

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

October 4, 2011
MINUTES

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

A. OPENING PROCEDURES

1. President Ryan called the meeting to order at 7:02 p.m. and read the District Mission Statement.

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 Mr. Jim Rosa, Dean of Students at Carlton Hills School, to lead the members, staff and audience in the Pledge of Allegiance.
3. Approval of Agenda
President Ryan informed the Board that Consent Item E.2.8. was amended to correct the name of the grantor.

It was moved and seconded to approve the agenda with Consent Item E.2.8. amended.

Motion: Bartholomew Second El-Hajj Vote: 5-0

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President Ryan announced that this Board meeting would be adjourned in memory of Chris Bailey, a 3rd grade teacher at Rio Seco School, who recently passed away after battling cancer. She welcomed the Bailey family and shared condolences from the Board. President Ryan shared about Chris Bailey's time as a teacher and how much she enjoyed teaching and the projects her students would produce. She thanked the Bailey family for their support of Chris as a teacher. Board members thanked the Rio Seco staff for attending to honor Chris.

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. Spotlight: Professional Leadership Team Video

Dr. Shaw presented the third of five picture stories about Santee School District developed by the Professional Leadership Team.

3. Principal Presentations: Carlton Hill and Carlton Oaks Schools

Terry Heck, principal at Carlton Hills School reported both the excitement and challenges at Carlton Hills with their API increase to 882, a four point increase. Their focus is to continue to move students up in proficiency. He shared trends in English/Language Arts and Math, showing declines in proficiency in certain grade levels. To rectify these declines, teachers will administer common assessments using Dibels, RSTI, and student goal setting. Carlton Hills experiences a high transiency rate with an increased number of students entering below grade level and families moving out of the district. Although only about one-third of the students stay at Carlton Hills for 5 or more years, children who remain at Carlton Hills will be proficient or advanced. The focus at Carlton Hills is to prepare every student with the knowledge and skills necessary to attend college, not allowing

any excuses to get in the way. This year all classrooms adopted college identities, as well as a NO EXCUSES school site commitment.

Stephanie Pierce, principal of Carlton Oaks School, shared the work around student learning that is going on at Carlton Oaks School. The plan includes increasing the school API by increasing the proficient and advanced range for students. In order to increase proficiency levels and increase their API this year, one of their focuses will be using Individual student goal setting. Goal development is implemented based on CST, district assessments, classroom based assessments, and creation of products.

School Administration will be working to develop a culture of learning with the teachers by setting trimester teacher/team goals, developing a teacher plan, and evaluating the results. Professional development will focus on instructional design for classroom consistency.

Member Bartholomew said he appreciated receiving insights about some of the drivers behind the results. President Ryan thanked both principals and said the Board appreciates seeing their plans.

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. Compliance of Education Code Section 60119: K-12 Textbook and Instructional Materials Funding Realignment Program (IMFRP)

President Ryan opened the public hearing for compliance of Education Code Section 60119: K-12 Textbook and Instructional Materials Funding Realignment Program (IMFRP). There were no comments from the public. President Ryan closed the public hearing.

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.

- 1.1. **Approval of Minutes**
- 1.2. ***Pulled for separate consideration.***
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Revolving Cash Report**
- 2.3. **Acceptance of Donations**
- 2.4. **Adoption of Proclamation for National School Lunch Week**
- 2.5. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.6. **Approval of Consultants and General Service Providers**
- 2.7. **Authorization to Procure Design Services and Seek Bids for Re-Roofing of the Child Nutrition Services Building**
- 2.8. **Acceptance of Play Structure Grant at Sycamore Canyon School for Preschool (*This item was amended.*)**
- 3.1. **Approval of HERS Testing Consultant for Phase 2 Schools**
- 3.2. **Acceptance of Exterior Painting Project at Pepper Drive School as Complete and Authorization/Ratification to File a Notice of Completion**
- 3.3. **Acceptance of Re-Carpeting Project at Pepper Drive School as Complete and Authorization/Ratification to File a Notice of Completion**
- 3.4. **Acceptance of Asphalt/Paving Project at District Office Parking Lot Compound as Complete and Authorization/Ratification to File a Notice of Completion**
- 4.1. **Certification and Adoption of Resolution of Sufficiency of Instructional Materials 2011-12**
- 4.2. **Approval of Student Teaching Agreement with California State University, Northridge**
- 5.1. **Personnel, Regular**
- 5.2. **Approval of New Job Descriptions for Mild-Moderate and Moderate-Severe Specialized Academic Instructor (Pre-School)**
- 5.3. **Approval of Increase in Work Hours for Identified Food Service Worker I-A Positions**
- 5.4. **Approval of Memorandum of Understanding with Family Forces – Mental Health Systems**

It was moved and seconded to approve Consent Items with amended item E.2.8. and with the exception of Item E.1.2. which was pulled for separate consideration.

Motion: *El-Hajj* **Second** *Fox* **Vote:** *5-0*
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E.1.2. Approval of Board Advisory Committee Appointments (Pulled by Member Burns for separate consideration.) Member Burns wished to thank the parents and community members who have applied for membership on Board Advisory Committees. Their work is extremely important to the Board and the Board is thankful for their participation. Member Burns moved to approve item E.1.2.

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. Strategic Planning

Dr. Shaw reported that it has been about five years since the Board developed their current plan and goals and it is time to review and update the strategic plan. He presented a proposed timeline and plan using Dr. Sheridan Barker of the Haines Centre for Strategic Management. Her services, which include the overview, plan, retreat, executive planning sessions, leadership meetings, and implementation of supports of the new strategic plan, would be provided at a cost of \$24,000, to be paid over the next 2 years.

