

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

March 4, 2008

**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 read the District Mission Statement.  
Members present:  
    Dan Bartholomew, President  
    Dianne El-Hajj, Vice President  
    Dustin Burns, Clerk  
    Barbara Ryan, Member  
    Allen Carlisle, 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 Bartholomew invited Amanda Massey, an 8<sup>th</sup> grade student at Carlton Oaks School, to lead the members, staff and audience in the Pledge of Allegiance.
3. Approval of Agenda  
Member El-Hajj moved to approve the agenda with revised Consent Item D.5.2.

**Motion: El-Hajj**

**Second: Carlisle**

**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. Enrollment Report
  - 1.4. Schedule of Upcoming Events
  - 1.5. Schedule of Open Houses and Spring Events at Schools

Dr. Johnson shared that Spring Break was near and the next Board meeting would be on April 1<sup>st</sup>.

**2. Santee School District: Caring Schools**

**Making a Difference Around the World**

Mrs. Andrade shared photos showing how a generous donation of surplus materials by the Santee School District to the First Presbyterian Church of San Diego has reached very deserving adults and children. The outdated adoption materials were part of a larger donation from all over San Diego County sent to support the John Luisa Savage School in Liberia. This is a demonstration of how Santee School District is making a difference as a caring school district around the world.

**3. Spotlight on Education: Peace Patrol at Carlton Oaks**

Mrs. Andrade introduced the Peace Patrol leaders at Carlton Oaks School. Lead by vice principal Leighangela Brady, the 30 member Peace Patrol has created such excitement from their peers that they have also formed a Peace Club to include 40 other students who wanted to be involved. The leaders of the Carlton Oaks Peace Patrol are:

Leighanna Papstein

Briana Hollenbeck

Chelsea Snarr

Kayla Pridemore

Amanda Massey

Brianna Herndon

Dakota Hitson

Tessa Williams

Each student and vice principal Leighangela Brady were presented a certificate of appreciation by President Bartholomew.

**4. State Budget Report**

Mr. Clark provided an update on the status of the State budget. The Legislative Analyst's Office (LAO) has prepared an analysis which was provided to the Board. The reports shows an increase in the

projected shortfall and the closing of certain tax loopholes with a projected savings of about \$2.7 B. The LAO is recommending reducing Prop 98 funding to the guaranteed minimum. There will be no impact to the District operating budget for 2008-09 with the exception of no COLA if the LAO proposal is accepted. The LAO report states the budget is heading to a much softer impact than the January proposal. Existing categoricals may be placed in block grants to support the educational program in the school districts. The second interim report, which was provided for Board approval, provides the multi-year projections. What we thought would be a \$3 M loss as a result of the Governor's budget proposal will be closer to \$2 M and the Board had already identified \$3 M to bridge the gap with no reduction in staff. The indication is that the District will have an approximate \$1 M shortfall based on the LAO report, with reductions already planned and implemented, including the early retirement incentives, debt reductions, and operating savings. The Board members all thanked Mr. Clark for a job well done.

**5. Spotlight on Education: Principal Presentation from Cajon Park School on Instructional Leadership**

Dr. Johnson introduced vice principals JoAnn Schultz and LaDreda Lewis, to share instructional strategies being used at Cajon Park School. Mrs. Ginn-May was not available to attend due to a personal family matter. Mrs. Schultz and Mrs. Lewis shared performance areas, improvement strategies, professional development and book studies, Character Counts, and some new and different programs, including Arts Attack and EduDance, The focus at Cajon Park is to "nurture their young children to develop what they need to soar to new heights." Member Burns thanked them for stepping up in the absence of the Principal.

**6. Presentation of Insurance Committee Recommendations**

John Tofflemire introduced members of the District Insurance Committee, Minnie Malin, Louise Jones, and Kathleen Grenfell. The committee recently held agents interviews for the Districts insurance programs. Three agencies made presentations to the committee about their services. The committee members shared they felt a responsibility to be good consumers and wanted to be informed. Working with the present broker brought frustration because of service that was not being delivered. Current program management fees have not been made available even after many attempts to get this information. Three other reputable vendors have expressed an interest in providing services to Santee School District. VEBA is projecting a 10% increase by 2010. Unanimously, the committee selected John Burnham services because of the management fees, flexibility, anticipated savings, and personal service. John Burnham will seek insurance services for us at no cost and management fees will only be imposed when services are contracted. While VEBA is best known in the County, only 24 of the County's 42 school districts currently belong to VEBA. Approval of the committee's recommendation was presented later in the meeting for Board approval. Board members thanked the committee members for their work.

**7. Special Announcement**

Mr. John Tofflemire, Assistant Superintendent of Human Resources, announced that as of June 30, 2008 he will be retiring from the Santee School District. Mr. Tofflemire shared a brief history of his 34 years in the District and how wonderful these years have been.

