

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

November 7, 2023  
**MINUTES**

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

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

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

Members present:

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

Administration present:

Dr. Kristin Baranski, Superintendent  
Dr. Marcia Hamilton, Assistant Superintendent, Business Services  
Dr. Lisa Paisley, Assistant Superintendent, Educational Services  
David MacLeod, Assistant Superintendent, Human Resources/Pupil Services  
Lisa Arreola, Executive Assistant and Recording Secretary

President El-Hajj noted Member Levens-Craig was excused from attending the meeting, as she was on service trip with Rotary.

**2. District Mission**

President El-Hajj invited everyone to recite the District Mission.

**3. Pledge of Allegiance**

Gwen Farren, 5<sup>th</sup> grade students at Hill Creek School, led the Pledge of Allegiance.

**4. Approval of Agenda**

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

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

**B. REPORTS AND PRESENTATIONS**

**1. Superintendent's Report**

- 1.1. Developer Fees and Collection Report
- 1.2. Use of Facilities Report
- 1.3. Enrollment Report
- 1.4. Schedule of Upcoming Events

**2. Spotlight on Education: Hill Creek School**

Superintendent Baranski welcomed Chasity Forster, Principal, and Monica Farren, Vice Principal, to share all the great things happening at Hill Creek School. Mrs. Forster acknowledged and thanked the staff present for their support.

Mrs. Forster and Mrs. Farren provided an overview of their CAASPP, iReady, and Panorama Survey data and their response to the data; steps to reach their academic, and climate and culture goals. Hill Creek students Parker Almada, Gwen Farren, Brooklyn

Haley, Tana Khoshnaw, Mason Tanciangco, and Karly Hester highlighted their Recess with Rover & Jensen, their therapy dog; K-5 Art through VAPA; Bulldog student newscast; culinary arts, and woodshop programs. Hill Creek’s spotlight ended with their Bulldog chant, a tradition that encapsulates the heart and soul of their Bulldog school community.

The Board commended Hill Creek staff and students for all the great things happening at the school.

**3. 2024-2025 LCAP Timeline and Process**

The expenditure of Local Control Funding Formula (LCFF) funds is governed by a Local Control Accountability Plan (LCAP) that each school district must adopt to cover a three (3) year period and update annually. Development of the LCAP is a year-long process involving the following steps.

- Consultation with teachers, principals, school personnel, parents, students, and local bargaining units
- Presentation of draft LCAP to District Advisory Council (DAC) and District English Learner Advisory Council (DELAC) for review
- Written response to comments from DAC and DELAC
- Public Hearing to solicit input from parents and the community
- Written response to comments received during the Public Hearing process
- Adoption of LCAP at the same meeting at which the District’s budget is adopted

Dr. Lisa Paisley, Assistant Superintendent of Educational Services, shared the District’s 2024-2025 LCAP Timeline and Process were as follow. The Board expressed their gratitude to Dr. Paisley for the information.

Date	Activity	Participants
October 2023	<ul style="list-style-type: none"> <li>• Preview of timeline &amp; survey details</li> </ul>	Executive Cabinet
November 7, 2023	<ul style="list-style-type: none"> <li>• Report to Board on LCAP timeline and procedures</li> </ul>	Executive Cabinet Santee School Board
November 2023	<ul style="list-style-type: none"> <li>• Distribute information on LCAP and process</li> </ul>	Director of Communication <i>- Community information campaign through social media and newsletters</i>
*November 27- December 15, 2023	<ul style="list-style-type: none"> <li>• LCAP Panorama Survey open to all community partners</li> </ul>	Certificated & Classified Staff Students Gr 3-8 Parents of Gr PK-8 Students
December 18- January 12, 2024	<ul style="list-style-type: none"> <li>• Community Partner Survey Theming</li> </ul>	Educational Services Executive Cabinet
*January 8-12, 2024	<ul style="list-style-type: none"> <li>• School level student focus groups</li> </ul>	Principals
January 16 - February 1, 2024	<ul style="list-style-type: none"> <li>• Review survey themes and develop summary input and group priorities</li> <li>• Provide recommendations for 2024-2027 LCAP Goals, Metrics, Actions &amp; Services</li> </ul>	Staff Advisory Groups - <i>ILT (1/18/24)</i> - <i>PLT (2/1/24)</i> - <i>STA EERC</i> - <i>CSEA EERC</i>
February 6, 2024	<ul style="list-style-type: none"> <li>• Mid-Year LCAP Report</li> </ul>	Santee School Board
*February 27, 2024	<ul style="list-style-type: none"> <li>• Review survey data and develop summary input and group priorities</li> <li>• Provide recommendations for 2024-2027 LCAP Goals, Metrics, Actions &amp; Services</li> </ul>	Advisory Groups - <i>DAC (2/27/24)</i> - <i>DELAC (2/27/24)</i> - <i>SAC (2/27/24)</i>
March- April, 2024	<ul style="list-style-type: none"> <li>• Recommendations from Input Sessions and budget estimates are combined to develop draft LCAP</li> </ul>	Educational Services Fiscal Services
March 18, 2024	<ul style="list-style-type: none"> <li>• Alignment of LCAP to SPSA Needs Assessment</li> </ul>	ILT
March 2024 to April 2024	<ul style="list-style-type: none"> <li>• LCAP Action Items <i>- (Success, Challenges, Changes for 24-25)</i></li> </ul>	Educational Services Directors

