

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

June 19, 2018  
**MINUTES**

Cajon Park School  
Multi-Purpose Room  
10300 Magnolia Avenue  
Santee, California

**A. OPENING PROCEDURES**

**1. Call to Order and Welcome**

President El-Hajj called the meeting to order at 7:00 p.m.

Members present:

Dianne El-Hajj, President  
Ken Fox, Vice President  
Dustin Burns, Clerk  
Barbara Ryan, Member  
Elana Levens-Craig, 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 El-Hajj invited the audience to recite the District Mission.

**3. Pledge of Allegiance**

President El-Hajj invited Vice President Fox, to lead the members, staff, and audience in the Pledge of Allegiance.

**4. Approval of Agenda**

Member Burns moved approval.

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

**B. REPORTS AND PRESENTATIONS**

**1. Superintendent's Report**

- 1.1. Developer Fees and Collection Report
- 1.2. Use of Facilities Report
- 1.3. Enrollment Report
- 1.4. Schedule of Upcoming Events

**2. Spotlight: Character Education and School Climate Committee Update**

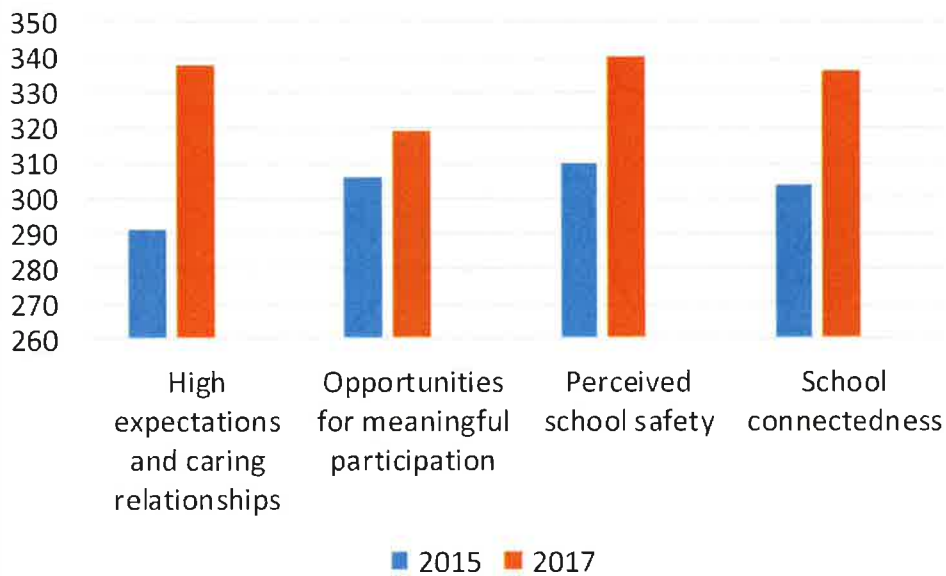
Superintendent Baranski shared the Character Education and School Climate Committee Co-Chairs, were present to provide the Board with an update on the committee's work during the 2017-18 school year and welcomed Meredith Riffel, Santee Collaborative Director; Andy Johnston, Carlton Oaks School Principal; John Schweller, Coordinator of Pupil Services; and committee member and teacher, Daisy Delacruz.

Ms. Delacruz shared the District displays school character education through service projects, and school connectedness in before, during and after-school clubs. She explained the committee was charged with developing background knowledge and reviewing evidence-based, social-emotional learning programs, discipline and behavioral

Santee School District Board Policies, Administrative Regulations, and California Education Code; and provide annual feedback to the Board of Education on key issues, findings, and possible outcomes. Ms. Delacruz shared the committee was comprised of nine (9) teachers, six (6) parents, seven (7) administrators, six (6) counselors/social worker, and community resources, as needed.

Mrs. Riffel explained the committee made sure that discussions were data driven. She explained using the data from the District's California Healthy Kids Survey and Caring School survey; and the National Research on Trauma and Resilience, as well as school site information. The committee reviewed and used an evidence-based program, Elements of School Climate, from Penn State. Mrs. Riffel explained school climate is not only a character education program for student engagement, it encompasses student engagement; behavior and climate; socioemotional learning; crisis and trauma, and academics.

## CHKS Overview of School Climate



### USE DATA AND RESEARCH PENN STATE ELEMENTS OF SCHOOL CLIMATE

<b>Student Engagement</b> <ul style="list-style-type: none"> <li>• Kindness Week</li> <li>• Club Live</li> <li>• School Climate Committees</li> <li>• Peer to Peer Support - TR</li> </ul>	<b>Behavior and Climate</b> <ul style="list-style-type: none"> <li>• Online interaction for discipline referrals</li> <li>• Restorative Circles/Mediation</li> </ul>	<b>Socioemotional Learning</b> <ul style="list-style-type: none"> <li>• SEL Lessons</li> <li>• Mindfulness</li> <li>• Calm Down Kits</li> <li>• Skill Groups</li> </ul>	<b>Crisis and Trauma</b> <ul style="list-style-type: none"> <li>• Suicide and Self Harm Protocols</li> <li>• Outside Agency Connections</li> <li>• Homeless Resources</li> </ul>	<b>Academics</b> <ul style="list-style-type: none"> <li>• Study Skills</li> <li>• Motivation</li> <li>• Understanding Home Environment</li> </ul>
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Mrs. Riffel shared the committee addressed Student Engagement, Social Emotional, Learning, Crisis and Trauma, School Climate Committee Work, Community Resources, and found exceptional examples of what is available in the Santee community. She shared each meeting began with a video to provide an opportunity for the members to start thinking about school climate in a different way; and large and small group discussions to share ideas were conducted. This afforded every committee member (parent, staff, and/or community member) to share feedback. Mr. Schweller mentioned the vice principals chaired school culture and climate committees at each school site. He explained and provided examples of school slogans, visuals, and a matrix.

Mr. Johnston shared committee members were made aware of community events and provided an opportunity to share about the event at the meetings. He shared some examples that included: "Resiliency: The Biology of Stress & The Science of Hope – ERC; "If My Parents Only Knew" – Santana; "Understanding Your Student's Brain" – CP; "Words Matter" - Santee Library; and Changemakers – PRIDE.

Mr. Johnston shared the committee's feedback to the Board of Education was to continue to promote, provide and support community wide learning regarding climate and culture; explore District-wide social/emotional curriculum; review and consider policy recommendations for BP/AR 5137 and BP 5141.52; provide professional learning for teachers in trauma-informed care; display and market school logos/core values/matrices; continue to support counseling services at school sites; and look for opportunities to communicate and educate community members in positive behavior intervention strategies.

Mr. Johnston shared the next steps include investigate, pilot, and recommend a Social Emotional Curriculum for adoption; review additional Board policies; and set dates for quarterly meetings for 2018-19 school year. He expressed his appreciation to the Board for the support of the committee and mentioned it was a great opportunity for everyone to come together and share their passion of character education and school climate.

