

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

September 7, 2021
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Ryan called the meeting to order at 7:00 p.m.

Members present:

Barbara Ryan, President
Elana Levens-Craig, Vice President
Dianne El-Hajj, Clerk
Ken Fox, Member
Dustin Burns, 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 Ryan welcomed those attending in-person, and online, and recited the District Mission.

3. Pledge of Allegiance

Melanie Hirahara, Santee Teachers Association President, led members, staff, and audience, in the Pledge of Allegiance.

4. Approval of Agenda

President Ryan presented the agenda for approval. Member Fox moved approval.

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

C. PUBLIC COMMUNICATION

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

Member Levens-Craig wished everyone a happy Rosh Hashanah.

D. CONSENT ITEMS

President Ryan invited comments from the public on any item listed under Consent. There were no public comments.

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Revolving Cash Report
- 2.3. Approval/Ratification of General Services Agreements
- 2.4. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.5. Approval/Ratification of Agreements for Mileage Reimbursement in Lieu of District Transportation
- 3.1. Approval of Nonpublic School Master Contract with San Diego Center for Children Nonpublic School Services
- 3.2. Approval of Nonpublic School Master Contract with Specialized Education of California, Inc. dba Sierra School of San Diego Nonpublic School Services
- 3.3. Approval of Individual Service Agreement with The Winston School for Nonpublic School Services
- 3.4. Approval of Services Agreement with San Joaquin County Office of Education to Provide Claims Administration Services for the Medi-Cal Billing Option Program
- 4.1. Personnel, Regular
- 4.2. Approval of Short-Term Positions
- 4.3. Approval to Create Coordinator, Maintenance and Operations Job Description – pulled for separate consideration
- 4.4. Approval to Revise Out-of-School Time Regional Leader Job Description
- 4.5. Approval of Medi-Cal Administrative Activities (SMAA) Agreement with Orange County Department of Education
- 4.6. Approval of San Diego Fire-Rescue Department AED/PAD Program Service Level Agreement
- 4.7. Approval of San Diego County Interagency Agreement for Providing Education Support to Foster Youth

Member Burns ask to pull item 4.3. Approval to Create Coordinator, Maintenance and Operations Job Description for separate consideration; and moved approval of remaining consent items.

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

4.3. Approval to Create Coordinator, Maintenance and Operations Job Description

Member Burns inquired on the purpose for the creation of this new position. Tim Larson, Assistant Superintendent of Human Services/Pupil Services, explained the primary purpose for this position is to provide supervisory leadership for the night custodians and directing and assessing custodial service, in close contact and coordination with Principals, and enacting changes to improve effectiveness and efficiency. Member Burns moved approval.

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

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

1.1. Appointment of Director, Transportation

Superintendent Baranski explained conducting a thorough application review and interview process to find a Director of Transportation and recommended the appointment of Leslie Peabody as Director, Transportation, effective September 13, 2021. She shared Ms. Peabody has the background and experience for this leadership role including her work as a bus attendant, bus driver, and substitute dispatcher in Grossmont Union High and Poway Unified School District. She is currently employed by the Department of Defense as a 911 Dispatcher.

Member Burns moved approval. The Board welcomed Ms. Peabody to Santee School District.

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

1.2. COVID-19 Pooled Testing

Superintendent Baranski explained that at the August 17 meeting, the Board approved a memorandum of understanding with the California Department of Public Health (CDPH) for free rapid COVID-19 tests for teachers, staff, and students as an effort to promote safer in-person learning environments. She shared test kits were ordered through CDPH but are now backordered due to a national shortage of testing materials; and hiring of consultative nursing staff has also been a challenge due labor shortages.

Superintendent Baranski explained that while the District waits for test kits to arrive and for the onboarding of additional nursing staff, Concentric by Gingko can provide a different testing solution called “pooled” COVID testing. Concentric is one of the CDPH contracted agencies for school-based COVID testing solutions that provides not only the test kits (different pool than those ordered through CDPH), but also the staffing to administer the testing at no cost to the District. Their program includes pooled testing, individual follow-up testing if there is a positive result, on-site staff support, and a results portal.

Superintendent Baranski noted the item was being presented for informational purposes and did not require Board approval.

1.3. Approval of Employee Agreement Amendments for Assistant Superintendents

Superintendent Baranski presented the Employee Agreement Amendments for Assistant Superintendents for approval. She noted the terms were effective July 1, 2021 - June 20, 2023, and amendments were as follows:

Karl Christensen, Assistant Superintendent of Business Services

- \$2,000 annual longevity stipend for serving 10 or more years as a District manager
- Single employee medical insurance coverage benefits, active and retiree

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services

- \$2,000 annual longevity stipend for serving 10 or more years as a District manager
- Single employee medical insurance coverage benefits, active and retiree

Tim Larson, Assistant Superintendent of Human Resources

- Single employee medical insurance coverage benefits, active and retiree

Member Levens-Craig moved approval.

