

SANTEE SCHOOL DISTRICT
REGULAR MEETING
OF THE BOARD OF EDUCATION

December 5, 2006
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 7:02 p.m.
Members present:
 Barbara Ryan, President
 Allen Carlisle, Vice President
 Dan Bartholomew, Clerk
 Dianne El-Hajj, Member
 Dustin Burns, Member
Administration present:
 Dr. Lisbeth Johnson, Superintendent and Secretary to the Board
 Bill Clark, Assistant Superintendent, Business Services
 Emily Andrade, Assistant Superintendent, Educational Services
 John Tofflemire, Assistant Superintendent, Human Resources
 Linda Vail, Executive Assistant and Recording Secretary
2. President Ryan invited Ben and Hayley Sampson, students at Cajon Park School and nephew and niece to Member Burns, 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: El-Hajj **Second: Burns** **Vote: 5-0**
4. Oath of Office for Incoming Board Members
Dr. Johnson administered the Oath of Office to Dustin Burns, Allen Carlisle, and Barbara Ryan who were re-elected on November 7, 2006 to four-year terms.

B. ORGANIZATIONAL MEETING

1. **Rotation of Board of Education Officers**
The Board approved the rotation of officers according to Board Bylaw 9120 and that Board Bylaw 9120 be revised to reflect the officer rotation for 2006-07. The slate of officers for 2007 is as follows:
 Allen Carlisle, president
 Dan Bartholomew, vice president
 Dianne El-Hajj, clerk
 Dustin Burns, member
 Barbara Ryan, member
Motion: El-Hajj **Second: Bartholomew** **Vote: 5-0**
New president, Allen Carlisle received the gavel from Barbara Ryan.
2. **Board Meeting Calendar for 2007**
The Board approved continuation of the existing meeting schedule with exceptions for the month of January 2007, with meetings held on January 9 and 23. The Board asked that this schedule change be publicized throughout the community. Linda will post in the same manner as public hearings are posted.
Motion: Ryan **Second: El-Hajj** **Vote: 5-0**
3. **Board of Education Representatives to District Committees**
Board members reviewed the list of Board Advisory Committees and assigned Board representatives to each committee. A list is attached as part of the minutes.

Dr. Johnson reported that she has reviewed the protocol for Board Advisory Committees with administration, including the charge, or scope of work, which provides a narrow focus of the committee's task. Included in this protocol are annual posted meeting schedules and periodic updates by administration to the Board regarding the committee's progress towards Board goals or the committee's charge.

C. 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 this week is Parent Conference Week and teachers are working with parents to support the success of students.

2. Spotlight on Learning – Principal Presentations from Rio Seco and Prospect Avenue Schools on Instructional Leadership to Meet Student Achievement Targets

Cheryl Bowen and Tracy Real, Principal and Vice Principal, presented Rio Seco's "Journey to Success" and shared the compass points for their journey to increase student achievement.

1. API Growth-Mrs. Bowen shared that last year Rio Seco realized an API growth of 69 points.
2. English Language Arts Proficiency Level Increases-Proficiency levels in grades 2, 4, 6, 7 and 8 are above district level.
3. Math Proficiency Level Increases-Proficiency levels in grades 2, 4, 5, 6, 7, and 8 exceed the district level.
4. Social Studies Proficiency Levels-Schoolwide proficiency levels moved from below district in 2004 to 13% above district in 2006, almost doubling the number of students scoring proficient or advance.
5. Science Proficiency Levels-Students in grades 5 and 7 scored above the district proficiency level.

Mrs. Bowen shared that English Language Arts in grades 3 and 5, and Math in grade 3 are the "High Seas and Rough Water" that the school must work to navigate to a higher level of student success. She said that using this data, the school has responded by providing a navigational map with interventions and programs for students, which include: student success folders, informal teacher-student goal setting conferences, school wide assessment plans, teachers closely monitoring students to move from basic to proficient or advanced, junior high intervention classes, mid-year student-teacher-parent conference for ineligible 8th graders, and a tutoring program made available to parents after school.

This year's programs at Rio Seco also include STAR, DIBELS, a literacy teacher for grades 1-3, an intervention teacher for grades 4-6, curriculum nights, teacher release time, targeted instruction plans for all students, writing incentive, teacher evaluation based on effective instructional practices, using the Walk-'Bout, and PLC training.

The target for 2007 is to provide release time for PLC's to analyze data and develop targeted instruction plans. The API target is to achieve an API score of 900 by 2009.

Member Burns asked Mrs. Bowen what the Board could do to help support the school. Mrs. Bowen said she appreciates all of the support and the major need is time and resources. She asked the Board to continue to support the modified day program to continue PLC's. She also said it would be a valuable resource to increase the number of literacy and intervention teachers.

