

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

June 20, 2017  
**MINUTES**

Cajon Park School  
Multi-purpose Room  
10300 Magnolia  
Santee, California

**A. OPENING PROCEDURES**

**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.

**3. Pledge of Allegiance**

President Levens-Craig invited, Lori Meaux, teacher at Carlton to lead the members, staff, and audience in the Pledge of Allegiance.

**4. Approval of Agenda**

Member Burns moved approval.

<i>Motion:</i>	<u>Burns</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>		

**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: Transportation Department Update**

Karl Christensen, Assistant Superintendent of Business Services, reported there were many exciting things happening in the Transportation Department this year; and mentioned Charlie Myers, Director of Transportation, was present to provide the Board with an update of their services and growth initiatives.

Mr. Myers invited Candy Byerly and Veronica Ahumada to join in his presentation. He shared Ms. Byerly had attended an intense three-week school bus instructors academy in Sacramento. Mr. Myers mentioned having two school bus driver instructors has enabled them to train four bus drivers with approximately 50-hours of training (with 20 hours being behind the wheel); and provide the necessary 10-hours of additional training required of each of the bus drivers to maintain their certification.

Ms. Byerly shared that during the 2016-17 school year, over 700 students used the District's transportation services; a 30% increase over the 2015-16 school year. She mentioned this did not include all the extra services the department provides. Ms. Ahumada shared transportation used to be a two-season service. However due to an increase in population, programs, and out-of-district transportation, services are now a four-season department; working year round. Ms. Byerly mentioned one of the newest developments is a partnership with YMCA; she mentioned the department will be providing summer transportation for them; in addition to the annual agreements with East County Boys and Girls Club, and the Santee Teen Center. Ms. Byerly noted this was a great opportunity for the District to offer further employment hours for the drivers and quality transportation to the students. Ms. Ahumada discussed the changes in bus driver configurations; and mentioned the increase has afforded the opportunity to offer additional services. She shared the wave of retirements in the 2015-16 school year was a challenge to the department. However, the guaranteed hours and professional training has replenished the employee pool with quality employees excited to be part of the Santee team.

School Year	# of Drivers	Total Driver Permanent Hrs/Day	Service Scope
2014-15 (end of year)	13	76.00	<ul style="list-style-type: none"> <li>• 9 District schools</li> <li>• 7 NPS</li> <li>• BGC and Teen Center</li> </ul>
2015-16 (as of May 2016)	10 (2 Open and Unfilled)	72.00	<ul style="list-style-type: none"> <li>• 9 District schools</li> <li>• 7 NPS</li> <li>• BGC and Teen Center</li> </ul>
2016-17 (end of Year)	13 Bus Drivers 2 Van Drivers (2 sub drivers)	83.00 Van Driver 11.00	<ul style="list-style-type: none"> <li>• 9 District schools</li> <li>• 8 NPS</li> <li>• BGC and Teen Center</li> </ul>

Ms. Byerly attributed much of the department's success to Bruce Virgilio, the heavy-duty diesel mechanic. Mr. Virgilio maintains 27 buses, and 29 vehicles for Maintenance & Operations, Child Nutrition, and Technology departments, in addition to numerous small engine equipment.

Mr. Myers mentioned the recently purchased 76-passenger busses have seatbelts, provide twice the fuel mileage, and are air-conditioned; with one bus having an automatic tire chains (which will be handy when students are transported to six-grade camp). He shared the District would be obtaining an additional bus through a grant from the Air Pollution Control District. Mr. Myers mentioned this bus would also be equipped with air conditioning, seat belts, and automatic tire chains. He shared these busses will make a great improvement in safety, community recognition, and driver retention.

Mr. Myers shared the newest addition of white-fleet vehicles. He mentioned the District replaced four of the Maintenance & Operations trucks with modern pick-ups that have utility boxes, lift gates, racks, etc. Mr. Myers mentioned a Ford E-350 van, replaced an older van, that will be shared by the Warehouse, Technology and Child Nutrition departments. He mentioned he was in the process of applying for a grant to replace an older Massey Ferguson tractor. Mr. Myers explained the tractor suffered a loss and the insurance company replaced the tractor with a newer model, with minimal cost to the District.

Mr. Myers shared the department is looking into ways of improving student safety during loading and unloading at Pepper Drive School and other schools; similar to the modifications done at Rio Seco and Carlton Oaks schools. He shared that with the help of Administration and staff, the Transportation Department has made great strides this year and hopes to make more great things happen in the coming year.

The Board commended Mr. Myers and his staff for their great work. Member Burns inquired on the current use of busses without seatbelts; and if the bus driver training requirements differed for a bus with seatbelts. Mr. Myers explained the training did not differ, only the responsibility of the driver. He explained the driver has to make the children aware of the seatbelts; and it is the student's choice to wear them. Member Burns mentioned there had been concerns about the

driver being injured and not being able to assist the children with the removal of the seatbelts; and the seatbelts being used as weapons. Mr. Myers explained seatbelts were currently only being used on the special education busses, as mandated by law. Ms. Byerly explained the busses are equipped with three-point seatbelts (with a shoulder attachment with retractors) that make it difficult to use as a weapon; and the seatbelt manufacturers have safety standards that must enable students to release the seatbelt.

### **C. PUBLIC COMMUNICATION**

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

### **D. PUBLIC HEARING**

#### **1. Use of Education Protection Account Funds for 2017-18**

President Levens-Craig opened the public hearing on the Use of Education Protection Account Funds for 2017-18. She explained the District estimates it will receive \$7,817,368 in Education Protection Account (EPA) funds for the 2017-18 fiscal year. Adoption of Resolution #1617-49 designates that these funds will be used to pay a portion of unrestricted certificated teacher salaries as more fully described in Agenda Item E.2.8. In accordance with the provisions of Proposition 30, the District must hold a public hearing signifying the use of EPA funds. There were no comments. The public hearing was closed.

