

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

BOARD MINUTES

October 5, 2004

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President El-Hajj called the meeting to order at 7:05 p.m.
Members present:
 Dianne El-Hajj, President
 Cathy Abel, Vice President
 Dustin Burns, Clerk
 Barbara Ryan, Member
 Allen Carlisle, Member
Staff present:
 Dr. Lisbeth Johnson, Superintendent and Secretary to the Board
 Dr. Patrick Shaw, Assistant Superintendent, Educational Services
 John Tofflemire, Director, Human Resources
 Linda Vail, Executive Assistant and Recording Secretary
2. President El-Hajj invited Hannah Carlisle, a first grader from Carlton Hills, 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: Burns

Second: Abel

Vote: 4-0

President El-Hajj introduced Dan Bartholomew and Ken Fox, the candidates for Seat #4 of the Board of Education.

4. Oath of Office Administered to Board Appointee
Superintendent Johnson administered the oath of office to new Board member Allen Carlisle. President El-Hajj, on behalf of the entire Board, welcomed Member Carlisle. Member Carlisle expressed his desire to work hard for the school district and his pleasure in being a part of the Board. President El-Hajj recessed the meeting for a reception in Member Carlisle's honor. The meeting recess concluded at 7:35 p.m.

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
2. Spotlight on Learning - Recognition of New Probationary Teachers
Human Resources Director, John Tofflemire, introduced the teachers who have been recommended for probationary status. Their probationary status was made official upon during Consent Items at this meeting. President El-Hajj welcomed the new teachers to Santee School District.

C. PUBLIC COMMUNICATION

President El-Hajj 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. It was moved and seconded to approve Consent Items with the exception of pulled items.

Superintendent

- 1.1. Approval of Minutes

Business Services

- 2.1. Approval of Travel Requests
2.2. Approval/Ratification of Revolving Cash Reports
2.3. Acceptance of Donations
2.4. Adoption of Proclamation for National School Lunch Week
2.5. Adoption of Resolution #0405-13 to Certify 2003-04 Gann Limit Appropriations Recalculation and an Estimated Limit for 2004-05
2.6. Adoption of Resolution #0405-14 "Statutory School Fees and Mitigation Payments Report for Fiscal Year 2003-04, and Relative Findings, in Compliance with Government Code Sections 66006 and 66001"
2.7. Approval of Long Term Debt Report and Budget Document (*Pulled by Carlisle*)
2.8. Authorization to File Operations Application of Intent to Participate in the 2004-05 Class Size Reduction (CSR) Program
2.9. Approval of Change Order No. 3 for Bid #03/04-001-01, Portable Building Move and Set-Up (*Pulled by Member Carlisle*)
2.10. Approval of 25-Day Work Contracts for Early Retirees (*Pulled by Member Burns*)

Educational Services

- 3.1. Approval of Application to Renew Funding to Support the Current English Language Acquisition Program (ELAP) for 2004-05
3.2. Approval of LEA Medi-Cal Reinvestment Plan, 2004-05 (*Pulled by Member Ryan*)
3.3. Acceptance of 2003-04 Student Services Year End Report

Human Resources

- 4.1. Personnel, Regular (*Pulled by Member Ryan*)
4.2. Approval of New Job Description, Bilingual Home Instruction Program for Preschool Youngsters (HIPPY) Assistant

Motion: Abel

Second: Burns

Vote: 5-0

- E.2.7 Approval of Long Term Debt Report and Budget Document (*Pulled by Member Carlisle*) Member Carlisle asked several clarifying questions and stated that he would abstain from voting on this item because he does not feel that he has enough information to vote at this time, having just become a member of the Board. Member Ryan moved to approve Consent Item E.2.7.

Motion: Ryan

Second: Burns

Vote: 4-0 (Carlisle, abstain)

- E.2.9. Approval of Change Order No. 3 for Bid #03/04-001-01, Portable Building Move and Set-Up (*Pulled by Member Carlisle*)

Member Carlisle expressed concerned about the 30% cost increase on the change order. He would like to evaluate this project and see if there are ways to avoid this reoccurring. Dr. Johnson stated that administration will evaluate this project and report back to the Board so this does not occur again. Member Carlisle knows that this project needs to be completed but is concerned about this happening in the future. Member Ryan moved to approve Consent Item E.2.9.

Motion: Ryan

Second: Abel

Vote: 5-0

- E.2.10. Approval of 25-Day Work Contracts for Early Retirees (*Pulled by Member Burns*)

Member Burns asked about the list of 25 day work assignments and if the retirees are being used as substitutes in the District providing a monetary savings for the District. Dr. Shaw explained that some, such as CELDT testers, are being used in lieu of bringing in teachers requiring substitutes. Dr. Shaw will provide the Board a report on the savings the District has received from using retired staff on the 25-day contracts.