President Bartholomew shared that Mr. Tofflemire was a great example of decency, fair-mindedness, humor, compassion, commitment, and humility. He is the type of person the Board would want all employees to model. Dr. Johnson shared John Tofflemire was the one who helped train her when she first came to the District. He has done so many great things for Santee School District and will be greatly missed.

**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.

Marc Krantz from Complete Relocation Services and David Frank from Alexander Mobility Services, spoke regarding Consent Item D.3.2., Moving & Storage Annual Contract Award. They believe the bid review was not correct and cost comparisons from the bids would cost the District more if the Board selected the vendor proposed by administration. Board members thanked Mr. Krantz and Mr. Frank for the information.

Member Bartholomew asked Mr. Clark if this item was time sensitive and if it could be considered at a later date. Mr. Clark confirmed that it could return at a later date. President Bartholomew pulled Consent Item D.3.2. from the consent agenda.

- 1.1. **Approval of Minutes (*Pulled for separate consideration.*)**
- 2.1. **Approval of Travel Requests**
- 2.2. **Approval/Ratification of Revolving Cash Report**
- 2.3. **Acceptance of Donations**
- 2.4. **Summary and Acceptance of 2006-07 Annual Financial Audit Report by Vavrinek, Trine, Day & Co., LLP**
- 2.5. **Selection of Independent Auditor and Approval of Contract**
- 2.6. **Approval of Response to Request for Agency Recommendation**
- 3.1. **Playground Equipment Installation, Phase II, Contract Award**
- 3.2. ***Pulled from the agenda.***
- 3.3. **Approval of Terra Data Additional Survey Work at all Schools**
- 3.4. **Approval to Proceed with Modernization Services**
- 3.5. **Padre Dam Fire Services and SDG&E Utility Service Feed at Cajon Park Addition (*Pulled for separate consideration.*)**
- 4.1. **Approval of Comprehensive School Safety Plans**
- 4.2. **Project SAFE Prospect Avenue Program**
- 5.1. **Personnel, Regular**
- 5.2. **Adoption of Resolution No. 0708-18 for Non-Reelection of Temporary Certificated Employees**
- 5.3. **Adoption of Resolution No. 0708-19 to Reduce Work Hours for Identified Classified Employee**
- 5.4. **Approval to Enter into a Broker Agreement with John Burnham for Employee Benefits (*Pulled for separate consideration.*)**

It was moved and seconded to approve Consent Items with the exception of Items D.1.1., D.3.2., D.3.5., and D.5.4. which were pulled for separate consideration.

***Motion: Ryan***

***Second: Burns***

***Vote: 5-0***

**1.1. Approval of Minutes (*Pulled by Member Burns for separate consideration.*)**

Member Burns asked to have the minutes revised in item F.1.1., paragraph #5, to more accurately reflect his intent in looking at the varying tasks the Reading Specialists have at schools.

***Motion: Burns***

***Second: El-Hajj***

***Vote: 5-0***

**3.2. Moving & Storage Annual Contract Award (*Pulled by President Bartholomew for separate consideration.*)**

President Bartholomew asked Bill Clark for insight into the bid selection. Mr. Clark said a methodology was used by Mr. Doughty. This item does not require immediate action and he believes it is in the best interest of the District to reevaluate the analysis to see if there may be benefit based on hourly rates. President Bartholomew requested administration reevaluate the bids and return with a recommendation.

Member Ryan moved to request administration to analyze the bids and authorized administration to re-bid the services if needed.

***Motion: Ryan***

***Second: El-Hajj***

***Vote: 5-0***

**3.5. Padre Dam Fire Services and SDG&E Utility Service Feed at Cajon Park Addition (*Pulled by Member Carlisle for separate consideration.*)**

Member Carlisle will abstain from voting on this item because he is employed by Padre Dam.

***Motion: El-Hajj***

***Second: Ryan***

***Vote: 4-0 (Carlisle, abstain)***

**5.4. Approval to Enter into a Broker Agreement with John Burnham for Employee Benefits (*Pulled by Member Ryan for separate consideration.*)**

Member Ryan is concerned about the draft letter to VEBA. She said some of the information we are requesting has been previously requested. Mr. Tofflemire said the broker indicated this is a typical response and understands through VEBA they will assist us in the process of moving out of the VEBA trust. Member Ryan will work with Mr. Tofflemire to revise the letter because if another vendor is not found, we need to continue a good working relationship with VEBA. Member Ryan moved approval.

