

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

August 16, 2005

**MINUTES**

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

CLOSED SESSION – 5:30 p.m.

President Burns announced that the Board would meet in closed session to discuss the following:

Conference with Real Property Negotiators (Govt. Code § 54956.8)

Properties:

- *Santee School Site. 10445 Mission Gorge Rd., Santee 92071*  
*Agency Negotiators: Dr. Lisbeth Johnson, Superintendent*  
*Bill Clark, Assistant Superintendent, Business Services*  
*Wendy Wiles, Bowie, Arneson, Wiles, and Giannone*  
*Kyle Clark, John Burnham and Associates*  
  
*Negotiating Parties: Prospective Bidders*  
*Under Negotiation: Potential due diligence*
- *Fanita Ranch-Possible school site and State facilities application*  
*Agency Negotiators: Dr. Lisbeth Johnson, Superintendent*  
*Bill Clark, Assistant Superintendent, Business Services*  
*Wendy Wiles, Bowie, Arneson, Wiles, and Giannone*  
  
*Negotiating Parties: Nick Arthur, Barratt American*  
*Under Negotiation: Facilities mitigation*

**A. OPENING PROCEDURES**

1. The Board convened in open session and President Burns called the meeting to order at 7:03 p.m.  
Members present:  
Dustin Burns, President  
Barbara Ryan, Vice President  
Allen Carlisle, Clerk  
Dan Bartholomew, Member  
Dianne El-Hajj, Member  
Administration present:  
Dr. Lisbeth Johnson, Superintendent and Secretary to the Board  
Bill Clark, Assistant Superintendent, Business Services  
Dr. Patrick Shaw, Assistant Superintendent, Educational Services  
John Tofflemire, Director, Human Resources  
Linda Vail, Executive Assistant and Recording Secretary
2. President Burns invited Mr. Ted Hooks, vice principal at Hill Creek 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: El-Hajj***

***Vote: 5-0***

**B. REPORTS AND PRESENTATIONS**

1. Superintendent's Report
  - 1.1. Requests for Use of Facilities
  - 1.2. Developer Fees Collection Report
  - 1.3. Enrollment Report
  - 1.4. Donations to Santee School District Foundation
  - 1.5. Schedule of Upcoming Events

Mr. Tofflemire shared the current enrollment numbers. There are currently three students over the projected enrollment. The current staffing will be maintained at 250 teachers and will hold firm until the second or third week of school. Adjustments will be made at that time.

Dr. Johnson recognized Pardee Homes for their donation of \$2,000 to the Santee School District Foundation.

Dr. Johnson presented information on the upcoming events and recommended a change in the dates for the strategic planning three-day workshop from October 13, 14, and 15 to October 20, 21, and 22. This would accommodate Board representatives' schedules. She reminded the Board about the Welcome Back Event for staff to be held on August 22 at 7:45 a.m. at the Santee Trolley Square Amphitheater.

2. Update on SRO Action Plan

Dr. Johnson presented a report from her meeting with Sgt. Myers, two vice principals and three deputies assigned to school beats. Administration is in the process of developing an action plan and the deputies have indicated they are committed to getting to know the schools and the specific needs of the schools on their beats.

3. Presentation of California School Employees Association (CSEA) Chapter 557, Intent to Modify Articles of the Current Collective Bargaining Agreement Between Santee School District and CSEA

Mr. Tofflemire presented CSEA's intent to negotiate with the District to modify their current contract. He has not received the specific articles that CSEA would like to present for modification.

**C. PUBLIC COMMUNICATION**

President Burns 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.

**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/Ratification of Revolving Cash Reports

2.5. Approval of Response to Request for Agency Recommendation Form

**Educational Services**

3.1. Approval of Service Agreement with Educational Based Services, Inc. (EBS)

**Human Resources**

4.1. Personnel, Regular (Pulled for separate consideration.)

4.2 Appointment of Vice Principal (Pulled for separate consideration.)

Member Ryan moved to approve the consent items with Consent Items E.4.1. and E.4.2. pulled for separate consideration.