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

Business Services

2.1. Closeout and Approval of Final Change Order for PRIDE Academy and Sycamore Canyon School New Building Construction Projects

Karl Christensen, Assistant Superintendent of Business Services, shared the Board approved the final Guaranteed Maximum Price and commencement of construction for a new Learning Resource Center at PRIDE Academy; and a Learning Resource Center and three (3) new modular classrooms to be used by Project SAFE and YALE Preschool at Sycamore Canyon. He shared Notices of Completion were issued as of May 10, 2021 and provided a summary of the final change order that incorporated use and return of the allowances and contingencies within the Guaranteed Maximum Price for Board consideration. Mr. Christensen noted the Total Allowances and Contingencies for the two (2) projects were \$(406,746); with a 3.10% Change Order Rate within Contingencies; and a Final Guaranteed Maximum Price of \$9,497,206. Member Burns inquired if the remaining funds would stay in Capital Improvement and Member El-Hajj inquired on use of the funds. Mr. Christensen explained the funds would remain under Capital Improvement and Administration would return at a subsequent meeting with the proposed uses of the land sale proceeds for Board discussion, direction, and/or approval. Member El-Hajj moved approval.

| Description | Type | PRIDE Academy | | | Sycamore Canyon | | | Total GMP for 2 Projects |
|---|-------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------------|
| | | Beginning Balance | Amount Used | Ending Balance | Beginning Balance | Amount Used | Ending Balance | |
| Sub-Contractor Costs | | \$ 3,411,369 | | | \$ 4,220,536 | | | \$ 7,631,905 |
| Original GMP | | \$ 4,472,010 | | | \$ 5,431,942 | | | \$ 9,903,952 |
| Stormwater Pollution Prevention Program | Allowance | \$ 5,000 | \$ - | \$ 5,000 | \$ 5,000 | \$ - | \$ 5,000 | |
| Petromat | Allowance | \$ - | \$ - | \$ - | \$ 20,000 | \$ - | \$ 20,000 | |
| Errors and Omissions | Contingency | \$ 136,655 | \$ 7,324 | \$ 129,331 | \$ 169,822 | \$ 680 | \$ 169,142 | |
| Contractor | Contingency | \$ 136,655 | \$ 25,000 | \$ 111,655 | \$ 169,822 | \$ 12,959 | \$ 156,863 | |
| Owner (Outside GMP) | Contingency | \$ 102,491 | \$ 70,881 | \$ 31,610 | \$ 127,366 | \$ 119,364 | \$ 8,002 | |
| Total Allowances and Contingencies | | \$ 380,801 | \$ 103,205 | \$ 277,596 | \$ 492,010 | \$ 133,003 | \$ 359,007 | \$ (406,746) |
| Change Order Rate within Contingencies | | | 3.03% | | | 3.15% | | 3.10% |
| Final GMP | | | | \$ 4,296,905 | | | \$ 5,200,301 | \$ 9,497,206 |

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

Human Resource/Pupil Services

3.1. Ratification of Two Side Letters between Santee School District and California School Employees Association and its Chapter #557

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, shared the District and the California School Employees Association and its Chapter #557 negotiated a side letter regarding leave provisions for COVID-19 related employee absences; and a side letter regarding classified employees participating in professional development activities outside of their workday. Mr. Larson noted classified employees may receive up to \$160 for participating in professional development; with a maximum of two stipends. Member Burns moved approval.

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

3.2. Ratification of Two Side Letters between Santee School District and Santee Teachers Association

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, shared the District and the Santee Teachers Association negotiated a side letter regarding leave provisions for COVID-19 related employee absences; and negotiated a Side Letter Agreement regarding the negotiable impacts and effects of providing a stipend to certificated employees who participate in professional development learning activities outside of their contractual work hours. Mr. Larson noted a \$345 stipend for certificated employees participating in professional development activities outside of their contractual work hours; with a maximum of two stipends. Member Burns moved approval.

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

3.3. Approval of Agreement for Mandated Student Health Screenings with Rady Children’s Hospital

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, presented the Agreement for Mandated Student Health Screenings with Rady Children’s Hospital for approval. Member Ryan shared being employed by Rady Children’s Hospital and abstained from the vote. Member Burns moved approval.

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|----------------|---------------------|-------------------------|------------------|
| <i>Motion:</i> | <u>Burns</u> | <u>Ryan Abstained</u> | <u>Fox Aye</u> |
| <i>Second:</i> | <u>Levens-Craig</u> | <u>Levens-Craig Aye</u> | <u>Burns Aye</u> |
| <i>Vote:</i> | <u>4-1</u> | <u>El-Hajj Aye</u> | |

3.4. Santee School District Employee Health Benefit Updates for 2022

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, shared the California School Employee Benefits Association (CSEBA) recently introduced a new “Marketplace” structure to their medical benefit offerings for employees and early retirees; phasing out the “traditional” plans that Santee School District currently offers. Mr. Larson explained that effective January 1, 2022, the District will offer the updated “Marketplace” plans to employees and early retirees. He noted the CSEBA “Marketplace” is similar to that of the State health benefit exchange “Covered California”. The carriers will remain Blue Shield of California and Kaiser but offer 21 metal-tiered plans to choose from; ranging from top-tier platinum plans with the lowest out-of-pocket expense but higher premiums, to the silver and bronze level plans that offer the lowest premiums with a higher out-of-pocket expense.