Member El-Hajj said that at La Prensa School, where she teaches, their mascot is also the roadrunner and the staff is adopting the "Roadrunner strategies for success" which Mrs. Bowen had previously shared with the Board.

Ann Bray, principal from Prospect Avenue, shared the climate of "Panther Pride" and the Mission Statement is "dedication and commitment to providing a quality education." Prospect Avenue School provides a targeted quality school structure where "kids are not alone." Their student achievement plan is structured in tiers:

- Tier 1-School-wide plan includes PLC's, professional development, student learning goals, positive school-side discipline, and attendance incentives.
- Tier 2-Targeted support includes intervention classes, DIBELS, IDMS, support plans, the PIP program, and parent involvement.
- Tier 3-If tiers 1 and 2 are not meeting the needs of students, Tier 3 includes intensive support, reading and math interventions, designated instructional services, investigation of accommodations plans or IEP, and attendance monitoring.

Mrs. Bray shared that their partner in education, CostCo, donated 350 backpacks to the school to get students off to a good start. All student safety nets are systematically interfaced to assure appropriate academic progress and the staff truly lives the mission statement each and every day.

Member Burns asked Mrs. Bray, now that the Board has provided a full time vice principal for Prospect Avenue, what other student support systems the Board could help support if funds were available. Mrs. Bray said modified days have helped greatly but uniform modified days would provide district wide PLC opportunities for Prospect teachers, where specific grade levels are smaller. Mrs. Bray also said any support for release time to implement PLC's would be greatly appreciated, as a lot of site dollars are being expended for this purpose.

D. PUBLIC COMMUNICATION

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

E. CONSENT ITEMS

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

- 1.1. Approval of Minutes
- 2.1 Approval of Travel Requests
- 2.2. Approval/Ratification of Revolving Cash Report
- 2.3. Acceptance of Donations
- 2.4. Acceptance of a Smart Landscape Program Grant for Irrigation Efficiency
- 3.1. Approval to Add Certain Extended Field Trips to the Pre-approved Field Trip Study Location List
- 4.1. Personnel, Regular
- 4.2. Approval of Revisions to All Classifications of Instructional Assistant Job Descriptions to Include NCLB Requirements

It was moved and seconded to approve Consent Items.

Motion: Burns

Second: El-Hajj

Vote: 5-0

F. DISCUSSION AND/OR ACTION ITEMS

1.1. Technology of the Future-Classroom Standardization Presentation

Dr. Johnson shared that administration is presenting a plan to equip students with technology learning tools to be competitive with the learning we provide and to prepare students for success in the 21st century. Ernie Nevares, Director of Instructional Technology, presented a comprehensive plan developed by a collaborative planning team. He said project development began in June of last year at the Superintendent's Management Team meeting, where managers were asked to develop goals for the future with technology training and instruction integration. As the team brainstormed how the District could work smarter to level the playing field for all schools in the District for student instructional goals, they focused on how students could gain information literacy and higher-level learning.

School site goals will expand learning possibilities for all students, level the playing field for all students and teachers, close the gap in the digital divide for students and teachers, and expand teacher professional development. The team has created a technology package of instructional components for teachers, that includes a multimedia mobile laptop, ceiling mounted LCD projector, versatile document camera, wireless tablet with "smart capability," and an integrated sound system. He also shared that some schools may opt to upgrade their classroom amplification systems at their expense. The instructional components of a classroom package include classroom Thin Clients, headphones, software licenses, laser printers, upgraded server support, and upgraded furniture for new equipment. Mr. Nevares shared the approximate cost for these items, the coordinated installation process, and yearly implementation cycle. Technology Coordinator, Laura Spencer, and Katy Hammack, Technology Resource Teacher, shared a presentation of how technology can be used in the classroom by taking the Board on a visit to a classroom of the future. Their demonstration showed how technology tools can enhance learning and thinking skills. Mr. Nevares reported that the classroom technology plan aligns with Board goals and the District Technology Plan, and is viewed as an innovative technology plan. Implementation would begin in grades 4-8.

Member El-Hajj said she appreciates the timeline development, as she was involved in QZAB meetings where the plan was discussed, and the job seems huge. Mr. Nevares said coordination between the departments is essential and the departments have been working together to develop an integrated plan for purchase, installation, and support of the technology equipment.

Member Burns said it was an outstanding presentation. He shared that at the CSBA conference he sat in a workshop about school technology plans and learned of a district where each school had a video conferencing network and partnered with a school in Japan. He also understands that technology tools can dramatically raise student achievement in EL students. He is pleased that the project will begin with the instructional piece and be built around that. Member Burns would like to see our District take advantage of any funding that may be available, such as E-rate.

