

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

November 4, 2003

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
Dianne El-Hajj, Vice President
Cathy Abel, Clerk
Dustin Burns, Member
Julie McIntosh, Member

Staff present:

Dr. Lisbeth Johnson, Superintendent and Secretary to the Board
Carolyn Harness, Assistant Superintendent, Business Services
Dr. Patrick Shaw, Assistant Superintendent, Educational Services
John Tofflemire, Director, Human Resources
Arletta Schaffer, Recording Secretary

2. President Ryan invited Cameron Williams, Carlton Oaks teacher and STA officer, to lead the members, staff and audience in the Pledge of Allegiance. President Ryan then complimented Dr. Johnson and staff for the excellent work last week during the fire emergency.
3. Approval of Agenda

It was moved and seconded to approve the agenda.

Motion:	Abel	
Second:		Burns
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
 - 1.5. Report on Emergency Preparation for Schools

Dr. Johnson presented a summary of emergency procedures taken during the recent firestorms to ensure the health and safety of staff and students. She expressed deep appreciation to the Board members for their assistance with decisions. All segments of the District community worked well together to respond to the crisis. Dr. Johnson discussed the various types of communication used to keep staff and parents informed. On Thursday the clean up on campuses began and the Management Team met to plan the reopening of school. Many staff and students experienced losses and a variety of support systems are in place to aid them.

Member McIntosh asked if the state testing would shift back a week due to the loss of instructional time. Dr. Shaw will investigate.

2. Academic Performance Index (API) Scores for 2003

The annual public report of API scores for the Santee School District from 2002, as required by the state, was presented by Dr. Shaw. API results seem to indicate that students are growing academically. Eight District schools met their growth targets. Prospect Avenue made a significant leap with 39 points. The Hispanic subgroup at Prospect Avenue gained nearly 70 points. Four schools are eligible for state distinguished school awards and have submitted their intent to apply.

C. PUBLIC COMMUNICATION

President Ryan invited members of the audience to address the Board about any item not on the agenda. Sycamore Canyon parent Kevin Moore donated AT&T calling cards for District fire victims.

D. PUBLIC HEARINGS

1. Board's Intent to Adopt a Resolution in Compliance With Board Policy 4355 to Establish a PERS Early Retirement Benefit for Retiring Classified Management Employees

President Ryan opened the required public hearing. 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. It was moved and seconded to approve Consent Items.

Motion:	Abel	
Second:		McIntosh
Vote:	5 – 0	

Superintendent

- 1.1. Approval of Minutes
- 1.2. Appointment of Members to Board Advisory Committees

Business Services

- 2.1. Approval of Travel Requests
- 2.2. Approval/Ratification of Revolving Cash Reports
- 2.3. Acceptance of Donations
- 2.4. Approval of Application for PL 81-874 and Designation of Authorized Representative
- 2.5. Approval Memorandum of Understanding for Combined Mandated Cost Claim Services
- 2.6. Approval of Response to City of El Cajon Planning Division
- 2.7. Approval of Student Teaching Agreement with San Diego State University

Human Resources

- 4.1. Personnel, Regular, with a copy to be made a part of the minutes. Consultants approved: none

F. DISCUSSION AND/OR ACTION ITEMS

Superintendent

- 1.1. Presentation of Multi-year Fiscal Plan Report Phase II: Analysis of Budget Priority Expenditures

Dr. Johnson explained that this presentation is the second report of a multi-year fiscal plan. Phase II is an analysis of budget expenditures and responds to the query if the budget aligns with the Board's priorities. Last year the Board made budget cuts of \$4.1 million from the budget. This analysis will help Board and administration to determine what areas they wish to maintain next year and where the District can down size in other areas.

Carolyn Harness presented views of the District budget from three different snapshots: by program, by function, by major objects. Each of these budget reports sorted revenue and expenditures in different ways. The budget for 2003-04 is \$51.6 million and 70 percent of the budget is composed of unrestricted funds. These are the funds the Board and Budget committees will review for reductions.

Dr. Johnson believes that looking at budget information from this bigger perspective should help the Budget Advisory Committee with its recommendations. She reviewed strategy possibilities for reducing expenditures from the General Fund: downsizing operations, eliminating programs, redirecting program expenses, making across the board reductions, delaying payment, categorical savings transitioned to General Fund balances, downsizing only programs outside of established priorities, or downsizing big ticket items. Dr. Johnson recommended using priorities and to use this perspective to make decisions about what costs would more likely be reduced so as not to impact these priorities. Sixty-six percent of the budget is spent directly on instructional programs for students and it is obvious that this is the priority as it should be.

