

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

June 4, 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 7:01 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 Emily and Ben Summers, students at PRIDE Academy, to lead the members, staff and audience in the Pledge of Allegiance. President El-Hajj introduced honored guest, Santee Councilmember Rob McNelis, representing the City of Santee.

3. Approval of Agenda

President El-Hajj asked for a motion to approve the agenda with Consent Item E.2.11. revised, Discussion/Action Item F.3.2. pulled from the agenda, and Consent Item E.2.5. moved to Discussion/Action. It was moved and seconded to approve the agenda.

Motion: Burns 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. Claims Against the District
- 1.5. Schedule of Upcoming Events

2. PRIDE Academy at Prospect Avenue School

Classroom of the Future Foundation Achieve Award

PRIDE Academy at Prospect Avenue School was recently honored as the recipient of the Classroom of the Future's 2013 **Achieve Award**. The Innovation in Education Awards program recognizes a program with the **Achieve Award** for demonstrating tangible program outcomes as a result of innovation. It specifically focuses on the "program evidence" that shows innovation and links that innovation to increased student performance.

PRIDE Academy was recognized as an exemplary program for converting the learning format to one that emphasizes continual project-based learning, teamwork, collaboration and the use of modern educational technology. The program won the **Inspire Award** in 2010 and student achievement scores have continued to increase, showing a 47 API point gain since 2009.

PRIDE Academy was presented their award at the Classroom of the Future Foundation's annual awards event on May 22, 2013. The Achieve Award includes \$5,000 from sponsor Mission Federal Credit Union. President El-Hajj presented the PRIDE Academy staff with a certificate of recognition.

3. Spotlight on Learning: Eighth Grade Student Academic Achievement Awards

Dr. Stephanie Pierce introduced students from each school who achieved academic excellence during the current school year and were chosen to participate in this competition by their 8th grade teachers in collaboration with the school principal. This year the Academic Achievement Award Competition focused on the areas of writing, speech, and mathematics. Students were required to write a literature response essay, give a speech, and take a comprehensive algebra test. The participating students were:

Cajon Park

Morgan Turner
Caity Williams

Carlton Hills

Jenna Killian
Josh Taylor

Carlton Oaks

Tatiana Garcia
John Robinson

Chet F. Harritt

Christian Medina
Ryan Modica

Hill Creek

Heather Bissell
Cody Jenkins

Pepper Drive

Trent Forster
Maria Fuentes

PRIDE Academy

Alqoun Shaba
Miranda Summers

Rio Seco

Sydney Benjamin
Leslie Santos

Each student received a scholar ribbon. Following the introductions, the top scholar in each academic area was announced:

Speech – Jenna Killian – Carlton Hills School

Writing – Sydney Benjamin – Rio Seco

Mathematics- Alqoun Shaba – PRIDE Academy

The Mathematics winner was presented a \$100 Barbara Ramsey Scholarship check from the Santee School District Foundation.

The overall winner of the competition was **Heather Bissell from Hill Creek**. Heather was presented with a \$100 scholarship check from the Santee Chamber of Commerce and a proclamation from the City of Santee proclaiming June 4, 2013 as Heather Bissell Day in the City of Santee.

Following the Academic Achievement Awards, the Board took a short break for a reception honoring all of the participating students.

