SANTEE SCHOOL DISTRICT REGULAR MEETING OF THE BOARD OF EDUCATION

August 16, 2016
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 7:00 p.m.

Members present:

Barbara Ryan, President

Elana Levens-Craig, Vice President

Dianne El-Hajj, Clerk

Ken Fox, Member

Dustin Burns, Member

Administration present:

Dr. Cathy 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 Ryan invited the audience to recite the District Mission.

3. Pledge of Allegiance

President Ryan invited Tory Long, Business Services Coordinator, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

President Ryan welcomed Karl Christensen, Assistant Superintendent, back to work. Superintendent Pierce acknowledged Tory Long, Business Services Coordinator, for assuming additional responsibilities during Mr. Christensen's absence. The Board extended their gratitude towards Mrs. Long.

Member Burns moved approval.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1. Use of Facilities Report
- 1.2. Schedule of Upcoming Events

2. Spotlight on Learning: Summer Bridge Program

Tylene Hicks, Summer School Principal, provided an overview of the Summer Bridge Program (summer school). She shared there were a total of 10 teachers and approximately 200 students that attended the two, two-week sessions. Principal Hicks mentioned the overall student attendance was as high as 91% and 68% on the last day. She shared the curriculum and activities included an emphasis in mathematics, language arts, computer lab, robotics/engineering, and art. Partners and volunteers included the Santee Public Library, Master

Gardeners that assisted with the school garden, and individual and group counseling was available for students.

Member Fox inquired on the number of students that were eligible to attend Summer School. Principal Hicks mentioned 1,200 students were eligible and explained communication to parents was an issue this year; and that a different communication option was being explored for next year. Member Levens-Craig inquired on what criteria was used to select the students. Dr. S. Pierce shared benchmark assessment was used to identify students. Member Burns inquired on funding for summer school. Superintendent Pierce shared it was funded using Local Control Funding Formula (LCFF). Member Burns suggested that the program be open to every student.

The Board extended their gratitude towards Principal Hicks for her work during the Summer Bridge Program.

C. PUBLIC COMMUNICATION

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

Kim Hintz, parent of Chet F. Harritt School students and current PTA treasurer, shared the PTA board contributed over \$30,000 to Chet F. Harritt through fundraising and community donations. She asked that the Board continue their dialogue for a Learning Resource Center at Chet F. Harritt. She mentioned it was something that the Board committed to providing the community.

D. CONSENT ITEMS

President Ryan invited comments from the public on any item listed under Consent.

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Approval of Consultants and General Service Providers
- 2.6. Authorization to Submit Application for 2016-17 Mandated Cost Block Grant
- 2.7. Authorization to Contract with Hollandia Dairy for Milk and Milk By Products through the North County Educational Purchasing Consortium
- 3.1. Approval of Student Teaching Agreement with San Diego State University for the 2016-17 through 2017-18 School Years
- 4.1. Personnel, Regular
- 4.2. Approval of Short Term Position

Member Burns moved approval.

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

E. DISCUSSION AND/OR ACTION ITEMS

Business Services

1.1. District Budget and Multi-Year Projection Update

Karl Christensen, Assistant Superintendent, shared that on June 21, the Board adopted the District's budget; but it was prior to the State budget being adopted. He explained, since then there were a few revenue changes in the final State budget as compared to the May Revise. Additionally, the District has had several expenditure budget changes and some preliminary estimates for closing the books for 2015-16. He proceeded to provide the Board with an update on multi-year projections as follows.

	2015-16		2016-17		2017-18		2018-19		2019-20		
pt.	Item	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
1	Beginning Fund Balance	9,375,822	684_398	\$12,231,645	\$1,260,927	\$10,003,985	\$626,275	\$8,416,319	\$483,734	\$5,534,154	\$523,209
2	Audit Adjustments	0			i						
3	Total Income	\$54.049,297	\$7 735 062	\$53,944,707	\$6,745,389	\$53,594,168	\$6,669,600	\$ 53,869,041	\$6,674,288	\$56,070,510	\$6,574,575
d	Total Oulgo	\$51,193,475	\$7,158,533	\$56,172,366	\$7,380,041	\$55,181,834	\$6,812,141	\$56,751,206	\$6,634,812	\$59,102,610	\$6,533,913
5	Change in Fund Balance	\$2,855,822	\$576,529	(\$2,227,659)	(\$634,652)	(\$1,587,686)	(\$142,541)	(\$2,882,165)	\$39,476	(\$3,032,100)	\$40,662
6	Ending Fund Balance	\$12,231,645	\$1,260,927	\$10,003,985	\$626,275	\$8,416,319	\$483,734	\$5,534,154	\$523,209	\$2,502,054	\$563,872
7	Total Reserves	\$13,746,860		\$12,230,784		\$10,651,109		\$7,774,832	- ACHTONICO	\$4,748,171	
8	Reserve as % of Expenditures	23.56%		19.25%	j	17.18%	1	12.27%		7,23%	
9 10 11 12	Assumed LCFF Rev Increase (w/ ADA changes): Assumed LCFF [Base Only] Rev Increase (w/ ADA changes): Estimated Structural Surplina(Defficit): \$3,640,299		Amount 5.17% 3.79% \$474,704	<u>Value</u> \$2,531,911 \$1,857,058	Amount 2.46% 1.88% (\$855,706)	<u>Value</u> \$1,268,923 \$969,608	Amount 0.52% 0.44% (\$2.832,139)	<u>Value</u> \$274,856 \$232,838	Amount 4.15% 3.63% (\$3,032,100)	Value \$2,201,462 \$1,926,218	
13			SAP Funding	54.18%	D:Moderate	46.00%		10.00%		56.00%	
14					Grwth Factors	2 46%	1,268,923	0.52%	274,856	4.15%	2,201,462
15			rve Equivalent	635,365		619,971		633,645		656.732	
16 17		1% Salary Incre	LCFF Increase: ase Equivalent	489,637 425,909		514,956 439,405		527,648 452,971		530,394 463,293	

1.2. <u>District Office HVAC/Ceiling/Lighting Replacement Project</u>

Mr. Christensen explained the replacement of the District Office HVAC system was a project included in the District's five-year Prop 39 expenditure plan. However, due to significant increases in the project estimate, the bid was rejected and the project was postponed. The item was being brought back for discussion at the request of a Board member.

