

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

June 15, 2021
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Ryan called the meeting to order at 7:02 p.m.

Members present:

Barbara Ryan, President
Elana Levens-Craig, Vice President
Dianne El-Hajj, Clerk
Ken Fox, Member
Dustin Burns, Member

Administration present:

Dr. Kristin Baranski, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services
Lisa Arreola, Executive Assistant and Recording Secretary

2. District Mission

President Ryan welcomed those in attendance.

3. Pledge of Allegiance

Member Burns recited the District Mission and led members, staff, and audience, in the Pledge of Allegiance.

4. Approval of Agenda

President Ryan presented the agenda for approval. Member Fox moved approval.

<i>Motion:</i>	<u>Fox</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second:</i>	<u>Burns</u>	<i>Levens-Craig</i>	<u>Aye</u>	<i>Burns</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>El-Hajj</i>	<u>Aye</u>		

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1. Developer Fees and Collection Report
- 1.2. Enrollment Report

2. Spotlight: Child Nutrition, Maintenance & Operations, and Out-of-School Time Program Staff

Superintendent Baranski noted that in March 2020, all San Diego County school districts closed due to a coronavirus (COVID-19) outbreak and shared that even during the school closure, the Child Nutrition, Maintenance & Operations, and Out-of-School Time program staff continued doing an exceptional job in providing meals, before- and after-school care, and prepping classrooms and school campuses to offer a safe learning environment for everyone. Superintendent Baranski expressed her gratitude towards Child Nutrition, Maintenance & Operations, and Out-of-School Time Program staff for their hard work and

contributions in making in-person learning possible. The Board expressed their gratitude towards staff for their hard work and noted being proud of being part of a great District.

C. PUBLIC COMMUNICATION

President Ryan explained that given the current circumstances with COVID-19, the public was given the opportunity to submit comments online or by phone prior to the meeting. There were one public comment.

ID	Name2	Comment
1	Deborah Gribble	<p>I continue to be disappointed by the lack of funds to classified salaries to compensate for the increase in the minimum wage in California. Special education instructional assistants, class 20, the same as clerk typist I, did not get reclassified. To be devalued by the district, every business has known of the increases, who chose to say it is not our fault and do nothing. If we truly wish to hire and retain highly qualified personnel, a closer look on how to properly compensate those at the lowest levels needs strong consideration.</p> <p>I love my work, but it is hard, and not the same as typing, no offense.</p> <p>Respectfully, Dlg</p>

D. PUBLIC HEARING

1. Use of Education Protection Account Funds for 2021-22

President Ryan opened the public hearing on the Use of Education Protection Account Funds for 2021-22. She explained the District estimates it will receive \$12,503,575 in Education Protection Account (EPA) funds for the 2021-22 fiscal year; and that these funds will be used for certificated non-management salaries. There were no comments. The public hearing was closed.

E. CONSENT ITEMS

President Ryan shared comments from the public were requested in advance and there were no public comments on consent items.

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Approval/Ratification of Agreements for Mileage Reimbursement in Lieu of District Transportation
- 2.6. Approval/Ratification of General Services Agreements
- 2.7. Adoption of Resolution No. 2021-34 Designating Use of Education Protection Account Funds for 2021-22
- 2.8. Adoption of Resolution No. 2021-35 of the Santee School District Board of Education Authorizing the Transfer of Budgetary Funds Between Expenditure Classifications After June 30, 2021 for the 2020-21 Fiscal Year
- 2.9. Approval of Increase to Agreement with Ninyo & Moore for Construction Testing and Inspection Services on the Chet F. Harritt New Classroom/LRC Building Project
- 2.10. Rejection of Bid for Milk and Milk By-Products for 2021-22
- 2.11. Approval of Cloud-Based Web Content Filtering and Auditor+ Service for Student iPads
- 3.1. Adoption of Resolution #2021-33 Designating Personnel and Approval of 2021-2022 Child Development Services Contract
- 3.2. Approval of Nonpublic School Master Contract with Asepline School for Nonpublic School Services
- 3.3. Approval of Nonpublic School Master Contract with Community School of San Diego for Nonpublic School Services
- 4.1. Personnel, Regular

