SANTEE SCHOOL DISTRICT REGULAR MEETING OF THE BOARD OF EDUCATION

March 7, 2017
MINUTES

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

A. OPENING PROCEDURES – 7:00

1. Call to Order and Welcome

President Levens-Craig called the meeting to order at 7:00 p.m.

Members present:

Elana Levens-Craig, President Dianne El-Hajj, Vice President Ken Fox, Clerk

Dustin Burns, Member

Barbara Ryan, Member

Administration present:

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 Levens-Craig invited the audience to recite the District Mission and announced Member El-Hajj would be arriving shortly.

3. Pledge of Allegiance

President Levens-Craig invited Nicholas Balaban, 6th grade student at Carlton Oaks School, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

Member Burns moved approval.

Motion:	Burns	Ryan	Aye	Fox _Aye
Second	Fox	Levens-Craig	Aye	Burns Aye
Vote:	5-0	El-Hajj	Aye	——————————————————————————————————————

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. Claims Against the District
- 1.5. Schedule of Upcoming Events

2. Spotlight on Education: PRIDE Academy

Terry Heck, Principal, and the PRIDE Academy team were present to spotlight the great things happening at their school. Their spotlight video showed how students and staff focus on project-based learning, growing socially, physically, and emotionally. Cameron Faiai, 7th grade student at PRIDE Academy, shared his appreciation of the PRIDE teachers and the positive impact on his academics.

3. Spotlight on Education: Carlton Oaks School

Andy Johnston, Principal, and his Carlton Oaks team were present to spotlight the great things happening at their school. Mr. Johnston acknowledged the student production team for their assistance in creating the video. Their spotlight video focused on literacy, professional development, developing a growth mind set, extending learning opportunities, and a caring community of learners at Carlton Oaks School.

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

President Levens-Craig invited comments from the public on any item listed under Consent.

- 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
- 2.4. Approval of Consultants and General Service Providers
- 2.5. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.6. Authorization/Ratification to Piggyback on Bid for Purchase of Frozen Foods from A&R Foods
- 3.1. Annual Approval of Single Plans for Student Achievement
- 3.2. Approval of Nonpublic School Master Contract with Aseltine School for Nonpublic School Services
- 3.3. Approval of Nonpublic School Master Contract Appendix A with San Diego Center for Children School for Nonpublic School Services
- 4.1. Personnel, Regular
- 4.2. Approval of 2017- 2018 District School Calendar
- 4.3. Adoption of Resolution No. 1617-28 for Non-Reelection of Temporary Certificated Non-Management Employees
- 4.4. Adoption of Resolution No. 1617-29 to Eliminate Classified Non-Management Position and Reduce Work Hours for an Identified Classified Non-Management Employee

Member Ryan moved approval of consent items

Motion:	Ryan	Levens-Craig Aye	Burns Aye
Second		El-Hajj Aye	Ryan Aye
Vote:	5-0	Fox Aye	

E. DISCUSSION AND/OR ACTION ITEMS

Educational Services

1.1. <u>Middle School Elective Application: PRIDE Academy at Prospect Avenue School</u>
Superintendent Baranski shared she was excited to see the elective opportunities being made available to the students. Dr. Stephanie Pierce, Assistant Superintendent, mentioned PRIDE Academy was present to share their middle school elective application; which was part of the LCAP Action/Service steps. She extended a welcome to Terry Heck, Principal, and the PRIDE Academy team.

DiAnn Albert, Vice Principal, shared PRIDE Academy's vision. Ms. Julie Boerman, videography teacher and Ms. Gilly Ryan, digital animation teacher, shared their elective classes are designed to inspire creativity, critical thinking, and problem-solving while exposing all students to a variety of technological, and artistic formats. These lifelong skills are valuable to their project based learning focus at PRIDE. Electives include the following:

- Videography produce and create documentaries based on student interest topics.
- Robotics engineer and code Arduinos to create robotic devices

- Buckets & Brushes students learn drum line basics and create a variety of art pieces using different techniques
- Life Hacks 21st century "Home Economics" explore budgeting, sewing skills, cooking techniques, and other life skills
- Digital Animation from storyboard to animation- students will create digital animations

Ms. Boerman shared that student and community involvement was essential in selecting the electives. She mentioned students were surveyed to select electives of high-interest; and student and parent feedback continue to guide their decisions on what electives will be explored. Students display learning experiences for peers, staff, and family at campus events; and community members visit classes as guest speakers.

