

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

February 3, 2015
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
Elana Levens-Craig, Clerk
Dianne El-Hajj, Member
Ken Fox, 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, Executive Assistant and Recording Secretary

2. President Burns invited the audience to recite the District Mission and then invited Carlton Oaks students Sophie Bacon – 3rd grade and Brody Stayner – 4th grade 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.

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

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: Carlton Oaks School**

Kristin Baranski, Principal of Carlton Oaks School, showed a video of activities happening at their school. The video depicted students actively learning and engaged in a variety of dynamic learning forms using technology. Mrs. Baranski thanked and introduced student, staff, and parents that were present. The Board extended their gratitude towards the Carlton Oaks School and parents for sharing all the great things happening at their school.

3. **Spotlight: Chet F. Harritt**

Andrew Johnston, Principal of Chet F. Harritt Magnet STEAM School, showed a video of activities happening at their school. The video depicted students actively learning and engaged in a variety of dynamic learning forms using technology. Mr. Johnston thanked and introduced staff and parents that were present. The Board extended their gratitude towards the Chet F. Harritt Magnet STEAM School and parents for sharing all the great things happening at their school.

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

President Burns 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 Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.3. **Approval/Ratification of Revolving Cash Report**
- 2.4. **Approval/Ratification for Farmers Market at Pepper Drive School**
- 2.5. **Contract for Auditing Services**
- 3.1. **Approval of Alternative School of Choice Waiver 2015-17**
- 4.1. **Personnel, Regular**
- 4.2. **Proclamation for National School Counseling Week (2/2/15–2/6/15) and National School Social Work Week (3/1/15–3/7/15)**
- 4.3. **Approval to Increase Work Hours for an Identified Classified Non-Management Position**

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

E. DISCUSSION AND/OR ACTION ITEMS

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

Business Services

1.1. Approval of Monthly Financial Report

Mr. Christensen provided the financial report for cash and budget transactions through December 31, 2014. The month of December ended with a general fund cash balance of \$8.8 million and the District will be able to meet all financial obligations with internal cash this fiscal year. He explained the revised budget for the same time period is similar to last month's and indicates deficit spending in both the Unrestricted and Restricted portions of the General Fund. The projected ending reserve percentage for this year is approximately 18.5% and those reserve percentages are projected to decline over the next two (2) years. The subsequent year reserve percentages will be updated next month with the Second Interim Report which will be revised to reflect the Governor's January budget proposal. Member Ryan moved approval.

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

1.2. Unpaid Accounts for Child Nutrition Program

Mr. Christensen explained this item pertained to balances owed by parents or guardians for students who are qualified for reduced meals and for those who are on full pay status. He called Cathy Abel, Child Nutrition Director, to the podium to answer questions from the Board. Mr. Christensen explained the reason for the item was twofold:

- First, Administration wanted to provide the Board with an update on the growing nature of unpaid balances since elimination of the alternate meal; and
- Second, the Board was being asked for authorization to budget a transfer from the General Fund to the Child Nutrition fund for any unpaid balances at the end of the fiscal year.

He explained this payment is required by USDA guidelines since revenue for free and reduced priced meals cannot be used to cover delinquent accounts. Mr. Christensen mentioned it was important to note, that the District has always paid balances at the end of the year and no transfer from the General Fund has been made in the past. Instead, these negative balances, which

averaged about \$3,000, have simply rolled over to the subsequent year and collection efforts were continued. He explained that about one year ago, there were several news reports regarding food being taken away from students at the end of the lunch line for a substitute alternate meal. At that time, the District was providing an alternate meal for full pay only students who owed for more than three meals. Students qualifying for reduced priced meals were still being served the meal they chose and were not subject to an alternate meal. At the time alternate meals were eliminated, total balances owed were approximately \$5,600. Since then, the amounts owed have increased dramatically to approximately \$9,400 as of January 9th.

Mr. Christensen explained the current process for follow-up and collection is as follows:

- Give notice to student to take home when balance is low
- Give notice to student to take home when they owe
- Once a week, a school messenger reminder for anyone owing \$4.50 or more
- Child Nutrition staff make phone calls for collection

Mr. Christensen presented the following options:

- Have Vice Principals call for dues over certain amount (maybe \$10)
- Send to collection agency for no payment after several days (maybe 30 days)
- Send letters with progressively more assertive language. However, postage cost, for 1,200 accounts could be \$400 to \$500 each time.
- Principal withholds grades or discretionary activities until account is paid in full

He stressed Administration's recommendation would be to have the Vice Principals call for amounts owed over \$10.

