

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

January 15, 2008

MINUTES

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

Board Members met with Principals and Captain Patricia Duke from the Santee Sheriff's Department. Captain Duke introduced plans she has for working collectively with the community and supporting schools.

A. OPENING PROCEDURES

1. Call to Order and Welcome
President Carlisle called the meeting to order at 7:00 p.m.
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 Carlisle invited Kelly Threet, a fourth grade student from Rio Seco, to lead the members, staff and audience in the Pledge of Allegiance.
3. Approval of Agenda - It was moved and seconded to approve the agenda.
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. Board Meeting Calendar for 2008
 - 1.5. Schedule of Upcoming Events
2. **Introduction of Captain Patricia Duke, Santee Sheriff's Department**

Dr. Johnson introduced Captain Patricia Duke, newly assigned Captain of the Santee Sheriff's Department. Captain Duke reported to the Board she has met with the principals and reviewed some of the plans she has for working collectively with the community recognizing the schools are a very large and important part of the community. She shared she has three college graduate children that attended Santee schools. President Bartholomew thanked Captain Duke for visiting and providing an open dialogue with the Board and Principals. Member Burns said Captain Duke's dedication to the students and school district is impressive. Captain Duke and Dr. Johnson will be meeting monthly to put collaborative plans in place to benefit schools and support the sheriff's department.
3. **Spotlight on Education: Caring Schools: Rio Seco School-Heather Glanz Fourth Grade Class**

Dr. Johnson shared how the fourth grade class of Heather Glanz at Rio Seco decided to share their \$50 PTA carnival award with Mr. Earl Carter, who lost his home in the October 2007 fires. President Bartholomew presented Ms. Glanz and her students a certificate of recognition for their empathy toward others and said it is wonderful to see students being good citizens.
4. **Spotlight on Education: Principals Presentation from Carlton Oaks School on Instructional Leadership**

Principal Ann Bray presented the effective classroom instruction with the focus of "Quality in Progress," at Carlton Oaks School, which includes rigor, refinement, and resiliency. Her presentation included teachers' description of what rigor, refinement, and resiliency are and how they can be implemented in the classroom. Carlton Oaks assures that all students receive a quality education

that teaches critical thinking skills, academic skills, and social skills, in order to empower students to succeed in future endeavors and to become positive contributors in a global society. Her presentation concluded with a video of students participating in a variety of enrichment activities.

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. President Carlisle 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 Quarterly Financial Disclosure, SB 564**
- 2.7. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.8. **Approval of Response to Request for Agency Recommendation**
- 3.1. **Approval of 2007-08 Consolidated Application, Part II**
- 3.2. *Considered separately.*
- 3.3. **Approval to Submit Elementary and Secondary School Counseling Grant Application**
- 3.4. **Approval of Readmission of Expelled Students**
- 3.5. **Approval of Medi-Cal Administrative (MAA) Service Agreement with Paradigm HealthCare Services**
- 3.6. *Considered separately.*
- 4.1. **Personnel, Regular**
- 4.2. **Approval of Appointment for Business Services Coordinator**
- 4.3. *Considered separately.*

It was moved and seconded to approve Consent Items with the exception of items 3.2., 3.6., and 4.3., which were pulled for separate consideration.

Motion: Burns Second: Ryan Vote: 5-0

- 3.2. **Approval of Memorandum of Agreement with San Diego County Superintendent of Schools to Assist in Collections and Use of Title 1 A Neglected Funds (Pulled by Member Burns for separate consideration.)**

Member Burns will abstain from voting on this item because the agreement is with his employer.

Motion: Ryan Second: Carlisle Vote: 4-0 (Burns, abstain)

- 3.6. **Approval to Submit City of Santee Request for Proposals of Community Development Block Grant Program (CDBG) (Pulled by Member Carlisle for separate consideration.)**

Member Carlisle asked if the District has applied for a Community Development Block Grant in the past and is glad to see an application because the funds are available for the community good. Mrs. Andrade said she believes the District may have applied in the past but has not been successful.

Motion: Carlisle Second: Burns Vote: 5-0

- 4.3. **Certification of Competence in Evaluation and Instructional Methodologies (Pulled by Member Burns for separate consideration.)**

Member Burns asked if the date was correct and if the list should contain names of former employees. Mr. Tofflemire said the date was an error and should reflect 2007-08 and should not contain names of former employees. Member Burns moved to approve with the date changed to 2007-08 and the names of former employees removed.

