

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

February 19, 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 8th grade Hill Creek student Heather Bissell, 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: Ryan Second: Fox 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
2. **Spotlight on Learning: Hill Creek School**

Principal Lisa McColl and Vice Principal Tammy Rees shared that Hill Creek is celebrating a 32 API point growth last year. The data is being analyzed to identify what caused that growth and they will continue doing those things that help students learn. Site administration believes they must do what they can do to support not only the academics but to provide a well-rounded education for students.

The charge is on to maintain their level of growth and continue to look at how they move students on their own path to student achievement. Some of the things teachers are doing this year to increase student learning include: Bloom's Taxonomy, cross grade level team presentations, professional development, Common Core State Standards Training, goal setting, guided reading groups, and book studies.

Eighth grade student Heather Bissell, shared her involvement with the Christian Youth Theater (CYT) that is offered at Hill Creek School. She believes it is a way to improve self-confidence and have fun with friends. Arts Attack coordinators introduced themselves and shared how they cover all grades to provide art instruction at least once a month, sometimes more often. Special Education classes are included and art is taught level-based and modified in collaboration with the teachers.

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. **Approval/Ratification of Revolving Cash Report**
- 2.5. **Acceptance of Donations**
- 2.6. **Approval of Consultants and General Service Providers**
- 2.7. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 3.1. **Authorization to Utilize California Uniform Public Construction Cost Accounting Act Informal Bid Procedures for Asphalt Repairs**
- 3.2. **Approval of Builders' Risk Insurance for the 10-Classroom Addition Project at Pepper Drive School**
- 3.3. **Approval of Ninyo & Moore for Materials and Testing Labs and Geotechnical Observations during Construction of the Pepper Drive School 10-Classroom Addition Project**
- 3.4. **Approval of Hendrix, California School Construction Services as DSA Inspector of Record for the pepper Drive School 10-Classroom Addition Project**
- 4.1. *Pulled for separate consideration.*
- 5.1. **Personnel, Regular**
- 5.2. **Approval of School Calendar for 2013-2014**
- 5.3. **Approval of Classified Non-Management Reclassification / Reallocation Study Recommendations**
- 5.4. **Approval to Submit Application for the Tobacco-Use Prevention Education (TUPE) Grant for Sixth, Seventh and Eighth Grade Students**

It was moved and seconded to approve Consent Items with the exception of Item D.4.1., which was pulled for separate consideration by Member Burns.

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

D.4.1. Approval of Extended Field Trip Request for Students to Attend Camp Cuyamaca for Spring Jam, Club Live (Pulled for separate consideration by Member Burns.)

Member Burns reported that he will abstain on this item because he is employed by the County Office of Education and works at Camp Cuyamaca. Member Ryan moved approval.

Motion: Ryan **Second:** Fox **Vote:** 4-0 (Burns, Abstain)

G. DISCUSSION AND/OR ACTION ITEMS

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

1.1. 2013 CSBA Delegate Assembly Election

Board members discussed the candidates for CSBA Delegate Assembly. Member Burns moved to cast their unit vote for CSBA Delegate Assembly Region 17 representatives for the six incumbents, Twila Godley, Sharon Jones, Kelli Moors, Janet Mulder, Barbara Ryan, and Priscilla Schreiber and also for Dawn Perfect from Ramona.

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

2.1. Equity in School Lunch Pricing

Karl Christensen reported in December of 2010, President Obama signed legislation reauthorizing Child Nutrition programs that contained requirements to ensure that the amount that a District charges for paid meals was not less than the amount reimbursed by the Federal Government for free meals. Santee School District currently charges \$2.25 for a paid lunch and is reimbursed \$2.86 for a free lunch. Therefore, we are required to increase lunch prices towards closing this gap. Cathy Abel, Director of Child Nutrition Services, presented more detailed information about the requirements and Administration's proposal for increasing the paid meal price for 2013-14. This item was for information only.

Mrs. Abel reminded the Board she shared with them last year about the Paid Lunch Equity issue that would require the District to increase the cost of paid meals incrementally until the cost meets the reimbursement rate of \$2.86 for free and reduced lunches. School districts that charge less than \$2.51 for paid lunches may adjust their average price using 2% plus the 2.93% inflation factor. Originally they were allowed to use the a la carte sales toward the funding requirement but that is no longer allowable. Since Santee currently charges \$2.25 for a paid meal, we are required to increase the cost by 11¢ cents, which can be rounded down to 10¢. Next year it would be another 5¢ increase. However, raising prices by less than a quarter creates an administrative burden for cashiers. Administration recommended increasing paid lunch prices from \$2.25 to \$2.50 beginning July 1, 2013. She presented a communication plan to notify families in adequate time for summer school and next school year. Mrs. Abel plans to bring this item for action to the March 19th Board meeting.

