

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

December 17, 2013
MINUTES

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

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

President El-Hajj called the meeting to order at 6:01 p.m.

1. Public Communication on Closed Session Items

President El-Hajj invited members of the audience to address the Board about any item on the closed session agenda. There were no public comments.

B. ADJOURN TO CLOSED SESSION

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

1. Conference with Legal Counsel–Potential Litigation

Significant exposure to litigation pursuant to subdivision (b) of Gov't Code § 54956.9

- *One potential case.*

2. Conference with Legal Counsel–Existing Litigation (Gov't Code § 54956.9(c))

- *Special Education Dispute, Student v. Santee School District, OAH Case No. 2013110748.*

3. Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)

4. Conference with Labor Negotiator (Govt. Code § 54956.8)

*Agency Negotiators: Karl Christensen, Assistant Superintendent and
Tim Larson, Assistant Superintendent*

Employee Organizations: Santee Teachers Association

5. Conference with Labor Negotiator (Govt. Code § 54956.8)

Purpose: Negotiations

*Agency Negotiators: Karl Christensen, Assistant Superintendent and
Tim Larson, Assistant Superintendent*

Employee Organization: Classified School Employees Association

C. Reconvene to Open Session and Opening Procedures

1. President El-Hajj reconvened the meeting in open session at 7:01 p.m.

Members present:

Dianne El-Hajj, President
Ken Fox, Vice President
Dustin Burns, Clerk
Barbara Ryan, Member (via teleconference)
Elana Levens-Craig, Member

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Tim Larson, 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 Chloe and Hunter Flores, Cajon Park students and grandchildren of Member Fox, to lead the members, staff, and audience in the Pledge of Allegiance.

3. Approval of Agenda

President El-Hajj announced that Member Ryan was attending the meeting via teleconference. It was moved and seconded to approve the agenda.

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| Motion: | Fox | Fox | Aye | Levens-Craig | Aye |
| Second | Burns | Burns | Aye | El-Hajj | Aye |
| Vote: | 5-0 | Ryan | Aye | | |

President El-Hajj reported the Board would adjourn the meeting in memory of employee Rick Margo, an Out-of-School Time Programs staff member who passed away on November 28th. President El-Hajj shared Mr. Margo most wanted to be remembered for the positive contribution he made to the lives of the children. He valued citizenship, patriotism, and a positive attitude. He instilled these values in the children he worked with at PRIDE Academy. He worked tirelessly to make the ASES program an extension of the learning that happened during the regular day. He did this through many ways including his beloved garden which will be his legacy at PRIDE Academy. Mr. Margo's family was in attendance and will receive a certificate recognizing the Board adjournment in his memory.

President El-Hajj led a moment of silence in memory of employee Marj Danco, who recently passed away. Miss Danco was an Adapted PE (APE) Specialist in our district for the past 2 ½ years. She was a woman who was dedicated to improving the lives of our children, especially the lives of children with moderate/severe disabilities.

D. ORGANIZATIONAL MEETING

1. Election of Board of Education Officers

President El-Hajj announced that this meeting was the annual organizational meeting of the Board and asked for a motion to elect 2014 Board officers through rotation according to Board Bylaw 9120 and that Board Bylaw 9120 be revised to reflect the officer rotation for 2014.

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| <i>Motion:</i> | <i>Levens-Craig</i> | <i>Fox</i> | <u><i>Aye</i></u> | <i>Levens-Craig</i> | <u><i>Aye</i></u> |
| <i>Second</i> | <i>Burns</i> | <i>Burns</i> | <u><i>Aye</i></u> | <i>El-Hajj</i> | <u><i>Aye</i></u> |
| <i>Vote:</i> | <i>5-0</i> | <i>Ryan</i> | <u><i>Aye</i></u> | | |

Following the approval of this item, Ken Fox assumed the leadership of the meeting as the newly elected President. The Board officers for 2014 are: Ken Fox, President; Dustin Burns, Vice President; Barbara Ryan, Clerk; Elana Levens-Craig, Member; and Dianne El-Hajj, Member. Newly elected Board President Ken Fox thanked Dianne El-Hajj for her service the past year as Board President and presented her with flowers and a gift.