Motion: Burns

Second: Ryan

Vote: 5-0

F. DISCUSSION AND/OR ACTION ITEMS

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

1.1. Governance Calendar for 2008

Dr. Johnson presented a proposed Governance Calendar for 2008. Board members will advise Linda of any revisions needed. Member Burns asked to have the Governance Calendar emailed to Board Members.

2.1. Approval of Monthly Financial Report

Bill Clark presented the monthly report and said it is consistent with our revenue and spending plan. Student attendance has remained consistent. Member Ryan asked about the \$1.2 million projected ending balance. Bill Clark explained it is a Board designation for economic uncertainty and not part of the projected undesignated ending balance, which changes monthly, and is available for Board designation for programs. Member Burns moved to approve the Monthly Financial Report for December 2007.

Motion: Burns

Second: Carlisle

Vote: 5-0

2.2. Governor's 2008-09 Proposed Budget

Mr. Clark reported the Governor's budget proposal for the remainder of this year and for next year has been released. For the 2007-08 school year the Governor proposed no COLA increase and is asking for a 2.4% reduction in current operating budgets. Special Education will have a reduction in state funding. Child development will reduce through attrition in the program and the reductions are not expected to impact our program other than staff reduction adjusting for enrollment. There is a 6.5% reduction in categorical programs and a reduction of \$0.02 per lunch decrease in free and reduced lunch revenue. Federal program reductions include all programs except Title 1. Title 1 will see a small increase in revenue. The mid year reduction is limited, is relatively small and may not impact the operating budgets for schools at this time.

The Governor's proposal may impact the apportionment warrant by extending or deferring payment, and may require the District to borrow through a TRANS next year, after not having to borrow for the last few years.

The breakdown shows we will experience a modest acceleration beginning in 2009-10 or 2010-11. This should be a part of the planning as we approach dealing with the 2008-09 budget development. Member Ryan asked that we look at this as a multi-year prospective and Mr. Clark's report demonstrated a multi-year analysis.

Mr. Clark shared that Santee administration has experience in dealing with these kinds of budget developments. Santee School District anticipates an operating revenue loss reduction of approximately \$3,022,300 in 2008-09, including continued declining enrollment. Mr. Clark presented a chart with a District budget savings plan which identifies approximately \$3 million for the Board's consideration. One of the items on the plan is to complete a payment of a long term debt this year with one-time monies.

While there is a need to be cautious, the May revise may bring fewer reductions. Dr. Johnson will be speaking with the Professional Leadership Team about implementing a cautious plan to avoid having major purchases and personnel impacting reductions next year. We also want to make sure the community understands that while the District may be cutting expenses, modernization can continue because the funding is separate and can only be spent on capital improvements.

During this time, it is Dr. Johnson's plan to keep our eyes on the goal. Dr. Johnson proposed bringing the Board a revised technology plan for grades 6,7,& 8 which will allow for classroom modernization and/or construction at the schools and decrease the previously presented cost. The

plan provides laptops to RSP teachers at schools and purchasing and installing technology packages in grades 6 & 7 at CFH at a cost of \$63,000 this year. In 2008-09 the plan would cost \$100,000 to return classrooms to full technology status following classroom modernization.

Member Carlisle asked if during budget reductions, as proposed by the Governor, the Board has the ability to obtain flexibility in the way restricted funds are spent. Dr. Johnson said that when State revenue was cut in the past, there were some categorical funds that were allowed to be used for other operations. Member Ryan said that with this kind of shortfall coming, the State would probably give Districts flexibility. Mr. Clark said these considerations will be implemented as he prepares the District budget for 2008-09, which must be adopted by the last meeting in June.

Member Ryan said Mr. Clark's information was helpful. She does not believe there is a need to panic but being cautious is an excellent path. Member Burns asked if \$70,000 could be realized by standardizing school times, why are we not doing it already. Mr. Tofflemire said the savings impact is directly related to starting and ending times throughout the District and the result of negotiations could give us a savings.

Dr Johnson requested direction from the Board about the technology proposal. Board members asked to return to the Board with the proposal. There was no action taken.