4. Spotlight on Learning: Carlton Oaks School Presentation

Dr. Pierce introduced Carlton Oaks Principal, Kristin Baranski, who shared the theme at Carlton Oaks School this year is “Educating the Whole Child in the 21st Century.” Mrs. Baranski introduced Vice Principal Tammy Marble, parent Heather Bloomfield, and student Emma Bloomfield. Carlton Oaks is a high performing school with an all-time high API of 880. The staff truly believes in educating the whole child and has their eyes set on results. Heather Bloomfield said Carlton Oaks School has a wonderful group of parents that truly cares about education. She appreciates the warm and welcoming administration and staff. While other PTAs are experiencing declines in their membership, Carlton Oaks is strong with 668 PTA members and has increased the last several years. Vice Principal Tammy Marble shared the elements that meet the needs of the whole child: healthy students, engaging learning environment, school/community connectedness, access to personalized learning, qualified and caring adults, and an academically challenging curriculum. Examples of Core programs include: K-3 guided reading groups, book room, First in Math, Writers Workshop, visual and performing arts enrichment, Hands-on Science, junior high community service, a school garden, Biz Town visits, and the purchase of netbooks for student use in the classroom. Student Emma Bloomfield, shared about her experience preparing for their visit to Biz Town, where students get to act like adults by paying their bills and paying taxes. Her class has just completed their resumes for the “jobs” they want at their visit to Biz Town. She also mentioned Mrs. Dru, the Health Clerk, who also gives kids encouragement during the day besides giving them Band-Aids and ice packs. Mrs. Baranski concluded with information about content which included communication and collaboration to accomplish their goals. The anticipated results are to expect that students will have the 21st century learning skills and be students who can demonstrate their understanding through a variety of mediums.

Member Ryan has two grandchildren who attend at Carlton Oak and thanked Mrs. Baranski for her hard work. She President El-Hajj said the Board has had several discussions about how to educate families about CCSS. It is helpful to see how Mrs. Baranski has rolled it out and how we can help others understand. The Board thanked Mrs. Baranski and her Carlton Oaks team for the great presentation.

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. PUBLIC HEARING

1. Use of 2013-14 Tier III State Categorical Programs

President El-Hajj opened the public hearing on the use of 2013-14 tier III State Categorical Programs. There were no comments from the public. 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 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. **Acceptance of Donations**
- 2.3. **Approval of Consultants and General Service Providers**
- 2.4. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.5. ***Moved to Discussion/Action***
- 2.6. **Adoption of Resolution #1213-33, to Establish Temporary Interfund Transfers**
- 2.7. **Approval of 2013-14 Student Accident Insurance**
- 2.8. **Adoption of Resolution #1213-34 for Proposed Use of 2013-14 Tier III State Categorical Programs**
- 2.9. **Approval of Agreement for On-Site Resident Services at Carlton Oaks School**
- 2.10. **Authorization to Contract for Appraisal of Renzulli Property**
- 2.11. **Authorization to Disseminate a Request for Proposal & Qualifications (RFP/Q) For Bid #1314-090-01: Fresh Produce for the 2013-2014 School Year (REVISED)**
- 3.1. ***Pulled for Separate Consideration***
- 4.1. **Personnel, Regular**
- 4.2. **Approval of Reduced Workload Agreement**
- 4.3. **Approval to Renew Annual Agreement and Rate Structure with Fagen, Friedman & Fulfroast**
- 4.4. **Approval of Short Term Positions for Out-of-School Time Programs for Field Trips During Summer Break**

It was moved and seconded to approve Consent Items. Revised 2.11.

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

E.3.1. Approval of Outdoor Education Program Agreements with the San Diego County Office of Education (*Pulled by Member Burns for separate consideration.*)

Member Burns said he would abstain from this item as the agreement is with his employer. Member Fox moved to approve the Outdoor Education Program Agreements with the San Diego County Office of Education.

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

F. DISCUSSION AND/OR ACTION ITEMS

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

E.2.5. Approval of Monthly Financial Report (*Pulled by Member Ryan for separate consideration.*)

Member Ryan stated that in the past this report had come to the Board under Discussion and Action. It was placed there to make sure everyone noticed it and had an opportunity to review it. She asked Mr. Christensen if the report contained the actual dollar amount we anticipate for 2013-14. Mr. Christensen said the numbers will be updated on the Adopted Budget that will come to the Board on June 18th. The report shows that the District is still in deficit spending. Mr. Christensen will make certain this item returns monthly as a Discussion and Action item. Member Ryan moved to approve the Monthly Financial Report.