**Motion: Ryan**

**Second: El-Hajj**

**Vote: 5-0**

E. 4.1 Personnel, Regular (Pulled for separate consideration.)

President Burns asked to take action on the personnel items pulling Item C. Leave Requests for separate consideration. Member Bartholomew asked about the split assignment at Sycamore Canyon and asked if CSEA was in agreement with the split position. Mr. Tofflemire said that CSEA agreed with this position in order to accommodate the specific need at Sycamore Canyon, which is an exception to the District restrictions from an employee holding two bargaining unit positions.

Member Bartholomew also asked about the library clerk at Carlton Hills being listed twice on the report. Mr. Tofflemire explained that her position was reduced from five to three hours when the site discontinued the extra 2 hours of funding. At the last Board meeting, the Board provided funds to increase the hours for the school media

clerks. Based on the new formula, her position was then increased to a four-hour position. Both changes were indicated on the report.

Member Ryan asked about the consultant listed on item L.2. It was explained that this consultant would be conducting the required audit for the Medi-Cal LEA program.

Ryan moved to accept Consent Item E.4.1. with the exception of Section C, Leave Requests.

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

Member El-Hajj moved to approve Section C. of Consent Item E.4.1.

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

4.2 Appointment of Vice Principal (Pulled for separate consideration.)

Member El-Hajj moved that Debra Simpson be appointed as vice principal as soon as her pre-employment requirements have been received.

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

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

1.1. Strategic Planning Questions for Data Collection

Dr. Johnson introduced Jim Peabody from the County Office of Education. Mr. Peabody shared with the Board, that as a former principal in Santee, he knows that the students entering high school from Santee School District always perform better than students entering from other districts. He presented some of the background information for strategic planning to move Santee School District from great to greater. He shared some recommendations for the questions for the interviewing process the Board needed to consider:

1. Have a coordinating committee that will conduct interviews and collect data.
2. Have the coordinating committee collect framed input instead of collecting massive amounts of hard data that would need to be analyzed. The interviewer would return with a representative summary from each group.
3. Keep questions global.
4. Keep question #5 as a closing question for the coordinating committee.

Dr. Johnson shared that there may be software available that would sort themes from the data received. The software searches for common words and phrases from the input data to develop themes. Sherry Barker is seeking software to use, if desired. Member Ryan preferred to use the software, if it is available, in addition to the representative summaries from the interviewers.

Board members reviewed the sample questions and discussed and refined the questions into a format that they would like to use to retrieve data from the community.

Member Bartholomew believes communication with the community is a key piece to the strategic planning process. Member Carlisle believes that the student achievement question is a good question and would also help to determine if the community is aware of our students' performance compared to other districts. He believes that ethics and character should be included in the questions. Member Carlisle would like to have the community rank items to provide information for the Board to use in making decisions to add resources to schools as funds may become available. Member Ryan agreed that a question about student achievement is needed to give the Board information on what the community knows about how we compare to other districts in San Diego County. President Burns prefers to keep to five questions. He presented the sample questions one at a time to get Board member input on which ones should be included.

The Board agreed to use the following questions:

1. What are the three most important things the community needs from Santee schools?
2. Student Achievement question (to be developed by administration using sample questions #4 and #10)

3. How do you think we compare with other school districts and what do you think we ought to do with it?
4. Please rank the following in order of importance to teach at school.

Drama	Music
Arts	Foreign Language
5. What would be the most important goal in the next 5 years you would like the Board to address? In the next 10 years?
6. Is the communication you receive about the district and your child's school sufficient?
7. Please rank the following issues:

Safety	Transportation
Student achievement	Special needs student
Communication	English language learners
Facilities	Fiscal responsibility
Arts education	Additional item
Staffing	

