

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

April 1, 2008
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President Bartholomew called the meeting to order at 7:00 p.m. and read the District Mission Statement.
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 Bartholomew invited Mr. Ted Hooks, Vice Principal at Hill Creek School, to lead the members, staff and audience in the Pledge of Allegiance. President Bartholomew introduced special guest, Mayor Randy Voepel.
3. Approval of Agenda
It was moved and seconded to approve the agenda.

Motion: El-Hajj

Second: Burns

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. Schedule of Upcoming Events
 - 1.5. Schedule of Spring Open Houses and Events

John Tofflemire shared that enrollment numbers remain encouraging. We are currently only 10 regular education students under our October CBED's count. Administration will staff for next year based on a 1% enrollment decline.

2. California Distinguished School Site Validation Visit

Dr. Johnson shared that Sycamore Canyon Principal, Debbie Brenner, reviewed her Distinguished School application scoring and found there were some anomalies. She prepared an appeal based on the inconsistencies in scoring. After rescoring by the State, Sycamore Canyon received a 7.9, entitling them to a validation visit for California Distinguished School. The Board members congratulated Mrs. Brenner and her staff.

3. Independent Citizens' Oversight Committee Update

Bill Clark reported the ICOC has made significant progress and will be bringing some recommendations to the Board in the near future. Gina Jackson, a member of the ICOC, reported on the accomplishments of the ICOC since June 2007. The committee has changed their schedule to meet more frequently during this first year. They have designed the scope of work for the performance auditor. The members commend the services of the Board, administration, and support staff and are pleased with the progress of the Capital Improvement Program and believe all expenses to date are included in the bounds of Prop R. Member Carlisle asked Ms. Jackson to convey the thanks of the Board to the committee. Member El-Hajj said she attends the ICOC meetings and the

committee is a very professional group that works well together. Bill Clark shared two members have decided not to continue on the committee when their terms expire in June.

4. Spotlight on Learning: 2007 Spelling Bee Participants

Emily Andrade introduced Timothy Huppert from Hill Creek School, and Brianna Herndon from Carlton Oaks School, who represented Santee School District this year at the County Spelling Bee. Both students were presented certificates of recognition from the Board.

5. Spotlight on Learning: Meredith Riffel – Santee Peace Coordinator

Emily Andrade introduced Meredith Riffel, the Santee Peace Coordinator, who provides assistance to families and children. She has also spent countless hours writing grants to insure funding to continue programs for children and families and is responsible for bringing \$3 million into the District. President Bartholomew presented Mrs. Riffel with a certificate of appreciation. Mrs. Riffel said she could not do what she does without the community support she receives. Member Ryan said Mrs. Riffel's energy and excitement are so wonderful and she has brought the Collaborative so far since coming to Santee.

6. Modernization Program Groundbreaking Ceremony

Dr. Johnson shared the plans for the groundbreaking ceremony, symbolic for all nine schools, for the District Modernization/Capital Improvement Program and requested additional input from the Board as plans are finalized. Ernie Nevares has developed a video presentation that will be showing pictures of the past and present. Dr. Johnson recommended that grades 4-8 students at Cajon Park and their teachers be involved as the audience. It was suggested to keep the program to 20 minutes. The Board discussed options for speakers. President Bartholomew will work with Dr. Johnson to develop the agenda. The Board would prefer not to have all of the students attend; however, Dr. Johnson shared Principal Ginn-May believes that it is important to include students and the teachers and will allot time in the afternoon for any missed language arts instruction.

7. Business Breakfast Update

Dr. Johnson reported on plans for the annual Business Breakfast. The theme will be Modernization/Capital Improvement. Arts Attack artwork will be displayed at the entrance. Dr. Johnson asked for Board input on the community award and Board members agreed on Gene Chubb, who has been an outstanding advocate for education.

8. Special Recognition by the Board

President Bartholomew announced that Dr. Johnson has received the Association of California Administrators (ACSA) Superintendent of the Year award. He introduced Mayor Randy Voepel who presented Dr. Johnson with a bouquet of white roses representing her purity of service. Mayor Voepel said he speaks of Dr. Johnson as being "tough but not hard." He also presented Dr. Johnson with a Proclamation from the City of Santee, proclaiming April 2, 2008 to be Dr. Lis Johnson Day in the City of Santee. Board members expressed their congratulations to Dr. Johnson and said it was well deserved. President Bartholomew presented her with flowers.

Dr. Johnson thanked the Board, Executive Council, and all the people she works with. She loves what she does and loves Santee and is humbled by this recognition.