Mr. Christensen said this report is for transactions and budget revisions through April. The next report will incorporate changes corresponding to Estimated Actuals and the Adopted Budget which will be brought forward at the June 18th meeting. We ended the month of April with a cash balance in the General Fund of \$1.67 million. In May, we had a cash shortage and needed to borrow \$2 million from Fund 17 in order to make payroll. This was expected since the \$6.3 million in Education Protection Account funds from the State will not be received until June 20th. Once these funds are received, we will transfer the \$2 million back to Fund 17. We are still expecting to end the year with a small surplus and a reserve of approximately 24%. We are projecting that the reserve percentage will drop in the subsequent years as the district experiences a growing structural deficit, unless sufficient revenue increases are forthcoming from the State.

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

1.1. Award of Request for Proposal for Purchase of New Hewlett-Packard Network Equipment and Trade-In of Surplus Cisco Network Equipment

Bernard Yeo reported over the past several years we have been updating the network equipment at the sites. Technology has been looking to purchase equipment to update the last two sites, Pepper Drive School and the District Compound. They found that refurbished equipment is almost as costly as new items. Staff looked at the value of our unused equipment and found that vendors were willing to purchase our old equipment at a fairly high value. When Mr. Yeo began looking, the cost was approximately \$30,000 for the new equipment. Six vendors submitted responses to the RFP for trading-in old Cisco network equipment and purchasing new HP network equipment. Administration recommends awarding the contract to Network Hardware Resale, the lowest responsive bidder. This company will buy our old equipment for \$30,705 and sell us the new equipment for \$33,303, making a net cost to the District of \$2,599, substantially better than originally estimated. The Board was very pleased with Mr. Yeo's investigation to save the District money.

Member Burns moved to award the RFP to Network Hardware Resale for the purchase of new Hewlett-Packard network equipment with the trade-in of surplus Cisco network equipment.

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

1.2. Authorization to Utilize the CUPCCAC Bidding Process for HVAC Replacement

Mr. Christensen reported there are several locations throughout the District where older HVAC systems continue to falter and require constant repair. These older systems are located at Pepper Drive, Cajon Park Annex, State Preschool Annex, the District Office and the Educational Resource Center. Administration has determined that several are well beyond economical repair and would like to replace these as they go out. Administration is seeking authorization to use the CUPCCAC process to seek informal bids for replacement of older HVAC units. Funding is to be from the \$535,000 Deferred Maintenance that will be included in the Adopted Budget

President El-Hajj asked how many units will be needed. Mr. Christensen replied that staff is having great difficulty keeping Cajon Park Annex repaired and running. The Preschool at PRIDE Academy, the Board Room, and the District Office are all older units and need to be replaced soon. The first priority is where there are students. He would like to begin seeking prices for the older units to plan for the deferred maintenance. Additionally, any new units will be more energy efficient. Member Burns moved to approve utilizing the CUPCCAC process to seek informal bids for replacement of older HVAC units.

Motion: Burns Second: Levens-Craig Vote: 5-0

2.1. Approval of Change Order to Add Construction of Parking Lot to the Pepper Drive 10-Classroom Addition Project Contract with Balfour Beatty Construction Inc.

Karl Christensen report when construction of the 10-classroom addition at Pepper Drive was initiated, the Guaranteed Maximum Price (GMP) did not include completion of the parking lot. This was done to ensure that there were sufficient funds remaining in unused contingencies once site conditions were better known. Construction is now out of the ground and the team has determined that there will sufficient funds to complete the parking lot within the original GMP amount using contingencies. Administration recommends moving forward with this change order to commence work on the parking lot. Member Ryan moved to approve the change order to add construction of the parking lot to the Pepper Drive 10-Classroom Addition Project contract with Balfour Beatty Construction Inc. and funding.

Motion: Ryan Second: Fox Vote: 5-0

3.1. Report on Bring Your Own Device Initiative

Dr. Laura Spencer, Coordinator of Instructional Technology, reported today's world is constantly changing, requiring independent learners with new skills for changing work environments. Today's learning is connected, mobile, and on-demand. Technology tools are a powerful way to support learning and create an environment that focuses on the "Four Cs" of 21st century education: communication, creativity, critical thinking, and collaboration.

