SANTEE SCHOOL DISTRICT REGULAR MEETING OF THE BOARD OF EDUCATION

January 17, 2017 MINUTES

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

A. OPENING PROCEDURES – 7:00

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:

Dr. Cathy A. Pierce, 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 Maya Archer, 6th grade student at Sycamore Canyon School, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

Member El-Hajj moved approval.

Motion:	El-Hajj	Ryan	Aye	Fox Aye
Second	Burns	Levens-Craig	Aye	Burns Aye
Vote:	5-0	El-Hajj	Aye	

C. REPORTS AND PRESENTATIONS

President Levens-Craig acknowledged Superintendent Pierce's upcoming retirement and presented her with flowers and her portrait that had been displayed in the ERC. The Board acknowledged Superintendent Pierce for her hard work and dedication to the students, staff, and community of Santee School District. Superintendent Pierce expressed her gratitude and mentioned it had been an honor and privilege to serve the community of Santee School District.

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

Superintendent Pierce acknowledged Karl Christensen, Assistant Superintendent of Business Services, and his staff for having an audit without any findings for the second consecutive year.

2. Spotlight on Learning: Sycamore Canyon School

Principal Jeri Billick mentioned staff and students were very excited to spotlight the learning at Sycamore Canyon. She acknowledged staff and students for their hard work on the implementation of common core standards. Principal Billick mentioned the SBAC scores showed a substantial growth within all grade levels in both English Language Arts (ELA) and Mathematics.

She explained that instead of showing a video, students were present to showcase the fun and amazing things at Sycamore Canyon School. The students role played a family that had recently moved to Santee and their steps in selecting which school was best for their students.

The students took turns roleplaying and describing why Sycamore Canyon was the best choice. The students described all the educational opportunities available at Sycamore Canyon (i.e., job training on video broadcasting, student newspaper, safety patrol, students valets to help with traffic flow, peer conflict workers during recess for primary grades, community circles in the classroom, focus on physical education, and the outdoor learning environment).

Principal Billick acknowledged Lynne Baker, teacher, for her assistance in the presentation. The Board commended Principal Billick, staff, and students for highlighting the great work at Sycamore Canyon.

3. Spotlight on Learning: Carlton Hills School

Principal Jerelyn Lindsay and Vice Principal Angelo Benedetto highlighted the steps Carlton Hills School is taking to build a sense of community amongst staff and teachers. Principal Lindsay shared using data from the Caring School survey, LCAP Student Forum, and 2015-16 CAASP Data as guidance. Vice Principal Benedetto shared the pathway the school used in building a sense of community included: Lifting Student Learning; Team Identified need to focus on Social-Emotional needs and school connectedness; Teacher leaders took idea to staff for discussion and survey; Redesigned Professional Learning Plan; Formed Action Committee; Jr. Jaguars program; and Improving Student Achievement. He shared some of the programs at Carlton Hills include: College Connections and Jr. High Spirit Teams to prepare students for college; Adaptive PE Buddies, Buddy Classes for Cross-aged Tutoring/Support, Jump Rope for Heart, Santee Santas, and Kindness Week for Community Outreach; Caught with Clean Paws, Project Wisdom, Character Lessons with Counselor, and Reflective Circles for Character Building; and DJ Club and Fishing Trips for connecting students across grade-levels. Principal Lindsay shared one of the most positive changes at Carlton Hills this year, was the additional counseling time provided to the students. She expressed her appreciation to the Board for making this service available to the students.

Principal Lindsay ended the presentation by thanking Vice Principal Benedetto for his work and participation on the presentation; and the Carlton Hills Staff for their dedication to their profession and for continually supporting all the students who walk through the school's gates. The Board expressed her gratitude to Carlton Hills staff for their presentation and their hard work.

D. PUBLIC COMMUNICATION

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

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 Request
- 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/Ratification of Consultants and General Service Providers
- 2.7. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.8. Approval of Uniform Complaint Quarterly Report Required by the Williams
 Settlement
- 2.9. Acceptance of 2015-16 Audit Report
- 2.10. Authorization to Sell/Dispose of Surplus Items
- 3.1. Approval of School Accountability Report Cards for the 2015-16 School Year
- 3.2. Approval of Nonpublic Master Contract with Copper Hills Youth Center for Residential Treatment Center Services and Nonpublic School Services

Board of Education, Minutes January 17, 2017 Page 3

- 3.3. Approval of Amended Nonpublic Agency Master Contract Appendix B with ABA Education Foundation for Behavioral Support
- 3.4. Approval of Comprehensive School Safety Plans
- 4.1. Personnel, Regular pulled for separate consideration
- 4.2. Certification of Competence in Evaluation and Instructional Methodologies

Member Burns moved approval of consent items, with the exception of Item 4.1. Personnel, Regular, which was pulled for separate consideration.

