

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

September 16, 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 Pam Brasher, Director, Project SAFE, 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:	5 – 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
- 1.4. Schedule of Upcoming Events
- 1.5. California High School Exit Exam (CAHSEE) Compact

Dr. Johnson itemized the highlights of her week. She attended a Chamber of Commerce breakfast at which Senator Hollingsworth was present. She and Ted Doughty, Director of Maintenance, Operations and Facilities, attended a Sports Council meeting on Monday evening. Mr. Doughty will represent the District at future meetings.

Student enrollment is now 7,012, which is 50 students more than projected but 300 less than 2002-03.

The goal of the CAHSEE compact is to close the achievement gap between low performing districts. Member Burns, who attended the signing of the compact with Dr. Johnson, suggested that the Board take action to show that we take this seriously.

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.

Member Burns asked how many social workers would be hired under the new grant referenced in Item E.4.3. Dr. Shaw responded that one lead and four social workers would be hired. President Ryan referenced Item E.3.1. and the children/families program previously housed at Santee School. Meredith Riffel, Santee Collaborative coordinator, reported that Title I funds and funds from the new social worker grant will continue the program at Prospect Avenue and Pepper Drive schools. A full assessment of the Harmonium program will be completed under the evaluation of the social worker grant.

Motion:	Burns	
Second:		Abel
Vote:	5 – 0	

- 1.1. Approval of Minutes
- 1.2. Approval of Cal-PASS Memorandum of Understanding (MOU) for California Partnership for Achieving Student Success

Business Services

- 2.1. Approval/Ratification of Expenditure Warrants
- 2.2. Approval/Ratification of Purchase Orders
- 2.3. Approval/Ratification of Revolving Cash Report
- 2.4. Acceptance of Donations
- 2.5. Report on Summer Projects
- 2.6. Approval of Service Agreement with Educational Based Services, Inc. (EBS)
- 2.7. Approval of Agreement with CareerStaff Unlimited
- 2.8. Approval of Agreement with the American Red Cross
- 2.9. Approval of Contracts for Nonpublic, Nonsectarian School/Agency Services
- 2.10. Authorization to Request Proposals for Appraisal Services for Santee School Property

Educational Services

- 3.1. Approval of Local Education Agency (LEA) Medi-Cal Reinvestment Plan, 2003-2004

Human Resources

- 4.1. Personnel, Regular, with a copy to be made a part of the minutes. Consultants approved: Qasim Dosky, Deborah Plotkin
- 4.2. Approval of Revised Job Description, Bilingual Community Liaison For Title VII
- 4.3. Approval of Corrected Salary

F. DISCUSSION AND/OR ACTION ITEMS

Superintendent

- 1.1. Assessment of District Goals 3 and 4

In response to a Board request to assess District goals 3 and 4, staff is recommending a one-page survey of parent attitudes. Questions for Board consideration are: should a sampling of parents or all parents be surveyed, when will the survey occur, and what types of questions should be asked.

All Board members support a survey of parents. Dr. Johnson will draft a survey for Board consideration. She will use prior District surveys and surveys from other districts as a resource. Member Abel supports one survey only, instead of a pre and post survey. Member McIntosh supports sending one survey per family.

President Ryan suggested that the ideals in the CAHSEE compact should be addressed in the District goals and that perhaps the Board consider amending an existing goal to include the concepts of CAHSEE. The statistical information on how our students are performing in high school will be available from Grossmont Union High School District soon.

1.2. Presentation of Multi-year Fiscal Plan Phase I Report: Budget Projections

This presentation is the first phase of five for a multi-year fiscal plan. This report gives a graphic picture of what is already known about the state of the District. Dr. Johnson explained that student enrollment has declined from 8,432 students in 1998-99 to 7,004 projected for 2003-04. Logically, P-2 attendance has also been declining for the past six years. This represents a loss of \$16 million cumulative over six years. For the last three years, expenditures have exceeded revenues. There is a significant increase in deficit spending projected for 2003-04. The District has been able to stay solvent because of budget carryovers from previous years. However, the general fund ending balance report was dismal at the end of 2002-03. Transfers from categorical projects under SBX1 18 has offset some the shortfall this year.

Overall enrollment projections show a small continuing decline until about 2010-11 when enrollment is projected to start a modest upward swing. The figures do not include building in Fanita Ranch but do include all build out in Santee. Based on projected revenue losses, there is an estimated budget revenue shortfall for 2004-05 of \$3.6 million, a shortfall of \$1.7 million in 2005-06, and a shortfall of another \$1.7 million in 2006-07.

On a more positive note, we have maintained financial solvency. The purpose of this fiscal plan is to establish goals so that the District will continue to remain financially solvent. We still have a \$1.5 million reserve maintained. We have property that can be sold. We are pursuing a parcel tax and an educational foundation. We are working on a process to improve student attendance. We need to review expenditures and attempt to control encroachments on the general fund by special education programs and transportation.

