

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

September 2, 2003
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Ryan called the meeting to order at 7:00 p.m.

Members present:

Barbara Ryan, President
Dianne El-Hajj, Vice President
Cathy Abel, Clerk
Dustin Burns, Member
Julie McIntosh, Member

Staff present:

Lisbeth Johnson, Superintendent and Secretary to the Board
Carolyn Harness, Assistant Superintendent, Business Services
Patrick Shaw, Assistant Superintendent, Educational Services
John Tofflemire, Director, Human Resources
Arletta Schaffer, Recording Secretary

2. President Ryan invited Krissy and Anthony Tofflemire and Jeff Phillips to lead the members, staff and audience in the Pledge of Allegiance. Following the Pledge, President Ryan asked for a moment of silence in memory of Carlton Oaks staff member, Susan Satchell.
3. Approval of Agenda

It was moved and seconded to approve the agenda.

Motion:	McIntosh
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. Schedule of Upcoming Events

Dr. Johnson extended her appreciation for the welcoming reception held prior to the Board meeting. She also remarked that Groundskeeper Brad Hunt has returned to work following an illness and Director Kristin Baranski gave birth to a daughter on August 27.

Enrollment on the first day of school was 6,899 students, a decrease from last year. The implementation of the PowerSchool student information system went smoothly with a few exceptions, where work in continuing. Dr. Johnson thanked those who assisted with the enrollment campaign: Dr. Pat Shaw, Carolyn Harness and the staffs of educational services, business services and human resources. The Superintendent visited staff meetings at all nine schools last week to articulate the vision and goals for the new year.

C. PUBLIC COMMUNICATION

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

D. PUBLIC HEARINGS (none)

E. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. It was moved and seconded to approve Consent Items with separate consideration for Items E.2.1., E.3.1. and E. 4.1.

Motion: Burns
Second: McIntosh
Vote: 5 – 0

Superintendent

- 1.1. Approval of Minutes

Business Services

- 2.1. (held for separate consideration) Approval of Travel Requests
- 2.2. Approval/Ratification of Revolving Cash Reports
- 2.3. Approval of Issuance of New Warrant
- 2.4. Approval of Response to Request for Agency Recommendation

Educational Services

- 3.1. (held for separate consideration) Approval of Agreement with Children's Hospital and Health Center for Family Support Program

Human Resources

- 4.1. (held for separate consideration during closed session) Personnel, Regular
- 4.2. Approval of Appointment of Director II, Human Resources, and Principal
- 4.2. Approval of Shared Classroom Teaching Assignments for 2003-2004

For separate consideration

- E.3.1. Approval of Agreement with Children's Hospital and Health Center for Family Support Program

It was moved and seconded to approve the agreement with Children's Hospital and Health Center for a Family Support Program at Prospect Avenue and Pepper Drive schools. President Ryan abstained due to her employment with Children's Hospital.

Motion: El-Hajj
Second: Abel
Vote: 4 – 1 (Ryan: abstain)

- E.2.1. Approval of Travel Requests

It was moved and seconded to approve travel requests following a question from Member Burns to confirm that all travel was being funded by non-general fund sources.

Motion: Burns
Second: Abel
Vote: 5 – 0

Following his appointment in Item E.4.2., John Tofflemire was seated as the new Director of Human Resources.

F. DISCUSSION AND/OR ACTION ITEMS

Business Services

2.1. Approval of 2002-03 Unaudited Actual Expenditures

Carolyn Harness explained the components of the 2002-03 ending balance both restricted and unrestricted components. The total unappropriated ending balance is \$256,993. She noted that without the transfer of the SBX1 18 funds from categorical programs, the budget would not reflect a positive ending balance. The 2003-04 revised adopted budget will come to the next meeting. It was moved and seconded to approve the 2002-03 Unaudited Actual Expenditures.

Motion: El-Hajj
Second: McIntosh
Vote: 5 – 0

G. BOARD POLICIES AND BYLAWS (none)

H. BOARD COMMUNICATION

The Superintendent presented Board members with the research showing that 227 students had 10 or more unexcused absences in 2002-03 and 71 students had 15 or more unexcused absences for the same period. Dr. Johnson suggested a campaign to improve attendance of all students, even those with excused absences.

Following discussion, Board members suggested sending a letter to parents of students who had 10 or more unexcused absences during 2002-03, but to focus interventions and counseling on those students who had 15 or more absences. Administration will review the draft letter with principals and mail the letter to parents during the week of September 8.

Member Burns wants to set an attendance standard for 8th grade promotion and communicate the standard to families this year. He asked if the District is promoting students who had excessive absences. He is looking for a method to gain the revenue back for absences and suggested asking ACI to consider Saturday school for attendance improvement. Member McIntosh did not support a Saturday school program this year. President Ryan recommended a discussion with junior high teachers and principals about their feelings on this issue. Member El-Hajj wanted to know if there is a correlation between absences and low GPAs. Member Abel could support examining attendance as a promotion requirement but not this year. When a group of junior high teachers convenes to discuss another matter, Dr. Johnson will ask them to discuss their feelings about adding attendance as a promotion criteria.

Member Burns announced that the letter welcoming employees back was sent today. Board members reviewed and edited a letter to all parents to kick off the new school year.

I. CLOSED SESSION

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

1. Public Employee Discipline/Dismissal/Release
2. Conference with Labor Negotiator
Agency Negotiator: Sue Yakubik, Assistant Superintendent, Human Resources
Employee Organizations: Santee Teachers Association (STA)
California School Employees Association (CSEA)
3. Student Discipline Matters
4. Public Employee Performance Evaluation
Title: Superintendent
5. Conference with Real Property Negotiators
Location: Renzulli Site
Agency Negotiator: Carolyn Harness, Assistant Superintendent, Business Services

The Board entered closed session at 8:20 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 11:20 p.m. It was moved and seconded to approve Consent Item E.4.1. except that portion of the item requesting a leave of absence for a certificated employee. That request was tabled to a future meeting.

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

The September 2, 2003, regular meeting adjourned at 11:21p.m. in memory of Susan Satchell.

Cathy Abel, Clerk

Lisbeth A. Johnson, Ed.D., Secretary