

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

March 1, 2005
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
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, MemberStaff present:
 - Dr. Lisbeth Johnson, Superintendent and Secretary to the Board
 - Dr. Patrick Shaw, Assistant Superintendent, Educational Services
 - Bill Clark, Assistant Superintendent, Business Services
 - John Tofflemire, Director, Human Resources
 - Linda Vail, Executive Assistant and Recording Secretary
2. President Burns invited Jeanne Barker, school secretary at Cajon Park School, to lead the members, staff and audience in the Pledge of Allegiance.
3. Approval of Agenda
President Burns requested to amend the agenda as follows:
 - o Item B.3. pulled to return at a later date
 - o Closed Session to follow Public Communication on the agenda to discuss
 - Public employee discipline/ release
 - o Discussion and/or Action Items F.2.1. and 2.2. reversed in order.

It was moved and seconded to approve the agenda with these amendments.

Motion: Ryan

Second: El-Hajj

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
2. Spotlight on Learning-SDC Teacher at Cajon Park
Superintendent Lis Johnson introduced Judy Miller, SDC teacher at Cajon Park School. Ms. Miller was recognized for her work with special needs children. President Burns presented Ms. Miller with a certificate of appreciation from the Board.
3. Recognition of New Probationary Teachers (Pulled to return at a later date.)

C. PUBLIC COMMUNICATION

President Burns invited members of the audience to address the Board about any item not on the agenda.

Allwyn Gazi, STA president, asked the Board that as budget reductions are considered decisions would be made that keep budget cuts as far away from the classroom as possible.

The Board entered closed session at 7:10 p.m. to discuss:

1. Public Employee Discipline/Dismissal/Release

The Board reconvened to Public session at 8:45 p.m.

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 (***Pulled for separate consideration.***)
- 2.2. Approval/Ratification of Revolving Cash Reports
- 2.3. Acceptance of Donations
- 2.4. Approval and Adoption of Resolution #0405-32 to Continue the Date to Receive Sealed Bids for the Disposition of Surplus Real Property Commonly Known as the Renzulli Site
- 2.5. Approval of Student Teaching Agreement with Christian Heritage College
- 2.6. Approval of Response to Request for Agency Recommendation
- 2.7. Approval of Contracts for Nonpublic, Nonsectarian School/Agency
- 2.8. Approval of Contract with Outfitter Satellite Inc.

Educational Services

- 3.1. Approval of Request for Extended Field Trips

Human Resources

- 4.1. Personnel, Regular (***Pulled for separate consideration.***)
- 4.2. Adoption of Resolution No. 0405-30 to Release/Dismiss Identified Certificated Temporary Employees
- 4.3. Ratification of Proposed CSEA Retirement Incentive

Member Ryan moved to approved the consent items as listed with Consent Items E.2.1. (Travel Requests) and E.4.1. (Personnel, Regular) pulled for separate consideration.

Motion: Ryan

Second: El-Hajj

Vote: 5-0

E.2.1. Approval of Travel Requests (Amended) (***Pulled by Member Carlisle for separate consideration.***)

Member Carlisle moved to approve the amended travel requests with the exception of the teacher from Cajon Park requesting to attend the CUE conference.

Motion: Carlisle

Second: Bartholomew

Vote: 5-0

Member Carlisle asked about the travel request for a teacher to attend a computer conference at a cost of \$1,176, plus a substitute teacher for 2 days. He asked if the teacher attended this conference last year and if the teacher provided information to the school staff or District about what was learned. Dr. Johnson reported that the teacher did attend the conference last year and committed to formally provide staff information but it had not been done as of this date. Member Bartholomew said that if we have already allowed the teacher to attend this conference with no return to the District, he is reluctant to send the teacher again.

President Burns was concerned about not approving the travel because it was approved at the site level by the site principal. Member Ryan would approve the travel with the direction that the teacher

shares the information learned with other District staff. Member Ryan moved to approve the travel request for a teacher at Cajon Park School to attend the CUE conference.

