

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

October 6, 2020
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
Elana Levens-Craig, Clerk
Dianne El-Hajj, Member
Ken Fox, Member

Administration present:

Dr. Kristin Baranski, 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 Burns welcomed those in attendance and noted it was the San Diego Padres first playoff game and Superintendent Baranski's birthday. He recited the District Mission.

3. Pledge of Allegiance

President Burns led members, staff, and audience, in the Pledge of Allegiance.

4. Approval of Agenda

President Burns presented the agenda for approval. Member Fox moved approval.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1. Developer Fees and Collection Report
- 1.2. Enrollment Report
- 1.3. Parent Conference Week

Superintendent Baranski shared the 2020-21 school year calendar had been established prior to the hybrid schedule. She explained Parent Conference Week is currently slated for November 2 – 6 and typically students attend a modified schedule and parent conferences are held in the afternoon. Superintendent Baranski provided direction that the calendar committee convene to discuss which week would work best to hold parent conferences. Additionally, communicate to parents that conference week is currently to be determined until the committee meets with a recommendation.

C. PUBLIC COMMUNICATION

President Burns explained that given the current circumstances with COVID-19, the public was given the opportunity so submit comments online or by phone prior to the meeting. There were Two (2) comments from the public. President Burns explained copies of the comments were provided to the Board and Superintendent prior the meeting; and posted on the School Board Meetings website for public review.

ID	Name2	Representing	Public Comment(s)
1	Andrea Reyes	Love Reyes-Purpero	<p>My daughter was out sick with nausea last Wednesday 9/30 and then returned to school Thursday 10/1 in the AM cohort at Carlton Hills School. I called her in sick early Wednesday morning to the same old recording for Absent Children. There was no information regarding Covid symptoms, etc. I did not receive a call from Holly (District Health Clerk) until Thursday around lunch time to inform me of the 10 day policy. I am not sure I should have even been called at all as I think nausea needs to be in conjunction with other symptoms to be considered at risk for Covid. Regardless, I have 0 problem bringing my daughter to Urgent Care to get clearance. I am happy to be safe. This late call after my daughter had already returned for instruction is unacceptable to me. Is this happening to other students with symptoms that are more likely a potential for Covid 19? After calling the Superintendent to voice my concern, Lisa (Assistant) informed me that this might be a site specific problem. I then got a call from Stephanie Southcott accepting responsibility for this, but I feel the responsibility rests with the School District and I should have gotten a call by Kristin herself. She did send an email reiterating the information that Stephanie gave me, and a promise to address some things. My School nurse is NOT the one who is supposed to be calling me about symptoms, the district is. Stephanie should have had Love on her list w/ a return date. She did NOT. I feel terrible that anyone pressured this poor Principal to take any responsibility at all. Stephanie is only coping with the cards she is dealt. A more comprehensive plan should have been accomplished months ago. I have heard of children with a higher temperature being sent to the office and sat in front of a fan to cool down then sent back to class. WHAT?! My daughter saw this herself! I am not getting the emails informing me of students infected with Covid at our school even though several of my friends have and they aren't even in Jr. High like my child is. All over the district they are distributing the information differently. What is the proper way? Sometimes it is to the whole school, sometimes it is only children who are affected or just faculty. What is the correct process? I do not feel safe or secure with this current situation. Even the doctor we saw to confirm that my daughter could return to school said that our program with kids in class 5 days a week is incredibly irresponsible regardless of the class size. Now I am hearing that our classrooms are only getting sprayed down!? Nothing is wiped. I am wondering if this this because our AM/PM schedule only allows a short amount of time for the entire school to be sanitized. We live with older grandparents and want to protect them. I wish the covid dashboard was up and prepared for this situation and not as an afterthought launched only a few days ago. Come on Santee - we are better then this!</p>
2	Kristi Tague		<p>Do we still feel November is a good time for all class to return to school? I can only imagine the cost of 24-30 kids needing to test and be out for 10-14 days vs 10-12. As someone once said to me it's no longer an if it's a when? Are we really wanting to shut down classes during flu and covid</p>

D. CONSENT ITEMS

President Burns invited comments from the public on any item listed under Consent. There were no public comments.

