

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

October 4, 2005

**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome  
President Burns called the meeting to order at 7:02 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 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: Carlisle***

***Second: El-Hajj***

***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
2. Presentation from the Santee Chamber of Commerce to the Santee School District Foundation  
Dr. Johnson introduced Mr. Ike Enzenhauer, from the Chamber of Commerce. Mr. Enzenhauer presented a check for \$9,594.92 from the proceeds of the 2005 Golf Classic to Merry Board, President of the Santee School District Foundation.
3. Spotlight on Learning-Kindergarten Teachers at Carlton Oaks School:  
Lyn Alford and Penny Hoogeveen  
Dr. Johnson introduced Lyn Alford and Penny Hoogeveen, kindergarten teachers from Carlton Oaks School, and reported on their reading and spelling program called "Reading Racers." The teachers have established a successful program and a partnership with their students and the parents.  
President Burns presented certificates of appreciation to Ms. Alford and Ms Hoogeveen.

**C. PUBLIC COMMUNICATION**

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

Mrs. Debbie Brenner, Vice Principal at Sycamore Canyon, thanked the administration, and especially Mr. Bill Clark, for covering at the school sites while the principals and vice principals attended at staff development inservices at the Educational Resource Center.

**D. PUBLIC HEARINGS**

1. Compliance of Education Code Section 60119: K-12 Textbook and Instructional Materials Funding Realignment Program (MFRP)  
The public hearing was opened by President Burns. 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.

### **Superintendent**

- 1.1. Approval of Minutes

### **Business Services**

- 2.1. Approval of Travel Requests
- 2.2. Approval/Ratification of Revolving Cash Report
- 2.3. Acceptance of Donations
- 2.4. Adoption of Proclamation for National School Lunch Week
- 2.5. Adoption of Resolution #0506-08 to Certify 2004-05 Gann Limit Appropriations Recalculation and an Estimated Limit for 2005-06
- 2.6. Adoption of Resolution #0506-010 "Statutory School Fees and Mitigation Payments Report for Fiscal Year 2004-05, and Relative Findings, in Compliance with Government Code Sections 66006 and 66001"
- 2.7. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement
- 2.8. Approval of No Child Left Behind Title I Authorization Statement
- 2.9. Approval of Response to Request for Agency Recommendation
- 2.10. Authorization to File Operations Application of Intent to Participate in the 2005-06 Class Size Reduction (CSR) Program
- 2.11. Authorization to Enter Into Negotiations with Portable Lease Vendors to Purchase or Remove Month-to-Month Leased Facilities (Pulled for separate consideration.)

### **Educational Services**

- 3.1. Certification and Adoption of Resolution of Sufficiency of Instructional Materials 2005-06
- 3.2. Approval of 2006 Early Admittance to Kindergarten Program
- 3.3. Approval of Extended Field Trip to La Brea Tar Pits in Los Angeles, California
- 3.4. Approval of Nonpublic Agency Contract with Coastmusictherapy for Music Therapy and Evaluation and Individual Services Agreement for Nonpublic, Nonsectarian School/Agency Services (Pulled for separate consideration.)
- 3.5. Approval of Individual Services Agreement for Nonpublic, Nonsectarian School/Agency Services
- 3.6. Acceptance of 2004-05 School Program Services Year End Report

### **Human Resources**

- 4.1. Personnel, Regular
- 4.2. Approval of Revised Job Description for Assistant Superintendent, Human Resources (Pulled for separate consideration.)
- 4.3. Approval of Appointment of Assistant Superintendent, Human Resources (Pulled for separate consideration.)
- 4.4. Approval of New Job Description for Business Services Coordinator
- 4.5. Approval of Appointment of Business Services Coordinator
- 4.6. Recommendation of New Probationary Teachers
- 4.7. Approval of 25-Day Work Contracts for Early Retiree  
It was moved and seconded to approve the Consent Items with Items E.2.11., E.3.4., E. 4.2., and E.4.3. pulled for separate consideration.