Motion: Ryan Second: Burns Vote: 2-3 (Bartholomew, Carlisle, El-Hajj, no)

E.4.1. Personnel, Regular (***Pulled by Member Carlisle for separate consideration.***)

Member Carlisle moved to approve Consent Item E.4.1. with the exception of items C.2, C.4, C.7, and C.8. Member El-Hajj does not support this motion because she believes this decision is ill-advised and she urged Board members to reconsider. Member Burns believes that it is a responsible decision because of information that has become available to the Board.

Motion: Carlisle Second: Ryan Vote: 4-1 (El-Hajj, no)

F. DISCUSSION AND/OR ACTION ITEMS

Superintendent

1.1. **Approval for Out of State Travel to San Antonio, Texas to Train Santee “Trainers of Trainers” at the National Renaissance Accelerated Reader Conference.**

Superintendent Johnson presented background information on this request for out-of-state travel. The Director of Technology, Bev Blaylock, researched this training and it is not available locally. It is believed to be a worthy training and would benefit students who are using the Accelerated Reading program. The Superintendent recommends that the teachers be permitted to attend this training.

Member El-Hajj asked Mrs. Blaylock about how our technology supports the Accelerated Reading program. Mrs. Blaylock reported that Thin Clients will run both the STAR testing and Accelerated Reader programs, which make the programs much more accessible than they have been in the past.

Motion: El-Hajj Second: Ryan Vote: 5-0

1.2. **Consideration of Board’s Legislative Goals for 2005**

Superintendent Johnson introduced the proposed legislative goals for 2005. Board members Ryan and El-Hajj worked with the Superintendent to prepare the proposed goals.

President Burns feels that his concerns are addressed and is supportive of the goals as presented. Member Bartholomew would like to see included in the legislative goals support of legislation that would restore the ability for school districts to contract services. Board members asked that a new goal be added stated as “To support legislation to restore to school districts the ability to contract services.” Member Carlisle moved to approve the Legislative Goals with the addition of support to restore the ability of school districts to contract services.

Motion: Carlisle Second: Ryan Vote: 5-0

Member Ryan shared that Senator Hollingsworth will visit San Diego on March 18, 2005. He will meet with Board members and the Superintendent and then visit Rio Seco School. President Burns and Superintendent Johnson are scheduled to be at CSBA Masters in Governance classes on that day and will find a designee to escort Senator Hollingsworth on his visit to Rio Seco.

1.3 **Discussion about Business Forum**

Dr. Johnson proposed May 25, 2005 for the second Business Forum and asked the Board for direction in planning the activity. Board members approved May 25, 2005 and directed that a breakfast be held beginning at 7:30 a.m.

President Burns will meet with Dr. Johnson to plan the agenda and details of the event. Member Ryan reminded Board members that the Foundation was going to send out a letter soliciting contributions and suggested that the letters coincide with the Business Forum. Member Ryan indicated that retirees could be honored at a separate event from the Business Forum. Member Ryan suggested possibly honoring the Santee Teacher of the Year, winning science fair students, or the Rotary speech contest winner. Dr. Johnson will meet with President Burns and bring a draft agenda to the Board for approval. It was moved by Member El-Hajj to proceed with plans for a Business Forum on May 25, 2005 with a budget not to exceed \$500.

Motion: El-Hajj

Second: Ryan

Vote: 5-0

1.4. **Consideration of Next Steps for Student Forum**

Dr. Johnson shared that after two successful student forums, administration is requesting direction on how to proceed with a follow-up. Member Bartholomew shared he would like the students to see that their input has an impact on Board Policy. President Burns believes that with the input from students and administrators, a revised dress code policy can be developed and he would like to invite the students to attend so they can see the governance process in action.

Member El-Hajj believes that the dress code should be placed on the Board agenda and the students should be invited to attend. She would also like another Forum with a different topic.

Member Carlisle would like to have the students come to a Board meeting to see the Board Policy revision process conclude. It was discussed that maybe only the administrative regulation needs to be revised.

