

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

August 7, 2012
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President Bartholomew called the meeting to order at 7:00 p.m. and invited the audience to recite the District Mission Statement.
Members present:
 Dan Bartholomew, President
 Dianne El-Hajj, Vice President
 Ken Fox, Clerk
 Dustin Burns, Member
 Barbara Ryan, Member
Administration present:
 Dr. Patrick Shaw, Superintendent and Secretary to the Board
 Karl Christensen, Assistant Superintendent, Business Services
 Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services
 Dr. Stephanie Pierce, Director, Educational Services
 Linda Vail, Executive Assistant and Recording Secretary
2. President Bartholomew and then invited Christina Becker, Director of Maintenance, Operations, and Facilities, to lead the members, staff and audience in the Pledge of Allegiance.
3. Approval of Agenda
President Bartholomew reported that Discussion and/or Action Item E.1.1. was pulled from the agenda because the brochure was not yet completed. It was moved and seconded to approve the agenda with Item E.1.1. pulled.
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. Schedule of Upcoming Events
2. End of Year Report

Dr. Shaw provided the Board with the highlights of the 2011-12 Pupil Services Year End Report. There was interesting data about Inter- and Intra-District Transfers, both into and out of the District. Board members asked Dr. Pierce to check on the residence areas of the Kindergarten students who have requested to go to Lakeside to determine if students are leaving Santee for the dual immersion program offered there. The report also showed an increase in student discipline for marijuana.

Member Ryan suggested the report be shared with the City again this year as there is good information for the Mayor and City Councilmembers to see. She believes the increase in student discipline for marijuana is a result of medical marijuana laws and increased availability. There has been an increase throughout the County. The next step will probably need to be education and determining why students think it is okay. Mrs. Malin said a couple of students who were found with marijuana at school said they got it from their parents. Member Ryan would like to document this trend for future years to see if more education is needed to teach kids it is not good for them to use marijuana or other drugs.

Member Burns confirmed that Administration will send a copy to the City Manager, City Councilmembers, and the Mayor.

Member Bartholomew thanked Dr. Shaw for bringing the report to the Board and said it was great information to have.

C. PUBLIC COMMUNICATION

President Bartholomew 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 Bartholomew invited comments from the public on any item listed under Consent.

- 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 of Consultants and General Service Providers**
- 2.6. **Adoption of Resolution to Participate in Schools Excess Liability Fund (SELF)**
- 3.1. **Authorization to Declare as Surplus, Sell and/or Dispose of Five (5) Surplus Relocatable Classrooms at Hill Creek School**
- 4.1. **Approval of the 2012-13 Consolidated Application, Part I**
- 4.2. **Adoption of Resolution #1213-01 Designating Personnel and Approval of 2012-13 Child Development Services Contract**
- 4.3. **Approval of Agreement between the Grossmont Union High School District Adult School and the Santee School District for Conducting Adult Education Classes**
- 4.4. **Approval of Memorandum of Understanding with Point Loma Nazarene University for Student Teacher Placement**
- 5.1. **Personnel, Regular**
- 5.2. **Approval to Renew Agreement with Frontline Technologies (Aesop) Automated Substitute Calling / Attendance System**
- 5.3. **Timeline Amendment of Approved of Short-Term Positions**

It was moved and seconded to approve Consent Items.

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

Following the approval of Consent Items, Mrs. Malin introduced new Vice Principal, Tylene Hicks.

E. DISCUSSION AND/OR ACTION ITEMS

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

1.1. Approval of Brochure for Superintendent Search

The brochure was not available to review and this item was pulled from the agenda.

