

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

September 6, 2005

**MINUTES**

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

**A. OPENING PROCEDURES**

1. President Burns called the meeting to order at 7:00 p.m.

Members present:

Dustin Burns, President  
Barbara Ryan, Vice President  
Allen Carlisle, Clerk  
Dan Bartholomew, Member  
Dianne El-Hajj, Member

Administration present:

Dr. Lisbeth Johnson, Superintendent and Secretary to the Board  
Bill Clark, Assistant Superintendent, Business Services  
Dr. Patrick Shaw, Assistant Superintendent, Educational Services  
John Tofflemire, Director, Human Resources  
Linda Vail, Executive Assistant and Recording Secretary

2. President Burns invited Richard Hogue, a former Project SAFE employee, to lead the members, staff and audience in the Pledge of Allegiance.
3. Approval of Agenda  
It was moved and seconded to approve the agenda.

*Motion: Ryan*

*Second: Bartholomew*

*Vote: 5-0*

**B. REPORTS AND PRESENTATIONS**

1. Superintendent's Report

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

Dr. Johnson reported that President Bush has ordered flags to be flown at half-staff for seven days in honor of Chief Justice William Rehnquist, and seven additional days, from September 14-20, 2005, for the victims of Hurricane Katrina.

2. Spotlight on Learning-Project SAFE Summer Middle School Program

Dr. Shaw introduced Pam Brasher, Director of Project SAFE, and provided information about the summer middle school program implemented by Project SAFE this past summer. He shared that Project SAFE attendance has greatly increased at the middle school level because of this innovative program. Ms. Brasher shared that the program was successful because of the staff that initiated it. She introduced Richard Hogue and Rachel Gandre, the employees who were the most instrumental in "making it happen." President Burns presented certificates of appreciation to the two Project SAFE staff members. A certificate of appreciation was also presented to Pam Brasher.

3. Dr. Johnson introduced Mr. Tony Rowe and Mr. John Giard from The Hartford. Rio Seco Principal, Cheryl Bowen shared the contributions that employees from The Harford have made to the students at Rio Seco School by volunteering at the school and in the classroom. President Burns presented Mr. Rowe and Mr. Giard with certificates of appreciation for coordinating The Hartford volunteer program at Rio Seco School.

Dr. Johnson reported that Mr. Sanchez, a writer for the Union Tribune, was scheduled to be at this Board meeting but was unable to attend. He has said that the newspaper will be glad to publish a press release about The Hartford's partnership with Rio Seco School. Dr. Johnson said that a press release was being developed about The Hartford contributions.

**C. PUBLIC COMMUNICATION**

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

**D. PUBLIC HEARINGS (None)**

**E. CONSENT ITEMS**

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion.

**Superintendent**

- 1.1. Approval of Minutes

**Business Services**

- 2.1. Approval of Travel Requests
- 2.2. Approval of Response to Request for Agency Recommendation Form
- 2.3. Approval of Agreement with David Taussig & Associates

**Educational Services**

- 3.1. Approval of Agreement with Confident Care Health Services, Inc.
- 3.2. Approval of Contracts for Nonpublic, Nonsectarian School/Agency Services and Individual Services Agreements for Nonpublic, Nonsectarian School/Agency Services
- 3.3. Approval to Submit Application for Early Mental Health Initiative (EMHI)
- 3.4. Approval of Agreement with the County of San Diego Health and Human Services Agency for the Social Worker Intern Program

**Human Resource**

- 4.1. Personnel, Regular
- 4.2. Annual Approval of Credential Waiver
- 4.3. Granting Tenure to Eligible Certificated Employees (Pulled for separate consideration.)
- 4.4. Approval to Purchase File Server to Support the Employee Absence Verification System (AVS) Technology Upgrade

It was moved by Member Ryan to approve Consent Items with the exception of Item E.4.3.

*Motion: Ryan*

*Second: El-Hajj*

*Vote: 5-0*

- E.4.3. Granting Tenure to Eligible Certificated Employees (Pulled for separate consideration by Member Carlisle)

Member Carlisle asked if all the teachers listed that are receiving tenure have met all of the requirements and are in good standing in the District. Mr. Tofflemire shared that all the teachers listed have met the stipulations of the District.

*Motion: Bartholomew*

*Second: El-Hajj*

*Vote: 5-0*

**F. DISCUSSION AND/OR ACTION ITEM**

**Superintendent**

- 1.1. Strategic Planning Questions for the Focus Group Interviews and Parameters or Charge of the Committee

Dr. Johnson reported that a new draft of interview questions was submitted that might be used for Strategic Planning data retrieval through the interview process. She would like to have the questions to be used confirmed as the process draws near. Member Carlisle asked about question #3 and was uncertain about what may be gained by asking what the perceptions are on student achievement data as compared with other districts. Member Bartholomew is unclear on the standard that is being used to compare student achievement data between districts. Member Ryan

believes that it means 'academic achievement' and that the perception from stakeholders is valuable. She would like to know how the community feels Santee is doing compared to other districts. It was suggested to ask what they "think," not "what is their perception." Member Carlisle is concerned what could occur if the feedback was that we are doing great and if the district may become complacent about setting high goals.

