

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

February 1, 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 7:04 p.m.
Members present:
Dustin Burns, President
Barbara Ryan, Vice President
Allen Carlisle, Clerk
Dan Bartholomew, Member
Dianne El-Hajj, Member
Staff present:
Dr. Lisbeth Johnson, Superintendent and Secretary to the Board
Dr. Patrick Shaw, Assistant Superintendent, Educational Services
Bill Clark, Assistant Superintendent, Business Services
John Tofflemire, Director, Human Resources
Linda Vail, Executive Assistant and Recording Secretary
2. President Burns welcomed the audience and invited Sherry Martin, the Project SAFE Lead at Prospect Avenue 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. Enrollment Report
 - 1.3. Developer Fees Collection Report
 - 1.4. Schedule of Upcoming EventsDr. Johnson presented the Superintendent's Report and asked if Board members had any comments or questions. Member Burns inquired about the Pepper Drive enrollment figure that was missing from the report. Mr. Clark will check with staff and make sure it is corrected in the future.
2. Spotlight –Recognition of Employee
Mr. John Tofflemire introduced Vicki Reynolds, Personnel Technician in the Human Resource Department, and recognized her for her diligent efforts on auditing teacher credentialing requirements for No Child Left Behind. President Burns shared the appreciation of the Board for her quality work and presented Ms. Reynolds with a certificate of appreciation.

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. It was moved and seconded to approve Consent Items with Item E.1.1. pulled for separate consideration.

Superintendent

1.1. Approval of Minutes (*Pulled for separate consideration.*)

Business Services

2.1. Approval of Travel Requests

2.2. Approval/Ratification of Revolving Cash Reports

2.3. Acceptance of Donations

2.4. Approval and Adoption of Resolution #0405-26 to Continue the Date to Receive Sealed Bids for the Disposition of Surplus Real Property Commonly Known as the Renzulli Site

Educational Services

3.1. Approval of Memorandum of Understanding with Harmonium, Inc., 2005-06

3.2. Approval of Consolidated Application, Part II

Human Resources

4.1. Personnel, Regular

4.2. Acceptance of Report on Certificated Credentials and Assignments

Motion: Ryan

Second: Carlisle

Vote: 5-0

E.1.1. (*Pulled by Member Bartholomew for separate consideration.*) Member Bartholomew found an error on the January 12, 2005 special meeting minutes. Member Burns' name was listed twice. It was moved to approve Item E.1.1. with the correction.

Motion: Ryan

Second: El-Hajj

Vote: 5-0

F. DISCUSSION AND/OR ACTION ITEMS

Superintendent

1.1. Review of Administrative Regulation 1321 School Related Fundraising Activities

Dr. Johnson introduced the request by Leanne Preihs, Cajon Park School's PTA president, and Suzanne Dale, a Cajon Park parent, seeking the Board's revision of the student fundraising policy to allow students to be awarded prizes with listed stipulations.

Mrs. Preihs and Mrs. Dale shared with Board members that they brought this request to the Board after they used a fundraising company that awarded prizes and realized during the fundraising that district policy prohibits individual student prizes for fundraising efforts. Their experience with a 6th grade fundraiser at Cajon Park for 6th grade camp costs was very positive and they felt that the students were more highly motivated by individual prizes. The fund raising sales also exceeded the cost for all 6th graders to attend camp and there were funds remaining towards next year's student costs. Only 91 of the approximately 145 students sold items and there was no pressure for students to sell. These parents would like the district to change their policy to allow students to receive individual prizes and they understand that guidelines are important so any student who sold items, even if only one item, would get a prize. Vendors would not be used that did not supply prizes to all students who sold items. They shared that prizes were distributed after school, not during instructional time.

Karen Fleck, speaking on behalf of PTA's in the Ninth District Council, shared that when vendors know they are speaking to schools in Santee, the fundraising projection is always lower because prizes are not allowed. Mrs. Fleck supports the request of Mrs. Preihs and Mrs. Dale and believes that students should have the opportunity to shine if they make a great effort to raise funds for their school. She shared that every PTA president and executive board member who attended the council meeting last month was supportive of this request for a policy change.

A Rio Seco parent spoke in support of changing the fundraising policy. He shared that competition builds character.

Member El-Hajj expressed that she did not agree with a policy to allow individual prizes. In 1980 when this policy was discussed at length she disagreed with this idea and she still does not agree that students should receive individual prizes. She believes that children should work toward a common cause and not for their own personal gain. Member El-Hajj stated she does not believe that an individual prize is a worthy goal.