C. PUBLIC COMMUNICATION

President Bartholomew 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 Bartholomew 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**
- 3.1. **Approval to Apply for the Community-Based English Tutoring (CBET) Program for 2008-09**
- 3.2. **(Pulled for Separate Consideration)**
- 4.1. **Personnel, Regular**
- 4.2. **Approval of New Job Descriptions for Curriculum Coordinator & Director I, Special Projects and Assessment**
- 4.3. **Approval of New Job Description for School Office Receptionist / Clerk**

It was moved and seconded to approve Consent Items with the exception of Item D.3.2. which was pulled for separate consideration.

Motion: Ryan **Second: Burns** **Vote: 5-0**

- 3.2. **Approval to Support a Full Service Community Schools Program Grant Application from San Diego County Office of Education** (Pulled for separate consideration by Member Burns)

Member Burns said he would abstain from voting on this item because he is employed by the County Office.

Motion: El-Hajj **Second: Carlisle** **Vote: 4-0 (Burns, abstain)**

F. DISCUSSION AND/OR ACTION ITEMS

President Bartholomew invited comments from the public on any item listed under Discussion and/or Action.

1.1. Board Selection of Eighth Grade Promotion Assignments

Board members selected assignments for presentation of promotion certificates at each school in June 2008. The assignment list will be distributed at the next meeting.

2.1. Monthly Financial and Legal Fees Report

Bill Clark shared the monthly financial report for February 2008. The District continues to perform well. ADA is an area to watch. Expenditures are performing well based on the efforts to reduce expenses. A new report on legal expenditures requested by the Board was included. Member Ryan asked about the \$1.2 million uncommitted ending balance and that no change is occurring in that amount. Bill Clark said as additional revenue has come in expenditures have been adjusted. As we near the end of the year that figure will shift. Member Ryan moved to approve the Monthly Financial Report for February 2008.

Motion: Ryan **Second: Burns** **Vote: 5-0**

Board members shared they are pleased that Santee is not having tragic consequences from the Governor's budget revisions. They concurred they need to continue to be cautious and look for ways to do things differently to save dollars.

3.1. Modernization Design Direction: Mascot Murals, Interior Colors, Legacy Pavers

Dr. Johnson shared that there were a few decisions that need to be made as construction begins at schools. She shared the sample board for interior colors and the brick samples. Board members were requested to provide direction on the brick colors for the engraved legacy bricks. Member Ryan asked about the interior colors. Board members preferred the Rose Tan accent brick with the red brick for schools that have the burgundy interior colors and the La Paz accent brick with the darker path brick for schools with the blue interior colors. Member Burns moved to approve the interior color schemes and the direction of accent brick color selections.

Motion: Burns **Second: Ryan** **Vote: 5-0**

Bill Clark asked the Board if they wished to incorporate mural designs of the school mascots within construction as part of the CIP. The cost to paint a mascot mural can range from \$1,000 to \$5,000 based on complexity of design and the number of colors used. Member Burns believes fundraising to place a school mascot mural

would be a great ASB project for the schools and construction and modernization dollars would not be spent. Member El-Hajj believes that mascots should be part of the construction and having the District manage them would allow for more quality control. Following discussion, Member Bartholomew moved to incorporate mural designs into the building projects at a cost of up to \$45,000.

Motion: *Bartholomew* **Second:** *El-Hajj* **Vote:** *3-2 (Carlisle, Ryan, no)*

Dr. Johnson said she would see that schools are provided an opportunity to improve their mascot graphics and administration will check on the Roadrunner mascot to see if there are patent infringements.

3.2. Update on Special Legislation

Dr. Johnson provided an update on Chula Vista's special legislation and the opportunity to change the ADA requirements. Superintendent Billings said they could not move the ADA to a lower threshold. Member Ryan said we should keep checking to see if they may lower it, and if not, we would have to introduce our own bill to the next session. Administration will need to strategize how we can find an option for funding. The ideal time to meet with legislators would be in December 2008 to present to legislators for their January session.

Member Ryan has been in communication with Joel Anderson's office and a hearing is scheduled for AB 2113 on April 16th at 1:30. We need to write a letter of support to Joel Anderson, including how it will help us, compelling reasons it is needed, and how it will save State money to modernize Pepper Drive now. At the hearing, if asked about submitting a waiver, we can share we have submitted a waiver and the history is that requests have been denied. Member Ryan asked how the funding is driven. If it is driven by the cost of the project, funding at a later date would increase their cost. Linda will send letters requesting support to all members of the Education Committee. Superintendent Johnson is unable to attend a hearing on April 16th. Member Ryan will try to get the date changed or she will go to represent the District. Bill Clark will work to get CASH support.

3.3. Independent Citizens' Oversight Committee Performance Auditor Report

Bill shared the ICOC recommendations for the contract for audit services. Member Burns moved to approve the prioritization of the scope of work within a clarified contract with AF consulting to provide program performance audit services.

