

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

January 23, 2007  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome  
President Carlisle called the meeting to order at 7:00 p.m.  
Members present:
  - Allen Carlisle, President
  - Dan Bartholomew, Vice President
  - Dianne El-Hajj, Clerk
  - Dustin Burns, Member
  - Barbara Ryan, MemberAdministration 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 Carlisle invited Merry Board, a District resource teacher, 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: Ryan                          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

John Tofflemire gave a brief report on current student enrollment in respect to projected enrollment.

Dr. Johnson reported that she was notified today that Mrs. Cress' 6<sup>th</sup> grade class at Cajon Park placed first place, in the entire state of California, in the "First in Math Online Program." A representative from First in Math will be flying from Pennsylvania on Feb. 1, 2007 to present the award at a school assembly.

**2. Spotlight on Learning-BOSE "In Harmony with Education"**

Mrs. Andrade introduced Nancy Anderson from BOSE, who worked with the District to provide the "In Harmony with Education" program for Santee students. The presentation was visited by 1,450 sixth and seventh grade students who participated in the inquiry-based program at the Educational Resource Center. Mrs. Andrade read some of the positive and exciting comments written by students after attending the program. She also received letters and cards thanking the teachers who taught the classes and Ms. Nancy Anderson.

President Carlisle presented Ms. Anderson with a certificate of appreciation for providing the outstanding BOSE program to our students. President Carlisle also presented certificates of appreciation to District resource teachers, Merry Board, Bonner Montler, and Patricia Noujaim. These teachers taught six lessons each day and engaged students in the learning experience.

Ms. Anderson shared that she works with hundreds of thousand of students and Santee will always be near and dear to her heart. She said administration and other staff went out of their way to assist in the set-up and production of the program. She also said that Santee students were the most well behaved students she has ever encountered.

**3. Spotlight on Learning-Principal Presentation-Pepper Drive School**

Debra Simpson and Matt Thompson, Principal and Vice Principal respectively, shared their "Pepper Pride" and how they are working to "make a difference sooner!" Mrs. Simpson shared Pepper Drive's at-risk Immediate Intervention Timeline which provides an assessment for students within the first week of school, an integral team approach, and remediation goals. Administration is extremely excited about their 808 API score and their academic focus for the year, which is writing. Mrs. Simpson shared proficiency results and the comparison data showing the growth at Pepper Drive over the last four years. They are ready to meet the challenges of their science and history/social

science proficiency and have a strategy in place. Mr. Thompson shared their "superior" PE program, which includes a "Fitness for Life" physical education program that involves students, parents, and other community members. Some of the programs in place for student achievement are: use of data to drive instruction, teacher training in IDMS, individual goal setting, grade level goals for proficient and advanced, individual interventions, Professional Learning Communities, technology (with QZAB funds), and SEEDS. Their goal at Pepper Drive School is to "make a positive difference in every child."

Member Burns commended Mrs. Simpson for a great job with last years' growth. He asked Mrs. Simpson what the Board could do to help support continued growth at Pepper Drive. Mrs. Simpson said the greatest need at this time is release time for teachers to enable them to share information and seek ways to help their students grow.

**C. PUBLIC COMMUNICATION**

President Carlisle invited members of the audience to address the Board about any item not on the agenda. Parents, Mr. and Mrs. Thompson, addressed the Board to report their child was having continued problems with bullying and harassment at Rio Seco. They said the problem went away last year but has returned. Mrs. Thompson said that it is not acceptable and must stop. Mr. And Mrs. Thompson presented the Board with a letter from another parent. President Carlisle thanked them for their 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.  
Superintendent

