

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

November 18, 2008

MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President Bartholomew called the meeting to order at 7:00 p.m. and read the District Mission Statement.
Members present:
 Dan Bartholomew, President
 Dianne El-Hajj, Vice President
 Dustin Burns, Clerk
 Barbara Ryan, Member
 Allen Carlisle, Member
Administration present:
 Dr. Lisbeth Johnson, Superintendent and Secretary to the Board
 Bill Clark, Assistant Superintendent, Business Services
 Emily Andrade, Assistant Superintendent, Educational Services
 Minnie Malin, Director, Human Resources
 Linda Vail, Executive Assistant and Recording Secretary
2. President Bartholomew invited Alyssa Avilez, Kiera Bryant, and Alexis Herrera, 5th grade students at Carlton Oaks School, to lead the members, staff and audience in the Pledge of Allegiance. Tyler Delacruz, a 4th grade VI student from Carlton Oaks, sang a great rendition of the *Star Spangled Banner*.
3. Approval of Agenda
It was moved and seconded to approve the agenda.
Motion: Ryan Second: Burns Vote: 5-0

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
2. **Spotlight on Education: Pam Brasher and Project SAFE Leads**

Dr. Johnson introduced the unsung heroes from Project SAFE who have been extremely flexible and hospitable in sharing their rooms with classroom teachers as the District undergoes construction and modernization.
3. **Spotlight on Education: Principal and Student Presentations from Carlton Oaks and Hill Creek Schools**

Principal Ann Bray shared the path to knowledge at Carlton Oaks School. She shared the strategies for academic growth at Carlton Oaks, which include LAS reading interventions and ELD differentiation, Learning Headquarters, DIBELS monitoring, Word Masters, expanding RTI, Read Naturally, participation in the district reading committee, and writing focus groups. Junior high strategies also include the 20:1 intervention class, Academic Academy as an elective, Read Naturally and AVID. Vice Principal, Kristie Joiner reported the staff's focus on rigor, refinement, and resiliency. Carlton Oaks students Alyssa Avilez, Kiera Bryant, and Alexis Herrera shared about their participation in the Carlton Oaks Performing Arts (COPA) program, where staff members volunteer their time and talent for instruction in dance, choir and guitar. Member Burns asked if Carlton Oaks modified days are still structured as they were, where staff has the opportunity to sign up to present to other staff members. Member El-Hajj, through exchanges with a Carlton Oaks teacher and seeing what is posted on the website, has seen quality student writing from Carlton Oaks, which is a compliment to the teaching staff and students. President Bartholomew and Dr. Johnson thanked Mrs. Bray and Mrs. Joiner for their presentation and thanked the staff who attended.

Hill Creek School Principal Jerelyn Lindsay and Vice Principal Kevin Coordt shared the academic successes of Hill Creek students. They shared how data was analyzed to devise a plan to regain their

losses and increase student achievement. The teachers have a commitment to Professional Learning Communities. A video of teachers participating in a Professional Learning Community meeting was shared. The video demonstrated the depth of conversation teachers have in PLC groups to improve student achievement. Hill Creek ASB officers Brittany Abrahamsen and Ryan Pena demonstrated their morning greeting to students, which is part of the Character Counts program integration into their everyday classroom activities. Dr. Johnson said Professional Learning Communities have only begun in the past few years and have greatly added to the benefit for struggling students. President Bartholomew thanked Mrs. Lindsay and Mr. Coordt for their presentation.

President Bartholomew said the Board continues to be impressed by the students who have been reporting about their schools. They all have done a great job speaking publically.

4. Independent Citizens' Oversight Committee Annual Report

Mr. Eid Fakhouri, chair of the District's Prop R bond Independent Citizens' Oversight Committee (ICOC), presented the committee's report to the community. The committee is pleased with the management and execution of the Capital Improvement Project. The Board and staff work very well together and the committee has received positive comments from the community. After reviewing and analyzing data, the committee has determined the bond funds have been spent appropriately based on the bond requirements. The ICOC will continue to review financial data regarding the sale of bonds and cash flow plans. Mr. Fakhouri thanked the Board and administration for their commitment to the community for a successful project.

