

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

July 1, 2014
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Fox called the meeting to order at 7:03 p.m.

Members present:

Ken Fox, President
Dustin Burns, Vice President
Barbara Ryan, Clerk
Elana Levens-Craig, Member
Dianne El-Hajj, 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, Recording Secretary

2. President Fox invited the audience to recite the District Mission and lead the members, staff, and audience in the Pledge of Allegiance.
3. Approval of Agenda
It was moved and seconded to approve the agenda with a noted location correction on Consent Item 2.5 Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards).

Motion: Burns
Second Ryan
Vote: 5-0

Fox	Aye	Levens-Craig	Aye
Burns	Aye	El-Hajj	Aye
Ryan	Aye		

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

Superintendent Pierce shared an autographed copy of *The Water Park Pigs*, a book written by Theresa Elliott's class at Carlton Hills. The book portrayed a story written by the students and each page illustrated a picture drawn by the students. The book's dedication acknowledged the Board of Education for allowing Mrs. Elliott to attend The Write Institute at Columbia University in New York; which allowed her to bring back a wealth of instructional information from the workshop.

Member Levens-Craig mentioned attending the Santee Success Program promotion where she was provided a plant with mint from the school's garden. The message on the plant read, "your support has *mint* so much to us."

2. Child Nutrition Services Update

Karl Christensen, Assistant Superintendent of Business Services, mentioned the Child Nutrition Department operates with 40 employees serving breakfast, lunch, supper, and snacks to all nine district

schools. Each year, the department provides nearly 800,000 healthy and nutritious meals in an efficient and speedy manner. Cathy Abel, Director of Child Nutrition, provided the Board a few highlights of her program for 2013-14 and plans for the upcoming 2014-15 school year.

Mrs. Abel, shared there are approximately 2,226 students receiving free and reduced lunch. She mentioned purchasing software to allow parents to complete the free/reduced lunch applications online for the 2014-15 school year.

The Child Nutrition department serves and prepares approximately 1000 breakfasts; 3,300 lunches; 175 suppers; and 200 snacks; equating to 4,375 meals daily or 787,500 meals per year. She explained the menus were nutrient based, analyzing the fat and calorie content of food items. In 2012, the food based menus were required to integrate grains and proteins.

Member Levens-Craig asked if there is an advisory group of parents and/or students that provide feedback on the food being served. Mrs. Abel explained that in prior years, she had asked students at various schools what items they wanted to see be served for lunch. However, she found the students' choices were similar to fastfood items (i.e., a double-burger from Carl's Jr.).

Mrs. Abel mentioned that in prior years, the kitchen was serving processed foods. Most recently, the kitchen is making some items in the kitchen from "speed scratch" or using a combination of fresh ingredients combined with prepared products. Speed scratch items being served include pizza, alfredo sauce, quesadillas, and breakfast sandwiches.

In recent years, the State was advocating the serving of breakfast at the schools. However, since it is sometimes difficult for students to get to school during breakfast hours, a "second chance" breakfast cart is currently available at Hill Creek and Carlton Oaks. Students have the option to purchase items during the first passing period. The second chance cart feeds approximately 200 students at Carlton Oaks and 160 at Hill Creek. Member El-Hajj inquired on the items available. Mrs. Abel explained it was mostly grab and go items like cream cheese and bagels, cereal, yogurt, fresh fruit, muffin and/or sweet roll, milk and juice. Member Burns inquired on the possibility of expanding the program. Mrs. Abel explained the option had to be conducive to the school's schedule. However, breakfast is available at all schools; except for Sycamore Canyon.

To minimize the wait in line for lunch, students have the option of using the express cart. Mrs. Abel showed pictures of the express cart at Pepper Drive. The two six-foot carts hold hot and fresh foods. Items are packaged in the required portions. Approximately 200 students use the express cart and 300 students go through the regular kitchen line. She mentioned the express carts are currently at six schools and are very successful. Mrs. Abel shared a picture of the salad bar. Each salad bar has signs to remind students of the required portions.