Member Burns expressed his gratitude towards the committee members. He shared it was an excellent committee, with a lot of energy and great dynamics. Member Burns shared that he hopes there is consistency within the District, but allow each school to tailor individual programs within each school. He commended the matrix developed by Pepper Drive, which outlines student expectations. He mentioned it was a pleasure to serve on the committee and was looking to the upcoming year.

		"I am a T.I.C.E.R. I show..."				
	Classroom	Locker/ Bathroom	Lunch Area/ Upper Field	Hallways	Bus & Arrival/Dismissal	Assemblies
<b>T</b> eamwork	Cooperate with others Participate in learning Encourage others Accept differences	Keep area clean	Work together to clean-up Invite others to join you Include others Be mindful of others' space	Walk & talk quietly Greet people positively	Be helpful Respect adults on duty	Allow others to listen Celebrate others appropriately
<b>I</b> ntegrity	Make the right choice even when no one is watching Turn in your work Do personal best Respect self, others, property	Stay in designated area Keep hands and objects to self Respect privacy of others	Be respectful Be kind Clean up area Follow directions from adults on duty	Follow the rules Keep halls and floors clean Enjoy displays with eyes only	Stay in designated area Respect self, others, property Wait in appropriate location	Show respect to the speakers Sit in designated space Use manners Applaud appropriately
<b>G</b> oals	Always put in best effort Challenge self to make brain grow Take pride in work Make plans for academic growth	Move with purpose & be timely Flush Toilet	Take time to encourage others Challenge self Think win-win	Move with purpose & be timely Keep voice volume low	Move with purpose & waste no time Be safe at all times	Use the time to learn, celebrate, and set goals Leave with an understanding of the assembly's purpose
<b>E</b> mpathy	Encourage others to be excellent Have an open mind Try to understand how others may feel	Respect the privacy of others Use kind words Help stop unkind behavior	Use conversation voices Invite others to sit together & join activities Say "Please" and "Thank You", "Excuse Me" & "I'm Sorry"	Use kind words Help stop unkind behavior Use stairs and rails appropriately	Use conversation voices Be mindful of personal space Use kind words	Give undivided attention to speakers Behave how you would want to be treated as a speaker
<b>R</b> esponsibility	Be prepared Be an active listener Complete classwork Use learning materials appropriately	Wash hands with soap and water Keep water in sink Follow locker room procedures	Put trash in its place Use proper pathways	Put trash in its place Use proper pathways Walk to the right	Be prepared (bus pass/backpack) Travel promptly from place to place Phones in "phone zone"	Be an active listener Sit in designated space Enter quietly Be an active listener

**3. Spotlight: Transportation Department Update**

Karl Christensen, Assistant Superintendent of Business Services, shared the Transportation Department staff ensures that over 400 students are taken to and from school and other locations safely and efficiently, under the direction of Charlie Myers, Director of Transportation. Mr. Christensen welcomed Mr. Myers to share the department's accomplishments and challenges.

Mr. Myers shared that in 2017-18, the department had an increase in ridership of over 100 students. He discussed the department's camaraderie; and provided a three-year comparison of services.

School Year	# of Drivers	Total Driver Permanent Hrs/Day	Service Scope
2015-16 (as of May 2016)	10	72.00	<ul style="list-style-type: none"> <li>• 9 District schools</li> <li>• 7 Non-Public Schools</li> <li>• Boys &amp; Girls Club and Teen Center</li> </ul>
2016-17 (end of year)	13 Bus Drivers 2 Van Drivers (2 sub drivers)	83.00 Van Driver 11.00	<ul style="list-style-type: none"> <li>• 9 District schools</li> <li>• 8 Non-Public Schools</li> <li>• Boys &amp; Girls Club and Teen Center</li> <li>• Summer YMCA</li> </ul>
2017-18 (end of Year)	11 Bus Drivers 2 Van Drivers (1 sub driver) (1 Retired Driver) (One open Route)	87.00 Van Driver 11.00	<ul style="list-style-type: none"> <li>• 9 District schools</li> <li>• 9 Non-Public Schools</li> <li>• Boys &amp; Girls Club and Teen Center</li> <li>• Summer YMCA</li> </ul>

Mr. Myers mentioned the District is using Zonar, which allows for daily electronic checkout, real time GPS tracking of the busses, works in conjunction with z-pass student bus passes, and integrates with the child check law. He explained the child safety alert systems are in the process of being installed and all District busses will comply with Vehicle Code 28160 and 13 CCR § 1294 by the start of the school year.

He shared the District is in the process of replacing three new Collins school buses. Each bus will have a 24-passenger capacity and will primarily serve the special day students; and will come fully equipped with child checkmate.

The Board expressed their appreciation towards Mr. Myers and the transportation department team.

**C. PUBLIC COMMUNICATION**

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

Debbie Beaver, parent, expressed her appreciation to the Board of Education and Administration for their support and advocacy for students with special needs. She shared her student, Corey, was moving on to Grossmont High School District.

**D. PUBLIC HEARINGS**

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

**1. Use of Education Protection Account Funds for 2018-19**

President El-Hajj opened the public hearing on the Use of Education Protection Account Funds for 2018-19. She explained the District estimates it will receive \$7,937,341 in Education Protection Account (EPA) funds for the 2018-19 fiscal year. Adoption of Resolution #1718-42 designates that these funds will be used to pay a portion of unrestricted certificated teacher salaries as more fully described in Agenda Item E.2.8. In accordance with the provisions of Proposition 30, the District must hold a public hearing signifying the use of EPA funds. There were no comments. The public hearing was closed.

**E. CONSENT ITEMS**

President El-Hajj 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. Acceptance of Donations, Grants, and Bequests

- 2.6. Approval/Ratification of Consultants and General Service Providers
- 2.7. Approval of 2018-19 Student Accident Insurance
- 2.8. Adoption of Resolution No. 1718-42 Designating Use of Education Protection Account Funds for 2018-19
- 2.9. Approval of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.10. Approval of Contract with Nielsen, Merksamer, Parrinello, Gross & Leoni LLP For Attorney Services
- 3.1. Approval of Outdoor Education Program Agreements with the San Diego County Office of Education – pulled for separate consideration
- 3.2. Approval of the 2018-19 Consolidated Application and Reporting System (CARS) Application for Funding
- 3.3. Adoption of Resolution #1819-01 Designating Personnel and Approval of 2018-19 Child Development Services Contract
- 4.1. Personnel, Regular
- 4.2. Adoption of Resolution No. 1718-43 to Eliminate Classified Non-Management Position

Member Burns moved approval with the exception of Item E.3.1, Approval of Outdoor Education Program Agreements with the San Diego County Office of Education, which he pulled for separate consideration. Member Levens-Craig expressed her gratitude towards Assistant Superintendent Dr. Pierce and Tory Long, Business Service Coordinator, for their hard work in compiling the 2018-19 Consolidated Application and Reporting System (CARS) Application for Funding.

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

- 3.1. Approval of Outdoor Education Program Agreements with the San Diego County Office of Education – pulled for separate consideration

Member Burns explained he was employed by the San Diego County Office of Education, Outdoor Education Program, and would be abstaining from the item. Member Levens-Craig moved approval.

