

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

December 6, 2022
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

Vice President El-Hajj called the meeting to order at 6:00 p.m.

Members present:

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

Administration present:

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

Vice president El-Hajj noted President Levens-Craig was unable to attend the meeting.

2. District Mission

Vice President El-Hajj welcomed those present and invited the audience to recite the District Mission.

3. Pledge of Allegiance

Tory Long, Director, Fiscal Services, led members, staff, and audience, in the Pledge of Allegiance.

4. Approval of Agenda

Vice President El-Hajj presented the agenda for approval. Member Burns moved approval.

<i>Motion:</i>	<u>Burns</u>	<i>Levens-Craig</i>	<u>Not Present</u>	<i>Burns</i>	<u>Aye</u>
<i>Second:</i>	<u>Fox</u>	<i>El-Hajj</i>	<u>Aye</u>	<i>Ryan</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-0</u>	<i>Fox</i>	<u>Aye</u>		

B. REPORTS AND PRESENTATIONS

1. SSD Proud Moment

Vice President El-Hajj shared the following proud moments and displayed the following slides for Chet F. Harritt.

Chet F. Harritt STEAM School is proud of our STEAM Family Nights this year. Chet is celebrating our STEAM focus by hosting five family nights in 2022-2023, one for each component of STEAM. We kicked off with our Science STEAM Family Night in October with a visit from Mad Science of San Diego. The evening started with delicious taco plates, and then families enjoyed the show and hands-on events afterward. We are looking forward to our next four nights, taking a deeper look at Technology, Engineering, Art, and Mathematics. At Chet we are proud to be STEAMing ahead!



2. **Superintendent's Report**
 - 2.1. Developer Fees and Collection Report
 - 2.2. Use of Facilities Report
 - 2.3. Enrollment Report

C. PUBLIC COMMUNICATION

Vice President El-Hajj invited members of the audience to address the Board about any item not on the agenda. There were no requests to speak.

D. CONSENT ITEMS

Vice President El-Hajj invited comments from the public on any item listed under Consent. There were no public comments.

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Revolving Cash Report**
- 2.3. **Acceptance of Donations, Grants, and Bequests**
- 2.4. **Approval/Ratification of General Services Agreements**

- 2.5. Approval of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.6. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.7. Authorization to Sell/Dispose of Surplus Items
- 2.8. Award of Informal Bid for Replacement of HVAC Units at PRIDE State Preschool Using California Uniform Public Construction Cost Accounting Act (CUPCCAA)
- 3.1. Adoption of Resolution #2223-05 Designating Personnel and Approval of 2023-24 Child Development Services Contract and Continued Funding Application
- 4.1. Personnel, Regular
- 4.2. Approval of Revised Realignment of Classified Management and Confidential Salary Schedule
- 4.3. Approval of Increase to Daily Substitute Teacher Pay Rate – *pulled for separate consideration*
- 4.4. Memorandum of Understanding with San Diego Youth Services for Anti-BIAS Program for Bullying Prevention
- 4.5. Approval of 2022-2023 Implementation Plan for the California Health Kids Survey (CHKS)

Member Burns pulled item 4.3. Approval of Increase to Daily Substitute Teacher Pay Rate for separate consideration and moved approval of remaining consent items.

<i>Motion:</i>	<u>Ryan</u>	<i>Levens-Craig</i>	<u>Not Present</u>	<i>Burns</i>	<u>Aye</u>
<i>Second:</i>	<u>Fox</u>	<i>El-Hajj</i>	<u>Aye</u>	<i>Ryan</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-0</u>	<i>Fox</i>	<u>Aye</u>		

- 4.3. Approval of Increase to Daily Substitute Teacher Pay Rate – *pulled for separate consideration*

Member Burns explained pulling the item to propose increasing the substitute pay for Santee School District retired employees. He suggested increasing the amount by \$100 and/or an amount that would attract more retirees to substitute, which would benefit the students. Superintendent Baranski noted current substitutes are not as skilled, and credentialing requirements to become a substitute had changed during the pandemic (no CBEST and/or other certifications, etc.) and shared supporting the pay differentiation. Upon discussion, the Board asked that an item be brought forth for discussion and/or action at the next meeting. Member Burns moved approval of the item as presented.