Superintendent

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Revolving Cash Report
- 2.3. Acceptance of Donations, Grants, and Bequests
- 2.4. Approval/Ratification of General Services Agreements
- 2.5. Approval of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.6. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.7. Adoption of Proclamation for National School Lunch Week
- 2.8. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement
- 2.9. Appointment of a Member to the Independent Citizens' Oversight Committee
- 3.1. Personnel, Regular
- 3.2. Approval to Create Coordinator, Human Resources Job Description
- 3.3. Adoption of Resolution No. 2021-11 Reduce and/or Eliminate a Classified Non-Management Position
- 3.4. Approval of Influenza Vaccine Administration Program Agreement
- 3.5. Approval of Short-Term Services Agreements

Member Ryan moved approval.

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

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

- 1.1. Approval of Appointment of Members to Board of Advisory Committees
Superintendent Baranski presented a recommendation of applicants to the advisory committees for the Board's consideration. She explained the applications were reviewed and in most cases, the applicants were given their first and second choice; making sure there was equal parent and community member representation throughout the committees. Member Levens-Craig moved approval and expressed her appreciation in seeing a large number of parent applicants.

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

Business Services

- 2.1. Approval of Monthly Financial Report
Karl Christensen, Assistant Superintendent of Business Services, reported the monthly financial report was for cash and budget revision transactions posted through August 31, 2020; and shared the District ended the month with a cash balance in the General Fund of approximately \$13 million. This year, it is projected the District may have sufficient funds to pay all of the District's financial obligations with internal cash. Mr. Christensen shared the District has other funds, but not enough in the General Fund to cover the financial obligations, as he noted in the Unaudited Actuals Report at the September 15 meeting. Mr. Christensen shared the District is going through the process of applying for

a TRAN loan. He explained a final decision is not required until January 15, and the District can decide to move forward then depending on the cash flow.

Mr. Christensen noted the District is projected to end the year with a 26% reserve; different from a cash reserve as previously explained. He shared this year's focus is to preserve cash. Mr. Christensen explained the budget looks great in terms of the percentages; and noted that in the third year it is estimated the District will be at 10-11% reserve. However, it will not be enough cash if referrals are still in place. Mr. Christensen reiterated the importance of preserving cash so the District can meet its financial obligations with internal cash and avoid interest costs of term loans.

Member Levens-Craig inquired on a TRAN loan. Mr. Christensen explained the San Diego County Office of Education coordinates a pool with all the San Diego County Districts. The District is in the process of submitting paperwork showing its potential need and then by January 15, a final decision to move forward is required. After January 15, the District would not be able to do a short-term loan through that pool. However, the District can pursue other avenues. If the District moves forward with the TRAN loan, it does have to expend funds. Member Burns inquired on the probability of being denied because of other districts and their financial status. Mr. Christensen explained the pool transaction spreads the risk amongst all the districts, which leads to a better rate. He noted the pool includes other districts with high fund balances but the need for cash and others that do not have high fund balances. Mr. Christensen shared the County Office of Education anticipates being able to beat the loan rate from the State's pool. President Burns noted this process is done annually; and Member Ryan shared the District has previously participated in a TRAN loan. President Burns inquired if by December, the District would have a better idea of its financial situation through June 30. Mr. Christensen explained he anticipates being able to project through June 30 and noted the District's best choice is to move forward; and noted the District would incur interest, but not the risk of running out of cash.

Mr. Christensen explained TRANs are short-term loans and interest costs are nominal. He noted it is better to incur interest costs than run out of cash. Member Levens-Craig inquired on the interest rate. Mr. Christensen explained the TRAN loans are issued in February, and there may be some minimal fluctuation from the January 15 date. However, the numbers provided in January should be accurate. Mr. Fox inquired on the term of the loan. Mr. Christensen explained the TRAN loan is paid the following year. He noted the last deferral payment is expected in October and the TRAN loan would be paid off by then. He noted once the paperwork is submitted they would have a better understanding on the TRAN loan timeline. Member Ryan moved approval.

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

Human Resource/Pupil Services

3.1. Ratification of Memorandum of Understanding (MOU) between Santee School District and Santee Teachers Association (STA)

Mr. Tim Larson, Assistant Superintendent of Human Resources, shared the District and School Teachers Association (STA) negotiated a Memorandum of Understanding regarding the negotiable impacts and effects of in-person instruction in the 2020-21 school year related to the impact of COVID-19. STA membership ratified the MOU on October 28, 2020. The fiscal impact of the MOU is a stipend of \$500 for certificated employees for additional duties required by the State for tracking and reporting of student engagement. Member Ryan moved approval.

