



Santee School District

SCHOOLS

- Cajon Park
- Carlton Hills
- Carlton Oaks
- Chet F. Harritt STEAM
- Hill Creek
- Pepper Drive
- PRIDE Academy
at Prospect Avenue
- Rio Seco
- Sycamore Canyon
- Alternative
Success Program

BOARD OF EDUCATION REGULAR MEETING AGENDA March 2, 2021

District Mission

Providing an extraordinary education in an inspiring environment with caring people

In response to the Governor’s Order regarding COVID-19, written notice is hereby given in accordance with Government Code Section 54956 that the following special meeting of the Board of Education of the Santee School District will be conducted virtually.

TO JOIN THE MEETING

[Click this link to join from a PC, Mac, iPad, iPhone, or Android device](#) or by phone: (669) 900-6833, Webinar ID: 871 0296 0696

FOR PUBLIC COMMENTS

[Click here to submit a public comment](#). All comments will be read by the meeting facilitator during the meeting and will be limited to five minutes.

PUBLIC COMMENTS MUST BE RECEIVED BY TUESDAY, MARCH 2, AT 6:00 PM

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<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Requests-to-speak were requested in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
D. CONSENT ITEMS	11
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Requests-to-speak were requested in advance.</i>	

BOARD OF EDUCATION · Dustin Burns, Dianne El-Hajj, Ken Fox, Elana Levens-Craig, Barbara Ryan
DISTRICT SUPERINTENDENT · Kristin Baranski, Ed.D.

9625 Cuyamaca Street · Santee, California 92071-2674 · (619) 258-2300 · www.santeesd.net

Superintendent

- 1.1. **Approval of Minutes** 12
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.

Business Services

- 2.1. **Approval/Ratification of Travel Requests** 21
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. **Approval/Ratification of Revolving Cash Report** 23
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.3. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 25
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of January 2021.
- 2.4. **Approval/Ratification of Agreements for Mileage Reimbursement in Lieu of District Transportation** 29
It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.
- 2.5. **Authorization to Sell/Dispose of Surplus Items** 30
It is recommended that the Board of Education declare the described item as surplus with an estimated value of \$0 and authorize the sale or disposal of it in accordance with the recommended terms.
- 2.6. **Authorization to Solicit Bids for Replacement of Asphalt at PRIDE Academy** 33
It is recommended that the Board of Education authorize soliciting bids for replacement of asphalt at PRIDE Academy.
- 2.7. **Approval of General Services Agreement** 34
It is recommended that the Board of Education approve agreement with Jim Huges for leadership services.

Educational Services

- 3.1. **Approval of Student Teaching Agreement with San Diego Christian College** 35
It is recommended that the Board of Education approve the proposed Student Teaching Agreement with San Diego Christian College for placement of student teachers.

Human Resource/Pupil Services

- 4.1. **Personnel, Regular** 40
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 4.2. **Adoption of Resolution 2021-18 for Non-Reelection of Temporary Certificated Non-Management Employees** 42
It is recommended that the Board of Education adopt Resolution 2021-18, regarding the non-re-election of temporary certificated non-management employees.
- 4.3. **Approval/Ratification of Resolution 2021-19 to Eliminate Classified Non-Management Positions** 45
It is recommended that the Board of Education approve and ratify the elimination of several classified non-management positions.
- 4.4. **Approval of Short-Term Services Agreement** 47
It is recommended that the Board of Education approve the short-term services agreement for Robyn Botticelli, Intervention Resource Teacher.