Member Carlisle asked the parents how much a school could typically raise when there are prizes involved versus when prizes are not involved. Mrs. Dale shared that 91 students raised approximately \$19,000 selling cookie dough with the vendor that awarded prizes and without prizes, 1000 students raised approximately \$13,000 with the same type of fundraiser. Member Carlisle asked what types of prizes were available. Mrs. Dale said her son sold over \$600 of the product and received a disc player, a TV (value of approximately \$79.99) and lots of smaller items. Any student who sold at least one item received a keychain.

Mrs. Preihs shared that there is a ratio of 1 fundraiser to every 3 PTA sponsored programs and with larger sales and income, less fundraisers would be needed.

Member Bartholomew supported changing the policy. President Burns supported changing the policy but had concerns about uniformity throughout the District. President Burns would also like to see a restriction on the value level of the prizes and that the prizes are of an appropriate nature. He believes it is extremely important that students do not go door-to-door and suggests no changes be made in door-to-door restrictions. He expressed that if the policy were changed it would need to be monitored carefully and must insure that instructional minutes not be impacted.

Member El-Hajj cautioned that if the policy addressed excessive prizes, what may be an excessive prize today might not be excessive in a few years and that the value of the prizes would be difficult to monitor.

Member Ryan shared that the fundraising policy came to the Board in 2002 and she participated in the meetings at that time. She indicated that the policy may not need a revision but the administrative regulation would need a revision if individual student prizes were allowed. Normally, the Board would not approve an administrative regulation but in this case the administrative regulation was Board directed and would need Board approval for changes. She recommended that we revise the administrative regulation to include an allowance for students to receive individual prizes.

Member Carlisle moved that staff revise Administrative Regulation 1321 and allow schools to award prizes to individual students participating in school fundraiser events. President Burns said he would like his comments on appropriate prizes included in the revision. President Burns suggested that the administrative regulation return for a first reading at the next Board meeting. The revised administrative regulation should also include the stipulations presented by the parents as well.

President Burns and Members Carlisle, Bartholomew, and Ryan asked that a revised administrative regulation draft, that included the prize language, return to the next Board meeting for a first reading. Member El-Hajj did not support a revision to the administrative regulation.

1.2. Planning for August Welcome Back and End-of Year Management Team Event

Dr. Johnson reported on the upcoming end-of-year and beginning-of-the-year events that need to be planned and explained that planning needs to begin early in order to secure locations and effectively plan. The events are management team meetings at the end of the year and the back-to-school events for management team meeting and for all staff.

Dr. Johnson shared that the June event for management team is a celebration of accomplishments and will conclude the Shakleton theme and "Good to Great" from this past year. The fall management team meeting activities include strategic planning and goal setting. The August Welcome Back for all staff is to warmly welcome staff back to the new school year and to celebrate the job that they do.

Dr. Johnson requested direction on places that the Board may suggest to hold these events. Dr. Johnson reported that staff has reserved Mission Trails Park for the June Management Team event and the Board supported the plan. President Burns stated that he likes the Trolley Center location for the August Welcome Back for staff and suggested that a committee of Board members assist Dr. Johnson in planning the events. President Burns and Vice President Ryan volunteered to assist in the planning. Following the initial planning, the dates and plans will come back to the Board for discussion and approval.

1.3. Consideration of Board's Legislative Goals for 2004-05

Dr. Johnson introduced the format of the presentation of legislative goals. Executive Council assessed last year's goals. The Superintendent submitted to the Board recommendations from this group for support this year. The administrative staff considered the State Education Coalition focus, including ACSA, CSBA, CSEA, and STA, in supporting legislation to influence the Governor. This coalition wants to focus on revenue increases for schools in influencing the Governor to support schools. This is how the goals were formatted and brought to the Board.

Member Ryan, as the Board legislative representative, said that our local legislative desires are shared with our State Senator and State Assembly Member to communicate what is important to our Board. She recommended that some of the deletions and/or suspensions be kept in the current goals to demonstrate the Board's local desires to our legislative representatives.

Member Bartholomew asked about the rationale for suspending some of the goals. Dr. Johnson shared that some of the goals presented were integrated into the Proposition 98 goal because Proposition 98 reductions may limit our 2005-06 budget.