- 4.2. **Approval of Recommendation of Classified Non-Management Reallocation Study**
- 4.3. **Approval of Agreement with Kontraband Interdiction and Detection Services, Inc. (K.I.D.S.) for the 2021-2022 School Year**
- 4.4. **Ratification of Short-Term Services Agreement**
- 4.5. **Approval of Short-Term Positions**
- 4.6. **Adoption of Resolution No. 2021-37 to Reduce and/or Eliminate Classified Non-Management Positions**

Member El-Hajj moved approval of Consent Items.

<i>Motion:</i>	<u>El-Hajj</u>		<u>Ryan Aye</u>		<u>Fox Aye</u>
<i>Second:</i>	<u>Burns</u>		<u>Levens-Craig Aye</u>		<u>Burns Aye</u>
<i>Vote:</i>	<u>5-0</u>		<u>El-Hajj Aye</u>		

F. DISCUSSION AND/OR ACTION ITEMS

Superintendent

1.1. Appointment of Principal

Superintendent Baranski explained that with Suzie Martin, Hill Creek Principal, moving out of State, Administration had conducted a thorough application review and interview process to find her replacement; and was recommending the appointment of Chasity Forster, as Principal for Hill Creek. Superintendent Baranski noted Mrs. Forster had served the District since 1996 in various capacities, and being confident of her educational leadership skills. Member Burns moved approval. The Board congratulated Mrs. Forster on her new role. Mrs. Forster expressed her gratitude for the opportunity and confidence.

<i>Motion:</i>	<u>Burns</u>		<u>Ryan Aye</u>		<u>Fox Aye</u>
<i>Second:</i>	<u>Levens-Craig</u>		<u>Levens-Craig Aye</u>		<u>Burns Aye</u>
<i>Vote:</i>	<u>5-0</u>		<u>El-Hajj Aye</u>		

1.2. Approval of Revised 2020-2021 and 2021-2022 Salary Schedules for Certificated Management and Classified Management and Confidential Employees

Superintendent Baranski explained the management salary schedules, both the classified management and confidential salary schedule and the certificated management salary schedule, have been updated to reflect an ongoing salary increase, the addition of another step for an employee who serves six or more years in a position, and an annual longevity stipend for managers serving 10 or more consecutive years as a manager in the school district. She noted the revised salary schedules include the following:

- Two-percent (2%) ongoing salary increase for the 2020-21 school year, retroactive to July 1, 2020, and a 2% ongoing salary increase for the 2021-22 school year
- Addition of Step 6 to the Classified Management and Certificated Management Salary Schedule
- Addition of a Step 6 to the Confidential Management Salary Schedule with Step 7 available to any Confidential Management employee completing additional coursework as specified on the salary schedule
- A \$2,000 annual stipend for those managers serving 10 or more consecutive years in Santee School District

Member El-Hajj moved approval.

<i>Motion:</i>	<u>El-Hajj</u>		<u>Ryan Aye</u>		<u>Fox Aye</u>
<i>Second:</i>	<u>Fox</u>		<u>Levens-Craig Aye</u>		<u>Burns Aye</u>
<i>Vote:</i>	<u>5-0</u>		<u>El-Hajj Aye</u>		

