

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

June 18, 2013  
**MINUTES**

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

**A. OPEN SESSION – CALL TO ORDER - 6:00 p.m.**

**Public Communication on Closed Session Items**

President El-Hajj called the meeting to order. There were no members of the public present.

**B. ADJOURN TO CLOSED SESSION**

President El-Hajj adjourned the meeting to closed session to discuss:

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Agency Negotiator: Karl Christensen, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association*
2. **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*

**C. RECONVENE TO OPEN SESSION AND OPENING PROCEDURES**

1. Call to Order and Welcome

President El-Hajj called the meeting to order at 7:02 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 Adrianna Diehl, a 5<sup>th</sup> grade student at Carlton Hills School, to lead the members, staff and audience in the Pledge of Allegiance.

President El-Hajj led a moment of silence for Aiden Pankey, a 4th grade student from Chet F. Harritt who passed away suddenly this week.

3. Approval of Agenda

It was moved and seconded to approve the agenda with Item H.1.3. revised.

**Motion: Fox Second: Levens-Craig Vote: 5-0**

**D. 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. Recognition of Minnie Malin, Retiring Assistant Superintendent**

Dr. Cathy Pierce and Board President El-Hajj recognized retiring Assistant Superintendent Minnie Malin for her 13 years of service to Santee School District and retiring Coordinator of Pupil Services, Bob Kull. Board Members express that they would both be missed. Member Levens-Craig said it was impressive to see how the students at SSP reacted to Minnie Malin and Bob Kull at the promotion celebration. Member Burns mentioned Mrs. Malin and Mr. Kull often brought troubled kids a lifeline and established great connections. President El-Hajj presented each with a small gift.

**3. Superintendent's Recommendations and Introductions**

Dr. Cathy Pierce introduced her recommendation for Director of English/Language Arts and Social Studies, Eileen Marino. Ms. Marino currently services a principal of FAYE Elementary in and has previously served as the vice principal of the Language Academy, both in San Diego Unified. Ms. Marino is considered by her colleagues as an expert in the area of literacy. She is currently working on her doctorate at SDSU.

Dr. Pierce also introduced her recommendation for the Coordinator of Pupil Services and Student Well Being, John Schweller. Mr. Schweller comes from San Pasqual Valley Union School District and has served as a principal and vice principal at both middle and high schools. He has degrees in sociology and counseling and brings a wealth of experience with him.

**4. Spotlight on Learning: Teacher Recognition-Inventing, Designing, Engineering Activities in Science (IDEAS)**

Dr. Stephanie Pierce introduced the teachers who participated in the Inventing, Designing, Engineering Activities in Science, a 3-year professional development program.

|                  |                 |                 |
|------------------|-----------------|-----------------|
| Lynne Baker      | Heather Glanz   | Annelise Ryan   |
| Larry Barbary    | Tonya Hendrix   | Gillian Ryan    |
| Pamela Barber    | Lyn McGrael     | Cindi Schulze   |
| Laura Barker     | Pamela Mitchell | Katrina Sparley |
| Teresa Boulais   | Angela Panfili  | SummerTracy     |
| Beth Butterfield | June Richards   |                 |
| Kathryn Ducharme | Jennifer Rolf   |                 |

Each teacher was presented a certificate of recognition for their commitment to this program.

**5. Spotlight: Chargers Play 60 Challenge**

Dr. Laura Spencer, Coordinator of Instructional Technology, introduced Kimberly Layton and Chase Hartman from the San Diego Chargers organization. They were invited to the meeting to provide the opportunity for the Board to thank them for their commitment to education and physical fitness through their partnership with the Santee School District. The San Diego Chargers have partnered with the Santee School District for the past two years on the NFL Play 60 Challenge. Play 60 is a 6-week program that educates youth about the importance of staying fit and creates an engaging and fun environment at school that seeks to inspire students to be physically active for at least 60 minutes every day. To encourage students to participate, the Chargers have provided incentive items, like water bottles, hats, footballs, key chains, and more. In addition, both years they set up two Jr. Chargers Camps for 200 district students to attend. The camps feature fun drills and activities to keep kids moving and included special guests from the Chargers organization.