Board members thanked Mr. Fakhouri and the committee members for their diligent work and the time they give to the District serving on this committee. Member Burns complimented the report as a broad communication in one snapshot.

C. PUBLIC COMMUNICATION

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

D. PUBLIC HEARINGS

1. General Waiver Request

A General Waiver Request for the Santee School District to be allowed to waive the Education Code provisions requiring that surplus District real property be sold through a competitive bidding process. President Bartholomew opened the public hearing to waive the Education Code provisions requiring that surplus District real property be sold through a competitive bidding process. There were no comments from citizens. President Bartholomew closed the public hearing.

E. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President Bartholomew 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**
- 2.6. Approval to Submit Application for PL 81-874 and Designation of Authorized Representative**
- 2.7. Approval to Expand the Breakfast Program**
- 3.1. Approval of Santee Collaborative Reinvestment Plan for the Use of LEA Medi-Cal Funds**
- 3.2. (Pulled for separate consideration.)**
- 3.3. Nutrition Education, Grades K - 1**
- 4.1. Personnel, Regular**
- 4.2. Acceptance of Report on Certificated Credentials and Assignments**

It was moved and seconded to approve Consent Items, with the exception of Item E.3.2., which was pulled by Member Ryan for separate consideration.

Motion: Ryan **Second:** Carlisle **Vote:** 5-0

E.3.2. Approval of Memorandum of Understanding with Rady Children’s Hospital and Health Center for the Early, Periodic Screening, Diagnosis and Treatment (EPSDT) Program (Pulled for separate consideration.)

Member Ryan abstained from voting on this item because the MOU is with her employer, Rady Children’s Hospital.

Motion: Burns **Second:** EL-Hajj **Vote:** 4-0 (Ryan, abstain)

F. DISCUSSION AND/OR ACTION ITEMS

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

1.1. Santee ECHO Special Edition Newsletter-Marketing Opportunity with Santee Chamber of Commerce

Member Ryan asked the Board to consider purchasing a space in the upcoming special edition of the Santee ECHO. She believes it is a good opportunity for the District’s message to reach every home in the community at a cost less than the cost to mail something home to each student. Board members agreed that it was a good opportunity to communicate with the entire community. The topics the Board would like included in the advertisement are student achievement and modernization. Member Burns said it would be a good opportunity to invite the community to an open house at the new Cajon Park junior high building. Board members liked the graphics used in the ICOC annual report depicting modernization.

Member Ryan suggested the Board consider approving a District page in the special edition of the Santee ECHO twice each year rather than bringing each edition for Board approval. Member Ryan moved to authorize administration to buy an advertisement page in the special edition of the Santee ECHO when published, which is twice a year for a total of \$6,000. Burns seconded.

Motion: Ryan **Second:** Burns **Vote:** 5-0

1.2. California School Boards Association 2009 Delegate Assembly Nomination

Member Ryan reported terms are expiring for seven CSBA delegates from Region 17. She believes all of the incumbent delegates continue to be interested in serving and have been good east county representatives. Member El-Hajj moved to nominate all incumbent delegates, Bianca Brown, Twila Godley, Kelli Moors, Jane W. Mulder, Barbara Ryan, Priscilla Schreiber, and Carol Skiljan.

Motion: Ryan **Second:** Burns **Vote:** 5-0

1.3. Approval of Contract with Leadership Associates for Superintendent Search

President Bartholomew introduced Mr. Rich Thome from Leadership Associates, the firm that has been selected to perform a search for a new superintendent to replace Dr. Johnson. Mr. Thome introduced Rene Townsend and Peggy Lynch, members of Leadership Associates, who will be assisting him in the search. Mr. Thome reviewed the search process, which includes talking to stakeholder groups, advertising and recruitment, reference checking, recommendation of candidates, final interviews, and public Board approval.