Member El-Hajj shared that the Board has developed strategic plans previously and having a plan provides direction on where the Board is going and what is important to the community. Member Burns supports a strategic planning session and wants to assure the message will get out for input from the community. There was a broad representation last time and it was very powerful.

Member Bartholomew believes strategic planning is crucially important but is concerned about the cost. Dr. Shaw shared the breakdown of the costs: overview and planning \$3,500, retreat and planning \$7,000, Executive Planning \$4,500, developing action plans and roll out sessions \$3,500, annual review and update \$4,500, and materials reproductive rights for one year \$1,000, for a total of \$24,000. The cost includes evaluation and all of her time in consulting and there will be no additional billed hours. Dr. Shaw said the dashboard is an important aspect to be able to show how we are attaining the goals that are developed.

President Ryan requested the 3-day retreat and as many Leadership Teams meetings as possible be scheduled at a time when at least one or more board members could attend. Dr. Shaw said he would plan meetings at times to allow for board member participation.

Member El-Hajj moved to approve the implementation of the proposed strategic planning timeline and process for Santee School District facilitated by Dr. Sheridan Barker of the Haines Centre for Strategic Management at a cost of \$24,000.

Motion: *El-Hajj* **Second** *Fox* **Vote:** *5-0*
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2.1 Approval of Monthly Financial Report

Karl Christensen presented the monthly financial reports for July and August. He reported that he is running weekly cash flow analyses. Many budget revisions have not yet been incorporated into these monthly reports. Next month's report will include more revisions. Member Burns said CSBA sent out a newsletter with some financial services through Piper Jaffray. Mr. Christensen said they offer a better option than the County Treasurer and he will be considering their options for a loan for cash flow. Member Burns moved to approve the Monthly Financial Report.

Motion: *Burns* **Second** *Bartholomew* **Vote:** *5-0*
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3.1. Design Changes for 10 Classroom Additions

Karl Christensen presented the Phase II post occupancy list. He pointed out item #4, the change to the stairwells. He explained that changes in building codes caused the wood frame construction to change to a

structural steel building because of the cost. One of the savings included having the stairwells be placed on the exterior of the building. There were four reasons this change was included: construction cost savings, decrease in noise inside the buildings, energy savings by not air conditioning space, and additional maintenance savings. The disadvantages to this change are possible aesthetic appeal, inclement weather exposure, and the increased attraction for kids afterschool and on weekends. Mr. Christensen shared a rendering of the Hill Creek building with exterior stairs. Administration requested direction from the Board on how to proceed. Member Burns asked what the increase in cost would be to include the stairs on the interior of the building and where would the extra cost be paid from. Mr. Christensen said the cost would range from \$50,000 to \$100,000 to enclose the stairways, which would come from the CIP funds, comprised of state grant funds and GO bonds funds.

Member Fox does not believe it is an appealing look and there is concern for future problems with exposed stairs. Member Burns said although he was concerned, the exterior stairs do not look bad. He does have concerns about safety. Hill Creek is used often afterschool and he believes it would attract kids with skateboards. He is also concerned that in a lockdown situation, students and teachers could not get to the ground floor without going outside. He also preferred the appearance be consistent throughout the District.

Member Bartholomew asked if we returned to the original design how it would be paid for. Mr. Christensen said the design change would go through the change order process and funds are set aside for change orders in the current contract. Any additional costs would be paid from CIP funds. Member El-Hajj said over time that damage from children playing or a lawsuit from someone getting injured would cost more than changing the design now. President Ryan said the architects did a good job of designing the exterior stairs but she agrees with the other Board members that the design should return to the original plan with interior stairs. Member Burns moved to issue a change order for design changes for the Hill Creek 10-classroom building, to return to original design for stairways on the interior of the building.

Motion: Burns Second Fox Vote: 5-0
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G. BOARD POLICIES AND BYLAWS

1. Second Reading: Revised BP 3290, Gifts, Grants and Bequests

Revised Board Policy 3290, "Gifts, Grants and Bequests" was presented for a second reading. There were no comments from the Board. Member Burns moved approval.

Motion: Burns Second El-Hajj Vote: 5-0
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H. BOARD COMMUNICATION

Member El-Hajj thanked Executive Council for the Board Workshop on assessment and the great information they shared. She learned a lot. Member Burns agreed. Board members were pleased to be able to spend time discussing information about student learning. It is very helpful when everyone is using the same language and now Board members know more about the terms and expressions used in discussing student achievement. Board members also appreciate having the principal presentations to hear the plans for their schools.

President Ryan requested a Phase II site tour be scheduled for October 18th at 5:30 for Board members who would like to attend. Members El-Hajj and Fox will attend the tour on October 19th with the ICOC. ICOC members will also be given the option to attend either tour.

President Ryan recently attended an IEP for a family member and complemented Mrs. Baranski and Ms. Michel. She was very impressed with the IEP team and it was very clear that everyone had what was best for the child as their top priority.

I. CLOSED SESSION

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

- 1. Conference with Labor Negotiator** (Govt. Code § 54956.8)
Agency Negotiator: Karl Christensen, Assistant Superintendent
Employee Organizations: Santee Teachers Association
- 2. Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)

The Board entered closed session at 8:36 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:15 p.m. No action was reported.

K. ADJOURNMENT

The October 4, 2011 regular meeting adjourned at 9:15 p.m. in memory of Chris Bailey.