In addition to the Play 60 Challenge, the Chargers organization has provided grants to Carlton Oaks and Cajon Park Schools for their physical fitness programs. They also donated five licenses to Fitnessgram, a software program that provides an efficient way for schools and other organizations to perform effective fitness and physical activity assessments on children, provide appropriate feedback to children and parents, and maintain accurate and comprehensive records.

Through a partnership with Microsoft and the NFL, the Chargers donated X-Box systems, complete with Kinect and 4 games, to each of the schools to further promote a fun and active fitness program.

Ms. Layton spoke on behalf of the San Diego Chargers saying it was a wonderful night to be here because there are so many teachers present. The Chargers organization has been able to work so many amazing educators and it has been a true delight working with staff, especially Dr. Laura Spencer. She thanked the Board for the recognition and for everything they do for students in this community, because they are making a difference in their lives.

**6. Spotlight: Partners in Education Mission Federal Credit Union**

Dr. Cathy Pierce introduced Nancy Harvey, District Development Officer, Thomas Hartzell, School Business Services Administrator, and Julie Leggio, Santee Branch Manager from Mission Federal Credit Union and shared information about their outstanding partnership in education with the Santee School District. Mission Federal Credit Union has sponsored the Employee Welcome Back Event, Classified Appreciation Luncheon, and Salute To Excellence for the past several years. They also have a school partnership with Rio Seco where they have developed their "Mission to Save" program. Employees also volunteer their time to volunteer in classrooms.

Mission Federal Credit Union's emphasis on employee recognition and celebration is a primary focus of this successful partnership and has become a vital and lasting element of our school community. Mission Federal Credit Union's commitment to supporting education and educators sets a standard to be recognized and respected by all other organizations

President El-Hajj presented the representatives with a plaque of appreciation, recognizing Mission Federal Credit Union and their staff for the outstanding community collaboration and partnership in education with the school district.

Ms. Harvey said it is an honor to be recognized by the school district. Mission Federal strives to give back to the community as much as possible. She appreciates how warmly she is always welcomed in Santee.

**7. Report: Pepper Drive School 10-Classroom Addition Construction Project**

Christina Becker reported the project is "out of the ground" and walls are going up. They showed photos of the elevator tower and the large slab. The project is on schedule and the building is projected to be completed in late October or early November.

**8. Report: Independent Citizens' Oversight Committee Annual Report**

Beth Selbe, Chair of the ICOC provided the annual ICOC report to the Board and community on the Prop R Bond funds. The findings of the committee are that Santee School District has properly accounted for the expenditures from the Prop R G.O. Bond Election in 2006 and that such expenditures were made for authorized bond projects. The report will be distributed throughout the community and posted on the District web site. She said it has been fun to be part of the group when they were looking to "where we are going" to now "look at what has been done."

The Board thanked Mrs. Selbe and the entire committee for their hard work and service. The committee is as excited about what is happening as the Board.

**E. 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.

**F. PUBLIC HEARINGS**

**1. 2013-14 Santee School District Budget**

President El-Hajj opened the public hearing on the 2013-14 Santee School District Budget. There were no comments. The public hearing was closed.

**2. Use of Education Protection Account Funds**

President El-Hajj opened the public hearing on the Use of Education Protection Account funds. There were no comments. The public hearing was closed.

**G. 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 Annual Agreements for 2013-14**

**2.8. Extension of Right of Entry Agreement with United States of America for Munitions Survey and Abatement on the Elliott Site**

**2.9. Approval of Agreement with Keenan & Associates to Administer Property & Liability Run Off Claims for Incidents Occurring On or Before June 30, 2011**

**3.1. Personnel, Regular**

**3.2. Approval of Medi-Cal Administrative Activities (MAA) Agreement with Orange County Department of Education**

**3.3. Approval of Increase in Work Hours for One Child Nutrition Utility Worker Position**

**3.4. Ratification of Employer-Employee Collective Bargaining Tentative Agreement Article 22, Term; Between Santee School District and California School Employees Association and its Chapter #557 (CSEA)**

It was moved and seconded to approve Consent Items.

