

SANTEE SCHOOL DISTRICT
REGULAR MEETING
OF THE BOARD OF EDUCATION

July 17, 2007

MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Carlisle called the meeting to order at 7:05 p.m.

Members present:

Allen Carlisle, President

Dianne El-Hajj, Clerk

Dustin Burns, Member

Barbara Ryan, Member

Members absent:

Dan Bartholomew, Vice President

Administration present:

Dr. Lisbeth Johnson, Superintendent and Secretary to the Board

Bill Clark, Assistant Superintendent, Business Services

Linda Vail, Executive Assistant and Recording Secretary

President Carlisle welcomed the audience and read the District Mission. He announced that Member Bartholomew was absent for a family commitment. President Carlisle began the meeting with a moment of silence in honor of Kathy Rotzinger, a Hill Creek teacher who passed away suddenly on July 11, 2007.

President Carlisle invited Ms. Deborah Martin, a District parent, to lead the members, staff and audience in the Pledge of Allegiance.

2. Approval of Agenda

It was moved and seconded to approve the agenda.

Motion: El-Hajj

Second: Burns

Vote: 4-0

B. REPORTS AND PRESENTATIONS

1. **Superintendent's Report**

1.1. Developer Fees Collection Report

1.2. Use of Facilities Report

1.3. Schedule of Upcoming Events

1.4. Board Workshop Regarding Santee Property-July 30, 2007

2. **Santee School District Foundation and Chamber 2007 Golf Tournament**

Dr. Johnson reported on the proceeds of the 2007 golf tournament. She credited the Chamber for supporting the Foundation in this fundraising activity. Many parents and staff volunteered at the tournament, under the leadership of vice principals Ted Hooks and Leighangela Brady. Jim Esterbrooks, from the County Office of Education, acted as Master of Ceremonies as a favor to the District. This was another successful year netting \$35,466 of which \$ 26,599 will go the Foundation and \$ 8,866 to the Chamber. The money raised will go to continue to support the arts for students.

3. **Status of Demolition at Santee School**

Bill Clark reported that in May the Board authorized the demolition of the buildings and foundations at Santee School. All of the buildings have been removed and they are beginning to remove the foundations. The District has worked with Padre Dam to secure all of the water pipes. The contractor, at the request of the District, has set aside about 100 salvageable chimney bricks which may be used for a potential fundraiser for the Foundation. Mr. Clark said Elaine Murphy of the Santee Historical Society has requested to recover an old pump that sits on the well, which she said had been requested and denied in the past.

President Carlisle said he also received a call from the Historical Society and they are interested in any other artifacts that we may be able to provide them, including old photographs. He would like to see a Santee School section in a museum, if one is opened. Dr. Johnson said there are lots of photos and there are other items that the Board may wish to donate. She also said that a future developer may wish to place a plaque on the property stating that the property was once the site of Santee School.

Member Burns would like to have at least one salvaged Santee School brick placed in the path of knowledge at every school.

Administration will continue to investigate the denied request from the past and a Board item will return for Board discussion and action on salvageable items from Santee School and any donations to consider.

4. **GASB 45 Actuarial Report**

Mr. Clark reported that the Board suggested developing a commission to study and make recommendations about available options to satisfy the GASB 45 requirements. The current total of "present value of future benefits" is a \$20 M contribution. Payments to fund this liability total \$1,705,380 annually for the next 30 years and currently, there is no asset to fund this liability.

President Carlisle asked if the District has to claim the \$20 M as a liability. Mr. Clark said there are a number of ways to address the liability and if we made the annual contributions we would be in compliance because we have identified a plan to pay within the 30 year window.

Member Ryan asked if there are liquid assets that could be accruing interest and if the service cost of \$16M is for the existing employees. Mr. Clark confirmed that Member Ryan was correct. He will return after the commission meets to provide a report and advise the Board of available options.

5. **Update on Status of State Budget**

Mr. Clark reported that it is not unusual for the State to have some delays in the adoption of their budget and this year is no different. The State projected COLA of 4.53% remains stable.

C. PUBLIC COMMUNICATION

President Carlisle invited members of the audience to address the Board about any item not on the agenda. There were no public comments.

D. PUBLIC HEARINGS

1.1 Financial Impact of Agreement with Santee Teachers Association

President Carlisle opened the public hearing on the financial impact of the agreement with the Santee Teachers Association (STA). There were no comments from the public. The public hearing was closed.

1.2. Financial Impact of Agreement with California School Employees Association

President Carlisle opened the public hearing on the financial impact of the agreement with the California School Employees Association (CSEA). There were no comments from the public. The public 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. President Carlisle invited comments from the public on any item listed under Consent. There were no comments.