1.2. CSBA's Pension Reform Belief Statements and Principle Statements

The Board reviewed CSBA's Pension Reform Belief Statements and Principle Statements. Member Ryan said it is better for the Board to be proactive and look at parameters before emotion becomes involved. She brought CSBA's Pension Reform Belief Statements and Principle Statements to begin the discussion. The Board can develop their own for a clear picture where the Board stands and what is important to the Board in order to provide direction to Administration. Member Ryan would like Board Members to review CSBA's document as a starting point and establish their own belief and principle statements. Member Burns likes CSBA's statements. President Bartholomew said there is a sensitivity for employees but there is a need to look at this evidenced by what is happening across the State. Member Ryan said if each Board Member returns with their beliefs, the item can then come back to the Board to develop a Board document. Belief statements will help in creating an action plan, and can work in conjunction with the Board's legislative goals. The impact would not be felt for a number of years and the change would need to be made for newer employees. Member El-Hajj suggested developing beliefs and then they could add the principles and rationale. President Bartholomew is uncertain if employees really understand the dangers of their current retirement investments. He believes it is important to provide education on other options to younger employees. Mrs. Malin said there are new requirements about providing this information to employees and they have access to additional information through vendors at the Health and Benefits Fair. Karl will convene the GASB committee to further investigate this issue. The Board will provide their preferred statements to the Superintendent to use to frame the discussion for a future meeting.

2.1. State Grant Priority Funding for New Construction Opportunity Window

Karl Christensen reported that last year the State Allocation Board (SAB) began using a Priority Funding process to fund new construction and modernization grants on the Unfunded Approval List. This process was intended to create a more strategic method for apportioning funds to projects that were "shovel ready."

There are two windows per year for school districts to submit "shovel ready" projects. Last year we received \$2.3 M in funding for the Hill Creek project. The window is now open and closes on August 9th. We have two unfunded projects that are ready to begin and currently there is \$4.9 M in uncommitted CIP funds. He said the Board would first need to decide if the District should apply for a project during this window. If yes, the Board would need to determine which project to submit. Mr. Christensen said that another window would open in about six months if the Board wanted to have more time for discussion and wished to wait. Applying does not guarantee funding and notification would not be made until November or December. He cautioned that if we wait, there is uncertainty for funding for projects that have been unfunded and are not applying for priority funding. All Board members believed that we should submit for funding during this window and not wait.

Mr. Christensen provided information about the two schools that are awaiting a 2-story classroom addition and recommended the Board consider Pepper Drive for this application window. The grant that would be received for Pepper Drive would provide \$1M more than for Chet F. Harritt. Pepper Drive is the only school who has not received a substantial benefit from the CIP dollars. Pepper Drive has 10 relocatable classrooms and based on enrollment numbers there is less room for student capacity at Pepper Drive. The Board has also approved funding for a joint-use

project at Pepper Drive and the benefit of doing construction at Pepper Drive would be savings on both projects through economies of scale. With the remaining money and new grant funds there would be \$7.1 M, which is very near the total cost. There would need to be some provisions for value engineering. Because the grant is less, we may not have enough funds to complete the building for Chet F. Harritt at this time. After a 2-story addition and elimination of the portables, Pepper Drive would have no unoccupied rooms and Chet F. Harritt would have 11 unoccupied rooms when the portables were vacated. Based on these facts, Administration recommends the Pepper Drive 2-story classroom addition be submitted for the grant funds.

The Board had a brief discussion and all believed there was no question that Pepper Drive was the appropriate choice to submit for grant funds and that the District should apply during this window.

Member Ryan moved to submit a Priority Funding Application during this window period for the Pepper Drive Classroom Addition

Motion: Ryan Second: Burns Vote: 5-0

The Board asked that there be communication with the Chet F. Harritt staff and that they have a clear understanding that the Board is still pursuing funds for a new building at Chet F. Harritt but at this time the funds are best spent at Pepper Drive.

2.2. Architect for Construction of Future Capital Improvement Program Projects

Karl Christensen reported Administration recommends contracting with Webb-Cleff Architecture for unconstructed CIP projects as needed at this time. This would specifically involve design, construction administration, and DSA closeout work on the project being submitted for Priority Funding. He explained that since the District has already undertaken a competitive process resulting in selection of a firm which specifies key personnel, that contracting with another firm to maintain the key personnel would satisfy the requirements for an appropriate selection process. If approved, staff will begin negotiating a contract to obtain the best value and lowest cost fee. The contract would return to the Board for approval.

President Bartholomew wished to be certain that all legalities were taken care of. Mr. Christensen said Webb-Cleff provides enough substantiation to contract with as the key personnel under the previous contract. He added that in the near future the Board will need to discuss the selection process for the long term.

Member Ryan asked about any non-compete requirements Webb-Cleff personnel may have with their previous firm. Although any litigation would be with them, any lawsuits could put us into a position to need to delay work. Mr. Christensen will investigate to see if they have any contract obligations that might interfere with their work for Santee School District.

