

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

January 15, 2013  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome

President El-Hajj called the meeting to order at 7:00 p.m.

Members present:

Dianne El-Hajj, President  
Ken Fox, Vice President  
Dustin Burns, Clerk  
Barbara Ryan, Member  
Elana Levens-Craig, Member

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board  
Karl Christensen, Assistant Superintendent, Business Services  
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services  
Dr. Stephanie Pierce, Director, Educational Services  
Linda Vail, Executive Assistant and Recording Secretary

2. President El-Hajj invited the audience to recite the District Mission and then invited Alex Jackson, a student from Steele Canyon High School, to lead the members, staff, and audience in the Pledge of Allegiance.

3. Approval of Agenda

It was moved and seconded to approve the agenda.

**Motion: Burns Second: Ryan Vote: 5-0**

**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

Superintendent Pierce introduced Santee School District Educational Foundation Board Members Mike Clinkenbeard, Jim Panknin, and John Olson,. Mr. Clinkenbeard presented a \$20,000 check to the District to fund the Arts Attack program at schools and support technology through Microsoft licensing, The Foundation then presented each school with a check for \$750 from Stuff the Turkey fundraising proceeds. Each school will use their funds to purchase books for classrooms or libraries.

Mr. Clinkenbeard reported the two winning schools from the Stuff the Turkey Fundraiser: Carlton Oaks and Chet Harritt. Each winning school will receive a special treat for all students. President El-Hajj thanked the Foundation and said it was wonderful for them to come and present the checks to schools. The checks represent many hours of work.

2. Spotlight on Learning: Carlton Hills School

Terry Heck shared information about the student learning focus at Carlton Hills School. Carlton Hills's API for 2011-12 was 892, up 10 points from last year. Their AYP met all sub-groups including Special Education, Economically Disadvantaged, and English Learner. They have a new data room which surrounds teachers in student data and assessments, prompting rich conversations about student achievement and purposeful instruction. This also results in collaboration between all specialized academic instructors. Carlton Hills' students access technology every day. One junior high math teacher has successfully been piloting a "flipped classroom" providing instruction via the Internet students can access at home and work on the assignments during class where a teacher is available to assist. Extra-curricular activities include after school character building and self-awareness self-defense classes, an after school introduction to band provided by West Hills High School, and Higher Ground after school activities building self-esteem and sensitivity practice. Two parents shared their positive experience at Carlton Hills School. Carlton Hills' students are College Bound-No Excuses!

3. Presentation of Superintendent's Listening, Learning, and Leading to Action Tour

Dr. Cathy Pierce shared the outcomes of the Superintendent's visits to schools and departments to seek information and input from employees and parents. Dr. Pierce thoroughly enjoyed getting to know the employees and learning more about the schools and was grateful for their time and input. The compiled results will be provided to all employees and posted on the Website.

**C. PUBLIC COMMUNICATION**

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

**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 El-Hajj 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 Expenditure Warrants**
- 2.3. **Approval/Ratification of Purchase Orders**
- 2.4. **Acceptance of Donations**
- 2.5. **Approval/Ratification of Revolving Cash Report**
- 2.6. **Approval of Consultants and General Service Providers**
- 2.7. **Approval of Monthly Financial Report**
- 2.8. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.9. **Summary and Acceptance of 2011-12 Audit Report by Vavrinek, Trine, Day & Co.**
- 3.1. **Approval of School Accountability Report Cards for the 2011-12 School Year**
- 3.2. **Approval of the Revised Single Plan for Student Achievement for Chet F. Harritt School**
- 4.1. **Personnel, Regular**
- 4.2. **After School Education and Safety (ASES) Grant**

Before voting on the Consent Items, Member Ryan commented on Item D.4.2. She pointed out the Children's Initiative, as part of the Collaborative, prepared the grant not the County Office, but requested the SDCOE to be the fiscal agent. It was moved and seconded to approve Consent Items.

**Motion:** *Ryan*                      **Second:** *Fox*                      **Vote:** *5-0*

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

President El-Hajj invited comments from the public on any item listed under Discussion and/or Action. There were no comments.

**1.1. Quail Brush Power Plan Update and Request for Letter to the California Public Utilities Commission**

Dr. Pierce reported that the Board sent a letter last summer to the California Energy Commission sharing their concerns about unanswered questions regarding the Quail Brush Power Generation Plant and adopted a resolution opposing the construction of the Power Generation Plant at the proposed location.