### **E. 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 Expenditure Warrants**
- 2.3. **Approval/Ratification of Purchase Orders**
- 2.4. **Approval/Ratification of Revolving Cash Report**
- 2.5. **Acceptance of Donations**
- 2.6. **Approval of Consultants and General Service Providers**
- 2.7. **Approval of 2017-18 Student Accident Insurance**
- 2.8. **Adoption of Resolution No. 1617-49 Designating Use of Education Protection Account Funds for 2017-18**
- 2.9. **Approval of Agreement with Loomis to Provide Armored Car Service**
- 2.10. **Approval/Ratification of Agreement with YMCA of San Diego County to Provide Transportation Services for their Summer Camp Program**
- 2.11. **Authorization to Contract with Hollandia Dairy For Procurement of Milk and Milk By-Products For the 2017-18 Fiscal Year through the North County Educational Purchasing Consortium**
- 2.12. **Award of Bids for Painting at Cajon Park, Carlton Oaks, Chet F. Harritt and PRIDE Academy – pulled for separate consideration**
- 2.13. **Award of Bids for Reroofing at Cajon Park and Prospect Avenue Preschool and Rejection of All Bids for the Educational Resource Center (ERC) and Sycamore Canyon**
- 2.14. **Approval of Agreement for Mileage Reimbursement In Lieu of District Transportation**
- 3.1. **Approval of Nonpublic School Master Contract with Asetline School for Children Nonpublic School Services**
- 3.2. **Approval of Nonpublic School Master Contract with San Diego Center for Children Nonpublic School Services**
- 3.3. **Approval of Nonpublic School Master Contract with Stein Center for Nonpublic School Services**
- 3.4. **Approval of Nonpublic Agency Master Contract with Coast Music Therapy**
- 3.5. **Approval of Nonpublic Agency Master Contracts with North County Family Counseling Specialists for Individual Therapy**
- 3.6. **Approval of Nonpublic Agency Master Contract with Xcite Steps ABA Agency**
- 3.7. **Approval of Nonpublic Agency Contract with Maxim Healthcare for Nursing Services**

- 3.8. Adoption of Resolution #1718-01 Designating Personnel and Approval of 2017-18 Child Development Services Contract
- 3.9. Approval of the 2017-18 Consolidated Application and Reporting System (CARS) Application for Funding
- 3.10. Approval of Annual Evaluation of the Alternative Education School
- 4.1. Personnel, Regular – pulled for separate consideration
- 4.2. Adoption of Resolution No. 1617-48 to Eliminate, Layoff and/or Reduce Classified Non-Management Positions

Member Ryan moved approval with the exception of Items 2.12. Award of Bids for Painting at Cajon Park, Carlton Oaks, Chet F. Harritt and PRIDE Academy; and 4.1. Personnel, Regular that were pulled for separate consideration.

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

2.12. Award of Bids for Painting at Cajon Park, Carlton Oaks, Chet F. Harritt and PRIDE Academy

Member El-Hajj inquired on the higher base bid for PRIDE Academy (\$71,000); what was being painted at Cajon Park; and when Cajon Park was modernized. Mr. Christensen invited Christina Becker, Director of Maintenance & Operations, to explain. Ms. Becker shared the higher base bid for PRIDE Academy was due having more window trim, long ceilings, and high walls. She explained that while the other schools have 9-foot walls, PRIDE Academy has 12-14 foot walls. Ms. Becker shared the bid included all of the exterior doors and walls, window trim, ornamental iron/blue poles, and stucco parts of the junior high building at Cajon Park.

Member El-Hajj commended the District for the up keeping of the schools. She shared she was leaving a school after 11 years and the exterior had never been touched-up. Member El-Hajj moved approval.

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

4.1. Personnel, Regular

Member Burns mentioned that at a prior meeting, the Board had discussed programs for the junior high, in particular foreign language. He shared that with the current hiring of teachers, the District should look at hiring a teacher for each site that also has the credentials to teach a foreign language. Member Burns shared this would save District funds, in addition to being able to meet the needs of students. Member Burns moved approval.

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

F. DISCUSSION AND/OR ACTION ITEMS

Educational Services

1.1. Adoption of the Local Control Accountability Plan Annual Update for 2017-18

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, presented the Local Control Accountability Plan Annual Update for 2017-18 for adoption. She mentioned she would be presenting an overview of the 84-page report.

Dr. Pierce shared the District has increased and improved services for the unduplicated count students (low-income, English learners, and foster youth) in the following ways:

- Supplemental School Personnel: Several schools will provide additional intervention resource teachers and instructional aides to improve student learning

- Bilingual Assistants: Provide newcomer services for students just entering the United States; English language instructional support for all English learners; and translation services, if needed.
- Summer Bridge program: Normally, we tend to observe a temporary decline in reading and math skills over the summer. The summer bridge program provides unduplicated count students an opportunity to maintain their reading and math skills.
- iPads and Personalized Software Applications, such as Rosetta Stone, for English learners
- Language Arts Specialist and Intervention Resource Teachers: provide small group and individual instruction in reading and mathematics for students performing below grade level.
- Counselors/Social Workers: The District believes the number of counselors/social workers to provide services to the unduplicated count students and their families will help bolster college and career readiness skills, both academically and socially/emotionally.

Dr. Pierce shared the budget summary showed the total general fund budget expenditures for LCAP year to be \$65,476,718; and the total funds budgeted for planned actions/services to meet the goals in the LCAP to be \$51,720,000. She explained the difference of \$13,756,718 comes from general fund expenditures to supplement the LCAP (i.e., Special Education, Title I, II, and III funds, etc.). Dr. Pierce shared the 2017-18 LCAP Goals and the Associated State Priority Areas and Actions/Services related with the goals; and the fifteen (15) action steps that support the achievement of the three (3) goals.

Member Burns commended Administration for their work on the LCAP. He mentioned several people at the County Office praised the District for the LCAP template; and shared several districts have adopted the use of Santee School District's template for the development of their LCAP. Member Burns added that the District continue to look at the social/emotional and safety components. He moved approval.

