

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

March 3, 2015
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. 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. President Burns invited the audience to recite the District Mission and then invited Caleb Moon and Alex Barba, 7th grade students at Cajon Park, 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.

<i>Motion:</i> <u>El-Hajj</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>	

B. REPORTS AND PRESENTATIONS

1. **Superintendent's Report**
 - 1.1. Developer Fees Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report
 - 1.4. Schedule of Upcoming Events

President Burns congratulated Member Levens-Craig on being selected as Santee Citizen of the Year.

Student Brinlee, 1st grade student at Cajon Park, was recognized for her artwork of the book Ackamarackus.

2. Spotlight: Cajon Park School Presentation

Mike Olander, Principal of Cajon Park, mentioned their presentation showcased the app *iBook Author*. He shared the group would provide an overview of the iBook and it would be made available for the Board to download to view in detail. Their presentation showed teachers partaking in professional development; students at work; strategies used in the classroom; and students participating in enrichment programs.

Mr. Olander thanked and introduced staff and parents that were present. The Board extended their gratitude towards the Cajon Park students, parents, and staff for their attendance and for sharing all the great things happening at their school.

3. Spotlight: Hill Creek Presentation

Stephanie Southcott, Principal of Hill Creek, thanked and introduced staff, students, and parents that were present. She shared Hill Creek is focused, moving forward, and excited about the new things happening at their school. Their video depicted the implementation of the “four C’s” – Critical Thinking, Collaboration, Communication, and Creativity. Students narrated the video sharing the incorporation of the “four C’s” in classroom instruction. The Board extended their gratitude towards the Hill Creek students, parents, and staff for their attendance and for sharing all the great things happening at their school.

4. Spotlight: PRIDE Academy

Terry Heck, Principal of PRIDE Academy, thanked and introduced staff, students, and parents that were present. Mr. Heck shared staff had worked hard on establishing a new vision for the school that focused on the “four C’s”. The video showed the incorporation of the “four C’s” in robotics instruction, enrichment programs, gardening, readers’ theatre, and every day instruction. The Board extended their gratitude towards the PRIDE Academy students, parents, and staff for their attendance and for sharing all the great things happening at their school.

C. PUBLIC COMMUNICATION

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

Janell Guilbeaux, a representative of the American Heart Association and member of the Santee Relay for Life, spoke about the *Relay Recess* program. Ms. Guilbeaux shared *Relay Recess* is a fundraising event that promotes nutrition, physical activity, sun safety, and tobacco prevention. She asked the Board to consider reinstating the Relay Recess program at the schools.

Mr. Burns thanked Ms. Guilbeaux for presenting information on *Relay Recess* and asked that Ms. Guilbeaux work with the Superintendent.

D. PUBLIC HEARING

1. Presentation of Santee Teachers Association’s (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and STA

Karl Christensen mentioned the Santee Teachers Association’s (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and STA were being presented.

2. Public Hearing for Santee Teachers Association’s (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and STA

President Burns opened the public hearing on Santee Teachers Association’s (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and STA. There were no comments. The public hearing was closed.

3. Presentation of Santee School District Board of Education’s Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and Santee Teachers Association (STA)

Karl Christensen mentioned the Santee Teachers Association’s (STA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and STA were being presented.

4. Public Hearing for Santee School District Board of Education’s Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and Santee Teachers Association (STA)

President Burns opened the public hearing on the Santee School District Board of Education’s Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and Santee Teachers Association (STA). There were no comments. The public hearing was closed.

E. CONSENT ITEMS

President Burns 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. **Acceptance of Donations**
- 2.3. **Approval of Consultants and General Service Providers**
- 2.4. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.5. **Authorization to Disseminate a Bid for Fresh Produce for the 2015-16 School Year**
- 3.1. **Approval of Local Education Agency (LEA) Plan Revision for 2014-2015**
- 3.2. **Approval of Extended Field Trip Request for Students to Attend Camp Fox for Spring Jam, Club Live**
- 3.3. **Approval of Amended Nonpublic Agency Master Contract with Soliant Health for School Psychology Services**
- 4.1. **Personnel, Regular**
- 4.2. **Certification of Competence in Evaluation and Instructional Methodologies**
- 4.3. **Approval to Submit United Way of San Diego Impact Network Grant**
- 4.4. **Adoption of Resolution No. 1415-19 for Non-Reelection of Temporary Certificated Employees**

Mr. Burns mentioned the Special Meeting Minutes of February 17 – Budget Workshop showed Mr. Larson in attendance, and he was not present. Member Ryan moved for approval with the noted correction.