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

F. BOARD POLICIES AND BYLAWS

President Burns noted Board Bylaw 9310, Board Policies, and Education Code 35160.5 required that the Board annually review the listed Board Policies. He asked that the Board contact Administration if they had any questions.

1.2. First Reading: Board Policy Annual Review

- BP 1312.1 Complaints Concerning District Employees
- BP 4116 Probationary/Permanent Status
- BP 5116.1 Intradistrict Open Enrollment
- BP 6145 Extracurricular and Cocurricular Activities

G. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, STA President, shared working on the logistics of getting students back to school. She noted working with District personnel on resolving issues and problems that arise. Mrs. Hirahara shared it was an ongoing process.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski shared the District had received information on a COVID-19 testing center for east county school employees. She noted employees could now go for periodical testing at a center in El Cajon. Superintendent Baranski shared it was best practice for all employees to test on a bi-monthly basis. She noted the process was simple, took approximately 15 minutes, and it would be best to have employees be tested soon before the center gets an influx from other Districts. She reiterated the idea is when students return to campus, it is best practice for employees to begin testing. The center is open Monday-Friday, from 10:30 am – 6:00 pm. President Burns shared some districts are utilizing professional development days for staff testing and suggested coordination as some centers are expecting 500 or more employees on those days. He noted some of the larger districts are contracting with outside health agencies for employee testing.

Superintendent Baranski referenced a newspaper article, from the San Diego Union Tribune, titled *What if a student has COVID-19? Here's what schools will do*. She explained the District is still working through the challenges of students returning to campus with symptoms similar to those of COVID-19.

The article described the process the schools are expected to follow if a student attends school with symptoms or a parent calls and reports their child has symptoms. Superintendent Baranski shared the District Registered Nurse is the case manager who follows up and/or works with the health clerks to follow-up on reported symptoms. She shared a parent having to speak with the District Nurse to help with her child returning to campus after an absence. Superintendent Baranski explained the 24-hour absence line recordings were modified to include information on symptom reporting after the issue was brought to our attention by a parent. Based on the symptom reporting, additional guidance can be provided to parents by the District Nurse or health clerk on whether a student can return to campus or the need to seek additional guidance from their physician. Superintendent Baranski noted the process has not been perfected, but staff is erring on the side of caution to make sure students who may have COVID-like symptoms are not on campus. She shared there were two positive students that were on campus and noted she would keep the Board informed as she learned more details. Superintendent Baranski noted the District's COVID Dashboard was established as another tool of communication. She explained once the student and/or staff member is cleared to return to campus, the dashboard would be updated. Superintendent Baranski shared there were other positive things that were learned and staff is still working through the needs that were brought up by families and staff. Member Levens-Craig asked for the link to the article. Member Fox inquired on how soon staff contacts parents after an absence is reported. Superintendent Baranski shared staff is currently tracking numerous children throughout the District and shared parents are contacted the same day. However, it depended on the time the call is left, the symptoms reported, etc. Member Ryan asked if parents were calling the school site and if it was the site staff making the contact. She shared it should be the site staff listening to the message every morning and making contact with the parents. Member Ryan noted the schools should be reporting the calls the schools are receiving that require follow-up. That way, the Board is aware of the number and if one person can handle following up with the parents, even if it is just to let them know they need to follow-up with the District Nurse. Member Ryan noted it is a learning process for everyone, but the site

should respond that morning or day. Superintendent Baranski estimated the schools are receiving 20-30 calls daily; and shared work hours were increased for the student attendance clerks. She reiterated the importance of contacting parents the same day and noted the message asks that students with COVID-like symptoms not return to campus until they are contacted by staff in case contact is not made with the parent that day. President Burns agreed that if the sites are experiencing more than average calls, support should be provided.