E.	DISCUSSION AND/OR ACTION ITEMS	48
	<i>Members of the audience wishing to address the Board about any of the following items were asked to submit their comment online prior to the deadline.</i>	
	Superintendent	
1.1.	<u>California School Boards Association (CSBA) 2021 Delegate Assembly Election</u> It is recommended that the Board of Education cast a unit vote to fill the vacancies for the CSBA Delegate Assembly Region 17 representatives.	49
1.2.	<u>2020-21 School Reopening Update/COVID-19 Update</u> The Superintendent will provide a 2020-21 School Reopening/COVID-19 Update. Action, if any, is at the discretion of the Board of Education.	51
	Business Services	
2.1.	<u>Approval of Second Interim Report for 2020-21</u> It is recommended that the Board of Education approve a positive certification for the Second Interim Report regarding the District's ability to meet its financial obligations for the 2020-21 fiscal year and two subsequent years.	52
2.2.	<u>Approval of Monthly Financial Report</u> It is recommended that the Board approve the Monthly Financial Report for January 2021.	53
F.	BOARD POLICIES AND BYLAWS	56
1.1.	<u>Second Reading of Board Bylaws (BB):</u> <ul style="list-style-type: none">• <u>BB 9250 – Remuneration and Reimbursement, Other Benefits</u>• <u>BB 9310 – Board Policies</u>• <u>BB 9320 – Meeting and Notices</u> It is recommended that the Board of Education adopt Revised Board Bylaws 9250, 9310, and 9320, in a Second Reading, as presented.	57
1.2.	<u>First Reading of Board Bylaws (BB):</u> <ul style="list-style-type: none">• <u>BB 9321 – Closed Session Purposes and Agendas</u>• <u>BB 9322 – Agenda/Meeting Materials</u>• <u>BB 9323 – Meeting Conduct</u> Revised Board Bylaws 9321, 9322, and 9323, are being presented for a First Reading. Action, if any, is at the discretion of the Board of Education.	73

G. BUDGET WORKSHOP

Administration will provide information and recommendations to the Board of Education regarding the development of the operating budget for the 2021-22 fiscal year. The following topics will be discussed:

1. **State Budget Update**
2. **Summary of Prior Enacted Budget Solutions**
3. **LCFF Factors**
4. **Cost Pressures**
5. **Multi-Year Projection**
6. **Potential District Needs and Funding Sources**
 - o **Learning Recovery**
 - o **COVID-19 Response and Prevention**
 - o **General Operations**

This is an information item. Action, if any, is at the discretion of the Board of Education.

H. EMPLOYEE ASSOCIATION COMMUNICATION 97

I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS 97

J. CLOSED SESSION 97

1. **Conference with Legal Counsel – Pending Litigation** (Gov't. Code § 54956.9)
- OAH #: ~~2020100596~~ 2020110484
2. **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)
3. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

K. RECONVENE TO PUBLIC SESSION 97

L. ADJOURNMENT 97

Please note: Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting. As of this posting, the next regular meeting of the Board of Education will be held virtually on March 16, 2021, at 7:00 p.m. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

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

ITEM A. OPENING PROCEDURES – 7:00 P.M.

1. Call to Order and Welcome
2. District Mission
Providing an extraordinary education in an inspiring environment with caring people
3. Pledge of Allegiance
4. Approval of Agenda for the March 2, 2021, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Developer Fees and Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report

Agenda Item B.

DEVELOPER FEES COLLECTION REPORT
2020-21
CUMULATIVE THROUGH MARCH 02, 2021

Residential Rate: \$2.35 per square foot - effective 6/20/18; \$3.38 per square foot - effective 3/18/2020
Commercial Rate: \$0.38 per square foot - effective 6/20/18; \$0.41 per square foot - effective 5/17/2020
Self Storage Rate: \$0.07 per square foot - effective 6/20/18; \$0.03 per square foot -effective 5/17/2020

COM	RES	SS	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X		1437 Roxanne Dr	07/15/20	894	\$3,021.72	PD
	X		349, 345, 341, 337, 333, 332, 336, 340, 344, 348 Creek Ct / 327, 323, 319, 315 Lagoon Way	07/21/20	28,596	\$96,654.48	RS
	X		8697, 8695, 8693, 8691, 8698, 8696, 8694, 8692, 8690 Barbados Ln / 8679, 8677, 8675, 8673, 8671 Tobago Ln	07/22/20	23,897	\$80,771.86	CFH
	X		7978, 7974, 7970, 7962, 7958, 7954, 7950, 7971, 7975, 7979 Robinson Lane	07/24/20	15,434	\$52,166.92	CFH
	X		1286 Tuttle Ln	07/30/20	1,200	\$4,056.00	PD
	X		9092 Trailmark Way	08/12/20	224	\$757.12	CO
	X		332, 336, 340, 344, 348 Stream Ct, 333, 337, 341, 345, 349 Waterbury Ct	10/07/20	20,388	\$68,911.44	RS
	X		9702 Prospect Ave	10/26/20	35,334	\$14,486.94	PA
	X		348, 344, 340, 336, 332 Waterbury Ct, 349, 345, 341, 337, 333 Nile Ct	11/04/20	20,388	\$68,911.44	RS
	X		8017 Mission Gorge Rd	12/16/20	3,732	\$1,530.12	CFH
	X		10126 Montura	01/20/21	667	\$2,254.46	HC
	X		8610 Atlas View Dr	01/27/21	989	\$3,342.82	PA
	X		8579 Prospect Ct	01/27/21	979	\$3,309.02	CFH
	X		9260 Carlton Oaks Dr (Bldg A and B)	02/03/21	14,774	\$49,936.12	CH
	X		349, 345, 341, 337, 333 Stillwater Ct, 332, 336, 340, 344, 348 Nile Ct	02/03/21	20,388	\$68,911.44	RS
	X		1990 N Marshall Ave	02/10/21	25,923	\$10,628.43	PD
	X		1948 N Marshall Ave	02/10/21	10,685	\$4,380.85	PD
	X		1960 N Marshall Ave	02/10/21	11,326	\$4,643.66	PD
	X		10775 Rockville St	02/17/21	69,000	\$2,070.00	HC
	X*		8545 Mission Gorge Rd *Residential "Senior Housing" fee at Commercial Rate	02/17/21	997	\$408.77	CFH
TOTAL PAGE 1						\$541,153.61	