Mr. Nevares said this plan came from soliciting information from many different stakeholders in Santee and from experienced people outside of Santee, including teachers, technology directors, and vendors.

Member Bartholomew thinks the plan is fantastic and appreciates the planned process to standardize for quality and uniform access. He asked about the plan to dispose of the old computers and equipment and the culture break in training staff on use of the new equipment.

Mr. Nevares commended the technology staff for having maintained the technology equipment in the past with the great variance in age and types of equipment. The standardized plan will help provide a more comprehensive and standardized professional development plan for staff and a higher quality of service support. A plan is being developed to dispose of the old equipment.

Dr. Johnson said that School Site Councils would need to approve their specific school allocated dollars for their site technology plan.

Member Burns moved to approve the proposed plan for standardizing technology student and teacher stations at grades 4 through 8 as a Phase I "Classroom of the Future" plan, using the one-time discretionary block grant funds and one-time instruction materials grant funds as a support to each School Site Council's approval of the use of their funds for the presented technology plan.

Motion: Burns

Second: El-Hajj

Vote: 5-0

Business Services

2.1. Approval of First Period Interim Report

Bill Clark presented a positive certification regarding the District's financial condition and reported that the District made progress on the priorities established by the Board. The target for reserve for declining enrollment has been reached and the BAC has identified approximately \$800,000 in reduction targets. Member Ryan moved to approve the First Period Interim Report.

Motion: Ryan

Second: Burns

Vote: 5-0

2.2. Authorization to Submit Application to Purchase State Relocatable Classrooms

Bill Clark asked the Board to authorize the purchase of six portable buildings, currently being leased from the State of California, for a total cost of \$32,016. The State has released an unusual opportunity to purchase the portable buildings for slightly above their annual lease payment, and this purchase is expected to save the District \$111,984 over the next five years. The cost of the purchase will be charged to the Capital Fund or other one-time capital services.

Member El-Hajj asked if we would be purchasing the portable buildings that we already have in place. Mr. Clark said yes, we would be purchasing the buildings that we currently lease year-to-year. Member El-Hajj asked if this purchase would require spending dollars that were not anticipated. Mr. Clark said the purchase would require only allocating an additional \$8,016. Member Burns said on the way to the meeting he was asked why the District would want to buy portable buildings when we are modernizing. Mr. Clark said the District would continue the need to lease these buildings during the modernization process at \$24,000 per year. Board members would like the cost savings information communicated clearly to the public.

Motion: Burns

Second: El-Hajj

Vote: 5-0

2. Discussion and Approval of New Board Policy 1330.1, Improvements and Maintenance of District Facilities

Administration requested Board discussion and adoption of the proposed new Board Policy 1330.1, Improvements and Maintenance of District Facilities. Administration is bringing this new policy per legal advice, to include detailed plans for improvements and ongoing costs, and to govern any improvements and ongoing maintenance to District property that another agency may wish to make. This Board authorization opens the way for City-funded improvements to District fields and administration will work with the City of Santee to complete the application and receive the signed written proposal outlining the improvement documentation requirements.

Member Burns asked if improvements made by other agencies would be performed with consideration of the District's modernization plan. Mr. Clark said any improvements would need to be planned around the District's modernization plan. Member Carlisle asked if the plans that we have would be utilized when planning with other agencies. Mr. Clark said yes and cited the schools selected by the City as an example and the City's change of sites to accommodate the District's plan.

Member Ryan asked if there was any action needed regarding the City's proposed agreement amendment and what our responsibility would be. Mr. Clark said no action was needed. The new Board policy would be the District's protection.

Member Ryan is concerned because the City's agreement has no connection to our Board policy and that the City will use their agreement in making decisions such as maintaining improvements and governing the scope of improvements. Member Bartholomew said that Item #4 provides for approval from the District.

Mr. Clark said that it may be better to have Exhibit A reference the new Policy indicating that the policy would have preference. Member Carlisle asked if City staff would agree to that. Mr. Clark said he believes that City staff would be okay with adding a statement to the Exhibit.

Member Ryan moved to approve new Board Policy 1330.1, Improvements and Maintenance of District Facilities with an inclusion in Exhibit A to reference the Board Policy to have preference.

Motion: Ryan

Second: El-Hajj

Vote: 5-0

G. BOARD POLICIES AND BYLAWS

1. First Readings:

- 1.1. Revised Board Policy 4011, Recruitment & Selection
- 1.2. Revised Board Policy 4300, ~~Management~~-Professional Leadership Team
- 1.3. Revisions to Board Policy 6153 and 6153.1 to Reflect Addition of Selected Extended Field Trips to the Pre-Approved Field Trip Study Location List

There were no comments or questions on the Board Policies presented for a first reading. These policies will return for a second reading.

