

SANTEE SCHOOL DISTRICT
REGULAR MEETING
OF THE BOARD OF EDUCATION

October 18, 2005
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Burns called the meeting to order at 7:03 p.m.

Members present:

Dustin Burns, President
Barbara Ryan, Vice President
Allen Carlisle, Clerk
Dan Bartholomew, Member
Dianne El-Hajj, Member

Administration present:

Dr. Lisbeth Johnson, Superintendent and Secretary to the Board
Bill Clark, Assistant Superintendent, Business Services
Dr. Patrick Shaw, Assistant Superintendent, Educational Services
John Tofflemire, Director, Human Resources
Linda Vail, Executive Assistant and Recording Secretary

2. President Burns invited Jeff and AJ Lytle, students from Chet F. Harritt, 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: Ryan

Second: El-Hajj

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. Donations to Santee School District Foundation
 - 1.5. Schedule of Upcoming Events

Dr. Johnson shared that the Foundation has received donations of \$2,000 from RCP Block and Brick and \$100 from Carlton Hills PTA.

2. Spotlight on Learning-Principal Presentations from Carlton Hills and Chet F. Harritt on Instructional Leadership to Meet Student Achievement Proficiency Targets

Dr. Johnson shared that this is the second year that Santee School District principals will be sharing their plan to lead the improvement of student achievement at their sites. Carlton Hills Principal Minnie Malin, presented information on student proficiency and the goals for improvement for the 2005-06 school year. She emphasized that her school has high expectations and has demonstrated this throughout their API improvement of 25 points. Member Carlisle shared that his family has the benefit of experiencing the leadership at Carlton Hills and he believes the leadership and staff are great. He said, "Keep up the good work!" Board members agreed and thanked Ms. Malin for the presentation.

Chet F. Harritt Principal Stephanie Pierce, presented information about the successful programs in place at Chet F. Harritt and program changes occurring at Chet F. Harritt that will increase student achievement. She also shared that she believes her staff is the only staff in the school district to engage in book studies based on research to improve student achievement. Member El-Hajj asked how many children participate in the afterschool intervention programs. Ms. Pierce said that there are 110 students enrolled in the afterschool program and mostly teachers are working with students. Member Ryan shared that she has read documentation about how important the instructional leaders are at the sites and believes that both Ms. Malin and Ms. Pierce do an excellent job. She congratulated them on setting high goals and expectations for students.

3. Introduction of Probationary Teachers

Mr. Tofflemire introduced two new probationary teachers in attendance, Tammy Marble and Pam Mitchell.

C. PUBLIC COMMUNICATION

President Burns 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.

Superintendent

- 1.1. Approval of Minutes
- 1.2. Appointment of Members to Board Advisory Committees (pulled for separate consideration)

Business Services

- 2.1. Approval of Travel Requests (pulled for separate consideration)
- 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 Response to Request for Agency Recommendation
- 2.7. Approval of Agreement with Jenkins & Roland for Utility Billing Audit Services (pulled for separate consideration)

Educational Services

- 3.1. Approval of Request for Extended Field Trip for Carlton Hills School AVID Students to Visit Knott's Berry Farm in Buena Park, California
- 3.2. Approval of Request for Extended Field Trip to Junior High/Middle School Student Leaders Conference in Anaheim, California
- 3.3. Adoption of Proclamation Endorsing Drug Awareness Week, October 23-31, 2005

Human Resources

- 4.1. Personnel, Regular
- 4.2. Approval to Utilize Current Employees to Provide Special Needs Services for the Deaf
- 4.3. Adoption of Resolution No. 0506-11 to Reduce Hours of Identified Classified Employee (pulled for separate consideration)

It was moved and seconded to approve Consent Items with the exception of items E.1.2., E.2.1., E.2.7., and E.4.3.

Motion: Ryan

Second: Carlisle

Vote: 5-0

E.1.2. Appointment of Members to Board Advisory Committees (pulled for separate consideration by President Burns)

President Burns received an email from an employee requesting to be on the Budget Advisory Committee. Jan Neuhaus was added to the list and appointed to the Budget Advisory Committee. It was moved and seconded to approve the appointments to advisory committees with the additional name.

Motion: El-Hajj

Second: Bartholomew

Vote: 5-0

E.2.1. Approval of Travel Requests (pulled for separate consideration by Member Bartholomew)
Member Bartholomew shared that he was not comfortable with some of the expenses listed for the CSBA conference in December.

Member Ryan moved to approve Consent Item E.2.1., travel requests, with exception of the CSBA conference travel.