This year, farmers markets are available at four schools. Additionally, she has been working with Food for Thought on farm to school products. However, this proves challenging as it is hard to meet the half-cup requirements. Mrs. Abel shared a picture of special education students visiting the central kitchen. However, instead of giving the students a cookie after the field trip, they get an apple.

The areas of focus for the 2014-15 include food costs/waste; labor/sub costs; energy efficiency; and the implementation of additional express carts.

President Fox inquired on the cost of the express cart lunch in comparison to the regular lunch. Mrs. Abel mentioned the cost is the same. Member El-Hajj inquired on serving packaged food. Mrs. Abel explained items being served on the carts are required to be packaged. Member El-Hajj asked if a student doesn't eat a packaged item, are they allowed to leave it for another student to eat. Mrs. Abel mentioned it was at the discretion of the school. However, the health department has strict regulations on "share" tables.

President Fox inquired on the supper hours. Mrs. Abel mentioned supper is offered at Carlton Hills at 2:00 p.m., PRIDE Academy at 2:30 p.m. and Pepper Drive at 3:00 p.m.

Member Burns expressed his gratitude towards Mrs. Abel for her service and innovation into looking at new ways to feed the students. He mentioned data shows the correlation of children performing better when they eat breakfast and stressed his support for the implementation of second chance breakfast carts

at all schools. He encouraged Mrs. Abel to work with the Superintendent and Principals to look into providing second chance meals at all the schools.

Member Ryan mentioned it was difficult to see Mrs. Abel leave her seat on the Board. However, she commended Mrs. Abel for her service and recognized her as great asset for the children.

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President Fox 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 Revolving Cash Report**
- 2.3. **Acceptance of Donations**
- 2.4. **Approval of Consultants and General Service Providers**
- 2.5. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.6. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.7. **Attorney-Client Retainer Agreement with the Law Firm of Stutz Artiano Shinoff & Holtz, APC**
- 3.1. **Approval of Final Change Order and Contract Amount for the Pepper Drive School 10-Classroom Addition Project**
- 4.1. **Adoption of Resolution #1415-01 Designating Personnel and Approval of 2014-15 Child Development Services Contract**
- 4.2. **Approval of Annual Evaluation of the Alternative Education School**
- 4.3. **Approval of the 2014-15 Consolidated Application and Reporting System (CARS) Application for Funding**
- 4.4. **Approval of Agreement with Lozano Smith Attorneys at Law**
- 4.5. **Approval of Nonpublic Agency Master Contract with Dependable Nursing for Nursing Services**
- 4.6. **Approval of Nonpublic Agency Master Contract with ABA Education Foundation for Behavioral Support**
- 4.7. **Approval of Nonpublic Agency Master Contract with Soliant Health for Gross Motor Services**
- 4.8. **Approval of Nonpublic Master Contract with Oak Grove Institute and Jack Weaver School for Residential Treatment Center Services and Nonpublic School Services**
- 4.9. **Approval of Nonpublic Agency Master Contract with Advantage On-Call d/b/a PHS Therapy for Speech Therapy**
- 4.10. **Approval of Nonpublic Master Contract with San Diego Center for Children for Residential Treatment Center Services and Nonpublic School Services**
- 5.1. **Personnel, Regular**
- 5.2. **Approval of Medi-Cal Administrative Activities (MAA) Agreement with Orange County Department of Education**
- 5.3. **Approval to Increase Work Hours for Identified Classified Non-Management Position**
- 5.4. **Approval of Various Short Term Positions**
- 5.5. **Approval of New Probationary Employee – District Nurse**

Member Burns moved approval of Consent Items with the removal of items D. 3.1. and D. 5.5. which were pulled for separate consideration.