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

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

**1.1. Appointment of Assistant Superintendent, Educational Services**

Dr. Cathy Pierce reported that this past school year Dr. Stephanie Pierce, as a Director II, has led the Educational Services Department and the initiatives therein with great success. She recommends the Board promote Dr. Stephanie Pierce to Assistant Superintendent effective July 1, 2013. Member Burns moved to appoint Dr. Stephanie Pierce to the position of Assistant Superintendent, Educational Services, effective July 1, 2013.

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

**1.2. Addendum of Contract for Assistant Superintendent, Business Services**

Dr. Cathy Pierce reported that Karl Christensen, Assistant Superintendent of Business Services has led the Business Department with great integrity and helped to navigate the financial challenges of the budget as well as the economy. She recommended the Board approve the addendums to his contract and an extension to July 2016. Member Ryan moved to approve the addendums and extension of the contract for the Assistant Superintendent, Business Services.

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

**1.3. Proposed Instructional Minutes for 2013-2014 (Revised Item)**

Dr. Cathy Pierce explained that instructional minutes are defined as time students spend learning with their teacher. Each year schools provide proposals for changes or no changes to the instructional minutes and scheduled of their schools.

This year Chet F. Harritt kindergarten staff is proposing kindergartners have a modified day the first 2½ weeks (13 days) of school. The Chet F. Harritt staff asserts the modified days would help the kindergartners ease into a full day of school. This would result in an overall decrease of 1,160 annual instructional minutes for Kindergarteners, which is an average of about 6 minutes per school day.

Staff at Rio Seco is proposing the K-6 teachers' lunch period be increased by 10 minutes on all minimum/modified days and thereby decreasing the number of instructional minutes on minimum/modified days. This would result in an overall decrease of 380 annual instructional minutes for K-6 students.

Staff at Cajon Park is requesting an increase in the number of instructional minutes at grades 4-6. This would result in an overall increase of 74 annual instructional minutes for students in grades 4-6.

The remaining schools are not proposing any change to instructional minutes for 2013-14.

**Speaker Card:**

Allwyn Gazi, Santee Teachers Association president and a junior high teacher at Cajon Park School, addressed and made the following statements:

- I have been a Santee teacher for 29 years and president of the Santee Teachers Association for 9 of the last 10 years.
- The Santee teachers have not seen an increase in pay since 2007. In 2009-10, Santee teachers took 2 furlough days saving the district over \$270,000. In 2010-11 they took 4 furlough days for additional savings.
- Teachers continue volunteering their time before and after school providing tutoring, serving on committees and attending inservices afterschool; all without compensation. They have done this to help the district knowing there was no money and Santee needed to keep moving forward with student learning.
- Our CST scores continue to be one of the highest in the county, yet money is not offered to teachers without increasing instructional minutes, more modified days, and giving up site based decision making on instructional minutes.
- If the Santee School Board votes no on instructional minutes proposals, by contract that school would go back to the standard instructional minutes.
- If a school's modified day plan is not approved by the Board, that school would have no modified day plan.
- I have been reelected as president to represent teachers for 2013-14 year. It is through the teachers that Santee School District gets the results they do on student achievement, not computers, not inservices.

President El-Hajj confirmed with Superintendent Pierce that instructional minutes/modified days are currently part of negotiations and the District is in the midst of negotiations. She stated unless there is a motion on the table, this item would need to go back to the negotiating table. She believes there is still room for discussion for the teams. There was no motion from Board Members. President El-Hajj stated that with no motion, this item needs to go back to negotiations. No action was taken.

**2.1. Follow Up Report on Bring Your Own Device Initiative (BYOD)**

Dr. Laura Spencer presented additional information and addressed the questions and concerns that were raised at the last Board meeting about the Bring Your Own Device (BYOD) initiative. The revised Acceptable Use of Technology Board Policy is being presented for a first reading to provide the necessary language to address BYOD. The revisions include a definition for Personal Electronic Devices (PED). The Administrative Regulation will be revised to include the ability to search devices if there is reasonable suspicion of inappropriate activity.

