

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

September 6, 2011  
**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. and invited the audience to read the District Mission Statement with the Board.

Members present:

Barbara Ryan, President  
Dan Bartholomew, Vice President  
Dianne El-Hajj, 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 Stephanie Southcott, Principal of PRIDE Academy, to lead the members, staff, and audience in the Pledge of Allegiance.

3. Approval of Agenda

President Ryan shared the sad news of the passing of Kathy Davis, a recently retired teacher in Santee School District. Member Burns shared that Kathy Davis started teaching at Sycamore Canyon School in 1971 and later transferred to Cajon Park where she taught for many years. The Board and District staff expressed their sympathy to the family. President Ryan shared a story about Kathy's special way she taught reading to one of her children. Many District employees, parents, and students have fond memories of Kathy and she will be greatly missed. The Board requested to adjourn the meeting in Kathy's memory. It was moved and seconded to approve the agenda with the meeting to be adjourned in memory of Kathy Davis.

**Motion:** *El-Hajj*                      **Second:** *Burns*                      **Vote:** *5-0*

**B. REPORTS AND PRESENTATIONS**

1. Superintendent's Report

- 1.1. Developer Fees Collection Report
- 1.2. Claims Against the District
- 1.3. Schedule of Upcoming Events

Dr. Shaw reported a very smooth first day from his visits to all of the schools today. This is the first rainy day opening of a school year that anyone can remember. Although it was raining, it did not lessen the enthusiasm of the children. All the schools looked fantastic today and he is especially proud of the new entry at PRIDE Academy. So many parents came to school early at Hill Creek to see the new school that the parking lot was full before the staff arrived. It was a great opening day.

2. Professional Leadership Team Video- Santee School District

Dr. Shaw shared that during the last school year, the Professional Leadership Team worked on creating "The Story of Santee School District." The Professional Leadership Team was divided into five (5) groups, each consisting of diverse job responsibilities, in order to obtain outcomes that addressed all facets of the school district. The project culminated as they returned in August with each family assembling and presenting "The Santee Story" in a photo essay. The first of the five video presentations resulting from this project was shared with the Board.

3. Presentation from Santee School District Foundation

Santee School District Foundation president, Mike Clinkenbeard, and treasurer, Jim Panknin, presented the Santee School District with a check for \$27,000 to support the Arts Attack curriculum, the Cloud, and the Spanish

program for the 2011-12 school year. Mr. Panknin shared that the Foundation recognized that the school district employees do most of the work to raise funds for the Foundation and they are proud to be able to use those funds to support programs for students.

Dr. Shaw thanked the Foundation for continuing to find ways to bring funds into our schools. He shared that the Foundation will introduce a new fundraiser, "Feed the Turkey," beginning in November. President Ryan accepted the check on behalf of the Board and thanked the Foundation. She said when the Foundation first began, it was never dreamed it would be able to support our schools in ways such as this.

#### 4. Report on 2011 API and AYP Results

Kristin Baranski, Director of Educational Services, shared the reported State API and Federal AYP data. Santee School District decreased by 3 points on their API Score and entered year 1 of Program Improvement. Because we made enough gains in English/Language Arts we believed we would not enter Program Improvement. However, this occurred because the District exceeded the allowable cap of Special Education students who take the CMA, a modified assessment, and receive an advanced or proficient score. PRIDE Academy made an 18 point API gain and made gains in 20 of the 21 areas. Because they did not make gains in every subgroup schoolwide, they will enter year 2 of Program Improvement. She shared a chart showing that some schools showed an increase and some a slight decrease in their APIs. During the Board Workshop on September 27<sup>th</sup>, Administration will present more detailed data analysis and discuss the professional development plans to support instruction across the school district. Member Bartholomew asked for clarification about the special education student tests. Mrs. Baranski explained there is a 1% cap on the number of students who can take the CAPP. When the CMA came forward, we could have a 2% cap on students taking that test. These caps are in place because of the concern that too many children would be taking a modified assessment and receiving a proficient or advanced score. We believe this is an appropriate test for many of our special education students in order to feel successful and because of this, we exceeded the cap. President Ryan said the cap was put there to assure students will be given the appropriate level test. Mrs. Baranski said we have not yet received the official word from CDE but once we do, we must communicate it with the school community. The letter going home to parents will explain the reason the District is entering year 1 of Program Improvement and why we believe our students are taking the appropriate tests.

#### 5. Report on Professional Development from The Writing Project, Teachers College at Columbia University

Dr. Shaw said a number of years ago the superintendent began a focus in the area of writing and developed a good writing program in the District. What needs to be developed now is our students as writers. Last week, at his request, Kristin Baranski, Stephanie Piece, and Laurie Meaux attended a one week Writing Workshop at Teachers College at Columbia University to see if it has significant value for our students and teachers.

Mrs. Baranski provided a report to the Board about their training from Lucy Caulkins. This training is provided to teachers from around the world and Lucy Caulkins has more than 30 years of experience to share with those who attend. Administrators and teachers keep searching for more and better ways to teach writing and even more importantly, the writer, and a system approach where all teachers provide a similar structure and expectation. Building a school community of confident and motivated writers is our next step in any writing professional development.

