

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

April 20, 2004  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome

President El-Hajj called the meeting to order at 7:05 p.m.

Members present:

Dianne El-Hajj, President  
Cathy Abel, Vice President  
Dustin Burns, Clerk  
Julie McIntosh, Member  
Barbara Ryan, Member

Staff present:

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

2. President El-Hajj invited Jason Gordon, a seventh grade student from Cajon Park School, 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: 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

Superintendent Johnson shared that the technology department has begun the development of a revised Santee School District Web Site, for the Superintendent and Board, with a new energizing look to improve communication.

2. Spotlight on Learning-District/County Science Fair

Dr Lynn Chevinsky, science teacher at Prospect Avenue shared information about the district and county science fairs. Dr. Chevinsky introduced winners of the district and county science fairs and the students advancing to state competition.

3. Superintendent's Communication Advisory Committee

Superintendent Johnson presented a plan to convene a communication committee that will provide pertinent information, help to dispel rumors, receive ideas and build trust. Each school, department, classified, certificated, and parents will be offered representation and the committee members will be responsible to report back the information from the committee to the group that they are representing. The focus of the committee will be sharing ideas for a healthier District and reporting on current issues.

Member Ryan suggested having a parent from each school designated for the committee and that it was important that at least 1 or 2 Board members attend to be available for any discussion about concerns that may arise from Board decisions. Member Burns will represent the Board and Member Abel will join the committee after June.

### **C. PUBLIC COMMUNICATION**

President El-Hajj invited members of the audience to address the Board about any item not on the agenda.

Suzanne Swartz, teacher from Carlton Oaks, requested to have her annual Mother's Day program on May 7, a modified day. President El-Hajj responded that her annual program was a language arts program.

Maria Lenhoff reported on the progress of the parent committee working to raise funds for Sycamore Canyon School and have raised just over \$10,000.

### **D. PUBLIC HEARINGS**

1. Santee School District Board of Education Initial Proposal to Modify Articles of the Current Collective Bargaining Agreement Between Santee School District and California School Employees Association

President El-Hajj opened the public hearing to anyone in the audience. No comments were received and the hearing was closed.

2. Proposed Increase in Developer Fees

President El-Hajj opened the public hearing to anyone in the audience. No comments were received and the hearing was closed.

### **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. Item E.2.13. was pulled for separate consideration.

***Motion: Ryan***

***Second: Burns***

***Vote: 5 - 0***

### **Superintendent**

- 1.1. Approval of Minutes

### **Business Services**

- 2.1. Approval of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval of Financial Reports
- 2.5. Approval/Ratification of Revolving Cash Reports
- 2.6. Acceptance of Donations

- 2.7 Authorization to Bid Deferred Maintenance Project
- 2.8. Authorization to Dispose of Surplus Property
- 2.9. Adoption of Resolution #0304-26 to Issue a Tax and Revenue Anticipate Note for the 2004-05 Fiscal Year
- 2.10. Approval of Designation of Applicant's Agent Resolution (OES Form 130) and Project Application for Federal Assistance (OES Form 89) Seeking FEMA Reimbursement of California Wildfires Expenditures
- 2.11. Approval of Independent Contractor Agreement with Speech Services, Inc.
- 2.12. Approval of Quarterly Financial Disclosure, SB 564
- 2.13. (Pulled by Burns)**
- 2.14. Approval to File a Notice of Exemption with the County Clerk in Compliance with California Environmental Quality Act Requirements for Developer Fee Increase
- 2.15. Approval of Department of Real Estate School Facilities Report in Compliance with Business and Professions Code Section 11010

### **Educational Services**

- 3.1. Approval of Extended Travel Overnight Field Trip for Fifth Grade Students from Hill Creek School to the "Star of India"
- 3.2. Approval of Coordinated Compliance Review (CCR) Report for 2003-2004
- 3.3. Santee School District Open Registration for 2004-2005

### **Human Resources**

- 4.1. Personnel, Regular

Consent Item E.2.13. Adoption of Resolution Increasing Fees on Development Projects (Pulled for separate consideration.)

Member Burns questioned the percentage that Grossmont High School District receives and the wording of the first paragraph of Resolution #0304-29. The percentage formula was shared and the wording was changed as follows:

- First paragraph changed from "Santee School District has experienced" to "Santee School District will experience."

