

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

August 2, 2005
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
Allen Carlisle, Clerk
Dan Bartholomew, Member
Dianne El-Hajj, Member

Administration present:

Dr. Lisbeth Johnson, Superintendent and Secretary to the Board
Bill Clark, Assistant Superintendent, Business Services
Dr. Patrick Shaw, Assistant Superintendent, Educational Services
John Tofflemire, Director, Human Resources
Linda Vail, Executive Assistant and Recording Secretary

2. President Burns invited Judy Moerschell, a classified employee, 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.

Motion: El-Hajj

Second: Ryan

Vote: 5-0

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1. Requests for Use of Facilities
- 1.2. Developer Fees Collection Report
- 1.3. Donations to the Santee School District Foundation
- 1.4. Schedule of Upcoming Events

Dr. Johnson shared about the Chamber golf tournament event and that it doubled in size this year. Next year Dr. Johnson will co-chair the golf tournament with Member Ryan.

Dr. Johnson recommended rescheduling the principals meeting on August 16th with the Board to the second Board meeting in September in order to have time at the August meeting for property matters. Board members agreed to the change.

2. Report on Test Scores

Dr. Pat Shaw provided a report on the 2004-05 STAR State achievement scores for district students. All grade levels except 3rd grade districtwide showed positive growth. Third grade scores are flat. There is a high level of improvement in Language Arts in all grade levels except 3rd grade. Other grades did well and Dr. Shaw attributes the improvement to the new adopted curriculum materials. He sees the new adoption continuing to help grade levels improve as teachers continue to use it. The Math/ Algebra achievement is high and a greater number of students are taking the Algebra test. He believes the District assessments really helped to monitor student achievement and to show if we are on track. There is evidence that where principals monitored student achievement frequently, test scores were improved.

Member Ryan mentioned that the 3rd graders went down about 10 percentage points from their 2nd grade scores last year. Dr. Shaw said that they would be analyzing the difference and looking at benchmarks, staff development, and checking to be sure that the standards are being covered. Member Ryan is pleased that there will be a strong focus on 3rd grade achievement this year. She asked Dr. Shaw to return to the Board with a report when he discovers what is missing. She believes that all students should be scoring in the 75th percentile and asked if there will be an analysis completed regarding science scores, which she stated appeared low. Dr. Shaw said that there is training in science for grades 4 and 5 teachers and funds have been spent for hands-on science kits. She is also concerned about the low scores in Math even though they have increased from last year. Dr. Shaw reported that more Santee students are taking the algebra test than in most other districts. It is an extremely rigorous test, the same test that 9th and 10th graders take in high school. He believes that the future will show continued growth in math due to more students taking algebra. Member Ryan would like Dr. Shaw to review and compare Poway's math scores and the number of their students taking the algebra test.

Member Bartholomew shared that the math scores in 8th grade concerned him and seems contradictory to the high scores in 7th grade. Dr. Shaw explained that the content jump from 7th to 8th is great, with only 25 % of the content repeated and 75% of the content new. The rigorous pacing must also be factored in. Teachers also have to make up for the gaps in student learning. He feels that the teachers are steadily making progress. Member Bartholomew is pleased with the overall results.

Member El-Hajj thinks the results are great and she is pleased. She feels that the 7th grade social studies test is not a good test. She feels that it should be a grade level test and not a cumulative test. She has also heard that the science standards and the elementary science test may not be aligned. Dr. Shaw said that the District does want to review the alignment to the science standards and plans to work with Nancy Taylor at the County Office of Education. Next year students will be tested in physical science, which will be a great challenge. Member El-Hajj asked if the 3rd grade had a larger percentage of combination classes across the District. Dr. Shaw said no. Member El-Hajj has seen evidence and is also concerned that the publisher's notes aligning with certain standards are not always correct and that the text may need to be investigated at grade 3.

President Burns does applaud the growth but does believe that Santee students can do better. He would like to have a report to the Board after 1st trimester assessments to present the results of the investigation of 3rd grade scores, what adjustments need to be made, and what support is being provided to the 3rd grade. He thanked Dr. Shaw for the great presentation.

C. PUBLIC COMMUNICATION

President Burns invited members of the audience to address the Board about any item not on the agenda. There were no comments.

D. PUBLIC HEARINGS (None)

E. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. It was moved and seconded to approve Consent Items.

