow 1-2 years of leave for family leave and do not allow leave for someone who has taken another position with a different employer. He noticed that there is one district that allows a leave of absence if the employee is employed by another employer outside of the county, state or country. He asked what restriction the District has at this time. Mrs. Malin, Assistant Superintendent of Human Resources/Pupil Services said we have no restrictions at this time; decisions are made annually by the Board.

Member Burns believes if someone is taking a job somewhere else, it is not right to provide them with a leave of absence. Member Bartholomew asked how providing an employee leave for 4 to 5 years impacts a teacher when they wish to return from leave. He believes it makes sense to have some threshold and not just an open policy. Member Bartholomew suggested three years leave may be a good rule for Santee, with no leave of absence for employees who are employed somewhere else.

President Ryan requested administration return to the Board with a proposed policy to take effect for the 2012-13 school year. Board members also requested information from an analysis of how long we have had temporary teachers to determine if we are losing good temporary teachers from current leave practices. President Ryan believes it is helpful to have temporary teachers during tough financial times to prevent the need to lay off permanent or probationary employees, and that is why she has supported leaves. Minnie Malin said the class size increase has prevented us from hiring many temporary teachers.

No action was taken and this item will return to the Board for further consideration in the form of a proposed Board Policy.

4.3 Employee Recognition for Day of the Teacher and Classified School Employees Week

Minnie Malin shared the Board and Executive Council traditionally honor teacher and classified employees each year. Administration recommends a similar acknowledgement again this year, providing cookies and a thank you. Last year Child Nutrition Services donated the cookies and has agreed to do the same this year. Board members directed administration to move forward with this recognition.

G. BOARD POLICIES AND BYLAWS

1. First Reading: Board Bylaw 9000 Role of the Board

A revised title for Board Bylaw 9000 was presented to the Board in a first reading. The recommended revision in the title to *Responsibility of the Board* was the outcome of a review of the Board Bylaws in a Board workshop. No action was requested and the revision will return to the Board for a second reading and request for approval.

2. First Reading: Board Policy Annual Review:

BP 1312.1 Complaints Concerning District Employees
BP 4116 Probationary/Permanent Status
BP 4315.1 Competence in Evaluation of Teachers
BP 5116.1 Intradistrict Open Enrollment
BP 6145 Extracurricular and Cocurricular Activities

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policies. The policies were submitted revisions for a first reading and will return to the Board for a second reading and request for approval.

President Ryan suggested Board members submit any recommended changes to administration before the next Board meeting.

H. BOARD COMMUNICATION

Board members reviewed upcoming meetings, events, and correspondence.

Rio Seco: Honorable Mention for the Classroom of the Future Foundation Innovate Award Ceremony on May 19th.

Dr. Shaw presented the final back page ad for the Special Edition ECHO.

Salute to Excellence will be held on May 24th. Member Burns will work with Carlton Oaks Country Club for the venue at little or no cost.

The Board was invited to the ExploraVision awards ceremony at Chet F. Harritt on April 8th.

Honoring Our Own will be on April 28, 2011. Professional Leadership Team will be invited to attend to celebrate Barbara Ryan as School Board Member of the Year and Karl Christensen as Administrator of the Year.

The scheduled meeting of the City/Board Joint Committee was cancelled and will be rescheduled.

Member Burns believes the District should take the lead, working jointly with the City, to present parent education nights for social networking/cyber bullying. Member El-Hajj suggested a discussion with high schools.

Member Bartholomew mentioned a developer is close to issuing an EIR for the Castle Rock development and asked administration to be sure the District takes the opportunity to respond to the EIR.

Member El-Hajj shared the meeting with the Pepper Drive staff went well. Teachers appreciated the Board and administration coming and providing an explanation about the timeline for modernization and construction at Pepper Drive School.

President Ryan attended the EL reclassification ceremony and was surprised at the number of different ethnicities. The students' goals were really amazing, many are Stanford and Harvard bound and looking to become professionals such as doctors.

President Ryan discussed Room 21, a new web-based interactive program for junior high students at Rio Seco School. Dr. Shaw said the teacher who began the program may have not stressed the focus on learning of this program. He will sit in on training being held tomorrow. President Ryan asked Dr. Shaw to investigate if the interaction allows 4th graders have access to comments by 8th graders. Dr. Shaw said Mrs. McColl is checking with the program designer to see if the interaction can be isolated by grade level. President Ryan suggested that if there are concerns with the program, those need to be addressed, and there may need to be protocols in place and a more gradual implementation. Dr. Shaw said that it is good to review our current Technology Use Board Policy whenever any new technology is implemented. Board members agreed that staff should not use the term *Facebook* when describing Room 21, as that gives students the idea that it is a social program instead of an educational program.

I. CLOSED SESSION

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

- 1. Conference with Labor Negotiator** (Govt. Code § 54956.8)

Purpose: Negotiations

Agency Negotiator: Karl Christensen, Assistant Supt, Business Services

Employee Organizations: Santee Teachers Association

California School Employees Association

2. Public Employee Performance Evaluation (Govt. Code § 54957)
Superintendent

The Board entered closed session at 8:29 p.m.

J. RECONVENE TO PUBLIC SESSION

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

K. ADJOURNMENT

The April 5, 2011 regular meeting adjourned at 10:15 p.m.