Board members announced that tonight was Linda Vail's last Board meeting as the Executive Assistant to the Board and Superintendent. Beginning in January, Mrs. Vail will move to the position of Project Coordinator. The Board thanked Linda for her years serving as the Executive Assistant. The Board presented Mrs. Vail with a gift and a certificate of appreciation.

2. Board Meeting Calendar for 2014

Member Burns moved to approve continuation of the existing meeting schedule with meeting dates for 2014 as listed.

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| <i>Motion:</i> | <i>Burns</i> | <i>Fox</i> | <u><i>Aye</i></u> | <i>Levens-Craig</i> | <u><i>Aye</i></u> |
| <i>Second</i> | <i>Levens-Craig</i> | <i>Burns</i> | <u><i>Aye</i></u> | <i>El-Hajj</i> | <u><i>Aye</i></u> |
| <i>Vote:</i> | <i>5-0</i> | <i>Ryan</i> | <u><i>Aye</i></u> | | |

3. Board of Education Representatives to Councils, Advisory and Other Committees

President Fox reported that he believed Board Members would like to remain on the same committees as 2013. Member Levens-Craig moved for Board members assignments as representatives to Advisory and other committees for 2014 remain as assigned.

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| <i>Motion:</i> | <i>Levens-Craig</i> | <i>Fox</i> | <u><i>Aye</i></u> | <i>Levens-Craig</i> | <u><i>Aye</i></u> |
| <i>Second</i> | <i>Burns</i> | <i>Burns</i> | <u><i>Aye</i></u> | <i>El-Hajj</i> | <u><i>Aye</i></u> |
| <i>Vote:</i> | <i>5-0</i> | <i>Ryan</i> | <u><i>Aye</i></u> | | |

E. 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

Superintendent Pierce introduced Sarah Swan, who was selected as the new Executive Assistant. Mrs. Swan and her family live in Santee and she comes to Santee School District after serving as the Executive Assistant for USE Credit Union. Mrs. Swan told the Board she is excited to be working in Santee School District and can't wait to meet everyone and immerse herself in the school district.

2. Santee School District Foundation Presentation of Awards for Stuff the Turkey

Dr. Pierce introduced Mike Clinkenbeard, president of the Santee School District Foundation. Mr. Clinkenbeard, along with other Foundation board members, presented each school with their check from the Stuff-the-Turkey fundraiser. All schools participated in the 3rd annual Stuff-the-Turkey fundraiser, raising funds to purchase books for their school. Mr. Clinkenbeard reported that a record was set raising nearly \$9,000 this year. This brings the total over the three years to almost \$25,000 to purchase books for schools.

A large school and a small school, based on student enrollment, will each receive an ice cream party for the highest amount of donations collected. This year, Rio Seco won the large school award collecting \$2,975. Cajon Park was recognized as coming in second at \$1,925, and for the third year has done an outstanding job of promoting this fundraiser. The first place small school for the 2nd year was Chet F. Harritt with \$1,350. President Clinkenbeard thanked the schools for supporting this fundraiser and reported the Foundation is delighted to return all of the proceeds to the schools.

President Fox thanked the Foundation for everything they do for the school district directly impacting students.

3. Spotlight on Learning: Rio Seco School Presentation

Rio Seco's presentation began with Mrs. Boulais' 5th grade class "bell choir" performing holiday songs. Following the performance, Debra Simpson, Rio Seco principal, shared a video demonstrating 21st century learning in classrooms and other activities on campus. The Board was impressed with the video and said it is a great way to show what is happening at schools. The video showed a great variety of learning and it was exciting to see the different ways to learn. Member El-Hajj said common core is a journey and there is no marked path. She is excited our teachers are willing to go forward and do what they do best. Schools are preparing kids so much better than we have in the past. She asked Mrs. Simpson to share with her staff how the Board appreciates their hard work, understands their pain, and knows they can handle this transition.

Mrs. Simpson said while putting together the video, there were so many wonderful things to share but they could not include them all. She is very excited and proud about what the Rio Seco teachers are doing for students.

F. PUBLIC COMMUNICATION

President Fox invited members of the audience to address the Board about any item not on the agenda. There were no public comments.