*Additional square footage (total is over 500 square feet)
** Fee Exempt - Senior / Elder Care Facility
*** Fee Exempt - Less than 500 square feet
**** Fee Exempt - Religious Facility

Requests for Use of Facilities

Fiscal Year: 2020-21		Report For: March 2, 2021										Board Meeting	
Site	Organization	Facility(ies) Used	Date From	Date To	Day(s) of the Week	From Time	To Time	Total Days	Total Hours	Attend	Fees	This Week	Meeting
Chet F Harritt	Santee Pioneer Little League	All Ball Fields	2/27/2021	6/15/2021	Mon - Sat	4:00 PM	8:00 PM					x	3/2/2021
Chet F Harritt	Santee Pioneer Little League	All Ball Fields	2/27/2021	6/15/2021	Sunday	8:00 AM	8:00 PM					x	3/2/2021
Rio Seco	Santee Santas	Multi-Purpose Room	2/13/2021	2/13/2021	Saturday	9:00 AM	4:00 PM	1		5			3/2/2021
Rio Seco	Santee Santas	Multi-Purpose Room	2/14/2021	2/14/2021	Sunday	1:00 PM	4:00 PM	1		5			3/2/2021
Rio Seco	Santee Santas	Multi-Purpose Room	2/15/2021	2/15/2021	Monday	7:00 AM	2:00 PM	1		5			3/2/2021
Rio Seco	Santana Natl Little Leag	Grass Field	2/27/2021	7/31/2021	Mon - Fri	4:00 PM	9:00 PM	23				x	3/2/2021
Rio Seco	Santana Natl Little Leag	Grass Field	2/27/2021	7/31/2021	Sat & Sun	8:00 AM	4:00 PM	23				x	3/2/2021

Santee School District
ENROLLMENT REPORT
 2/26/2021
 Month 8 Week 2
 School Week 28