***Motion: Ryan***

***Second: El-Hajj***

***Vote: 5-0***

## **E. DISCUSSION AND/OR ACTION ITEMS**

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

### **1.1. Authorization to Proceed with Special Legislative Alternatives**

Dr. Johnson and Member Carlisle met with Assemblymember Joel Anderson and shared with him the Board's 7 priority items from the legislative goals. We were recently notified that Assemblymember Anderson has submitted legislation on behalf of Santee School District for early release of State modernization funding for Pepper Drive School. Cristina Becker is also submitting an appeal to the State for modernization funding for Pepper Drive and Mrs. Becker would like to place a call notifying the State that we are seeking special legislation. Member Ryan said we may wish to wait until the bill is introduced and not indicate to the State that we are submitting an appeal anticipating denial. If they were to grant the appeal, there would be no need to go through the legislative process. She suggested that the appeal be submitted when we get the bill language. The State could then be told that they have historically denied these appeals and we hope they will approve it, but the District needs to have a back-up plan. The State may wish to grant the waiver if they believe they will be forced by legislation to do so anyway. Member Ryan said administration should be planning a trip to Sacramento in April.

Dr. Johnson also spoke with Senator Hollingsworth and presented the Board's priority items. Senator Hollingsworth indicated he liked the priority items and would like to know the fiscal impact of the items to our district. Member Ryan suggested notifying the Senator of the Assembly Bill and request support.

### **2.1. Second Interim Report**

Bill Clark reported the State required Second Interim report has been prepared and covers the District's financial activity ending January 31, 2008. The District will take a positive certification. Many districts throughout the State will be issuing qualified certification as a result of the Governor's budget proposal. One change to note is the District did not meet the criteria and standards for deficit spending for 2010-11. Santee School District has no planned reductions for 2010-11. The District is in a positive position in restricted and unrestricted funds, and multiyear projections show the District fully funds the reserve from the general fund. Santee School District is in a very healthy financial position. Member Burns moved to approve the District's 2007-08 Second Interim report and related revisions which include a positive certification.

***Motion: Burns***

***Second: Carlisle***

***Vote: 5-0***

### **3.1. Chet F. Harritt Ball Field Mitigated Negative Declaration and Approval to Proceed with Design Work**

Bill Clark requested Board discussion about the snack bar using the relocatable building from Cajon Park. Member Carlisle asked how the City and leagues feel about it. Mr. Clark said the City and league representatives loved it. President Bartholomew mentioned the positioning of the junior high between Chet F. Harritt and the park and asked if the Board will have an opportunity to review the field design before moving forward. Mr. Clark said the Board will still have opportunities to comment on the design. Member Carlisle asked if the joint-use agreement will return to the Board for revision. Bill Clark said an amendment of the existing joint-use agreement would come back to the Board but was designed by the City to allow City administration to make adjustments without going to the City Council.

There was interest from the City in creating the connection with the Park and where the junior high building is located may impact the joint-use. It was suggested that the junior high building may be moved a little further toward the parking lot to help with access. Member Burns suggested creating a drop off on Mesa to help with traffic flow in the parking lot. Mr. Clark said that would be a very good enhancement to the plan. Member Ryan asked if the City's contribution to the ball field relocation is in addition to what the

District is spending. Mr. Clark said the City's contribution was in addition to what the District has already allocated for the relocation of the ball fields and will provide enhancements to the project.

Member Burns moved to approve the Chet F. Harritt ball field design, timeline, environmental impact mitigation measures, and to move forward with a joint use agreement with the City of Santee and final design work in preparation for construction bid solicitation.

***Motion: Burns***

***Second: El-Hajj***

***Vote: 5-0***

### **3.2. Construction Project Management and Resolution for Delegation of Authority**

Bill Clark shared that as we get into construction, the progress will be measured by hours. Therefore, there is a need for decisions to be made quickly to continue the progress of the work. Administration is requesting limited authorization to make these types of decisions that could save money and assist in the successful and timely completion of the projects. A monthly report with decisions would be provided to the Board and all decisions would stay within the guaranteed maximum price of the Barnhart contract. President Bartholomew asked if there is a dollar limit on these types of decisions that is the standard for school construction. Mr. Clark said the limits presented in the item reflect construction standards. Member Carlisle asked if these decisions would include change orders and if the recommended amounts are too limiting. Mr. Clark said the decisions would deal with scope adjustments and would not include change orders. Mrs. Becker, Director of Modernization, said she is comfortable with the limits in the recommendation.

Member Burns would like the Board notified immediately by email when any changes are approved as well as providing a monthly cumulative report.

Member Burns moved to adopt Resolution No. 0708-20 authorizing the Director of Facilities Modernization and the Director of Maintenance, Operations and Facilities to implement changes costing less than \$25,000; the Assistant Superintendent, Business Services to implement changes costing up to \$50,000, and the Superintendent to implement changes costing for up to \$75,000.