**Motion: Bartholomew**

**Second: El-Hajj**

**Vote: 5-0**

- E.2.11 Authorization to Enter Into Negotiations with Portable Lease Vendors to Purchase or Remove Month-to-Month Leased Facilities

This item was pulled for separate consideration by Member Ryan. She asked Mr. Clark to check with the State Allocation Board to make certain that this application would not count against or penalize the District in the future. Mr. Clark said he would make the inquiry. Member Ryan moved to approve if there will be no penalty for the District.

**Motion: Ryan**

**Second: Carlisle**

**Vote: 5-0**

- E.3.4. Approval of Nonpublic Agency Contract with Coastmusictherapy for Music Therapy and Evaluation and Individual Services Agreement for Nonpublic, Nonsectarian School/Agency Services

This item was pulled for separate consideration by Member Carlisle. He asked if the District has provided this type of therapy previously and if there is currently a student with the need for this therapy. Dr. Shaw reported that this is a DIS service that must be provided if it is included in an IEP and that there is a parent who has requested this service. There is no student currently receiving this service in the District. The agreement will provide for an evaluation first to establish if the therapy will be required. Member Carlisle moved to approve the agreement.

**Motion: Carlisle**

**Second: Ryan**

**Vote: 5-0**

- E.4.2. Approval of Revised Job Description for Assistant Superintendent, Human Resources  
This item was pulled by Member Ryan for separate consideration. Member Ryan does not support a change in the title for this position. Member El-Hajj moved to approve the revised job description and title for the Assistant Superintendent, Human Resources.

**Motion: El-Hajj**

**Second: Carlisle**

**Vote: 3-2 (Burns, Ryan, no)**

- E.4.3. Approval of Appointment of Assistant Superintendent, Human Resources  
This item was pulled for separate consideration by Member Ryan. President Burns and Member Ryan shared that although they did not support the revised job description and change in title for the Assistant Superintendent, Human Resources, because it was passed by the Board, they are supportive to appoint Mr. Tofflemire to the position. Member Ryan moved to approve the appointment of John Tofflemire to the Assistant Superintendent, Human Resources position.

**Motion: Ryan**

**Second: Bartholomew**

**Vote: 5-0**

## F. DISCUSSION AND/OR ACTION ITEMS

### Superintendent

- 1.2. Board Self-Evaluation

President Burns shared a CSBA Self Evaluation Tool that could be used for a Board self-evaluation as the Board Bylaw states that the Board should have a self-evaluation each year. Member Bartholomew said that possibly a survey could be built through an URL from Sony. He will investigate if this can be done. President Burns asked Board members to review the CSBA tool and return it to the next Board meeting with input on the self-evaluation process and any other options they may want to implement. There was no action taken.

### Business Services (None)

### Educational Services

- 3.1. Wellness Policy Development and Board Advisory Wellness Committee Charge, Timeline, and Membership  
Dr. Shaw reported on the beginning stages of development of a Wellness Policy as required by the State of California. He introduced Kristin Baranski and Cathy Abel, who shared the establishment process for a Wellness Committee and the timeline for developing a Wellness Policy. The charge of the committee is to develop goals for nutrition education, physical activity, and other school-based activities designed to promote student wellness; nutrition guidelines selected by the district for all foods available on campus during the school day, with objectives of promoting student health and reducing childhood obesity; assurance that guidelines selected for reimbursable school meals will

not be less restrictive than federal regulations and guidance pursuant to 42 USC 1758 (f) (1), 1766 (a) and (b), as they apply to schools; and a plan for measuring implementation of the Wellness Policy. They shared that a committee needs to be formed to develop and implement a District Wellness Policy.

Member Ryan suggested that they check on the countywide committee on Childhood Obesity for additional resources. President Burns expressed his surprise on reading material from CSBA that boys and girls who drink soda daily double and triple their daily sugar intake.

The committee will include: at least one parent from each school, administrators, teachers from each school, STA and CSEA representation, a representative from school health services, and a health clerk. Dianne El-Hajj will represent the Board on the Wellness Committee and Barbara Ryan will attend when she is able.

**Motion: Ryan**

**Second: Carlisle**

**Vote: 5-0**

#### **Human Resources**

- 4.1. Approval of Combining Hours of Instructional Assistant Positions at the Santee Success Program  
Mr. Tofflemire explained the need at the Santee Success Program to have two 3-hour Instructional Assistant positions combined into one 6-hour position. It has been difficult to maintain employees in the two 3-hour positions and it has been requested to have this position combined because one 6-hour position would provide benefits and create a more stable employee position.