<i>Motion:</i>	<u>Ryan</u>	<i>Burns</i>	<u>Aye</u>	<i>El-Hajj</i>	<u>Aye</u>
<i>Second</i>	<u>El-Hajj</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. DISCUSSION AND/OR ACTION ITEMS

President Burns invited comments from the public on any item listed under Discussion and/or Action.

Superintendent

1.1. California School Boards Association 2015 Delegate Assembly Election

President Burns reported it is time to cast a unit vote to fill the vacancies in the CSBA Delegate Assembly. The Board asked Member Ryan's recommendation. She recommended voting for the incumbents. Member El-Hajj moved to cast their unit vote for the incumbents to fill the vacancies for the CSBA Delegate Assembly Region 17 representatives.

<i>Motion:</i>	<u>El-Hajj</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 Second Period Interim Report

Karl Christensen, Assistant Superintendent of Business Services, shared information about the second interim report. He provided the Board with a snapshot of all District funds. Mr. Christensen explained there are no significant changes since the Budget Workshop. He noted a change in the General Unrestricted Fund balance now showed a deficit of \$2.6. This amount was higher than what was discussed at the Budget Workshop. Mr. Christensen explained the increase is due to adding an additional \$200,000 to the budget for electricity costs. He noted school districts throughout San Diego County are experiencing an increase in electricity rates. Mr. Christensen mentioned the District projects a 50% increase in electricity costs. He explained the increase was due in part by an increase in use of kilowatt hours. However, the majority is due to the General Rate Case, the increase in cost of electricity, and SDG&E's capital outlet cost. He explained the school districts are working on ways to remedy the situation.

Mr. Christensen noted an increase in the Child Development Fund. He explained some of the cuts in State Preschool funding that were put into place several years ago, are now being restored,

resulting in an increase of \$17,000 in revenue. He noted the Cafeteria Fund continues to show a \$160,000 deficit. Mr. Christensen mentioned the funds were being closely monitored to make sure the District did not exceed the limit threshold. The Capital Facilities Fund showed the land sale proceeds from the Renzulli property. He mentioned the budget included the promissory note. Mr. Christensen explained that even though the revenue is budgeted, the District only received approximately \$1.5. Fund 63 continues to have a surplus balance. This allows the programs to increase their reserves in anticipation of increase in costs, staff step and column increases, and increase in CalPERS contributions.

Mr. Christensen provided an overview of the changes in the multi-year projections. He explained the 2015-16 projections show the gap percentage estimated by the Department of Finance and the Governor. The District would still have a deficit and the reserve would be spent down to 16.9%. This would cause a structural surplus of approximately \$409,000. In 2016-17, the reserve would be spent down to 12.4% and the District would have a structural deficit of approximately \$140,000.

Member El-Hajj inquired if the utility cost increase had been included in the projections. Mr. Christensen mentioned they were included. Member Levens-Craig asked if the projections included the STRS and PERS increases. Mr. Christensen mentioned they were included. Member El-Hajj moved approval of the Second Period Interim Report.

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

2.2. Recommendations for Procedures Related to Unpaid Child Nutrition Accounts

Mr. Christensen reminded the Board the information being presented was as a follow-up from a previous meeting and Administration was seeking guidance from the Board. Since the information was presented, the unpaid child nutrition account has increased to over \$9,000. He asked Cathy Abel, Director of Child Nutrition, to come to the podium and answer questions from the Board.

Mr. Christensen explained that as of February 27, the unpaid child nutrition accounts is \$9,134.80. Of these, approximately \$7,500 are for paid accounts and approximately \$1,600 are for reduced priced lunch. He made reference to a process matrix that summarized progressive actions to recover the unpaid child nutrition accounts. Mr. Christensen noted the actions would differ by reduced and full-paid accounts, and grade span. He noted the matrix was shown with the different categories to reflect the different actions.