1.1. Approval of Minutes

Business Services

2.1. Approval 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. Acceptance of Donations

2.6. Approval of Response to Request for Agency Recommendation

2.7. Approval of Quarterly Financial Disclosure, SB 564.

2.8. Adoption of Resolution to Establish Temporary Interfund Transfers of Special or Restricted Fund Moneys

Educational Services

3.1. Approval of 2006-07 Consolidated Application, Part II

3.2. Approval of 2007-2010 Student Teacher Affiliation Agreement with University of Phoenix

3.3. Approval to Submit Application for American Association of University Women (AAUW) Educational Foundation Grant for Carlton Oaks Performing Arts (COPA) Club

Human Resources

4.1. Personnel, Regular

4.2. Approval of Revised Job Description for Child Assistant

4.3. Approval of Revised Job Description for Project SAFE Assistant

It was moved and seconded to approve Consent Items with the exception of items E.2.3. and E.2.8.

**Motion: Burns**

**Second: Bartholomew**

**Vote: 5-0**

E.2.3. Approval/Ratification of Purchase Orders (Pulled By President Carlisle for separate consideration.) President Carlisle asked if the water conservation grant purchase was reimbursable. Mr. Clark said that the amount charged on the PO was for the amount of the anticipated funding and was within the authorized grant.

**Motion: Carlisle**

**Second: El-Hajj**

**Vote: 5-0**

E.2.8. Adoption of Resolution to Establish Temporary Interfund Transfers of Special or Restricted Fund Moneys (Pulled By Member El-Hajj for separate consideration.) Member El-Hajj reported that she wished it to be on record that the funds being used for this transfer of dollars for a short term loan is not part of the District's 3% reserve and is from other dollars, and that these dollars will be repaid as soon as possible. Mr. Clark shared that the resolution specifies that restricted mandated funds are the dollars being used.

**Motion: Ryan**

**Second: El-Hajj**

**Vote: 5-0**

**F. DISCUSSION AND/OR ACTION ITEMS**

1.1. **Business Breakfast-March 22, 2007**

Dr. Johnson reported that plans are being developed for the next Business Appreciation Breakfast scheduled for March 22, 2007. She shared a sample invitation that has been developed and asked the Board to provide any recommended changes. The *Arts Attack* logo is on the cover and will be used with their permission. A prospective guest list was also presented for review. Dr. Johnson said that Todd Merriman, Senior News Editor of the Union Tribune and a Santee resident, will be invited also. Member Ryan requested, if possible, to consider another date as she is not available on March 22. Board members requested Mr. Severns from the Union Tribune, all of the Golf Tournament sponsors, Barner Electric, and a Foundation representative be added to the guest list.

Member Ryan moved to approve the Business Breakfast for 2007 and the approximate cost of \$500, to thank our business partners and supporters.

**Motion: Ryan**

**Second: Burns**

**Vote: 5-0**

#### 2.1. Approval of Monthly Financial Report

Mr. Clark presented the monthly financial report. He shared that the ADA trend shows less than better performance from earlier in the year. Staff is investigating to determine why there is a drop in ADA. He reported that this is the first year the District has moved away from borrowing short term through a TRANS because our cash fund is healthy, which no longer qualifies the District to borrow these funds.

Member Burns asked why there is a big difference in the state and local revenues. Mr. Clark explained the increase in state revenue is due to the receipt of mandated cost payments, although those funds must be held with the anticipation that the State may request those funds back. He said that local revenues continue to fluctuate. Member Burns moved to approve the Monthly Financial Report as presented.

**Motion: Burns**

**Second: Ryan**

**Vote: 5-0**

#### 2.2. Governor's 2007-08 Proposed Budget

Mr. Clark presented information from the Governor's proposed 2007-08 budget, that was released earlier in the month, and the projected implications for Santee School District's revenue.

Mr. Clark reported that mandated costs were not funded and the State proposed budget provided additional initiatives to fund school facilities. He said that the District must move quickly on the application for funding in order to get funded before state dollars were expended.

Member Ryan asked what the Governor proposed for retirement funds and how that will impact the District. Mr. Clark said it is a State obligation to fund STRS and it should not impact the school district at this time. We are currently funding at the appropriate level but the State is not funding their portion at this time. Member Ryan said that the Board would want to know what the impact would be if their funding stops. Mr. Clark said the potential impact would be significant, up to approximately \$300,000.