Superintendent

1.1. Approval of Minutes

Business Services

2.1. Approval of Travel Requests

2.2. Approval/Ratification of Revolving Cash Report

2.3. Adoption of Child Nutrition Services Resolution #0506-04

2.4. Acceptance of Donations

2.5. Adoption of Resolution #0506-05 Designating Personnel and Approval of 2005-06 Child Development Services Contract

2.6. Approval of Issuance of New Warrant

2.7. Approval of Shifting Deferred Maintenance Funding Allocations

- 2.8. Approval of Change Order #1: Bid #04/05-001-02, Roofing at Various School Sites (Hill Creek; Kitchens and Breezeways at Sycamore Canyon)
- 2.9. Approval of Legal Services Agreement with Stutz Artiano Shinoff & Holtz

Educational Services

- 3.1. Approval to Submit Application for First 5 Commission Innovative Grant
- 3.2. Approval of Alternative Schools Accountability Model Report for the Santee Success Program, 2004-05

Human Resources

- 4.1. Personnel, Regular

Member El-Hajj moved to approve the consent items with the exception of Item E.2.9. which was pulled for separate consideration.

Motion: El-Hajj

Second: Carlisle

Vote: 5-0

- E.2.9. Approval of Legal Services Agreement with Stutz Artiano Shinoff & Holtz (Pulled for separate consideration by President Burns and Member Ryan.)

Member Ryan asked Mr. Clark why administration was recommending changing from the law firm the District is currently using. Mr. Clark, Assistant Superintendent of Business Services, explained that the recommended firm was very competent, has a high level of expertise in financial and other areas, and was recommended by County Counsel.

President Burns expressed that he has continually reviewed the overall legal expenses and would like to more closely monitor the expenses paid for legal counsel in the future. He believes that the District could reduce the cost.

Member Ryan moved to approve the legal services agreement with Stutz Artiano Shinoff & Holtz.

Motion: Ryan

Second: El-Hajj

Vote: 5-0

F. DISCUSSION AND/OR ACTION ITEMS

Superintendent

- 1.1. Performing Arts After School Classes in Santee

Dr. Johnson shared that her year long efforts working to provide performing arts programs for student is being realized. She introduced Paul Russell from Christian Youth Theater and shared information about their afterschool program. They are currently offering afterschool classes in Cajon Valley School District. She also introduced Laurel King from On Stage In School, who was the main coordinator for CYT's afterschool program and has branched off in to her own business. Both representatives are interested in providing afterschool classes in Santee this school year. Representatives will be meeting with PTA presidents on August 17 to work with PTA's for sponsorship of their programs at the schools.

Mr. Russell invited Board members to the opening of Beauty and the Beast on August 5th at Mount Helix. Member Bartholomew believes it would be a great thing for Santee students and asked if there would be a class at each site. Dr. Johnson reported that decisions will be made after meeting with the PTA's to determine how PTA's will want to support the performing arts programs. Member Ryan thinks it is a great opportunity for Santee children. Member Carlisle asked if the \$1,800 sponsored by the PTA per site was a start-up cost. Dr. Johnson explained that the more dollars PTA sponsors, the lower the individual student cost could be. Member Carlisle asked if individual PTA's would select which program they were interested in supporting at their sites. Member Bartholomew asked if there would be a program provided at each site and if the organizations were able to staff all 9 sites. He believes that using both programs will help to provide adequate staff if all sites were interested. Member Carlisle believes that the Board should consider funding the start-up costs as funds become available and programs are restored, in order to provide performing arts classes at each

site. President Burns is very excited to have performing arts classes at our schools and is looking forward to working with both groups.

1.2. Award for Parent and Staff Notification System

Dr. Johnson introduced Bev Blaylock who provided a demonstration of the recommended parent and staff notification system. Dr. Johnson shared that using such a system can be instrumental in increasing attendance and offering the ability to alert parents in the event of an emergency.

Parlent Technology introduced their company via teleconference. A company representative shared the background of Parlent Technology and the benefits of a parent notification system which include: reducing tardiness and absenteeism, saving money and time, enhancing student safety, reaching out to parents from different ethnicities, and providing effective two-way communication.

Member El-Hajj asked how a teacher would send a message to all parents in their class, and asked if there would be an additional cost. Ms. Blaylock said that all calls would be local calls and the system use would be covered in the price. Member Carlisle asked who would be responsible for the data entry. Ms. Blaylock shared that there is no data entry because there are automatic links with the District student information system and the Human Resources data system to access the information. Member Ryan asked if parents were used in the test group. Ms. Blaylock shared that although parents were invited, no parents participated in the test group. Member Ryan would like to have a parent try the system to determine if the system is user friendly for parents. Ms. Blaylock shared that District parents participated earlier in the year when other similar systems were being investigated. Member Carlisle asked what the percentage would be of parents that actually log on to the system. The company representative said that statistics across the nation show that only 50% of families have Internet access and that is why phone access is made available for parents as well. He shared that parent use of the web availability can be increased by providing the information to parents in a variety of communication methods on how to use the system on the Internet.