Business Services

2.1. Adoption of 2021-22 Budget

Karl Christensen, Assistant Superintendent of Business Services, provided an overview of the 2021-22 Santee School District budget using a [user-friendly budget report](#) as review. Mr. Christensen explained that since adoption of the State Budget rarely coincides with this timeline, the District's budget is adopted using a set of assumptions outlined in the Governor's May Revise proposal as well as actions taken or contemplated by other regulatory and governmental agencies. As of the time of development of the District's Adopted Budget, the State Budget had not yet been adopted. Therefore, State revenue assumptions in the District budget include those contained in the Governor's May Revise proposal. He noted a listing of the key assumptions on the District's Adopted Budget as follows (shown on page 10: Enrollment; pages 17-18: Summary of All Funds; page 27: Summary of COVID Related Funds; page 30: Statutory Benefit Rates; page 32: Interfund Transfers; page 34: Normal Annual Cost Increases; page 36: Multi-Year Projection; and page 37: General Fund Budget Condition of the [user-friendly budget report](#)):

- Total TK-8 CBEDs Enrollment: 6,593
- P-2 Estimated ADA: 6,373.47
- Funded ADA: 6,568.47 (2019-20 P-2 ADA)
- Local Control Funding Formula (LCFF) Funding:
 - Statutory COLA = 1.70%
 - Funded COLA = 5.07%
 - Unduplicated Pupil Count Percentage Budget Year = 37.00%
 - Unduplicated Pupil Count Percentage For Funding = 37.93% (average of two prior years and budget year)
 - Estimated Change in Total Funding Compared to Prior Year = 4.57%
 - Estimated Change in LCFF Base Grant Only Funding Compared to Prior Year = 4.61%
- STRS Rate = 16.92%
- PERS Rate = 22.91%
- SUI Rate = 1.23%
- Workers Comp Rate = 2.19%

Mr. Christensen noted revenues, expenditures, and ending fund balance for 2020-21 are estimates based on the latest analysis of activity and transactions posted through the middle of May. He explained these will be finalized upon closing of the books and the Unaudited Actuals will be presented at the September 7, 2021 Board meeting. Member Burns expressed his appreciation to the Business Services staff for their hard work and diligence. Member El-Hajj moved approval.

<i>Motion:</i>	<u>El-Hajj</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second:</i>	<u>Levens-Craig</u>	<i>Levens-Craig</i>	<u>Aye</u>	<i>Burns</i>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<i>El-Hajj</i>	<u>Aye</u>		

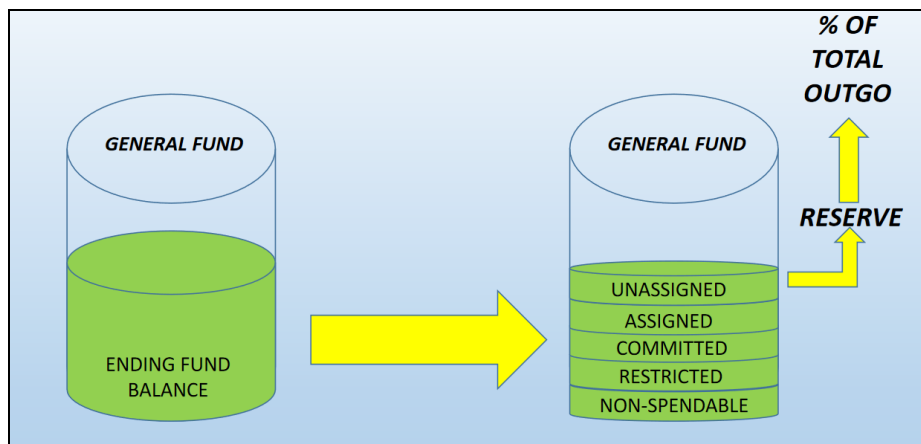
2.2. Adoption of Resolution No. 2021-36 to Commit the Ending Fund Balance in Fund 17

Karl Christensen, Assistant Superintendent of Business Services, explained that in 2009, the Governmental Accounting Standards Board (GASB) adopted statement number 54 altering the way fund balances are reported by governmental agencies, including school districts, effective for financial statements beginning after June 15, 2010. GASB 54 established five components of fund balances to be reported separately: non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance. The District began reporting these components of fund balance starting with its 2010-11 financial statements.