President Carlisle asked what impact taking money from Prop 98 for transportation might have on our District. Mr. Clark said right now, nothing, but later on if a precedent is set, the District may have transportation funding issues.

President Carlisle asked what the impact would be if the State does not come through with their proposed funds. Mr. Clark said the State could take mid-year reductions to compensate for over estimation and the impact would be a reduction in the District's reserve cushion next year. President Carlisle asked if the State was already spending reserves to balance their budget. Mr. Clark said the Governor is working to balance the State budget but the legislative analyst's office has expressed concerns about revenues and beginning balance assumptions. He said that as statewide enrollment declines there are more dollars available per student and the State should absorb any surplus in declining enrollment. There was no action taken.

#### 2.3. Approval of Bond Oversight Committee Application and Process

Mr. Clark reported that the Board has certified the election results and presented to the Board the timeline and application process to establish the Citizens Bond Oversight Committee. Member Bartholomew would like the Board to increase the size of the oversight committee. He suggested the committee have nine members to allow greater flexibility for breaking in to sub-committees to do the scope of work of the committee. He also said there is an issue with members coming from the community not having an understanding of the financing of school systems. Board members discussed there are people in the community that work in the education field that may provide that facet to the oversight committee and they would like to recruit and appoint a member familiar with school finance. Member Ryan said that the application cover letter could say that the committee is seeking community members who may be public education employees, and understand, or have experience in school finance to apply.

Mr. Burns asked if an established committee size of nine members could be increased at a later date if the Board desired. Mr. Clark said yes. The only limitation is to have at least seven members.

Member El-Hajj said she looked at other district applications to compare with the application presented. Member Burns asked if the timeline could be the end of February to allow a longer application period. Mr. Clark said that there is a 60 day timeline requirement to complete the application and appointment process. Mr. Clark determined that the deadline could be

extended nearer to the end of February and the interview and appointment process could occur at the March 6<sup>th</sup> Board meeting.

Mr. Clark will draft a letter to accompany the application. Member Burns asked what the process would be once applications closed. Mr. Clark said administration would paper screen and Dr. Johnson could recommend to the Board candidates to be interviewed. Board members said that they wished to receive all qualified applications and personally interview the candidates. With the concern that it may take a lot of time at the March 6<sup>th</sup> Board meeting for candidate interviews, the Board scheduled a special Board meeting for March 5<sup>th</sup> to interview the applicants and appoint members to the Citizens Bond Oversight Committee.

Member Burns asked what occurs if there are not enough applicants to fill the nine member spots. Mr. Clark will check with legal council to find out what the process would be if that occurred.

Member Burns moved to approve the presented application and process for the Citizens Bond Oversight Committee with the following provisions.

1. Increase committee membership from 7 to 9 members.
2. Add wording to the application that the Board is seeking members having school finance experience.
3. Hold a special meeting on March 5<sup>th</sup> to interview applicants. (Linda will select a time and check Board member calendars.)
4. Extend the recruitment period as long as possible to bring applicant selection to the March 5<sup>th</sup> meeting.

**Motion: Burns**

**Second: Bartholomew**

**Vote: 5-0**

#### 2.4. Update on Selection Process for Modernization Contract Management Services

Mr. Clark provided the Board with information on the selection process and timeline for modernization contract management services. He is moving forward under direction of the Board as quickly as possible for the modernization project. Request for Proposals were sent to more than 40 firms. Three firms from the respondees emerged as prospective vendors. Modernization Contract Management Services interviews will take place on January 23rd. The three firms responding were Barnhart, Sundt, and Erickson Hall. Mr. Clark said our request for proposals attracted very strong firms who were interested in our project.