G. CONSENT ITEMS

President Fox 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 Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.5. **Approval/Ratification of Revolving Cash Report**
- 2.6. **Acceptance of Donations**
- 2.7. **Approval of Consultants and General Service Providers**
- 2.8. **Purchase of Delivery Truck for Child Nutrition Services**
- 3.1. **Approval of Nonpublic Master Contract with San Diego Center for Children for Residential Treatment Center Services and Nonpublic School Services**
- 4.1. **Personnel, Regular**
- 4.2. **Adoption of Resolution No. 1314-11 to Reduce and/or Eliminate Vacant Classified Non-Management Positions**

4.3 Pulled for separate consideration.

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

Fox Aye
Burns Aye
Ryan Aye

Levens-Craig Aye
El-Hajj Aye

G.4.3. Approval of Appointment of Executive Assistant (*Pulled by Member Burns for separate consideration.*)

Member Burns pulled this item to take a moment for the Board to welcome Sarah Swan as their new Executive Assistant. Member Burns moved to appoint Sarah Swan as the Executive Assistant effective January 6, 2014, pending completion of pre-employment requirements.

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

Fox Aye
Burns Aye
Ryan Aye

Levens-Craig Aye
El-Hajj Aye

H. DISCUSSION AND/OR ACTION ITEMS

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

1.1. Strategic Plan Action Step: Dual Immersion Program 2014-2015

Stephanie Pierce, Assistant Superintendent of Educational Services, was pleased to bring forward another Strategic Plan action step. Terry Heck, committee chair, said he was excited to bring outcomes of the work of the Strategic Plan Foreign Language Committee. He presented information for a potential Dual Immersion Program for 2014-15. He also shared some of the marketing strategies that could be implemented.

Karl Christensen, Assistant Superintendent of Business Services, shared financial impacts for a dual immersion program, noting that the budget projections contain several projected assumptions. Assumptions include continuing to add classes, a 4-7% attrition loss, and students leaving other schools to attend an immersion program, creating an enrollment shift. Beginning with 2 classes in Year 1 of an immersion program would add a net cost of \$130,000 and annual cost increases averaging \$303,000, with an estimated cumulative net cost of \$2,725,843 over a 9-year period.

Member Leven-Craig asked if there was classroom space at Carlton Hills for an immersions program. Mr. Heck said there is adequate space at Carlton Hills. He shared the results from a survey showing 14% of the respondents said they would be likely to leave Santee to attend a foreign language immersion program elsewhere. He was asked if one program was more successful than another to achieve literacy and stated that research varies. Mr. Heck reported the committee leaned toward recommending a 50-50 immersion program because of the flexibility it provides the school site. With CST being the only previous measure, 4th grade is where the achievement increase was seen. President Fox asked if Mr. Heck had a feeling within his own community that he would have enough students to fill two classes. Mr. Heck said based on the survey sent to Carlton Hills' parents, there would be close to one classroom. He anticipates an additional classroom of students would come from other schools and other areas. There may be a big demand initially but interest may wane. Enrollment would satisfy the needs of Santee residents first before considering inter-district transfers. Member Burns said considering the entire strategic plan, \$2.7 million is a lot of money for one program. He suggested presenting all of the strategic plan committees' recommendations after the new budget is presented so the Board can see all of the action step recommendations and consider how they want to distribute the funds.

Member El-Hajj believes the 50-50 model may be more attractive to our families. She wanted to note that the \$2.7 million is accumulative over a 9-year period of time. Member Levens-Craig asked if the 8th grade Spanish class would remain in effect if an immersion program was initiated. Mr. Heck said that would be a Board decision and they are very different programs that fulfill different needs. Member Ryan said this would need to be considered within the full context of strategic priorities.

President Fox said he appreciates Mr. Heck's persistence and passion and thanked him for bringing the committee outcomes to the Board for information. Mr. Heck acknowledged and thanked the committee for their hard work and noted many of them attended the meeting to support the presentation.

This was an information item. No action was taken.

1.2. Strategic Plan Action Step: Foreign Language Enrichment Program 2014-2015

Terry Heck, Foreign Language Committee Chair, presented for Board information three options crafted by the Strategic Plan Foreign Language Committee for a potential foreign language enrichment program for 2014-15. He began by sharing the philosophy of enrichments. He shared survey highlights showing 53.3% respondents said foreign language instruction was “extremely important” or “important.” In addition, 70% said foreign language enrichment was “extremely important” or “important.”