Motion: Burns

Second: Ryan

Vote: 5-0

- E.3.2. Approval of LEA Medi-Cal Reinvestment Plan, 2004-05 (*Pulled by Member Ryan*)

Member Ryan asked about the funding of mental health programs and if any grant funding was being used as well and if any evaluation of the program was being done. Meredith Riffel and Bill Stumbaugh explained that all of the

1.3. Mental Health Agreement with County Mental Health and Costs

Superintendent Johnson reported on the current status of mental health negotiations with the County Board of Supervisors and the San Diego County Office of Education. The County Office of Education is seeking a more detailed cost breakdown for the services that districts will need to cover. Dr. Johnson is not asking for action this evening because the accurate cost has not been established at this time. Several other counties have notified their school districts that their mental health services are being discontinued by CMH's up and down the state. Dr. Johnson mentioned that the new agreement will allow school districts to be more involved in the decisions of students needing mental health services. The District is currently waiting for more information from the County Office of Education about the new agreement .

Member Ryan distributed a letter from Lozano-Smith regarding local dispute resolution process mediation. President El-Hajj asked what the difference between our actual cost for service by student versus ADA would be. President El-Hajj asked Raydene Wolf about the numbers used to calculate the District's ADA. Ms. Wolf explained that she did a comparison of ADA and the percentage of students receiving AB 2726 services, using last year's ADA for comparison data. Member Ryan asked Ms. Wolf how many students were referred for AB 2726, how many were denied, and how many were accepted during the last school year. Member Ryan also inquired about other supports that are available at the schools and if they are being used when referred students are denied AB 2726 services. Ms. Wolf explained that the District must utilize all local resources before students are referred for AB 2726 services. The referral data has not been kept in the past, but is now being kept because the District has seen the need to have this data. Member Ryan agreed that with the District taking over this service and that this information will be needed.

Member Ryan shared that she believes that all agencies are now ready to negotiate and that there should be some resolution within the next couple of days. Member Ryan feels that the Board needs to authorize funding in case an agreement is reached and needs to be signed prior to the next meeting.

All Board members agreed with the direction of the negotiations between school districts and CMH. Member Burns does not feel that action should be taken prior to the outcome of the negotiations. Member Burns approved of giving direction to the superintendent with a specific dollar amount, but that the Board will need to call a special meeting if the total comes in higher than the proposed \$91,000.

Member Burns also wants to make certain that the District funding level would be based on the current ADA, not last year's ADA. Board members supported negotiating on the basis of ADA and concur with the intent of the agreement and funding up to \$95,000. Their first preference is that costs would be calculated by ADA and their second, less desirable option would be costs calculated by percentage of students receiving AB 2726 services.

Member Ryan moved that the Board give direction to the Superintendent to negotiate the Board's top priorities for dividing the costs and up to \$95,000 to allow some flexibility.

Motion: Ryan

Second: Abel

Vote: 4-0 Burns no

Business Services (None)

Educational Services

3.1. Use of New Medi-Cal Administrative Activities (MAA) Funds

Dr. Shaw explained that the District has received \$22,248 of funding from the 2002-03 fiscal year from Medi-Cal Administrative Activities. Member Burns moved to place the \$22,248 in the general fund.

Motion: Burns

Second: Abel

Vote: 5-0

Human Resources (None)

G. BOARD POLICIES AND BYLAWS (none)

1. First Readings
 - 1.1. First Reading: Revised BB 9120 Officers and Auxiliary Personnel and BB 9223 Filling Vacancies
Member Ryan suggested that "entering at the bottom of the rotation" from the fourth paragraph be removed. Board members agreed and that statement will be removed. The Board Bylaws will return to the next meeting for a second reading.

H. BOARD COMMUNICATION

Member Ryan reported that SB 177 was signed. She requested that a thank you letter be sent to Senator Hollingsworth for his support, mentioning Emily Curren for her outstanding help.

Member Ryan also shared that the Chamber of Commerce Golf Tournament was a great event. The Board will send letters to thank PTAs, schools, and the departments for the baskets. Letters will also be sent to all persons and businesses that donated toward the event.

President El-Hajj indicated that the Board needed to place an item on the Board agenda on October 19, 2004 that would allow the Board to take formal action on the process for business owners to request a hardship exemption once the parcel tax passed. She asked the Board to discuss this topic in order to create a process to mitigate tax liability when hardship was determined. She stated that the parcel tax measure placed language in the ballot to allow for an exemption for senior citizens 65 years of age or over but did not state that there was an option for business owners to request a hardship exemption.

Member Burns said he supported this idea and thought that an application for hardship should be submitted annually and granted annually according to specific criteria and on an individual basis. All Board members commented that they felt that having a hardship exemption option was a good thing to do. One Board member asked how this hardship would be equitably determined. The following components of the process were discussed.