Pardee Homes, through their consulting firm, have requested the Board send a similar letter to the California Public Utilities Commission as they are now considering a power purchase agreement between Cogentrix and San Diego Gas and Electric.

Barbara Ryan stated a new letter would need to be different as the Board has now taken a position through the resolution. She would not sign the letter if the Board wished to have it come from the members rather than the President. Member Burns supports providing a letter with the Board President's signature. Member Levens-Craig said she was not part of the previous letter, and was uncertain if she has enough information to make an informed decision.

Member Burns moved to send a letter from the Board to the California Public Utilities Commission, signed by the Board President.

**Motion:** *Burns*                      **Second:** *Fox*                      **Vote:** *4-1 (Ryan, no)*

**2.1. Governor's Budget Proposal for 2013-14**

Karl Christensen provided a brief overview of the Governor's proposed budget, released on January 10<sup>th</sup>. Much of the budget is conceptual and not many details were provided. He reminded them, this is a proposal-not a budget. There will be updates, the May revise, and adjustments being made. There is also the notion there is substantial additional money for schools. In reality, part is being used to pay down the deferrals and does not provide new spending authority. Also unknown is the impact of the Local Control Funding formula. We do not know how this will affect Santee School District. Important notes include: the economy is expected to grow at a modest level which may increase State revenue along with the State tax increase. Prop 98 funding will increase but part of the money will continue to pay down deferrals for the past two years, not providing new cash. Supplemental grants are part of the accountability plan and funding targets for next several years. He is reserving judgment at this time until more definitive numbers are available to determine more precisely how Santee will be affected. The Governor is making permanent the flexibility for deferred maintenance and routine restricted maintenance accounts.

Member Levens-Craig asked if the Board received reports on deferred maintenance. Mr. Christensen said he has not provided a report recently but plans to bring to budget workshop on January 29<sup>th</sup>. President El-Hajj said it would be good to bring to the budget workshop and to discuss before adopting next year's budget.

Member Ryan believes there will be some opportunity to advocate for change. There is a meeting with Senator Anderson next week and if there is something we should share with him it would be good to do at that time.

## **2.2. Memorandum of Understanding with San Diego County Office of Education to Participate in Implementation of New Enterprise Resource Planning (ERP) Software Solution to Replace Payroll and Financial Information Systems**

Karl Christensen reported at the last board meeting this discussion was brought to the Board. He has done additional research as requested by the Board and sought out information about what other districts were planning to do. The costs districts provided to have their own finance systems were \$69-\$108 per ADA. Oracle usually works with larger districts so we probably would have no leverage. Thirty-two districts responded they were pursuing execution of the MOU, with similar reservations as we have relating mostly to cost and uncertainty. He also heard from two districts, which have their own finance systems but are moving to the County, abandoning their own systems. This transaction, like any, has risk factors but also has rewards. In terms of the County Office, the SDCOE is also sharing the risk. The rewards of a fully integrated data management system outweigh the risks; especially in light of the fact that there are few viable alternatives. Administration recommends executing the MOU with SDCOE to participate in both the Payroll and Finance modules for the new ERP solution. The estimated one-time cost for Santee at this time, net of the County's 50% contribution, is approximately \$533,000. The first payment of 70% would be due July 1, 2014 with the remaining 30% due one year later. Discussion about payment methods can come at a future time.

Member Ryan does not think we have any choice but is concerned about the high cost. She asked if the County unilaterally made this decision or did they see if school districts were ready and/or could afford to do this. Karl said there were no conversations about the cost but there was discussion that a new system was needed and all districts agreed. There was a plan to go forward with the research and find out what the needs were of the districts. The timing of finding a vendor that met the needs came at a time when Prop 30 was on the ballot. The RFP was then initiated by the County due to the need for an upgraded system.

Member Ryan said when this was presented at the County School Boards Meeting recently, the impression left was that they were moving forward and districts would have to pay the cost to use their system or find another system on their own. The program they have chosen is a really good system. At this point she is bothered that they have no choices. She believes there needs to be some communication with the County, perhaps there should have been more conversation with districts before a decision was made.

Member Fox asked if the numbers were set or if they could change. Mr. Christensen said they could change but the County will have more leveraging power with the most of the districts included.