Motion:	Burns	Levens-Craig	Aye	Burns Aye
Second	Fox	El-Hajj	Aye	Ryan Aye
Vote:	5-0	Fox	Ave	

4.1. Personnel, Regular

President Levens-Craig explained she had pulled this item for separate consideration to acknowledged the hiring of Daisy De La Cruz as an Early Admission to Kindergarten (EAK) teacher at Chet F. Harritt. She mentioned Ms. De La Cruz, began her career with the District as a Project SAFE Lead. President Levens-Craig shared she knew Ms. De La Cruz had earned her teaching credential and was happy to see her being recommended for hiring within the District. She moved approval.

Motion:	Levens-Craig	Levens-Craig	Aye	Burns Aye
Second	Ryan	El-Hajj	Aye	Ryan Aye
Vote:	5-0	Fox	Aye	

F. DISCUSSION AND/OR ACTION ITEMS

Educational Services

1.1. Middle School Elective Application: Sycamore Canyon

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, shared the presentation was part of the LCAP goals, in the Action/Service steps. Dr. Pierce shared that although Sycamore Canyon was not a middle school, Principal Billick was presenting ways to enhance opportunities for students.

Principal Jeri Billick provided an overview of Sycamore Canyon's enrichment proposal. She shared Sycamore Canyon's vision included building an outdoor learning habitat; creating a learning environment that equips itself with hands on learning opportunities to solve real world problems; students pose questions and use the space to answer these questions; and the use of technology to enhance problem solving. She mentioned the proposal had been compiled by gathering input from various stakeholder groups (i.e., school site council; PTA; and students).

Principal Billick discussed the proposed enrichments included how technology could help study and compare organisms, places, and events. She explained it all tied in with the Common Core State Standards in reading, foundational skills, writing, speaking and listening, language, and all mathematical practice standards; and the Next Generation Science Standards (NGSS) connections include physical, life, earth, space, and engineering domains supported by the environment.

Principal Billick explained this would lead students into their preparation in entering the middle school pathway and enrichment would build background knowledge to support their middle school journey. She shared pictures of students learning in the learning habitat. Principal Billick mentioned researched showed school gardens impact academic performance and shared the proposed budget.