Member Carlisle asked about the funding and what that Gillespie fund was used for previously. Ms. Blaylock shared that the fund was set aside about 9 years ago for improvements and upgrades to the District infrastructure. It was also used to purchase the telephone system. Member Carlisle asked if the ongoing maintenance fee included technical assistance. Ms. Blaylock said that the maintenance fee provides for technical assistance and staff development.

It was moved by Member El-Hajj to award the bid and purchase the recommended parent notification system.

Motion: El-Hajj

Second: Carlisle

Vote: 5-0

1.3. "E" School Board Meetings

Dr. Johnson introduced the concept of implementing greater technology use for Board meetings by providing the written communication in an electronic form. She asked Linda Vail, Executive Assistant, to share the information she collected as she investigated how other Districts are using technology for Board communication and how it could be used in Santee. Mrs. Vail shared information she received from visiting Poway and investigating software systems that are available specifically for public Board meetings, including a program offered by CSBA. She provided cost saving information of over \$11,000 per year, realized after the first 1/1/2 years, subsequent to covering the cost of hardware for implementation. Mrs. Vail shared the advantages which include costs savings, a great reduction in the use of paper, decreased need for storage, and decreased need for concern of disposing confidential information. Mrs. Vail shared a proposed implementation schedule if the Board decided to move in the direction of electronic Board meetings. Mrs. Vail responded to Board member questions with the following information during discussion:

- Information would be provided to the Board however each member desired. It would be provided on a disk, a memory stick, or by email. It would be delivered to them prior to the meetings, as it is now.
- Board members would be provided Adobe Writer software to be able to make notes electronically on their pages for reference at the Board meetings.

- The packet would be made available to the public and District staff on our District web page.
- The implementation would be in stages to work out the “bugs” and to adapt to the needs of individual Board members.

Member Ryan is concerned about the public perception of spending money to purchase laptop computers. Member Ryan shared that it may present a problem for the Board President to run a Board meeting from a computer while using the agenda and needing the item present on the screen.

Member El-Hajj shared that the Board began to move towards a paperless environment several years ago and Board members received computers in order to work paperless. She is also concerned about the perception of the public if money is spent to purchase computers.

Member Bartholomew supports making the change.

Member Carlisle thinks about the amount of paper that is used in providing Board packets and other communication and supports the implementation. He believes that it will save dollars and save resources and sees that the future is electronic. He shared that some members of the Water Board use electronic medium while other still use paper. He suggested that Mrs. Vail call Padre Dam to speak with their secretary for information on the use of technology for Board meetings since they have been doing it for a while.

President Burns shared his concern about the public perception if Board members are looking at their computer screens during meetings and lose the eye contact with the audience. He also shared that he understands that public officials' business computers can be subpoenaed and cautioned that District business only should be conducted on a District computer.

Board members felt that if the program was implemented, all Board members should be involved. Some Board members may pilot full implementation during the implementation process.

Member El-Hajj moved to allocate funds, not to exceed \$18,000, to implement “E” School Board meetings recognizing that a savings will be realized after 1-½ years.

Motion: El-Hajj

Second: Bartholomew

Vote: 5-0

Member Bartholomew said that Sony would donate the memory sticks.

President Burns asked that this information and the implementation, including the start-up costs, be shared with the Communication Committee so the public has a clear picture why the Board is purchasing computers and that the funds being spent now will provide a cost savings for the future.

1.4. Request for Approval of Salary Agreement with Santee Administrators Association

President Burns asked that this item be discussed by the Board in closed session under Conference with Labor Negotiator.

Business Services

2.1. Authorization to Purchase Supplies and Furniture Utilizing San Diego Unified School District Office Max Bid

Mr. Clark presented the “just in time” proposal to use Office Max for purchasing school supplies at a cost near or less than the District currently pays, with overnight delivery provided by Office Max.

Motion: Ryan

Second: El-Hajj

Vote: 5-0

2.2. Approval of Facilities Committee Charge and Parameters

Mr. Clark shared administration's appreciation for the support from the Board for the Facilities Committee. He presented a recommended addition to the charge of the Facilities Committee listed in the Board agenda.

Member Carlisle shared that he attended the Facilities Committee meeting and there is a large amount of work to be done by this committee. The committee discussed, and Member Carlisle agrees, that there is the need to add a second Board member representative to the committee. President Burns would like a have a parent on the committee also. The Facilities Committee also discussed the need for a technology member and an educational services member as part of the committee. Member Bartholomew volunteered to participate as a Board representative on the committee. Mr. Clark will continue to seek representatives and bring back to the Board a list of committee members.