Member Carlisle asked if this document is shared with legislative members annually. Vice President Ryan said that it is the primary use of the document.

Member El-Hajj recommended a sub-committee to work on the legislative goals to streamline the language and to consolidate the document. Board members agreed that a sub-committee would be most efficient. Member Ryan will lead the sub-committee with President Burns and Member El-Hajj assisting to revise the goals and return them to the Board.

F.2.3. Project SAFE Program Report and Program Improvement Recommendations

Mr. Bill Clark introduced the Project SAFE report and recommendations. He presented the financial table, which included available district capital resources. He introduced Pam Brasher, Director of Project SAFE, who shared a Power Point presentation with the Board on the needs and desires of Project SAFE staff and parents.

Tonnia Frakes, a Hill Creek parent, urged the Board to approve the Project SAFE plan. She believes it is a positive outcome for the Project SAFE children and parents.

Vicki St. John, chair of the Project SAFE Parent Advisory Board, supports the plan and believes the presented plan allows the Board to use existing capital fund resources and allows Project SAFE to meet their needs more immediately and pay the District back over time.

Debra Van Horn, a District parent, believes the plan is advantageous to the District and to the Project SAFE students and parents.

Member Bartholomew thanked the parents and the Project SAFE staff for working together to arrive at a solution that helps everyone.

Member Carlisle also thanked Project SAFE staff and parents and said that from a business standpoint, Project SAFE has done an outstanding job. He supported the plan because he believes it is a "win" for the District. Member Carlisle asked for information about the re-occurring costs and how the funds would be repaid. Mr. Clark believes that the repayment for capital facilities monies would be paid within 2-3 years. The portables will be paid off in two years.

Member El-Hajj commended the Project SAFE Director and staff for their diligence in fiscal planning. She also complimented the Project SAFE Leads for the quality of the Project SAFE program. She asked if the \$125,000 reserve was included in the plan and how carpet could be considered an addition to facilities. Ms. Brasher said there was still money in the plan to leave a reserve at the end of the year and Mr. Clark reported that carpet could be funded through deferred maintenance monies. At the request of Member El-Hajj, Mr. Clark explained the Capital Project Funding Summary in detail as capital projects and deferred maintenance limitations and expenses are similar. As the Project SAFE program pays the District back, the funds will go into an unrestricted account. There is an unused carryover balance on Project SAFE's budget of \$420,000 for last year. In the plan, these dollars would be transferred to District general fund. The cost for capital improvements is \$731,200. These dollars will be paid back to the District over time. The District will use capital funds and deferred maintenance funds to pay for the Project SAFE capital improvements.

President Burns commended the Project SAFE community and expressed how grateful he was that they were willing to work collaboratively with the District. Member El-Hajj asked the parents to share with the community that this was a collaborative plan. Member El-Hajj moved to approve the plan as presented.

Motion: El-Hajj

Second: Ryan

Vote: 5-0

Business Services

2.1. Approval for the Use of School District Fields and Discussion of Board Policy and Administrative Regulation 1330 Use of School Facilities

There was no discussion. Member El-Hajj moved approval for the Use of School District fields.

Motion: El-Hajj

Second: Bartholomew

Vote: 5-0

2.1. Discussion of Proposed Updated Draft Policy on Community Use of Property Regarding BP 1330 and AR 1330

Mr. Clark brought BP 1330 for discussion, recommendations, and directions to update Board Policy and Administrative Regulation 1330 with consideration of CSBA recommendations. Mr. Clark shared the proposed fee structure and reported that this structure is similar to the structures in other districts for using and recouping facility direct costs. The guidelines for religious organizations follow the Civic Center Act as it is currently being interpreted. Mr. Clark received some direction from legal council on religious organizations using District facilities and is waiting for further direction in the revision of this policy. Member Carlisle would like to see religious organizations under group #2.

Member El-Hajj asked how a religious organization that provides student activities after school is different from scouting organizations. Member Burns believes that all non-profit organizations providing after school activities for students should not be charged.

Member El-Hajj wants to be certain that all organizations that use District facilities are held accountable for taking care of the facilities. Member Bartholomew asked if there is continuity of fair practice by allowing senior citizen groups at no charge. At the request of Board members, staff will evaluate the definitions for clarity. It was the consensus of the Board to return the policy for a first reading to the next Board meeting.