MODEL#	DESCRIPTION	STORE	COST	QTY	TOTAL
	Healthy Planet USA Partnership		\$3,000.00	1	\$3,000.00
UR361860	Shelving -60in.Hx36in.Wx18in.	Home Depot	\$59.97	6	\$359.82
SD380	Cart - Vertex Super-Duty	Home Depot	\$99.00	2	\$198.00
FW3820	Utility Cart - Sandusky 3cu.ft.	Home Depot	\$69.42	1	\$69.42
GOR1201B	Gorilla Cart - Heavy Duty Utility	Home Depot	\$132.70	1	\$132.70
2030	Gloves - G&F Women (3 pk)	Home Depot	\$10.71	25	\$267.75
1823-3	Gloves - G&F Kids (3 pk)	Home Depot	\$8.67	15	\$130.05
TSDIGGER-4	Tool Kit - Little Diggers Series Kid Garden Tools (4 piece set)	Home Depot	\$21.98	5	\$109.90
2951	Rake - Metal 5-Teeth Rake	Home Depot	\$7.93	3	\$23.79
1245-1	Kid Rake - Little Diggers	Home Depot	\$6.98	3	\$20.94
100184	Kid Rake - Garden (Green)	Home Depot	\$6.99	3	\$20.97
100183	Kid Rake - Garden (Yellow)	Home Depot	\$6.99	3	\$20.97
P755	Leaf Claw - Power Dynamics28in	Home Depot	\$24.99	5	\$124.95
1789300	Shrub Rake - 11-Tine Steel	Home Depot	\$7.98	5	\$39.90
2915900	Shrub Rake - 8 in. Poly	Home Depot	\$9.97	5	\$49.85
1994100	Hand Trowel - Wood Handle	Home Depot	\$3.97	10	\$39.70
2531800	Shovel - D-Handle Utility Shovel	Home Depot	\$9.97	5	\$49.85
19889804	70 Qt. Tote - (4 pk)16x26x13.5in	Home Depot	\$42.24	3	\$126.72
19858606	30 Qt. Tote - 12x18x11.5in	Home Depot	\$9.97	10	\$99.70
19848606	18 Qt. Tote - 12x18x7in	Home Depot	\$6.97	10	\$69.70
VPK900	Propagation Kit - Viagrow 10x20in	Home Depot	\$11.99	4	\$47.96
VSSP50	Organic Starters - Viagrow (50ct)	Home Depot	\$12.72	4	\$50.88
479497	Gravel - 1,100lbs. Grvl/Crshd Rock	Home Depot	\$24.95	10	\$249.50
30138W	Weed Control Fabric - 6ft. X 100ft.	Home Depot	\$124.97	1	\$124.97
WKBNCH72X22	Workbench-Signatre72in.Fold-Out	Home Depot	\$75.47	4	\$301.88
	Shipping	Home Depot	\$99.00	1	\$99.00
X-TT30608ADJ	DryEraseTopTble-Qte # 8129875	Virco Inc	\$623.55	2	\$1,247.10
	Curriculum - Printing of Garden	PUBS	\$200.00	7	\$1,400.00
757214942809	Caddy - Rolling Garden Tool	Orgniz. Stre	\$79.97	2	\$159.94
	Irrigation - Both sides of Quad	M & O	\$1,200.00	2	\$2,400.00
	Labor - For Irrigation	M & O	\$900.00	2	\$1,800.00
553107148	Canopy - Coleman UV 10x10	Walmart	\$114.00	4	\$456.00
HN-GU1024	Greenhouse -Gardman35x27x25in	Hayneedle	\$75.04	2	\$150.08
	Misc.Costs-Labor,Consumable,etc	Various	\$1,560.00	1	\$1,560.00
		GRAND	TOTAL =	\$1	5,001.99

The Board extended her gratitude towards Principal Billick and the Sycamore Canyon staff for their work. Member El-Hajj moved approval.

Motion:	El-Hajj	Levens-Craig	Aye	Burns	Aye _
Second	Burns	El-Hajj	Aye	Ryan	Aye
Vote:	5-0	Fox	Aye		

Business Services

2.1. Governor's Budget Proposal for 2017-18

Mr. Christensen mentioned he would be providing an overview of the 2017-18 Governor's January Budget proposal, released on January 10. He added more detailed information, as it pertained to the District, would be presented at the Budget Workshop on February 21. Mr. Christensen mentioned the economic indicators showed the economy continued to do well.

He explained State Revenues from 2015-16 showed to be down \$1.5 billion from the 2016-17 Budget Act. In 2016-17, State Revenues, were down \$1.55 billion from the 2016-17 Budget Act. In 2017-18 State Revenues were down \$2.74 billion from the 2016-17 Budget Act. He explained the combined impact was a downward adjustment of \$5.8 billion for State Revenues. Mr. Christensen mentioned there were modest increases in personal income tax; minor increases in sales and use tax; and a 4.7% annual increase for corporation tax. He explained the Guaranteed Calculation, in Proposition 98, showed a \$0.4 billion lower than estimated in the 2016-17 Budget Act. In 2016-17, a \$0.5 billion lower than estimated in the 2016-17 Budget Act; and a 2.9% increase from the prior year revised in 2017-18. Distribution to K-12 education includes \$744 million to LCFF (funds 1.48% COLA only, no progress to closing the GAP); \$287 million for one-time discretionary funds to reduce prior year Mandated Cost Reimbursement claims; Defer \$859.1 million of LCFF funding from June 2017 to July 2017; Shift \$310 million of one-time discretionary funding attributable to 2015-16 to 2016-17; \$422.9 million for Prop 39 Energy Efficiency; \$24 million higher than 2016-17f funding; and 1.48% COLA for categorical programs outside of LCFF.

Mr. Christensen shared the District and Charter School LCFF Funding and Gap Closure Estimates were as follows (dollars shown in millions):

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
LCFF Funding	\$4,722	\$5,994	\$2,942	\$744	\$1,904	\$2,022	\$2,294
Gap Closure	30.16%	52.56%	55.28%	23.67%	53.85%	68.94%	100.00%
COLA	0.85%	1.02%	0.00%	1.48%	2.40%	2.53%	2.66%

Mr. Christensen noted that if those were actual figures on the Budget Act, that would not be enough for the District to cover the STRS/PERS increases and/or other costs (step/column increases, utilities, etc.). He mentioned the District's cost of STRS/PERS increases is approximately \$750,000.