<b>Motion:</b>	<u>Levens-Craig</u>	<u>El-Hajj</u>	<u>Aye</u>	<u>Levens-Craig</u>	<u>Aye</u>
<b>Second:</b>	<u>Ryan</u>	<u>Fox</u>	<u>Aye</u>	<u>Ryan</u>	<u>Aye</u>
<b>Vote:</b>	<u>4-0</u>	<u>Burns</u>	<u>Abstained</u>		

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

**Educational Services**

- 1.1. Adoption of Local Control Accountability Plan Annual Update for 2018-19

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, shared she would be identifying some adjustments based on stakeholder feedback. She identified the updates as follows:

- Attendance Improvement: Improve the SART, SARB and DART process and increase attendance rate. Goal 2, Action 3 was added to increase student attendance rate and reduce chronic absenteeism. A coordinator position is being shifted to a Director level with added oversight responsibilities.
- English Language Learner Support: Increased bilingual assistants using Title III and LCAP (Goal 1, Action 9). Provided a LAS/IRT for each school (Goal 1, Action 12). Specific instructional materials such as Imagine Learning for students in beginning stages of language acquisition and Professional Development such as GLAD training.
- Professional Development: Increase professional learning for staff and provide more choice. Continue the PLP to provide choice (which provides teachers a

- stipend); and the District has a very extensive PD plan for next year that includes ELA, Mathematics, ELD, and NGSS (Goal 1, Action 2).
- Social Emotional Learning support: Increase of counseling services; and increase in mental health support. The District has increased counseling by 1.0 FTE from six (6) to seven (7), Goal 2, Action 2). The District added a Behavior Specialist and School Psychologist in Basic Services (Goal 1 and Action 1). The District will be providing professional developments opportunities throughout the year for Trauma Informed care, Restorative Practices, Self-Regulation Strategies and self-monitoring skills. The District has allocated funds for Social Emotional Learning (Goal 1, Action 7). Building Social Emotional skills with children through play activities. The District has also shifted two coordinator positions to Director to provided additional oversight in these programs.
  - Strengthening Student Connectedness: Reduce class size and caseloads, reduce or eliminate combo classes and emphasize personal relationships with students. The District will continue to monitor class size, caseload ratios, and minimize combos as much as practical while also considering special circumstances, including, mainstreaming and other student needs (Goal 1, Action 1, as part of basic services). Student connectedness is also a part of Social Emotional Learning support as mentioned prior and the District will continue to refine and improve these systems.
  - Additionally, the District added two (2) action steps for Transitional Kindergarten and Early Admission to Kindergarten program Goal 1, Action 13 and 14 respectively. It is important that we demonstrate though our action service steps how we are using our supplemental funds and this has been a very effective program for preparing our students. The District also added an action service step Goal 1, Action 15 for our SSP program which also is important to demonstrate how supplemental funds provides an opportunity for a temporary alternative setting for behaviorally at risk students.

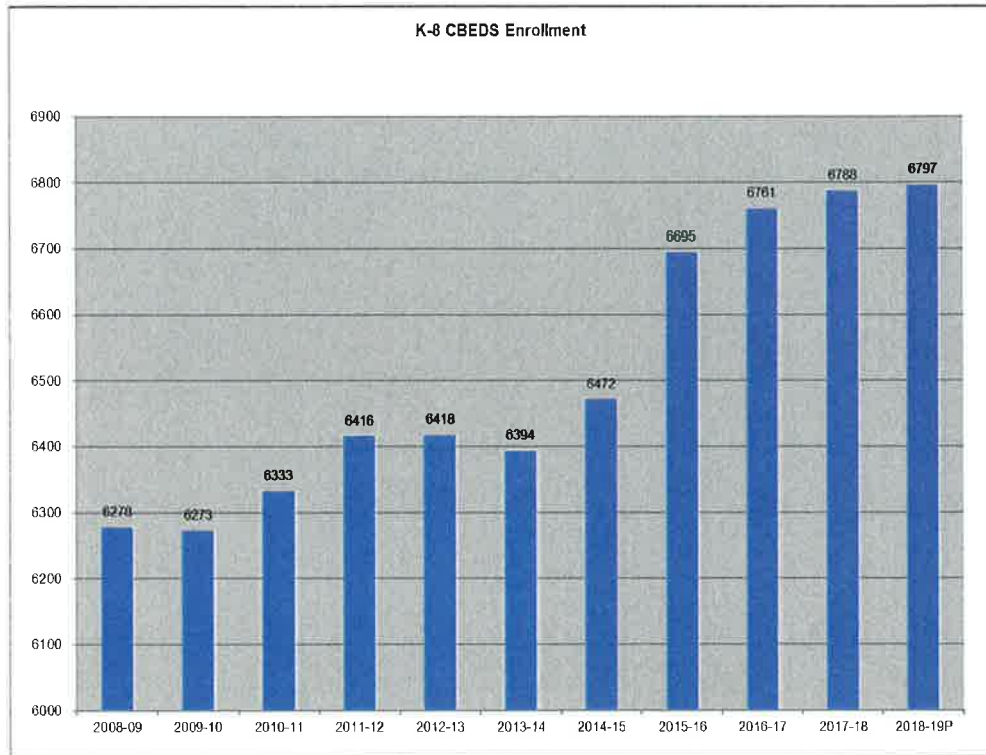
The Board expressed their appreciation to Assistant Superintendents Dr. Pierce and Mr. Christensen for their work on the LCAP update. Member Ryan moved approval.