As computers have increased in power and decreased in cost and size, it has become possible for more students to own their own smartphones, iPods, laptops and/or tablets. These handheld computers have the same capabilities to perform research, and complete some of the same content creation tasks as a full-size desktop computers. This shift has caused many school districts to allow students to bring in their own computing devices to support their learning.

"Bring Your Own Device" (BYOD) allows students to bring their personal devices to school for educational use under the direction of a teacher or administrator. BYOD devices supplement (not supplant) school-owned devices and increase access for all students through the combined and coordinated use of personal and school devices.

The District Technology Committee has spent the past year researching and analyzing successful BYOD programs in order to ascertain the feasibility of a BYOD program for Santee. This has included site tours, policy review, and research on student achievement impact.

In addition, current work being done by the Strategic Planning Technology Committee is focused on creating a sustainable, equitable program that provides student access to relevant, emerging technologies that enhance the educational experience. One way in which to do this is to allow students in the Santee District to participate in a BYOD program.

Allowing students to use the technology at school with which they feel most comfortable, namely their own notebooks, tablets and smartphones, maximizes the tools that students already have. Research supports that mobile devices and "apps" can make learning more fun, promote curiosity, and help children know local and global current events. Problem solving is also a 21st century skill taught by their use. Parents buy their children these mobile devices and are excited when they can use them as a learning tool. Personalization of learning and 21st century learning skills support the integration of technology into the Common Core State Standards (CCSS) and build the technology skills needed for Smarter Balanced Assessment) SBAC. Parents are already requesting to allow their children to bring their own devices, mainly for enrichment activities. To meet this demand, schools have begun to create site permission forms; therefore, it is not consistent across the District. Administration wishes to address the concerns of access and equity across the District. A BYOD program would offer teacher training, district innovation grants, budget line items to maintain and replace hardware as needed, grants, Connect2Compete, and may provide, if possible, a lease-to-buy options for parents.

Administration has researched BYOD programs across the country to see the best way to begin. The first priority is to update the Board Policy, Administrative Regulation, and Exhibit on Student Use of Technology (6163.4) by adding procedures for personal electronic devices (PED), student versus school responsibility, and the secured district network access. A section will also need to be added to the Acceptable Use Policy about proper use of PEDs.

A BYOD program requires a lot of parent education, teacher training, and support. Administration will select pilot classrooms and create curriculum development teams with round table discussions and teacher workshops.

Bernard Yeo said BYOD will have a large impact on the school's wireless access points. This summer Pepper Drive will be building out there access, making all sites robust by next year for a BYOD program. The network access control system is the first level of security preventing outsiders from entering the wireless network. Technology will be upgrading content filters to protect students and staff from accessing undesirable web sites. Mr. Yeo believes a very safe environment can be provided for students in a BYOD program. Technology is fully prepared to support BYOD which in turn will support CCSS and SBAC.

Member Ryan asked if a DS device would be an allowable device. Although they are primarily used for gaming, there are applications that are educational. Dr. Spencer said it would probably depend on the grade level and the anticipated use.

Member Burns said he appreciates the enthusiasm for such a program and supports it but he would like to make an appointment to further discuss some of his concerns about student safety and how students might use the devices to hurt other kids. He also asked what the District's responsibility would be if the device were stolen or broken. Additionally, he is concerned about students that may take pictures or video/record employees. Dr. Spencer said there are many issues that need to be addressed. Cyberbullying needs to be discussed with students but they need to have these conversations now as students are using these devices. Member Burns requested talking with districts using this program and seek out information on the pitfalls and how they handled it. He is especially concerned about middle schools students and keeping kids safe. Dr. Stephanie Pierce said "Cyberbullying" is already being addressed at schools because it is already occurring.

Member Fox said he is concerned about the children that don't have devices or can't bring them to school and if they will still have access to devices to use at school. Dr. Spencer said it is a supplemental program and the District will need to continue to purchase technology devices for students.

President El-Hajj has had an IPAD cart in her classroom for the past two years. It has brought some of the issues to light. The opportunity to take a picture or record is always there but prevention starts with a firm structure in place with the threat of losing those privileges. Administration must start at the root by implementing a well thought out and firm structure, and a commitment from the staff, that they understand and know how it will look. Bullying is bullying and must be addressed by attacking the root of the issue and not just blame the use of a technology device.