SCHOOL	REGULAR ED															SPECIAL ED								Total All										
	EAK 5yo	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	02/26/21	02/28/20	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	02/26/21	02/28/20	# Diff	% Diff	02/26/21	02/19/21	# Diff		
Cajon Park	16	4	67	67	80	79	91	86	76	98	105	769				5	4	2	4	9	2	7	4	10	47									
Dist Lrng	0		24	0	0	25	0	34	0	33	0	116				2	2	2	5	5	4	0	0	0	20									
CP TOTAL	16	4	91	67	80	104	91	120	76	131	105	885	957	-72	-7.5%	7	6	4	9	14	6	7	4	10	67	60	7	11.7%	952	954	-2			
Carlton Hills	10	19	48	49	42	53	48	50	53	52	68	492				6	1	7	4	4	4	2	1	3	32									
Dist Lrng	0		0	8	34	7	35	34	34	0	0	152														0								
CH TOTAL	10	19	48	57	76	60	83	84	87	52	68	644	645	-1	-0.2%	6	1	7	4	4	4	2	1	3	32	36	-4	-11.1%	676	679	-3			
Carlton Oaks	17		62	59	77	62	68	83	64	79	86	657				5	8	2	10	2	9	6	7	5	54									
Dist Lrng	0		18	29	25	25	0	0	0	0	35	132				0	0	0	0	0	1	6	7	6	20									
CO TOTAL	17		80	88	102	87	68	83	64	79	121	789	784	5	0.6%	5	8	2	10	2	10	12	14	11	74	67	7	10.4%	863	857	6			
Chet F. Harritt		15	54	58	58	65	50	59	51	51	34	495														13								
Dist Lrng	0		25	24	24	0	0	0	0	32	0	105														0								
CFH TOTAL		15	79	82	82	65	50	59	51	83	34	600	643	-43	-6.7%											13	9	4	44.4%	613	613	0		
Hill Creek	13	22	69	62	68	75	70	71	47	46	51	594				5	4	6	4	6	1	0	0	0	26									
Dist Lrng	0		0	19	0	0	0	0	0	41	59	119				0	0	0	0	0	0	0	0	0	0									
HC TOTAL	13	22	69	81	68	75	70	71	47	87	110	713	734	-21	-2.9%	5	4	6	4	6	1	0	0	0	26	25	1	4.0%	739	739	0			
Pepper Drive			59	56	70	72	77	70	69	109	74	656														10								
Dist Lrng			24	0	0	25	74	27	0	0	0	150														0								
PD TOTAL			83	56	70	97	151	97	69	109	74	806	905	-99	-10.9%											0	10	10	13	-3	-23.1%	816	817	-1
Pride Academy	16	16	70	71	41	56	55	53	51	29	55	513														0								
Dist Lrng												0														0								
PA TOTAL	16	16	70	71	41	56	55	53	51	29	55	513	559	-46	-8.2%											0	0	0	#DIV/0!	513	507	6		
Rio Secco			86	80	77	79	110	78	95	93	84	782				6	5	3	3	8	7	3	4	8	47									
Dist Lrng			0	0	25	0	0	0	69	0	0	94																						
RS TOTAL			86	80	102	79	110	78	164	93	84	876	956	-80	-8.4%	6	5	3	3	8	7	3	4	8	47	64	-17	-26.6%	923	927	-4			
Sycamore Canyon			11	50	55	35	56	43	28	26	0	304														0								
Dist Lrng			0	0	23	0	25	0	0	0	0	48				2	1	1	1	0	1	1	3	10										
SC TOTAL			11	50	78	35	81	43	28	26	0	352	383	-31	-8.1%	2	1	1	1	0	1	1	3	0	10	0	10	#DIV/0!	362	361	1			
In Class	87	565	557	548	597	612	578	532	557	557	5190				27	22	20	25	29	26	23	21	36	229										
Dist Lrng	0	91	103	108	107	109	95	103	106	94	916				4	3	3	6	5	6	7	10	6	50										
SUBTOTAL	62	87	656	660	656	704	721	673	635	663	651	6168	6566	-398	-6.1%	0	31	25	23	31	34	32	30	31	42	279	274	5	1.8%	6457	6,454	3		
Alternative School			3	2	5	6	4	5	2	0	0	27	22	5	22.7%																			
Santee Success										3	3	6	7	-1	-14.3%											0	0	0	0.0%	6	1	5		
NPS												0	0			0	0	0	0	2	1	4	5	2	14	16	-2	-12.5%	14	14	0			
SUBTOTAL			3	2	5	6	4	5	2	3	3	33	29	4	13.8%	0	0	0	0	0	2	1	4	5	2	14	16	-2	-12.5%	47	42	5		
TOTAL	62	87	659	662	661	710	725	678	637	666	654	6201	6,595	-394	-6.0%	0	31	25	23	31	36	33	34	36	44	293	290	3	1.0%	6504	6496	8		

Please note: Special Ed. PK & EAK 4 yr olds listed below are not reflected in the total count above because they do not receive ADA.

SCHOOL	PK	TK 4yo	EAK 4yo	Total All
Cajon Park			5	957
Carlton Hills			10	686
Carlton Oaks			5	868
Chet F Harritt			0	613
Hill Creek			8	747
Prospect Ave			4	517
Sycamore Canyon	75	6	0	443
Total PK/EAK	75	6	32	

Total Enrollment including PK
<u><u>6617</u></u>

Item C. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item not on the agenda. Requests-to-speak were requested in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.

Agenda Item C.

Item D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Requests-to-speak were requested in advance.

Agenda Item D.