***Motion: Burns***

***Second: Carlisle***

***Vote: 5-0***

### **4.1. Educational Services Staffing Restructuring**

Emily Andrade shared that the Educational Services Department supports increasing student achievement in our schools. She shared that Kristin Baranski, Director of Curriculum and Assessment has requested to work a 90% FTE for next year. Two resource teacher assignments are also ending at the end of this year. Based on Mrs. Baranski's request and the ending of the resource teacher assignments, Mrs. Andrade proposed a restructuring of Educational Services for 2008-09, based on the needs of the department and the District, assigning Mrs. Baranski as a 90% FTE Director I of Special Projects, reducing one resource teacher position, and adding a Curriculum Coordinator position. A chart was provided to the Board showing the past and current administration structures. The Assistant Superintendent plans the vision and direction of curriculum and instruction and the Director and Coordinator would collaboratively plan and coordinate district-wide staff development and support the instructional program. The Coordinator position would be posted for administrative transfer. Any additional costs from the restructuring of the department would be absorbed through categorical programs and have no impact on the general fund.

Member Burns asked if Mrs. Andrade was comfortable that we could provide the same or better service to our schools with this restructuring. Mrs. Andrade believes that her recommendation will enhance the great service Educational Services provides to our schools. Member El-Hajj moved to approve the restructuring of the Educational Services Department.

***Motion: El-Hajj***

***Second: Carlisle***

***Vote: 5-0***

## **F. BOARD POLICIES AND BYLAWS**

### **1.1. First Reading BP 7310, "Naming Rights: Buildings and Facilities"**

Bill Clark said, responding to Board direction to seek funding for modernization, he is bringing a policy forward that could provide a potential revenue source to bridge the gap in the funding of the 10-classroom junior high buildings. This is a first reading and no action was requested.

#### **G. BOARD COMMUNICATION**

Member Carlisle reported he attended a workshop provided by Best Best & Kreiger on solar energy. There is a new tariff dealing with demand charges with non coincidental use charges, and will shift the way that municipalities are being charged. He asked administration to contact the Center for Sustainable Energy to look at cost effectiveness, appropriate sized meters, and if there is need to consolidate solar projects. We may need investigate what we are doing and make mid-course corrections if needed with the new solar energy restrictions and requirements. Mr. Clark shared that he has struggled with the way the solar solutions have been progressing and is learning that PPA may not be the best approach at this time. Member Carlisle said projects not completed by the end of this calendar year will be impacted and the size of the system at each site will become very important to charges incurred.

Member Carlisle reported he visited Prospect Avenue and was very impressed, especially by Robin Larson's 3<sup>rd</sup> grade classroom. There is a lot of energy at Prospect and it is great to see Cooper on campus to work with students.

Member El-Hajj said her ICSC membership is expiring and thought renewal might be considered. The next conference is May 12-16 and City Council members continue to encourage Board member attendance. Member Ryan expressed concern about travel expenses for this if the Board is not approving travel directly impacting the instruction of students. Members El-Hajj and Carlisle will consider if they wish to attend the upcoming conference and requested Linda renew Member El-Hajj's membership.

President Bartholomew shared he attended a Brown Act workshop with the Superintendent. He announced the Groundbreaking Ceremony had a date change and will be held on April 9<sup>th</sup>. He said the FCMAT study dates would be April 15-17 and the study team will be introduced to the Board on April 15<sup>th</sup>.

Dr. Johnson said administration will begin scheduling Town Hall forums for each school about Modernization. Linda will request dates from the principals and Dr. Johnson will gather key messages.

#### **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 Labor Negotiator** (Govt. Code § 54956.8)  
*Agency Negotiator: John Tofflemire, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association*  
*California School Employees Association*  
*Purpose: Negotiations*
3. **Conference with Real Property Negotiators** (Govt. Code §54956.8)  
*Location: Santee School Site, 10445 Mission Gorge Rd., Santee 92071*  
*Agency Negotiator: Bill Clark, Asst. Superintendent, Business Services*  
*Negotiating Party: City of Santee*  
*Purpose: Price and Terms*
4. **Public Employee Performance Evaluation - Superintendent**
5. **Conference with Legal Counsel-Anticipated Litigation** (Significant exposure to litigation pursuant to subdivision (b) of Govt. Code § 54956.9)  
*(One potential case.)*

President Bartholomew invited comments from the public on any item listed under Closed Session. There were no comments. The Board entered closed session at 9:00 p.m.

#### **I. RECONVENE TO PUBLIC SESSION**

#### **J. ADJOURNMENT**

The Board reconvened to public session at 12:29 p.m. No action was reported. The March 4, 2007 regular meeting adjourned at 12:29 p.m.

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Dustin Burns, Clerk

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Lisbeth A. Johnson, Ed.D., Secretary