Member El-Hajj moved to authorize executing an Architectural Agreement with Webb-Cleff Architecture for design, construction administration, bidding, and DSA closeout of selected CIP project(s) to be constructed next contingent on the fact that there are no non-compete restrictions involved.

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

3.1. Approval of 2012-2013 Transitional Kindergarten Program

Stephanie Pierce reported that Administration was coming to the Board with program plans for Transitional Kindergarten and EAK. Transitional Kindergarten was upheld in the State budget and will be implemented in school districts. Administration would like to initiate two classes for the 38 students registered at this time. These classes could be held at Carlton Hills and PRIDE Academy in order to provide YALE wrap-around service. There are 22 additional families who would like to opt for Transitional Kindergarten instead of Kindergarten for their children. Administration would like these children to be offered Transitional Kindergarten if the second class does not fill up, and, if enough enroll, including the 22 students, to open a 3rd class. Member Burns asked about the instructional minutes for Transitional Kindergarten. Dr. Pierce said the requirement is 210 minutes per day, the same as EAK.

Member Ryan will support this but believes we may be at risk. If the tax initiatives are not passed in November, there will be further cuts to schools. Member Burns moved to approve a Transitional Kindergarten program with two to three classes for the 2012-2013 school year

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

3.2. Microsoft Live@edu, Student Access for Grades 6 – 8 and Grades 3-5 Current Cloud Users

Stephanie Pierce shared that grade 7 & 8 teachers and students at Rio Seco and PRIDE Academy piloted the use of Live@edu as an educational tool for collaborative learning and to see if it was a good tool and was safe. Using Live@edu allowed students to turn assignments in to teachers electronically and receive feedback through email. Teachers reported this was a wonderful opportunity for students to engage in a learning community. During this pilot, teachers and Administrators constantly monitored student use of Live@edu email and Skydrive storage. It was found that students used the program in appropriate ways and found no misuse from these checks. Pilot school feedback was positive and they appreciated the Board allowing them to use Live@edu. Administration is seeking Board approval to provide Live@edu to 6-7-8 grade students at all schools.

Currently, some teachers in grades 3-6 are using the Cloud for students. Administration recommends that those teachers currently using the Cloud switch to using Live@edu. In addition to providing a better program that uses

Microsoft software, which students are very familiar with, Live@edu provides additional features. If approved, the District could discontinue using the Cloud through the County Office providing a savings of \$40,000 per year.

The safeguards using Live@edu include the option to close the students account if it is misused, a filter for inappropriate language and content, restricting use as needed, and teachers and principals have access to student accounts. Teachers are able to monitor student work, track changes, and students can catch up with missing work.

If approved, the same process will be provided to families to introduce Live@edu. Parent nights, student assemblies, and teacher inservices will be held. All of these processes must occur before access is granted to students.

Member Fox asked about the savings as the next item has a cost and if Administration was proposing to use some of the savings. Dr. Pierce confirmed that the annual savings by discontinuing use of the Cloud is \$40,000 and we have not yet renewed our agreement for this school year. Administration is recommending in the next item that the Board approve using \$27,000 from this savings for volume purchasing of Microsoft licenses. Schools spent approximately \$28,000 on Microsoft software licenses over the last two years and still, not all computers have the most current software.

Member Ryan supports using Live@edu for students but cautioned staff that as parents know their children better than we do, if a parent does not want their child to participate they are not forced to and are provided the opportunity to get the same type of educational opportunity. Mrs. McColl said Administration has been sensitive to that and last year one student at Rio Seco was able to do the projects in another manner. Dr. Shaw thanked the principals and teachers for attending the meeting to be available if the Board had any questions.

Member Burns moved to approve Live@edu in grades 6 – 8 and for the current cloud users in grades 3 - 5 at all schools in Santee School District.

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

3.3. Approval of Participation in the Microsoft Enrollment Education Solution (EES) Volume Licensing Program

Member Burns moved to approve Santee School District's participation in the Microsoft Enrollment Education Solution (EES) Volume Licensing Program.