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

3.1. Approval of Final Change Order and Contract Amount for the Pepper Drive School 10-Classroom Addition Project

Member Burns mentioned the item was pulled to acknowledge the increase in construction costs. He moved approval.

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

5.5 Approval of New Probationary Employee – District Nurse

Member Burns mentioned hiring new employees deserves separate acknowledgement. Tim Larson, Assistant Superintendent of Human Resource/Pupil Services, asked for the approval of Sherrie Thompson as a new probationary employee. Member Burns welcomed Ms. Thompson to the district. Member El-Hajj moved approval.

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

F. DISCUSSION AND/OR ACTION ITEMS

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

1.1 Approval of Monthly Financial Report

Mr. Christensen mentioned the report is for cash and budget revision transactions posted through May 31st. He explained the month of May ended with a cash balance of \$5.74 million in the general fund. He explained the budget revisions for 2013-14 and projected reserve percentages for 2014-15 of 16.07% and 2015-16 of 10.78% are the same as that included in the district's 2014-15 Adopted Budget. Member Burns moved approval.

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

1.2. Adoption of Environmental Categorical Exemption for an Irrigation Water Well System at Pepper Drive School

Mr. Christensen mentioned there were two items on the agenda pertaining to a potential water well for Pepper Drive. The first is to file a Categorical Exemption under CEQA requirements. He explained an exemption is a declaration that there is no possibility that the activity will have a significant effect on the environment and was the same determination the district filed for the Hill Creek water well project. The exemption is filed with the County Recorder and it remains posted for 30 days. Administration is seeking authorization from the Board to file the exemption. Member Burns moved approval.

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

1.3. Authorization to Disseminate a Request for Proposal (RFP) for Deep Irrigation Water Well System Engineering, Design and Construction at Pepper Drive School

Mr. Christensen mentioned the second item is to authorize staff to distribute an RFP through the CUPCCAC process for designing, digging, and installing the water well. He explained that

although staff is asking to distribute the RFP concurrently with the 30-day posting period for the exemption, the RFP will not be brought back for award until the August 5th Board meeting, after the 30-day period has expired. If there are challenges to the exemption, awarding of the RFP can be delayed until the exemption filing is resolved. He noted, using available CIP funds for this project is being recommended; since it is an integral part of the original plans for the upper field area where the junior high building was constructed. If the district obtains a County of San Diego grant that includes paying for the water well, CIP funds will be reimbursed. Member Levens-Craig moved approval.

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

1.4. Approval to Award the Acquisition and Installation of the Ruckus Wireless Network Request for Proposal to Datel Systems, Inc.

Mr. Christenson explained the Board authorized administration to distribute an RFP to upgrade the District's wireless access points to prepare for the Digital Learning Initiative at the May 20th meeting. Two vendors submitted proposals in response to the RFP. One vendor, however, submitted manufacturer hardware different than that specified in the RFP and is therefore deemed non-responsive. Administration recommends awarding the RFP to Datel Systems in the amount of \$244,085. This amount is less than the \$270,000 that is contained in the district's Adopted Budget for this project. Member Burns moved approval.

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

2.1. Approval for Digital Learning Initiative:

- **Developing Teacher Leadership for Integrating Technology into Learning**

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, explained the district proposed to collaborate with the Mobile Technology Learning Center at the University of San Diego professional learning program to enhance teachers' abilities to effectively integrate new technologies and pedagogies within the 21st century learning environment.

She explained the Mobile Technology Learning Center will engage the district's leadership team in the implementation of the mobile technology learning approach, assist the district in implementing the plan for the effective use of mobile technology in schools, and build continued and ongoing capacity within the district.

Dr. Katie Martin will provide support to all the schools, work with teachers on special assignment, principals, and staff. Rich Thome will serve as the Principal Investigator at the University of San Diego for this project.

Member Levens-Craig inquired on the funding. Dr. Pierce explained this was part of the LCAP action step and would be funded using professional development funds.