Consent Item D.1.1.
Prepared by Dr. Kristin Baranski
March 2, 2021

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- February 16, 2021, regular meeting minutes

RECOMMENDATION:

It is recommended that the Board of Education approve the attached minutes with any necessary modifications.

Motion: _____ Second: _____ Vote: _____ Item D.1.1.

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

February 16, 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 in attendance and recited the District Mission.

3. Pledge of Allegiance

Member Levens-Craig 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. Enrollment Report

C. PUBLIC COMMUNICATION

President Ryan explained that given the current circumstances with COVID-19, the public was given the opportunity so submit comments online or by phone prior to the meeting. There were two (2) public comments.

ID	First Name and Last Name	Representing	Public Comment
1	Tracy Fox	Teaching Community	<p>Dear Santee School Board Members,</p> <p>As you consider if and when to bring our schools back to full-time, I would like to take this opportunity to ask you to reevaluate the situation. Last meeting, when Ms. Levins-Craig asked whether there was a date upon which a consideration would be given to deciding to remain in hybrid for the remainder of the year, the question was met with a bit of derision, or at least the unwillingness to truly consider the prospect.</p> <p>While we all yearn for a return to “normal”, as is mentioned in every board meeting, there is nothing normal about this school year. This would still be true even if we return to full-time. I would argue that the closest thing there is to normalcy right now is exactly what we’re doing at this moment: the hybrid model. The hybrid model IS successful! Our students ARE learning. They ARE thriving. I invite you to come speak with them and ask them their thoughts on the smaller pods, the bonding that’s developed between classmates, and their class’s unique personality that makes it so great. And yes, they will also tell you they like the two hours and 45-minute days; after all, they are kids!</p> <p>What would going back full-time look like? Would it look “normal”? Consider: 22 – 30 students in a room at a time, distanced by a minimum of 4 feet, but ideally 6ft., with a plexiglass isthmus on each desk. Masks on . . . for 6 hours each day. All students sitting in ONE room, including Jr. High (Jr. High teachers leave the room and head to their next class while students remain in homeroom), with very little movement. Teacher maneuvering through the maze of desks and plexiglass, doing her best to help students while also trying to maintain proper distancing. Recess? Classes, now doubled in size, trying to find their patch of playground or grass field and not interact with the other classes out on a staggered schedule. Lunch? Masks off and kids maintaining proper distancing while sitting at staggered tables with numerous lunch schedules to reduce the number of students out at one time. Having never done anything like it, are we confident the students will be able to do their part? Bathroom use? Monitoring bathroom use is already a bit tricky under hybrid, but how will it be when we double the number of students on campus at one time? Who will monitor to ensure that there are only two people in a bathroom at any one time? As you can plainly see, none of this is “normal.”</p> <p>Please know that I am not advocating for never going back full-time. On the contrary, if the criteria set forth by Dr. Baranski and approved by the board are met soon, a full-time return is exactly what should occur. The key word is soon.</p> <p>However, if the numbers continue to lag or, heaven forbid, rise, then I believe revisiting Ms. Levins-Craig’s question is imperative. At some point the perception of all the things we have to gain by going full-time would be overshadowed by the lack of time to make it work to the level of success we would all desire.</p> <p>The reality is that if we want the full-time to be as successful as the current hybrid model has been, it will take time. There will be much planning to do to make the full-time model successful. If we accept that there will be some bumps along the way, we know that time will be required to smooth out those bumps.</p> <p>So, it comes down to discerning how much time is needed to make the full-time plan work extremely well. I propose that Spring Break would make a natural deadline. If we meet the criteria and can make it work prior to the break, then let us move forward with returning full-time. If we are unable to return fully by break, then we remain in hybrid through the end of the year. I would think parents would appreciate knowing there is such a deadline so they can plan, once and for all, how the remainder of the school year is going to look.</p> <p>Ultimately, you will decide how our district proceeds. My goals with this communication were to draw at</p>
2	Aaron Kawczk	The Kawczk Family	<p>I respectfully request that the Board contact the appropriate point of contact (POC) responsible for generating the Santee Zip Code (92071) case rate data before deciding to remove it from the Local Criteria for Cohort Integration due to a discovered period of data unavailability. The POC should be advised of the Santee School Board District's plan to utilize this data for making decisions regarding the full reopening of Santee District Schools and work with them to ensure the data is updated frequently and made available in a timely manner. If the POC is made aware of this, the issues observed with data unavailability may be resolved.</p>

D. CONSENT ITEMS

President Ryan shared comments from the public were requested in advance and there were no public comments on consent items.