Ms. Ryan explained that students use the elective wheel rotation and each Friday, from 11:00-12:15, all students in grades 6-8 rotate through one elective of interest, offered each trimester. She mentioned their goal is for students to be exposed to the career pathway that are offered in high school and beyond; in hope that the students find a passion that they may not have known about.

Vice Principal Albert shared the proposed expenses for the Life Hacks/Buckets & Brushes electives were as follows.

Item	Cost	Quantity	Total
Sewing Machines	\$179.39	12	\$2,152.68
Sewing Machine Carrying Case (Amazon)	\$30.99	12	\$371.88
Sewing kits (Amazon)	\$8.00	50	\$400
Sewing Consumables	\$3000	bulk	\$3000
Drum Sticks	\$4.95 (pair)	50	\$247.50
Electric griddles (amazon)	\$35.00	10	\$350
Mixing bowls	\$19.95	10	\$195.00
Mixing Utensils	\$14.99	10	\$149.90
5 Gallon Buckets (Lowe's)	\$2.98	50	\$149

Proposed expenses for Robotic, Engineering, and Videography electives are as follows.

ltem	Cost	Quantity	Total
Macbooks + cart	\$945 each Cart - \$ 1,075.70	20	\$20,000
Frames Software	\$40.00	20	\$800.00
Electronic Components	\$24.99	35	\$874.65

		Total	\$45,000
Curriculum (various)	\$6,319		\$6,319
Green Screen	\$175	2	\$350
White board table	\$600	16	\$9,600
iPad tripods	\$16.99	10	\$170

Principal Heck shared the site will budget \$10,000 each year to support the successful continuation of the elective courses, including but not limited to:

- Consumables for LifeHacks/Buckets & Brushes
- Purchase of additional technology as needed
- Professional learning support as needed
- Replacement parts for Robotics

Member Burns mentioned he would like to see the students participate in electives more than 1.5 hours a week; and asked that the elective budgets be included as part of the Board item. Member El-Hajj commended PRIDE for the number of elective offerings based on the number of the students and staff. Member Burns moved approval.

Motion:	Burns	Levens-Craig Aye	Burns Aye
Second	Ryan	El-Hajj Aye	Ryan Aye
Vote:	5-0	Fox Aye	

Superintendent

2.1. Water Testing in Santee School District

Superintendent Baranski shared the District contacted the Helix Water District (for Pepper Drive School) and Padre Dam requesting water testing on all of the school campuses. She explained the testing is a 90-day process and expects to receive results by the end of May. Superintendent Baranski shared there were three community inquiries on the testing, based on the media coverage of other districts, and would be communicating with the community and staff on the process. The Board expressed their gratitude towards Superintendent Baranski for providing an update and bringing the item forward for discussion. Member Fox inquired on who performed the testing and the cost. Karl Christensen, Assistant Superintendent of Business Services, explained the water districts would be performing the test at no-cost to the District.

Business Services

3.1. Approval of Second Interim Report

Karl Christensen, Assistant Superintendent of Business Services, shared information about the second interim report. Mr. Christensen explained figures were similar to those presented at the Budget Workshop and highlighted some of the funds. He provided the Board with a Snapshot of All (District) funds.

He explained the Cafeteria Fund 13 (Child Nutrition) showed a deficit of approximately \$336,871 and would bring the project fund balance to approximately \$361,053. Mr. Christensen mentioned he would continue to monitor those funds. He explained that the figures are conservative in revenue estimates and it is likely that it might be higher; and expenditures a bit lower. The projected ending balance for Fund 17 (Special Reserve Fund) is projected to be \$2,926,919; and Special Reserve Fund 40 is projected to have an ending balance of \$3,655,817. He explained Fund 40 is a combination of Hill Creek's Solar Project (approximately \$400,000); Technology Reserve (approximately \$2.9 million); Bus replacement reserve (approximately \$131,000); and Facility Needs Budget (approximately \$188,000) resources. Fund 25 (Capital Facilities) made up of former RDA Funds (that partially pay for the COPs debt service payments); and Renzulli land sale proceeds (approximately \$3.4 million) resources. Enterprise Fund 63 (Project SAFE and

Board of Education, Minutes March 7, 2017 Page 5

Yale) is projected to have a deficit of approximately \$264,834; but will have enough of an ending fund balance to absorb the deficit. Mr. Christensen mentioned Administration is looking at various options for addressing the issue because those are structural deficits (where ongoing expenditures are exceeding their ongoing revenue).