- 1.1. **Approval of Minutes**
- 1.2. **Approval 2007-08 Management and Confidential Salary Agreement**
- 2.1. **Approval of Travel Requests**
- 2.2. **Approval/Ratification of Expenditure Warrants**
- 2.3. **Approval/Ratification of Purchase Orders**
- 2.4. **Acceptance of Donations**
- 2.5. **Approval/Ratification of Revolving Cash Reports**
- 2.6. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.7. **Approval of Quarterly Financial Disclosure, SB 564**
- 2.8. **Authorization/Ratification to File Notice of Completion Document on Ceiling Fixture Retrofit Project**
- 2.9. **Approval of Energy Services Company (ESCO) Agreement with Chevron**
- 2.10. **Authorization for Legal Services (Pulled for separate consideration.)**
- 3.1. **Approval of Readmission of Expelled Students**
- 3.2. **Approval of Agreement with Children's Hospital to Conduct Mandated Student Health Screenings (Pulled for separate consideration.)**
- 3.3. **Approval of Annual Evaluation of the Alternative Education School**
- 3.4. **Approval of Contracts for Nonpublic, Nonsectarian School/Agency Services and Individual Services Agreements for Nonpublic, Nonsectarian School/Agency Services**
- 4.1. **Personnel, Regular**
- 4.2. **Approval of Appointment of Two (2) Vice Principals**
- 4.3. **Ratification of Employer-Employee Collective Bargaining Agreement with Santee Teachers Association**
- 4.4. **Ratification of Employer-Employee Collective Bargaining Agreement with California School Employees Association**
- 4.5. **Approval of Internship Credential Program Agreement between National University and Santee School District**
- 4.6. **Approval of Reduced Workload Agreements**

It was moved and seconded to approve the Consent Items with the exception of items E.2.10 and E. 3.2., which were pulled for separate consideration.

Motion: Burns

Second: Ryan

Vote: 4-0

- 2.10. **Authorization for Legal Services (Pulled by Member Ryan for separate consideration.)**

Member Ryan supports authorizing legal services, however there are a lot of proposed legal expenses coming from different funds. She wants to make sure that a large proportion of Bond money is not spent on legal services. Mr. Clark said the fund breakdown falls under three headings:

1. Construction:-These costs relate to court procedures to validate lease-lease back and will cost approximately \$5k to \$10k for services from Laura Romano.

2. General Counsel-The retirement of Ellen Michaels from County Counsel has left a gap in County Counsel services. The services from Stephenson, Worley, Garrat, Schwartz, Garfield, and Prairie will replace that service and also some of the miscellaneous services previously received from Bowie Arneson, and be paid from the general unrestricted fund.

3. Management of property transactions- Expert legal counsel, experienced in complex property options, is needed as the Board pursues the dispensation of our property. These expenses will be paid from Fund 17, with revenue above the mandated reserve.

Mr. Clark updated the Board on the status of Fund 17. He said the \$350,000 borrowed to cover costs while waiting for bond proceeds has been repaid, and \$300,000 was used for the demolition of Santee School. Additionally, \$30,000-\$70,000 was used to prepare the property for sale. These expenses would be reimbursed to Fund 17 from the proceeds of the property..

Member Burns said a few years ago the Board asked administration to reduce legal fess and they were successful. He would like to receive a quarterly, or biannually, year-to-date report on how much is being paid for legal fees.

Motion: Ryan

Second: Burns

Vote: 4-0

3.2. Approval of Agreement with Children’s Hospital to Conduct Mandated Student Health Screenings (Pulled by Member Ryan for separate consideration.)

Member Ryan said she would abstain from this item because the agreement is with her employer.

Motion: Burns

Second: El-Hajj

Vote: 3-0 (Ryan, abstain)

F. DISCUSSION AND/OR ACTION ITEMS

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

1.1. Discussion About e-LocalLink Internet Television

Superintendent Johnson reported she was recently contacted by e-LocalLink, a production company division of CGI. This company is producing a video link for the City of Santee. The video link provides opportunities for businesses and community agencies to link to the City’s site and provide their own promotional video. The cost for a sixty second video is \$5995. The District would have exclusive rights and we can place it on our web site. After the 24 month commitment, the video can be uploaded to our website and stored on media. The video would be on the web site for two years with an option to renew at a reduced cost. There appears to be no other company that currently provides this service and we do not have any employees with the expertise to develop this kind of video. A demonstration video from the city of Gastonia was provided showing what e-LocalLink has developed for them. The Superintendent recommends this opportunity for our school district and said we appreciate that the City has invited us to participate with them. Dr. Johnson would like to continue to research the capabilities of CGI and e-LocalLink if the Board is interested, and bring back a formal recommendation if it meets District criteria.