Member Levens-Craig stressed her concern on the number of phone calls by Vice Principals. Member Fox inquired on the new guidelines that the funds should be paid from the general fund. Mrs. Abel explained this wasn't a new guideline, simply now being enforced. Member Levens-Craig inquired on emailing parents instead of mailing a letter. Mrs. Abel explained the current system is not able to generate emails. Member El-Hajj inquired on the process students take when they go through the line lunch. Mrs. Abel explained the point-of-service machine is required at the end of the line because staff must make sure the student has all the required nutritional components. She explained when the student reaches the point-of-service, if the student does not have enough on their account, they are offered an alternate meal. The cost of the alternate meal is approximately sixty cents. Member Levens-Craig mentioned her concern with transferring funds from the general fund to cover cost of meals because parents are not submitting payment. Member Ryan inquired on postponing the transfer to a further date. Mr. Christensen explained the item could be postponed for a future meeting. The Board discussed another alternative would be to hold grades and/or extra-curricular activities.

President Burns asked administration to bring back recommendations taking into consideration the Board's discussion and concerns. Superintendent Pierce mentioned recommendations would be brought forth at the March 3rd meeting.

F. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Member El-Hajj mentioned attending the Wellness Committee and brought forth some questions from the Committee. She mentioned the committee would like to take a complete look at the physical education program within the District. Member El-Hajj mentioned the committee asked if the Board would support the Committee's direction. She mentioned it would be a great opportunity for the Committee to research what is currently in place, what are the preferred course offerings, and what would be the best way to provide them at the schools. Member El-Hajj clarified the committee would be advised in advance that not all of their recommendations would be possible. The Board agreed for the Wellness Committee to move forth in the direction of physical education.

Superintendent Pierce inquired on topics for the Board's meeting with Principals and student representatives. The Board agreed with the recommended topics of discussion.

President Burns mentioned a schedule of school staff meetings would be sent to the Board from Ms. Arreola. He asked that the Board respond with their availability. The Board discussed topics of discussion and purpose for meeting with staff.

President Burns noted upcoming events.

Member Ryan discussed receiving a letter from the granddaughter of Dr. Kenneth Venn, former Assistant Superintendent that recently passed. She mentioned the granddaughter expressed her appreciation for adjourning a meeting in his honor. Member Ryan shared the letter also asked for stories about Dr. Venn. Member Ryan mentioned she would write about Dr. Venn, but thought other staff would like to share stories as well. She asked that the letter be shared with staff that would have known Dr. Venn.

Member Levens-Craig mentioned visiting Cindy Schulze's class at PRIDE Academy and talking to students about coding and observing them dismantle computers, xBox consoles, and various other devices so they could use their components to develop other things. She shared being able to attend the announcement of the Teacher of the Year and the Classified Employee of the Year; and being able to attend a math demonstration by Brian Tash at Rio Seco. Member Levens-Craig shared it was great to see the students interacting and learning about mathematics in various ways. She mentioned the Santee School District Foundation is holding an Aloha Fun Run and Walk and encouraged the Board to participate and/or volunteer at the event. Member Levens-Craig discussed receiving some feedback from parents on the distribution of flyers at their schools. She mentioned parents would prefer to get a flyer sent home with students instead of looking at the website. President Burns asked that the discussion on distribution of flyers be brought forth to an upcoming meeting for discussion. Member Levens-Craig shared attending the Communication Committee. She announced being recognized as Santee's Person of Year.

G. CLOSED SESSION

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

1. Conference with Labor Negotiator (Gov't Code § 54957.6)
*Agency Negotiators: Karl Christensen, Assistant Superintendent; and
Tim Larson, Assistant Superintendent*
Employee Organization: Santee Teachers Association
2. Conference with Labor Negotiator (Gov't Code § 54957.6)
*Agency Negotiators: Karl Christensen, Assistant Superintendent; and
Tim Larson, Assistant Superintendent*
Employee Organization: Classified School Employees Association
3. Conference with Real Property Negotiators (Gov't Code § 54956.8)
Property:
 - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as Renzulli site)*
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*
4. Conference with Legal Counsel – Anticipated Litigation (Gov't Code § 54956.9)
- One (1) Case
5. Public Employee Performance Evaluation (Gov't Section § 54957)
Superintendent

The Board entered closed session at 8:50 p.m.

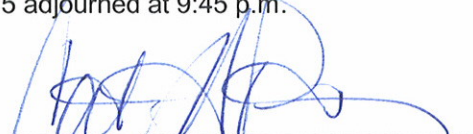
H. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:45 p.m. No action was reported.

I. ADJOURNMENT

With no further business, the regular meeting of February 3, 2015 adjourned at 9:45 p.m.


Elana Levens-Craig, Clerk


Cathy A. Pierce, Ed.D., Secretary