<i>Motion:</i>	<u>Burns</u>	<i>Levens-Craig</i>	<u>Aye</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>5-0</u>	<i>Fox</i>	<u>Aye</u>		

**Business Services**

**2.1. Approval of Monthly Financial Report**

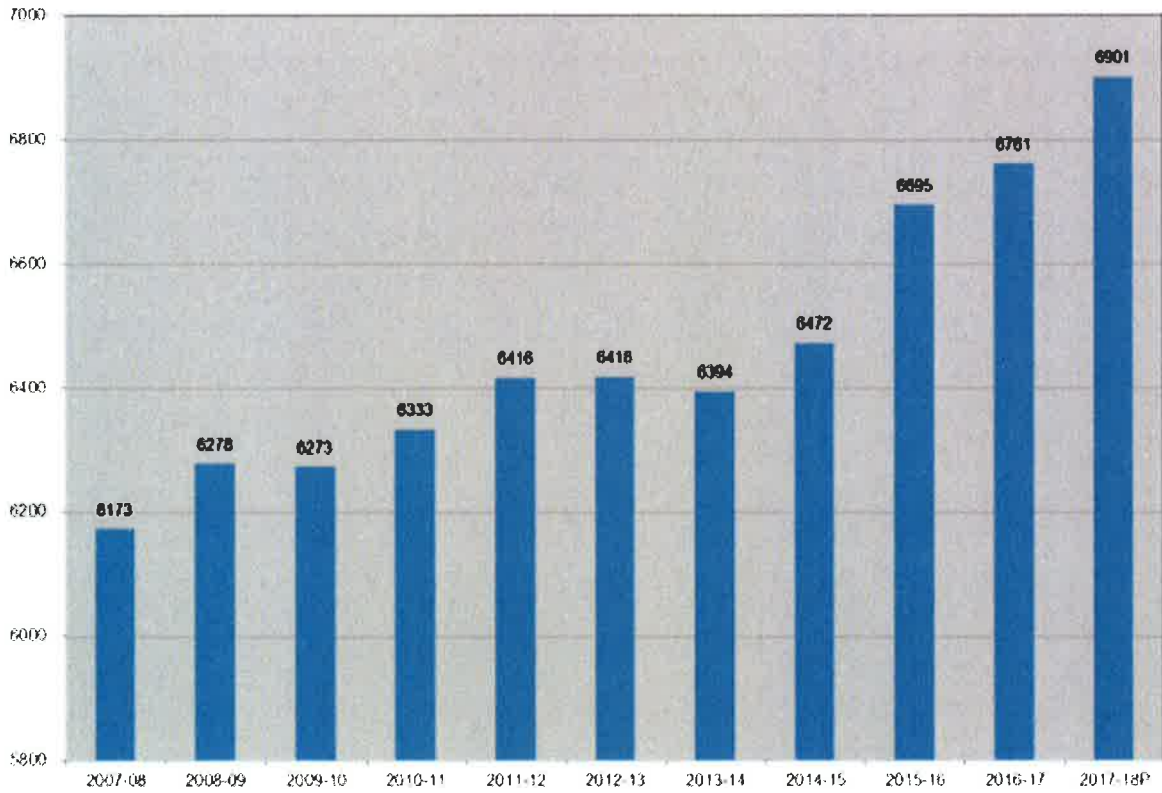
Mr. Christensen presented the financial report for budget revisions and cash transactions through April 30, 2017. He explained the District ended the month with a general fund cash balance of approximately \$13.3 million and the District will be able to meet all financial obligations with internal cash through the end of the fiscal year. Mr. Christensen mentioned the budget revisions portion of the report had not yet been updated with assumptions from the 2017-18 Adopted Budget so the projected deficit and out year reserve percentages differed from the budget for this Monthly Financial Report. He explained they would incorporate revised assumptions from the 2017-18 Adopted Budget for the May report which is scheduled to be brought to the Board at their July 18 meeting. Member Ryan moved approval.

<i>Motion:</i>	<u>Ryan</u>	<i>Levens-Craig</i>	<u>Aye</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>5-0</u>	<i>Fox</i>	<u>Aye</u>		

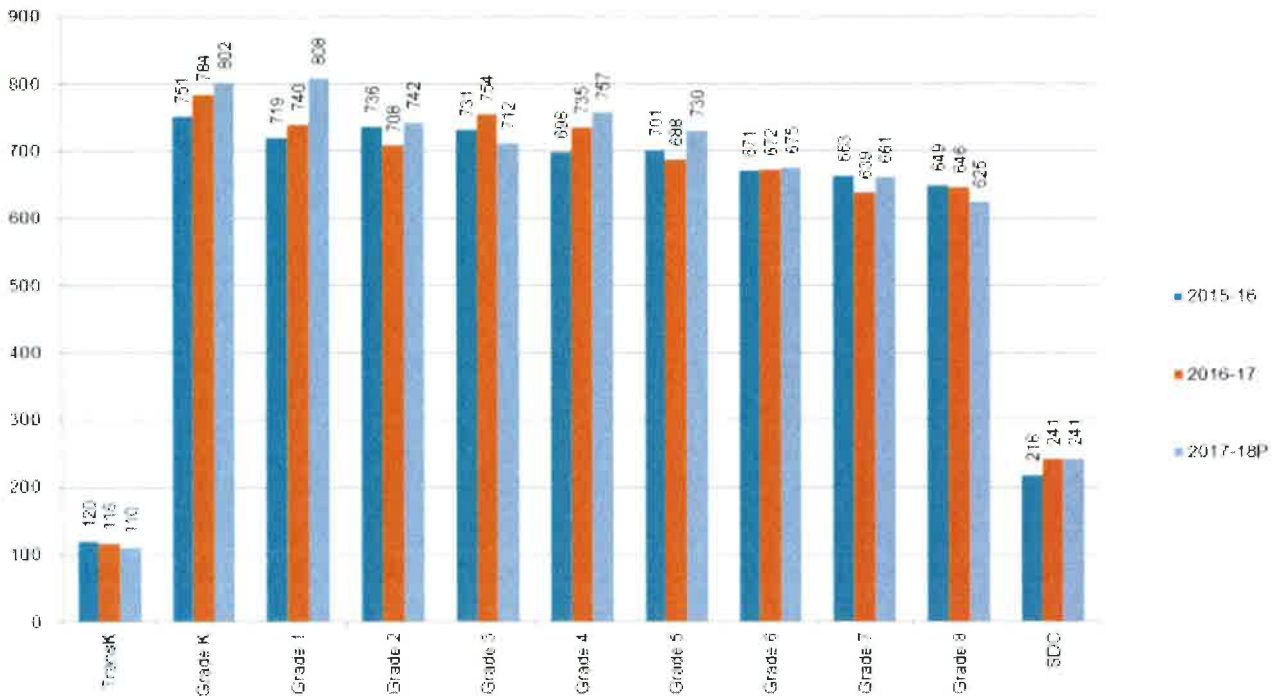
**2.2. Adoption of 2017-18 Santee School District Budget**

Karl Christensen provided an overview of the 2017-18 Santee School District Budget and provided the Board a user-friendly budget for review. He referenced pages 10 and 12, which showed a projected increase in enrollment over the next few years. Mr. Christensen explained the trend shows a larger number of incoming kindergarten students versus the number of outgoing eighth-grade students. He clarified that the 2017-18 budget did not include an increase in ADA. Mr. Christensen explained the budget was developed using the 2016-17 ADA even though the District expects an increase Kindergarten enrollment and an increase in enrollment due to possible residential developments (Fanita Ranch, Castle Rock [now known as Westin project], etc.).