Member Ryan asked if the general fund will have to make up the difference in the cost and the government reimbursement. Member Levens-Craig asked if when we notify parents that we are raising prices we share with them it is because of the government requirement. Cathy Abel said we do not have to make up the difference at this time and she will quote the regulation when she informs parent of the price increase. Member Levens-Craig asked our free & reduced lunch percentage. Mrs. Abel said it is 36%.

Member Burns asked what it costs for Child Nutrition Services to prepare a meal for a student. Mrs. Abel said as a general rule it was costing about \$1.70. However, due to the new nutrition guidelines, she has added a large selection of fresh fruit and vegetables which has increased the prices as well as the rapid rise in the cost of food.

Member Burns asked if any excess Federal reimbursement could be returned to the government. Mr. Christensen shared the Child Nutrition Services department is currently operating in a deficit. Administration had shared with the Board previously that there would soon be a need to increase the cost of lunches and more recently the increase in food costs with the new government guidelines has continued to increase our costs. Member Burns said he does not like the Federal government saying that we have to raise rates to a certain amount when it may cause a hardship to our community. Administration will return to the next meeting seeking action on an increase and will also provide additional information as requested by the Board. The information requested was if the District could return the excess reimbursement funds and if there are penalties for not meeting the Federal government's requirements to increase prices, and if so, what are the penalties. No action was taken

3.1. Approval of Amendment No. 16 (Phase IV – Pepper Drive School 10-Classroom Addition Project) to Construction Services Agreement for Lease-Leaseback, Site Lease, and Sublease Agreement

Mr. Christensen reported at the last Board meeting, Administration presented information on revised Plan B for completing construction of the 10-classroom addition at Pepper Drive with all 10 classrooms being operational and usable and a preliminary Guaranteed Maximum Price (GMP) was presented totaling approximately \$6.6 million. Over the last 2 weeks, the design team has refined the numbers to produce a Final GMP that is approximately \$42,000 higher than the preliminary. This is due to a variety of changes, most notably that the preliminary number included a deduction of \$53,000 for the ornamental fencing that we would be purchasing separately. After further review, it was discovered that the ornamental fencing was included in the Admin/LRC joint use building bid and not the 10-classroom addition project.

There were a few other increases offset by a few decreases in the allowances which included: an increase landscape allowance for DG (+\$15,000), adjustment to site plumbing work (+\$34,000), adjustment to the SWPPP allowance (- \$20,000), grading parking lot (-\$15,000), grading allowance (- \$15,000), and a reduction of the LRC coordination value (-\$50,000).

Mr. Christensen presented and reviewed a revised budget for the project with a final GMP for construction of \$6,650,633, which includes a 3.5% shared contingency and 3.5% owners contingency. It does not include demolition of the existing locker room and the upper asphalt courts but does include a deduction for lockers and benches for the new locker room which are planned to be purchased

separately. The soft costs are estimated at \$710,000 bringing the total project cost to \$7,361,000. Mr. Christensen shared a report on the \$7.364 million in uncommitted CIP funds available for this project, which are just enough to initiate this project. The parking lot at an estimated cost of approximately \$209,000 is also NOT included in this GMP. The plan is to see where we are with remaining contingencies on Phase 1 around June and then, hopefully, be able to initiate completion of the parking lot then. Administration recommended approval of the Amendment to the Lease-Lease Back agreement to incorporate a Final GMP of \$6,650,633 for completion of the 10-classroom addition at Pepper Drive School.

The Board asked Administration to develop a complete communication plan for staff, families, the general community, and the immediate neighbors on Marlinda Street. Dr. Pierce will work closely with Mrs. Brenner to develop a thorough communication plan. There is a staff meeting scheduled for February 27th at 3:00 p.m. to share the updates with the staff. Member Ryan moved to approve Amendment No. 16 to the Construction Services Agreement for Lease-Leaseback, Site Lease, and Sublease Agreement for the GMP of \$6,608,735.

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

3.2. Revision to Bylaws for Independent Citizens Oversight Committee Term Limits and Bylaw Changes

Mr. Christensen reported that at a previous board meeting, administration presented proposed changes affecting terms to the current ICOC bylaws to comply with new legislation. Board members had questions about how this would impact current member terms so the item was tabled for further review. Concerns were raised by some Board members about increasing the terms from two to four years.