The Acceptable Use Policy that students and parents will be asked to sign was rewritten to focus on responsibility instead of mere acceptance of the rules, using the words integrity, honesty, kindness, etc. Administration will work with teachers about safety measures for students including use and storage. Students will not be allowed to record, transmit or post photos or video of a person or persons on campus without expressed permission. Students will only use the secured district wireless network.

The reality is that kids are bringing their own devices and hiding them while at school. We want them to bring their devices and use them for learning.

Administration continues to address equity of access. When researching the pilot program at West Hills High School, they reported that they have had such a savings in duplicating costs they have been able to purchase additional iPod Touches for students who cannot bring PEDs to school.

Parents must be educated and engaged through the Common Core Campaign, teacher-directed curriculum nights, program informational nights, shadow your student day, FAQ website, Connect2Compete, and a "petting Zoo" for assistance with device selection.

The IT director in Paso Robles said the concept of BYOD is not related to occurrences of cyber bullying. Dr. Spencer spent quite a bit of time addressing the Board's concerns of cyber bullying and found a program that teaches kids how be responsible digital citizens. Administration plans to have each student go through the 5 module program before they can bring their own device.

The teachers' job will be to point students in the right direction and she plans to bring teacher professional learning that will also include technology organizational skills. If teachers can get excited about using these types of devices in their own lives, such as using Evernote for organization, they can share that with their students.

Dr. Spencer shared the projected implementation plan:

- Approval of the Board Policy, Administrative Regulation, and Exhibit revisions
- Discussion with site leadership about BYOD professional development
- Principal-Teacher agreement
- BYOD teachers identified and provided professional development
- Parent informational nights
- Student ethics course completion
- IT notification of participation to allow access
- Network success
- Magic Happens
- Feedback

Member Fox thanked Dr. Spencer for addressing all of the concerns of the Board Members from the last meeting. Member Burns appreciates that Dr. Spencer will have a conversation with all principals. It is very important to him that there is consistently across the district, especially addressing violations. No action was taken by the Board.

### **3.1. Adoption of 2013-14 Santee School District Budget**

Karl Christensen presented information to the Board on the proposed 2013-14 Santee School District budget, based on the May Revise numbers. He provided a "User Friendly Version" to highlight individual sections for the Board. He provided a brief overview of the budget showing the change in fund balance in the general fund, projecting a small surplus for 2013-14. Administration projects no need to provide a contribution from the general fund to state preschool next year. Child Nutrition shows a small surplus projected after including the price increase. He reported Child Nutrition will be developing a plan to spend down their fund balance using one-time expenditures. Member Levens-Craig asked about the justification to raise the price of school lunch for this year if there will be a surplus. Mr. Christensen said the price was increased to comply with the government requirements to bring the lunch price closer to the reimbursable amount for free lunches.

Mr. Christensen said there is a planned surplus in fund 40, the Hill Creek Solar fund. This is needed to cover the costs once the credits are discontinued. Most of the building fund and capital facilities funds from the redevelopment funds will be used to pay the debt service on the COPS. Fund 63, YALE and Project SAFE, continues to be reviewed each month and Administration has developed a balanced budget for Project SAFE that includes paying back the borrowed YALE funds in 2013-14 and the borrowed general fund monies over the next three years. They also have a plan in place to cover any employee salary increases.

Mr. Christensen shared a revenue limit funding per ADA chart showing some progress in funding levels with the Local Control Funding plan on the Governor's desk. Another chart traced the dollars that have been lost by the school district since the COLA loss beginning in 2007, averaging about \$3M per year and \$4.1M in COLA per year. Mr. Christensen shared how the Local Control Funding Formula would consolidate the revenue limit funding and categorical funding and be distributed to school districts.

Due to enrollment projections, certificated staffing for the K-8 teaching staff shows a reduction of four teachers. There is a small buffer in the budget for any increase in enrollment. Social workers are not included in the budget, but it does include the addition of a Program Specialist and two Directors.