<i>Motion:</i>	<u>Burns</u>	<i>Levens-Craig</i>	<u>Not Present</u>	<i>Burns</i>	<u>Aye</u>
<i>Second:</i>	<u>Ryan</u>	<i>El-Hajj</i>	<u>Aye</u>	<i>Ryan</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-0</u>	<i>Fox</i>	<u>Aye</u>		

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

Superintendent Baranski noted she was bringing forth recommendations for two very important positions in the District. She expressed her gratitude and acknowledged the leadership staff in attendance for their support of the recommendations.

- 1.1. Approval of Employment Contract: Assistant Superintendent of Business Services, 2023-2025

Superintendent Baranski explained that after an extensive search and interview process, she was recommending Dr. Marcia Hamilton for Assistant Superintendent of Business Services, effective February 1, 2023. She noted this is the first time the position is being filled as certificated, but Dr. Hamilton had risen to the top in the screening process and interview. Superintendent Baranski noted Dr. Hamilton served as Principal and most recently as the Assistant Director of State and Federal Programs and Accountability for Moorpark Unified School District. Dr. Hamilton holds a doctorate in Organizational Leadership; a Chief Business Officer Certification, California State University; and

California Association of School Business Officials (CASBO) Certification. Member Burns moved approval.

Dr. Hamilton expressed her gratitude for the opportunity to serve Santee School District and introduced her guest in attendance.

<i>Motion:</i>	<u>Burns</u>	<i>Levens-Craig</i>	<u>Not Present</u>	<i>Burns</i>	<u>Aye</u>
<i>Second:</i>	<u>Ryan</u>	<i>El-Hajj</i>	<u>Aye</u>	<i>Ryan</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-0</u>	<i>Fox</i>	<u>Aye</u>		

1.2. Approval of Employment Contract: Assistant Superintendent of Educational Services, 2023-2025

Superintendent Baranski noted her recommendation for Assistant Superintendent of Educational Services was Dr. Lisa Paisley, effective February 1, 2023. She noted Dr. Paisley is currently the District STEM TK-6/Special Projects TK-8 Coordinator in Saddleback Valley Unified School District. Dr. Paisley holds a doctorate in organizational leadership from Brandman University. Member Ryan moved approval.

Dr. Paisley expressed her appreciation for the opportunity and introduced her guests in attendance.

<i>Motion:</i>	<u>Ryan</u>	<i>Levens-Craig</i>	<u>Not Present</u>	<i>Burns</i>	<u>Aye</u>
<i>Second:</i>	<u>Fox</u>	<i>El-Hajj</i>	<u>Aye</u>	<i>Ryan</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-0</u>	<i>Fox</i>	<u>Aye</u>		

1.3. California School Boards Association (CSBA) Delegate Assembly Call for Nominations

Superintendent Baranski presented the Region 17 Delegate Assembly Members whose terms expire in 2023 and shared National School District had nominated Member Barbara Ryan at their meeting.

Member Burns expressed his gratitude towards National School District and his gratitude towards Member Ryan for her advocacy and noted the importance of her continued representation and advocacy. Member Burns nominated Member Ryan.

<i>Motion:</i>	<u>Burns</u>	<i>Levens-Craig</i>	<u>Not Present</u>	<i>Burns</i>	<u>Aye</u>
<i>Second:</i>	<u>Fox</u>	<i>El-Hajj</i>	<u>Aye</u>	<i>Ryan</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-0</u>	<i>Fox</i>	<u>Aye</u>		

Member Ryan expressed her gratitude and interest in continuing on Delegate Assembly; and moved to support Kate Bishop, Chula Vista ESD; Andrew Hayes, Lakeside Union SD; Melissa Krogh, Warner USD; Dawn Perfect, Ramona USD; Katrina Young, San Dieguito Union HSD.

<i>Motion:</i>	<u>Ryan</u>	<i>Levens-Craig</i>	<u>Not Present</u>	<i>Burns</i>	<u>Aye</u>
<i>Second:</i>	<u>Burns</u>	<i>El-Hajj</i>	<u>Aye</u>	<i>Ryan</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-0</u>	<i>Fox</i>	<u>Aye</u>		

Business Services

2.1. Approval of First Interim Report for 2022-23

Karl Christensen, Assistant Superintendent of Business Services, provided an overview of the first interim report as of October 31, 2022; and recommended the Board approve a positive certification and the District's ability to meet its financial obligations for the 2022-23 fiscal year and two subsequent years as follows. Member Burns moved approval.