Motion: Burns Second: Ryan Vote: 5-0

4.1. Approval of Agreement with Kontraband Interdiction and Detection Services (K.I.D.S.), Inc. for Canine Contraband Detection Services for 2012-2013 School Year

Minnie Malin reported that after the Board voted to provide canine detection services as a deterrent to students bringing marijuana, alcohol, and other contraband to school, Administration contacted other districts for references and observed a demonstration of these services. On July 31, Executive Council members were provided a demonstration by K.I.D.S. general manager, Sue Figueria. The canines are trained to non-aggressively signal odor detection from a variety of illegal drugs, drinking alcohol, and ammunition. When a team arrives at a school, the site administrator will accompany them to classrooms and ask students to step out of the room. While the students are outside, the team enters with an administrator or teacher and the dogs take 6-8 minutes to comb the room. The utmost caution is taken to not indict or embarrass any student and if an odor is detected, the site administrator makes contact with the owner and privately goes through the search process.

Ms. Figueria stressed the importance of providing the assembly for students to introduce students to the process, demonstrate the friendliness of the canines, and share with them the importance of making good choices. K.I.D.S. emphasizes the importance of safety and prevention rather than "catching" students. The random and unannounced visits are scheduled by K.I.D.S. around days Administrators designate as "black-out" days. A team can visit two to three schools in one day.

K.I.D.S. has generously provided a contract for 14 visit days during the 2012-13 school year at \$500 per day/visit, for a total of \$7,000. This cost would be paid from the general fund.

Member Ryan moved to approve the agreement with K.I.D.S. for 14 visit days of canine contraband detection services for 2012-13

Motion: Ryan Second: Burns Vote: 5-0

F. BOARD POLICIES AND BYLAWS

1.1. First Reading: BP 1230

Revised Board Policy 1230, School Connected Organizations was submitted to the Board for a first reading. No action was requested and BP 1230 will return to the Board for a second reading and request for approval

2.1. Second Reading: BB 9270 Conflict of Interest – Biannual Review

Board Bylaw 9270, Conflict of Interest, was presented to the Board of Education, as per Gov't Code requirement to review biennially, in a second reading. Member Ryan moved to approve the biannual review and the recommended revision to BB 9270 Conflict of Interest.

Motion: Ryan Second: Burns Vote: 5-0

G. BOARD COMMUNICATION

Dr. Shaw shared that it is time again to submit an item for the Santee Magazine. The Board indicated earlier that they would like to feature the modernization and construction timeline since the passage of Prop R. If the test scores arrive and are positive they could also be included. Due to the size of the article the Board wishes to place in the magazine, it would work best if they used the two centerfold pages instead of the back cover. Linda will contact the Chamber of Commerce to see if that is an option.

Minnie Malin shared the Student Well-Being committee had proposed a plan to survey parents about general needs for student services using *Survey Monkey*. They would like to use Project SAFE and Yale parents as a pilot before school starts. This will determine if a wider survey is indicated. Member Ryan said most people probably don't know what the term "one stop shop" means. Mrs. Malin said the survey introduction would provide an explanation and why this information is being requested.

Mr. Christensen asked the Board their preference for the location of the bronze plaque for the Hill Creek Middle School building. This is the first building that faces a street and the other plaques have been placed on the school side. Following discussion, Board members would like the sign on the side of a door on the side of the building that faces Jeremy Street. The dedication will be held on August 29th.

Member Ryan asked Linda to submit a registration and secure hotel reservations for the new Superintendent and a new Board Member to attend the CSBA Annual Education Conference.

Dr. Shaw invited the Board Members to the Professional Leadership Team meetings on Wednesday and/or Friday.

Dr. Shaw reported the School Climate surveys for five schools will be mailed out on Thursday, August 9th. They will include a self-addressed postage paid envelope to be returned directly to the Superintendent's Office. The result of the surveys will be reported to the Board once the data is compiled.

H. CLOSED SESSION

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

1. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
2. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property Address: 10445 Mission Gorge Road, Santee, CA 92071
(property formerly known as Santee School)
Agency Negotiator: Karl Christensen, Asst. Superintendent, Business Services

The Board entered closed session at 8:59 p.m.

I. RECONVENE TO PUBLIC SESSION

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

J. ADJOURNMENT

The August 7, 2012 regular meeting adjourned at 10:20 p.m.