Mr. Christensen explained Proposition 2, enacted in 2014, established a State “Rainy Day” Reserve and a separate “Rainy Day” reserve for public school funds (Prop 98) that:

- Included provision requiring school districts to not have more than X% of “Assigned and Unassigned” fund balance in Adopted Budget for year following when all criteria for reserve cap trigger were met
- Legislative Analyst’s Office (LAO) and Department of Finance (DOF) project the criteria will be met with the 2021-22 State Budget
- CAP will be required for the 2022-23 Adopted Budget = no more than 10%

Mr. Christensen provided an overview of the District’s budget fundamentals as follows.



He explained the goal is to comply with reserve cap requirements while continuing to maintain sufficient fund balance to ensure fiscal stability and flexibility by increasing expenditures; transfer amounts to Fund 40; and commit funds. Mr. Christensen noted Administration recommends committing the ending fund balance in Fund 17 –Special Reserve for Other Than Capital Outlay Projects to two purposes in perpetuity: 1) Future adoptions of textbooks and instructional materials; 2) Future replacement and enhancement of classroom furniture through the adoption of Resolution No. 2021-36. The estimated ending balance for 2021-22 is \$3,170,177.

Item	2022-23		2023-24		2024-25	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Beginning Fund Balance	\$18,501,941	\$3,505,152	\$9,694,986	\$100,000	\$5,342,105	\$100,065
Fund Balance Adjustments						
Total Income	\$62,594,122	\$12,441,785	\$63,506,122	\$12,435,024	\$64,618,247	\$12,435,024
Total Outgo	\$71,401,077	\$15,846,937	\$67,859,003	\$12,434,959	\$69,536,537	\$12,434,959
Change in Fund Balance	(\$8,806,955)	(\$3,405,152)	(\$4,352,880)	\$65	(\$4,918,291)	\$65
Ending Fund Balance	\$9,694,986	\$100,000	\$5,342,105	\$100,065	\$423,815	\$100,130
Total Reserves	\$8,722,775		\$4,357,531		(\$573,199)	
Budget Reserve as % of Expenditures	10.00%		5.43%		-0.70%	

Member Burns moved approval.

Motion: Burns
Second: El-Hajj
Vote: 5-0

Ryan Aye
Levens-Craig Aye
El-Hajj Aye

Fox Aye
Burns Aye

Educational Services

3.1. Adoption of the Three-Year Local Control Accountability Plan for 2021-22

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, explained Legislation enacting the Local Control Funding Formula requires school districts to develop and adopt a three-year Local Control Accountability Plan (LCAP) and to update the plan every year. The LCAP is a strategic planning instrument involving significant engagement of stakeholders to inform decision-making for the formation of Goals and Action Steps. These Goals and Action Steps are to increase or improve services for all students, including significant sub-groups, and for unduplicated count students in proportion to the increase in Supplemental and Concentration Grant funding. LCAP Action Steps are then to be linked to specific budgeted resources within the district's Adopted Budget. Dr. Pierce shared the annual LCAP development process incorporates the following steps:

- Assembling of relevant data
- Analysis of data to identify needs
- Consultation with various stakeholder groups
- Drafting of Goals linked to the 8 State Priority Areas
- Drafting of Action Steps to achieve the Goals
- Presentation of draft LCAP to District Advisory Council (DAC) and District English Learner Advisory Committee (DELAC) for comment
- Responding, in writing, to comments from DAC and DELAC
- Presentation of draft LCAP to the community for comment
- Conducting of Public Hearing to solicit additional public comment
- Adoption of 3 Year LCAP
- Continuing evaluation and assessment of LCAP Action Step effectiveness
- Annual revision of LCAP Goals and Action Steps, as needed

Dr. Pierce noted the District's final LCAP for 2021-22 contains 3 Goals and 22 Action Steps, 1 for the Core Program and 21 for supplemental services. Two of the Supplemental Action Steps are targeted specifically to unduplicated count students. The LCAP Action Steps represent the commitment of \$82 million in 2021-22 within a \$83.5 million General Fund budget. Member Levens-Craig moved approval.