Member Ryan believes that comparisons are being made, sometimes between schools. She feels that comparisons should not only be between schools in our district, but should include other districts as well. Board members discussed the draft interview questions and made the following changes:

#1-No change

#2-Remove second part of question.

#3-Drop "what is your perception."

Reword-How do you think our students compare academically to students in other school districts?

#4-No change

#5-Lead off with non-student communication-If applicable.

#6-Change wording. Ask to rank with #1 being the most important.

#7-Remove the sub categories

#8-There was an additional question recommended by parents attending the strategic planning orientation meeting on August 24, 2005. New wording-"Was your child prepared for high school? Please explain your response."

Exchange the order numbers 7 and 8.

President Burns asked Board members to review the Charge of the committee.

Member Bartholomew suggested wording be changed on that last part of the charge to read, "The charge of the Strategic Planning Coordinating Committee is to identify prominent themes from interview data elicited from a variety of community stakeholders about District priorities that will assist the Board in developing the *District-wide vision, mission, and goals over the next three to five years.*" All Board members agreed with the change.

Dr. Johnson shared the focus group list and suggested that interview groups complete the questionnaires, but the interviewer in staff meetings leave the meeting with one form that has the summary of the discussion which supports the raw data. The raw data would be available if needed. Member Bartholomew has experienced doing this type of survey with research companies and has seen a consultant used that can stimulate information from interviewees. Member El-Hajj expressed that if the eight key questions were asked, it would not be that difficult to assess common themes. Initially the plan was to take a written document with answers from each person in the focus groups but the total number of people is large and sorting the data would be very time consuming to assemble the data. She shared that what administration requests is have the interviewer bring one summary document from each group. Member Carlisle said that something that concerned him is the large ratio of staff being interviewed in comparison to community members. He asked if there was a way to differentiate the input from the employees and the community. He believes that community input is important because the community is the recipient of our services, not the employees. Member Ryan suggested combining the business representatives and Chamber members into one group. She asked if a parent focus group would be offered at each school site. Member El-Hajj would like to have parent focus groups with two or three schools combined. President Burns asked if a random invitation could be issued to a certain number of parents. He suggested that maybe questionnaires be sent out to a proposed number of parents to complete and return. Dr. Johnson suggested twenty to thirty parents, randomly, per school could be sent questionnaires. Member Ryan asked if the form could be made available for parents to complete the online. Dr. Johnson said that we would investigate the possibility to provide online forms and that if possible is would be a good way to provide the questionnaire.

Board members Burns and Ryan will be the official Board representatives to the Strategic Planning Coordinating Committee. Dr. Shaw said that the ACI meeting would be moved to another date because of a conflict with the Strategic Planning meeting.

1.2. Update on Facility Issues

Dr. Johnson reported that in the past two weeks, since school has begun, there have been a number of air conditioning units that failed to operate. Mr. Doughty presented the current information on facilities issues, including air conditioning. Air conditioning problems were due to various reasons. The number one priority is communication. Principals were given phone numbers to call as soon as a problem was found. In-house staff responded immediately and contractors were called in as needed. There were also semi-mounted chillers available for rent but this measure was not required. A proactive and long-range maintenance plan has been prepared and funds have been set aside for this purpose if a chiller can no longer be repaired.

Member Bartholomew asked how much was spent to repair the four units this past two weeks. Mr. Doughty said the sum was not great as there were only hourly service calls so far. Member Bartholomew asked about the age of the HVAC units and if they are being provided preventive maintenance. Mr. Doughty said yes and shared that the units are all very old and past their project life span, and the maintenance is needed just to keep them up and running.

Member El-Hajj said that she appreciates the quick response of the maintenance department and the maintenance staff when the need arose. All of the Board members thanked Mr. Doughty and the Maintenance staff for their efforts.

**Business Services**

2.1. Authorization to Select District Architect and Proceed with State Modernization Application Process

Mr. Clark introduced representatives from Sprotte Watson to share a brief Power Point presentation about their company. They provided some picture examples of their work from other districts as well as some examples of possible enhancements to our sites. Sixty percent of the work they do is modernization.

President Burns asked about the dollar figures that were used from the 1999 facilities report, and if the cost figures would be much greater at this date. He believes that the Board needs to go through the Facilities Needs Assessment to get an accurate report and costs. He believes that the Board would need to hold a Board workshop to discuss facilities at a greater depth and provide direction to administration. He said that Fanita Ranch implications must be considered with other facilities. Member Ryan agrees and said that Sky Ranch and Riverwalk developments will also need to be included in considerations. President Burns asked if the current funding eligibility was still correct. Mr. Clark said that the funding eligibility is current. Member Bartholomew believes that the Board should move forward with the contract and securing modernization money but feels that much more time needs to be spent before deciding on site options and a GO Bond. Member Bartholomew moved to give direction to administration to move forward to secure state modernization funding.

*Motion: Bartholomew*

*Second: El-Hajj*

*Vote: 5-0*

President Burns asked that a Board Facilities Workshop be scheduled for the end of September or beginning of October, following a facilities needs assessment. Member Carlisle would like staff to go back out and walk the school sites and complete the 1999 needs assessment to develop current needs. Mr. Clark reported that the workshops should be scheduled quickly because of time sensitivity.

