

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

May 3, 2016
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 7:00 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. Cathy Pierce, 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 invited the audience to recite the District Mission.
3. **Pledge of Allegiance**
President Ryan invited Dan Prouty, Coordinator of Instructional Technology, and Josh Prouty, 3rd grade student, to lead the members, staff, and audience in the Pledge of Allegiance.
4. **Approval of Agenda**
President Ryan mentioned there were corrections on two items and revised copies had been provided to the Board. Member Burns moved approval with revisions.

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

B. REPORTS AND PRESENTATIONS

1. **Superintendent's Report**
 - 1.1. Developer Fees Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report
 - 1.4. Schedule of Upcoming Events
2. **Spotlight on Education: Special Student Recognition**

Mimi McGinty, Director of Special Education, introduced students from the special education program to be honored for overcoming obstacles and challenges to make outstanding strides in learning:

Cajon Park: Jeremy Alcazar	Pepper Drive: Shayla Johnson
Carlton Hills: Derin Barzangi	PRIDE Academy: Parker James
Carlton Oaks: Loren Bloom	Rio Seco: Corey Beaver
Chet F. Harritt: Will Sinclair	Sycamore Canyon: Ella Keefe
Hill Creek: Hailey Ellison	

3. Spotlight: Special Education Program

Mimi McGinty, Director of Special Education, shared her first goal upon joining the District was to understand the culture of the Special Education. She met with all of the special education staff and conducted a parent forum that helped in establishing goals for 2016-17. These goals included increasing specialized academic curriculum to increase student achievement and progress in IEP goals; increase professional development for special educators and instructional assistants; and mainstreaming for students in special day classes and preschool. Ms. McGinty shared a video that demonstrated the early beginnings of her goals.

C. PUBLIC COMMUNICATION

President Ryan invited members of the audience to address the Board about any item not on the agenda. There were no public comments.

D. CONSENT ITEMS

President Ryan 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. Adoption of Resolution No. 1516-25 Requesting Temporary Transfer of Funds
- 2.7. Approval of Interdistrict Attendance Agreements
- 2.8. Adoption of Resolutions Authorizing Specific Designated Agents
- 2.9. Approval/Ratification of Customer Agreement with County Of San Diego for Maintaining Radios on the Regional Communication System
- 3.1. Approval of Personnel Agreement with Grossmont Union High School District for the 2016-17 Santee School District Spanish I Program
- 4.1. Personnel, Regular
- 4.2. Approval of Medi-Cal Administrative Activities (SMAA) Agreement with Orange County Department of Education
- 4.3. Approval of Shared Classroom Teaching Assignments for 2016-2017
- 4.4. Adoption of Resolution No. 1516-24 to Layoff/Eliminate Classified Non-Management Positions
- 4.5. Approval of New Job Description for Director, Assessment and Learning Support
- 4.6. Approval to Replace the Current Director, Instructional Technology Job Description with New Director, Instructional Technology Job Description
- 4.7. Approval of Short Term Positions

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>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>		

E. DISCUSSION AND/OR ACTION ITEMS

President Ryan announced the order of the Discussion and/or Action Items 1.1. and 1.2. would be reversed as a courtesy to those in attendance.

Superintendent

1.2. Appointment of Personnel: Appointment of Personnel: Director, Instructional Technology; Director, Assessment and Learning; and Vice Principal

Superintendent Pierce mentioned she was recommending the appointment of Bonner Montler to Director, Assessment and Learning; Dan Prouty to Director, Instructional Technology; and Kristen Bonser to Vice Principal. Member El-Hajj expressed her gratitude to Mr. Montler, Mr. Prouty, and Ms. Bonser for their dedication and moved approval of their appointments.

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

1.1. Update on Long Term Debt Refinancing

Mr. Christensen mentioned that in November of last year, the Board authorized a Long-Term Debt restructuring plan in order to produce savings in debt service costs. The plan included refunding of Certificates of Participation (COPs) and several General Obligation (GO) bond issues. He shared the initial plan had been completed and resulted in \$11.6 million in savings for the General Fund for the COPs to be experienced starting in 2043; and \$21.9 million in savings for property owners relating to GO bond savings. Mr. Christensen mentioned Dale Scott had been serving as the District's financial advisor for these transactions and was present to provide an update; and also discuss some possible next steps for additional refunding and reauthorization of remaining GO bonding authority that cannot currently be accessed due to Assessed Valuation limitations.