Member El-Hajj thinks it is exciting and if we tried to develop something like this “in house” it would take staff away from district business and be an enormous cost. Member Burns said this bridges the Strategic Plan and he also believes it would cost more in salary alone to have our employees try to develop such a video. He said it was important for the video to make it clear that Santee School District and Grossmont District are not connected.

The Board was interested in continuing to research a video through e-LocalLink. Bernard Yeo will continue to get questions answered and administration will return with a recommendation.

2.1. Approval of Monthly Financial Report

Mr. Clark presented the monthly financial report which does not reflect year-end closing. He shared that there was an improvement in attendance, the expenditure trend was good, and the District’s cash position was strong with no need for a TRANS. Member Burns moved to approve the monthly financial report.

Motion: Burns

Second: Ryan

Vote: 4-0

2.2. Approval of Five-Year Deferred Maintenance Plan

Mr. Clark reported that last year the Board was active in the deferred maintenance plan. Mr. Doughty prepared a table showing identified needs and completed items. He noted the lightening improvement at CFH and said he anticipates it will not only reduce utility cost but will also improve student achievement.

He said the report provides fairly conservative cost estimates and some priorities may shift as old systems are replaced. Member Burns was amazed that it costs \$20,000 to carpet a media center.

President Carlisle asked how our report differs from the state deferred maintenance form. Mr. Clark said the report identifies needs with a rough estimate of the costs. The items from the "needs" column are completed until the money runs out.

Member Ryan moved to approve the revised five-year deferred maintenance plan through the year 2011-12, and that Ted Doughty, Director of Maintenance, Operations, and Facilities, be designated as the District's authorized representative to sign the five-year Deferred Maintenance Plan.

Motion: Ryan

Second: El-Hajj

Vote: 4-0

2.3. Facilities Committee Report for 2005-2007

Christina Becker and Phil Richardson, a community member, provided the Board with a Facilities Committee Advisory Report for 2005-07. Mrs. Becker said the first page of the report lists the goals of the committee which insure the District was in position for State moderation grant funds. She reported that since 2005, the committee outcomes have been met and exceeded. The community passed a Bond, and the District is about to secure \$7 M in joint use funding. Mr. Richardson said the committee has demonstrated due diligence in researching, reviewing, and identifying contractors. He believes a good selection has been made and the District is on the right path for a successful modernization project.

Member El-Hajj thanked Mr. Richardson and all of the Facilities Committee members. She said the Board relies on the expertise of the committee and it is helpful to know that the information the committee brings to the Board has been thoughtfully considered.

2.4. Implementation of Transaction Automation of Paper Processes Solution

Mr. Clark reported that administration continues to look to do the business of the District more efficiently. The print solution was the first step and eliminated fixed contract costs and interest charges. The proposal for automation of paper processes is the next step and the savings alone will cover the cost of the software in less than 2 years. The target savings is \$230,000, but over the lifetime it could save the District up to \$1.5 million.

This proposed solution automates many of the paper processes and frees up staff time for other purposes. More staff time can now be directed to support modernization, eliminating the need to increase staff positions. The software can be expanded to all areas and departments, including human resources. It will automate processes such as travel, employee reimbursements, field trips, etc. This automated process is currently in place in most businesses in the current global economy. The cost of \$51,000 would be paid by the savings realized from two vacant positions in business services during the end of the 2006-07 school year.

Member El-Hajj asked if the program is web based. Mr. Clark said it is web based and server based, working similar to ebay. It provides tracking and email notifications to the user and electronically compiles reports. Member El-Hajj asked how it would be rolled out because it is difficult to introduce a new automated process to a large group of users and some may be reluctant to use an automated process.

Mr. Clark said travel would be the first system to be rolled out, followed by purchase orders and employee reimbursements. This would introduce employees gradually to the new software. Employees are more comfortable using computer forms now and are motivated when they experience increased efficiency and decreased time in processing. Any training needed will be provided.

Member Burns moved to authorize the purchase of the Formatta Paperless Office Solution.

Motion: Burns

Second: Ryan

Vote: 4-0

G. BOARD POLICIES AND BYLAWS

1.1. First Reading - Revised BB 9130, Board Committees

Revised BB 9130 was presented for a first reading.

Member Burns shared that he does not vote as a Board representative on standing committees and asked other Board members how they handle votes on standing committees. He questioned the Board Bylaw revision statement about Board members who are not representatives on a standing committee attending a committee meeting as observers only, and asked if that meant they are not able to speak or participate. He is not comfortable if Board members attend and cannot provide input into the discussion. He believes it is the responsibility of the appointed members to attend the meetings but any Board members should be able to attend and participate and if a Board member cannot share concerns in a public meeting we may need to look at the committees differently, and how we appoint the Board representatives.

Board members had a brief discussion about voting as members of standing committees and said that any issue or recommendation from an advisory committee returns to the Board for approval.