Motion: Ryan

Second: Carlisle

Vote: 5-0

Educational Services (None)

Human Resources

4.1. Library Media Clerks Staffing Formula

Mr. Tofflemire shared the past reduction in hours for library media clerks and the Board's restoration of some of the reduced hours to allocate the \$30,000 approved at the July 19 Board meeting. He shared two optional formulas for Board consideration.

Susan Siebern, a library media clerk, shared her concerns to have the funding that was allocated be directed toward the smaller schools to increase their library hours to accommodate students.

Member Ryan asked about a Carlton Hills/Sycamore Canyon share and how the Carlton Hills library clerk was funded last year. Mr. Tofflemire reported that the District Library Clerk II provided library support at Sycamore Canyon last year. Board members agreed that Carlton Hills should have 4 hours because of their student population. Board members asked what the additional cost would be to provide all schools with at least 4 hours of library clerk time which would provide all library media clerks with benefits. Mr. Tofflemire shared that the cost would be considerable more than the \$30,000 allocated.

Member Ryan moved to approve option A. Member Bartholomew supports option A because it provides each school with a library media clerk on campus and allows the libraries to be available to students every day rather than 2 or 3 days each week. Mr. Tofflemire clarified that each site principal and staff may decide how to structure the hours.

Motion: Ryan

Second: Bartholomew

Vote: 4-1 El-Hajj, no

4.2. Adoption of Work Year Adjustment for Health Clerks

Mr. Tofflemire shared the concern of the principals that health clerks need to have two additional days to prepare for students returning to school.

Motion: Ryan

Second: El-Hajj

Vote: 5-0

G. BOARD POLICIES AND BYLAWS (none)

1. First Readings (None)

2. Second Reading: Revised BP 1330 and AR 1330 Use of School Facilities
President Burns does not support the revisions that include charging a \$5 per participant fee because he does not believe that all families can afford the cost. Member El-Hajj supports the fee because it has been developed collaboratively with the sports leagues.

Member El-Hajj moved approval of the revised Board Policy and Administrative Regulation 1330.

Mr. Doughty shared that at the Sports Council meeting last evening they were in unanimous support. He also shared that the sports council would like page 94 to say "per participant, instead of per application. They would like to base their fees payment on their peak enrollment instead of each application, such as a child that plays both spring and summer ball. Board members asked who would keep track of player participation and if District staff would be involved. Mr. Doughty shared that the City has a roster that they will share to determine the player count to charge the \$5 fee per participant. The charge would be assessed for each applicant per league.

Motion: El-Hajj

Second: Carlisle

Vote: 3-2 Burns Ryan no

H. BOARD COMMUNICATION

Member Carlisle thanked Dr. Johnson, Member El-Hajj, and Mr. Clark for coming to the Padre Dam campground grand opening. He invited everyone to the movie *Racing Strips* showing on Friday evening, August 5th.

President Burns shared information about the CSBA conference Dec. 1-3. All Board members plan to attend.

The County sent a letter to Santee residents informing them of the new fee for ambulance transport. Board members feel that the County communication is adequate notification to residents. School site staff will need to be informed because some live in areas that would not have received a letter from the County.

Dr. Johnson shared information on the Welcome Back event for employees to be held on August 22, 2005. She shared the invitation with Board members and asked for any input. Member Ryan said she liked it and Board members agreed.

I. CLOSED SESSION

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

1. Public Employee Discipline/Dismissal/Release
2. Conference with Labor Negotiator
Agency Negotiator: John Tofflemire, Director, Human Resources
Employee Organizations: Santee Teachers Association (STA)
California School Employees Association (CSEA)
Agency Negotiator: Dr. Lis Johnson, Superintendent
Employee Organizations: Santee Administrators Association (SAA)
3. Student Discipline Matters
4. Conference with Real Property Negotiators
Locations:
 - *Renzulli Site, Prospect Avenue (east of Marrokal Lane), Santee 92071*
 - *Santee School Site. 10445 Mission Gorge Rd., Santee 92071*
 - *Seven classrooms declared as surplus property at Sycamore Canyon School, 10201 Settle Road, Santee, CA 92071.)*
 - *Fanita Ranch-Possible school site and State facilities application*
Agency Negotiator: Bill Clark, Assistant Superintendent, Business Services
5. Public Employee Performance Evaluation
Superintendent

The Board entered closed session at 9:50 p.m.

J. RECONVENE TO PUBLIC SESSION/ ADJOURNMENT

The Board reconvened to public session at 1:30 a.m. No action was reported. The August 2, 2005, regular meeting adjourned at 1:30 a.m.

Allen Carlisle, Clerk

Lisbeth A. Johnson, Ed.D., Secretary