Mr. Larson shared there will be no changes to the District contributions; however, employee payroll deductions may increase or decrease based on the medical plan and dependent enrollment tier elected. He noted next steps include educating all staff through workshops that include:

- Background Information on Medical Changes
- Plan Options: Side-by-Side Plan Comparisons
- Employee Benefits Handbook Guide
- Use of a Risk Calculator
- 1:1 Sessions, as needed; and
- Timeline Reminders

Member Burns inquired on representation on the committee (i.e., certificated/classified/management staff, etc.); Member Levens-Craig clarified employee coverage; and Member Fox inquired on the timeline for open enrollment. Mr. Larson confirmed the committee was represented by all groups; and that all employees would have the opportunity to maintain their current coverage, or a healthier individual now has the option to select a plan with higher financial risk (i.e., higher deductible, higher copayments, etc.); and open enrollment would be the entire month of October.

F. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, Santee Teachers Association President, shared getting the 2021-22 school year to a start, and everyone's hope that it would be a more "normal" school year. She explained teachers are adjusting, figuring things out as they go, and working with Administration and the various departments on solutions to issues that arise. Mrs. Hirahara shared a lot of things have come up that have caused turmoil (i.e., independent study contracts, classrooms half-full, etc.) but teachers are working through them. She explained these are not ideal at the beginning of the school year when teachers are trying to set routines with students but shared being hopeful that cases will decrease, and everyone will be back on track.

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski shared the District did not meet the projected enrollment and noted a decrease of approximately three percent (3%), or about 200 students, from the prior year. She shared the District's focus is on the 6,400 students that are currently enrolled. Superintendent Baranski noted declining enrollment is being experienced by other districts. Member El-Hajj shared Boston is projecting a 17% decline in student enrollment from the prior year. Member Burns inquired on neighboring districts. Superintendent Baranski explained Mountain Empire and Alpine districts were experiencing an increase in enrollment but noted that this is typical as families move to rural areas for viable housing.

Superintendent Baranski noted a significant increase in case rates within the District due to the Delta variant. She explained the District has increased mitigation strategies in some classrooms because of multiple cases in the last week and noted being hopeful that cases will not increase after the Labor Day holiday. Superintendent Baranski shared that if cases increase, Administration will hold a discussion with the Board on additional stringent strategies to put in place. She commended students and staff for wearing their masks and the community for their support. Superintendent Baranski noted HEPA filters are in place, cleaning and sanitizing continues, but noted additional measures may have to be put in place if cases continue to increase. She explained this would entail other means of keeping staff and students safe and healthy and she not suggesting classroom closures. Member Burns inquired on support for schools to allow administration to concentrate on learning recovery. Superintendent Baranski noted the new quarantine practices were taking up a lot of staff time and noted the District decided not to enforce the *suspended quarantine* practice to help alleviate additional work. She explained suspended quarantine required the tracking of three (3) tests for asymptomatic students and Administration did not feel the District had a testing solution in place to support this on the school campuses; and tests were not coming back on a timely matter from parents. Superintendent Baranski added the notification process needed to be a coordinated effort amongst Administration and office staff; and agreed on the importance of Principals visiting classrooms. Member Burns suggested the need for more staff to support (i.e., additional hours, etc.) to free up Administration to help support learning. Superintendent Baranski noted site administrators were provided resources to manage staff support as needed. Mr. Christensen noted Principals are reporting any additional time that is allotted to staff (i.e., student attendance clerks, school secretaries, campus aides, etc.) on a weekly basis; and that the notification process has been streamlined down to reduce the number of letters being sent. Member Burns noted the importance of communicating the expectation of concentrating on learning recovery. President Ryan noted the increase in staff and student quarantines and shared that based on her knowledge it has never been more than 10 students hospitalized at a time; and the need to continue to be vigilant on cases and transmission. She reiterated that although there is an increase in student cases, there are minimal cases in San Diego County.

Member Burns shared the need to hold a discussion on a Communications Officer for the District. He noted the need for and importance of sharing information, in a timely manner, on the various platforms.

H. CLOSED SESSION

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

1. **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)*

2. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

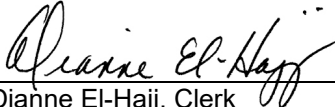
The Board entered closed session at 7:48 p.m.

I. RECONVENE TO OPEN SESSION

The Board reconvened to public session at 10:20 p.m. and reported no action was taken.

J. ADJOURNMENT

With no further business, the regular meeting of September 7, 2021, was adjourned at 10:20 p.m.



Dianne El-Hajj, Clerk



Dr. Kristin Baranski, Secretary