Mr. Christensen explained the recommended progressive actions would be as follows: Written Notice of Low Balance to Issued; Written Notice of Negative Balance Issued; Weekly Phone Call and/or Email from Child Nutrition; Weekly Personal Contact by Principal or Vice Principal; Assertive Letter of Delinquency Notifying of Pending Action to Disallow Meals and Withhold Grades and Discretionary Activities; Charging of Additional Meals Disallowed; Grades and Discretionary Activities Withheld from Student Until Account is Paid in Full; and Account Sent to Collection Agency.

Ms. Abel mentioned her clerk currently spends approximately two hours daily calling parents on delinquent accounts. Mr. Christensen clarified that if the Board chose to disallow meals, the student would still go through the lunch line and once s/he got to the point-of-sale, a note would pop-up stating their account was delinquent. Mrs. Abel added there are students that bring money to pay for their meal but still have a delinquent account balance.

Member El-Hajj asked for clarification on reduced student meals. Ms. Abel explained the District cannot disallow meals to reduced price students. The District can take limited-progressive action to try and collect the delinquent balance. Member Fox inquired on the collection agency fee for the District. Mr. Christensen explained it is approximately 30% of the balance owed. However, the District would be able to add the fee to the unpaid balance. President Burns asked for clarification on discretionary activities. Mr. Christensen mentioned these would be mostly ABS activities, recreational activities and would not include educational activities. President Burns asked if the District offers assistance to the parents prior to taking any action. Ms. Abel

mentioned staff works with the parent to see if they qualify for free and/or reduced or need to establish a payment plan. Member El-Hajj asked if the payments can be made online. Ms. Abel mentioned payments can be made online without any additional fees.

Member Levens-Craig shared she concurred with Administration's recommendations. Mr. Christensen mentioned tonight's intent was to take the Board's discussion, ideas, and suggestions to establish a revised Board Policy and Administrative Regulation to bring back for the Board's review. Member El-Hajj asked if the thresholds were per household or student. Ms. Abel clarified they were per student. Member El-Hajj stressed her concern of adding an additional burden to the Principal and Vice Principal to make phone calls to parents with delinquent accounts. President Burns mentioned he feels phone calls from the Principal and Vice Principal will help. However, he stressed the need for Child Nutrition staff to assist the Principals and Vice Principals in making phone calls. President Burns also expressed his concern on disallowing participation in discretionary activities. He mentioned students are victims and should not be held accountable for the parent's actions. The Board asked that the Board Policy somehow state withholding discretionary activities is at the discretion of school staff. Member Levens-Craig mentioned she heard from a parent that the payment is not credited instantaneously. Ms. Abel explained the online payment system is not "live" and the Child Nutrition Staff has to have knowledge of a recent payment and refresh the point of service system to show the deposit. She also mentioned, sometime parents send payment via check to the school and that takes time to make its way to Child Nutrition for crediting. Member Levens-Craig asked if staff is given direction on how to inform the student if their account is delinquent. Ms. Abel explained staff is sensitive and nurturing about the situation. President Burns asked that no matter what is established, that it be consistent District-wide. He asked if a parent is sent to collections and the balance is paid in full, can the District request a deposit on the account. Ms. Abel mentioned the District can establish parameters as needed. For the record, Member Fox stated he still disagrees with students throwing away their lunches once they reach the point-of-sale and their account is delinquent.

Ms. Abel clarified that the delinquent balances began to increase when the consequences of receiving an alternate meal were removed. President Burns asked if the Board would consider reinstating alternate lunches. Member Ryan mentioned that although she liked the proposed actions, offering an alternate meal would eliminate a lot of extra work for staff, would be less embarrassing for the student, and students would be provided with a meal. Member Fox mentioned the District still had to take action to recuperate the delinquent accounts. President Burns asked that Administration develop a Board Policy and Administrative Regulation that includes the proposed actions steps. Member Ryan motioned to reinstate alternate lunch.