Mr. Christensen explained the Projected Budget Summary (multi-year projection) showed the reserve percentages are decreasing. He explained the 2016-17 reserve percentage was projected at 18.83%; it decreased to 15.67% in 2017-18; and 9.32% in 2018-19. Mr. Christensen explained that the reserve percentage in 2019-20 was estimated at 3.71%. He mentioned this was not part of the Second Interim; but would be part of the budget when adopted. Mr. Christensen mentioned these were conservative estimates. He explained that the Estimated Structural Surplus (Deficit), where the District's ongoing expenditures start to exceed ongoing revenues, showed an estimated deficit of \$1,448,263 in 2017-18; \$2,335,809 in 2018-19; and increasing to \$3,324,278 in 2019-20.

2016-17

Snapshot All Funds

LN#	Description	Unrest	General Fund	Ttl	Child Dev Fund 12	Cafeteria Fund 13	Deferred Maint Fund 14	Special Reserve Fund 17	Special Reserve Fund 40
1	INCOME:								
2	LCFF Sources	51,425,639	257,341	51,682,980	0	0	0		
3	Federal Revenue	50,000	2,352,038	2,402,038	0	1,570,070	0		46,069
4	Other State Revenue	2,573,908	1,125,169	3,699,077	262,959	113,215	0		
5	Other Local Revenue	981,844	3,776,233	4,758,077	226	680,600	2,032	24,900	15,000
6	Interfund Transfers In	20,170	0	20,170	0	0	535,000		1,544,405
7	Other Sources	C	0	0	0	0			
8	Total Income	55,051,561	7,510,782	62,562,343	263,185	2,363,885	537,032	24,900	1,605,474
9	OUTGO:								
10	Certificated Salaries	25,126,919	5,536,272	30,663,191	72,503				
11	Classified Salaries	5,741,412	3,193,846	8,935,258	92,422	976,854	1,737		
12	Employee Benefits	8,164,271	2,638,420	10,802,691	44,618	238,856	200		
13	Books and Supplies	5,278,699	1,326,355	6,605,054	27,234	1,132,212			
14	Services, Other Operating Expenses	3,211,093	1,663,124	4,874,217	9,033	116,580	124,223		472,978
15	Capital Outlay	571,329	881,138	1,452,467	0	115,000	747,872		297,470
16	Other Outgo	920,465	44,555	965,020	0				236,809
17	Transfers of Indirect/Direct Costs	-760,067	621,458	-138,609	17,355	121,253			
18	Interfund Transfers Out	1,599,831	0	1,599,831					
19	Other Uses	C	0	0	_				
20	Contributions to Restricted Programs	7,703,187	-7,703,187	0	0	0			
21	Total Outgo	57,557,138	8,201,981	65,759,119	263,165	2,700,756	874,032	0	1,007,257
22	Change in Fund Balance	-2,505,577	-691,199	-3,196,777	20	-336,871	-337,000	24,900	598,217
23	Projected Beginning Fund Balance	12,665,955	966,446	13,632,401	4,558	697,923	337,000	2,902,019	3,057,600
24	Projected Ending Fund Balance	10,160,378	275,247	10,435,624	4,578	361,053	0	2,926,919	3,655,817
25	Committed Fund Balance	0	0	0			0		
26	Non-Spendable Fund Balance	450,697		450,697		55,481			
27	Restricted Fund Balance	C	275,247	275,247	4,578	305,572			3,655,817
28	Assigned Fund Balance	251,095		251,095					
29	Unassigned - Economic Uncertainty	1,972,774	. 0	1,972,774				2,926,919	
30	Remaining Unassigned	7,485,812	0	7,485,812	0	0	0	0	0

LN#	Description	Building Fund 21	Capital Facilities Fund 25	County School Facilities Fund 35	Enterprise Fund 63	Yale	Project SAFE
1	INCOME:						
2	LCFF Sources						
3	Federal Revenue						
4	Other State Revenue						
5	Other Local Revenue	0	448,686	7	2,801,927	780,074	2,021,853
6	Interfund Transfers In	0	55,426		0	0	0
7	Other Sources		0				
8	Total income	0	504,112	7	2,801,927	780,074	2,021,853
9	OUTGO:				j		
10	Certificated Salaries				0		0
11	Classified Salaries		0		1,974,062	597,976	1,376,086
12	Employee Benefits		0		569,409	181,196	388,213
13	Books and Supplies	0	0		191,942	53,330	138,612
14	Services, Other Operating Expenses	0	18,960		311,178	86,204	224,974
15	Capital Outlay	0	133,729	7			
16	Other Outgo		316,472				
17	Transfers of Indirect/Direct Costs						
18	Interfund Transfers Out		0		20,170		20,170
19	Other Uses				0	0	0
20	Contributions to Restricted Programs						
21	Total Outgo	0	469,161	7	3,066,761	918,706	2,148,055
22	Change in Fund Balance	0	34,951	0	-264,834	-138,632	-126,202
23	Projected Beginning Fund Balance	0	3,759,549	0	1,078,240	354,422	723,818
24	Projected Ending Fund Balance	0	3,794,500	0	813,406	215,790	597,616
25	Committed Fund Balance						
26	Non-Spendable Fund Balance						
27	Restricted Fund Balance	0	3,794,500	0	813,406	215,790	597,616
28	Assigned Fund Balance						
29	Unassigned - Economic Uncertainty						
30	Remaining Unassigned	0	0	0	0	0	0