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

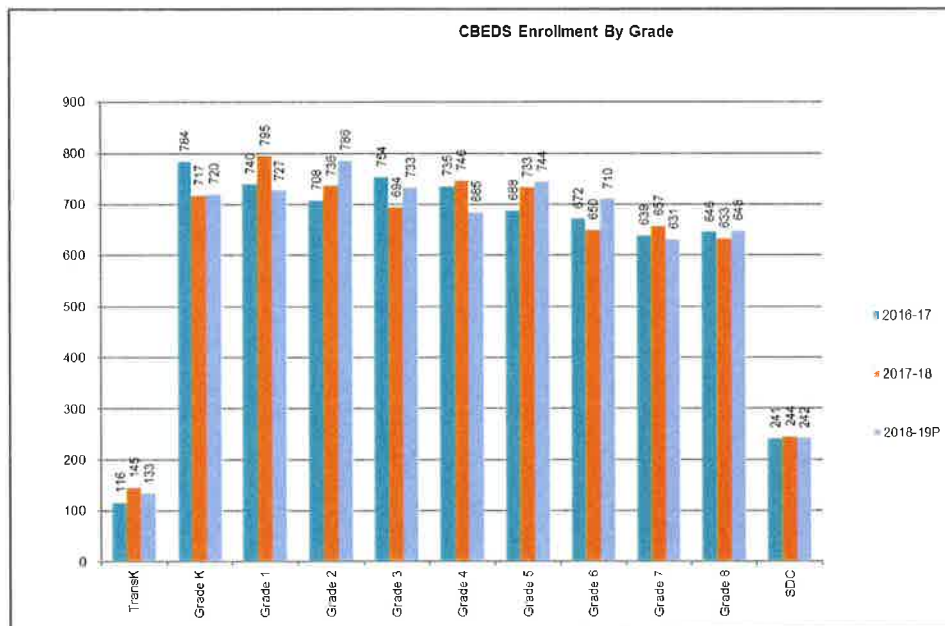
## **Business Services**

### **2.1. Approval of 2018-19 Santee School District Budget**

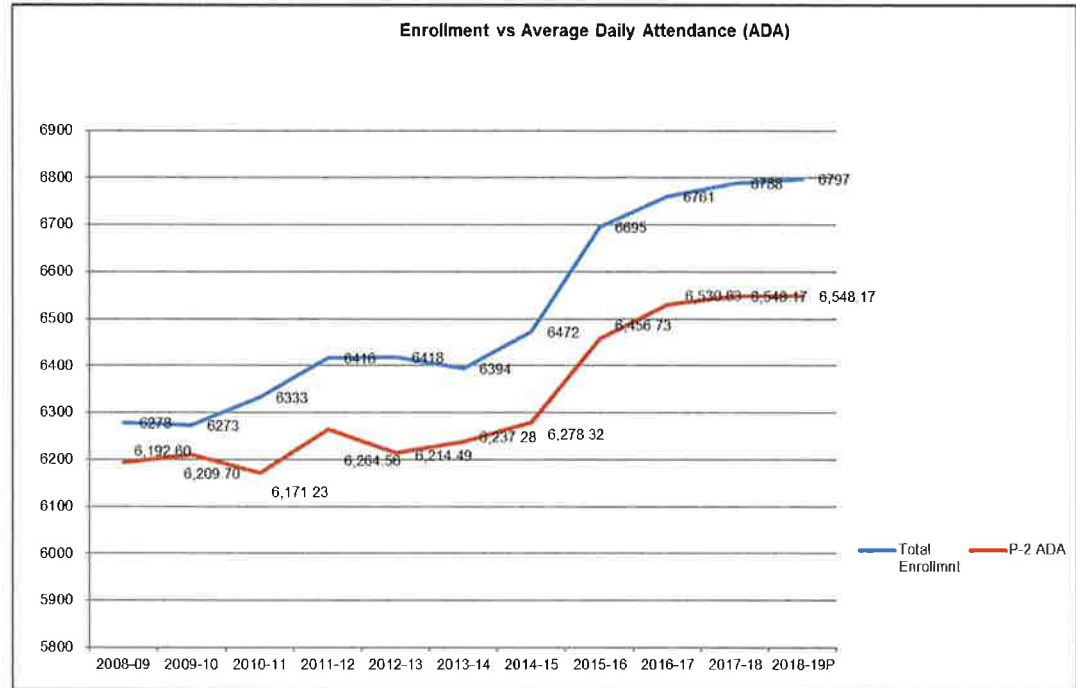
Karl Christensen provided an overview of the 2017-18 Santee School District Budget and provided the Board a user-friendly budget for review. He referenced pages 10 and 12, which showed enrollment trends. Mr. Christensen shared the District had an increase of 27 students from 2016-17 to 2017-18; and stagnant enrollment in 2018-19.



Mr. Christensen discussed an enrollment comparison by grade level and explained Administration compares the number of exiting eighth grade students to the number of incoming kindergarten enrollments to establish a trend.



Mr. Christensen discussed enrollment versus average daily attendance (ADA) for the 2018-19 school year. He explained ADA is projected as "flat" for the next school year and shared the ADA adjusts in January at Period 2 (P2). Mr. Christensen shared that even though there is a slight increase in enrollment, the 2018-19 ADA is projected to be similar to the 2017-18 ADA.



Mr. Christensen shared the snapshot of all funds showed the projected income, outgo, and change to the fund balance of each. He explained income includes funds received from outside sources (Federal or State government) as well as those received from other funds within the District; and outgo includes expenditures for salaries, benefits, books, equipment, debt service, and transfers to other funds within the District. Mr. Christensen noted the Unrestricted Fund Balance showed a \$2,155,549 deficit due to additional transfers to Fund 40 (bus replacement and technology reserve); and \$1.2 reserve for the history/social science adoption. He clarified the General Fund totals did not include any negotiated salary increases in 2018-19 or multi-year projections; except for the one-percent (1%) negotiated increase for classified employees.

Mr. Christensen noted the Child Development (Fund 12) showed a slight surplus; and the Cafeteria (Fund 13) will not have the anticipated structural deficit forming through 2018-19. The Deferred Maintenance Fund (Fund 14) showed the one-time transfer of \$1,263,000 for roofing, painting projects, etc. Special Reserve (Fund 17) showed a \$3,000,684 remaining fund balance. The Special Reserve (Fund 40) showed a projected ending fund balance of \$4,771,900. Mr. Christensen shared Fund 40 is made up of the following sources (Hill Creek solar project, technology reserve, bus replacement reserve, and facility needs; and provided an overview of Capital Facilities Fund (Fund 25), County School Facilities Fund (Fund 35), and Enterprise Fund 63 (Yale and Project SAFE).



LN#	Description	General Fund			Child Dev Fund 12	Cafeteria Fund 13	Deferred Maint Fund 14	Special Reserve Fund 17	Special Reserve Fund 40
		Unrest	Rest	Ttl					
1	<b>INCOME:</b>								
2	LCFF Sources	56,964,272	321,163	57,285,435	0	0	0		
3	Federal Revenue	50,000	2,318,159	2,368,159	0	1,698,996	0		36,660
4	Other State Revenue	3,454,495	3,204,027	6,658,522	297,245	118,665	0		
5	Other Local Revenue	231,650	3,894,686	4,126,336	214	726,243	5,086	30,000	45,629
6	Interfund Transfers In	0	0	0	0	0	1,263,000		4,165,373
7	Other Sources	0	0	0	0	0			
8	<b>Total Income</b>	<b>60,700,417</b>	<b>9,738,035</b>	<b>70,438,452</b>	<b>297,459</b>	<b>2,543,903</b>	<b>1,268,086</b>	<b>30,000</b>	<b>4,247,662</b>
9	<b>OUTGO:</b>								
10	Certificated Salaries	25,835,492	5,784,247	31,619,739	94,436				
11	Classified Salaries	6,127,960	3,823,450	9,951,410	89,107	949,821	0		0
12	Employee Benefits	9,835,906	5,863,637	15,699,543	51,542	265,156	0		0
13	Books and Supplies	2,777,486	1,085,789	3,863,275	20,084	1,105,091	0		3,198,348
14	Services, Other Operating Expenses	2,972,888	1,936,655	4,909,543	25,356	89,184	1,271,961		37,201
15	Capital Outlay	198,000	0	198,000	0	0	0		276,471
16	Other Outgo	994,348	0	994,348	0		0		363,367
17	Transfers of Indirect/Direct Costs	-939,198	792,138	-147,060	16,720	130,340			
18	Interfund Transfers Out	4,165,373	1,263,000	5,428,373					
19	Other Uses	0	0	0					
20	Contributions to Restricted Programs	10,887,711	-10,887,711	0	0	0			
21	<b>Total Outgo</b>	<b>62,855,966</b>	<b>9,661,205</b>	<b>72,517,171</b>	<b>297,245</b>	<b>2,539,592</b>	<b>1,271,961</b>	<b>0</b>	<b>3,875,386</b>
22	<b>Change in Fund Balance</b>	<b>-2,155,549</b>	<b>76,830</b>	<b>-2,078,719</b>	<b>214</b>	<b>4,311</b>	<b>-3,875</b>	<b>30,000</b>	<b>372,276</b>
23	Projected Beginning Fund Balance	14,656,997	332,316	14,989,313	21,356	467,478	3,875	2,970,684	4,399,624
24	<b>Projected Ending Fund Balance</b>	<b>12,501,448</b>	<b>409,146</b>	<b>12,910,595</b>	<b>21,570</b>	<b>471,789</b>	<b>0</b>	<b>3,000,684</b>	<b>4,771,900</b>
25	Committed Fund Balance	0	0	0			0		
26	Non-Spendable Fund Balance	467,001		467,001		55,481			
27	Restricted Fund Balance	0	409,146	409,146	21,570	416,309			
28	Assigned Fund Balance	238,200		238,200					4,771,900
29	Unassigned - Economic Uncertainty	2,175,515	0	2,175,515					
30	<b>Remaining Unassigned</b>	<b>9,620,731</b>	<b>0</b>	<b>9,620,732</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,000,684</b>	<b>0</b>