H. BOARD COMMUNICATION

Member Bartholomew attended the Board Advisory Committee meeting last night where there was a presentation from a lighting company that could provide retrofitting for the District to allow the District to obtain rebates of about 1/3 of the cost. The BAC committee wants the Board to know that the rebates may not be available after the first of the year. Member Bartholomew said the lighting retrofit is covered under the previously approved deferred maintenance plan and in order to take advantage of these rebates the Board could provide direction to have the work done right away to get the energy

savings. However, the CFH lighting retrofit must go out to bid. He said there was discussion about the importance of the improvement and the project in collaboration with modernization but the return of investment would be realized prior to the modernization. The Board provided direction to administration to move forward on the project and work on the CFH project. Member Ryan disclosed that her son works for the lighting company but she is not excluded from input on this because she has no gain from this project.

Member Ryan reported that the CSBA Forecast conference is being web cast in San Diego so the Board can take advantage of all of the excellent speakers. She reported from the Delegate Assembly discussion about mandated costs reimbursements and CSBA is filing a lawsuit. They would like to use our District's mandated costs reimbursement of \$800,000 as an example. She asked Mr. Clark to talk to the CSBA attorney to share our information. Another priority is funding by grade level which is also a Board Legislative Goal.

Member Burns attended the CSBA conference and focused on technology and facilities workshops. He brought back information he plans to share with everyone. He said there is a lot we can learn from other districts who have gone through the modernization process to avoid making mistakes.

Dr. Johnson shared the questions she put together to begin community discussion about the Bond. Member Burns would like to discuss how the information can be communicated. He suggested a marketing CD and the use of the Parent Link system to address questions that the community may have, and to use the website for continuous updates. Dr. Johnson reported that SDCOE had assisted her in the past to produce a CD and she could look into their assistance.

Member El-Hajj suggested a district-wide mailer that would have FAQs. Member Bartholomew said it is important to get the information out to the stakeholders. Grossmont High School District is using a newsletter specifically designed for the modernization project, which in itself has not done the job. The information should include timelines, progress, and stumbling blocks. Member Ryan said we need to communicate eight times. Dr. Johnson said we could put together a mailer, maybe back to back, with an information letter and answers to frequently asked questions. An article could be placed in the Santee ECHO. Member Burns said whatever venue is used needs to be appealing to the public.

Dr. Johnson said we may need to use assistance from people that have the expertise to put together a communication that is appealing. Member Bartholomew also suggested updating the signs in front of schools. The Board directed Dr. Johnson to begin with a letter, and a phone call from Parent Link in January. She will also look into getting information into the next Santee Review issue which comes out in early spring. Dr. Johnson will also provide information for school newsletters.

Dr. Johnson reported on the upcoming Hill Creek Evacuation drill scheduled for January 10, 2007 at 8:30 am. The Sheriff's and fire departments are participating and the press will be notified. Grossmont High School District administration has been advised and may attend the debrief meeting.

Dr. Johnson asked Board members to check their calendars to set dates for January for a Board Workshop with Ron Bennett from School Services. The Board set January 24th at 4:00 p.m. to hold the workshop. Dinner will be provided.

Dr. Johnson asked Board members if they would like to continue the practice of making a donation to the Foundation in lieu of exchanging Christmas gifts. Board members and Executive Council members will provide a donation of \$25 to the Foundation in lieu of exchanging gifts.

I. CLOSED SESSION

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

1. Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
2. Conference with Labor Negotiator (Govt. Code § 54956.8)
Agency Negotiator: John Tofflemire, Assistant Superintendent, Human Resources
Employee Organizations: Santee Teachers Association (STA) and Classified School Employees Association (CSEA)
3. Conference with Real Property Negotiators (Govt. Code §54956.8)
Location: Santee School Site. 10445 Mission Gorge Rd., Santee 92071
Negotiating Party: City of Santee
Agency Negotiators: Dr. Lis Johnson, Superintendent and Bill Clark, Asst. Supt., Business Services
Purpose: Price and Terms
4. Conference with Real Property Negotiators (Govt. Code §54956.8)
Location: Renzulli Site, Prospect Avenue-east of Marrokal Lane, Santee 92071
Negotiating Party: City of Santee
Agency Negotiators: Dr. Lis Johnson, Superintendent and Bill Clark, Asst. Supt., Business Services
Purpose: Price and Terms

The Board entered closed session at 9:20 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 11:45 p.m. No action was reported. The December 5, 2006 regular meeting adjourned at 11:45 p.m.

Dianne El-Hajj, Clerk

Lisbeth A. Johnson, Ed.D., Secretary