

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

February 4, 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 7:05 p.m.

Members present:

Barbara Ryan, President

Dianne El-Hajj, Vice President

Dustin Burns, Member

Julie McIntosh, Member

Member absent:

Cathy Abel, Clerk (excused for illness)

Staff present:

Marcia Johnson, Superintendent and Secretary to the Board

Carolyn Harness, Assistant Superintendent, Business Services

Lisbeth Johnson, Assistant Superintendent, Educational Services

Bill Stumbaugh, Director, Pupil Services

Sue Yakubik, Assistant Superintendent, Human Resources

Arletta Schaffer, Recording Secretary

2. President Ryan invited Beth Selbe, Chet F. Harritt parent, 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:** McIntosh  
**Second:** Burns  
**Vote:** 4 – 0

**B. REPORTS AND PRESENTATIONS**

1. Superintendent's Report
- 1.1. Requests for Use of Facilities
- 1.2. Enrollment Report
- 1.3. Developer Fees Collection Report

**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**

1. Financial Impact of Agreement with California School Employees Association

President Ryan opened the public hearing to receive input on the financial impact of the agreement. There were no public comments.

**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 after Member Burns removed Item E.4.2. for separate consideration.

**Motion:** El-Hajj  
**Second:** McIntosh  
**Vote:** 4 – 0

**Superintendent**

- 1.1. Approval of Minutes

**Business Services**

- 2.1. Approval of Travel Requests
- 2.2. Approval/Ratification of Revolving Cash Reports
- 2.3. Acceptance of Donations
- 2.4. Approval of Response to Request for Agency Recommendation

**Educational Services**

- 3.1. Approval of Requests for Extended Travel
- 3.2. Approval of 2002-2003 Consolidated Application, Part II (as amended)
- 3.3. Approval of Memorandum of Understanding Between the East County English Language Learner Consortium and the Santee School District
- 3.4. Approval to Apply for the Arts Work Visual and Performing Arts Grant Program for 2003-2004

**Human Resources**

- 4.1. Personnel, Regular, with a copy to be made a part of the minutes. Consultants approved: Rod Beeson, Shirley Johnson, Agnis Kako, Jill Lapp, Rukiya Mahad
- 4.2. (removed by Member Burns)

For separate consideration:

E.4.2. Approval of Pay Rate for Fiscal Services Analyst

Member Burns stated that he was not able to support the recommended salary placement for this position. The new job description has no supervisory responsibilities and, therefore, he believes the salary placement is too high. Member El-Hajj asked if the District has compared salaries with neighboring districts. Sue Yakubik stated that the placement is in line with similar positions. It was moved and seconded to approve the recommended range of \$71,000 - \$86,000 for this management position.

**Motion:** McIntosh  
**Second:** El-Hajj  
**Vote:** 3 – 1 (Burns: no)

**F. DISCUSSION AND/OR ACTION ITEMS**

**Superintendent**

- 1.1. Discussion and Approval of Expenditure Reductions

The Superintendent reported that administration wishes to discuss budget recommendations based on the Governor's preliminary state budget.

Louise Jones, school secretary and CSEA vice president, addressed the Board asking that the Board think of children first. There are many dedicated classified employees in the District and she asked that as many positions as possible be saved. She suggested retraining, when reasonable and asked the Board to work in partnership with CSEA.

Carolyn Harness stated that since the first publication of the Governor's budget, there have been many changes. The latest state proposal is to eliminate any 2002-03 mid-year cuts. While that news is good, the decision will make 2003-04 more difficult. Our budget shortfall is estimated at this time to be \$4.8 million due to the state budget reductions and declining enrollment. Sites have been asked to conserve spending to aid with anticipated cash flow problems.

The budget reduction suggestions for 2003-04 were distributed. The items on the list were provided to Executive Council by staff, parents, community members and association members. The items on the list are proposals only. There will be many other opportunities to provide input to the items on the list and to add new items. The Budget Advisory Committee will also be reviewing the list at its next meeting. The Board asked to review the details of the items recommended to be implemented in 2002-03. The Superintendent asked what plan the Board wishes to use to move ahead with the decisions on budget.

President Ryan desires to hear recommendations from the Budget Advisory Committee before considering budget reductions. She also wishes to hear the presentation on the state budget from School Services of California. The Board is available for that meeting on either February 11 or 21. Association leadership was invited to attend.

