

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

December 18, 2012

**MINUTES**

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

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

Vice President El-Hajj called the meeting to order at 7:00 p.m. A moment of silence was held for the victims of the Newtown, Connecticut Sandy Hooks School tragedy.

Members present:

Dianne El-Hajj  
Ken Fox  
Dustin Burns  
Barbara Ryan  
Elana Levens-Craig, Member Elect

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. Mrs. El-Hajj invited the audience to recite the District Mission and then invited Carlton Oaks students, Logan and Quinn Ferguson, to lead the members, staff, and audience in the Pledge of Allegiance.

Dr. Cathy Pierce administered the Oath of Office to newly elected member Elana Levens-Craig and re-elected member Dianne El-Hajj and presented them with certificates of election from the County of San Diego. Board members welcomed Member Levens-Craig to the Board. The recently elected Board Members introduced their family members who were in the audience.

Member Levens-Craig said tonight was really special, symbolizing the next step in her journey to make a difference, one step at a time. She is honored and humbled for being elected to this position.

**3. Approval of Agenda**

Mrs. El-Hajj requested to pull item J.2. from Consent Item 5.1. for consideration following Closed Session. It was moved and seconded to approve the agenda with that item pulled to be considered following closed session.

**Motion: Ryan Second Burns Vote: 5-0**  
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**B. ORGANIZATIONAL MEETING**

**1. Election of Board of Education Officers**

Mrs. El-Hajj reported the requirements for the governing board to hold an annual organizational meeting. The Board of Education elects officers through rotation according to Board Bylaw 9120. The rotation of officers for 2013 is as follows:

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

Member Burns moved to elect officers through rotation according to Board Bylaw 9120 and that Board Bylaw 9120 be revised to reflect the officer rotation for 2013.

**Motion: Burns Second Fox Vote: 5-0**  
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## **F. 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.

- 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 of Amendment to PARS Separation Incentive Plan Agreement**
- 3.1. **Approval/Ratification of Agreement with A-1 Fire Protection for Fire Sprinkler Design for the New 10-Classroom Addition at Pepper Drive School**
- 4.1. **Approval of Memorandum of Agreement with Capella University for Placement of School Counseling Interns**
- 4.2. **Approval of Memorandum of Understanding Between California Healthy Kids Regional Center and Santee School District and Implementation Plan**
- 4.3. **Approval of Amended Agreement with Sunbelt Staffing for a Language Speech Therapist**
- 4.4. **Approval of Agreement with Advantage On-Call d/b/a PHS Therapy for a Language Speech Therapist**
- 5.1. **Personnel, Regular**
- 5.2. **Approval to Increase Work Hours for One (1) Child Nutrition Services Utility Worker**

It was moved and seconded to approve Consent Items, with the exception of Item J.2. of Consent item F.5.2., which was pulled to be considered following Closed Session.

**Motion: Ryan Second Burns Vote: 5-0**  
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## **G. DISCUSSION AND/OR ACTION ITEMS**

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

### **1.1. Introduction of New Superintendent to Community and Business Partners**

Dr. Pierce shared the Board had requested to host an event to introduce the new Superintendent to the community leaders, organizations, and businesses. She presented the date of January 23<sup>rd</sup> at 7:45 am. for Board consideration. Member Ryan moved to approve January 23 and the plan for a Community Breakfast to introduce the new Superintendent to our community.

**Motion: Ryan Second Fox Vote: 5-0**  
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### **2.1. Update on SDCOE Modernization, Improvement, and Transformation Initiative (MITI) and Enterprise Resource Planning (ERP) Solution**

Karl Christensen presented information regarding the County Office of Education's plan to replace their aging financial and payroll systems. We currently use their system at a cost of approximately \$25,000 per year. Both systems are 17-30 years old. The programs are written in an old programming language and greatly lack integration and reporting capabilities. The County has been working for a couple of years on a replacement plan and it is a very big enterprise. He shared the processes of how we use the systems in our district and how the same information needs to be input a number of times by staff. The County has been compiling information about requirements for a system that will be used by most of the school districts in the County. Through the RFP process, Oracle was selected as the data collection system. The County Office is paying for at least 50% of the cost of implementation but the school districts will have a financial impact. As the County is negotiating a cost, they need to know what schools districts will be using the system and will be asking those districts to submit an MOU. San Diego City Schools is the only district that currently processes their own payroll and only a few school districts maintain their own fiscal system. Based on the latest estimates, Santee School District would pay approximately

\$533,000, plus the additional annual maintenance and support costs of \$50,000. Mr. Christensen shared a number of options of how this payment could be made.

Member Levens-Craig asked if the systems would continue to be functional over the entire period of time if the payment was financed for 20 years. Mr. Christensen said yes, that it is a very scalable system.

Member Fox asked if there are currently any other costs other than the annual fees we now pay. Mr. Christensen said we now pay only an annual cost. Member Levens-Craig asked if the district would recognize any savings by reducing duplication of labor. Mr. Christensen said it would free up staff to do other work but probably would not result in the elimination of any staff.