The Committee provided the three foreign language enrichment options for Board consideration:

1. Rosetta Stone as an elective or elective wheel. The cost for Rosetta Stone is \$160 per student and could be established at all schools, perhaps for 8th grade.
2. Hiring a junior high BCLAD teacher to teach foreign language in 8th grade. This could be a core class in the morning or an elective in afternoon.
3. Rosetta Stone or other foreign language program offered afterschool 1 or 2 times per week instructed by a teacher receiving a stipend. This option would reach more grade levels but consistency of enrollment may vary.

Member El-Hajj asked if there was some resistance to using Rosetta Stone. Mr. Heck said the committee felt any software program would be inferior to a teacher providing the instruction. The benefit to Rosetta Stone is that numerous languages could be offered. President Fox asked if an afterschool option would be at one school or offered at each school. Mr. Heck said, hopefully an opportunity would be available at all schools as an afterschool class.

Member El-Hajj said option #2 seemed to her to be the best one. She asked about the chances of finding qualified and willing teachers to provide classes. Mr. Larson, Assistant Superintendent of Human Resources, said there are qualified and willing teachers out there and the District would need to hire and strategically place qualified teachers as we fill vacancies. Karl Christensen presented a fiscal impact chart assuming complete attrition so there would be no additional teacher costs.

Member Burns said the Board truly appreciates the hard work the committee has done. Their work is very valuable to the District. This was an information item and no action was taken.

2.1 Approval of First Period Interim Report

Karl Christensen shared snapshots of all funds, highlighting the changes in fund balances based on the latest assumptions. The Local Control Funding is still an estimate and salary increases for 2013-14 are factored in. The report includes a deficit of over \$1,000,000 in the unrestricted general fund and a surplus in the restricted general fund. Expenditures for some proposed budget needs were not yet included in the multi-year projections.

The Child Development fund is very tenuous with trying to get expenditures to balance to the revenue and may need a contribution from the general fund again this year due to salary increases. The District is submitting a request to the State for an increase in revenue. We believe we may qualify for at least one of the requirements.

Mr. Christensen said he is feeling much more comfortable about OST and YALE Fund 63, with revenue coming in closer to projections and expenditure reductions continuing. He is optimistic that no contribution from the general fund will be required and OST will be paying back YALE and one-third of what is owed to the general fund while having a remaining surplus. Member Burns asked what the change has been as their budget has become much more stable in a short time. Mr. Christensen said there has been no change in the revenue projections but deposits are being completed faster. There have also been significant expenditure reductions in staffing and materials. Spending has become more purposeful and appropriate staffing reductions continue through attrition. The next step is to concentrate on generating more revenue.

Mr. Christensen shared draft multi-year projections with and without 1:1 technology and dual immersion options. He said the projections are not a forecast but using this chart allows him to insert options in order to see what the results would be to the budget. It is important to note that we continue to have a

structural deficit. The structural deficit in these assumptions is small at the end of 2013-14 but increases significantly the following years.

The projections do not assume salary increases and are based on a mid-level COLA increase by the State. It is a rough estimate that for every 1% salary increase to employees the reserve percentage decreases by .7%.

With no further questions, Member Burns moved to approve the First Interim Report for the 2013-14 fiscal year with a positive certification.

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| Motion: Burns | Fox <u>Aye</u> | Levens-Craig <u>Aye</u> |
| Second Levens-Craig | Burns <u>Aye</u> | El-Hajj <u>Aye</u> |
| Vote: 5-0 | Ryan <u>Aye</u> | |

2.2. Approval of Monthly Financial Report

Member Burns moved to approve the Monthly Financial Report.

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| Motion: Burns | Fox <u>Aye</u> | Levens-Craig <u>Aye</u> |
| Second El-Hajj | Burns <u>Aye</u> | El-Hajj <u>Aye</u> |
| Vote: 5-0 | Ryan <u>Aye</u> | |

The Board thanked Tory Long, Business Services Coordinator, for her hard work on the Interim Report.