Dr. Johnson will develop a draft of a revised administrative regulation that will include student input as appropriate. The revised administrative regulation will return to the Board at the April 5th meeting. At that time the Board will also plan the date and topic for the next Student Forum.

1.5. **Fiscal Management Long-Range Master Plan Board Advisory Committee Report**

Dr. Johnson shared the charge of this Fiscal Enhancement Committee. It is to generate revenue to the District in innovative ways. In February the committee made recommendations for generating revenue that seemed realistic. Dr. Johnson shared the chart of the Fiscal Enhancement Committee's recommendations.

President Burns asked Board members if there were any items on the chart (Attachment B) that they were not supportive of. Member El-Hajj is concerned about the maintenance assessment district idea from Irvine but said she generally liked all of the ideas. Member Carlisle feels that the maintenance assessment idea is awesome and is supportive of all of the recommendations, although he has some uncertainty about the car sales. Board consensus was that administration should continue to pursue all of the ideas and as complete plans are developed return to the Board for implementation.

2.1. **Presentation of District Multi-Year Fiscal Plan and Possible Staffing Implications**

Bill Clark, Assistant Superintendent of Business Services, presented the multi-year fiscal plan. Phase I has been completed. Staff was able to recapture \$766,246 with County approval, which is \$233,754 difference for the Phase I \$1 million target, and the timeline has now expired. Phase II implementation will provide a surplus of \$6,918. The target was to decrease the \$1.6 million deficit. Dr. Shaw explained that the Mega-item transfer funds were available from centralized accounts and the \$81,578 Mega-item transfers will not affect the site budgets. Dr. Johnson shared that the transfer from the technology fund would not

impact the technology program because some expenses could be funded from restricted funds. Member Carlisle asked if the direct cost charges were new charges to the departments. Mr. Clark reported that they are new under Phase II and will be carried forth for future years. These charges were available but were not charged in the past at the full allowable rate. Phase III included upcoming budget year assumptions in the targeted amount of \$3M.

President Burns asked about the per student site funding and asked if staff knew what the average funding level was for districts. Mr. Clark shared the current funding is \$30.43 per student which was reduced two years ago. Member Carlisle believes the Board may want to look at a different funding level in a future discussion since there is some flexibility. Dr. Johnson explained that some figures included in the Phase I, II, and III targets are projections or fund savings that cannot be guaranteed and may not occur. Approximately \$1.2 million was stated as "soft money" and may not be realized in the three-phase plan. With a \$3.0 million shortfall and \$1.6 million in deficit spending, the \$1.2 million of money that is not confirmed could be problematic in meeting budgetary targets.

Mr. Tofflemire presented how the fiscal plan could impact personnel. He explained that flexibility, when unforeseen budget decisions such as "soft money" are not confirmed, impacts decisions regarding staff reductions. Mr. Tofflemire explained that certificated staff lay off notices must be provided by the deadline of March 15th. President Burns stated concern about cuts impacting schools and asked if the Board has the flexibility to adjust the funding allocation later in the year. Dr. Johnson shared that other decisions could be made as needed during the year but certificated personnel reductions must be decided by March 1 and March 15.

Member Ryan moved to approve Phase II and Phase III implementation of the Multi-Year Fiscal Plan.

Member Bartholomew asked Mr. Clark for specific information about savings in the salary and account revision. Mr. Clark shared that the account revisions were derived through negotiations with departments and through shifting some expenses to appropriate restricted funds. More specific details will be provided in the second interim report. Member Carlisle commended Mr. Clark, his staff, and the departments who worked together to implement Phase I for a job well done.

Motion: Ryan

Second: El-Hajj

Vote: 5-0

2.2. **Presentation of Proposed Deferred Maintenance Projects**

Mr. Ted Doughty presented information to the Board about the facilities maintenance assessment site needs. He shared that safety issues also need to be addressed. There is a \$458,467 current Deferred Maintenance balance. Mr. Doughty presented options to consider for proceeding this year. He believes it would be prudent to reserve \$100,000 to address unforeseen and emergency needs. President Burns is concerned that there are many needs at the school sites and would like to address the important needs at schools but be able to hold back a reserve. Member Carlisle asked if a consultant is used to determine needs. Mr. Doughty shared that inside staff is used although a consultant was used during a prior bond initiative that the District pursued.