Member Bartholomew asked if the District should be looking at a vendor who focuses on energy solutions or if that is something to arrange later with a prime contractor. Mr. Clark said that the energy segment is highly specialized and not necessarily with a construction firm. Energy solutions merit attention in the designing process. President Carlisle said he believes it is part of the team function to formulate the District needs and stay within the District's budget. Member Bartholomew asked how someone to focus on the energy concept would come into the process. Mr. Clark said through the architect or through the contractor. Sprotte Watson will be on top of making sure that those initiatives are part of the design.

Member Carlisle asked if a new Director of Facilities was in place to be part of this process. Mr. Clark said there is not a new Director in place yet. Board members agreed that it would be best if the new Director of Facilities was in place and could participate in the interviews.

#### 3.1. California Healthy Kids Survey Implementation Plan

Mrs. Andrade introduced Kristin Baranski, Director of Curriculum, who presented the proposed implementation plan for the California Healthy Kids Survey that is mandated with the acceptance of TUPE funds.

She would like to administer the survey during the week prior to spring break. She will communicate in a variety of ways and get parent consent forms for students to participate. The District does have the possibility to do "passive consent" this year for 7<sup>th</sup> grade students and would like the Board to determine if that would be acceptable. With passive consent provides students can participate without parent written permission. Students whose parents send in a written form declaring "no participation" are exempted. This is the first year that "passive consent" is available for us.

Mrs. Baranski would like to add two additional components:

- E. Health and Fitness, and
- G. Module questions submitted by the County.

It is also mandated that staff submit a survey. Mrs. Baranski will work with principals to facilitate providing staff members with the opportunity to take the online survey. She will actively seek ways to get staff involved.

Member Ryan asked about page 3, section C. The question is the same as custom module G and we do not need to ask questions twice. Member Ryan believes that positive parent consent should be required. Members Bartholomew and Burns agree. Member Burns asked if the Board could add questions to the survey. He believes that a component on internet safety would be beneficial. Questions may ask about My Space use, if they have ever met with someone they met online, and if they use computers at school or at home to access sites such as My Space. He believes this information would provide really good information that would guide us in helping students. Member El-Hajj believes that a larger pool is needed to get a really reflective survey. She said 7<sup>th</sup> graders do not always take the papers home to their parents or will tell their parents they do

not want to do the survey. She thinks the Board may want to consider "passive consent." Mrs. Andrade said the data is confidential and more valid data may be received if permission slips were not required. Member Bartholomew believes that because of the sensitivity of the topics, positive response is needed. Sixty percent is a pretty strong sampling.

Member Carlisle asked what happens if the 60% response is not achieved. Mrs. Baranski said the District would have to show that we attempted everything possible to communicate with parents. That is why they are looking for ways to get greater participation. Without 60% participation, the data may not be reliable. It was suggested that next time the survey will be administered, parents could be notified at parent conferences and the "passive consent" could be considered.

Member Burns said Ramona School District has the survey questions on their website and there was discussion about posting the survey questions to Santee's district website. Mrs. Baranski is concerned that if the questions are easily accessible the survey may not be as valid and as confidential for a reliable student response.

Board members suggested Parent Link would be a good way to notify parents about the survey and the need for the permission slips to be returned. Parents could be encouraged to have their children participate by sharing how the data is important to help provide services for students.

Member Carlisle asked if the results of the staff survey are made public and if it has ever been done before. Mrs. Baranski said yes, the surveys are submitted confidentially and the summary or results are public. This is the first year staff surveys have been mandated.

Member Ryan moved to approve the implementation plan for the California Healthy Kids Survey with permission required for all students, inclusion of internet safety questions, and survey questions not being placed on the website. The Board asked Mrs. Baranski to develop internet safety questions and email to Board members for any input.

**Motion: Ryan**

**Second: Burns**

**Vote: 5-0**

#### 4.1. **Update on the Search for Director Facilities / Modernization**

Mr. Tofflemire reported the application period for the Director of Facilities/Modernization was closed and interviews have been held. One candidate has been recommended by administration and will be presented for appointment at the next Board meeting. If at all possible the Board would like the candidate to participate in the selection process of the construction management firm. Mr. Clark said the candidate could easily be part of the interview process if available.