<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>		

Human Resource/Pupil Services

3.1. Approval of Implementation Plan for the California Healthy Kids Survey

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, shared the California Healthy Kids Survey has taken a new significance. Besides being the data source for the TUPE and DODEA grants, it also now a measurement with the District's LCAP. He explained the District is looking into generating more reliable data and asked that this year's survey be given to 7th grade students with passive consent. Mr. Larson mentioned this would mean parents would have to opt their students out of participating. He mentioned the 5th grade students would be excluded from participating. Mr. Larson mentioned parents would be notified of the change to passive consent and be provided access to review the survey online prior to disseminating to students.

Member Ryan mentioned the Children's Initiative uses the data collected from the survey for their Annual Report Card. She asked Mr. Larson to inquire with the Children's Initiative on their need for 5th grade data. Mr. Larson clarified the 5th grade survey required active parent consent. Member Ryan motioned to go forward with the passive consent for 7th grade students and to include 5th grade students in the survey if the information is used by the Children's Initiative in their data collection.

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

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

President Burns asked the Board for RSVPs for the PTA Founders Day Dinner on March 11 at Carlton Oaks Country Club. All members will be in attendance.

President Burns inquired on the Board's preference for having all five signatures on the promotion certificates. He mentioned currently only three signatures are on the certificates. Upon discussion the Board agreed to include all original signatures on the certificates as a trial for this year.

President Burns reminded the Board their Form 700 is due March 17, and of their meeting with Tom DeLapp on Thursday, March 5 at 5:30 p.m.

Member Ryan shared participating as a judge for their garden designing project at Sycamore Canyon. She shared it was interesting to see the students use of technology and noted the younger students used technology more than the older students. Member Ryan mentioned the overall experience was great.

Member Levens-Craig shared hearing great things about the art show and gave kudos to staff for their hard work. She mentioned the LCAP review was very well done and was very pleased with the Executive Summary. Member Levens-Craig mentioned she wished there were more community member participation.

Member El-Hajj mentioned the Art Show was fun. She shared the LCAP Annual Review meeting was great. Member El-Hajj inquired on the compiling of the data from the Board's site meetings. Superintendent Pierce mentioned staff was working on summarizing the notes and working on a draft of responses. The information would be presented at the March 17 meeting. The Board asked that a draft of the information be shared with them prior to the March 17 meeting to provide them with an opportunity review and finalize at the March 17 meeting.

President Burns mentioned attending the Art Show and shared it was a great community event. He shared being in the process of compiling the data from the Board Protocol Workshop and would provide a draft of the data and the Board Self-Evaluation for discussion and finalization at a future meeting. President Burns asked that a letter on behalf of the Board would go to the Curriculum Resource Teachers commending them for their hard work. Member El-Hajj asked that a letter on the Board's behalf be sent to the Technology Department for their hard work. Member Levens-Craig asked a letter be send to Brinlee Nieto, the Cajon Park student, for her great artwork.

H. CLOSED SESSION

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

1. Conference with Labor Negotiator (Gov't Code § 54957.6)
Agency Negotiators: Karl Christensen, Assistant Superintendent; and
Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association
2. Conference with Labor Negotiator (Gov't Code § 54957.6)
Agency Negotiators: Karl Christensen, Assistant Superintendent; and
Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association
3. Conference with Real Property Negotiators (Gov't Code § 54956.8)
Property:
 - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as Renzulli site)*
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator:* Karl Christensen, Assistant Superintendent

4. Public Employee Performance Evaluation (Gov't Section § 54957)
Superintendent

The Board entered closed session at 8:47 p.m.

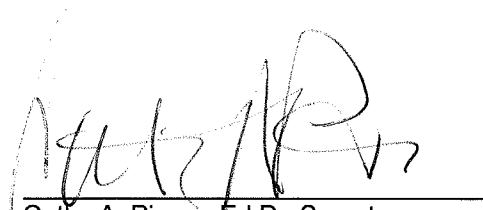
I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:45 p.m. No action was reported.

J. ADJOURNMENT

With no further business, the regular meeting of March 3, 2015 adjourned at 9:45 p.m.


Elana Levens-Craig, Clerk


Cathy A. Pierce, Ed.D., Secretary