Member Levens-Craig asked if they could come back at a later date and ask for more money. Mr. Christensen said the annual fee could increase over time.

Member Burns is concerned about districts paying for half the costs but will not own any portion of the system. He is also concerned that the Board just found out about it and there was no collaboration with school board members across San Diego. The SDCOE Board should have been talking to District Boards about this. He supports having communication with the County Office about the poor communication.

President El-Hajj said the frustration level is high. She suggested a letter to go with the MOU expressing the Board's concerns: there is really no choice, dollars can change, no guarantee on cost, paying for half with no ownership, limited options, little notice, and no collaboration. Mr. Christensen said the process has been going on a while and districts were invited to send representatives to review modules and provide input on the vendor products.

President El-Hajj asked Mr. Christensen if he had any idea about the high cost. Mr. Christensen said he had no idea the magnitude of the cost. Discussions began in January 2011 and dollars were shared in October 2012. The tension escalated when the County met with Superintendents in November and began to share the costs. Member Ryan said it was only shared with school boards in November and it was already done at that time. Member Ryan reluctantly moved to approve the Memorandum of Understanding with San Diego County Office of Education to Participate in Implementation of the New Enterprise Resource Planning (ERP) Software Solution to Replace Payroll and Financial Information Systems. The Board would also like to include a letter to the County School Board members signed by Board Members.

**Motion: Ryan Second: Levens-Craig Vote: 4-1 (Burns, no)**

## **3.1. Revision to By-Laws for Independent Citizens' Oversight Committee Term Limits and By-Law Changes**

Karl Christensen reported current by-laws for ICOC membership limit terms to no more than 3, 2 year terms for a maximum of 8. AB1199 was recently enacted into law and took effect on January 1, 2013, limiting the number of terms to a maximum of 3 consecutive and sets the minimum term as 2 years. If 2 year terms remained, five of the current members would term out June 2013 and only 3 would remain. The district currently benefits from the willingness of members to remain on the ICOC to provide continuity and historical perspective. The District's legal counsel has opined that the District has the flexibility to establish terms of 2, 3, or 4 years as long as no more than 3 consecutive terms are served. Administration recommends changing ICOC by-laws to stipulate terms as 4 years, with no more than 3 consecutive terms served. This would allow existing members to serve for a maximum of 12 years and maintain continuity. Legal counsel also recommends changing the by-laws to require a majority vote of the Board and the ICOC for by-law changes rather than the current 2/3. President El-Hajj reported she was at the meeting and the ICOC Committee is made up of some great people. It is hard to find people with the specific experience required. Mr. Christensen will need to check to see when our members would be subject to the new term limits.

Member Levens-Craig was concerned going from 6 years to 12 years of service. There are positive aspects obtained from new members coming in, sometimes seeing things in a new way. She understands the desire to keep members to finish out our CIP program and knows recruiting is difficult. Members Leven-Craig and Ryan both felt moving to 3 year terms may be a better option.

Member Ryan asked Mr. Christensen to investigate when these new terms limits would begin for our current ICOC members and then return to the Board for the bylaw changes.

Mr. Christensen was asked to have the meeting dates for the ICOC posted on the web site.

Mr. Christensen will get additional information for the Board and return this item for Board action.

### **3.2. Funding of Portion of City of Santee Improvements to Carlton Oaks Sidewalk Areas**

Mr. Christensen reported on October 2<sup>nd</sup> the City received a safe schools grant. A portion of the project is on district property. The City estimates the entire project to cost \$205,100. The Grant will provide \$175,500 and the City has asked the District to consider funding a portion or all of the \$29,600 difference. The discretionary work to widen the sidewalk turn on district property at Carlton Oaks represents \$10,400 of this difference. Administration recommends funding this portion from RRMA. The funds would not need to be budgeted until the 2013-14 fiscal year. Member Burns moved to approve only funding the construction costs for sidewalk improvements on school property at Carlton Oaks School not funded by the Safe Route to Schools Grant in the amount of \$10,400.