- 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, Grants, and Bequests
- 2.6. Approval of Agreements for Mileage Reimbursement In Lieu of District Transportation
- 2.7. Acceptance of 2019-20 Measure S Financial and Performance Audit
- 2.8. Approval of On-Site Resident Agreement for Pepper Drive School with Travis Hepner
- 2.9. Approval/Ratification of Amendment No. 1 to San Diego County-Imperial County Regional Communication System Customer Agreement
- 3.1. Approval of Comprehensive School Safety Plans
- 4.1. Personnel, Regular
- 4.2. Approval of New Probationary Teachers
- 4.3. Approval to Renew Services with PowerSchool (TalentEd) Records, Perform, and Sync for the 2021-2022 School Year

President Ryan noted a revision on Item D.4.1., Personnel, Regular. Member Levens-Craig acknowledged Item 4.2. Approval of New Probationary Teachers and expressed her congratulations. The Board shared her sentiment. Member El-Hajj moved approval with noted revision of Item D.4.1., Personnel, Regular.

<i>Motion:</i>	<u>El-Hajj</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>		

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

- 1.1. 2021-21 School Reopening Update/COVID-19 Update
Superintendent Baranski shared the Board approved the criteria for the integration of cohorts at the last meeting but had asked that the Santee Zip Code (92071) case rate criterion be discussed again due to the variability in County data updates. She acknowledged the decrease of cases in the County and City of Santee and shared today's data showed the County case rate at 34.2; and the Santee Zip Code (92071) at 36.6, as of January 30. Superintendent Baranski noted the District's rate had decreased in the last three consecutive weeks, and shared today's rate (February 16) was 5.29, but noted it was only a few days into the week of February 14.

Superintendent Baranski shared that after the last Board meeting, she contacted the County Public Health Department and learned the case rate continued in the 70-range, dropped to 58, then to 36.6, as she had previously mentioned. Superintendent Baranski noted a two-week delay in data updates, even though it states it is seven-days. She also acknowledged the new guidance from the California Department of Public Health requiring a four-foot distance between chairs regardless of the other precautionary measures put in place (i.e., plexiglass barriers, HEPPA filters, cleaning procedures, etc.). Superintendent Baranski acknowledged the new guidance was a logistical issue and noted administration has visited sites to assess the situation. She noted a glimmer of hope that perhaps the County Public Health Department would provide a waiver for this particular guidance and noted the District did not fall into the waiver category that was currently available. Superintendent Baranski shared the waiver was due tomorrow, January 17, and was intended for districts that were intending to open but were unable

too because of the new criteria set on January 14; and explained there could be a couple of things that could happen (i.e., CDPD could change their guidance and/or there could be leniency based on the recent CDC report). She acknowledged this will be an issue for the District, in particular in grades 4-8, even with the current class size reductions. Superintendent Baranski shared she hoped to bring information on the Governor's legislative advice on the reopening funding, but it is still being negotiated.

Member El-Hajj shared visiting schools, along with Member Fox, and acknowledged viewing some of the challenges; and noted possible "work arounds" on some, but acknowledged some still persist. Member El-Hajj expressed her apologies to Member Levens-Craig if she perceived her remarks from the last meeting as disparaging, when discussing a cut-off date for cohort integration; as noted in the public comments. She noted spring break being March 22 and the possibility of there still being ways of achieving the criteria; since there was a "wave" across the State to return students back to school. Member El-Hajj shared not foreseeing the ability for the District to return before spring break and the need to wait on more information to be released. She noted that even if there were exceptions, it would still be challenging, and some classrooms would require major modifications. Member El-Hajj suggested the District has time to monitor and consider the inclusion of the Santee Zip Code (92071) case rate and how it corresponds with the County case rate.

President Ryan noted it did not make sense the District was unable to request a safety review through the current waiver and suggested it be challenged. Member Burns shared the need to review criteria per school on how many classrooms do not meet the four-foot (4') criteria. Mr. Christensen shared the "round" schools are the most challenging to be able to accommodate 28 desks in the classrooms; and based on a mathematical analysis there is a significance challenge at those four (4) schools.