2022-23

Snapshot All Funds

1st Interim Report

LN#	Description	General Fund			Student Activity Fund 08	Child Dev Fund 12	Cafeteria Fund 13	Deferred Maint Fund 14	Special Reserve Fund 17	Special Reserve Fund 40	
		Unrest	Rest	Ttl							
1	INCOME:										
2	LCFF Sources	68,444,959	474,040	68,918,999		0	0	0			
3	Federal Revenue	50,000	6,841,332	6,891,332		0	1,534,020	0		16,546	
4	Other State Revenue	1,276,093	18,925,186	20,201,279		387,448	2,504,847	0			
5	Other Local Revenue	1,003,826	5,316,061	6,319,887		956	33,859	9,685	49,048	74,195	
6	Interfund Transfers In	0	0	0		0	0	500,000	1,500,000	1,695,064	
7	Other Sources	0	0	0		1,695	16,798	23,497	77,833	168,962	
8	Total Income	70,774,878	31,556,619	102,331,497	0	390,099	4,089,524	533,182	1,826,881	1,954,767	
9	OUTGO:										
10	Certificated Salaries	26,852,606	9,505,701	36,358,307		132,815					
11	Classified Salaries	7,359,297	6,337,059	13,696,356		108,986	1,154,064	0		0	
12	Employee Benefits	11,896,323	11,298,342	23,194,665		82,252	416,784	0		0	
13	Books and Supplies	2,320,142	4,891,677	7,211,819		129,840	2,236,033	0		3,099,032	
14	Services, Other Operating Expenses	3,933,661	3,813,415	7,747,076		5,408	120,469	852,760		54,192	
15	Capital Outlay	30,000	180,000	210,000		0	75,000	0		0	
16	Other Outgo	571,713	0	571,713		0	0	0		255,513	
17	Transfers of Indirect/Direct Costs	-1,804,972	1,694,709	-110,263		4,728	105,535				
18	Interfund Transfers Out	3,274,924	500,000	3,774,924					0		
19	Other Uses	0	0	0							
20	Contributions to Restricted Programs	13,668,097	-13,668,097	0		0	0				
21	Total Outgo	68,101,791	24,552,806	92,654,598	0	464,029	4,107,885	852,760	0	3,408,737	
22	Change in Fund Balance	2,673,086	7,003,813	9,676,899	0	-73,930	-18,361	-319,578	1,626,881	-1,453,970	
23	Projected Beginning Fund Balance	23,384,154	3,332,953	26,717,107	14,468	111,693	2,229,753	928,427	3,079,349	6,531,189	
24	Projected Ending Fund Balance	26,057,241	10,336,766	36,394,006	14,468	37,763	2,211,392	608,849	4,706,230	5,077,219	
25	Committed Fund Balance	0	0	0				608,849	4,706,230		
26	Non-Spendable Fund Balance	640,804		640,804			76,634				
27	Restricted Fund Balance	0	10,336,766	10,336,766	14,468	37,763	2,134,758			5,077,219	
28	Assigned Fund Balance	466,538		466,538							
29	Unassigned - Economic Uncertainty	2,779,638	0	2,779,638							
30	Remaining Unassigned	22,170,261	0	22,170,260	0	0	0	0	0	0	
								<i>Inst Mths:</i>	3,166,555	<i>Solar:</i>	146,082
								<i>Fum:</i>	1,539,674	<i>Tech:</i>	3,229,618
										<i>Vehicle:</i>	686,042
										<i>Facility:</i>	1,015,475