**Motion: Burns Second: Fox Vote: 5-0**

### **3.3. Amendment to Agreement with Webb-Cleff Architecture & Engineering Inc. For Additional Services for the Pepper Drive 10-Classroom Addition Project**

Karl Christensen reported this item is to amend the current contract with Webb-Cleff for Architectural services associated with the Pepper Drive 10-Classroom Addition. The amendment would add \$28,000 in Additional Services for 4 items: 1) \$9,000 for design changes to partially enclose the 2 stairways, 2) \$5,000 for design changes to comply with new Storm Water Management regulations, 3) \$10,000 for changing the retaining wall from poured in concrete to block wall. It is estimated that this value engineering change will save approximately \$600,000 in construction costs, and 4) \$4,000 to revise the fire entrance and eliminate an 8" water loop line down Marlinda Way. It is estimated that this value engineering change will save approximately \$250,000 in construction costs. Administration recommends approving the amendment for Additional Services in the amount of \$28,000.

Board members asked what the plan was at this time for enclosing the stairs. Mr. Christensen said the plan is to partially enclose both stairways and that is what is out to bid at this time. Member Burns asked, because this building is so different, to get information as the changes occur. Mr. Christensen will provide the Board updates and renderings whenever changes are made.

Member Burns moved to approve the amendment to agreement with Webb-Cleff Architecture & Engineering Inc. for additional services for the Pepper Drive 10-Classroom Addition Project.

**Motion: Burns Second: Fox Vote: 5-0**

### **4.1. YALE Preschool Five-Year Expansion Plan**

Minnie Malin reported that YALE Preschool is currently in its fifth year of operation. During these first five years, YALE has expanded the number of children served three times. Last year there was discussion with the Board about the possibility of using the previous Cajon Park Junior High location which would require to committing funds for capital improvements and a \$40,000 per year lease payment. In light of current enrollment and considering it is desired that YALE Preschool remain self-sufficient, Administration has developed a vision for the next five years: *"Maintain a quality preschool program at current YALE Preschool sites and incorporate current trends to maintain marketability."* Steps to accomplish the vision include using existing portables and unused classrooms to expand the program to provide the service to additional families. There is potential to expand the program at Hill Creek using up to 4 Project SAFE portables and at Carlton Hills using currently unused classroom space. They also hope to have more options for grouping children in age-alike groups for maximum learning potential. YALE also plans to include Spanish enrichment curriculum and seek program accreditation. The desire is to maintain fiscal stability without annually raising fees and to build reserves of 8%-10%.

Member Burns asked if their parent advisory group was involved in the 5-year plan. Ms. Brasher said it was finalized over winter break and parts of the plan have gone to the parents. She will take the plan to the parent group in February. The communication of this plan would be powerful and Ms. Brasher would like to have an online newsletter. Member Burns said the more parents that are included as part of this process the better.

Member Ryan asked about the grouping, if students were going to be grouped by age rather than school site. Mr. Brasher said that goal was specific to Carlton Hills so would impact those students. President El-Hajj asked if there is currently a waiting list. Ms. Brasher said with the start of EAK, they were able to clear the wait list but Hope Baker receives calls every day. Member Burns asked if a foreign language program was to begin at Carlton Hills, if they would be able to put a foreign language program in that would support an immersion program. Ms. Brasher said they are currently looking only at enrichment, not immersion.

This item was for information only and will return at a later date for action.

## **H. BOARD POLICIES AND BYLAWS**

### **1.1 First Reading: Revisions to BP 5127 Promotion Ceremonies & Activities**

Revised Board Policy 5127 was presented to the Board for a first reading. Member Fox asked Board members why they would want an appeals process for participation in activities. Member Burns said he believes there should be a consistent approach and the Board may not wish to eliminate something that has been in place for a really long time. Member Ryan said the majority of cases are clear but sometimes there are extenuating circumstances not even staff is aware of it. An appeals process provides the family an opportunity to bring that information. Member Ryan suggested removing the last sentence from Item 5 (e) of the draft Administrative Review that was attached for Board review because to say there will be no appeal process is not realistic, as parents can always come to the Board. President El-Hajj agreed the sentence needs to be stricken.

Member Fox said one of the concerns the committee shared was that there are other activities that cannot be appealed. Member Ryan said any school decision could be appealed by parents. Member Burns said that the input of the committee is very important however, is advisory only and it is the Board's role to make policy. No action was taken and the policy will return for a second reading and request for approval.

## **I. BOARD COMMUNICATION**

On Monday, January 7<sup>th</sup>, Member Burns visited many professional development sites. There was an excitement especially with the kindergarten teachers that was very contagious. He was impressed watching the Language Arts Specialist as they provided very high quality presentations. He would like to recognize all of the presenters in some way and include a thank you note from the Board. Dr. Pierce will coordinate this.

