

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

January 9, 2007
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President Carlisle called the meeting to order at 7:00 p.m.
Members present:
Allen Carlisle, President
Dan Bartholomew, Vice President
Dianne El-Hajj, Clerk
Dustin Burns, Member
Barbara Ryan, Member
Administration present:
Dr. Lisbeth Johnson, Superintendent and Secretary to the Board
Bill Clark, Assistant Superintendent, Business Services
Emily Andrade, Assistant Superintendent, Educational Services
John Tofflemire, Assistant Superintendent, Human Resources
Linda Vail, Executive Assistant and Recording Secretary
 2. President Carlisle invited A.J. Paris, a 7th grade student from Hill Creek School, to lead the members, staff and audience in the Pledge of Allegiance.
- Approval of Agenda
It was moved and seconded to approve the agenda, with Agenda Item E.3.1. moved to be the first item discussed under Discussion and/or Action.

Motion: Ryan

Second: Burns

Vote: 5-0

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1. Requests for Use of Facilities
- 1.2. Developer Fees Collection Report
- 1.3. Enrollment Report
- 1.4. Schedule of Upcoming Events
- 1.5. Hill Creek Disaster Drill-January 10, 2007

Dr. Johnson reported on the upcoming disaster drill at Hill Creek School and commended district and school administration and staff for their hard work in preparing for this drill. The Grossmont District is sending several representatives to observe the drill. All City agencies have collaborated to make this drill as real as possible. A press release was distributed and the news media may attend as well.

2. Spotlight on Education-Santee Santas Foundation

Dr. Johnson shared her pleasure in spotlighting the Santee Santas program. She reported that Hill Creek School staff and students, organized by the ASB, collected over 7,000 cans of food for the food drive, breaking the record. The Santee Santas' Board of Directors, Molly Quinton, Barbara Leetch, Gail Ramer, Barbara Hutchins, Marie Gregory, Patty White, Sharon Huppert, Dawn Ringheimer, and Jerelyn Lindsay, were introduced and President Carlisle presented certificates of appreciation to those present. Peter McFadyen was also recognized for his outstanding service in picking up and delivering all of the food from schools and agencies. Volunteers said that without Peter, it could not have been done.

Dr. Johnson also introduced Mrs. Chris Kelly, ASB advisor, Mr. Charles Applegate, teacher, and students Nick Meyers, AJ Paris, and Carley Applegate. President Carlisle presented the teachers and students with a certificate of recognition for all Hill Creek staff and students, for their outstanding efforts in supporting such a worthy program.

C. PUBLIC COMMUNICATION

President Carlisle 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.

Superintendent

Motion: El-Hajj

Second: Bartholomew

Vote: 5-0

2.5. **Authorization to Purchase Schoolwires for Effective Webpage Design**

Mr. Clark reported that a District website must provide mandated postings, such as, SARC's and the work of the Prop R Oversight Committee. He shared the Board has also directed staff to make communication available in a timely and user friendly manner.

Mr. Clark reported there is currently insufficient staff and time to work with and maintain the existing website software. He presented a recommendation to Board members to purchase Schoolwires software and licenses, as an effective solution for the district website.

Dr. Johnson said that it is always a challenge to post information on the website and technology must be contacted to assist as they are available. Administration cannot provide communication in a timely manner using this process. She shared that Schoolwires provides templates and a more user friendly format that would allow designated staff in each department and at school sites to maintain their website pages without needing to know HTML code. A well maintained and updated website supports our District goal of effectively communicating and marketing our schools.

Member Burns asked about additional costs after the initial purchase. Mr. Clark said the cost is approximately \$17,000 each year to keep the license current. Member Burns asked about technical support that would be received from the company. Dr. Johnson said that the company would provide training, and also provide technical support as needed. Member Bartholomew believes that the District needs some sort of solution.

President Carlisle asked if this purchase will be utilized by schools. Dr. Johnson said yes, the schools will utilize the new website program, and the home pages for each school will be standardized with the District home page. Schools will then be able to create additional linked pages to meet their individual needs. She said department websites would be developed this school year and schools will follow beginning in the next school year.

Member Bartholomew moved to purchase and implement Schoolwires webpage management software solution to improve the design and organization, and reduce the maintenance cost of the District's webpage resources.