Motion: Ryan

Second: El-Hajj

Vote: 5-0

Member Ryan moved to approve the travel for the CSBA conference in December 2005.

Motion: Ryan

Second: El-Hajj

Vote: 4-1, Bartholomew, no

E.2.7. Approval of Agreement with Jenkins & Roland for Utility Billing Audit Services (pulled for separate consideration by Member Bartholomew)

Member Bartholomew asked if the utility auditing firm was looking for billing errors, if this had been done in the past, and how much of a savings the District would hope to recover. Mr. Clark shared that this vendor was used by other districts who have participated in the process and have seen a significant monetary savings. The auditing firm looks for ways to save on usage as well as billing errors. There is generally some benefit but is unknown at this time. The vendor is only paid based on the savings he provides.

Motion: El-Hajj

Second: Ryan

Vote: 5-0

E.4.3. Adoption of Resolution No. 0506-11 to Reduce Hours of Identified Classified Employee (pulled for separate consideration by President Burns because a citizen had asked to speak on this item.)

Mrs. Christine Blaylock wanted to be certain that the Board understood that this reduction directly affected her job. She said she believed that because she did not know the position was posted, she lost the opportunity to apply for the new position. This has been very disruptive to her and she believes that being moved was an unnecessary outcome for the child she served. She did not feel that the District was considerate or followed through to assist her after her position was reduced.

President Burns asked the Board if they desired to pull this item to review and take the complaint per Board policy or proceed with the conversation with Mrs. Blaylock about her concerns and go forward with the discussion. Board members decided to hear Mrs. Blaylock's concerns.

Board members listened to Mrs. Blaylock's concerns and verified with administration that all of the appropriate and usual procedures were followed and were supported by CSEA. Member El-Hajj said that it is unfortunate that the change needed to be made but information from administration determined that a different skill set was required for the position. Mr. Tofflemire assured the Board that the Human Resources staff and CSEA is available to offer employees assistance whenever needed. Member El-Hajj said that it is the responsibility of the District and employees to follow timelines and procedures established by the employee associations.

Member El-Hajj believes that Mrs. Blaylock wanted to make sure that employees do not become confused in the future when this type of process is undertaken and work together to make sure communication is open and complete. Member Ryan shared that she understands that

consistency for children is important and believes that the child's need should be taken in to consideration in the future. Member El-Hajj said that Board members requested a discussion between Human Resources and CSEA about these procedures. President Burns shared that he understands that it is a very difficult position and shared that there are policies and procedures in place to handle these types of situations or concerns.

Member El-Hajj moved to adopt the resolution to reduce the hours of a classified employee. Board members would like administration to address this concern for the future by talking to CSEA.

Motion: El-Hajj

Second: Carlisle

Vote: 5-0

**F. DISCUSSION AND/OR ACTION ITEM
Superintendent**

1.1. Board Self-Evaluation

President Burns asked for Board input on the best way to go through the process of self-evaluation. He suggested planning a two-hour workshop in the near future. President Burns asked if the CSBA tool was what the Board would like to use. Member Bartholomew said the tool was acceptable and believes that step 1 was completed in earlier team building workshops. He believes that working with strategic planning could complete step 4. Member Ryan supports Bartholomew's proposal. Board members will complete the self-evaluation tool and a two-hour meeting will be set, preferably prior to the next Board meeting.

1.2. Update on Strategic Planning

Dr. Johnson introduced Dr. Sheridan Barker, Director of Leadership from the San Diego County Office of Education, who will facilitate the Strategic Planning Coordinating Committee workshop on October 20-22, 2005. Dr. Barker shared with the Board the agenda for the workshop and the anticipated outcomes. She also suggested that the Board meet with the Coordinating Committee several times a year to assure that the action plan is being implemented.

Dr. Johnson asked the Board to consider allocating funds for substitutes for teachers attending Strategic Planning on Friday, stipends for employees during non-workday hours, and refreshments. Dr. Johnson said that a large portion of this expense could be refunded through SI buyback dollars.

Member El-Hajj moved to approve funding for strategic planning, not to exceed \$4,000.

Motion: El-Hajj

Second: Ryan

Vote: 5-0

1.3. Business/Community Events for 2005-06

Dr. Johnson reported on the success of the two business events held last year. She believes that each year the District needs to network with businesses and would like the Board to consider planning an event this year. She suggested a lunch or dinner event where businesses would cover the cost to attend and would not have a fiscal impact on the District. She said that there are various student events that would be fun and exciting opportunities to showcase our students, such as a Scholars luncheon or dinner.