Therefore, she plans to begin discussions with site administrators about implementing school and district-wide training, provided by Lucy Calkins and her associates, as we cannot replicate 30 years of research or 18 years of a professional development model that works. The Reading and Writing Project provides "home grown institutes" where they send trainers to train large numbers of teachers. This would be the most cost effective way to provide our teachers with this level of training.

Member Burns asked if data was presented showing their success. Mrs. Baranski said the student writing samples shows the depth of writing from this program.

#### C. PUBLIC COMMUNICATION

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

Allwyn Gazi, a junior high teacher and president of STA shared that having children come to the Welcome Back event to tell the staff how excited they were to see their teachers again was very meaningful. She hopes the event will continue.

#### **D. 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. There were no comments.

- 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. **Adoption of Resolution #1112-04 to Certify 2010-11 Gann Limit Appropriations Recalculation and an Estimated Limit for 2011-12.**
- 2.6. **Approval of Transportation Services Agreement with Grossmont Union High School District**
- 3.1. **Retention Reduction For Capital Improvement Program Modernization Projects at Chet F. Harritt, Hill Creek, and PRIDE Academy at Prospect Avenue Schools**
- 4.1. **Personnel, Regular**
- 4.2. **Approval to Change Classification of Food Service Worker I Positions Located at School Sites to Food Service Worker I-A; and Revisions to Job Descriptions**
- 4.3. **Approval of Reclassification for the Food Service Utility Worker Positions; Revisions to Job Description; and Increase in Work Year**
- 4.4. **Approval to Extend Short Term Positions**

It was moved and seconded to approve Consent Items.

**Motion:** *Bartholomew* **Second** *El-hajj* **Vote:** **5-0**

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#### **G. DISCUSSION AND/OR ACTION ITEMS**

##### **1.1. Proposed Calendar of Annual Meetings and/or Events for 2011-12**

Dr. Shaw shared a proposed calendar for annual meetings and events for 2011-12. He said at a previous meeting there was mention about the possibility of changing the format for the student forum. He proposed holding a student "town hall" meeting in the fall instead of the usual student representative format. Board members would like a student "town hall" meeting scheduled for a separate evening and at a site with room for larger numbers to attend.

This year Dr. Shaw would like to have two principal presentations at each meeting beginning October 5<sup>th</sup>. In January he would like each school to bring a student program in place at their school to spotlight.

Member Burns said he would like to keep informed about how the principals are doing on their goals through the year. Dr. Shaw will follow up on that via routine communication to the Board. Board members approved of the plan for principal and student program presentations.

##### **1.2. Child Nutrition Services Program Menus and Meal Nutritional Information**

Cathy Abel, Director of Child Nutrition Services said this year administration is working to provide more information to parents about the nutritional aspect of the student meal programs. She shared that the menus are planned based on nutrient based standards, which allows averaging, thereby giving more variety to students. Student must have three food groups in their meal and the dietary needs vary with grade levels. When creating a menu, her priorities include nutrition guidelines, food safety, student preference, cost, and how the food fits into the operation.

She provided information on the nutrient value of chocolate milk and increased student milk consumption. She explained that the District pizza and the nachos are not bad for kids, if eaten in moderation. The pizza served in the cafeterias is made locally with 100% whole wheat crust and partially low fat cheese. The nachos meal consists of a small container of cheese sauce and a bag of baked tortilla chips. Mrs. Abel shared a flyer that will be going home with students soon that shows a sample of the nutrient analysis for all foods on the menu that is available on the District's web site and informs parents about the new regulations for non-compliant foods and school celebrations.

Speaker: Mr. Joe Spencer, a parent from Rio Seco School said he has come forward in the past and tonight because he thinks the District could do things better. He said that much of the information that comes forward about chocolate milk is from associations with milk and the Dairy Council. The two websites linked on the District website are funded by the milk processors. All of the information about chocolate milk is coming from those who have a financial interest in milk sales. He would like Santee School District to lead the way to eliminate chocolate milk from the cafeterias as Los Angeles and another east county school district has.

Member Bartholomew asked what other options would be on the menu when nachos are on the menu. Mrs. Abel said in September, the other option is a sub sandwich. There are always 5 options to choose from, plus the salad bar.

Member Burns said he appreciates the hard work of the CNS staff and always tries to stop in to the cafeterias when he visits schools to say hello.

Member Fox asked if someone makes sure the students get the minimum number of food groups on their tray. Mrs. Abel said the cashier checks for an entrée plus one other item which would account for three good groups. Member Fox asked if there was a way to know how much of the food is thrown into the garbage. Mrs. Abel said there is a lot of food thrown away, including lunches brought from home. Member Fox asked if a parent can notify the kitchen if they do not want their child to have a certain food. Mrs. Abel said the Santa Monica school district just began a program where if a parent does not want their child to have chocolate milk, they notify the school and it is checked when the students come through the lunch line. Child Nutrition Services would be very open to this and has the capability.