Member Levens-Craig shared not having the current data for the Santee Zip Code (92071) criteria is challenging. She noted a public comment discussed the need to include the Santee Zip Code (92071) criteria. Member Levens-Craig clarified the District does not have control of the data and an attempt has been made to obtain the data. She noted the challenge of considering the Santee Zip Code (92071) criteria with a two-week lag, with real-time criteria from the County and District.

Superintendent Baranski shared the idea of not tying the Santee Zip Code (92071) data for three weeks, as an option.

Member El-Hajj inquired on submitting the waiver. Superintendent Baranski suggested submitting a separate waiver and noted trying to get support at the local level but had not heard back prior to tonight's meeting. She shared anticipating being asked to work with the California Department of Public Health (CDPH). Superintendent Baranski explained she did not have a problem with going to CDPH and explaining the District does not fit the current waiver criteria but having a record of being open for in-person learning and not experiencing any shutdowns; and how the 4-foot criteria was impeding moving forward. It was the Board's consensus to move forward with the Superintendent's suggestion and request a safety review.

President Ryan shared the importance of noting the District cases had significantly reduced and noted this is the data they should be more concerned with. Superintendent Baranski shared the Santee Zip Code (92071) criteria would be revisited again at the next meeting.

Business Services

2.1. Measure S Independent Citizens Oversight Committee Annual Report

Karl Christensen, Assistant Superintendent of Business Services, explained the Board had approved and convened the new Independent Citizens Oversight Committee (ICOC)

to oversee expenditures of the Measure S Bond Funds, in October 2019. He welcomed Mrs. Linda Vail, chair of the ICOC, to present the 2020 Annual board report and a draft of the Community Report for the Board's consideration.

Mrs. Vail shared she would be presenting the annual report and recommendations of the Measure S Independent Citizens Oversight Committee (ICOC). Measure S was approved by voters in November 2018 and authorized the sale of \$15.37 Million of previously approved but unissued Proposition R (2006) bonds.

She noted that as required by state law (Proposition 39), an Independent Citizens oversight Committee (ICOC) is established to monitor and review the expenditure of these bond funds and to ensure that these funds are spent as set forth in the voter-approved ballot measure. The members of this committee represent a broad cross-section of our community and do not have any connection to the District as either an employee, elected official, or vendor.

Mrs. Vail noted the ICOC is required to provide the School Board with an annual report of findings and recommendations; and as Measure S ICOC Committee Chair, she would be presenting the report on behalf of the committee. She acknowledged and expressed her gratitude towards committee members, Erin Garcia, Terri Knight, Joe Perricone, Beth Rackliffe, Kai Ramer, and Corrine Reed; and Member El-Hajj for serving as the Board's representative. Mrs. Vail shared the Committee is comprised of a group of citizens with varied knowledge and experience.

She noted the ICOC began meeting on October 30, 2019 to review the scope and limitations of their responsibilities, organize their work, and review the bond language and projects planned for the funds. The Committee held four (4) subsequent meetings where it reviewed the bond fund expenditures and change orders; and were provided an overview of property taxes, assessed valuation, and some key points on planning and structuring bond sales by Dale Scott, the District's financial advisor.

Mrs. Vail shared that on January 27th, the Committee reviewed and accepted the Measure S Financial and Performance Audits conducted by EideBailly, LLP; and through their expenditure review and the performance audit report, as of January 27, 2021, the Committee found the bond funds have been spent in compliance with the bond language.

On behalf of the committee, Mrs. Vail commended and expressed her gratitude towards Mr. Christensen, and the business and accounting staff, for a great audit report providing detailed accounting of expenditures needed and in an easily examinable format.

Mrs. Vail shared the ICOC is impressed with the minimal number of change orders and at the commitment of the entire modernization staff in seeking the greatest cost benefits during construction and their dedication to value engineering opportunities.

The Committee noted an area for improvement was the accessibility of information about the ICOC on the District website. Mrs. Vail shared this has been updated to include a link on the District homepage for easier access to the information by the public.

Mrs. Vail explained another requirement of the ICOC is to develop and distribute a report to the community. She noted that in the past, the community received the same report provided to the Board and shared the ICOC would like to recommend and ask the School Board to consider developing and distributing a more comprehensive report to the Community in the summer, upon completion of the modernization projects. Mrs. Vail explained the report would provide all taxpayers and voters within our school community with a fuller understanding of the projects that were funded by Measure S and the future value for students.