The timeline begins right away with talking to stakeholder groups and recruitment. Beginning the process now will bring good candidates. The search will take about four months total. Mr. Thome suggested December 11 and 12 for staff and community input. He suggested closing the applications in late December or early January. They then will identify candidates for selection to begin in mid February.

Member El-Hajj believes that schedule may be a little aggressive, especially with the holidays approaching. She suggested the applications close in mid January and Board members with closing in mid to late January.

Member Burns likes the process and suggested meeting with the same stakeholder groups that were met with during the last search, in 2003. All Board members agreed it would be good to not have to recreate all of the groups and reviewed some of the groups to be certain are included: the Chamber, City management and City Council, law enforcement, service clubs, ICOC, business partners. School Site Councils, PTAs, union representatives, sports council, and the faith community. Dr. Johnson said there are community meetings, such as advisory committees, already in place that could be used for parent input. Member Ryan wished to confirm that each principal and executive council member will have the opportunity for a one-on-one interview with the search firm. Mr. Thome confirmed that opportunity will be provided.

Mr. Thome reviewed the protocols for the search: the search should be confidential, and no candidates should contact board members individually. He suggested the search information and interview opportunities be posted on the district website. Member Ryan suggested the Board consider taking action on a contract following their closed session discussion with Leadership Associates. Board members agreed.

2.1. Approval of Monthly Financial Report

Bill Clark shared the monthly financial report for October 2008. The District continues to show growth in enrollment and strong performance in attendance percentages. The commercial warrant volume is down and the fund balance remains consistent. Member Burns moved to approve the Monthly Financial Report for October 2008.

Motion: Burns Second: EL-Hajj Vote: 5-0

2.2. Authorization to Sell Surplus Portable Buildings

Mr. Clark shared the District has two portable buildings that are currently vacant and there is no plan for their continued use. The City of Santee is seeking portable buildings to be used to provide a food bank for Santee citizens and would like to purchase the unused portable building through a private sale and will also pay the costs of moving the portables, which would save the District money. President Bartholomew said he believes this is a good opportunity to assist the City of Santee to provide a food bank for citizens, since land use where the portable buildings can be placed has been donated. Member Carlisle asked when the City is planning to move the buildings. Mr. Clark said, if the Board approves the sale, the City will be moving quickly, probably within the month. Member El-Hajj moved to authorize the sale of two unused portable buildings to the City of Santee at a cost of \$5 each and the City will pay the costs to move the portables.

Motion: EL-Hajj Second: Ryan Vote: 5-0

Member Burns suggested students might participate in a food drive as the food bank opens. Member El-Hajj said students and families will be continuing to participate in the Santee Santa's drive which has been a tradition and will be taking place at the same time. Member Burns said it was just a thought and he prefers students to continue to support the Santee Santas.

3.1. Approval to Submit General Waiver Request

Mr. Clark requested Board authorization to submit a waiver to the State Board of Education requesting Santee School District be allowed to waive the Education Code provisions requiring that surplus District real property be sold through a competitive bidding process, in order to move forward with a lease agreement. Member Ryan moved to authorize the submittal of the General Waiver Request to the State Board of Education.

Motion: Ryan Second: Carlisle Vote: 5-0

4.1. Student Truancy Hotline

Emily Andre shared there has been a dramatic increase in daily student attendance since the inception of the attendance officer. To continue to improve student attendance, administration is requesting approval to establish a student truancy hotline. The hotline will be checked daily by Attendance Specialist Lori Morgan, and reports will be followed up with a home visit. The estimated cost of \$200 is for advertisement and will be paid from Project Peace grant funds. Member Burns said one school district posts their hotline number on the school marquees and it is a very effective advertisement. Member Burns moved to approve the implementation of a student truancy hotline.

Motion: Burns Second: Ryan Vote: 5-0

Member El-Hajj asked Mrs. Andrade to send a message to Councilmember Minto that this item has been passed and will go into effect. Councilmember Minto has been working with the schools with attendance and truancy solutions.