**K-8 CBEDS Enrollment**



**CBEDS Enrollment By Grade**



LN#	Description	General Fund			Child Dev Fund 12	Cafeteria Fund 13	Deferred Maint Fund 14	Special Reserve Fund 17	Special Reserve Fund 40
		Unrest	Rest	Ttl					
1	<b>INCOME:</b>								
2	LCFF Sources	52,894,65	305,41	53,200,06	0	0	0		
3	Federal Revenue	50,000	2,203,52	2,253,52	0	1,652,26	0		41,364
4	Other State Revenue	1,179,01	3,198,61	4,377,63	262,83	111,86	0		
5	Other Local Revenue	203,26	3,692,93	3,896,19	350	773,22	2,032	26,342	34,999
6	Interfund Transfers In	20,170	0	20,170	0	0	535,00		1,729,78
7	Other Sources	0	0	0	0	0			
8	<b>Total Income</b>	<b>54,347,108</b>	<b>9,400,483</b>	<b>63,747,591</b>	<b>263,184</b>	<b>2,537,354</b>	<b>537,032</b>	<b>26,342</b>	<b>1,806,145</b>
9	<b>OUTGO:</b>								
10	Certificated Salaries	25,220,96	5,620,14	30,841,11	81,027				
11	Classified Salaries	6,045,05	3,304,17	9,349,22	97,388	1,006,83	0		0
12	Employee Benefits	8,927,56	5,082,72	14,010,29	48,152	248,54	0		0
13	Books and Supplies	2,319,68	1,238,30	3,557,98	9,592	1,100,42	0		1,200
14	Services, Other Operating Expenses	3,056,87	1,635,00	4,691,87	9,211	107,33	310,00		285,42
15	Capital Outlay	93,786	260,15	353,93	0	100,00	225,00		95,000
16	Other Outgo	1,045,07	44,555	1,089,62	0		0		366,86
17	Transfers of Indirect/Direct Costs	-	629,25	-	17,814	129,31			
18	Interfund Transfers Out	1,729,78	0	1,729,78					
19	Other Uses	0	0	0					
20	Contributions to Restricted Programs	8,170,89	-	0	0	0			
21	<b>Total Outgo</b>	<b>55,833,292</b>	<b>9,643,424</b>	<b>65,476,716</b>	<b>263,184</b>	<b>2,692,456</b>	<b>535,000</b>	<b>0</b>	<b>748,489</b>
22	<b>Change in Fund Balance</b>	<b>-1,486,185</b>	<b>-242,941</b>	<b>-1,729,125</b>	<b>0</b>	<b>-155,102</b>	<b>2,032</b>	<b>26,342</b>	<b>1,057,656</b>
23	Projected Beginning Fund Balance	10,686,61	351,47	11,038,09	4,580	639,44	0	2,926,91	3,670,81
24	<b>Projected Ending Fund Balance</b>	<b>9,200,434</b>	<b>108,537</b>	<b>9,308,971</b>	<b>4,580</b>	<b>484,339</b>	<b>2,032</b>	<b>2,953,261</b>	<b>4,728,473</b>
25	Committed Fund Balance	0	0	0			2,032		
26	Non-Spendable Fund Balance	450,69		450,69		55,481			
27	Restricted Fund Balance	0	108,53	108,53	4,580	428,85			4,728,47
28	Assigned Fund Balance	251,09		251,09					
29	Unassigned - Economic Uncertainty	1,964,30	0	1,964,30				2,953,261	
30	<b>Remaining Unassigned</b>	<b>6,534,341</b>	<b>0</b>	<b>6,534,341</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

LN#	Description	Building Fund 21	Capital Facilities Fund 25	County School Facilities Fund 35	Enterprise Fund 63	Yale	Project SAFE
1	<b>INCOME:</b>						
2	LCFF Sources						
3	Federal Revenue						
4	Other State Revenue						
5	Other Local Revenue	0	367,059	0	3,162,293	1,014,928	2,147,365
6	Interfund Transfers In	0	0		0	0	0
7	Other Sources		0				
8	<b>Total Income</b>	<b>0</b>	<b>367,059</b>	<b>0</b>	<b>3,162,293</b>	<b>1,014,928</b>	<b>2,147,365</b>
9	<b>OUTGO:</b>						
10	Certificated Salaries				0		0
11	Classified Salaries		0		2,043,543	603,975	1,439,568
12	Employee Benefits		0		586,814	189,844	396,970
13	Books and Supplies	0	0		176,876	42,089	134,787
14	Services, Other Operating Expenses	0	9,000		315,703	83,830	231,873
15	Capital Outlay	0	300,000	0			