Criteria:

1. An annual application process will be established.
2. Individual business owners may apply and each request will be approved or disapproved on an annual basis.
3. A community member, Dan Bartholomew, in public comment, suggested a cost-to-sales ratio criteria as a standard practice and including a standard margin of hardship that is accepted. This idea was met with favorable comment that this formula could be considered
4. Overhead costs to profit margin should be considered
5. Other hardship criteria may be addressed---a new business, a specific family hardship or crisis, et cetera...
6. How many parcels a small business will be taxed for will be addressed in the approval process---example: A small business owner who may be charged for multiple parcels would be considered for exemption if an application were made.
7. The criteria should be considered equitably for all applicants.

Member Abel asked how this process would work, who would develop and collect the applications, and compute the hardship from the criteria.

Dr. Lis Johnson, Superintendent, responded that staff would be responsible for analyzing the applications for hardship exemptions according to the criteria established by the Board as outlined above. The assessing agency, and in this case our district, is required to structure the assessment and send this information to the County Tax Collector to identify which parcels will be taxed and for how much. Staff would be responsible for this database.

This includes completing a formal standard process, established by the County, that involves development of a database identifying which parcels should be assessed and how much the cost of each parcel assessment should be. Staff can review the applications for hardship based on the criteria established above prior to submission of the database to the County tax assessor and then submit their recommendations for approval based on this criteria to the Board or to a committee the Board approves for this process. Once the formal approval is received, staff would reflect that approved assessment reduction or exemption for the specific parcels approved for exemption in the database. The database would thereby reflect the reduction or exemption from taxes for business owners who sought hardship exemption and met the criteria. The County would receive this information that identifies for them which parcels to assess and for how much.

The Board directed the Superintendent to bring an item to the October 19, 2004 Board meeting for formal approval by the Board of this process and to include the specific process for application for hardship exemption and application criteria

discussed by the Board. Dianne El Hajj, Board President, summarized the discussion and confirmed with the Board that there was consensus on the Board to direct staff to develop the application criteria as discussed and for the Board to approve a process for hardship exemption as developed by staff including timelines, County process, and approval steps.

President El-Hajj raised the student representative meeting with the Board. Several members suggested waiting until elections were over instead of beginning in October. Board members agreed to begin with first meeting at 5:00 p.m. on November 2.

Each school will select, by their own process, two representatives from their Junior High students, which may include students from grades 6 through 8. First topics will include dress code (research and thoughts) and attendance (limitations on what students can do based on attendance). The student representatives should be invited to bring information on these topics from their peers and also to bring an issue to the Board that is important to them. A faculty representative from each school may also attend. Parents should also be invited to attend but are not required to attend with their students. President El-Hajj said that she would provide pizza for the students. The Board would also like to invite the student representative from the Grossmont Union High School District Board of Education to attend this meeting.

Member Carlisle thanked the Board for the reception and the warm welcome.

Member Burns acknowledged Hope Baker for the Kids Fair she organized and her outstanding efforts while her staff is dwindling. The Board would like to send a letter of appreciation to Ms. Baker.

Member Burns asked when the Safety Committee will be meeting and suggested that the Safety Committee look at some recent topics. Dr. Johnson reported that Ted Doughty will be setting up a meeting of the Safety Committee in November after Board Advisory Committee members are appointed. She also shared that training on the use of the various communication devices will take place on October 26th followed by testing of the communications devices and systems.

Member Burns publicly thanked the Board members for their financial and personal support of the Chamber Golf Tournament. Member Burns shared that he was disappointed that site administrators did not attend any part of the event.

Member Burns is traveling to Sacramento with City of Santee officials on October 19 to meet with legislators supporting the new library. He asked for information on library support so he is prepared for this trip. Dr. Shaw reported on a meeting he attended on October 4 with Senator Dede Alpert. The District's major focus on support of a new library is increased literacy. The new library would also house student textbooks, a homework center and parent education resources. Dr. Johnson reported that a second compliment of student writings was sent about the library.

I. CLOSED SESSION

President El-Hajj announced that the Board would meet in closed session for:

1. Public Employee Discipline/Dismissal/Release
2. Conference with Labor Negotiator
Agency Negotiator: John Tofflemire, Director, Human Resources
Employee Organizations: Santee Teachers Association (STA)
California School Employees Association (CSEA)
3. Student Discipline Matters
4. Conference with Real Property Negotiators
Location: Renzulli Site and Santee School
Agency Negotiator: Lisbeth Johnson, Superintendent
5. Public Employee Performance Evaluation
Superintendent

The Board entered closed session at 9:40 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 12:00 p.m. No action was reported. The October 5, 2004, regular meeting adjourned at 12:00 p.m.

Dustin Burns, Clerk

Lisbeth A. Johnson, Ed.D., Secretary