Member Burns reiterated his concerns about what a kid can do and the damage that could be incurred before administration knows about it. It seems kids are always one step ahead. He shared information about a new app that will totally delete pictures from a cell phone.

President El-Hajj attended an excellent presentation at her middle school dealing with Cyberbullying and Internet safety. The presentation was put on by the Sheriff's Department and the middle schools students were very engaged because of the relevance to them. President El-Hajj recommended talking with West Hills as they currently have a BYOD in place. Dr. Spencer is meeting with them in the morning but from her initial conversation there does not seem to be many issues.

President El-Hajj asked about the current use of the gmail and cloud groups. Dr. Spencer shared the email is being used but the skydrive accounts were shut down when the last upgrade occurred. With the most current upgrade we now have the storage access and will begin to use again. All security is still in place.

No action was taken by the Board. A follow-up report will be provided to the Board at the next meeting and will address the concerns brought forth by the Board. Next meeting the revised Board Policy and Administrative Regulation 6163.4 will be brought to the Board for a first reading.

3.2. Proposed Instructional Minutes for 2013-2014

(This item was pulled from the agenda.)

4.1. Adoption of Resolution No. 1213-32, to Eliminate One (1) Classified Non-Management Position

Minnie Malin reported due to disbanding the center-based visually impaired (VI) program at Carlton Oaks for the 2013-2014 school year, administration is recommending to eliminate one (1) Instructional Assistant, Visually Impaired (VI) position. Several employees will be affected due to bumping rights resulting in one employee receiving a 60-day notice of layoff.

Member Burns said he would not support this because he believes the services may continue to be needed for students and if it is realized later that the service is needed, it takes almost a year to catch up.

Member Ryan said we would not want to have to pay a teacher that is not needed at this time. Member Burns believes there should be a plan in place in case a VI student enrolls. Member Ryan agrees that a plan should be in place and Administration can be directed to create a plan for this possibility.

Member Levens-Craig asked if a newly enrolled VI student would be part of this program. Dr. Pierce said that with this model there would be an itinerant teacher to work with that student. Many other students are served in an itinerant manner. Staffing is deployed to serve the children in various schools.

Member Fox moved to adopt resolution no. 1213-32, to eliminate one (1) classified non-management position. The Board requested staff to develop a plan of action in the event a new VI student enrolls.

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

G. BOARD POLICIES AND BYLAWS

1.1. Second 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 (Revised)

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policies. The above listed policies were submitted for a second reading with recommended revisions only to Board Policy 6145. Member Burns moved to approve the reviews and revisions of the listed Board Policies.

Motion: Burns Second: Fox Vote: 5-0

H. BOARD COMMUNICATION

Member Burns thought the Academic Achievement Awards were outstanding.

Member Fox attended the science night at Chet F. Harritt. He also enjoyed the Salute to Excellence.

Member Levens-Craig said the Biliteracy Symposium was very nice and it was fun to honor the Bilingual Assistants. She attended a school Lunch on the Lawn and the Junior Charger camp.

Member Ryan also attended the science night at Chet F. Harritt. They had the kids leading everything and they were so excited and knowledgeable about their presentations. She also attended *The Wizard of Oz* play and it was exciting.

Member Burns mentioned that he will be sitting in on the interview for Coordinator of Pupil Services. He requested a brief conversation about what the Board is looking for in the person for this position. Input provided included:

- Board is very hands on with expulsion hearings,
- There is a lot of pressure to track the students and provide feedback,
- Someone from outside the district may not understand the involvements,
- Familiar with community resources, and
- Ability to relate to the kids and yet be professional in the hearings.

I. CLOSED SESSION

President El-Hajj 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. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organization: Classified School Employees Association
3. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property Addresses:
 - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Asst. Superintendent*

The Board convened to Closed Session at 9:35 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:20 p.m. No action was reported.

K. ADJOURNMENT

The June 4, 2013 regular meeting adjourned at 10:20 p.m.