2022-23

Snapshot All Funds

1st Interim Report

LN#	Description	Building Fund 21	Capital Facilities Fund 25	County School Facilities Fund 35	Enterprise Fund 63	Project SAFE	
						Yale	SAFE
1	INCOME:						
2	LCFF Sources						
3	Federal Revenue						
4	Other State Revenue						
5	Other Local Revenue	0	805,448		2,040,819	574,976	1,465,843
6	Interfund Transfers In	0	0		79,860	79,860	0
7	Other Sources	0	144,423		31,113		31,113
8	Total Income	0	949,871	0	2,151,792	654,836	1,496,956
9	OUTGO:						
10	Certificated Salaries				0		0
11	Classified Salaries		0		900,411	309,076	591,335
12	Employee Benefits		0		568,213	229,700	338,513
13	Books and Supplies	0	0		143,918	60,523	83,395
14	Services, Other Operating Expenses	0	1,666,862		186,779	55,536	131,243
15	Capital Outlay		0				
16	Other Outgo		826,076				
17	Transfers of Indirect/Direct Costs						
18	Interfund Transfers Out	0	0		0		0
19	Other Uses				1	1	
20	Contributions to Restricted Programs						
21	Total Outgo	0	2,492,938	0	1,799,322	654,836	1,144,486
22	Change in Fund Balance	0	-1,543,067	0	352,470	0	352,470
23	Projected Beginning Fund Balance	0	6,015,298	0	1,243,657	0	1,243,658
24	Projected Ending Fund Balance	0	4,472,231	0	1,596,127	0	1,596,128
25	Committed Fund Balance						
26	Non-Spendable Fund Balance						
27	Restricted Fund Balance	0	3,828,120	0	0	0	
28	Assigned Fund Balance		644,111		1,596,128		1,596,128
29	Unassigned - Economic Uncertainty						
30	Remaining Unassigned	0	0	0	0	0	0
			<i>Dev Fees:</i>	635,478			
			<i>Fmr RDA:</i>	644,111			
			<i>Land:</i>	3,192,643			

General Fund Multi-Year Projection Summary

2022-23 1st Interim Report

Item	2021-22		2022-23		2023-24		2024-25	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Beginning Fund Balance	21,024,471	2,548,151	\$23,384,154	\$3,332,953	\$26,057,241	\$10,336,766	\$28,843,035	\$5,445,996
Fund Balance Adjustments	0		1					
Total Income	\$64,058,320	\$23,381,892	\$70,774,878	\$31,556,619	\$70,662,987	\$20,372,866	\$69,989,244	\$17,587,123
Total Outgo	\$61,698,637	\$22,597,090	\$68,101,791	\$24,552,806	\$67,877,193	\$25,263,636	\$70,862,753	\$20,179,929
Change in Fund Balance	\$2,359,683	\$784,802	\$2,673,086	\$7,003,813	\$2,785,794	(\$4,890,770)	(\$873,508)	(\$2,592,806)
Ending Fund Balance	\$23,384,154	\$3,332,953	\$26,057,241	\$10,336,766	\$28,843,035	\$5,445,996	\$27,969,527	\$2,853,190
Total Reserves	\$21,693,501		\$24,949,899		\$27,721,853		\$26,834,716	
Budget Reserve as % of Expenditures	25.73%		26.93%		29.76%		29.47%	
Other Internal Cash Available (FN 14, 17, 25, 40)		\$10,895,509		\$12,832,870		\$12,832,870		
GF Cash Reserve (lowest month; or year end for closing)	19.07%	\$16,077,071	24.80%	\$22,975,492	26.60%	\$24,776,745	TBD	
			Amount	Value	Amount	Value	Amount	Value
COLA:			13.26%		5.38%		4.02%	
Assumed LCFF Rev Change (w/ ADA changes):			10.79%	\$6,666,408	0.98%	\$668,719	-0.97%	(\$670,591)
Assumed LCFF [Base Only] Rev Change (w/ ADA changes):			10.26%	\$6,337,759	0.98%	\$668,059	-0.83%	(\$572,091)
*Included Annual Operating Cost Increase Impact to LCFF Base:			5.48%	\$3,383,784	2.78%	\$1,901,632	2.78%	\$1,919,608
Estimated Structural Surplus/(Deficit)			\$4,422,804		\$2,642,200		(\$912,660)	
		GAP Funding:	100.00%		A:DOF	100.00%		100.00%
		1% Reserve Equivalent:	926,472		931,514		910,577	
		1% LCFF Increase:	617,786		684,450		691,137	
		1% Salary Increase Equivalent:	592,360		592,842		593,324	
* Step & column, health benefits, statutory benefits, and inflation for utilities, insurance, and Restricted programs subject to contribution from Unrestricted General Fund								
BUDGET CONDITION: Green Green								