LN#	Description	Building Fund 21	Capital Facilities Fund 25	County School Facilities Fund 35	Enterprise Fund 63	Yale	Project SAFE
1	<b>INCOME:</b>						
2	LCFF Sources						
3	Federal Revenue						
4	Other State Revenue						
5	Other Local Revenue	0	568,323	5,000	3,386,044	947,75	2,438,290
6	Interfund Transfers In	0	52,791		0	0	0
7	Other Sources		0				
8	<b>Total Income</b>	<b>0</b>	<b>621,114</b>	<b>5,000</b>	<b>3,386,044</b>	<b>947,75</b>	<b>2,438,290</b>
9	<b>OUTGO:</b>						
10	Certificated Salaries				0		0
11	Classified Salaries		0		2,145,474	591,85	1,553,622
12	Employee Benefits		0		698,999	210,70	488,299
13	Books and Supplies	0	0		175,990	37,40	138,590

14	Services, Other Operating Expenses	0	15,000		287,701	64,83	222,869
15	Capital Outlay	0	0	1,931,702			
16	Other Outgo		335,342				
17	Transfers of Indirect/Direct Costs						
18	Interfund Transfers Out		0		52,791		52,791
19	Other Uses				0	0	0
20	Contributions to Restricted Programs						
21	<b>Total Outgo</b>	<b>0</b>	<b>350,342</b>	<b>1,931,702</b>	<b>3,360,955</b>	<b>904,78</b>	<b>2,456,171</b>
22	<b>Change in Fund Balance</b>	<b>0</b>	<b>270,772</b>	<b>-1,926,702</b>	<b>25,089</b>	<b>42,97</b>	<b>-17,881</b>
23	Projected Beginning Fund Balance	0	3,562,801	1,926,702	1,299,136	337,26	961,870
24	<b>Projected Ending Fund Balance</b>	<b>0</b>	<b>3,833,573</b>	<b>0</b>	<b>1,324,225</b>	<b>380,23</b>	<b>943,989</b>
25	Committed Fund Balance						
26	Non-Spendable Fund Balance						
27	Restricted Fund Balance	0	3,833,573	0	1,324,225	380,23	943,989
28	Assigned Fund Balance						
29	Unassigned - Economic Uncertainty						
30	<b>Remaining Unassigned</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Mr. Christensen mentioned the following pages showed the District's expenditures and shared certificated staffing increases from prior year. He explained that in 2017-18, the District had 239 general education teachers in grades TK-8<sup>th</sup>. Mr. Christensen mentioned that even though the enrollment is projected to be similar, there is a "buffer" of four teachers for 2018-19. He noted the additional counselor added to the Educational Services department; an increase in special day class/language, speech and hearing (teacher and/or vendor), and a behavioral specialist and psychologist.

**Certificated Staffing**

The table below depicts the projected certificated staffing levels for the budget year:

School	General Education									2017-18 Special Education				2018-19 Special Education				Principals		Vice Principals		Other <sup>1</sup>	
	2017-18 TK-8 Gen Ed	2018-19 TK-8 Gen Ed	Buffer	2018-19 Budget					SDC	RSP	L&H	Other <sup>2</sup>	SDC	RSP	L&H	Other <sup>2</sup>	2017-18	2018-19	2017-18	2018-19	2017-18	2018-19	
	TK-8 Gen Ed	OW	EAM	LA Spec	IRT's	Other <sup>3</sup>																	
Cajon Park	33.00	33.00	1.00	34.00	1.00				1.00	5.00	3.00	2.00	0.00	7.00	3.00	3.00	0.00	1.00	1.00	1.00	1.00		
Carlton Hills	22.00	22.00	1.00	23.00	1.00	1.00	1.00			3.00	1.00	1.00	0.00	3.00	1.00	3.00	0.00	1.00	1.00	1.00	1.00		
Carlton Oaks	28.00	28.00	1.00	29.00	1.00		1.00			5.00	2.00	1.00	3.00	5.00	2.00	0.00	3.00	1.00	1.00	1.00	1.00		
Crest Harb	24.00	24.00		24.00	0.00	1.00	1.00			0.00	1.50	1.00	0.00	0.00	1.50	1.00	0.00	1.00	1.00	1.00	1.00		
Hill Creek	28.00	28.00	1.00	29.00	1.00	1.00	1.00			2.00	2.00	0.00	0.00	3.00	2.00	0.00	0.00	1.00	1.00	1.00	1.00		
Pepper Dr	35.00	35.00		35.00	0.00		1.00	3.00		1.00	3.00	1.33	0.00	1.00	3.00	1.00	0.00	1.00	1.00	1.00	1.00		
PRIDE	21.00	21.00		21.00	0.00	1.00	1.00	0.73		0.00	1.00	0.83	0.00	0.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00		
Rio Seco	34.00	34.00		34.00	0.00		1.00			4.00	2.00	1.34	0.00	4.00	2.00	1.00	0.00	1.00	1.00	1.00	1.00		
Sycamore Canyon	14.00	14.00		14.00	0.00	1.00	1.00			5.00	1.00	1.50	0.00	5.00	1.00	2.00	0.00	1.00	1.00	2.00	0.00		
<b>Sub-Total</b>	<b>239.00</b>	<b>239.00</b>	<b>4.00</b>	<b>243.00</b>	<b>4.00</b>	<b>5.00</b>	<b>8.00</b>	<b>1.23</b>		<b>28.00</b>	<b>18.50</b>	<b>10.00</b>	<b>3.00</b>	<b>27.00</b>	<b>18.50</b>	<b>12.00</b>	<b>3.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>
Superintendent					0.00																	1.00	1.00
Senior Success Program	1.00	1.00		1.00	0.00																		
Alternative Education	2.00	2.00		2.00	0.00																		
Special Education Centralized					0.00						1.00	3.00	10.32		1.00	2.00	12.32					1.00	1.00
Human Resources/ Pupil Services					0.00																	2.00	2.00
Education Services					0.00			12.00														4.00	4.00
<b>Grand-Total</b>	<b>242.00</b>	<b>242.00</b>	<b>4.00</b>	<b>246.00</b>	<b>4.00</b>	<b>5.00</b>	<b>8.00</b>	<b>13.23</b>		<b>28.00</b>	<b>17.50</b>	<b>15.00</b>	<b>15.32</b>	<b>27.00</b>	<b>17.50</b>	<b>14.00</b>	<b>15.32</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>
<b>District Total Non-Management Certificated PTE: 846.85</b>																	<b>District Total Certificated Management PTE: 26.00</b>						