Mr. Christensen shared other provisions included working with the State Allocation Board and Office of Public School Construction to revise polices and regulations to implement front-end agreements that define basic terms, conditions, and accountability measures for participants that request funding through the School Facilities Bond Funds. Introduce legislation requiring facility bond expenditures from State Funds to be included in the Annual K-12 Audit Guide; and engage stakeholders throughout the spring budget process for feedback on the current special education finance system and the recommendations included in the two most recent evaluations conducted.

2.2. Approval of Monthly Financial Report

Mr. Christensen explained the report was for cash and budget transactions posted through November 30th. He mentioned the District ended the month with a cash balance in the General Fund of about \$8 million. Mr. Christensen shared the Budget Revision report was similar as to the one discussed for the First Interim. He mentioned the District is still projecting an operating deficit in the General Fund with a declining reserve percentage in each of the three years of the multi-year projections. Mr. Christensen explained the District will revise assumptions in the Multi-Year Projection, based on the Governor's January Budget Proposal, for Second Interim and present the data at the February 21st Budget Workshop and again on March 7th when the Second Interim Report is considered by the Board for acceptance. Member Burns moved approval.

Motion:	Burns	Levens-Craig	Aye	Burns	_Aye
Second	Ryan	El-Hajj	Aye	Ryan	_Aye
Vote:	5-0	Fox	Aye		

2.3. Authorization to Award Bid for District Office HVAC/Ceiling/Lighting Replacement Project

Mr. Christensen explained that at the August 16, 2016, the Board authorized Administration to go out for another bid to replace the antiquated HVAC system, along with ceiling and lighting, in the District Office. He mentioned Bids were solicited for a Base Bid plus two (2) additive alternates; one (1) for installing skylights for additional energy efficiency and one (1) for removing hazardous materials from the old boiler room. Mr. Christensen shared seven (7) bids were received and the lowest bid was submitted by MA Stevens Construction with a Base Bid plus alternates of \$426,075. He explained that when estimated soft costs were factored in, the total estimated cost for this project becomes about \$496,000; roughly \$24,000 over the estimate provided in August. Mr. Christened mentioned Administration recommended awarding the Base Bid and the two (2) additive alternates to MA Stevens Construction for work to be performed this summer. Member Burns moved approval.

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

2.4. Billing to Pioneer National Little League for Electricity Usage at Chet F. Harritt

Mr. Christensen shared that on December 15, 2015, the Board approved a three-way Memorandum of Understanding (MOU) with the City of Santee, the District, and Pioneer National Little League to obtain funding from the City for the construction of certain improvements to the ballfields at Chet F. Harritt School. He explained the MOU also contained terms to bill the League for electricity usage at Chet F. Harritt School using a particular calculation methodology. This methodology assumed that the sports lights were on the same sub-meter as the snack bar, adjacent conference/storage room, and batting cage. Consequently, the amount billed to the City of Santee for light usage was to be deducted from the amount to bill the League. Sometime after execution of the MOU, it was discovered that the sports lights are on their own sub-meter. Consequently, the calculation methodology in the current MOU is flawed. Mr. Christensen shared some background information related to the League's use of electricity at the old Santee School Site and at Chet F. Harritt. He explained the document included information about the League's activities throughout the year, the appliances and electricity using devices used by the League, historical kilowatt hour usage and SDG&E costs at the Santee School Site, and amounts calculated for billing the League both including and excluding deductions for amounts billed the City for sports light usage. Mr. Christensen explained no invoices have been generated and submitted to the League yet but the calculations had been shared with Member Fox over the last several months. Mr. Christensen explained this Board item was for information only and being brought forth to allow the Board to engage in a discussion about the League's electricity usage at Chet F. Harritt and to provide direction to Administration on amounts to bill the League. Upon discussion, the Board asked that Administration work with the Pioneer Little League on the billing and exploring options with SDG&E; and based on the outcomes, revise the MOU and bring back to the Board for approval.

Superintendent

3.1. Approval of Agreement with Leadership Associates for Consultant Services

Member Levens-Craig mentioned a revised contract was provided to the Board for consideration. She explained the cost was the same however the revised contract had corrected dates of service and more details on the services being provided. Member Burns moved approval.