Member El-Hajj believes that businesses should not be asked to pay to attend an event especially since they have been so generous in donating dollars to the District this year. She agrees that we need to continue to develop the business relationships but believes that businesses have provided a lot to the district and suggested that if we are trying to show our appreciation then we should cover the cost. If the end in mind is to have them contribute to our district, then a gala or something is appropriate. Member Bartholomew believes that it is time to have an event to give businesses recognition and not ask them for

anything. Member Ryan said that before we can expect large support from businesses, the relationship needs to continue to be developed. She believes that an event during the workday is the most convenient for business people because many do not live in the Santee community. She would also like to see students involved. President Burns suggested that we consider having the event at a school site instead of the District office and the event could be tied in to a school event. Board members asked Dr. Johnson to return with a plan for an event and a budget.

Business Services (None)

Educational Services

3.1. **California Healthy Kids Survey Report**

Dr. Shaw introduced Kristin Baranski, Director of Curriculum and Assessment, who shared the Healthy Kids survey results. The participation rate was 61%, which was higher than the 53% participation rate on last year's survey. The 61% participation rate qualifies the survey as reliable and valid. She proposed the following goals to address the survey in an action plan; 1) analyze the data, 2) share the results with school sites and parents to encourage collaboration, and 3) provide for continuous support for students. Member Carlisle asked what the county suicide average was. Mrs. Baranski said it is 16% and that Santee is 8%, which is lower than the county average but the same as the national average. The County is reviewing the statistics on the high rate of homes in San Diego County that have a firearm. Member Carlisle also asked why STD's were not addressed. Member Ryan shared that in the module we use, those questions are not asked. Dr. Shaw said the Educational Services staff selected the module that would cause the least concern from parents about having their children participate in the survey. Member Bartholomew asked about the "carried a gun" question and if it was specific as to where a gun carried. Mrs. Baranski said that the question is school specific and it is a concern that the numbers are so high. She said she would check the data by school. Member El-Hajj asked if any one school participated to a greater extent. Mrs. Baranski said that the school site data should be coming soon and the data could be analyzed for that information. Dr. Shaw also shared that a great number of our schools may be applying for Distinguished Schools and part of the application is consideration of how they supported the results of the Healthy Kids Survey. Member Ryan moved to accept the report.

<i>Motion:</i> Ryan	<i>Second:</i> Carlisle	<i>Vote:</i> 5-0
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3.2. **Approval of LEA Medi-Cal Reinvestment Plan, 2005-06**

Dr. Shaw asked Meredith Riffel to provide the Board with information about the LEA Medi-Cal Reinvestment Plan. The revenue is less this year and will continue to decline. The District has received the Safe Schools Healthy Students grant and one-half of the Collaborative Coordinators salary can now be funded through that grant. Some dollars have been left unallocated to be used with a focus towards racism, hate, and value diversity. Mrs. Riffel will bring an action plan to use the unallocated funds to the Board for approval at a later date. President Burns believes that this is an outstanding goal for the Collaborative. Member Carlisle believes that this is a serious issue in Santee that needs to be addressed. Mrs. Riffel requested approval of the proposed budget.

<i>Motion:</i> Ryan	<i>Second:</i> El-Hajj	<i>Vote:</i> 5-0
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3.3. **Consideration of Goals for the Advisory Council for Instruction (ACI)**

Dr. Shaw reported that the ACI committee met in September and recommended goals for the ACI committee for the year. He asked Board members if they would like to provide additional goals. Member Bartholomew suggested, if appropriate, early identification of emotionally disabled and special education students, and how to train and effectively

implement IEP's. Dr. Shaw said that the committee could look into his suggested topics. Member El-Hajj asked about the preparation skills for the CAHSEE. Dr. Shaw said that parents are interested and want more information regarding mathematics, as they are not aware of the rigor of the mathematics curriculum. Member El-Hajj said that a greater awareness may be needed of the expectations of students entering high school, what their options are, and what parents can expect when their students enter high school. Staff needs to be aware of what our local high schools expect and bring the information to our parents, including parents of special education students, because they are not exempt from the requirements.

Member Burns is interested in Character Education information and asked that it be brought to ACI after the Character Education Committee meets.

Member Carlisle asked if ACI would be looking at junior high programs. Dr. Shaw said that ACI has brought forward recommendations about junior high from last year. Member Ryan said that ACI provided information on junior high curriculum, not on establishing a separate junior high. Member Ryan said that additional items may come from the strategic planning process that the Board may wish ACI to consider.

Human Resources (None)

G. BOARD POLICIES AND BYLAWS (none)

1. First Readings

1.1. First Reading: BP 3350 and AR 3350, Travel

First reading, no action was taken.