2.3. Purchase of Lucid Dashboard Software using Proposition 39 Planning Funds

Karl Christensen reported that Santee School District will be receiving Proposition 39 planning funds. He requested Board approval to use \$60,000 of these funds to purchase web-based Building Dashboards for each school site. Having these dashboards at each site would allow staff and students to monitor electricity usage and efficiency measures in real time. This would be a one-time cost for a 5-year software license. Our energy challenge last fall demonstrated that knowledge and awareness can greatly impact the motivation to reduce energy usage which can provide a cost savings to the District. Member Levens-Craig confirmed that Administration believes this is a valuable use of the funds and said she believes it is a great learning tool. Member El-Hajj moved to approve the purchase of Lucid Building Dashboard software using Proposition 39 planning funds.

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| Motion: El-Hajj | Fox <u>Aye</u> | Levens-Craig <u>Aye</u> |
| Second Ryan | Burns <u>No</u> | El-Hajj <u>Aye</u> |
| Vote: 4-1 | Ryan <u>Aye</u> | |

I. BOARD POLICIES AND BYLAWS

1.1. First Reading: Revised Board Policy 3311, "Bids"

Revised Board Policy 3311 was presented for a first reading. No action was requested and the revised Board Policy will return for a second reading and request for approval.

2.1. Second Reading: Revised Board Policy 5131.62 - Tobacco

Revised Board Policy 5131.62, Tobacco was presented for a second reading. Member Levens-Craig said she was glad to see electronic cigarettes and hookah pipes/pens included in the policy. Member Burns moved to approve the revisions to Board Policy 5131.62.

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| Motion: Burns | Fox <u>Aye</u> | Levens-Craig <u>Aye</u> |
| Second Levens-Craig | Burns <u>Aye</u> | El-Hajj <u>Aye</u> |
| Vote: 5-0 | Ryan <u>Aye</u> | |

J. BOARD COMMUNICATION

Member Levens-Craig reported she enjoyed the CSBA conference and appreciated being able to attend. She will be visiting several school functions this week. Member El-Hajj said the conference was good. Member Burns met together with alumni of his Maters in Governance class and enjoyed reconnecting with them. He was disappointed about missing dinner with the Board and Superintendent. He reported that next year CSBA will be held on December 14-16 in San Francisco. The timing is different because they could not get the hotel for the regular dates.

Dr. Pierce reported the 2014 legislative goals brochure has been prepared for meeting with Senator Anderson. Due to calendar restraints, a meeting cannot be scheduled before February. The Board

would like to send the brochure to Senator Anderson and schedule a meeting for the Board to review the goals with the Senator.

Dr. Pierce shared that a case of Pertussis (Whooping Cough) was confirmed at Sycamore Canyon. A letter to parents and staff was distributed per direction from the Public Health Department.

Dr. Pierce reminded the Board of the upcoming dates for the Strategic Plan Leadership Team and the Strategic Plan Annual Review.

Following approval earlier in this meeting of the Board meeting schedule for 2014, there will be no meeting of the Board of Education on January 7, 2014. The next regular meeting of the Board of Education is scheduled for January 21, 2014.

K. CLOSED SESSION

President Fox announced that the Board would reconvene to closed session to complete the closed session agenda items. The Board entered closed session at 8:50 p.m.

L. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:35 p.m. President Fox reported in closed session the Board reviewed a due process complaint that a parent filed with the Office of Administrative Hearings due to a dispute regarding a student's special education placement. On a motion by Dustin Burns and a second by Ken Fox, the Board voted to approve a settlement agreement reached by the parties in OAH Case No. 2013110748, resolving all issues in dispute.

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| <i>Motion:</i> | <i>Burns</i> | <i>Fox</i> | <i>Aye</i> | <i>Levens-Craig</i> | <i>Aye</i> |
| <i>Second</i> | <i>Fox</i> | <i>Burns</i> | <i>Aye</i> | <i>El-Hajj</i> | <i>Aye</i> |
| <i>Vote:</i> | <i>5-0</i> | <i>Ryan</i> | <i>Aye</i> | | |

M. ADJOURNMENT

With no further business, the December 17, 2013 regular meeting adjourned at 9:37 p.m. in memory of Rick Margo.