5.1. Approval to Issue Request for Qualifications for Attorney Services

Minnie Malin requested approval to submit an RFQ for attorney services to seek firms to work on an annual fee, which would save money. It is also an interest of administration to establish an attorney-client relationship with a firm that has expertise in education matters and is local. Member Ryan moved to approve the Request for Qualifications (RFQ) for attorney services.

Motion: Ryan Second: Carlisle Vote: 5-0

G. BOARD POLICIES AND BYLAWS

1. First Reading

1. BP 6145 Extracurricular and Cocurricular Activities

Member Burns asked if the eligibility requirements for 8th grade activities were covered by the revisions to this

policy. Mrs. Andrade said the policy is general but the Administration Regulation gives the details of the requirements which had been previously developed by the Board. There was no action and this item will return to the Board for a second reading and approval.

2. Second Reading

1. Board Policies for Annual Review

BP 1312.1 Complaint Against District Employees

BP 4116 Probationary/Permanent Status

BP 4315.1 Competence in Evaluation of Teachers

Member Burns moved to approve the listed policies with the revision.

Motion: Burns

Second: El-Hajj

Vote: 5-0

H. BOARD COMMUNICATION

Member Ryan said it is her understanding that Governor Schwarzenegger may offer some flexibility in some categorical funds. This flexibility may be a way to offset some budget cuts. It has been requested that school districts write letters to state legislators and to the governor asking them to support flexibility under these unusual circumstances and encouraged to avoid program cuts and employee layoffs. Member Ryan will work with Dr. Johnson to develop the letters. Member Ryan asked this information be shared with the bargaining associations and encourage them to write letters also.

Member Ryan asked administration to schedule a meeting with Congressman Duncan Hunter to see if school districts with approved bonds can become part of the economic stimulus package. This would help save jobs for citizens. Member Ryan will coordinate this effort.

Member Carlisle thanked the ICOC for their commitment and hard work. He also gave "kudos" to the school administrators for their presentations on student achievement.

Member Burns said it seems the current moving process has been very relaxed. It is quite different from the first moves and teachers seem very happy. Member Burns also enjoyed the presentations and said the student component is tremendous.

President Bartholomew reported the Board's annual organizational meeting will take place on December 16. Administration will be requesting the cancellation of the meeting scheduled for January 6th. Member Ryan suggested the Board keep the date open on their calendars to be scheduled for a special meeting, if needed.

Dr. Johnson suggested setting dates for a policy review where anyone who wished to come could come to review the revisions and then bring the policies back in the category blocks. Board members agreed this would be a way to move the approval process forward. Administration will set dates and those Board members who wish to attend could come, but attendance would not be required.

President Bartholomew said a City Council member suggested a board member attend the upcoming Re-Con convention. Board members agreed that they did not see any benefit to attending the convention because the District is working with a developer who will be seeking and securing business tenants.

Member Burns asked Mr. Clark to provide the Board with the details of the full process of getting a loan based on projected Santee Site revenue under a lease agreement. The details should include when the District could borrow the money and the pay off schedule.

Dr. Johnson shared the *San Diego Magazine* article on Tom Willis' annual visit to Hill Creek for a disability awareness day event, coordinated by Hill Creek teacher, Laura Clark.

I. CLOSED SESSION

President Bartholomew announced that the Board would enter closed session at 8:57 p.m. for:

- 1. Public Employment (Govt. Code § 54957) Superintendent**

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:00 p.m. President Bartholomew reported the Board took action in closed session to approve the contract with Leadership Associates to conduct a superintendent search. Member Ryan moved approval, Member Burns seconded, and the contract was approved.

Motion: Ryan

Second: Burns

Vote: 5-0

K. **ADJOURNMENT** The November 18, 2008 regular meeting adjourned at 10:05 p.m.

Dustin Burns, Clerk

Lisbeth A. Johnson, Ed.D., Secretary