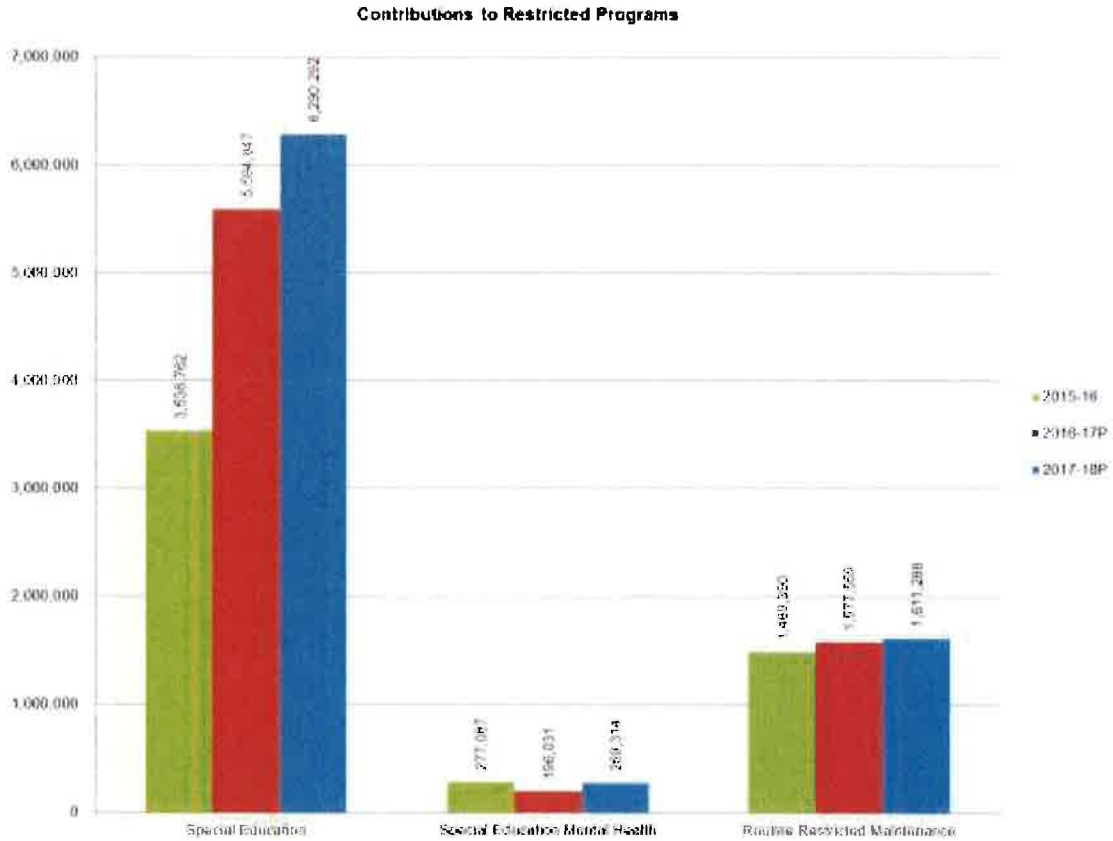
16	Other Outgo		285,670				
17	Transfers of Indirect/Direct Costs						
18	Interfund Transfers Out		0		20,170		20,170
19	Other Uses				0	0	0
20	Contributions to Restricted Programs						
21	<b>Total Outgo</b>	<b>0</b>	<b>594,670</b>	<b>0</b>	<b>3,143,106</b>	<b>919,738</b>	<b>2,223,368</b>
22	<b>Change in Fund Balance</b>	<b>0</b>	<b>-227,611</b>	<b>0</b>	<b>19,187</b>	<b>95,190</b>	<b>-76,003</b>
23	Projected Beginning Fund Balance	0	3,570,054	0	1,096,170	327,057	769,113
24	<b>Projected Ending Fund Balance</b>	<b>0</b>	<b>3,342,443</b>	<b>0</b>	<b>1,115,357</b>	<b>422,247</b>	<b>693,110</b>
25	Committed Fund Balance						
26	Non-Spendable Fund Balance						
27	Restricted Fund Balance	0	3,342,443	0	1,115,357	422,247	693,110
28	Assigned Fund Balance						
29	Unassigned - Economic Uncertainty						
30	<b>Remaining Unassigned</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Mr. Christensen referenced page 22 and highlighted one-time funds. He explained the chart showed the restricted and unrestricted portions broken down by on-going and one-time funds. Mr. Christensen clarified mandated cost reimbursement funds were not included because at the May Budget Revise, mandated cost reimbursement funds were expected to be deferred to May 2019.

Q1: Unrestricted/On-Going Revenue		Q2: Unrestricted/One-Time Revenue		Q3: Restricted/On-Going Revenue		Q4: Restricted/One-Time Revenue	
Description	Amount	Description	Amount	Description	Amount	Description	Amount
State Aid LCFF	38,136,110	Other Local Revenue	0	Title I	391,026	Science Grant	0
Prop Taxes LCFF	14,758,544			IDEA Lcl Ent PI94-142	1,112,540	Santee Empowerment	0
M&O PL 81-879	50,000			IDEA Preschl	73,572	Prop 39 Energy Efficiency	321,362
MAA	0			IDEA Preschl Loc Ent	194,726	Homeless Grant	78,760
Lottery	983,941			IDEA Prschl Staff Dev	528	Santee Primary Success	0
STAR Testing	0			Title II Tchr Quality	164,373	Tobacco Use Prevention	28,930
Mandated Cost Block Grant	195,076			Title III Imm Ed	7,560		
Mandated Cost Reimbursement	0			Title III LEP	78,451		
Transfer In from Fund 63	20,170			Prop 20 Lottery	307,483		
Other Local Revenue	203,267			Special Education From SELPA	3,375,987		
				Special Education Prop Taxes	305,414		
				Special Ed- Low Incidence	11,180		
				Special Ed Prop 98 Mental Health	130,134		
				Special Ed Federal Mental Health	21,987		
				ASES from SDCOE Consortium	305,765		
				ASES Parent Fees	0		
				Medi-CAL Reimbursement	80,000		
				STRS On-Behalf Payments	2,410,705		
<b>Total Quadrant 1 Revenue</b>	<b>54,347,108</b>	<b>Total Quadrant 2 Revenue</b>	<b>0</b>	<b>Total Quadrant 3 Revenue</b>	<b>8,971,431</b>	<b>Total Quadrant 4 Revenue</b>	<b>429,052</b>
<b>Total Unrestricted Revenue: 54,347,108</b>				<b>Total Restricted Revenue: 9,400,483</b>			

Mr. Christensen highlighted page 28, Contributions to Restricted Programs by the Unrestricted General Fund. He explained there was a substantial increase in contributions to special education. Mr. Christensen shared there were also slight increases in the mental health and routine restricted maintenance funds.