2.3. Report on Maintenance & Operations Projects

Ted Doughty, Director of Maintenance and Operations, provided the Board with a status report on the multitude of projects that are currently in progress at schools and how the Maintenance & Operations Department adds value to the District. The Mission of the department is to provide quality and rapid service with integrity, quality workmanship, continued personal growth, and positive interaction with our customers.

Mr. Doughty shared the great number of work orders received through their new electronic system. The department is working towards eliminating paper through the use of electronic tablets. Safety is always a top priority and response for safety concerns is usually quick. He is working toward self-managed work teams and continues to focus on the increasing responsibilities.

Member Burns said Board members, as community members, notice the crews out at the schools working morning, afternoons, and over breaks, working to make our schools function and look good. Member Bartholomew greatly appreciates the report that described the volume of the work. It helped to make it tangible and to share graphic information and data as this gives Board members a greater sense of the department's functions and needs and helps the Board make decisions.

Mr. Doughty reported Standard Pacific has met their part of the Riverwalk agreement with plants and repair of the irrigation system outside of the ERC. The estimated value of their work is \$5,000 to \$8,000. He plans to continue to work on making the schools and department sites landscaped as nicely.

3.1. Classroom Moves for Modernization: Draft Timeline and Expense

John Tofflemire reported that later this spring, five school sites will begin their modernization projects. During this time, classrooms will be packed and moved while the room is being modernized. In the past, the District has provided 1-day of release time for teachers who must pack and move their classrooms. Administration would like to be proactive to provide this release time to teachers. Discussion among employees about the classroom moves for modernization has been very positive. Mr. Clark presented to the Board the approximate cost and said, with Board approval, administration would move forward to get bids.

Administration requested Board approval for the draft timeline and anticipated expenses for classroom moves. Administration will return for approval of the actual costs when the bid process has been completed. Member Ryan asked Mr. Clark where this could be funded. Mr. Clark said the cost would be absorbed through the restricted maintenance operating budget and clarified that the moving costs would not be a general fund cost as indicated in the Board packet. Member Carlisle asked if the cost could be funded through each school's modernization funds. Mr. Clark shared that

the Board and Administration have worked hard to protect the modernization capital to maximize the projects at the schools. Mr. Clark said with modernization underway, there will be a decreased impact to Maintenance & Operations. Mr. Doughty said funding through the restricted maintenance operating budget would not impact the service from the department.

Member Burns moved to approve the draft timeline and anticipated expenses for classroom moves.

Motion: Burns

Second: El-Hajj

Vote: 5-0

G. BOARD POLICIES AND BYLAWS

1.1. First Reading: New BP 3516, Emergencies and Disaster Preparedness Plan

New BP 3516 was presented for a first reading. There were no comments and no action was taken.

1.2. First Reading: New BP 3516.5, Emergency Closure of School or Facility

New BP 3516.5 was presented for a first reading. There were no comments and no action was taken.

H. BOARD COMMUNICATION

1. Report of Board Action Taken in Closed Session on December 18, 2007

President Bartholomew reported that at the Board meeting on December 18, 2007, the Board considered a closed session agenda item regarding property negotiations with Barratt American. After discussion with Santee School District agency negotiators, the Board voted to approve and authorize the Superintendent to sign a MOU from Barratt, also signed by J. Michael Armstrong, Senior Vice President of Barratt American, as to the appropriate approach to planning and funding future public school facilities that will be needed to serve students within the Fanita project.

Motion: Carlisle

Second: Bartholomew

Vote: 5-0

Member Ryan shared her concern about children waiting before school outside, and asked if there is any supervision provided. Leighangela Brady, vice principal at Carlton Oaks, who was in the audience, said at Carlton Oaks staff are on duty 15 minutes before school starts and are wearing orange vests. The school asks parents to not send their children prior to 8:30 when the supervision begins.

President Bartholomew reported the Board Capital Improvement Program/Modernization Workshop is scheduled for February 2, 2008 from 8:30-2:30.

I. 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 Legal Counsel (Govt. Code §54956.9)
Anticipated Litigation-One case
4. Public Employee Performance Evaluation
Superintendent

The Board entered closed session at 9:15 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 11:10 p.m. No action was reported

K. ADJOURNMENT

The January 15, 2008 regular meeting adjourned at 11:10 p.m.

Dustin Burns, Clerk

Lisbeth A. Johnson, Ed.D., Secretary