Motion: Bartholomew

Second: Burns

Vote: 5-0

3.1. **Consideration of Goals for the Advisory Council for Instruction (ACI)**

Emily Andrade shared that ACI members looked at the goals of the Board and considered the Strategic Plan to develop ACI goals for the year. Members worked in teams and then came to overall consensus for the goals. Through this process, the committee determined five goals that ACI would like to have the Board consider as topics for the committee to address: Preschool opportunities and programs; Enrichment opportunities, especially music, arts & foreign language; Professional growth that includes time for collaboration across the District; District Technology; and Writing genres in grades 4 through 8 in content areas. Member Ryan, a Board representative to ACI, shared that there were only a couple of parents at the meeting and she hopes that administration will do whatever needed to encourage more parent participation on the committee. She said what is coming forward from the committee is mostly staff input, and more parent input is needed to have parent support for where we are going in curriculum. Mrs. Andrade reported that four parents had signed up for the committee, although only one attended. Mrs. Andrade will be working with principals to encourage more parent participation.

Member El-Hajj said that when she was a parent, the ACI committee seemed very intimidating because of lack of expertise as a parent when curriculum issues were discussed. She asked what specifically will the committee be looking for in the writing genres in grades 4 through 8. Mrs. Andrade said they wished to continue to examine the writing program to assure that the District is continuing to refine the calibration with the rubric to assure consistency around the District.

Member Bartholomew asked how ACI goals turn into tasks moving toward the Board's achievement goal and if that was a committee consideration. Mrs. Andrade said that ACI used the Board goals as a basis for discussion and they would provide the Board with recommendations they develop to move the District toward achieving the goals. She said that if there is something more achievement specific that the Board would like to see the committee address they would be glad to add this goal to their list.

Member El-Hajj asked how student writing is scored. Dr. Johnson shared that we have district wide coordination of the calibration. Grade level representatives come together, calibrate, and take the information back to the schools. Dr. Johnson believes that the next step is to provide staff with professional development in writing and inservices have been made available this year.

Member Burns believes that staff development ties very closely with the Board's student achievement goal. Member Burns moved to approve the topics presented by ACI for discussion for this year.

Member Ryan said that as parent participation increases, parents may have the opportunity to see the other goals and determine there may be an important topic to address that is not included in this list.

Motion: Burns

Second: Ryan

Vote: 5-0

3.2. **Approval of Contract Agreement for School Accountability Report Card**

Emily Andrade shared the need to consider improving the format and development of School Accountability Report Cards (SARC's). She shared templates from a company that can produce the SARCs, provide a more professional product, and provide SARC's in Spanish. In comparing staff time and printing costs of \$13,000 for past publications, for an additional \$4,000, paid from mandated cost reimbursements, the District could have a much better product. The company works well with principals and posts the SARC's on the website.

Member Ryan likes the look and the graphics of the samples, but wants to be sure that all of the information we currently provide, as the Board has directed in the past, would continue to be included in future report cards, specifically all school API scores included on all schools' report cards. Mrs. Andrade said the company would include any information specifically requested by the District, and this expectation would continue to be included.

Member Burns moved to approve the contract agreement with Axiom, Inc., to develop School Accountability Report Cards.

Motion: Burns

Second: Ryan

Vote: 5-0

4.1. **Status of Class Size Reduction Ratios**

John Tofflemire shared that in the past the District has been able to maintain CSR staffing guidelines. This year, anticipating a population decline during the school year, the District took a different approach to staffing by maintaining higher primary class numbers at the first of the year. Class sizes have been monitored since the beginning of the year to assure compliance with CSR funding requirements and most class ratios have decreased to meet the requirements. He presented information on current teacher/student ratios and the impact on class size reduction funding and shared that there are three schools that are currently over the desired 20.44:1 CSR ratio. Assigning a teacher to each of the three sites for the remainder of the year would cost approximately \$76,500, compared to a \$55,682 shortfall in CSR funding if primary enrollment does not fall below the current average ratio at these schools. Administration recommends that the current ratios be maintained to avoid disruption in the learning process to many students and in anticipation that student enrollment may continue to decline. Mr. Tofflemire thanked teachers and administrators who have been patient during the year while waiting for student attrition to meet the ratio guidelines.

Member Burns supports the recommendation because it is fiscally responsible and it would be a devastating impact to shuffle students mid-year. He moved to approve administration's recommendation that the current ratios be maintained to avoid disruption in the learning process to many students and in anticipation that student enrollment may continue to decline.