12/1/2022 4:39 PM *2022-23 Adopted State Budget
 *Includes negotiated increase to Health Benefit CAP for all employee groups
 *Does not include additional Transportation add-on to LCFF for 60% of costs

Motion: Burns **Levens-Craig** Not Present **Burns** Aye
Second: Ryan **El-Hajj** Aye **Ryan** Aye
Vote: 4-0 **Fox** Aye

2.2. Approval of Monthly Financial Report

Karl Christensen, Assistant Superintendent of Business Services, presented the monthly financial report for cash and budget revision transactions posted through October 31, 2022. The District ended the month with a cash balance in the General Fund of approximately \$24,300,317; sufficient funds to pay all of the District's financial obligations with internal cash. Member Burns moved approval.

Motion: Burns **Levens-Craig** Not Present **Burns** Aye
Second: Ryan **El-Hajj** Aye **Ryan** Aye
Vote: 4-0 **Fox** Aye

F. BOARD POLICIES AND BYLAWS

Vice President El-Hajj shared Board Policy 1313 – Civility was being presented as a third reading and approval. She noted working with President Levens-Craig, with input from community stakeholders, on updating the language.

1.1. Third Reading: Revised Board Policies (BP)/Administrative Regulation (AR):

- BP 1313 – Civility

Motion: Burns **Levens-Craig** Not Present **Burns** Aye
Second: Ryan **El-Hajj** Aye **Ryan** Aye
Vote: 4-0 **Fox** Aye

1.2. Second Reading: Revised Board Policies (BP)/Administrative Regulation (AR):

- BP 4354.1 – Early Retirement Health Benefits for Management/Confidential Employees
- BP 6115 – Ceremonies and Observances

Member Burns moved approval.

Motion:	<u>Burns</u>	Levens-Craig	<u>Not Present</u>	Burns	<u>Aye</u>
Second:	<u>Ryan</u>	El-Hajj	<u>Aye</u>	Ryan	<u>Aye</u>
Vote:	<u>4-0</u>	Fox	<u>Aye</u>		

1.1. First Reading: Revised Board Policies (BP)/Administrative Regulation (AR):

- BP 7110 – Facilities Master Plan
- BP 7131 – Relations with Local Agencies
- BP 7140 – Architectural and Engineering Services

Revised Board Policies 7110 – Facilities Master Plan; BP 7131 Relations with Local Agencies; and BP 7140 – Architectural and Engineering Services were presented for a First Reading.

G. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, Santee Teachers Association (STA) President, was present but there was no communication.

H. BOARD COMMUNICATION

Member Fox shared attending the California School Boards Association Conference and finding the information useful and being very appreciative of the District's Governance Team.

Member Ryan shared the California School Boards Association Conference and Delegate Assembly. She noted the framework for COVID had some changes and asked that we communicate the changes at the January meeting.

Member El-Hajj shared attending the California Scholl Boards Association Conference and the Foundation meeting, along with Member Ryan. She noted the Foundation awarded innovative grants and commended Foundation volunteers for their dedication.

Member Burns noted the new Assemblywomen in office and asked that an introductory meeting be scheduled. He shared Carlton Oaks students were currently at camp and commended them for being great ambassadors.

I. ORGANIZATIONAL BUSINESS

Superintendent Baranski shared the information at the California School Boards Association conference was very informative and appreciated the opportunity to learn as a Governance team. She noted the meeting on December 13 would consist only of organizational business (i.e., rotation of officers, adoption of calendar, committees, etc.).

J. CLOSED SESSION

Vice President El-Hajj announced that the Board would meet in closed session for:

1. Conference with Labor Negotiator (Gov't. Code § 54957.6)

Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and Classified School Employees Association (CSEA)

2. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

The Board entered closed session at 6:48 p.m.

K. **RECONVENE TO OPEN SESSION**

The Board reconvened to public session at 8:53 p.m. and reported no action was taken.

L. **ADJOURNMENT**

With no further business, the regular meeting of December 6, 2022, was adjourned at 8:53 p.m.



Ken Fox, Clerk



Dr. Kristin Baranski, Secretary