2.2. Approval of 2004-05 Unaudited Actuals Report

Mr. Clark reported on the year ending unrestricted general fund balance of \$173,715.

*Motion: Ryan*

*Second: Carlisle*

*Vote: 5-0*

2.3. Authorization to Expand On-Site Residence Locations, Move Child Nutrition Services Trailer, and Amend Existing On-Site Residence Contracts

Mr. Clark presented the District's evaluation of security in place at school sites. Administration is requesting Board authorization to move the Child Nutrition office to Chet F. Harritt in the area behind the site between the two playgrounds, with Nutrition staff moving to the vacated maintenance building. The Child Nutrition trailer must be moved because of the development on Hoffman Lane. The placement for a trailer at Pepper Drive has not yet been determined. Member Ryan asked how residents are sought. Mr. Clark said that interested employees are provided the first opportunity because it has proven to be a good working relationship to have an employee as a site resident. Member Carlisle asked about the residency rights a tenant would have and if we have investigated what we would have to do to remove an unwanted resident. Mr. Clark has not done a formal legal analysis but has reviewed the contract and believes it to be appropriate. President Burns asked if residents are fingerprinted and if background is updated intermittently. Mr. Clark shared that they are fingerprinted. Member Carlisle asked about credit history checks and would like credit checks included. Member Burns would like to see a criminal history check completed to be certain not to bring someone on our campuses that has a criminal history. When Santee School is sold, the current resident, Scott, will be moving from the Santee Site to either Pepper Drive or CFH. Member Carlisle asked who the residents answer to. Mr. Clark said that the Principals are the first line of supervision at the site. Mr. Clark said that the standard Human Resources procedures for employee requirements could be required. Mr. Tofflemire suggested that drug tests could also be requested. Member El-Hajj asked how old the Child Nutrition trailer is and if it is worth spending money to relocate. Mr. Clark said that it was purchased in 1998 and is worth the cost to be moved to another location and leased out to a site resident.

Member Ryan moved to:

- Establish a live on residence at Chet F. Harritt and Pepper Drive schools,
- Relocate the Child Nutrition Services trailer to Chet F. Harritt School and relocate staff to the vacant Maintenance and Operations building,
- Increase the current space lease amount based on the annual State Cost of Living (COLA) increase,
- Add an appendix to the current "On-Site Mobile Home Site Rental Agreement," and
- Require a credit history, drug testing, and criminal history background check of any new on-site resident.

*Motion: Ryan*

*Carlisle*

*Vote: 5-0*

**Educational Services (None)**

**Human Resources (None)**

**G. BOARD POLICIES AND BYLAWS (None)**

**H. BOARD COMMUNICATION**

Member Carlisle shared that his kids are thoroughly enjoying their time at school and the schools seems to be doing great.

Member Bartholomew thanked all of the teachers and support staff for getting through the first couple of weeks. He thanked administration for helping to assist those in need in the south.

President Burns shared that his nephew has already received an award. He visited two schools on the first day of school. He gave "Kudos" to Mrs. Ginn-May for the wonderful first day of school at Cajon Park, and said that no one would have known the challenges they faced that day. Tyler is in first grade at Carlton Oaks and is doing well. He thanked all of the staff for their hard work in getting ready for the new school year.

President Burns asked Board members for any agenda items for the City-Board meeting on September 19<sup>th</sup>. He reported that quarterly meetings have been scheduled. Board members provided items to be placed on the agenda.

1. Update on property
2. Law enforcement-having beat officers contact principals.  
Dr. Shaw will report how beat officers are integrating with the schools at the next Board meeting.
3. Parks-There is bad stuff going on at the parks. What is the cycle of patrol at the parks? Patrol resources? Problem for our kids.

President Burns said that there is a need to communicate to the public that the sale of Santee School has not been completed and we have not received any money. Dr. Johnson will share this information at the Communication Committee meeting on September 12<sup>th</sup>.

#### **I. CLOSED SESSION**

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

1. Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
2. Student Discipline Matters (CA Education Code § 35146, 48912, and 48918)
3. Conference with Real Property Negotiators (Govt. Code § 54956.8)

*Locations:*

- *Renzulli Site, Prospect Avenue-east of Marrokal Lane, Santee 92071*
- *Santee School Site. 10445 Mission Gorge Rd., Santee 92071*

*Agency Negotiator:*

*Bill Clark, Assistant Superintendent, Business Services*

*Under Negotiation: Potential due diligence*

- *Fanita Ranch-Possible school site and State facilities application*

*Agency Negotiator:*

*Bill Clark, Assistant Superintendent, Business Services*

*Negotiating Parties: Barratt American*

*Under Negotiation: Facilities mitigation*

The Board entered closed session at 9:05 p.m.

#### **J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT**

The Board reconvened to public session at 11:45 p.m. No action was reported. The September 6, 2005, regular meeting adjourned at 11:45 p.m.

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Allen Carlisle, Clerk

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Lisbeth A. Johnson, Ed.D., Secretary