Motion:	Burns	Levens-Craig	Aye	Burns _Aye
Second	Ryan	El-Hajj	Aye	Ryan _Aye
Vote:	5-0	Fox	Aye	

3.2. Board of Education Self-Evaluation

President Levens-Craig explained Board Bylaw 9400 addressed the annual Board's Self-Evaluation. Upon discussion, it was the Board's consensus to complete and discuss the results of the survey conducted in June with the self-evaluation during the team building workshop.

G. BOARD POLICES AND BYLAWS

1.1. Second Reading: Deletion of Board Policy 4333.1, Executive Council Mileage and Travel Expense Reimbursement

Deletion of Board Policy 4333.1, Executive Council Mileage and Travel Expense Reimbursement was presented for a second reading. Member Ryan moved approval.

Motion:	Ryan	Levens-Craig	Aye	Burns Aye
Second		El-Hajj	Aye	Ryan Aye
Vote:	5-0	Fox	Aye	

1.2. First Reading: Revisions to BP/AR 3270, Sale and Disposal of Books, Equipment, and Supplies

BP/AR 3270, Sale and Disposal of Books, Equipment, and Supplies was presented for a first reading. BP/AR 3270 will return to the next meeting for a second reading and request for approval.

1.3. First Reading: AR 5030, Student Wellness

AR 5030, Student Wellness, was presented for a first reading. AR 5030 will return to the next meeting for a second reading and request for approval. Member Ryan inquired on clarification on suggested wording on the Administrative Regulation. Mr. Christensen clarified the wording and mentioned he would work with Cathy Abel, Child Nutrition Director, on revising the wording based on the Board's discussion and suggestions.

1.4. First Reading: AR 3300, Expenditures and Purchases

AR 3300, Expenditures and Purchases, was presented for a first reading. AR 3300 will return to the next meeting for a second reading and request for approval.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce shared the upcoming Annual PTA Meeting and Founders Day on Wednesday, February 22, from 8:00 -11:30 am, at Scottish Rite Event Center; and the Tierra Del Sol Council PTA Founders Day, on Wednesday, March 8, at 6:00 pm. She mentioned the location of the Tierra Del Sol event was unknown at this time. Superintendent Pierce mentioned the Executive Assistant would follow-up on their availability for attendance.

President Levens-Craig shared speaking with School Services of California on conducting a team building workshop. She inquired on the Board's interest to hold the workshop towards the end of February/early March. Member Burns mentioned he preferred to include the incoming Superintendent in the discussion. President Levens-Craig mentioned the item would be brought back for discussion.

President Levens-Craig mentioned there was a need to schedule three expulsion hearings and presented some possible dates. She mentioned she had shared notes from a CSBA webcast and that she would be participating in another CSBA budget webcast; President Levens-Craig shared it was an extreme pleasure to attend the Dr. Steven Lane presentations.

President Levens-Craig inquired on displaying Board items on the screen during the Board meeting. Member El-Hajj mentioned some of the documents would be hard to see because of the small print and the location of the screen. Superintendent Pierce mentioned hard copies are provided for the public. The Board agreed that the President work with the Superintendent, during agenda review, to make sure all material is provided for the public to review.

I. CLOSED SESSION

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

- Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- Public Employee Matters (Govt. Code § 54957)

3. Conference with Labor Negotiator (Govt. Code § 54957.6)

> Agency Representative: Mark Thompson Esq. Unrepresented Employee: Superintendent

4. Conference with Labor Negotiator (Govt. Code § 54957.6)

Purpose:

Negotiations

Agency Negotiator:

Tim Larson, Assistant Superintendent

Employee Organization: Santee Teachers Association (STA)

5. Conference with Labor Negotiator (Govt. Code § 54957.6)

Purpose:

Negotiations

Agency Negotiator:

Tim Larson, Assistant Superintendent

Employee Organization: Classified School Employees Association (CSEA)

6. Conference with Real Property Negotiators (Govt. Code § 54956.8) Property:

> 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)

Agency Negotiator: Karl Christensen, Assistant Superintendent

7.. Public Employee Performance Evaluation (Govt. Code § 54957) Superintendent

The Board entered closed session at 8:35 p.m.

RECONVENE TO PUBLIC SESSION J.

The Board reconvened to public session at 10:15 p.m. and reported no action was taken.

ADJOURNMENT

With no further business, the regular meeting of January 17, 2017 was adjourned.