Ted Doughty shared that most groups submit applications annually or bi-annually. Field usage requires a 45-day application timeline while routine room usage is a 10-day application timeline. The fees are similar to the City of Santee's rental program.

Member Carlisle asked which fields the District maintains and which ones the District does not maintain. Mr. Doughty stated that the City maintains the grass fields at Hill Creek, Carlton Oaks and Santee School. The District maintains all other fields. Member Carlisle suggested that the Board consider charging considerably more for sports teams using District fields. Options may include an hourly rate (\$10.00 per hour). He believes the community would understand and be willing to pay a little extra to help cover the cost of maintaining District fields that they use. He indicated that we should be aware of our maintenance costs for fields as it could be equivalent to reading specialist personnel costs.

Member Burns feels that the Little League is comprised of volunteers keeping our students actively involved in activities after school and should not incur a charge, as they are an integral part of the community. He believes charging leagues would be asking kids to pay for District programs.

Member Bartholomew believes that for as long as he can remember the schools have been a community asset for the use of all without the community knowing what is required for the maintenance of the facilities. He believes that it would be appropriate to charge a fee especially if it is comparable to other school districts.

Mr. Doughty reported that the District would realize approximately \$36,000 if fees were assessed for each team. Board members would like more information provided about the amount of time each group or organization uses our facilities and how Mr. Doughty calculated the amount the District would realize if we charged fees. President Burns asked if there had been any dialogue with the leagues about charging fees. Mr. Doughty reported that the

Sport's Council unanimously accepted the City's proposal to charge for field usage but there has been no dialogue from us about charging fees. Member Burns said the leagues that use City property are traveling leagues that charge more for participation and bring in students from other communities. Member Carlisle believes that we are in the business of education and not providing recreation services and therefore should recapture dollars that the District is spending on maintenance. The Board would like this topic to return with more information provided to continue discussion.

Member Bartholomew would like information about who uses the fields at West Hills High School and what fees are charged. No action was taken.

Educational Services

3.1. **Report on 2004 Summer School Program and Recommendation for Summer School Program 2005**

Dr. Shaw presented the recommendation for a summer school program for 2005 for special education students and a Title 1 program consisting of five Title 1 teachers with a student teacher ratio of 20:1 (100 students). There is \$21,000 set aside in the Consolidated Application to provide a summer school support program for at-risk students. Member Ryan moved approval.

Motion: Ryan

Second: Carlisle

Vote: 5-0

3.2. **Proposal to Modify the Annual Instructional Minutes Process**

Dr. Shaw shared the desire of principals to streamline the paper work involved in the annual instructional minute process, especially when there are no changes proposed for the next year. The recommendations for the three different types of submissions are: 1) If a school is not requesting any changes they would submit the same instructional minutes paperwork as the previous year, 2) If a school is making a change they would follow the entire procedure and submit the complete process, and 3) If a school is not making a change in their current instructional minutes or program but would like to continue with a modified day or extended day program, the requirements would be streamlined to 2-3 meetings instead of 7-8 meetings. The school would still need to provide the evaluations of modified day professional development, conduct meetings to get votes on the plan, notify the parent community and provide a meeting for parents to respond to the plan. Member Carlisle moved approval of the modifications to the annual instructional minutes process.

Motion: Carlisle

Second: El-Hajj

Vote: 5-0

3.3. **Approval of California Healthy Kids Survey Implementation Plan**

Dr. Shaw introduced Dr. Bill Stumbaugh who provided information on the two changes in the Healthy Kids Survey for this year. It was proposed to add Component "C" to the Middle School Survey because it addresses more extensive questions on drugs. The State has also mandated a staff assessment to be provided to staff that may be interested.

Member El-Hajj asked if the requirement was to receive a 70% return to establish validity. Dr. Stumbaugh believes that a 70% level of participation must be received in order to validate the results. The Survey is to be administered April 11-15, 2005 and should take less than one hour. Member El-Hajj does not have confidence in the validity of the survey because junior high students may not complete the survey honestly. Dr. Stumbaugh said we must administer the student survey in order to receive the TUPE and Safe and Drug Free Schools funding.

Motion: Bartholomew

Second: Carlisle

Vote: 5-0

Human Resources

4.1. **Discussion of Possible Reduction in Services' Timeline**

Mr. Tofflemire presented the recommended timeline for reduction in services in the event that there needs to be a reduction in services for certificated employees next year. The hope is, that with retirements and temporary teacher positions, there will not be a need to reduce certificated staff. No action was taken.