#### 4.2. **Approval of School Calendar for the 2007-08 School Year**

John Tofflemire presented the proposed calendar for the 2007-08 school year, which was assembled with input from the employee associations. Member Burns moved to approve the school calendar for the 2007-08 school year.

**Motion: Burns**

**Second: El-Hajj**

**Vote: 5-0**

### **G. BOARD COMMUNICATION**

Member Bartholomew acknowledged the Thompson's and said he spoke with them over the weekend. He appreciated them coming to the Board to speak this evening. Member El-Hajj said that if there are issues in the community that are affecting our children, the Board must be aware of them and on top of them.

Mr. Burns suggested educating the community on the roles of the Board and administration and who they can go to if they have concerns. He would like this information sent home so families do not have to feel helpless and will understand that there is an elected body to represent their children in the education process. The information should provide the avenue of contacts if there are concerns in the community. He said that this information could be sent home at the beginning of each school year.

President Carlisle has often thought of that and the Williams Settlement postings help to get through the minutiae. He asked about a placing a posting in each school office to give parents information on the process for concerns. Administration will consider options to publicize this information.

President Carlisle said that Linda was provided two options in scheduling a meeting with Assemblyman Joel Anderson. He asked if Board members wished to meet directly with Assemblyman Anderson or meet with his assistant prior to the meeting to develop an agenda. Board members would like to meet directly with Assemblyman Anderson. Linda will schedule a meeting as requested.

President Carlisle asked Board members for further consideration to attend the Las Vegas Conference on Shopping Centers. Dr. Johnson said that Administration has discussed the continued interest to partner with the City and the Mayor has indicated that he has an interest in Board members attending the conference. She believes the Board should consider what the role of the District would be and this item would best be considered in a Board item at a future meeting. Dr. Johnson recommended that this item return as a discussion and action item for Board discussion and consideration.

President Carlisle asked Board members if they would like the Superintendent, as the Board Secretary, to attend the January 24<sup>th</sup> special meeting for Board self-evaluation to take notes and minutes of the meeting. Member El-Hajj said no. Member Ryan asked Dr. Johnson if she wished to attend. Dr. Johnson said her attendance was at the Board's discretion. Member Ryan said that she did not have a preference. Member Bartholomew said no. Member Burns believes that at some point the Superintendent should be included, maybe at the end. Member Carlisle said he would be fine with Dr. Johnson in attendance. With President Carlisle and Members Burns and Ryan approving, Dr. Johnson will attend as the Board secretary.

Dr. Johnson is developing a letter that will provide modernization information to the public and asked what the Board wants included in the letter. The communication should include that the Board has validated results of the election and the criteria is in place for the oversight committee. She said there needs to be an organized system for communicating about modernization. Member El-Hajj said a lot is happening and evolving at a rapid pace. Maybe the information dissemination should happen in the spring when decisions have been made. At that time the Board members could provide spring presentations.

Dr. Johnson will send a message on parent link and a letter telling parents the Bond passed and how to access information and updates. Board members suggested that the letter and Parent Link message also publicize applications for the oversight committee.

Dr. Johnson asked Board members if they would like to submit a nomination for "Honoring Our Own" awards and suggested nominating a community business partner. Dr. Johnson suggested nominating Rob McNelis or the two senior community citizens who helped in supporting Prop R with the senior community. President Ryan recommended nominating Rob McNelis and the Board directed the Superintendent to submit the nomination for Mr. McNelis.

Board members confirmed February 8, 2007 beginning at 6:30 for a student discipline hearing.

#### **H. 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)*  
*Classified School Employees Association (CSEA)*

The Board entered closed session at 9:15 p.m.

#### **J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT**

The Board reconvened to public session at 10:30 p.m. No action was reported. The January 23, 2007 regular meeting adjourned at 10:30 p.m.