### **Business Services**

- 2.1. Consideration of Sealed Proposals Submitted for the Purchase of the Santee School Site Property  
Mr. Clark presented information to the Board to prepare to accept sealed bids for the Santee School District property. The following sealed bids were received.
  1. Lowell Enterprises \$11,050,000
  2. Lincoln Property Company \$11,850,000
  3. Concordia Communities, LLC \$14,000,000Only bids that met the requirements set forth in Resolutions #0405-57 were to be considered. President Burns asked Mr. Clark to check the bids to make certain that all requirements were met. After reviewing the bids, Mr. Clark stated that the bid from Concordia of \$14,000,000 was the highest bid received and it met the requirements.
- 2.2. Consideration of Oral Bids for the Purchase of the Santee School Site Property  
President Burns then called for oral bids. He explained that oral bids were to be accepted as per CA Ed Code and the oral bids must be \$14,670,000 or higher. Oral bids must exceed the highest sealed bid received by 5%. No oral bids were received. President Burns announced that the Board would convene in closed session to have a discussion with property negotiators.

CLOSED SESSION -- Conference with Real Property Negotiators  
(Govt. Code § 54956.8)

Property:

- *Santee School Site. 10445 Mission Gorge Rd., Santee 92071*
- *(San Diego Assessor Parcel Nos. 384-091-01, 384-091-13, 384-091-14)*  
*Agency Negotiators: Dr. Lisbeth Johnson, Superintendent*  
*Bill Clark, Assistant Superintendent, Business Services*  
*Wendy Wiles, Bowie, Arneson, Wiles, and Giannone*  
*Kyle Clark, John Burnham and Associates*  
*Negotiating Parties: Prospective Bidders*  
*Under Negotiation: Potential due diligence*

The Board reconvened to public session at 8:07 p.m.

- 2.3. Adoption of Resolution #0506-07, Sale of the Santee School Site as Surplus Property of the District  
Member Bartholomew moved to adopt Resolution #0506-07 under the section 5 option, to accept the offer of \$14 million from Concordia Communities, LLC, submitted as the highest offer and otherwise conforming with the terms and conditions set forth in the Resolution of Intent (Resolution #0405-57) and to authorize the Superintendent, or designee, to move forward with Exhibit C, Purchase Agreement and Escrow Instructions.

**Motion: Bartholomew**

**Second: Ryan**

**Vote: 5-0**

2.4. Authorization to Seek Little Padres Park Grant

Mr. Clark shared information on the Padres grant program that enhances playing fields for children and requested authorization to seek a grant to enhance the playing fields on the Rio Seco School site. He explained how it would be a value to the school district and would be a great benefit to the community, which is a value the Board.

Member Carlisle supports the grant but wants to be certain that the conditions in the grant will ensure that the District's hands are not tied in the future. Member Carlisle said that the City plans to use the field improvements as they develop Town Center.

President Burns is concerned that with the ordinance that the City has imposed, field improvements may hurt the District long term with any mitigation the District may desire in the future in regards to the property. He is saddened that there is concern with the City that may hurt kids.

Member Ryan said that the District could ask that there be a provision in the grant for an exemption from the municipal code that requires mitigation.

Member Ryan moved to proceed with the grant application that includes an agreement with the City of Santee that the property/fields would be exempt from any future mitigation under the property ordinance.

**Motion: Ryan**

**Second: El-Hajj**

**Vote: 5-0**

2.5. Approval of Interdevelop.com Proposal for Business Services Web Site Development

Mr. Clark shared information about the need to upgrade and redesign the Business Services web site to provide the financial information to the public as recommended by the Board. He proposed a contract with Indevelop.com for services at a cost of \$2,250.00.

Member Bartholomew asked if we should restrict the use of the web site information to Business Services or be able to use it in other departments to restructure the entire District web site. Mr. Clark shared that this was part of the Business Department's goals and would like the Business Department to pilot the program before it was used throughout the District. He assured the Board that he would work collaboratively with District support staff.

Mr. Carlisle believes that the web site should be looked at collectively and that there should be uniformity throughout the District website.

President Burns supports moving forward in order to provide budget information on the web site as discussed in committee groups last year. He believes it is important for the community to have access to budget information to continue the trust and be able to provide current information about the financial condition of the District.

Member El-Hajj remembered that in past discussions, the Board felt that it would be good to have budget information available on the District website. She moved to approve the contract with Interdevelop.com to provide services to design and develop the Business Services website.