Motion: Burns

Second: El-Hajj

Vote: 5-0

4.2. **Approval of New Certified Occupational Therapy Assistant Job Description and Revision of the Occupational Therapist Job Description**

Member Burns moved to approve the new certified Occupational Therapy Assistant job description and revisions to the Occupational Therapist job description.

Motion: Burns

Second: Ryan

Vote: 5-0

G. BOARD POLICIES AND BYLAWS

1. Second Readings

1.1. **Revisions to Board Policy 6153 and 6153.1 to Reflect Addition of Selected Extended Field Trips to the Pre-Approved Field Trip Study Location List**

1.2. **Revised Board Policy 4011, Recruitment & Selection**

1.3. **Revised Board Policy 4300, Professional Leadership Team**

Member Burns inquired if other overnight trips are included on the pre-approved list or if they would come for Board approval. He also was concerned about field trips that may include airline travel. Dr. Johnson said that the California Maritime History Overnight field trip is the only overnight trip included on the pre-approved list, and was included because it is a field trip that is attended frequently. Other overnight field trips and any trips that require air travel are not on the pre-approved list and would require Board approval.

Member El-Hajj moved to approve the revisions to Board Policies 6153, 6153.1, 4011, and 4300 as presented.

Motion: El-Hajj

Second: Burns

Vote: 5-0

H. BOARD COMMUNICATION

Member El-hajj shared that as a member of the calendar committee, it was a very easy process this year, partly because of the way the holidays fall. She wanted to compliment STA and CSEA for looking at what is best for the District while working to establish the calendar. She also said the Communication Committee meeting yesterday was very good.

Member Burns shared that the District was receiving \$14,000 in reimbursements for the days of the fire in 2003. He would like to know if this reimbursement would cover the cost for one school to have teleconferencing abilities. These one time dollars could provide some great opportunities for students and enhance the modernization projects. He asked administration to investigate the cost to develop a teleconferencing center at a school site. Dr. Johnson shared that Ernie Nevares has been investigating setting up the ERC as a video conferencing training center in collaboration with the County Office of Education.

Dr. Johnson shared a draft PowerPoint informational communication on the modernization process that is being developed for public information. She asked the Board to look at the document and make any revisions or edits desired. She also asked the Board to consider the dissemination process.

President Carlisle reported that several Board members will be attending the 2007 Forecast Webcast on January 18th at the County Office of Education. President Carlisle and Dr. Johnson will be going to Ontario Feb. 2 and 3rd for Brown Act and Board Presidents' Workshops.

President Carlisle shared that Assemblyman Joel Anderson has called and would like to meet with one or more Board members. All Board members are interested in meeting with him. Topics of discussion may include Mandated Costs and the Board's Legislative Goals. Linda will arrange a date and time. President Carlisle shared that Assemblyman Anderson sponsored a small grant through Barona.

Bob Watkins, County School Board member requested to meet with the Superintendent. President Carlisle will join Dr. Johnson for that meeting.

President Carlisle reported that round two of the Director of Facilities interviews will be held in the morning on Monday January 22. Because this is a very important position for the modernization project, Mr. Tofflemire invited any interested Board members to participate. Member Burns would like to participate if he is available. President Carlisle will check his calendar. Member Bartholomew is interested in participating.

Member Ryan asked Board members if they were interested in preordering snacks for their meetings. All Board members were interested. Linda will make arrangements with Cathy Abel.

President Carlisle asked if any Board members were interested in attending the Shopping Center convention. City staff recommended that at least one Board member attend in order to make contact with a developer that may be interested in the Santee School Site. Member Ryan asked if that is the job of the school board. Member Bartholomew said the City has made the overture twice. Since it is in May and there is time, Board members will continue to consider whether or not to attend.

Dr. Johnson presented pens from the City inscribed with "San Diego's High Tech Destination", on behalf of Pam White of the City of Santee. Ms. White may be setting up a meeting to discuss working in collaboration with the District to develop technology. Dr. Johnson also presented Board members with a hat from the District maintenance department uniforms.

I. CLOSED SESSION

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

1. Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
2. Conference with Labor Negotiator (Govt. Code § 54956.8)
Agency Negotiator: John Tofflemire, Assistant Superintendent, Human Resources
Employee Organizations: Santee Teachers Association (STA)
Classified School Employees Association (CSEA)

The Board entered closed session at 8:47 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 10:30 p.m. No action was reported. The January 9, 2007 regular meeting adjourned at 10:30 p.m.

Dianne El-Hajj, Clerk

Lisbeth A. Johnson, Ed.D., Secretary