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

3.4. Pre-procurement of Equipment

Bill Clark shared administration's approach of using all opportunities to take advantage of cost savings and has recognized there is a long lead time for electrical equipment. By pre-procuring electrical equipment, the District was able to save 25%. As the opportunity arises, purchasing construction materials taking advantage of market conditions can provide a great savings by avoiding cost increases and making certain that the construction timeline is met by pre-procuring long lead-time equipment.

Member El-Hajj moved to authorize Douglas E. Barnhart to execute the pre-procurement of mechanical equipment and electrical switchgear to ensure that the District's major capital improvement projects are managed effectively thereby minimizing delays.

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

Member Carlisle asked about the bidding process under lease/leaseback and if Barnhart is under the same bidding process as a school district. Mr. Clark said they publicly bid but do not have to take the lowest bid. Mr. Clark reported that Barnhart, District, and community representation were developing a list of quality sub-contractors that would have the chance to participate in bidding. Unfortunately, from an internal error, one contractor was omitted. That has been rectified. Bids are ranked, specs are reviewed, and the lowest bidder would be selected because the bidders are already determined to be quality contractors.

3.5. Ratification of the Lease-Leaseback Contract Amendment #1

Bill Clark presented the amended lease/leaseback agreement. The actual costs are approximately \$10M under the estimated cost summary. Member Burns moved to ratify and approve the attached Amendment #1 to the Lease-Leaseback Agreement.

Motion: Burns

Second: Ryan

Vote: 5-0

4.1. Report about Preschool Program for 2008-09 and Approval of Coordinator of Out of School Time Programs

Emily Andrade reported in October 2007 the Board approved a pilot preschool program. Administration brought an update on the progress, introducing the YALE (Youngsters Actively Learning Everyday) program. The preschool will be held at Sycamore Canyon in 2008-09 under the preschool license of Project SAFE. The Preschool Program will be administered by the Out-of-School Time Director, the site Principal as the site director, and an Out-of-School Time Coordinator.

The Preschool Parent Handbook was provided to the Board. Licensing is underway and administration requested Board approval of the organizational structure, fee schedule, licensing application, proposed budget, and the reassignment of the Children and Families Ready 4 School Coordinator position to the Out-of-School Time Coordinator position. Member Burns asked about the fee structure, and if a 5-day a week student will have priority over a 3-day a week student. Pam Brasher said the licensing requirements dictate only 24 students can be in attendance and only 18 can be 5-days per week, based on the staffing ratio. Member Carlisle asked if the program is completely self-funded. Mrs. Andrade said yes, with full enrollment, and parents are already calling and requesting to be placed on a waiting list. Member Burns asked if there is a marketing plan. Ms. Brasher said a license number must be secured before advertising. President Bartholomew asked about the fees in comparison to other preschools. Hope Baker said our fees are the same as other districts and lower than private preschools.

Member Burns moved to approve the organizational structure, fee schedule, proposed budget, submission of the licensing application, and the re-assignment from the Children and Families Ready 4 School Coordinator position to the Out-of-School Time Coordinator position.

Motion: Burns

Second: Ryan

Vote: 5-0

4.2. Approval of the 2008 Summer School Programs – Extended Year and Intervention Summer Academy

Emily Andrade reported administration has developed a plan to offer extended year services to Special Education students and a summer academy for at-risk students. Intervention funding should cover all of the costs of the summer academy for at-risk students.

President Bartholomew asked how many students would be attending. Mrs. Andrade said SDC students must be offered the opportunity for extended year and most attend. Last year about 200 students attended the summer academy. Member Burns moved to approve the Intervention Summer Academy for 2008. Extended Year for Special Education Students in grades Preschool-7 is a mandated program.

Motion: Burns

Second: Ryan

Vote: 5-0

Member Burns asked if the summer academy could be required by the Board in expulsion hearings. Mrs. Andrade said that attendance could be part of the rehabilitation plan for a student only if the student meets the at-risk academic requirements because of the funding.

5.1. New Job Descriptions and Appointment for Preschool Program

John Tofflemire presented the request for approval of the new job descriptions for the Out-of-School Time Coordinator, Early Childhood Group Leader and Early Childhood Assistant positions and appoint the Out-of-School Time Coordinator to support the Preschool Program. Member Burns moved approval.

Motion: Burns

Second: Carlisle

Vote: 5-0

5.2. Approval of Resolution No. 0708-21, Layoff Identified Classified Employee Due to Conclusion of the 3-Year PIP Grant

Mr. Tofflemire reported the PIP grant was a 3-year program and has now ended. Due to the end of the grant and discontinuation of funding, a classified employee must be reduced. Member Burns moved to adopt Resolution No. 0708-21 to layoff the identified classified employee due to the conclusion of the 3-year PIP grant.

Motion: Burns Second: Ryan Vote: 5-0

Member Ryan reminded administration to watch for early childhood intervention money to become available under other mental health revenue options. There is currently a proposal from the juvenile court judge to have those dollars come through schools.