Member El-Hajj mentioned this was a smart way to approach idea and moved approval.

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

G. BOARD POLICIES AND BYLAWS

1.1. First Reading: BB 9270 Conflict of Interest – Biannual Review

Board Bylaw 9270, Conflict of Interest was presented to the Board of Education in a first reading as per Government Code requirement to review biennially. No action was taken. The Board Bylaw will return for a second reading and request for approval.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce asked for the Board's direction on the letter to Governor Brown regarding his proposal to cap the reserves. Upon the discussion, Superintendent Pierce was asked to work with Member Ryan on a letter to the Governor expressing their opposition on his proposal to cap budget reserves.

Superintendent Pierce shared a letter to Governor Brown asking for his support to place Assembly Bill 2235 on the November ballot. She mentioned the Coalition for Adequate School Housing (CASH) had provided the template specific for Santee School District. Member Ryan clarified that the Governor signs legislation and asked that the letter be modified.

Superintendent Pierce shared the responses to the "New Life for Old Computers-Making Old Computers Useful" and "Evaluating the Evaluators" grand jury reports. The Board asked that the wording be modified as in the previous responses. Superintendent Pierce shared the language used was from the Grand Jury report and California penal code.

Superintendent Pierce inquired on holding a Board and Cabinet Retreat. Discussion was held on a date and location. It was the Board's consensus to hold the retreat on August 12 at 6:00 p.m. Member Levens-Craig offered to host at her home. Member Ryan asked that the Superintendent work with the Board President on activities.

Superintendent Pierce reminded the Board that their Form 470 was due by July 31. The Santee School District/City Council Joint Meeting was scheduled for July 7 at 5:00 p.m., at City Hall. President Fox and Member Burns would be in attendance.

Superintendent Pierce shared Round 1 of Principal interviews were being held July 2; and asked for the Board's availability for Round 2 on July 8 or 10. It was the Board's consensus to hold the interviews on July 10 at 5:30 p.m.

Superintendent Pierce shared the next Board meeting was July 15; the Welcome Back event was August 20; and the First Day of School was August 25.

Member Burns mentioned the promotions were outstanding and the weather was perfect. He stated the Declaration of Promotion was very well received. Mr. Burns made reference to the approval of legal services on the agenda. He asked that staff provide an update on attorney expenses at least twice a year. Member Burns made the Board aware that he would be inquiring and working with staff on an employee discount for the Out-of-School Time programs.

Member Levens-Craig mentioned she enjoyed the golf tournament. She enjoyed the promotion ceremonies and agreed that the Declaration of Promotion was well received.

Member El-Hajj mentioned there were a few words on the Declaration of Promotion she had difficulty with. Member Burns liked that the ceremonies were kept to an hour; and he liked the Kiwanis Hope of America Award.

President Fox mentioned attending the Home School promotion.

Member Burns inquired on having Board signatures preprinted on the certificates. Ms. Arreola was asked to work with Educational Services staff for next year.

I. CLOSED SESSION

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

1. **Conference with Labor Negotiator** (Gov. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Karl Christensen, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)

2. **Conference with Labor Negotiator** (Gov. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Karl Christensen, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)
3. **Conference with Legal Counsel - Anticipated Litigation** (Gov. Code § 54956.9)
- One Case
4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property Addresses:
 - Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)
 - 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*Agency Negotiator:* Karl Christensen, Assistant Superintendent
5. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

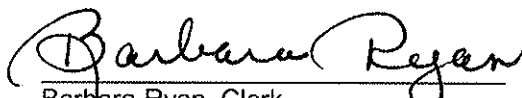
The Board entered closed session at 8:40 p.m.


J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:30 p.m. No action was reported.

K. ADJOURNMENT

The July 1, 2014 regular meeting adjourned at 10:30 p.m.


Barbara Ryan, Clerk


Cathy A. Pierce, Ed.D., Secretary