In response to the question about terms, legal counsel has advised that upon increasing the number of years for a term, current members could serve the new number of term years for the current term they are serving and any subsequent terms.

Administration has returned recommending increasing the number of years for each term from two years to three years. Therefore, existing members serving their third term, whose terms would ordinarily expire June 30, 2013, could serve until June 30, 2014. There is one member who is currently serving a fourth term, and he will not be able to continue as a member on the ICOC since he has already served the maximum number of terms allowed by law.

Administration recommended that a "term" be increased from two to three years, and the requirement for a vote change from two-thirds to a majority.

Member Levens-Craig believes terms of three years are better, making a nine-year maximum rather than a twelve year maximum. She believes having new members rotating in is beneficial. President El-Hajj has attended the meetings and said it is sometimes difficult to have a quorum. Member Burns asked if a member is still eligible for membership if their representative category is no longer valid. Mr. Christensen said no, they would no longer be eligible unless they fulfilled a different category that was vacant. Mr. Christensen was asked if the District were to have another bond pass, would a new ICOC be established or would the current ICOC continue. Mr. Christensen said the current ICOC only has oversight of the Prop R funds, not other CIP funds, nor new bond funds. A new committee would have to be convened. If that were to occur, the Board would have the opportunity to review the by-laws for a new committee and make any desired changes. Board members asked Mr. Christensen to notify the Board if a member no longer holds the representative position on the ICOC and not to move them to a new category unless authorized by the Board.

Member Fox moved to amend the ICOC by-laws to specify appointment of no more than three, 3-year terms for a total allowed service of 9 years and require a majority vote for by-law changes rather than a 2/3 vote.

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

4.1. Adoption of Resolution No. 1213-14 Reduction of Identified Classified Management Position

Minnie Malin reported that in order to continue to decrease the program budget for the Out-of-School Time program there is a need to eliminate one regional coordinator position. Member Burns moved to adopt resolution no. 1213-14 to reduce one regional coordinator position.

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

Member Ryan mentioned that Administration needs to continue to review the YALE and the after school programs to make sure there is not a significant impact to the YALE program in funding project SAFE.

H. BOARD COMMUNICATION

Member Levens-Craig noticed school ends later next year and asked why. Minnie reported that school is beginning a week later. Member Levens-Craig thanked Cathy Pierce for coming to the Founder's Day brunch. She will be attending a civil discourse conference at USD and will be attending the PTA state conference. She is looking forward to learning more about legislation.

Member Burns said he would like the Board members and Cabinet Members to have nice name badges when they attend public events. Linda will order nametags.

President El-Hajj clarified the Board chose not to continue with the self-evaluation but instead develop goals based on the Strategic Plan that have deliverables. President El-Hajj believes that self-evaluation is about how the governance team works together to meet the needs of the District and with a new Board member, now is not the best time. Member Levens-Craig likes the idea of deliverable goals. President El-Hajj asked if any Board Members were interested in attending the SDCSBA workshop on Board self-evaluations and Superintendent evaluations. Not all are able to attend and the Board concurred that if all cannot attend it would not be profitable. Member Ryan has always preferred an external evaluation as a tool for the board's self-evaluation. Member Burns likes the goal setting idea and process. President El-Hajj asked each Board Member to develop and bring two deliverable goals to the March 5th meeting. The Board will do a self-evaluation using the CSBA tool in January 2014.

Mr. Christensen provided a summary on AB 182, the legislation regarding Capital Appreciation Bonds for school districts. Member Ryan believes the legislation language has been changed enough to make better sense of the requirements and she personally would not be opposed. Senator Joel Anderson was interested to know if our Board would be in opposition to the bill language. With no opposition expressed, Member Ryan will communicate with Senator Anderson's office to inform them the Board is not in opposition to the current bill language.

Superintendent Pierce shared that principals and teachers have begun training in CCSS. There is the need to bring the Board into the conversation about the changes and she suggested holding a Board Workshop on April 16 before the Board meeting. Member Burns would prefer to hold the meeting on a night of its own. The Board determined April 23, 2013 at 6:00 would be scheduled for a workshop on CCSS.

I. CLOSED SESSION

President El-Hajj announced that the Board would meet in closed session for:

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

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 8:25 p.m. No action was reported.

K. ADJOURNMENT

The February 19, 2013 regular meeting adjourned at 9:14 p.m.