Member Burns asked if notification is sent to all parents when there is a positive case on their campus. Superintendent Baranski shared the importance to notify all parents if there is a positive case on their campus. She noted this may cause some panic but explained this would deter rumors in the community and on social media. President Burns shared many parents appreciated the communication and suggested the Principals share the availability of the Dashboard to their parent community. President Burns asked if parents of YALE students are included in the communication. Superintendent Baranski shared staff has developed a system to include communication to YALE parents, since they are not in the SchoolMessenger system. Member Ryan inquired on the Level 4 communication. Superintendent Baranski explained the four levels of communication are as follows:

- Level 1 Notification - notification provided to Infected Person or, in the case of a student, the parent/guardian of Infected Person, instructing them to go home and stay home until they have met the return to school/work criteria
- Level 2 Notification - notification provided to any individuals having Close Contact with Infected Person instructing them to go home and stay home until they have met the return to school/work criteria
- Level 3 Notification - notification provided to any individuals having Incidental Contact or Area Contact with Infected Person to closely monitor their temperature and possible symptoms and to go home and stay home if they experience symptoms until they have met the return to school/work criteria
- Level 4 Notification - notification to others *not* having Close Contact, Incidental Contact, or Area Contact for which the Superintendent or designee has determined

President Burns inquired on communication with Grossmont Union High School District, as it is likely some of the student have siblings at Santana and West Hills High Schools. He suggested working with Grossmont on cross-communication. Member Ryan shared it would be beneficial for both districts to be in communication.

Superintendent Baranski shared the ideas for the centerspread of Santee Magazine. She suggested sharing pictures of the current construction projects, student learning, and students returning to campus. Member El-Hajj suggested moving forward with the construction projects to show the taxpayers the projects are moving forward.

Member Fox shared speaking to parents from Cajon Park, Chet F. Harritt, and Pepper Drive Schools and they were very happy that students were back at school; and students were happy to be back on campus. The parents were very pleased with the support teachers were offering students.

Member El-Hajj apologized for having a campaign sign on District property. She explained her grandson was not aware it was not allowed and the sign was promptly removed. Member El-Hajj noted there is a lot of excitement with students being back on campus and shared her neighbor approached her to express how glad he was to be back at school. She complimented staff for their hard work. Member El-Hajj shared understanding this was a tough task, for staff and parents; and that the District's schedule was not easy; and explained she is convinced the District's hybrid model serves children better. Member El-Hajj shared her grandchildren's are only attending two days a week and are not very engaged the rest of the week.

Member Levens-Craig agreed that it was great seeing the students back on campus and the teachers' creativity in their classroom set-ups; and seeing the first day of school pictures on social media. She shared today was her grandson's first day of pre-school.

Member Ryan explained she agreed with other's sentiments and added Santee School District is a great district. She shared understanding there are challenges, but explained they are not only hearing that from parents in our community. Member Ryan explained parents throughout the County are expressing their feelings about the way their district has chosen to educate their kids and the benefit of that; and noted it makes her proud of everyone for their hard work to make sure the students are able to get return to school. She noted this not only benefits students academically, but emotionally and socially. Member Ryan stressed the importance to get them back to school for their entire well-being and education. She reminded everyone to wear their face covering, wash their hands, and stay a good distance apart.

President Burns shared being at a school site, with Superintendent Baranski, on the first day to observe the procedures. As a parent, he shared the first day procedures were outstanding. He explained although some students knew their teacher, they did not know the campus or classroom location. He expressed his gratitude to the Assistant Superintendents that allowed their staff to help with the process of serving as facilitators for the students. Member Burns noted staff portrayed the District's mission of "caring people." On a personal note, he shared his son was attending second grade and explained seeing a difference now that he is back on campus and on a routine. He noted teachers are changing students' lives during these dark times throughout the Country; and expressed his gratitude towards Ms. Kull for her work with his son. Member Burns expressed his gratitude towards teachers, site administrators, executive council, and classified staff for their hard work. He commended the custodial staff for their hard work.

President Burns shared his concern of using school campuses as polling sites during these times; he noted hearing from other parents as well. He explained speaking to Administration who explained the Election Code requires school districts to allow polling sites. Mr. Karl Christensen, Assistant Superintendent of Business Services, explained the District had initially written a letter to the Registrar of Voters explaining the District would not able to accommodate them this year. They were requesting the use of five sites. Mr. Christensen shared receiving a reply making him aware of the Election Code, that states school districts *shall* make facilities available. President Burns asked that the Principal make sure parents are aware there will be polling sites at their school.

I. **CLOSED SESSION**

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

1. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)
2. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

The Board entered closed session at 7:52 p.m., reconvened to public session at 9:27 p.m., and reported no action had been taken.

J. **ADJOURNMENT**

With no further business, the regular meeting of October 6, 2020 was adjourned at 9:27 p.m.


Elana Levens-Craig, Clerk


Dr. Kristin Baranski, Secretary