Projected Budget Summary

2016-17 2nd Interim

	2015	-16	2016	-17	2017-	18	2018-	19	2019	-20
Item	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Beginning Fund Balance	9,375,822	684,398	\$12,665,955	\$986,446	\$10,160,378	\$275,247	\$7,716,367	\$45,000	\$3,877,050	\$45,000
Audit Adjustments	0			i		ı				
Total income	\$54,273,103	\$7,776,718	\$55,051,561	\$7,510,782	\$53,895,742	\$6,891,398	\$54,794,461	\$6,899,564	\$56,117,426	\$6,899,564
Total Outgo	\$50,982,969	\$7,494,670	\$57,557,138	\$8,201,981	\$56,339,752	\$7,121,645	\$58,633,778	\$6,899,564	\$59,756,704	\$6,899,565
Change in Fund Balance	\$3,290,133	\$282,048	(\$2,506,677)	(\$691,199)	(\$2,444,011)	(\$230,347)	(\$3,839,317)	\$1	(\$3,639,278)	(\$1
Ending Fund Balance	\$12,665,955	\$966,446	\$10,160,378	\$275,247	\$7,716,367	\$45,000	\$3,877,050	\$45,000	\$237,772	\$45,000
Total Reserves	\$14,298,727	73,444,100	\$12,385,504		\$9,941,872	j	\$6,107,128		\$2,471,815	
Reserve as % of Expenditures	24.45%		18.83%	ļ	15.67%		9.32%	1	3.71%	
Assumed LCFF [Base On		ADA changes):	Amount 5.36% 3.89%	<u>Value</u> \$2,624,242 \$1,905,135	Amount 1.34% 1.03%	Value \$696,358 \$535,929	Amount 2.30% 1.91%	<u>Value</u> \$1,208,614 \$1,006,704	Amount 2.46% 2.14% 4.05%	Value \$1,322,963 \$1,150,151 \$2,182,125
*Included Annual No Estimated Structural Surplus(Defi	rmal Cost Increase In cit): \$3,502,345	pact to Unr GF:	4.26% \$593,956	\$2,085,295	4,40%	\$2,288,471	4.05%	\$2,135,240	(53.324.278)	32,102,123
Estimated Structural Surprisquent	The second secon	GAP Funding:	55.28%	G:SSC	23.67%		34.42%		35.88%	
		erve Equivalent:			634,453		655,271		666,257	
	The second secon	LCFF Increase:	493,364		519,606		526,570		538,656	
	1% Salary Incre	ease Equivalent:	425,909		440,317		454,881		466,725	

Board of Education, Minutes March 7, 2017 Page 7

Member Ryan moved approval.	Member	Ryan	moved	approval.
-----------------------------	--------	------	-------	-----------

Motion:	Ryan	Levens-Craig	Aye	Burns	Aye
Second	Fox	El-Hajj	Aye	Ryan	Aye
Vote:	5-0	Fox	Aye		

3.2. Approval of Monthly Financial Report

Mr. Christensen presented the financial report for budget revisions and cash transactions through January 31, 2017. He explained the District ended the month with a general fund cash balance of approximately \$15.5 million and the District will be able to meet all financial obligations with internal cash through the end of the fiscal year. He clarified the budget revision report was the same as that presented for the 2nd Interim Report. Member El-Hajj moved approval.

Motion:	El-Hajj	Levens-Craig	Aye	Burns Aye
Second	Burns	El-Hajj	Aye	Ryan Aye
Vote:	5-0	Fox	Aye	

3.3. <u>Award of Contract to A.P. General Corporation for Bid #1617-075-001, Eight Shade</u> Structures at Five School Sites

Mr. Christensen mentioned the District received seven (7) bids for the Shade Structure Replacement Project. He explained the lowest bid was \$426,000 from AP General Corporation. Mr. Christensen mentioned that after factoring in soft costs, it generates a project budget estimate of \$625,000; well below the \$850,000 estimate provided to the Board last September. Member Burns inquired if the funds being used were being used from the Renzulli land sale. Mr. Christensen confirmed they were Renzulli funds. Member Burns moved approval.