5.3. Employee Recognition for Day of the Teacher (May 7) and Classified Schools Employee Week (May 18 – 24)

John Tofflemire shared a gift bag with an apple for the Board and Executive Council to recognize employees. Member Burns moved approval.

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

G. BOARD POLICIES AND BYLAWS

1. First Reading

Emily Andrade shared the Student Behavior and Discipline Policy Review Committee has been working to review and develop student behavior policies. This is the first part of their work and policies will continue to be brought to the Board as their work continues to avoid bringing too many at one time.

1.1. New Board Policy #5137, Positive School Climate

New Board Policy 5137, Positive School Climate, was presented for a first reading. There were no comments from Board members and it will return for a second reading.

1.2. Revised Board Policy #5131, Student Conduct

Revised Board Policy 5131, Student Conduct, was presented for a first reading. There were no comments from Board members and it will return for a second reading.

2. Second Reading

2.1. BP 7310, "Naming Rights: Buildings and Facilities"

Bill Clark presented a new BP 7310 for Board review that would allow the District to recognize community contributions and realize enhanced revenue. This policy was reviewed by the ICOC, who was concerned that we were selling ourselves short and the donation levels needed to be increased. Member Bartholomew believes individuals in the community would not have, or spend, large amounts for a building name. This policy may also give the perception that we are selling bits of our schools to the community to get dollars. Our district is about community and volunteers. The new Policy will not be adopted because there was no motion for approval.

H. BOARD COMMUNICATION

Member Ryan asked administration to provide Rosemary Hutzley with a copy of the letter to Joel Anderson about the State budget. She reported that she cannot attend the business breakfast because she will be out of the Country.

Member Carlisle offered congratulations to Dr. Johnson on her award. He liked the invitations to the Business Breakfast. He suggested the District make plans for someone to attend the ICSC Conference in Las Vegas on May 18-20th. The City would like a Board member to attend. The District needs to develop a marketing brochure and spend some time on marketing our property. Dr. Johnson is meeting with Keith Till next week and maybe Pam White from the City could assist with a marketing brochure. The Board would like Bill Clark to attend the conference also. The District is more positioned this time to work to market the property. Member El-Hajj believes it would be helpful to have two board members attend. Members El-Hajj and Carlisle will attend. Member Ryan said if Board members are going to market our property she will support the expense. Bill Clark will coordinate meetings and establish a marketing plan.

Member El-Hajj asked why we are doing Board Communication at the end of the meetings. She believes it would be better if the Board Communication was at the beginning of the meeting when there is still an audience. She shared that Poway teachers are developing a legislative marketing plan. Member El-hajj appreciated receiving the FCMAT brochure.

Member Burns congratulated Dr. Johnson on her award. He would like the Principals invited to the awards banquet. He asked if there was a way to have a banner displayed at Cajon Park saying thank you to the community for supporting our kids. Member Burns shared that he believes that as we do the groundbreaking, we need to be careful to not cross the line that this is a school district event. The lines should not be blurred for our constituents and community.

President Bartholomew said the Board endeavored to recognize Dr. Johnson and appreciates what she does for the District. He also received correspondence from a concerned parent and thanked Member El-Hajj for contacting the parent and providing follow-up.

Dr. Johnson reported on her visit to Olive Elementary School in Vista to observe their Lindamood Bell clinic. She has now visited reading clinics at three sites, Olive School, Cajon Valley (only for special education students) and the Linda Mood Bell site in Del Mar. Olive School is a very impoverished school and they have incorporated the Lindamood Bell program into the classrooms. They have great strategies in training the school psychologist and integrating strategies into the core subject matter. She would like the certified coach to come to our reading committee as one of the speakers sharing their successes and would like to return to see how they integrate their strategies into the core curriculum.

Dr. Johnson shared Sycamore Canyon will have their validation visit this week and there is a scheduled time to interview a Board member. Member Ryan will try to come for a portion of the interview.

The FCMAT team would like to interview Board members during their visit. Dr. Johnson is currently setting up visits to SAT team meetings for one of their team members. President Bartholomew is available at 7:30 on April 16th. Member Burns is available early on April 16th. Member El-Hajj is available early on April 15th. Member Carlisle is available April 15th before noon. Linda will schedule at least two Board members for interviews.

CLOSED SESSION

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

1. Conference with Labor Negotiator (Govt. Code § 54956.8)
Agency Negotiator: John Tofflemire, Assistant Superintendent
Employee Organizations: Santee Teachers Association
Purpose: Negotiations

The Board entered closed session at 9:55 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 10:15 p.m. No action was reported. The April 1, 2008 regular meeting adjourned at 10:15 p.m.

Dustin Burns, Clerk

Lisbeth A. Johnson, Ed.D., Secretary