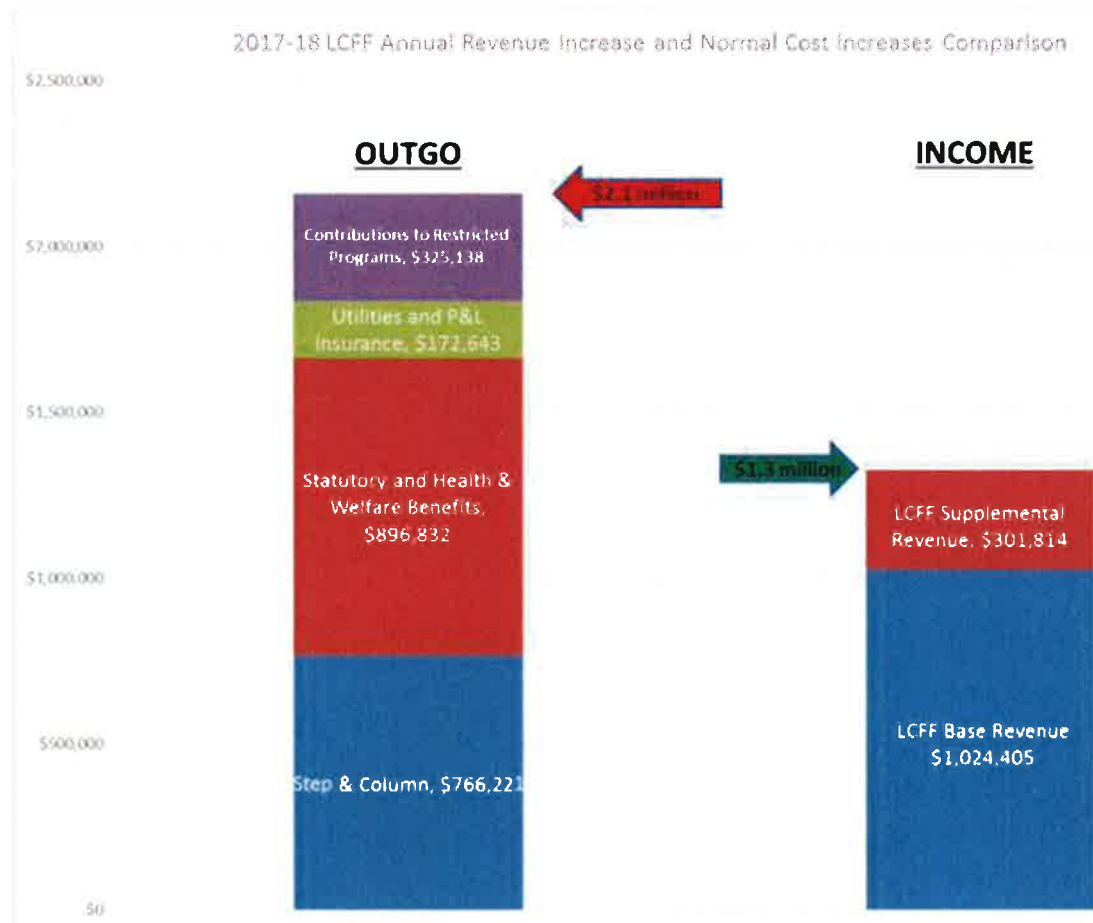




Mr. Christensen referenced the Interfund Transfers of \$1,729,781, shown on page 29. He explained these were transfers between funds of the District to accomplish certain purposes.

From Fund	To Fund	Purpose	Budget Year Amount
Fund 63: Enterprise	Fund 1: General	Lease payment for Project SAFE portables at Hill Creek	20,170
<b>Total Interfund Transfers In:</b>			<b>20,170</b>
Fund 1: General	Fund 40: Capital Outlay	Technology Equipment	820,000
Fund 1: General	Fund 40: Capital Outlay	Hill Creek Solar Project Debt Service	139,781
Fund 1: General	Fund 40: Capital Outlay	Facilities Needs	500,000
Fund 1: General	Fund 40: Capital Outlay	Bus Replacement	270,000
<b>Total Interfund Transfers Out:</b>			<b>1,729,781</b>

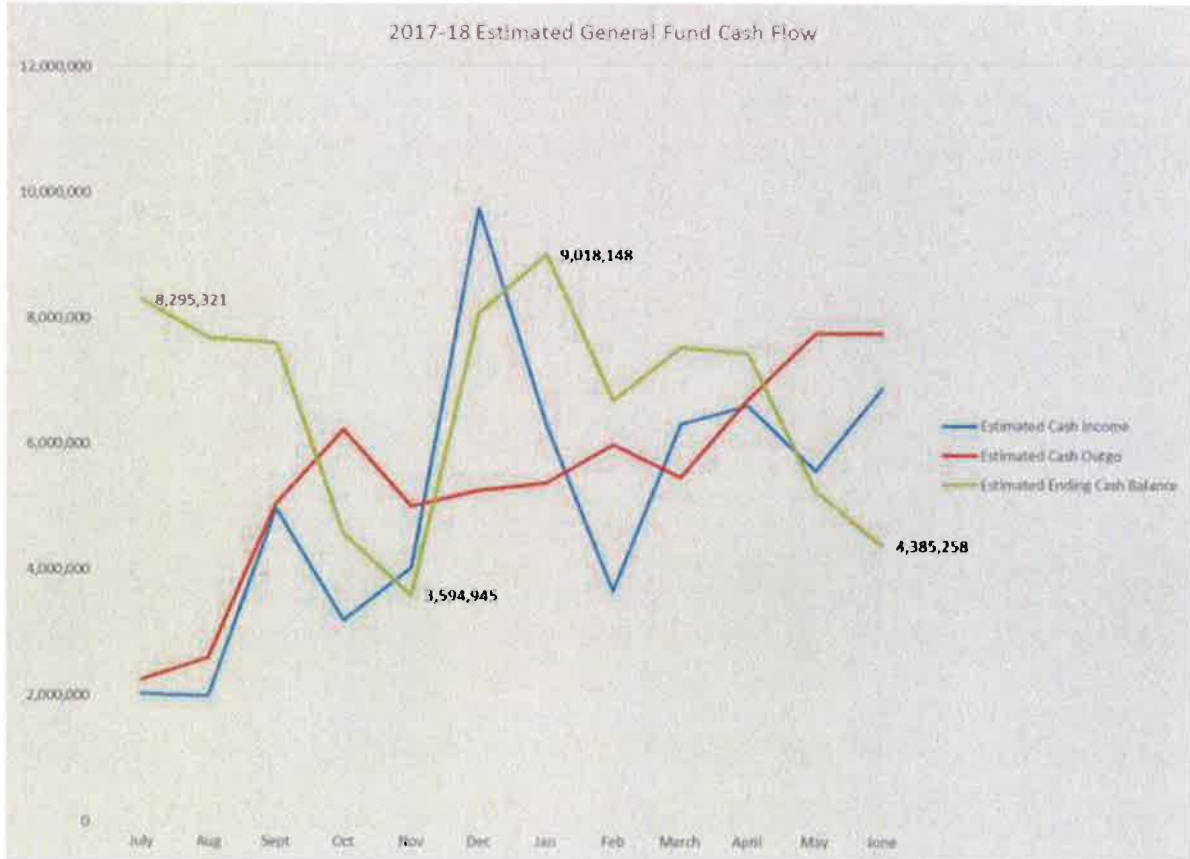
Mr. Christensen provided an overview of the 2017-18 LCFF Annual Revenue Increase and Normal Cost Increases Comparison. He explained the chart showed the increase in revenue and the increase in costs.