Administration will seek clarification on "observers" and if an "observer" has the right to participate at the committee meetings. Administration will also investigate if Board member representatives should vote at the committee level.

1.2. First Reading - New BB 9222, Resignation

New BB 9222 was presented for a first reading. There were no questions or comments.

1.3. First Reading - Revised BP #5143.3, Health Examinations

Revised BP 5143.3 was presented for a first reading. There were no questions or comments.

2.1. Second Reading - Revised BB 9100 ~~Title of the Governing Body Annual Organizational Meeting~~

Revised BB 9100 was presented for a second reading and request for approval.

2.2. Second Reading - Revised BB 9123 Clerk

Revised BB 9123 was presented for a second reading and request for approval.

2.3. Second Reading - Revised BB 9320 Meetings and Notices

Revised BB 9320 was presented for a second reading and request for approval.

Member Burns moved to approve the revised Board By-laws presented for second readings.

Motion: Burns

Second: Ryan

Vote: 4-0

H. BOARD COMMUNICATION

Member Burns shared that Board advisory committees' community membership has dropped and asked if the Board members could find a way to personally invite community members to participate. He believes there is a need to boost the parent and community membership. Administration reported that there are 2-3 parents on the Facilities Committee, 2-3 parents on the Safety Committee, and almost one-half of the BAC is comprised of parent and community members. Member Ryan said ACI has a lot of representation but not a lot of involvement. It has always been heavily attended by staff. Dr. Johnson said she would meet with the PTA council president and ask for representatives for the committees. She will ask Mrs. Andrade to increase parent involvement in ACI and make participation more valuable for them. Dr. Johnson said the parent workshop survey was very encouraging and parent education programs have had a lot of participation. Dr. Johnson suggested that maybe a survey could be developed to get information about what would interest parents and which committees they would like participation. Member El-Hajj said maybe the scope of ACI is very broad and a parent may only be interested in one aspect, such as math. She said the family nights inviting parents for learning have been successful in past years. Member Ryan believes parents wish to be a part of the decision making. There are many staff presentations and that cut down on parent input. Member Burns said he would like greater parent input as the focus for all of the following year, and the discussion and outcomes can be very different with large parent participation. He knows it cycles but would like to think of ways to increase parent participation. Member Ryan suggested inviting school site council members because it is an excellent place for parents to learn about decision making.

Member Burns thanked everyone again for their help in providing a great golf tournament. All of the staff participation was great and there was a large presence of administrators and teachers.

Member El-Hajj attended the AVID conference and three Santee teachers also attended. She would like to see the AVID program supported in the District.

President Carlisle reminded the Board about the July 30th property workshop, beginning at 4:30 p.m., and the July 31st facilities workshop beginning at 5:00 p.m. Dr. Johnson recommends having the meeting at Cajon Park School. She would also like Board members to tour the new building at Cajon Valley Middle School so Board members can make decisions not just based on drawings and color cards. President Carlisle also shared the scheduled meeting dates of August 21st for the presentation from the San Diego Taxpayer Association, beginning at 6:00 p.m. and August 22nd for a joint meeting with the City. Current agenda items for the City/Board meeting include relocation of ball fields and a Council Member agenda item regarding unification.

President Carlisle reported Bill Clark was invited to participate in the City's quarterly planning meeting. Mr. Clark is excited to be involved in the planning process.

Member Ryan shared the City of El Cajon has an ordinance on smoke shops. She would like to know if there is an ordinance on what a smoke shop can sell in Santee and would like this topic placed on the City/Board meeting agenda. Member Ryan asked Linda to contact the City of El Cajon for their ordinance. Member Ryan shared with the Board a letter from a student that had previously met with the Board.

Board members and Executive Council will donate to a charity, at the request of the family, in remembrance of Kathy Rotzinger.

CLOSED SESSION

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

1. Public Employee Resignation (Govt. Code § 54957)
2. Conference with Labor Negotiator (Govt. Code § 54956.8)

Agency Negotiator: Dr. Lis Johnson, Superintendent

Employee Organizations: Santee Administrators Association

Purpose: Negotiations

3. Conference with Real Property Negotiators (Govt. Code §54956.8)
Location: Santee School Site. 10445 Mission Gorge Rd., Santee 92071
Renzulli Site, Prospect Avenue-east of Marrokal Lane, Santee 92071
Negotiating Party: City of Santee
Agency Negotiator: Bill Clark, Assistant Superintendent, Business Services
Purpose: Price and Terms
4. Public Employee Performance Evaluation
Superintendent
The Board entered closed session at 8:30 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 10:35 p.m. No action was reported. The July 17, 2007 regular meeting adjourned at 10:35 p.m.

Dianne El-Hajj, Clerk

Lisbeth A. Johnson, Ed.D., Secretary