President Burns would like to hear what the specific needs are for each site administrator. President Burns also asked about painting the schools and the cost involved but Mr. Doughty did not have that information readily available for entire school painting costs.

Member Bartholomew believes that the safety and security of the schools is a priority and the next priority is items in classrooms that are impeding the education of students (carpet, roof leaks). He agrees that a reserve is prudent. While visiting schools he became aware of a classroom that has a continual roof leak when it rains.

Member Ryan agrees that safety is first priority and things that impact the classroom would come next. She agrees with a reserve, but maybe limiting it to \$50,000.

Member Carlisle asked if a general obligation bond was feasible and said that there would be money to spend if a GO bond passed. Dr. Johnson shared that it is on the Fiscal Enhancement Committee recommendation list and will return to the Board for a discussion. Member Carlisle supports a \$100,000 reserve and prioritizing safety items first and classroom impacting concerns second. He believes that the District could use available resources to address safety issues, and maintain a reserve of \$50,00-\$100,000.

Board members gave Mr. Doughty direction that summer projects should address safety as the first priority. President Burns would like to see a list of needs from each school. In the past the Board has received a list with A, B, and C priority order and an updated prioritized list would be helpful for the Board's consideration of projects. Mr. Doughty will visit with site principals and prepare a list to request their specific needs.

Member El-Hajj moved to develop a Facilities Committee that will provide recommendations for project priority and to maintain a \$100,000 reserve in the Deferred Maintenance budget. Member Carlisle will serve on the facilities committee.

Member Bartholomew feels that the Maintenance staff could review the needs with site administrators and that a committee may not be needed. Mr. Doughty also shared that bids for summer projects need to be out by the end of March.

Staff will return on March 15, 2005 with a list of the needs of principals and recommendations for using the available dollars.

Member El-Hajj amended her motion and moved to maintain a \$100,000 reserve in the Deferred Maintenance budget.

Motion: El-Hajj **Second: Carlisle** **Vote: 3-2 (Burns, Ryan, no)**

Member El-Hajj moved to approve establishing a District Facilities Committee.

Motion: El-Hajj **Second: Ryan** **Vote: 4-1 (Bartholomew, no)**

4.1. **Adoption of Resolution No. 0405-28 for Reduction or Elimination of Certain Certificated Services**

Mr. John Tofflemire shared that based on current and future financial constraints, it is anticipated that sufficient revenue may not be available to maintain the current level of programs. The projections are based on valid data but funding for confirmed revenue and savings to the district will not be verified until the State budget is presented in the May revise. There is approximately \$1.2 million in unconfirmed dollars necessary to balance the District budget and curtail \$1.6 million in deficit spending. Administration requests approval to provide RIS notices to certificated staff included in Exhibit A. Board approval allows the Board to follow through with the flexibility to meet any unforeseen needs for reductions in the future.

Cameron Williams, STA representative, submitted a request to speak card and shared STA's position in cutting positions or hours of certificated personnel. He asked that the Board consider the 200 instructional minutes provided in the teacher's contract before considering Option II Kindergarten cuts. He thanked the Board for maintaining the current kindergarten program for this school year and hopes that the Board will maintain the current kindergarten program for next year as well.

Presentation schedule will be developed and Board members are asked to submit their availability as soon as possible.

I. CLOSED SESSION

President Burns 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
Agency Negotiator: Bill Clark, Assistant Superintendent, Business Services

The Board entered closed session at 11:00 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 12:25 p.m. No action was reported. The March 1, 2005, regular meeting adjourned at 12:25 p.m.

Allen Carlisle, Clerk

Lisbeth A. Johnson, Ed.D., Secretary