**Motion: El-Hajj**

**Second: Bartholomew**

**Vote: 5-0**

**Educational Services**

3.1. Project SAFE Restructuring

Dr. Shaw introduced Pam Brasher and asked her to explain the proposed restructuring for the Project SAFE department. Ms. Brasher presented the current staff structure and the suggested reorganization structure. She explained that the current Lead positions would become Site Leader positions. The current Assistant positions would divide into three levels of responsibilities, Assistants, Group Leader I, and Group leader II. The new structure would provide opportunities for advancement within the Project SAFE organization and provide an increase in the responsibilities and the compensation for Site Leaders. The ratios of staff to

students would remain the same and no employees would be negatively impacted, as the restructuring would occur through attrition.

Mr. Tofflemire shared that direction is being requested from the Board about moving forward with this proposal, but job titles, job descriptions and salaries will be subject to negotiations with CSEA.

Member El-Hajj liked the philosophy of giving employees opportunities for advancement and making employees feel a part of the team. Member Ryan believes the reorganization is a great idea. President Burns asked if the Project SAFE parents were asked about the restructuring proposal. Ms. Brasher said that parents on the Project SAFE Board were supportive, especially knowing that the current staff would remain. President Burns supports the reorganization to provide advancement opportunities for employees.

**Motion: Ryan**

**Second: Carlisle**

**Vote: 5-0**

3.2. Approval of New Job Description and Salary Range for School Readiness Coordinator

Dr. Shaw shared that it was confirmed by comparison that there is a need to align the salary of the Coordinator of the preschool program with comparable positions throughout the State. Member Carlisle believes that the early childhood program is a great program and school readiness supports and helps kids and families, as well as student achievement. He has seen the staff involved in the program and supports the new job description and salary.

President Burns shared that when this item was first proposed he was not supportive of the large salary increase. But after reflection, he does believe that this position has been grossly underpaid for a long time and supports the new job description and salary.

Member Carlisle moved to approve the new job description for the School Readiness Coordinator and the proposed salary range of \$35,201 to \$51,651, effective as of July 1, 2005.

**Motion: Carlisle**

**Second: Ryan**

**Vote: 5-0**

**Human Resources**

4.1. Discussion for Implementation of Employee Absence Verification System (AVS) Technology Upgrade

Mr. Tofflemire requested authorization from the Board for the replacement of the AVS system. He explained that other districts have been surveyed for the systems used and administration is seeking a program that is web-based. It is recommended that eSchool systems be contracted to upgrade the AVS system at a cost of \$15,000, which would come from Gillespie Funds.

Member El-Hajj asked which districts do not use the system. Mr. Tofflemire did not have the information readily available. Member Bartholomew asked if the current system needed to be replaced because it was broken. Mr. Tofflemire shared that the shelf life is approximately four to five years and the current system was purchased and installed six years ago, in January 1999, and needs to be updated.

**Motion: El-Hajj**

**Second: Bartholomew**

**Vote: 5-0**

**G. BOARD POLICIES AND BYLAWS (None)**

**H. BOARD COMMUNICATION**

Member Ryan complimented President Burns on moving through a difficult agenda quickly.

**I. CLOSED SESSION**

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

1. Public Employee Discipline/Dismissal/Release (**Govt. Code § 54957**)
2. Conference with Labor Negotiator (**Govt. Code § 54957.6**)  
*Agency Negotiator: John Tofflemire, Director, Human Resources*  
*Employee Organizations: California School Employees Association (CSEA)*
3. Student Discipline Matters (**CA Education Code § 35146, 48912, and 48918**)

4. Conference with Real Property Negotiators (**Govt. Code § 54956.8**)

*Location:*

*Seven classrooms declared as surplus property at Sycamore Canyon School, 10201 Settle Road, Santee, CA 92071*

*Agency Negotiator: Bill Clark, Assistant Superintendent, Business Services*

The Board entered closed session at 8:34 p.m.

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

The Board reconvened to public session at 10:30 p.m. No action was reported. The August 16, 2005 regular meeting adjourned at 10:30 p.m.

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Allen Carlisle, Clerk

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Lisbeth A. Johnson, Ed.D., Secretary