Date	Activity	Participants
April 10, 2024 to April 30, 2024	<ul style="list-style-type: none"> <li>Local Indicator Surveys</li> </ul>	Principals STA CSEA
April- May 2024	<ul style="list-style-type: none"> <li>Draft LCAP sections submitted to SDCOE for Review/Feedback</li> </ul>	Educational Services Fiscal Services
*May 9, 2024	<ul style="list-style-type: none"> <li>Share/Review Draft LCAP (<i>Executive Summary</i>)</li> </ul>	DAC/SAC
*May 10, 2024	<ul style="list-style-type: none"> <li>Share/Review Draft LCAP (<i>Executive Summary</i>)</li> </ul>	DELAC
May 20, 2024	<ul style="list-style-type: none"> <li>LCAP draft to Dr. Baranski</li> </ul>	Educational Services Fiscal Services
May 24, 2024	<ul style="list-style-type: none"> <li>LCAP draft to Board</li> </ul>	Educational Services Fiscal Services
June 4, 2024	<ul style="list-style-type: none"> <li>Public Hearing at Board of Education Meeting: LCAP and Budget</li> <li>Local Indicators Report</li> <li>Federal Addendum</li> </ul>	
June 18, 2024	<ul style="list-style-type: none"> <li>Board Adoption: LCAP and Budget</li> </ul>	

**C. PUBLIC COMMUNICATION**

President El-Hajj invited members of the audience to address the Board about any item not on the agenda and noted public comments were in-person only. There were no requests to speak.

**D. CONSENT ITEMS**

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

- 1.1. Approval of Minutes
- 1.2. Establish Date and Time of Board of Education Annual Organizational Meeting
- 2.1. Approval of Travel Requests
- 2.2. Approval/Ratification of General Services Agreements
- 2.3. Acceptance of Donations, Grants, and Bequests
- 2.4. Authorization to Sell/Dispose of Surplus Items
- 2.5. Approval/Ratification of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.6. Acknowledgment of DS&C Municipal Advisory Services Agreement
- 2.7. Approval of Consulting Service Agreement with Capitol Public Finance Group, LLC for Developer Fee Justification Study
- 2.8. Approval to Submit Application for PL 81-784 and Designation of Authorized Representative
- 2.9. Update Resolution 1213-03 to Add Maintenance to the California Uniform Public Construction Cost Accounting Act (CUPCCAA) Under the Umbrella of the California Uniform Public Construction Cost Accounting Commission – pulled for separate consideration
- 2.10. Approval to Contract through the CUPCCAA Informal Bid Process by Awarding the Lowest Responsive and Responsible Bid for Asphalt
- 2.11. Approval of Continued Copy Services with uniFLOW Systems
- 3.1. Adoption of Resolution #2324-08 Designating Personnel and Approval of 2024-25 Child Development Services Contract and Continued Funding Application
- 3.2. Ratification of Nonpublic School Master Contract with Sierra School of San Diego Nonpublic School Services
- 3.3. Ratification of Nonpublic Agency Master Contract with Sunbelt Staffing, LLC for Speech Therapy
- 4.1. Personnel, Regular
- 4.2. Approval of Short-Term Services Agreements
- 4.3. Approval of Side Letter Agreement between Santee School District and Santee Teachers Association Regarding Health and Welfare Benefits for the 2023-2024 School Year

**4.4. Acceptance of Report on Certificated Credentials and Assignments for the 2023-2024 School Year**

Member Burns moved approval of Consent Items.

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

**2.9. Update Resolution 1213-03 to Add Maintenance to the California Uniform Public Construction Cost Accounting Act (CUPCCAA) Under the Umbrella of the California Uniform Public Construction Cost Accounting Commission – pulled for separate consideration**

Dr. Marcia Hamilton, Assistant Superintendent of Business Services, explained Resolution No. 1213-03 was adopted during the 2012-13 school year to include only public works and/or construction only. She noted the current addendum included the addition of maintenance. Dr. Hamilton explained maintenance includes routine recurring work for the preservation of facilities (i.e., clearing plumbing lines, minor repainting, landscape maintenance, etc.) and allows the District to follow the same CUPCCA process for informal bidding from \$15,000 to \$200,000, and then the formal bidding process for projects greater than \$200,000. She noted the original resolution has a formal competitive bid limit of \$175,000 and these amounts are updated annually based on inflation. Member Burns moved approval.