Phase III of the fiscal plan will consider revenue generating options. President Ryan suggested that ACI review the budget information through the lens of curriculum and instruction in order to establish priorities. Member Burns supported the suggestion with the caveat that Carolyn Harness make the budget presentation.

Business Services

2.1. Parcel Tax Discussion

Carolyn Harness provided the parcel tax rate calculations on a variety of options with and without inclusion of taxpayers over age 65. There are 15,364 parcels in Santee. President Ryan asked Board members what amount they hoped to raise. Member Burns supported lowering the residential rate and charging the commercial properties on a per square foot basis. Member McIntosh reiterated that she did not support a parcel tax at this time because both Grossmont and the state are pursuing bonds during the same election. Member Burns believes that we need to offer the community the option of raising funds before cutting services. The Board considered at length whether residential and commercial properties should pay different rates.

Member El-Hajj suggested that residential properties be assessed \$60 per parcel and commercial properties be assessed \$400 per parcel. It was so moved and seconded.

Motion:	El-Hajj
Second:	Burns
Vote:	5 – 0

The language of the notice of public hearing and the resolution were considered. An official copy of these documents will be presented at the next meeting

Human Resources

4.1. Adoption of Resolution to Reduce Hours of Identified Classified Employees

Due to a decline in the number of lunch periods at Sycamore Canyon School, the Child Nutrition Services director has requested a reduction of 15 minutes each for two food service workers. The two employees were offered hours at other locations but both opted to stay at their present location with reduced hours.

Member McIntosh asked if there is a formula for staffing FSW I's and III's at schools. She asked for that discussion in the future. President Ryan will not support the motion because it is inconsistent with earlier Board direction. Member Burns believes the Board has an obligation to employees to assure their annual salary. It was moved and seconded to adopt the resolution to reduce hours of two food services workers by 15 minutes each.

Motion: Abel
Second: El-Hajj
Vote: 3 – 2 (Burn, Ryan – no)

4.2. Consideration of Leave of Absence (LOA) Request

A certificated employee has requested a LOA to become a vice principal in another district. The Board previously denied this request for LOA. This item is coming back before the Board because of a request by STA for reconsideration. Member Burns does not support the LOA. Member Abel will support the request but would take a different position in a new school year. Member McIntosh does not support granting leaves to take other employment but understands that this request was considered after the school year had started. She asked that John Tofflemire notify employees that the Board may not support future requests for this type of LOA.

It was moved and seconded to approve the leave of absence request by a certificated employee.

Motion: Abel
Second: El-Hajj
Vote: 4 – 1 (Burns – no)

G. BOARD POLICIES AND BYLAWS

1. First Reading: (none)
2. Second Reading: Review/Revision Board Policy 0200, Goals for the School District

It was moved and seconded to approve revisions to BP 0200.

Motion: Burns
Second : El-Hajj
Vote: 5 – 0

H. BOARD COMMUNICATION

Member Burns asked that staff research the Nextel phone coverage to determine if another carrier could provide better coverage. Member El-Hajj was sensitive to the workload in the technology department at this time with the implementation of PowerSchool. Dr. Johnson promised to discuss a timeline with director Beverly Blaylock to complete the research.

It was decided to hold a team-building meeting during the CSBA conference in December for Board and Executive Council.

Dr. Johnson has been told through the County that FEMA and JPA will reimburse costs to the District incurred during the firestorms. After hearing the background on HVAC filters, it was decided to follow the recommendation of the EPA and the director of maintenance to replace all filters now with upgraded filters. The cost to change filters is approximately \$4,600. Filters will continue to be monitored and changed as needed.

Board members reviewed the draft letter to staff regarding API scores. Minor edits were suggested. Board member Burns was requested to work with the Superintendent to authorize the final version. The Board directed the Superintendent to send the final version of the API letter.

I. CLOSED SESSION

President Ryan 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. Public Employee Performance Evaluation
Title: Superintendent
5. Conference with Real Property Negotiators
Location: Renzulli Site
Agency Negotiator: Carolyn Harness, Assistant Superintendent, Business Services

The Board entered closed session at 9:37 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 11:20 p.m. No action was reported. The November 4, 2003, regular meeting adjourned at 11:20 p.m.

Cathy Abel, Clerk

Lisbeth A. Johnson, Secretary