Member Ryan asked Mr. Christensen if he had met with other CBOs and what their perceptions were. She said many Board members expressed their concerns at the SDCSBA meeting. It is a lot of money. Mr. Christensen agreed it is a lot of money and said there was concern on the part of CBOs. He said the first MOU was very vague and there was great concern. They wanted to know there is a deliverable and the system can be counted on, especially since districts would not have contracts directly with the company. The County has adjusted the MOU. Probably no other district will be able to process their own payroll system. Member Burns asked about contracting out to San Diego Unified. Mr. Christensen said he knows of another district who recently moved to a different fiscal system and it cost a lot more than what we would have to pay to be part of the County system. Member Burns asked if the financing would be through the County Office and if they would receive the interest dollars paid. Mrs. Christensen said it would be through a JPA that would be formed. President El-Hajj asked if this would be considered a capital asset. Mr. Christensen said no, because we are in the partnership and we would not own it. Member Ryan said Oracle is a great system asked how much Oracle would charge us as an individual district and suggested we look into that. Mr. Christensen said in order to have the finance piece we would also have to have the Human Resource management systems. Mr. Christensen said 7 districts currently have their own finance systems. Mr. Christensen will seek information on other districts and if they are planning to go with the County. If we plan to work with the County Office we will need to sign the MOU. Mr. Christensen will accumulate the requested information about other options and other districts and return to the next meeting for consideration of the County Office system and if we plan to move in that direction, the Board will need to approve the MOU at that meeting. No action was requested from the Board.

Member Burns said it is odd that the County Office owns the system but is asking for districts to pay half. He believes it is their role to serve school districts. It would make more sense to increase the annual cost to districts to cover their costs. He would like to look at other options, maybe contracting with other districts.

### **3.1. Update on Pepper Drive School Projects, State Funding, Value Engineering, and Bidding Process to Maximize Savings**

Karl Christensen provided an update on how administration is working to create flexibility to maximize savings making the available dollars cover the costs of the Pepper Drive School capital improvement projects. The strategy is to look for any options for savings, but it needs to go out to bid to get hard numbers. Administration's strategy is to split up the bid and contract out some items separately in order to save money. Some of these items would include lockers, landscaping, and ornamental fencing. The exterior of the building would be part of the main bid, but the interior of the second story would be separate. Once the main building and first floor are completed, Administration will have a better idea of how much of the contingency monies would be available to cover the \$625,000 shortage. Member Fox asked if it is possible that we will end up with a 10-classroom building that is less than the other 10 - classroom buildings. Member Burns asked why this plan would not be considered on the LRC/Office instead of the classrooms. Christina Becker said we have to match the \$1.2 m for the LRC and she wants to protect our matching funds and use the economies of scale. President El-Hajj said unless we go forward with bids, we won't know how much it will cost. The Board approved to move forward on the bid process as reported. Administration will return on February 5<sup>th</sup> with an update on the bid process.

## **H. BOARD COMMUNICATION**

Dr. Pierce mentioned the tragedy in Connecticut, and considering the community's sensitivity with Santana, she has been working very closely with site administration. Every principal has received a couple of emails or personal visits from parents seeking confirmation and comfort that our schools are safe. The Sheriff's Department has sent deputies to each school to visit and patrol frequently. Dr. Pierce has cancelled all fire drills and lockdowns for the week. She will invite the Sheriff to come and observe our drills in the future. This tragedy has caused us to take a second look at our facilities and consider concerns Principals have shared about their sites. Administration will be looking to restrict access at the schools where entrances through offices is not required. Member Fox mentioned he found Hill Creek gates left open over the weekend leaving the school vulnerable. Dr. Pierce will look into this.

Dr. Pierce presented the revised legislative goals and reported tomorrow they meet with Assemblyman Brian Jones.

Dr. Pierce reminded the Board that a self-evaluation is to be scheduled in January. The Board may wish to consider integrating a team building session with a self-evaluation. She has been in contact with Ron Bennett from School Services and he still does the team building sessions as he had done in the past. She is working to connect with him for more details.

Member Burns said with a new superintendent and a new board member, the Board usually does a team building meeting. Dr. Pierce was asked to continue to pursue Ron Bennett for a team building meeting and a board self-evaluation will be done separate from team building. The Board would like to create a document they can use for goal setting before the team building meeting. The Board would like to use the CSBA evaluation document but would also like to see if there are different options out there if time allows.

Dr. Pierce said upon reflection, she will schedule the District Advisory Committee meetings from 6-8 pm.

Member Levens-Craig thanked the Board for sending her to the CSBA annual conference. She attended several workshops and they were great. She would like to know if there is a parent to honor at Honoring Our Own. Administration does not have a parent to nominate this year but has nominated a classified administrator.

Member Levens-Craig said she would like PTA to be able to join in the Principal presentations. Dr. Pierce said she has tasked the Principals to bring teachers to their presentations this year. Maybe next year PTA and students could be part of their presentations.

#### **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*) *Purpose: Negotiations*  
*Agency Negotiator: Karl Christensen, Asst. Superintendent*  
*Employee Organization: Classified School Employees Association*

The Board entered closed session at 9:33 p.m.

#### **J. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 11:00 p.m. President El-Hajj reported that following closed session discussion, the Board was prepared to take action on a PERB settlement agreement with CSEA. President El-Hajj asked for a motion. Member Burns moved approve the Settlement Agreement between Santee School District and California School Employees Association and its Chapter 557 for PERB Case No. LA-CE-5490-E.

**Motion:** Burns                      **Second** Ryan                      **Vote:** 5-0  
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President El-Hajj said the Board would take action on Item J.2. of Consent Item F.5.1. following discussion in Closed Session. Member Ryan moved to approved item J.2. of Consent Item F.5.1.

**Motion:** Ryan                      **Second** Fox                      **Vote:** 5-0  
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#### **K. ADJOURNMENT**

The December 18, 2012 regular meeting adjourned at 11:03 p.m.