2. Second Readings

2.1. Second Reading: Second Reading: Annual Review/Revision, BP 1312.1, Complaints About School District Personnel

Mr. Tofflemire presented the BP 1312.1 as presented at the last meeting for a second reading and approval.

Motion: El-Hajj

Second: Burns

Vote: 5-0

2.2. Second Reading: BP 4361.14 and AR 4361.14, Return to Work Program for Injured and Ill Employees with Temporary Disabilities

BP 4361.14 was presented for a second reading and approval.

Motion: Burns

Second: El-Hajj

Vote: 5-0

H. BOARD COMMUNICATION

Member El-Hajj reported on the QZAB committee and that committee members will be visiting schools next week. She also attended the K-16 Collaborative meeting and found it interesting. She reported that she received an email from someone who was concerned about how the Foundation chooses to use their dollars and why the school board directs where the Foundation spends their money. Member El-Hajj stated publicly that the school board has not given any direction on how the Foundation spends their money. Member Bartholomew agreed and said that the Foundation Board of Directors makes the decisions. He shared that the email referred to was an internal memo and it was scheduled as an agenda item for the next Foundation meeting.

Member Bartholomew said that QZAB was great and very interactive. He visited Carlton Oaks and said that Lisa McColl and Cathy Scholte provided a very refreshing and good visit.

Member Ryan provided Dr. Shaw with some information about special needs student opportunities that are available through the County Office of Education.

President Burns reported that County Board of Education President, Robert Watkins, has requested to meet with the Superintendent and the Board President. He plans to attend the meeting scheduled for November 30th and asked if there was information that the Board would like him to share at this meeting. President Burns would like to make Mr. Watkins aware of the budget approval process. President Burns mentioned the current racist and hate crimes in the community and believes that the Board needs to take a proactive stance through an assembly or instruction provided for all junior high students that would bring attention to the problem. Member Ryan believes that the information should be provided at younger grades because it is almost too late at junior high. President Burns believes that we probably can't provide something on such a large scale at this time but could begin at the junior high grade levels. Member Ryan said that to be effective, other agencies need to be involved. President Burns shared that the County's Safe Schools Unit has something in place that the District could use. Member Carlisle said that no agency is taking a leadership role. Dr. Johnson said that there is a meeting taking place that includes Grossmont District and Sgt. Myers has notified her of an upcoming forum. Dr. Johnson has also suggested that the Collaborative focus on the issue. She does believe there is a gap and it is not a quick fix. Kristin Baranski will investigate the information that Member Bartholomew sent about an assembly program about gangs.

Dr. Johnson asked if the Tariq Khamisa Foundation (TKF) program would be a match for our District. Member El-Hajj said that it could probably be tailored to our District. A Sheriff's department representative will be visiting the Communication Forum in November to provide information on gangs and hate crimes in the community. Dr. Johnson will return to the Board with a plan for education about gangs and hate crimes. Member Ryan said that parents need to be included in any educational program because students develop ideas present in their homes. President Burns would like to begin to provide something for students as soon as possible.

President Burns reported on his visits to Carlton Hills and Sycamore Canyon, and thanked the staff for their hard work and dedication. While at Carlton Hills, a student approached President Burns and expressed her appreciation for being a part of the student representation discussion on dress code. He would like to schedule another student meeting and students could come with one topic to discuss. Member El-Hajj suggested the topic be gangs and hate crimes. Member Ryan suggested that maybe students could provide presentations to the City following their discussions with the Board. Dr. Johnson will plan a student meeting for the second Board meeting in November.

I. CLOSED SESSION

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

1. Public Employee Performance Evaluation (Govt. Code § 54957
Executive Assistant
2. Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
3. Conference with Labor Negotiator (Govt. Code § 54956.8)
Agency Negotiator: John Tofflemire, Director, Human Resources
Employee Organization: California School Employees Association (CSEA) Purpose: Negotiations update
4. Student Discipline Matters
5. Conference with Legal Counsel
Anticipated Litigation (Govt. Code § 54956.9) Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9.
6. Conference with Real Property Negotiators (Govt. Code §54956.8)
Locations: Renzulli Site, Prospect Avenue-east of Marrokal Lane, Santee 92071
Santee School Site. 10445 Mission Gorge Rd., Santee 92071
Agency Negotiator: Bill Clark, Assistant Superintendent, Business Services

The Board entered closed session at 9:30 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 11:30 p.m. No action was reported.
The October 18, 2005, regular meeting adjourned at 11:30 p.m.

Allen Carlisle, Clerk

Lisbeth A. Johnson, Ed.D., Secretary