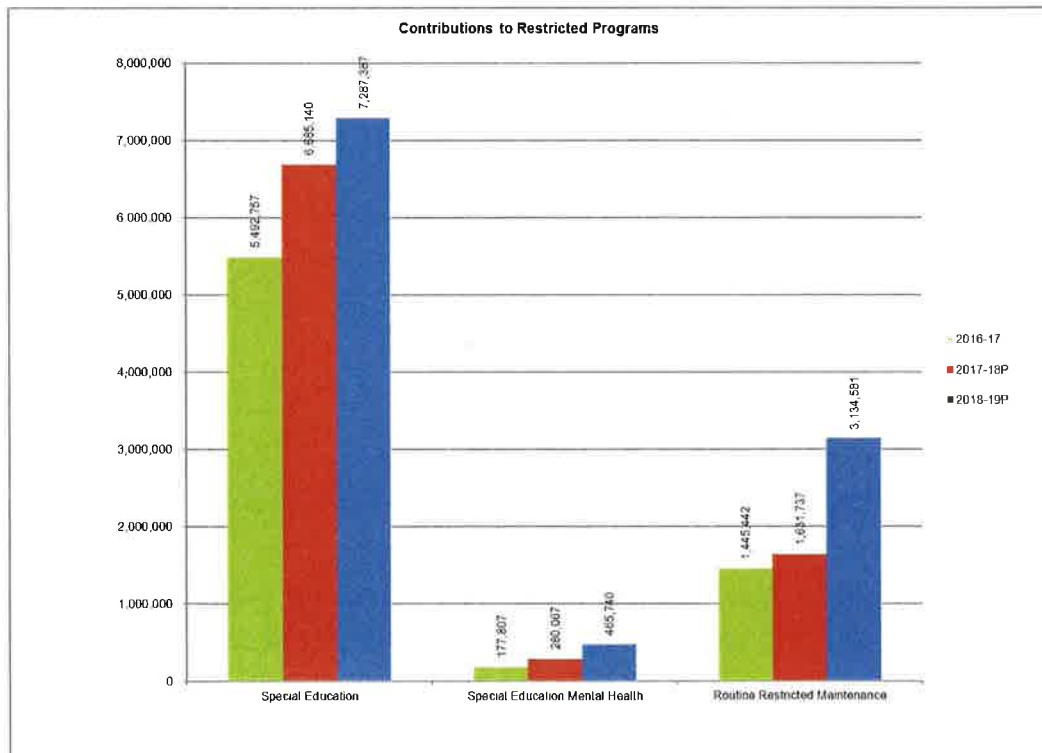
<sup>1</sup>Administrators, Demonstration Teachers, Counselors/Staff Workers, School Funded IRTs, Curriculum Resource Teachers  
<sup>2</sup>Mobility V.I., APE, Nurse, Psychologists, Program Specialist, Behavioral Specialist  
<sup>3</sup>Superintendent, Assistant Superintendents, Directors, Coordinators

Mr. Christensen shared information on statutory benefit rates. He explained that salary and benefit costs are the largest portion of the District's expenditures. In addition to health and welfare benefits, the District is required to contribute to various entities, as a

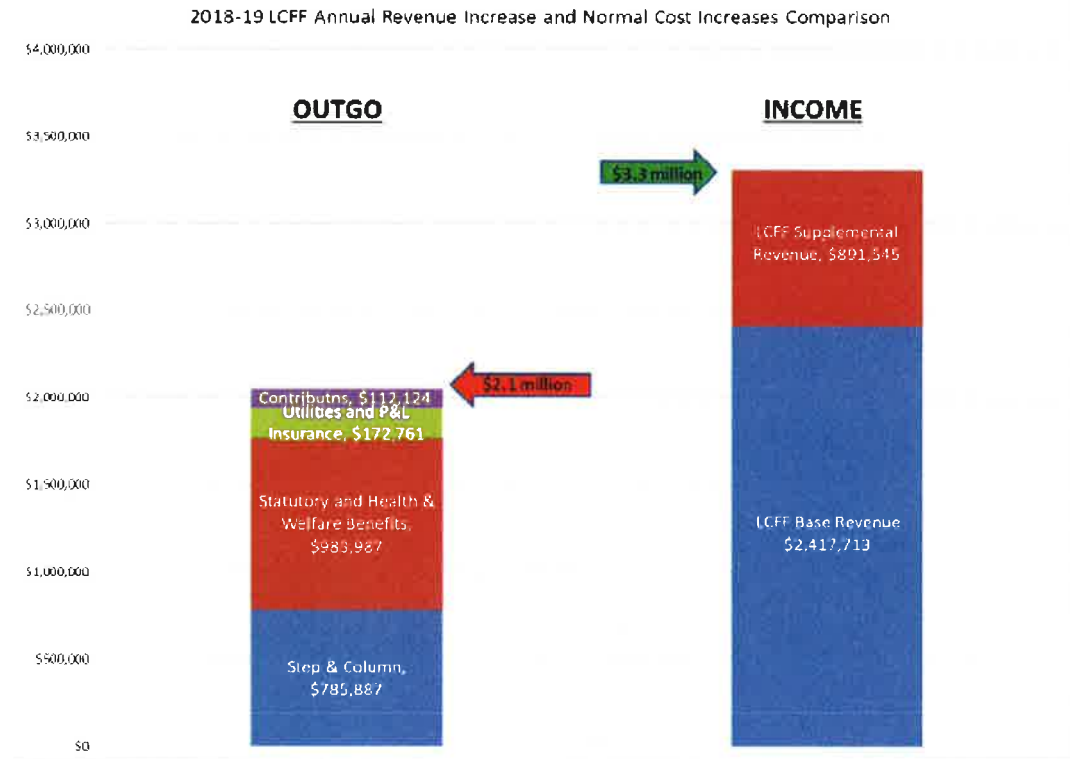
percentage of payroll, for benefits set in law. He shared the projected rates (as a percentage of salary) for the prior year, the budget year, and estimates for the subsequent years of the Multi-Year Projection were as follows:

Statutory Benefit	2017-18	2018-19	2019-20	2020-21
STRS (State Teachers Retirement System)	14.43000%	16.28000%	18.13000%	19.10000%
PERS (Public Employees Retirement System)	15.53100%	18.06200%	20.80000%	23.50000%
FICA (Social Security)	6.20000%	6.20000%	6.20000%	6.20000%
ARS (Alternative Retirement System to Social Security)	1.30000%	1.30000%	1.30000%	1.30000%
MEDICAID (Medicare)	1.45000%	1.45000%	1.45000%	1.45000%
SUI (State Unemployment Insurance)	0.05000%	0.05000%	0.16120%	0.17732%
W/Comp (Workers Compensation Insurance)	1.94040%	2.07900%	2.23493%	2.34667%

Mr. Christensen provided an overview of the contributions to restricted programs by the Unrestricted General Fund. He shared the following chart and explained these programs, or restricted funds, do not receive enough revenue from sources outside of the District to pay all of their expenditures. Mr. Christensen mentioned the difference between revenue received for these programs and total expenditures is paid from the Unrestricted General Fund and is sometimes referred to as "Contributions to Restricted Programs." In the case of Routine Restricted Maintenance, this contribution amount is set by law with specified set-aside requirements. For this year, the requirement is three-percent (3%) of total general fund outgo.



Mr. Christensen provided an overview of the normal cost increased compared with additional on-going revenue. He shared that with the full funding of the LCFF, the income is higher than the outgo. Mr. Christensen clarified that the District is anticipating COLA only increases in future years and this will cause a reverse once again (i.e., the outgo will be higher than the income).



Mr. Christensen shared an overview of the general fund multi-year projections; and clarified these did not include any negotiated salary increases. He explained that in 2018-19, with the current assumptions the projected reserve percentage is approximately 20%; with a decline in years 2019-20 and 2020-21 due to COLA only increases. Mr. Christensen noted the estimated structural surplus (deficit) in 2018-19 is \$1,162,741; with a decrease in 2019-20 to \$190,675; and a structural deficit in 2020-21 of (\$504,088).

**General Fund Multi-Year Projection**

Item	2017-18		2018-19		2019-20		2020-21	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Beginning Fund Balance	14,325,701	390,515	\$14,656,997	\$332,316	\$12,501,448	\$409,146	\$10,899,147	\$80,001
Fund Balance Adjustments	(1)		(1)					
Total Income	\$56,647,391	\$10,084,812	\$60,700,417	\$9,738,035	\$59,913,161	\$9,738,035	\$61,402,529	\$9,740,351
Total Outgo	\$56,316,093	\$10,143,010	\$62,855,966	\$9,661,205	\$61,515,462	\$10,067,180	\$62,029,617	\$9,740,351
<b>Change in Fund Balance</b>	<b>\$331,298</b>	<b>(\$58,198)</b>	<b>(\$2,155,549)</b>	<b>\$76,830</b>	<b>(\$1,602,300)</b>	<b>(\$329,146)</b>	<b>(\$627,088)</b>	<b>\$0</b>
Ending Fund Balance	\$14,656,997	\$332,316	\$12,501,448	\$409,146	\$10,899,147	\$80,001	\$10,272,059	\$80,001
Total Reserves	\$16,922,480		\$14,796,930		\$13,198,834		\$12,575,646	
Reserve as % of Expenditures	25.46%		20.40%		18.44%		17.52%	
			Amount	Value	Amount	Value	Amount	Value
Assumed LCFF Rev Increase (w/ ADA changes):			2.71%		2.57%		2.67%	
Assumed LCFF [Base Only] Rev Increase (w/ ADA changes):			6.17%	\$3,309,268	2.56%	\$1,467,432	2.56%	\$1,489,387
*Included Annual Operating Cost Increase Impact to Unr GF:			4.51%	\$2,417,713	2.32%	\$1,320,704	2.42%	\$1,413,156
			3.83%	\$2,054,759	2.99%	\$1,700,553	3.64%	\$2,127,224
<b>Estimated Structural Surplus(Deficit):</b>	<b>\$1,334,910</b>		<b>\$1,162,741</b>		<b>\$190,675</b>		<b>(\$504,088)</b>	
			GAP Funding:	100.00%	A:DOF	100.00%		100.00%
			1% Reserve Equivalent:	725,340		715,772		717,788
			1% LCFF Increase:	536,550		569,643		584,217
			1% Salary Increase Equivalent:	482,399		520,110		529,297

Member Burns inquired on the school allocations. He asked that the Board receive the difference in allocations from the prior year and the school carryovers. Mr. Christensen shared there was a decrease in the allocations because the District is now handling the repair and/or replacement of projectors. Member Burns moved approval.

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

**2.2. Conceptual Plan for Improvement of Old Cajon Park Junior High Site**

Mr. Christensen explained that last November, the Board asked Administration to develop a plan for improving the look of the old Cajon Park Junior High site; and presented a conceptual plan to accomplish this objective. He shared improvements were developed in four priority phases: Aesthetic Improvement; Occupancy Preparation; Operational Improvement; and Final Completion. Mr. Christensen shared that various concepts for the property have been discussed; there are no specific plans for the property at this time. Christina Becker, Director of Maintenance & Operations, shared the building is approximately 2,400 square feet and has the capability of being developed as additional classroom space, administrative offices/training center, etc.

Upon discussion, the Board asked Administration to obtain bids for the roof repairs, repair of cracks and seal coat asphalt, and landscape clean up.

Item #	Priority Phase	Description of work	Estimated Cost	Comments
1	1	Reroof Administration building	\$50,000	
2	1	Repair exterior of Administration building	\$40,000	Mold remediation, plywood siding, floor, door, and window repairs. Make weather tight.
3	1	Repair cracks and seal coat asphalt	\$10,000	Includes weed removal
4	1	Install wood chips and perform landscape clean up	\$5,000	min work
5	1	Paint exterior of classroom and admin buildings	\$20,000	
<b>Total Phase 1: Aesthetic Improvement</b>			<b>\$125,000</b>	
6	2	Re-energize buildings with new power service connection	\$50,000	May be able to upgrade power at CP Annex and connect to that service
7	2	Connect data from CP Annex	\$15,000	May be able to use CP Annex IDF server and run copper only
8	2	Admin Building Interior Repairs	\$50,000	Cabinets, plumbing fixtures, and new flooring
<b>Total Phase 2: Occupancy Preparation</b>			<b>\$115,000</b>	
9	3	Install/Reconfigure fencing to maintain access to CP overflow parking on lower field and classroom J5	\$10,000	
10		Install/Perform additional landscaping and grounds improvements	\$10,000	Gravel and wood chips. Scope TBD
11	3	Install/Perform additional landscaping and grounds improvements	\$5,000	Other landscaping materials. Scope TBD
12	3	Reroof Classroom J5, shade structure, and student restroom building	\$25,000	Will be needed in future
13		Install/Reconfigure fencing for occupant/program needs	\$10,000	
<b>Total Phase 3: Operational Improvement</b>			<b>\$50,000</b>	
14	4	Demolish old foundations from previous eight classrooms	\$50,000	
15	4	Repair interior of old student restroom	\$30,000	Plumbing fixtures and flooring
<b>Total Phase 4: Final Completion</b>			<b>\$80,000</b>	
<b>TOTAL ALL PHASES</b>			<b>\$370,000</b>	