Member Fox was also lucky enough to visit schools on the Professional Development Day. The kindergarten teachers were very excited about being together and sharing and would really like to have more time for this.

Member Ryan was at a meeting regarding foster youth and reported the STEPS program at the County Office for juvenile sex offenders will no longer be offered by San Diego Unified. If this program goes away those children go to Juvenile Hall, a residential facility, or receive counseling and are sent to their home districts. That would require providing a 1:1 aide. There will be some future conversations but she wanted to make sure Administration was aware. President Ryan also reported she has had two additional adults who attended an afterschool program in December mention the inappropriate music. She has spoken with the Administrators but wants to make sure these items are looked at more carefully in the future. Dr. Pierce will have a follow up conversation with Administration.

Member Levens-Craig also attended professional development sessions. She was impressed to see the presenters use videos of Santee teachers and also heard one of the teachers present. She asked Stephanie Pierce if the information from the teacher forms will be compiled. Dr. Pierce said the information received was mostly about the materials and duplication of materials.

Member Levens-Craig asked about training opportunities and how the Board is notified of those opportunities? President El-Hajj said sometimes information is received through CSBA, by email and their monthly newsletter. The County Office has trainings that are specific for groups. Dr. Pierce said Administration will email the Board when they receive notice of trainings that are available.

Member Levens-Craig would like to begin attending Masters in Governance. The first modules in a reasonable location will be on March 1-2. Member Fox is also interested in attending. Dr. Pierce will work with those Board Members and assist in making arrangements.

President El-Hajj shared her idea for the format of the Superintendent Meet and Greet. She would introduce Dr. Pierce and then Dr. Pierce would make her remarks. She would like to have the speaking at approximately 8:15. The Santee School District Video can be streaming without sound. Handouts would include the Strategic Plan brochure.

In response to concerns received since the horrible events at Sandy Hook Elementary School, Dr. Pierce brought a list of identified safety items to be addressed. She provided an update on the status of each item. Items addressed included:

- State Preschool: door locking, use of a peep hole, fencing
- Rio Seco and Carlton Oaks: visitors' entrance through office. (Bids to come to Board next meeting.)
- Chet F. Harritt: Bell notification-Need to train staff on how to use the alarm system for emergency notification and Phase 1 schools need wireless clocks.
- Cajon Park Junior High: Fence-Getting bid to move fence.
- Sycamore Canyon: Gate for Project SAFE- now locking gate and requiring visitors to enter through office.
- Round schools: interior doors between classrooms-looking to reconfigure locks for both sides and other options.
- Project Safe schools: Gates are open for an extended period of time before and after school- Must be extra vigilant and continue to work with sites to monitor.

Member Ryan asked if there is a way to provide a lock with a code for parents at Project SAFE gates. Mr. Christensen will investigate.

Office staff has also brought a concern about identifying substitutes. They will start checking driver's licenses of substitutes.

**Member Levens-Craig asked if the** school office staffs receive special training to deal with all of the traffic, identification, and how to respond to emergencies. Dr. Pierce said the schools conduct monthly drills and safety information is provided. Schools will also be working with the Sheriff's Department on lock downs, etc. Safety plans are due in March and she has asked for them to be received at the end of September next year.

Ted Hooks would like to close the gate by Project SAFE that faces Woodglen Vista. With varied dismissals it seems to be left open frequently. Staff agrees that this is a safety issue. The Board agreed that it is safer. Board members also asked about getting new or replacement Identification Badges. Linda will facilitate getting them badges.

President El-Hajj provided each Board Member with a copy of CSBA's evaluation tool and asked the Board to review, provide their input, and bring to the next meeting.

**J. CLOSED SESSION**

President El-Hajj 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 Labor Negotiator (Govt. Code § 54956.8)** Purpose: Negotiations  
Agency Negotiator: Karl Christensen, Asst. Superintendent  
Employee Organizations: Santee Teachers Association
3. **Public Employee Evaluation (Govt. Code § 54957)**  
Superintendent

The Board entered closed session at 9:20 p.m.

**K. RECONVENE TO PUBLIC SESSION**

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

**L. ADJOURNMENT**

The January 15, 2013 regular meeting adjourned at 10:15 p.m.