G. BOARD POLICIES AND BYLAWS (none)

1. First Readings (Presented to the Board as a first reading only, no action is taken.)
 - 1.1. **First Reading: New Board Policy #5022 Student and Family Privacy Rights**
 - 1.2. **First Reading - Revised Board Policy 4212 Rules and Regulations for Classified Employees**
Teresa Edgerton, CSEA president, stated that the proposed policy is in conflict with CSEA's current contract. Mr. Tofflemire shared that he brought this to be reviewed and discussed, and continues to make revisions to align with CSEA's negotiated contract. This BP will return with the revisions.

2. Second Reading:
 - 2.1. **Second Reading: Revised BP 3110 Business and Noninstructional Operations Transfer of Funds**
Mr. Clark presented the final draft of Board Policy 3110 for Board approval. Member Ryan asked if all transfers of funds would be required to return to the Board for approval. Mr. Clark stated that all transfers of funds would come to the Board for approval.

Motion: Ryan

Second: El-Hajj

Vote: 5-0

H. BOARD COMMUNICATION

Member Ryan asked about a pattern she noticed the suspensions seemed to reflect many behavior issues coming from a particular class. She asked if there was any follow-up on this type of a pattern. Dr. Shaw will investigate and provide a response to the Board.

Mr. Bartholomew shared about his participation in the Bilingual event last evening. Donna Farquar hosted a fantastic event for the English learners who had achieved proficiency. He also updated the Board on the SSD Foundation's last meeting and that they are closer to formulating goals. They also were supportive of soliciting donations in lieu of the Prop Y revenue.

Member Carlisle also commended Ms. Farquar for the job she did coordinating the event. He was especially impressed with the number of family members that turned out for the event.

Member El-Hajj asked about the 3rd trimester writing assessment and inquired about what the genre for 4th & 7th grades would be. Dr. Shaw reported that the 4th grade genre was story narrative and the 7th grade was probably persuasive. Member El-Hajj is interested in knowing if the last trimester assessment is really needed for first graders as they are required to be assessed four times during the year and District assessments are provided. Dr. Shaw stated that staff is working to have assessments align with the State standards and the District will provide the prompts. The first grade assessment is a classroom activity with time flexibility. Member El-Hajj indicated this sounded better.

The Board discussed the draft letter that will be sent home to provide information to families about the special election. The outcome of this communication is to provide an understanding to parents that the Board members support growth in Santee because it is what is best for the students in Santee.

Member Burns addressed the helicopter complaint letter received from a member of the Pepper Drive community. Member El-Hajj believes that the statistics on crashes does not seem realistic. Member Burns suggested sending correspondence to the community member sharing what the District has done to investigate this complaint including checking with the FAA to determine if the flight plan is safe, contacting Dianne Jacob's office, and share where she could be directed to address her concerns. Dr. Johnson also shared her conversation with a staff member from Dianne Jacob's office. Supervisor Jacob will be meeting with her staff about the complaint in about 3 weeks. The County staff member also stated that the County of San Diego has no authority to discriminate against an aviation school but has called the aviation school to share the noise complaint. He also suggested that we write to the County Airport Supervisor to share our concerns.

President Burns asked Board members to send Linda dates that they would be available to make Budget and Enrollment presentations after February 15. The presentations will usually take place at approximately 3:30 p.m. Some may be in the mornings.

President Burns shared an email received from Maria Lenhoff today that notified the Board that Roger Hedgecock was doing a presentation on Proposition X on the afternoon of Friday, February 4th. No Board members were available to attend.

Dr. Johnson reported that she has contacted all of the superintendents in East County to ask about their plans for approving interdistrict attendance requests for next year. All superintendents that responded said that they were not denying

interdistrict transfers for next year. There is also new legislation that says if a child is accepted on an interdistrict transfer the district is required to take this child as their student unless there are behavior or attendance issues. Although superintendents will not be denying interdistrict requests, there is active recruitment of families by many districts.

I. CLOSED SESSION

President Burns 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
Agency Negotiator: Bill Clark, Assistant Superintendent, Business Services

The Board entered closed session at 10:00 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 1:00 a.m. No action was reported. The February 1, 2005, regular meeting adjourned at 1:00 a.m.

Allen Carlisle, Clerk

Lisbeth A. Johnson, Ed.D., Secretary