Motion:	Burns	Levens-Craig	Aye	Burns Aye
Second	Ryan	El-Hajj	Aye	Ryan Aye
Vote:	5-0	Fox	Aye	

3.4. Approval of Agreement with Hendrix California School Construction Services for Inspector of Record and Staff Extension Services for the Shade Structure Replacement Projects at Five Schools

Mr. Christensen explained that in order to initiate construction for the shade structure replacement project, it was necessary to procure the services of a DSA inspector of record. He mentioned Administration recommended contracting Hendrix California School Construction Services for inspector services. Member Burns moved approval.

Motion:	Burns	Levens-Craig	Aye	Burns Aye
Second	Ryan	El-Hajj	Aye	Ryan Aye
Vote:	5-0	Fox	Aye	

3.5. Approval to Contract with Ninyo & Moore for Materials and Testing Lab Services for the Shade Structure Replacement Projects at Five Schools

Mr. Christensen explained in order to initiate construction for the shade structure replacement project, it was necessary to procure services for materials testing. He mentioned administration recommended contracting Ninyo & Moore for construction testing services. Member Burns moved approval.

Motion:	Burns	Levens-Craig	Aye	Burns Aye
Second	Ryan	El-Hajj	Aye	Ryan Aye
Vote:	5-0	Fox	Aye	

3.6. Restroom Access for Sports Leagues

Mr. Christensen mentioned that at the last meeting, the Board gave direction to research and explore options for providing restroom access for leagues using the District's joint-use fields. He provided the Board with a matrix detailing restroom configurations and possible options. Mr. Christensen illustrated an aerial view of the schools while explaining the matrix. Upon discussion, it was determined that there would be a cost and/or impact to the District and it was suggested that the leagues provide their own restroom access to their participants.

F. BOARD POLICIES AND BYLAWS

1.1. First Reading New BP 3470: Debt Issuance and Management

BP 3470 Debt Issuance and Management was presented for a first reading. BP 3470 will return to the next meeting for a second reading and request for approval.

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski shared registration for the annual Honoring Our Own was available and inquired on the Board's attendance. She mentioned a follow-up email would be sent.

Superintendent Baranski mentioned the District's HVAC replacement project was approaching and shared a project timeline. She explained the June, July, and August meetings would be held at Rio Seco School. Superintendent Baranski mentioned appropriate notification would be provided on the location change.

Member Ryan provided an update on the upcoming legislative visits on March 22. She shared visits with Senator Anderson, Assemblyman Voepel, and Education Committee Members Webber and Chavez were confirmed. The visit with Todd Gloria was still pending. The Board reviewed and discussed legislative goal priorities and determined that in the interest of time, they would focus on STRS/PERS increases and Reserves Cap.

H. CLOSED SESSION

President Levens-Craig announced that the Board would meet in closed session for:

- 1. Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- 2. Conference with Legal Counsel Existing Litigation (Govt. Code § 54956.9)
 - OAH Case No. 2017010855
- 3. Conference with Labor Negotiator (Govt. Code § 54957.6)

Purpose: Negotiations

Agency Negotiator: Tim Larson, Assistant Superintendent Employee Organization: Santee Teachers Association (STA)

4. Conference with Labor Negotiator (Govt. Code § 54957.6)

Purpose: Negotiations

Agency Negotiator: Tim Larson, Assistant Superintendent

Employee Organization: Classified School Employees Association (CSEA)

5. Public Employee Performance Evaluation (Govt. Code § 54957)

Superintendent

The Board entered closed session at 8:40 p.m.

I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:20 p.m. and reported that the following actions were taken.

It was move by Member Ryan, seconded by Member El-Hajj, to release Administrative Employee #: 542886 from a Principal position (204 days) and reassign them as Classroom Teacher (K-8) (185 days) pursuant to Education Code section 44951, effective at the end of the 2016-17 school year, and directed the Superintendent or designee to send out appropriate legal notices.

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

It was moved by Member Ryan, seconded by Member El-Hajj to reach a settlement in special education dispute, OAH #: 2017010855, regarding a student's special education program. The agreement involved a release of potential District liability.

Board of Education, Minutes March 7, 2017 Page 9

Motion:RyanLevens-CraigAyeBurnsAyeSecondEl-HajjAyeRyanAyeVote:5-0FoxAye

J. ADJOURNMENT

With no further business, the regular meeting of March 7, 2017 was adjourned.

Ken Fox. Clerk

Kristin Baranski, Secretary