Motion: <u>Levens-Craig</u>	<u>Ryan Aye</u>	<u>Fox Aye</u>
Second: <u>El-Hajj</u>	<u>Levens-Craig Aye</u>	<u>Burns Aye</u>
Vote: <u>5-0</u>	<u>El-Hajj Aye</u>	

Human Resource/Pupil Services

4.1. Ratification of Employer-Employee Collective Bargaining Tentative Agreements Between Santee School District and Santee Teachers Association (STA)

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, shared the District and the Santee School Teachers Association (STA) had reached a reached a Tentative Agreement for the 2020-2021 school year and STA membership ratified the tentative agreement on May 27, 2021. The agreed upon language changes of Article XV, Salary Provisions were as follows:

- 2.00% increase to the 2020-2021 salary schedule effective July 1, 2020
- 2.00% off-schedule increase for 2020-2021 effective July 1, 2020 to be paid in one lump sum
- 2.00% increase to the 2021-2022 salary schedule effective July 1, 2021

Member El-Hajj moved approval.

Motion: <u>El-Hajj</u>	<u>Ryan Aye</u>	<u>Fox Aye</u>
Second: <u>Levens-Craig</u>	<u>Levens-Craig Aye</u>	<u>Burns Aye</u>
Vote: <u>5-0</u>	<u>El-Hajj Aye</u>	

F. BOARD POLICIES AND BYLAWS

President Ryan explained item F.1.1. were second readings of Uniform Complaint Procedures (BP 1312.3) and Access to District Records (BP 1340). She noted item F.1.2. were first readings of Relations Between Other Governmental Agencies and the Schools (BP 1400) and District-Sponsored Social Media (BP 1114) and encouraged the Board to review and discuss any questions with administration.

1.1. Second Readings of Board Bylaws (BB):

- **BP 1312.3 – Uniform Complaint Procedures**
- **BP 1340 – Access to District Records**

1.2. First Readings of Board Bylaws (BB):

- **BP 1400 – Relations Between Other Governmental Agencies and the Schools**
- **BP 1114 – District-Sponsored Social Media**

Member Levens-Craig moved approval of Second Readings: Uniform Complaint Procedures (BP 1312.3) and Access to District Records (BP 1340).

<i>Motion:</i>	<u>Levens-Craig</u>	<u>Ryan</u>	<u>Aye</u>	<u>Fox</u>	<u>Aye</u>
<i>Second:</i>	<u>Fox</u>	<u>Levens-Craig</u>	<u>Aye</u>	<u>Burns</u>	<u>Aye</u>
<i>Vote:</i>	<u>5-0</u>	<u>El-Hajj</u>	<u>Aye</u>		

H. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, Santee Teachers Association President, did not have a report, but wished everyone a great summer.

I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski noted guidelines for “gatherings” had changed and recommended allowing in-person and online public participation to Board meetings, starting at the July 20 meeting through September. She suggested continuing with online written, and in-person, public comments. Upon discussion, the Board agreed with the Superintendent’s recommendations.

Superintendent Baranski reported the Annual Information Renewal (AIR) process was about 90% complete.

Superintendent Baranski suggested the Board meet with Principals on August 3rd at 5:30 p.m.

J. CLOSED SESSION

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

1. **Public Employee Performance Evaluation** (Gov’t. Code § 54957)
Superintendent


The Board entered closed session at 8:30 p.m.

K. RECONVENE TO OPEN SESSION

The Board reconvened to public session at 10:07 p.m. and reported no action was taken.

L. ADJOURNMENT

With no further business, the regular meeting of June 15, 2021, was adjourned at 10:07 p.m.



Dianne El-Hajj, Clerk



Dr. Kristin Baranski, Secretary