Member Bartholomew thanked Mrs. Abel and said her report was very good information and very eye opening. He sees that families have choices and staff can put parental oversight in place.

Member El-Hajj asked how many cartons of white milk are sold in a day. Mrs. Abel said the department feeds approximately 3100 students each day, and approximately 3000 take chocolate milk and about 100 will take white milk. Staff reports a school site daily averages 25-30 white milk sales.

Board members reviewed the flyer and Member El-Hajj and President Ryan would like to work with Mrs. Abel to finalize the information to parents. President Ryan wants parents to know they have the choice to exclude anything from their child's diet by contacting the school.

Member Bartholomew said he wants to know how we can educate the parents with the fact based information that was shared in order to answer some of the perceptions that are out in the public. He believes it is important to share it with the community. He also asked if it was possible to share images of the servings and entrees online so parents can see what a serving size is.

## **2.1. Approval of 2010-11 Unaudited Actuals Report**

Karl Christensen reported the books have been closed for 2010-11 and presented the unaudited actuals report for 2010-11. He reported that although the report shows \$7.7 million as undesignated in the general fund, it does not represent cash. There is a difference between usable cash and the reported revenue that has been deferred by the State. We also must keep a larger reserve to have enough cash to pay the bills because of revenue deferrals by the state.

Mr. Christensen reported on the following accounts:

- Cafeteria Fund: This fund ended the year with a surplus of \$120,000 and a large fund balance. Administration is projecting a surplus next year and the fund is beginning to exceed the allowable carryovers. The Director is planning to spend down this fund balance with purchases of items that will improve service and efficiency.
- Fund 40: This is the special reserve fund accounting for solar at Hill Creek. There is a \$344,000 fund balance. At this time administration is reviewing the efficiency of the solar and also found the final payment was not included in this report. After the final payment is deducted, the actual balance will be \$115,000.
- Fund 63: Project SAFE has a deficit factor of nearly \$300,000. Project SAFE will spend down their fund balance because of the deficit spending and is addressing the program expenditures and revenue alignment. They will be bringing their alignment plan to the Board for approval soon.

Mr. Christensen shared that at this time we have a \$3.3 million surplus due to \$600,000 from school and department budgets that were not spent. It is important to note that most of the "surplus" is carried over as part of this year's budget and the schools have plans in place for their carryover dollars. Other money was from services

that were less than budgeted. The makeup of the surplus is based on one-time monies. He said it has been a team effort in controlling expenditures and managing budgets. He explained there is a difference between having a surplus and having a structural surplus. Although we have a surplus at this time, we are now beginning the years of spending down any surplus and the reserves because we are deficit spending, spending more than we receive. Member Burns moved to approve the 2010-11 Unaudited Actuals Report with all required State forms.

**Motion: Burns Second El-Hajj Vote: 5-0**  
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### 3.1. Student Attendance Program

Bob Kull, Coordinator of Student Attendance, presented a report on the Student Attendance Program for the 2010-11 school year. All nine schools increased their student attendance. Schools used a variety of incentives for students including raffles, prizes, and school passes. The District saw a district wide gain of .21%, increasing attendance to an average of 96.43%, more than the county average of 95% (not including Saturday School). This increase in attendance gained students 18,024 hours of instruction time. Staff is working very hard to make sure students come to school if they are not ill.

Member Burns thanked Mr. Kull and he is amazed at the numbers, the dollars, and the hours of instruction that are received from the efforts. President Ryan asked Mr. Kull to share this information, including some of the things he has done to increase attendance, with Paula Ingraham of the Children's Initiative.

## H. BOARD COMMUNICATION

Member El-Hajj drove past Chet F. Harritt School and it looked great. President Ryan visited the schools modernized this year. Member Burns said while at the schools today it reminded him again why he does what he does. President Ryan said she believes it never rained before on the first day of school and she was watching all of the kids in their brand new shoes knowing they would probably come home muddy.

Member Fox wished to confirm that the School Beautification volunteers would be recognized for their work on August 20<sup>th</sup>. He visited two sites while the work was being done. Dr. Shaw confirmed the recognition is planned for the next Board meeting.

Administration shared a content draft for an upcoming page of the Special Edition ECHO. Board members had no changes.

A draft of the 2011-12 Board Committee Application was shared.

Mrs. Malin announced that the Board will receive the required Sexual Harassment Training at the next Board meeting.

Board Members reviewed draft commendation letters for Barnhart. No changes were recommended.

President Ryan thanked Executive Council for attending the Team Building Workshop.

## 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, Asst. Superintendent*  
*Employee Organization: Classified School Employees Association*
- 2. Conference with Legal Counsel** (*Subdivision (a) of Govt. Code § 54956.9*)  
*Anticipated Litigation: One potential*

The Board entered closed session at 8:28 p.m.

## J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:25 p.m. No action was reported.

## K. ADJOURNMENT

The September 6, 2011 regular meeting adjourned at 9:25 p.m. in memory of Kathy Davis.