It was moved to approve the Resolution with the amendment.

**Motion: Burns**

**Second: Abel**

**Vote: 5 - 0**

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

### **Superintendent**

- 1.1. Board Advisory Committee on Creating a Long-Term Master Plan for Revenue Enhancement and Asset Development

Superintendent Johnson brought to the Board discussion about implementation of a Board Advisory committee comprised of members with expertise to develop a long-range master plan for fiscal health and revenue enhancement.

Maria Lenhoff, parent at Sycamore Canyon, shared that some of the suggestions in the report are parallel to the committee from Sycamore Canyon. She asked that the committee consider that possibly a different school should be closed instead of Sycamore Canyon.

Board members supported the committee with the instructions that it would need to be made very clear to members that the committee would be advisory only and that the Board would have the authority to make any decisions. Board representation is important and Board members who wished to be involved could attend. President El-Hajj and Member Ryan will be the Board members designated as the representatives. Dr. Johnson would like some assistance in selecting the members of the committee and will prepare a list and bring it to the Board. President El-Hajj recommended that whoever is president should be a representative on this committee during its duration.

### **Business Services**

- 2.1. Approval of 2003-04 Budget Revisions for March

**Motion: McIntosh**

**Second: Burns**

**Vote: 5 - 0**

- 2.2. Electro-Magnetic Fields (EMF)

Mr. Guenther and Mrs. Holaway presented information on their committee's concerns about the possible health risks from Electro-Magnetic field transmissions in the area of Hill Creek School.

Member Ryan suggested that the Board wait for the report that has been requested from the county environmental department. An investigation has also been commissioned by Dianne Jacobs office and these investigations should be completed in May or June. President El-Hajj stated that the Board would wait for the reports and no action was taken.

- 2.3. Santee School District Property Leasing Information

Superintendent Johnson introduced the discussion of possible options to make district property available for leasing. Mrs. Harness presented the investigation into the proposals and shared the concerns and costs that would be incurred based on the investigation in relocating district office staff and leasing the offices to private businesses.

Member Burns asked if exploring moving the district office staff to Sycamore Canyon was possible. Members McIntosh and Abel suggested that leasing the school to a private school makes more sense than leasing the district office if looking for more secure revenue and the least overall disruption. Member Ryan is interested in visiting a shared school situation. President El-Hajj discussed the large amount of vacant property in Santee and the need to be certain of a tenant before moving anyone. No action was taken.

### **Educational Services**

- 3.1. Approval of Administrative Recommendations for Districtwide K-5 Language Arts Textbooks Purchase and Implementation Plan

Dr. Pat Shaw spoke on the purchasing of K-5 Language Arts textbooks and that the purchase is funded by the Instructional Materials Realignment Fund and has no impact on the general fund. The district has the funds at this time and the funds cannot be spent for anything other than state approved standards based instructional materials. The district would need 15 weeks to purchase and implement the adopted textbooks. This adoption would also satisfy the CCR non-compliance need for English Learners. Staff development would be funded by Title II and SI Buy Back funds with no impact to the general fund.

Member Ryan shared that there is currently no flexibility to the use of the IMR funds but that flexibility may come at a later date. Member Burns asked if the implementation could take place if a decision was made after the May revise. Dr. Shaw shared that the purchase

comes in stages and the implementation process delay may not assure that the materials will arrive on time. Member McIntosh shared that if instructional materials arrive after school begins, teachers do not make the transfer to the new materials expeditiously. She commented that she feels she has a responsibility to provide standards based materials if the students are taking standards based tests.

**Motion: Abel**

**Second: McIntosh**

**Vote: 4 –1 (Ryan-no)**

**Human Resources**

4.1. Consideration of Specific Classified Positions for Inclusion or Removal in Board Resolution No. 0304-27

John Tofflemire presented the resolution. Member Burns-shared that he feels there are some schools that the workload is unbalanced by student population and feels that there is a need to look at formulas for staffing libraries. Member McIntosh would like to explore a more equitable distribution of library clerk workload and establish if a clerk would retain their hours or need to be reduced.