Mr. Scott explained that the estimated savings in the refunding of the 2008 COPs was initially estimated at \$6,942,243. However, the actual net savings was \$11,584,701. He mentioned the estimated savings in the CAB refunding was estimated at \$11,627,592; and the final savings was \$21,934,000. Mr. Scott proceeded to present information on General Obligation Reauthorization Bonds. He explained alternatives were as follows: 1) Conventional Bonds Repaid Over 25 Years; 2) Higher Short-Term Tax Rates Result in Lower Interest Costs; 3) Multiple Short-Term Bonds Result in Low Interest Costs. He explained Alternatives 2 and 3 could save District taxpayers up to \$5.7 million. Mr. Scott went through a pre-election timetable with the Board; and mentioned if there was interest, the District needed to move quickly to place the item on the November ballot.

President Ryan mentioned the item was listed as informational and action was at the discretion of the Board. She inquired on the Board's interest in having Mr. Scott's options further explored, campaign costs, etc. Member Burns mentioned he did support Alternative 1 and suggested looking and reevaluating the District's needs. Mr. Christensen referenced a handout that included the remaining CIP projects with estimated construction costs. Upon discussion the Board asked Mr. Scott to explore the District's options and bring back the information to the Board.

Business Services

2.1. Approval of Monthly Financial Report

Mr. Christensen provided the financial report for cash and budget transactions through March 31, 2016. The month of March ended with a general fund cash balance of approximately \$11 million and the District will be able to meet all financial obligations with internal cash this fiscal year. Mr. Christensen explained the budget revisions report were similar in projected outcome to last month's report. He explained the District is expected to end the year with a surplus in the Unrestricted General Fund of approximately \$375,000, and an ending reserve percentage of 19.8%. For the subsequent years, based on Second Interim assumptions, the District is projecting a drop in the ending reserve percentage to 15.56% in 2017-18; and these assumptions will be revised with the presentation of the 2016-17 Adopted Budget which will incorporate assumptions from the May Revise. Member Burns moved approval.

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

2.2. Approval of Eighteenth Amendment to Lease/Leaseback Agreement with Balfour Beatty Construction and Guaranteed Maximum Price for Pepper Drive School HVAC Upgrades Project

Mr. Christensen mentioned that at the previous Board meeting, Administration presented information on the latest bids and estimated project costs for the Pepper Drive HVAC project. Based on those estimates, the District needed to identify an additional \$700,000 in local funds to complete the project. Administration presented ideas for using a combination of Fund 40 Facility Needs funds and approximately \$500,000 of the Renzulli land sale proceeds. The Board asked for Administration to develop a proposed payback plan for reimbursing the Renzulli funds and also asked for an update on remaining CIP projects. Mr. Christensen made reference to handouts that

pertained to the Pepper Drive HVAC Project Lease-Lease Back Amendment. These included 1) Final GMP; 2) Estimated Project Costs; 3) Renzulli Payback Plan; and 4) Remaining CIP Projects. He clarified the item was for the Board to take action on approving the Lease-Lease Back Amendment with the Guaranteed Maximum Price for the project; and direction on the Renzulli Payback Plan that was being presenting. The Renzulli payback plan included interest, payback from deferred maintenance, and payback from general fund electricity savings. The plan showed the Renzulli funds would be paid back in 2021-22; with a remaining balance of approximately \$31,588.

Member Burns mentioned he did not support using Renzulli funds for the project. He clarified he supported the project; but he did not support the proposed funding plan. Member Burns mentioned that in the past, the District had requested bids for projects that ended up being higher than originally projected. He suggested that staff be very thorough and cautious when bids are solicited. Upon discussion, Member El-Hajj moved approval.