**2.3. Purchase of New Bus to Replace 25-Passenger Bus Purchased in 2009 with Engine Defect**

Mr. Christensen explained that in 2009, the District purchased a new 25-passenger bus paid for entirely by a grant from the Air Pollution Control District. Soon after purchase, the District began experiencing some unusual wear on engine parts. He shared the cost of repairs were covered by the warranty for five (5) years; which included a complete engine rebuild shortly before expiration of the warranty in 2015. Since then, the District has continued to experience mechanical breakdowns of this bus with repairs costing over \$20,000. Mr. Christensen shared other districts that purchased buses, with this same engine, have experienced similar problems. He mentioned it has been determined this engine has a defect that causes diesel fuel to leak into the oil compartment, diluting the oil and increasing friction, thereby damaging engine parts. Bus #143 is currently out of commission with a broken fuel pump.

Mr. Christensen explained that at this point, continued repairs would not be cost effective and the options included replacing the engine, at a cost of about \$35,000, or trade the vehicle in towards the purchase of a replacement bus.

He shared Creative Bus Sales has offered a \$15,000 trade-in; a good deal considering the bus is nearly 10 years old and has over 100,000 miles. Mr. Christensen shared Administration recommends trading in Bus #143 and purchasing a new bus, with a net replacement cost after trade-in of \$53,538 to be paid from the \$200,000 contingency incorporated into the Fund 40 Bus Replacement Reserve. Member Burns moved approval.

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

**Human Resource/Pupil Services**

**3.1. Approval of Agreement with Benefit Focus**

Tim Larson, Assistant Superintendent of Human Resource/Pupil Services, explained this agreement was to establish a change in the third-party COBRA and Retiree administrators from Discovery Benefits to Benefit Focus. He mentioned Benefit Focus is the online program currently used by all benefited employees to access benefit information. He explained this would bring every benefited individual within the District under one administrator. Member Ryan moved approval.

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

**G. BOARD POLICIES AND BYLAWS**

**1.1. Second Reading: New Board Policy and Administrative Regulation 5145.13, Response to Immigration Enforcement**

New Board Policy and Administrative Regulation 5145.13, Response to Immigration Enforcement, was presented a first reading.

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

**1.2. First Reading: Revised Board Policy and Administrative Regulation 5141.31, Immunizations**

Revised Board Policy and Administrative Regulation 5141.31, Immunizations, was presented as a first reading.

#### H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Member Fox apologized for not being able to attend the Alternative School promotion.

Member Ryan mentioned all of the promotions she attended were great. She acknowledged the variance in student politeness at the schools she attended.

Member Burns shared attending Rio Seco and Pepper Drive promotions. He commended Principals Debra Simpson and Ted Hooks for the organization. Member Burns acknowledged Mr. Hooks for his attention to detail; and joked Mr. Hooks should write a promotion manual for the District.

Member Levens-Craig shared attending the Pepper Drive spring festival. She mentioned this year's theme for the Santee Success Program promotion was baseball and shared memorabilia from the event. Member Levens-Craig mentioned retiring Principal Terry Heck received a standing ovation during PRIDE Academy's promotion. She mentioned the golf tournament auction was great and was able to acquire great items.

President El-Hajj shared the weather was great during Cajon Park's promotion. She commended the students for their great handshakes; and apologized for not attending the golf tournament. President El-Hajj discussed receiving an email requesting placing a civics learning resolution on an upcoming Board meeting agenda. She explained she was contacted by Justice Cayette, who represents an organization whose purpose is to make sure social science and civics stay as part of the curriculum. She mentioned the organization was interested in presenting to the Board; and that some school districts had already adopted the resolution. President El-Hajj referred Justice Cayette to District Administration. She explained that if this is something that needs to be part of the District's curriculum, then it should be more than passing a resolution.

Superintendent Baranski mentioned the 15-minute presentation to the Taxpayers Association was scheduled for Wednesday, July 18 and provided an overview presentation.

Superintendent Baranski mentioned Mr. Christensen would be discussing parking concerns, on the joint-use property, between Rio Seco and Santana National Little League. Mr. Christensen shared that for the past few years, Pam Brasher, Director of the Out of School Time (OST) programs, and Christina Becker, Director of Maintenance and Operations, have expressed concern with the reserved parking for Project SAFE drop off and pick up. He explained staff has placed cones in the parking spaces, notes were placed on windshields, and most recently, a big sign was placed. However, all efforts have been to no avail and suggested the District take a more aggressive measures. He shared a memorandum of understanding that outlines the District's expectations of the league in regards to the reserved Project SAFE parking spaces. Mr. Christensen shared the league has since subsided from using the joint-use field but explained the MOU in the next season. Member Fox mentioned being present at a game when announcements were made regarding the reserved parking spaces. However as the year progressed, the announcements subsided and/or stopped. Member Fox mentioned that this issue is not only with Santana National Little League but also with the softball leagues that use the joint-use property. He mentioned speaking with Mrs. Becker regarding the new configuration of the parking area and shared the new location would not be as convenient for the league to use those spaces. Member Burns mentioned that sometimes the little league Board members are not present at games and/or umpiring and cannot monitor the parking and the MOU might not help with the situation. He shared the leagues must communicate, at the beginning of the season, that the parking spaces are reserved and cars will be towed; and that the District follow-through with towing. Member Burns suggested that the leagues inform parents of the reserved parking and possibility of towing due to safety concerns for the students being picked up at Project SAFE. Upon discussion, the Board agreed with adding more signage and enforcing the towing.

#### I. CLOSED SESSION

President El-Hajj announced that the Board would meet in closed session for:

1. **Conference with Legal Counsel - Anticipated Litigation** (Gov't. Code § 54956.9)
  - One Case

2. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)  
*Purpose:* Negotiations  
*Agency Negotiators:* Tim Larson, Assistant Superintendent  
*Employee Organizations:* Santee Teachers Association (STA); and  
Classified School Employees Association (CSEA)
  
3. **Public Employee Performance Evaluation** (Gov't. Code § 54957)  
*Superintendent*

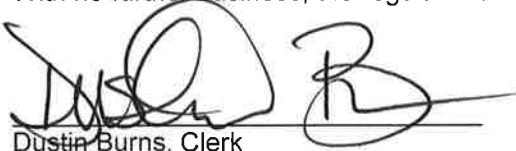
The Board entered closed session at 8:20 p.m.

**J. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:55 p.m. and reported no action was taken.

**K. ADJOURNMENT**

With no further business, the regular meeting of June 19, 2018 was adjourned at 10:55 pm.



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Dustin Burns, Clerk



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Kristin Baranski, Secretary