Member Burns asked if the District is continuing to evaluate the calendar to encourage student attendance. Carolyn Harness responded that staff has identified days that are low in student attendance. One of those days is the day before Thanksgiving and this year that day is a holiday for the first time. Mr. Burns favors calendar adjustments over aligning with the high school district.

President Ryan commented that she supports a continued plan for financial solvency while building student achievement at the same time. Student achievement will require resources even though there is potential to make the financial picture worse. We must factor in the cost of those resources as well as review our budget priorities.

Business Services

2.1. Approval of the 2003-04 Revised Adopted Budget and Discussion of 2003-04 Budget Information

We are required to adopt a revised budget within 45 days of the state budget being signed. The Revised Adopted Budget is presented for discussion and approval. The simplified budget is being prepared now and will be available soon. Carolyn Harness reviewed the revenue and expenditure assumptions on which the 2003-04 budget are based. It was moved and seconded to approve 2003-04 Revised Adopted Budget.

Motion: Abel

Second: **McIntosh**
Vote: **5 – 0**

2.2. Report on Board Advisory Committee to Review the Disposition of School Property Membership

The Board has directed administration to reconvene the Board Advisory Committee to Review Disposition of School Property. The committee will be charged with studying and making recommendations regarding the Santee School site. Per Education Code the committee membership shall be composed of between seven to eleven members representative of a board base of the community. It was moved and seconded to reappoint members of the original committee who wish to continue to serve, to fill vacant positions, to appoint Mr. Ken Fox and Ms. Chetta Diamond to fill two vacant positions, to appoint Dr. Lis Johnson to serve as chairperson. It was mentioned that a Pepper Drive parent, Mr. Behan, has volunteered to serve on the committee and he will be contacted.

Motion: **McIntosh**
Second: **Burns**
Vote: **5 – 0**

Educational Services

3.1. Acceptance of Project SAFE Budget Report for 2001-02 and 2002-03 School Years

In December 2002, the Board approved a two-year plan to erase a budget shortfall in the Project SAFE budget. The reconstruction plan started last fall. Pam Brasher, director, happily reported that revenue is up, expenses are down and the loan from the District has been repaid. The program now has a reserve. Enrollment has remained steady at about 800 students.

Board members asked Ms. Brasher to convey their gratitude to the staff for their work to balance the Project SAFE budget. It was moved and seconded to continue the two-year plan, increase fees for the 2004 summer program in line with rates for other holiday breaks, and to lower staff to student ratios to 1:15 for possible implementation in January 2004.

Motion: **McIntosh**
Second: **Abel**
Vote: **5 – 0**

H. BOARD COMMUNICATION

Member Burns reported on a discussion that took place during a recent Tierra del Sol Council PTA meeting he attended. It involved a fund raising activity promoted by a local business. A concern was raised about the guidelines for distributing advertising through students for this event. Some believed that there was inconsistent enforcement of the Board policy. One Board member wanted to support local businesses that wished to partner with schools in their fundraising efforts. Another Board member questioned if we are using students to advertise for local businesses. The Superintendent stated that while PTAs could sponsor such an event, PTA by-laws prohibit them from being a fund raising organization. Annually, schools submit their fund raising plans to the assistant superintendent of educational services, including all PTA events.

Member El-Hajj supported the concept proposed by the small business, but believes the District should adhere to the policy. President Ryan stated that, in her opinion, current policy does not necessarily prohibit the distribution of a flyer from a profit-making institution, but rather gives discretion to the Superintendent to make an exception. The Board concluded that clear guidelines in these instances are necessary and perhaps an administrative regulation to clarify the policy is needed. Board members supported sending a piece of children's art as a thank you to the local business.

Member Burns will be starting the CSBA Masters in Governance training program this weekend.

President Ryan led the Board in a decision to hold a special Board workshop on parcel tax on September 30 at 6:30 pm and a team-building workshop on October 28 at 6:30 pm.

Member El-Hajj mentioned that some parents have raised concerns about the textbook weight carried by middle school students. This has become a growing concern statewide. Dr. Shaw reported that it has not been past practice to purchase extra books so that students would not need to carry texts home. The cost is about \$2,100 per class set of content area books with a district wide cost of \$134,000. Instead, administration encourages creativity by teachers and students to alleviate carrying unnecessary loads. Member Burns suggested the use of CD ROMs or web-based studies. Dr. Shaw replied that publishers have been reluctant to put textbooks on a website because of possible copyright infringements. Dr. Johnson promised a report on methods schools are using to assist with this problem. Legislation was passed recently to create a state level study committee on textbook weight.

Member Burns wishes to expedite the study of enrollment issues at Sycamore Canyon School. Dr. Johnson replied that the Santee School Closure Committee would bring its final report to the Board on October 7. The study committee on Sycamore Canyon will convene in late October.

A Koffee Klatch is planned for the parents of Carlton Hills and Sycamore Canyon schools on Wednesday, September 24 at 10 am. Dr. Johnson invited any Board members who were available.

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: John Tofflemire, Director, 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 9:20 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session. No action was reported and the September 16, 2003, regular meeting was adjourned.

Cathy Abel, Clerk

Lisbeth A. Johnson, Ed.D., Secretary