Motion:	<u>El-Hajj</u>	Ryan	<u>Aye</u>	Fox	<u>Aye</u>
Second	<u>Ryan</u>	Levens-Craig	<u>Aye</u>	Burns	<u>No</u>
Vote:	<u>4-1</u>	El-Hajj	<u>Aye</u>		

2.3. Approval of Agreement with Hendrix California School Construction Services For Inspector of Record and Staff Extension Services for the Pepper Drive School HVAC Upgrades Project

Mr. Christensen explained that in order to complete the Pepper Drive School HVAC Project, it is necessary to contract for Inspector of Records services. He explained Don Hendrix had provided Inspector of Record services for many of the Districts CIP and construction projects and Administration recommended contracting with Hendrix California School Construction Services for this project. Member El-Hajj moved approval.

Motion:	<u>El-Hajj</u>	Ryan	<u>Aye</u>	Fox	<u>Aye</u>
Second	<u>Fox</u>	Levens-Craig	<u>Aye</u>	Burns	<u>No</u>
Vote:	<u>4-1</u>	El-Hajj	<u>Aye</u>		

2.4. Rejection of All Bids for District Office HVAC/Ceiling/Lighting Replacement Project

Mr. Christensen explained the District advertised for bids for the District HVAC Project and received four (4) bids. The lowest bid, when added to the estimated soft costs, produced an estimated project cost of over \$440,000. He explained this would require an infusion of over \$100,000 in additional local funds, beyond the \$172,000 already estimated, in order to complete the project. Mr. Christensen mentioned Administration recommended rejecting all bids. He explained Administration would conduct further research on methods for maximizing Prop 39 Energy Efficiency Funds in order to try and reduce the local funding amount required. Member Burns moved approval.

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

Educational Services

3.1. 2016-17 Local Control Accountability Plan Annual Update Action for Counselor/Social Worker Service

Dr. Stephanie Pierce mentioned the information being presented was at the request of the Board and shared some talking points for the Counselor/Social Workers Action Step. She explained the District currently has 3.0 FTE counselors/social workers and a .40 FTE that was added temporarily with receipt of the McKinney Vento Homeless grant that expires in 2018; for a total of 3.40 FTE. Dr. Pierce shared the funding configuration. She mentioned the District is in the process of obtaining approval for the use of Santee Empowerment carryover funds of approximately \$80,000 in 2016-17. If approved, the carryover may fund ~0.50 FTE of a Counselor/Social Worker for one more year. However, the outcome is still unknown. Mr. Christensen clarified that the General Fund would need to absorb the cost of a minimum of

\$50,000 or perhaps as much as \$100,000 in 2016-17 to maintain existing staffing levels. Beginning in 2017-18, the General fund would pick up the cost of 1.0 FTE additional Counselor/Social Worker with the expiration of the grant. It is estimated that the cost of adding 1.0 FTE Counselor/Social Worker is approximately \$85,000. Mr. Christensen mentioned that since the carryover approval is still unknown, the District was taking a conservative approach and including the cost in the adopted budget.

President Ryan suggested waiting until the May Revise was presented before making any decisions. Member Burns mentioned his priority was to have a counselor for every two schools; based on the input he had received from parents and staff. He inquired on the possibility of prioritizing the needs presented in the LCAP to fund additional counselors.

Member Levens-Craig inquired on a timeline. Mr. Christensen mentioned the LCAP draft was being presented to the various stakeholders in the upcoming days. He shared some districts are presenting their LCAP action steps and stating they are contingent upon funding. Member Burns mentioned it was acceptable to include contingent upon funding. However, he still wanted the District to explore funding additional counseling services. He motioned to include a total of five (5) counselors plus the 0.40 FTE to the LCAP; stipulating it is contingent upon funding.

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

Human Resources/Pupil Services

4.1. Approval of Declaration of Need for Fully Qualified Educators

Tim Larson explained this item was an annual declaration certifying that a diligent search to recruit a fully prepared teacher for the assignments(s) would be conducted and if a fully prepared teacher is not available, the District will make a reasonable effort to recruit based on the priority requirements stated in the declaration. Member El-Hajj moved approval.

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

F. BOARD POLICIES AND BYLAWS

1.1. Second Reading: Revised Board Policy 1250 – Visitors/Outsiders and Exhibit A - Code of Conduct for Parents and Visitors

Revised Board Policy 1250 – Visitors/Outsiders and Exhibit A – Code of Conduct for Parents and Visitors was presented for a second reading and approval. Member El-Hajj moved to adopt Revised Board Policy 1250 – Visitors/Outsiders and Exhibit A – Code of Conduct for Parents and Visitors.