Budget reduction suggestions recommended for implementation in 2002-03 were reviewed. It was moved and seconded to approve Items 1, 2, 4 thru 11 and 13. The Board supported replacing the word "mandatory" with "encourage."

<b>Motion:</b>	<b>El-Hajj</b>
<b>Second:</b>	<b>Burns</b>
<b>Vote:</b>	<b>4 – 0</b>

Following are the Board approved 2002-03 reductions:

1. Monitor all spending more closely to reduce expenditures; put a freeze on all expenditures except BASIC classroom instructional supply needs and departmental office needs.
2. Discontinue all general fund travel and encourage reduced travel funded through restricted budgets whenever possible. All emergency general fund travel must be approved by the Superintendent prior to expending any funds by employee or site.
4. Reduce legal expenditures.
5. Encourage employees to practice energy conservation at all district facilities (such as closing room doors when air conditioning or heating systems are operating)
6. Set all HVAC thermostats at a lower level for heat and a higher-level degree for air conditioning.
7. Encourage employees to turn off all lights in unoccupied rooms and offices.
8. Encourage increased student attendance. 1 day of attendance = \$25.16. We currently record about 96% student attendance.
9. Encourage all schools to recycle all appropriate refuse to reduce amount of landfill costs. The cost for recycled materials disposal is less than the landfill costs for trash.
10. Hiring freeze whenever possible.
11. One month savings of Mr. Massey's salary while loaned to SDCOE, as SDCOE will cover the cost of his service for the month.
13. Discontinue authorization of any extra work hours.

The Board then reviewed Items #14 – 88 on the Budget Reduction Suggestions 2003-2004 list in order to identify those items where Board members need more information.

#18: What do other districts allocate for school sites?

#24: Member Burns requested a long-term debt report.

#29: Member Burns asked for a job description of the Bus Attendant position. He will make an appointment to accompany a Bus Attendant on the route

#59: remove

#82: remove

#86: remove

#88: remove

Board members will review the remaining items on the list and ask for additional information, if needed.

#### Business Services

##### 2.1. Approval of Contract for Real Estate Appraisal Services

An RFP was issued to request proposals for appraisal services on the Renzulli site. Three firms responded and the firm of Lipman, Stevens and Thene is being recommended at the rate of \$7,200 from capital facilities funds. It was moved and seconded to approve the recommendation.

**Motion:** McIntosh  
**Second:** Burns  
**Vote:** 4 – 0

##### 2.2. Approval of Contract with Consultant to Provide Real Estate Planning Services

In preparation for a decision to sell the Renzulli site, the District is in need of real estate planning services. Benjamin Dolinka of David Taussig & Associates is able to provide planning services and rezoning expertise at a rate of \$175 per hour plus expenses paid from the capital facilities fund. Member El-Hajj interjected that a citizens' committee has made the recommendation to sell this surplus property. It was moved and seconded to approve the contract with a cap on fees not to exceed \$10,000.

**Motion:** Burns  
**Second:** El-Hajj  
**Vote:** 4 – 0

#### Human Resources

##### 4.1. Ratification of Employer-Employee Collective Bargaining Agreement with California School Employees Association

The CSEA president was invited to the podium to announce that the bargaining unit has ratified the tentative agreement. Stan Molina thanked the Board for the spirit and fairness to CSEA during negotiations. CSEA is committed to doing their part during the budget crisis. It was moved and seconded to ratify the collective bargaining agreement with CSEA.

**Motion:** McIntosh  
**Second:** El-Hajj  
**Vote:** 4 – 0

#### G. BOARD POLICIES AND BYLAWS (none)

#### H. BOARD COMMUNICATION

Member Burns accompanied ten Cajon Park students and advisors on a field trip to Sacramento to meet with state legislators. It was an outstanding trip and he was appreciative of the time spent with area legislators. He thanked President Ryan for setting up the appointments. Last Wednesday he attended a parent resiliency program organized by the middle school coordinators.

Member El-Hajj met with STA officers Chris Stanley and Allwyn Gazi and appreciated the opportunity.

The Board considered dates for two expulsion hearings and selected February 25 at 6:30 pm and March 6 at 6:30 pm.

**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*
6. Conference with Legal Counsel – Anticipated Litigation  
*Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9*

The Board entered closed session at 8:50 p.m.

**J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT**

The Board reconvened to public session at 11:45 p.m. No action was reported. The February 4, 2003, regular meeting adjourned at 11:45 p.m.

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Cathy Abel, Clerk

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Marcia J. Johnson, Secretary