President Burns said that if the budget need arose, he would want to look at this position to reduce it because the impact would only affect the few number of students who participate in the program. Because of this, he is hesitant to combine the hours.

Member Bartholomew was concerned that a 6-hour position may cause a vacancy to occur if that employee decided the position was too difficult. Mr. Tofflemire shared that usually these employees enjoy their work in this special class.

Member El-Hajj shared that she believes the teachers in this type of program need consistent support and the Instructional Assistant in the classroom in very valuable. She said that the Board has made a commitment to this program and she believes that it should be done well, and that a 6-hour position would support the consistency of the program.

Member Burns restated his position that he does support the program but is concerned that this position would need to be decreased if the school district budget situation required the Board to make program or personnel reductions.

Member El-Hajj moved to approve the position consolidation.

**Motion: El-Hajj**

**Second: Ryan**

**Vote: 5-0**

- 4.2. Approval of Increase in Hours for Instructional Assistant, Special Education I  
Mr. Tofflemire shared that the principal at Pepper Drive School has requested to increase the hours for a Special Education Instructional Assistant I and the school will assume the additional cost. This increase in hours will not initiate any transfers. Member Ryan moved to increase the hours for this position.

**Motion: Ryan**

**Second: El-Hajj**

**Vote: 5-0**

#### **G. BOARD POLICIES AND BYLAWS**

1. First Readings  
1.1. First Reading: Annual Review/Revision, BP 1312.1, Complaints About School District Personnel

- 1.2. First Reading: BP 4361.14, Return to Work Program for Injured and Ill Employees with Temporary Disabilities  
There were no questions from Board members. These items will return for a second reading.

2. Second Readings

- 2.1. Second Reading: New Board Policy #5131.2 Possession of Cellular Phones and Other Personal Electronic Signaling Devices  
Dr. Shaw shared that the change requested by the Board has been made and this new Board Policy is returning for a second reading and consideration for approval. President Burns asked about the statement regarding cell phones at sixth grade camp. He shared that the County does not allow cell phones to be brought to camp. The policy will remain as presented and if a student brings a cell phone to camp, the camp staff can handle the situation. This policy states that cell phones cannot be turned on at camp or other instructional study trips.

**Motion: El-Hajj**

**Second: Bartholomew**

**Vote: 5-0**

#### H. BOARD COMMUNICATION

Member Carlisle commended District staff for surviving the first month of school. He believes all is going great and appreciates all that staff has done.

El-Hajj reported that she is attending the East County K-16 Collaborative on Wednesday evening.

President Burns shared the parent random sample letter for strategic planning with to the Board for review. Board members will return any edits to Linda. Member Ryan asked if the questionnaire was going to be available on the web site for parents. Dr. Johnson shared that this is currently being completed.

President Burns reported that the Strategic Plan interview meetings with City Council members and the City Manager have been scheduled and asked Board members if they would like to participate in these meetings. Member Carlisle will attend with the Superintendent to interview City Council members on October 12<sup>th</sup> at 8:00 a.m. Dr. Johnson will meet with the City Manager on October 10<sup>th</sup> at 8:30 a.m.

President Burns shared that on Friday he visited Cajon Park and Chet F. Harritt and was very impressed with the leadership and staff. The students were engaged in learning and he appreciates the nice welcome he received.

#### 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 Organization: California School Employees Association (CSEA)*
3. Conference with Real Property Negotiators (Govt. Code §54956.8)  
*Locations:*
  - Santee School Site. 10445 Mission Gorge Rd., Santee 92071
  - Renzulli Site, Prospect Avenue (east of Marrokal Lane), Santee 92071*Agency Negotiators: Bill Clark, Assistant Superintendent, Business Services*  
*Wendy Wiles, Bowie, Arneson, Wiles, and Giannone*

The Board entered closed session at 7:57 p.m.

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

The Board reconvened to public session at 10:45 p.m. No action was reported. The January 4, 2005, regular meeting adjourned at 10:45 p.m.

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Allen Carlisle, Clerk

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Lisbeth A. Johnson, Ed.D., Secretary