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

1.2. Second Reading: New Board Policy 6170.1, Transitional Kindergarten

Board Policy 6170.1, Transitional Kindergarten was presented for a second reading and approval. Member Burns moved to adopt Board Policy 6170.1, Transitional Kindergarten.

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

1.3. Second Reading: Revised Board Policy 5111, Admission

Board Policy 5111, Admission was presented for a second reading and approval. Member Burns moved to adopt Board Policy 5111, Admission.

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

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce shared ice cream sundaes would be served at the schools the following week in honor of Staff Appreciation Week; and the District was holding the annual classified luncheon at the District Office on Monday, May 16. She presented the schedule and asked the Board to join in the celebration as their schedules permitted. Superintendent Pierce shared a draft of the working agenda and honoree announcement for Salute to Excellence. President Ryan asked that former Board members and retirees be acknowledged; and if possible a PowerPoint with pictures from prior years. Superintendent Pierce inquired on canceling the July 19 Board meeting. Member Ryan shared her concerns with canceling the meeting. Upon discussion, the Board agreed to keep the July 19 meeting. Superintendent Pierce shared a copy of the promotion schedule and history of the Board's attendance to prior ceremonies. The Board held a discussion on their preferences and availability and selected their promotion assignments. Member Burns asked that Principals coordinate next year's promotion dates to allow for a Board representative to be in attendance at each ceremony.

Member Burns shared that at the last meeting, he had inquired on school budgets. He explained the inquiry came after staff made comments about not having funds to purchase basic supplies. Member Burns mentioned he understood some schools carryover monies because they have a plan on using it to purchase larger items, etc. However, he suggested the Board review school budgets and inquire on the purpose for their carryover. Member Burns inquired on meeting with the Student Success Program (SSP) staff to discuss current student expectations. The Board agreed there was a need to meet and asked that an information meeting be scheduled with SSP staff.

Member Levens-Craig inquired on sending an email, on behalf of the Board, for staff appreciation week. She mentioned she thought this would be appropriate since most of the Board would not be able to go to their sites to help with the ice cream sundaes. The Board liked the idea and asked that she work with the Superintendent's Office on the email. Member Levens-Craig shared Cajon Park is working on a United Way grant with a "trauma informed" approach and mentioned visiting Cherokee Point Elementary to view their program. She extended invitation to the Board and Administration to the 2016 Concert at the Lake on July 30, a fundraiser by the Santee Lakeside Rotary Foundation. Member Levens-Craig explained 10th grade students are interviewed and if selected, are mentored by Rotarians throughout their junior and senior years in high school. Upon their successful graduation from high school, Rotary pays for their college tuition for two years.

H. CLOSED SESSION

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

1. **Public Employee Discipline/Dismissal/Release** (Gov. Code § 54957)
2. **Conference with Legal Counsel – Anticipated Litigation** (Gov. Code § 54956.9)
- One Case
3. **Conference with Labor Negotiator** (Gov. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Karl Christensen, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)
4. **Conference with Labor Negotiator** (Gov. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Karl Christensen, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)

5. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)

Property:

- *Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)*
- *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*
- *Property adjacent to 9219 Fenway Road, Santee, CA 92071 located at 10201 Settle Road, Santee, CA 92071 (Sycamore Canyon School)*

Agency Negotiator: Karl Christensen, Assistant Superintendent

6. **Public Employee Performance Evaluation** (Govt. Code § 54957)

Superintendent

The Board entered closed session at 9:11 p.m.

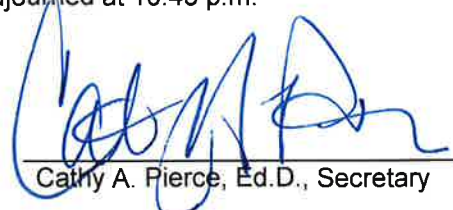
I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:45 p.m.

J. ADJOURNMENT

With no further business, the regular meeting of May 3, 2016 adjourned at 10:45 p.m.


Dianne El-Hajj, Clerk


Cathy A. Pierce, Ed.D., Secretary