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

**E. DISCUSSION AND/OR ACTION ITEMS**

**Superintendent**

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

Superintendent Baranski presented the Region 17 Delegate Assembly Members whose term expires in 2024 and turned to Member Ryan for guidance. Member Ryan noted the candidates they had previously supported were currently still serving and suggested the Board wait to for the ballots to see which other Board members were nominated.

**Business Services**

**2.1. Approval of Monthly Financial Report**

Dr. Marcia Hamilton, Assistant Superintendent of Business Services, presented the monthly financial report for cash and budget revision transactions posted from September 1, 2023 through September 30, 2023. The District ended the month with a cash balance in the General Fund of approximately \$32,924,221, sufficient funds to pay all of the District's financial obligations with internal cash.

Dr. Hamilton noted that in reviewing cash balances for the general fund, the actuals are higher than the projected cash flow. She explained this does not mean the District is receiving more revenue than anticipated, but that it is complicated to determine when the District will receive cash since some of these streams are based on the amount spent. The District anticipated an ending cash balance of approximately \$24,735,585 because salaries/benefits were lower due to vacancies, and it did not pay debt service this month.

Dr. Hamilton noted the budget's change in fund balance continues to deficit spend (expenditures are greater than income). The District is left with a 25.58% projected reserve



**2.3. Approval of Prequalification Questionnaire and Scoring Rubric for the Electric Vehicle Infrastructure Request for Qualifications (RFQ)**

Dr. Marcia Hamilton, Assistant Superintendent of Business Services, noted that in December 2021 the Board approved moving forward with exploring electrification of the bus and white fleets due to new legislation. The project required the District to purchase equipment (chargers and switch gear with breakers), services (commissioning the chargers), and construction of electric vehicle (EV) infrastructure. Dr. Hamilton clarified the item was for contracting out to build (construction only) the EV infrastructure.

She explained the cost exceeds informal bidding and requires the District to pursue formal competitive bidding. Dr. Hamilton noted this type of construction is unique and requires specialties and suggested proceeding with a Request for Qualifications, which allows for vendors to be screened in and/or out to move forward in the formal bidding process.

Dr. Hamilton noted that if the Board approved the prequalification questionnaire and scoring rubric, there was no financial obligation at this time nor an obligation to move forward with the formal bidding process. Member Burns moved approval.

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

**F. BOARD POLICIES AND BYLAWS**

President El-Hajj shared BP 6174 – Education for English Language Learners was being presented for a first reading and asked that the Board contact Administration with any questions.

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

- BP 6174 – Education for English Language Learners

**G. EMPLOYEE ASSOCIATION COMMUNICATION**

Melanie Hirahara, Santee Teachers Association (STA) President, shared concerns with teachers resigning and/or retiring early, having low morale and high levels of stress. Mrs. Hirahara noted the District's inability to hire teachers in junior high and VAPA positions, low applicant pools, and teachers leaving to other districts for better incentives (i.e., free childcare, lower class sizes, health benefits, higher salaries, prep period, insufficient training, etc.). She asked that the District work with the Association on making the District more competitive to assist with hiring and retaining teachers. Member Burns shared that the concerns and/or information being presented could be perceived as topics of discussion for negotiations and asked if junior high teachers were involved in junior high scheduling. Mrs. Hirahara noted she was unaware and would obtain this information. Member Burns noted that in the past, teachers have been involved in the scheduling and were able to successfully include a prep period.

**H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Member Burns noted Carlton Hills students were currently at 6<sup>th</sup> grade camp and shared it was great to see the students' excitement.

President El-Hajj shared attending the Communication Committee meeting, along with Member Burns, and the committee's discussion on the current student dress code. President El-Hajj noted it was great to hear all the exciting things happening District-wide.

Superintendent Baranski inquired on follow-up from their earlier meeting with the Vice Principals and draft staff survey regarding the current student dress code. She shared that once the survey results are compiled, a draft policy will be presented for the Board's review. The Board was also provided with the latest recommendations from the California School Boards Association (CSBA) policy and administrative regulation.

Superintendent Baranski and David MacLeod, Assistant Superintendent of Human Resources/Pupil Services, provided an update on the SBHIP grant and their recent grant meeting.

**I. CLOSED SESSION**


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:* David MacLeod, 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 7:03 p.m.

**J. RECONVENE TO OPEN SESSION**

The Board reconvened to public session at 8:45 p.m. and reported no action was taken.



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Dustin Burns, Clerk



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Dr. Kristin Baranski, Secretary