Mr. Christensen referenced the General Fund Multi-Year Projections on page 33. He explained the District is expecting a Reserve as Percent of Expenditures of 19.12% in 2016-17, slight decreases in 2017-18 and 2018-19; and a 6.52% reserve in 2019-20. Mr. Christensen explained that the 2018-19 and 2019-20 Revenue Assumptions are a COLA only increase to LCFF. The Estimated Structural Surplus in 2016-17 is (\$281,527); (\$1,758,304) in 2017-18; and (\$2,991,582) in 2019-20.

Item	2016-17		2017-18		2018-19		2019-20	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Beginning Fund Balance	12,665,955	966,446	\$10,686,619	\$351,478	\$9,200,434	\$108,537	\$5,832,820	\$80,000
Audit Adjustments	0							
Total Income	\$55,321,679	\$9,621,795	\$54,347,108	\$9,400,483	\$55,449,639	\$9,000,361	\$56,699,415	\$9,009,112
Total Outgo	\$57,301,015	\$10,236,763	\$55,833,292	\$9,643,424	\$58,817,253	\$9,028,898	\$60,276,023	\$9,009,112
<b>Change in Fund Balance</b>	<b>(\$1,979,336)</b>	<b>(\$614,968)</b>	<b>(\$1,486,185)</b>	<b>(\$242,941)</b>	<b>(\$3,367,614)</b>	<b>(\$28,537)</b>	<b>(\$3,576,607)</b>	<b>(\$0)</b>
Ending Fund Balance	\$10,686,619	\$351,478	\$9,200,434	\$108,537	\$5,832,820	\$80,000	\$2,256,213	\$80,000
Total Reserves	\$12,911,746		\$11,451,903		\$8,088,816		\$4,516,464	
<b>Reserve as % of Expenditures</b>	<b>19.12%</b>		<b>17.49%</b>		<b>11.92%</b>		<b>6.52%</b>	
			<b>Amount</b>	<b>Value</b>	<b>Amount</b>	<b>Value</b>	<b>Amount</b>	<b>Value</b>
Assumed LCFF Rev Increase (w/ ADA changes):			2.71%	\$1,326,220	2.06%	\$1,102,519	2.29%	\$1,249,761
Assumed LCFF [Base Only] Rev Increase (w/ ADA changes):			2.09%	\$1,024,405	1.74%	\$929,188	2.02%	\$1,100,443
*Included Annual Normal Cost Increase Impact to Unr GF:			4.41%	\$2,160,834	4.86%	\$2,596,447	4.43%	\$2,416,572
Estimated Structural	\$1,055,938		<b>(\$281,527)</b>		<b>(\$1,758,304)</b>		<b>(\$2,991,582)</b>	
		GAP Funding:	43.97%	<b>G:SS</b>	39.03%		41.51%	
		1% Reserve Equivalent:	654,769		678,592		692,709	
		1% LCFF Increase:	521,034		534,297		545,322	
		1% Salary Increase Equivalent:	462,945		478,952		492,044	

Mr. Christensen provided an overview of the District's 2017-18 Estimated General Fund Cash Flow, on page 35. He mentioned that in past years, the cash flow has been more dismal than what was currently shown. Mr. Christensen explained this was due to not having deferrals this year. He mentioned deferrals were removed from the Governor's January proposal and the District would be able to meet its financial obligations through 2017-18 with internal cash.



The Board expressed their gratitude to Mr. Christensen for his presentation and detailed explanation of the budget. Member Burns moved approval.

<i>Motion:</i>	<u>Burns</u>	<i>Levens-Craig</i>	<u>Aye</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>5-0</u>	<i>Fox</i>	<u>Aye</u>		

**2.3. Rejection of Response to January 2017 Request for Proposal for a Public Announcement System and Award of Response to May 2017 Request for Proposal for an Integrated Communication and Public Announcement System**

Mr. Christensen explained that shortly after the Sandy Hook shooting took place, the District initiated a comprehensive School Safety Action Plan; this plan contemplated implementation of a number of safety measures, including installing an exterior communication system at all schools so that staff and students who were outside of classrooms could hear emergency notifications.

In 2016, the Telcor system was piloted at Rio Seco and results were deemed satisfactory. Consequently, in January the District disseminated a Request for Proposal (RFP) to install the Telcor system at all district schools. This RFP contemplated a scalable system that had the basic exterior public address system capabilities, but could also be layered onto with enhanced functionality. This would include integration with the existing phone system and centralized command of all school systems. Only one (1) response was received to the January RFP and it was from Standard Electronics, the same vendor who installed the system at Rio Seco. The District-wide implementation cost for just the basic exterior communication component exceeded the \$160,000 budget established for this project and the full cost with additional layered

functionality was well over \$1 million. Award of the RFP was placed on hold to allow time for exploration of other, more cost-effective options. This resulted in dissemination of a revised RFP to incorporate use of a Mitel system that would leverage the District's investment in its existing Voice over IP phone system. Two (2) responses were received for this RFP and the evaluation committee unanimously selected Protel Communications to install the Mitel Mass Notification System. Mr. Christensen invited Mark Starkey, IT Systems Administrator, Christina Becker, Director of Maintenance & Operations, and Mark Carey, from Protel Communications, to come to the podium for questions from the Board.