The assumptions in the multi-year projection show 2013-14 with a small change in fund balance and reserves of 24.5%, including fund 17. In 2014-15 with no additional revenue, the budget shows deficit spending of \$1M and the reserve drops to 21.8%. Items included in the projection are digging a well at Hill Creek School, payroll/FIS system through the County Office, completion of student safety related items, professional development, increase in band width, and the new student assessment and data management systems. There is still a need to consider the purchase of additional devices for Smarter Balanced Assessment.

Mr. Christensen presented Administration's recommendations for significant budget changes for future considerations by the Board which included additional student computers for Smarter Balanced Assessment, bus replacement, RCS Radio replacement, infrastructure upgrade, radio system costs for buses, an increase to monthly operational costs for the new RCS system, and additional staffing in technology.

Administration recommended the Board consider using \$120,000 for two counselors/social workers for next year with a plan to add an additional counselor if grant funds are received.

Meredith Riffel continues to pursue grants to fund counselors/social workers for the District. Grants are not as available as they used to be. President El-Hajj would prefer to fund three counselors. She believes having counselors at the schools ultimately saves money and staff time dealing with student issues. It was the Board's consensus to add three counselors/social workers to the 2013-14 budget.

Member Levens-Craig asked why we would have fewer teachers next year if the projected enrollment is nearly the same. Dr. Pierce said several schools were overstaffed and each year Administration looks at places where an additional teacher may be needed to avoid certain combination classes and additional teachers may be placed as needed.

Mr. Christensen shared cash flow is much improved and it is not expected to borrow money externally next year to meet our financial obligations. He shared a chart showing the difference between budget reserves versus cash reserves. An analysis of projected budget reserves shows that we must maintain a 14.5% reserve to avoid external cash borrowing over the next few years.

Member Burns moved to adopt the budget for the 2013-14 fiscal year as presented. Revisions to the budget will be brought back to the Board for approval following adoption of the State budget.

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

**3.2. Adoption of Resolution #1213-35 Designating Use of Education Protection Account Funds for 2013-14**

Mr. Christensen stated that this item was related to the public hearing earlier in the meeting. Member Levens-Craig moved to adopt Resolution #1213-35 Designating Use of Education Protection Account funds for 2013-14 to pay a portion of unrestricted certificated teacher salaries.

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

**H. BOARD POLICIES AND BYLAWS**

**1.1. First Reading: Revised Board Policy 6163.4, Student Use of Technology**

Revised BP 6163.4 was presented for a first reading. No action was taken and the Board Policy will return.

**I. BOARD COMMUNICATION**

President El-Hajj attended promotions this week and they have been wonderful. She requested a report on the students that did not promote. Dr. Pierce said the numbers are higher than in the past.

Member Fox attended *Alex in Mathland* and it was great. Promotion exercises were good. He enjoyed the students from Alternative School reading their essays.

Member Burns attended promotions and was impressed with more appropriate dressing this year.

Member Levens-Craig said promotions were awesome but it was hot. Santee Success was really great. She feels lucky that she has a flexible schedule making her more available to attend so many wonderful events at schools.

Board members received a request for a letter of support from Senator Joel Anderson for the Safe Classroom Act. Member Ryan suggested that the Board support this bill only if language is included in the bill to reimburse districts that have already spent money for their expenditures. She believes Santee School District should get reimbursed for the money we have spent thus far. Member Ryan said she would call Senator Anderson's office to get the information and inform the Board. Member Burns said if this is something the Board can support, the Board should support it.

The Board received a letter from a parent commending Pam Barber, a teacher at Rio Seco. The Board asked that the parent receive a response letter and a copy be sent to Pam Barber.

**RECONVENE TO CLOSED SESSION (If Necessary)**

The Board reserved the right to reconvene to closed session for closed session matters that were not completed prior to the convening of the open session meeting.

**J. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 9:28 p.m. No action was reported.

**K. ADJOURNMENT**

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