Member Levens-Craig mentioned she had requested the item be brought back for discussion after attending a Foundation meeting in the District office where it was 85 degrees inside the building. Member Levens-Craig mentioned teachers and students would not be expected to be in class in those conditions and neither should other staff. Member Burns added it is the Board's responsibility to maintain all District buildings.

Mr. Christensen mentioned the District needed authorization from the Board to solicit bids with a more flexible timeframe. Once bids were received, they would be brought back to the Board for consideration.

Member Levens-Craig moved to authorize the District to seek bids for the replacement of the District Office HVAC/Ceiling/Lighting Replacement Project.

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

F. BOARD POLICIES AND BYLAWS

1.1. <u>First Reading: Board Policy/Administrative Regulation/Exhibit 3350 – Travel Expenses</u>

Superintendent Pierce explained revised Board Policy/Administrative Regulation/Exhibit 3350-Travel Expenses, was being presented as a first reading at the Board's request. President Ryan inquired on questions and/or concerns from the Board. There were no changes. Board Policy/Administrative Regulation/Exhibit 3350-Travel Expenses will return to the Board for a second reading and request for approval.

1.2. <u>Second Reading: New Board Policy #4121 Temporary Substitute Personnel</u>

New Board Policy 4121-Temporary Substitute Personnel was presented for a second reading and approval. Member Burns moved approval. Members Burns asked that costs be monitored.

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

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce shared school was about to commence and the enrollment continued to increase. Tim Larson, Assistant Superintendent, shared an update on enrollment and staffing. He mentioned Pepper Drive School showed 967 students enrolled.

Superintendent Pierce shared the joint meeting with the City Council was proposed for August 23 at 4:30 p.m. President Ryan mentioned the City had asked the meeting include an update on Santee School Site. Member Levens-Craig mentioned she had a previous commitment and would have to leave the meeting at 5:00 p.m. Member El-Hajj mentioned she would join the meeting after 5:00 p.m. in Member Levens-Craig's place.

Superintendent Pierce shared that at the July 19 meeting, the Board inquired on holding a Facilities Planning Workshop. She mentioned the recommended workshop goals were: 1) Identify and prioritize Capital Improvement Projects (CIP) eligible for State funding before the election; and 2) Identify, prioritize, and develop a multi-year plan to address other facility needs. Superintendent Pierce mentioned the recommended topics of discussion would include: 1) Review completed CIP projects and costs at each school; 2) Review CIP priority list established in July 2016; 3) Establish CIP projects if the California Public Education Facilities Bond Initiative (Proposition 51) passes in November; 4) Determine next steps for replacing wooden lunch shade structures (safety concern); and 5) Other facility needs. The Board discussed the proposed meeting dates and suggested they meet on a non-Board meeting day to provide more time for discussion. New meeting dates will be provided to the Board.

Member El-Hajj discussed volunteering at the Beautification Day event on Saturday, August 15. She complimented Christina Becker, Director of Maintenance & Operations, and her staff for their work on the new parking lot at the Prospect Pre-school. Member El-Hajj shared the schools look good but was unhappy with the look of the grass due to the drought and watering restrictions.

Member Levens-Craig mentioned she echoed Member El-Hajj's comments; and shared attending the Professional Development in Flip Flops, and Welcome Back event. She mentioned she would be participating in a CSBA webinar and would share her notes with the Board.

Member Burns mentioned he had requested to review the school site budgets and upon review, he found the carry-over amounts to be concerning. He clarified that he understood some schools might have plans for future projects that require some savings. However, he mentioned he is troubled with concerns from teachers who claim not to have enough school supplies. He asked that Administration develop an accountability system to review school budgets. Superintendent Pierce shared Administration has been working with the Principals to develop a detailed budget (to include budget lines) that are reflective of Local Control Funding Formula (LCFF) budget. Member Burns clarified the goal is not to have them expend it, but make the schools accountable. Member Levens-Craig mentioned there was a concern about some schools not having enough supplies to sustain the Arts Attack program. She mentioned some of these schools have carryover funds.

Member Fox shared it was great to see all of the Principals, at the Beautification Day kick-off event, to express their appreciation of volunteers. Member Fox mentioned the Welcome Back event was great and complimented student speakers.

President Ryan expressed her gratitude towards Beatification Day volunteers.

H. CLOSED SESSION

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

- Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- Conference with Labor Negotiator (Govt. Code § 54956.8)

Purpose: Negotiations

Agency Negotiators: Tim Larson, Assistant Superintendent Employee Organization: Santee Teachers Association (STA)

Conference with Labor Negotiator (Govt. Code § 54956.8) 3.

Purpose:

Negotiations

Agency Negotiators:

Tim Larson, Assistant Superintendent

Employee Organization: Classified School Employees Association (CSEA)

Conference with Real Property Negotiators (Govt. Code § 54956.8) 4.

Property:

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

Agency Negotiator: Cathy A. Pierce, Superintendent

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

The Board entered closed session at 8:07 p.m.

RECONVENE TO PUBLIC SESSION

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 August 16, 2016 was adjourned.

Ed.D., Secretary