President El-Hajj suggested that reducing library clerks by 1 hour would not provide the equity and could possibly impact locations. She asked how the Board could give administration the flexibility and also provide the equity. Mr. Tofflemire will investigate the formula from previous practice. Board members agreed to vote to provide the administration flexibility. The Board voted on each individual position for inclusion in Resolution N. 0304-27 as follows:

<i>Particular Kind of Service or Program</i>	<b>General Fund Impact</b>	<i>Motion</i>	<i>Seconded</i>	<b>Vote</b>
<b>Two Instructional Assistant I's (Community Day School)</b>	\$ 16,697	Burns	Abel	5-0
Two Instructional Assistant I's (Preschool)		Abel	Burns	5-0
One Instructional Assistant, Special Education	\$ 8,770	Burns	Ryan	5-0
One Instructional Assistant, Special Education I (reduce 2 hrs.)	\$ 5,038	Abel	Burns	5-0
Four Instructional Assistants, Special Education (1:1)	\$ 61,308	McIntosh	Abel	5-0
<b>HIPPY Program</b>				
One Clerk Typist II		Abel	Burns	5-0
One Bilingual Assistant to Program Coordinator		McIntosh	Abel	5-0
Four HIPPY Assistants		Abel	McIntosh	5-0
Three HIPPY Assistant II's		Ryan	Abel	5-0
<b>Limited English Proficient (LEP) Services</b>				
Seven Instructional Assistants - LEP		Abel	Burns	5-0
One Bilingual Community Liaison		Burns	McIntosh	5-0
One Bilingual Project Assistant		Abel	McIntosh	5-0
<b>Other District Positions</b>				
Eight Child Assistants (PIP)		Ryan	McIntosh	5-0
Four Bus Driver I's (If regular education transportation is eliminated or reduced.)	\$ 68,000	Abel	McIntosh	4-1 (Burns/No)
<b>Positions in the Event Sycamore Canyon is Closed</b>				
One Health Clerk	\$ 20,562	Abel	McIntosh	5-0
One Library/Media Clerk I	\$ 18,174	Abel	Burns	5-0
One Food Service Worker I		McIntosh	Burns	5-0
One Food Service Worker III		McIntosh	Burns	5-0

One Project SAFE Leader		Ryan	Abel	5-0
Three Campus Aides	\$ 13,786	McIntosh	Abel	5-0
<b>Reduction in Hours or Elimination of Positions</b>				
Nine Library/Media Clerk I's (currently 5 hours each per day) Reduce by two hours each	\$ 34,514	Abel	McIntosh	4-1 (Burns/No)

4.2 Adoption of Resolution to Reduce Hours and/or Work Year of Identified Classified Employees and to Lay Off Identified Classified Employees

Resolution No. 0304-27 was approved reflecting the Boards amendment of Library Media Clerk position reduced by 2 hours each.

**Motion: Abel**

**Second: McIntosh**

**Vote: 5 - 0**

**G. BOARD POLICIES AND BYLAWS**

1. First Readings

1.1. First Reading: Review/Revision: BP 1312.3 Uniform Complaint Procedures

First reading only; no action requested at this time.

2. Second Readings

2.1. Second Reading: Review/Revision: BP 6141.3 Transitional Second Language Program

**Motion: McIntosh**

**Second: Abel**

**Vote: 5 - 0**

**H. BOARD COMMUNICATION**

Member Ryan shared that SB 1599 will be heard Wednesday in Sacramento. Sen. Hollingsworth will support the district's need for approval of this bill. President El-Hajj sent letters to the senators asking for support of the bill. Dr. Johnson will go to Sacramento to attend the hearing and be available for questions. Senator Hollingsworth will be available for a very short time on April 23 if the Board is available to meet with him.

Member Burns would like to look at having each department put together a 5 year plan that could be shared with the advisory committee.

President El-Hajj shared that the COMPOC will be meeting on May 22<sup>nd</sup>. Member Burns will attend and Lis will attend or have a representative of the district attend.

**I. CLOSED SESSION**

President El-Hajj 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. Conference with Real Property Negotiators  
*Location: Renzulli Site and Santee School Site  
Agency Negotiator: Carolyn Harness, Assistant Superintendent,  
Business Services*

The Board entered closed session at 9:58 p.m.

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

The Board reconvened to public session at 11:15 p.m. No action was reported. The April 20, 2004, regular meeting adjourned at 11:15 p.m.

---

Dustin Burns, Clerk

---

Lisbeth A. Johnson, Ed.D, Secretary