Mr. Christensen explained the Mitel system, in addition to including an exterior speaker communication, provides:

- visual notification and alerts to existing desktop phones, mobile phones, and desktop computers
- allows users to "check-in" and acknowledge notification
- includes two-way communication speakers installed in classrooms; resolves the current "All Call" limitation of the existing telecom system which restricts the maximum number of extensions for one message
- District Office module that allows messages to be configured centrally and sent to all schools and locations

He mentioned the one-time cost for full functionality is \$272,000. Mr. Christensen explained Administration recommended three actions for this item: 1) Rejection of the Standard Electronics bid submitted for the January 2017 RFP; 2) Award of the May 2017 RFP to Protel Communications for installation of the Mitel Mass Notification System at all schools; and 3) Funding the additional \$126,000 needed for the one-time costs not currently budgeted, from the 2017-18 Facilities Needs set-aside in Fund 40.

Member Burns mentioned he was glad to see District office personnel on the RFP evaluation and selection committee, but expressed concern on the lack of site administrators and teacher input. Mr. Christensen explained the committee was looking at the technical specifications of the system to address the core functionalities. Ms. Becker mentioned a lot of the scope of their selection criteria was gathered from the Facilities/Safety Committee's input during the last two years. Member Burns expressed his appreciation for everyone's input, but mentioned he was still concerned with the investment and wanted to make sure it met everyone's needs.

Mr. Carey provided an overview of the system functionalities and the ability to integrate with existing District technology. He mentioned the Mitel Mass Notification System (MMN) with Blaze Point IP Speakers in the classrooms proposed by ProTel Communications, Inc., included the following:

- NJPA (National Joint Powers Alliance) Co-Op pricing
- Leverages existing telecom systems and equipment
- Visual Notification and Alert to existing desktop phones
- Ability to "Check-In" or acknowledge notification through desktop phones
- Notification via SMS and Desktop Alert
- Desktop Alert Notification available for Android, Windows and Mac OS
- Classroom 2-Way Communication speakers to supplement existing classroom phones
- Resolves current "All Call" limitation of the existing Telecom system (maximum number of extensions for one message)

President Levens-Craig inquired on the systems functions during the loss of electricity and/or failure to the District server. Mr. Carey explained there are two components (the phone system and the Blaze Point system) to the server that work independently of each other. He mentioned if the phone system went down, the Blaze Point system would still be operational; and vice-versa. Member Fox inquired on the installation timeline. Ms. Becker explained the scheduled completion of the school and District-wide paging and announcement, exterior speakers/horn, and desktop phone visual notification installation was before August 19, 2017; the student's first day of school is August 21. Completion of the classroom speakers with two-way communication would be by June 2018. Member El-Hajj moved approval.

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

**2.4. Authorization to Solicit Informal Bids through the CUPCCAC Process for Removal of Old Flooring and Installation of New Flooring at Prospect Avenue Preschool, Execute Contract with Lowest Responsive Bidder, and Initiate Work**

Mr. Christensen explained the State Preschool program is expected to end the year with a fund balance of approximately \$30,000. He explained the State Preschool regulations restrict the amount of carryover allowed to five percent (5%) for operational expenses, with the provision that another ten percent (10%) is allowed for Professional Development. Mr. Christensen mentioned the Prospect Avenue facility that houses the State Preschool program is older and in need of renovation. One of the renovations needed is to replace the old flooring. He explained Administration is seeking authorization to solicit informal bids through the CUPCCAC process for this project. Mr. Christensen explained that because of the need to accomplish this work during the summer when students are on break, Administration is also requesting that the Board authorize executing a contract with the lowest responsive bidder, as long as the bid is not over the \$50,000 estimate; and to initiate the work as soon as possible for a summer completion. Mr. Christensen explained this means that the award of the informal bid would be brought back to the Board for ratification at the July 18 meeting. Member Burns moved approval, stipulating the bid not be over the \$50,000 estimate.

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

**G. BOARD POLICIES AND BYLAWS**

**1.1. Second Reading: Revised Board Policy and New Administrative Regulation 5145.3, Nondiscrimination/Harassment**

Revised Board Policy and New Administrative Regulation 5145.3, Nondiscrimination/Harassment was presented for a second reading and approval. Member Burns moved approval.

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

**H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Superintendent Baranski mentioned the Board's Officeholder and Candidate Campaign Statement – Form 470 was being provided for their signature. She shared the *A Salute to Teachers* was on Saturday, September 15 and inquired on their attendance. Kathryn Ducharme was representing the District.

President Levens-Craig mentioned there were some upcoming expulsion hearings and inquired on the Board's preference to hold them all together and/or split them into various dates. It was the Board's preference to hold them all on the same night. President Levens-Craig shared a memento from the Santee Success Program thanking the Board for a "Home Run Year."

Member Burns mentioned the meeting with SSP staff with very productive. He asked that Administration reach out to local law enforcement for a safety assessment of our sites; and mentioned having a great time at the Foundation Golf Tournament. Member El-Hajj shared Payton Hardware were the overall winners of the golf tournament and mentioned enjoying the event.

**I. CLOSED SESSION**

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

- Conference with Legal Counsel – Existing Litigations** (Govt. Code § 54956.9)
  - OAH Case Numbers: 2017050449 and 2017030672
- Conference with Labor Negotiator** (Govt. Code § 54957.6)

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

3. **Conference with Labor Negotiator** (Govt. Code § 54957.6)  
*Purpose:* Negotiations  
*Agency Negotiator:* Tim Larson, Assistant Superintendent  
*Employee Organization:* Classified School Employees Association (CSEA)
4. **Public Employee Performance Evaluation** (Gov't. Code § 54957)  
*Superintendent*

The Board entered closed session at 8:28 p.m.

**J. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:27 p.m. and reported a dispute arose regarding a student's special education program. It was moved by Member Ryan to reach a settlement in special education dispute, OAH #: 2017030672. The agreement involved a release of potential District liability.

<i>Motion:</i> <u>Ryan</u>	<i>Levens-Craig</i> <u>Aye</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>5-0</u>	<i>Fox</i> <u>Aye</u>	

It was moved by Member Ryan to reach a settlement in special education dispute, OAH #: 2017050449. The agreement involved a release of potential District liability.

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

**K. ADJOURNMENT**

With no further business, the regular meeting of June 20, 2017 was adjourned.

  
\_\_\_\_\_  
Ken Fox, Clerk

  
\_\_\_\_\_  
Kristin Baranski, Secretary