Mrs. Vail acknowledged the Boards' receipt of the Report to the Community, developed with the assistance of Dale Scott & Company, and a list of distribution options considered by the committee and projected costs. She noted that if the Board approved the development of a Report to the Community, the ICOC recommendation is to provide the Report by email to the parents of Santee School District students and also to include the brochure as an insert or as the center section of the June 2021 edition of the *Santee Magazine*, which is distributed by the Chamber of Commerce to every home in Santee.

ICOC Community Report Distribution Methods		
#	Method	Estimated Cost
	Obtain voter registration file	\$300+
1	US Mail to all voter households	\$20,000+, incl voter reg file
2	US Mail to selected voter households	\$10,000 - \$15,000, incl voter reg file
3	Create center-fold or insert for publishing in Santee Magazine which is mailed to all households: <ul style="list-style-type: none"> ● Spring – due 3/8, in mail 3-22 ● *Summer – due 6-1, in mail 6-21 ● Fall – due 8-31, in mail 9-20 ● Holiday – due 11-1, in mail 11-22 	\$4,000 - \$5,000 (may be double for more content) ICOC ok for up to \$9,500
4	Email to School District Parents	Minimal
5	Email to Registered Voters with Email Addresses in Registration File (approx. 50% of registered voters)	\$500 - \$800, + \$300 voter reg file
6	Obtain voter registration file and record message to be Robo-Called to most voter households pointing them to District website for Community Report	\$400 - \$500, + voter reg file if #5 not done

Member El-Hajj commended Mrs. Vail for her leadership in her role as the committee chair. Member Burns commended Mrs. Vail and the committee for their diligence and recommendations; and suggested that the ICOC include additional context, instead of using the District's centerfold, to share the report. Member Levens-Craig shared being part of a similar committee and being familiar with the commitment; and expressed her appreciation to Mrs. Vail, and the committee, for their commitment and service. Member El-Hajj shared she thought the committee's idea to use Santee Magazine was great and inquired on the timeline for expending construction funds. She explained this would be helpful to anticipate which magazine edition to use (summer and/or fall). Mr. Christensen explained it is anticipated all bond funds would be expended by June 30, 2021. Member Levens-Craig suggested adding a QR code to the article that would lead back to the ICOC page for follow-up by the community; and suggested working with the city of Santee to include a link on their community website. Mr. Christensen expressed his gratitude towards the Board for the discussion.

The 2020 Annual Report of the Measure S Independent Citizens Oversight Committee was accepted by the Board.

2.2. Scope of Work and Cost for Improvements to Chet F. Harritt Front Entrance

Karl Christensen, Assistant Superintendent of Business Services, explained the Guaranteed Maximum Price (GMP) for the Chet F. Harritt Learning Resource Center and Classroom building addition included a \$300,000 allowance for improvements to the front entrance of the main campus in order to improve security and visibility of entrants, as well as make it more prominent and noticeable from the parking lot. Mr. Christensen shared drawings of the front entrance. President Ryan noted this was an informational item only, but suggested the Board take action on their decision to support the additional cost of the improvements. Member Burns moved approval.

<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>	

2.3. Furniture for New Buildings at Chet F. Harritt, PRIDE Academy, and Sycamore Canyon

Karl Christensen, Assistant Superintendent of Business Services shared Bryce Storm, Director Facilities, Maintenance & Operations, has been working with the Principals at Chet F. Harritt, PRIDE Academy, and Sycamore Canyon to select the furnishings to be installed in the new buildings currently under construction. He provided an overview of the furnishings selected by Site Administration in consultation with site staff, for review and approval. Member El-Hajj moved approval.

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

F. BOARD POLICIES AND BYLAWS

President Ryan explained item F.1.1. were second readings of Board Bylaws BB 9223 (Filling Vacancies); and BB 9230 (Orientation of Candidates and New Board Members); and item F.1.2. were first readings. Member Burns moved approval of Item F.1.1. Second Readings of Board Bylaws 9223 and 9230.

1.1. Second Readings of Board Bylaws (BB):

- BB 9223 – Filling Vacancies
- BB 9230 – Orientation of Candidates and New Board Members

1.2. First Readings of Board Bylaws (BB):

- BB 9250 – Remuneration and Reimbursement, Other Benefits
- BB 9310 – Board Policies
- BB 9320 – Meeting and Notices

<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>	

G. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, Santee Teachers Association President, expressed appreciation to Members El-Hajj and Fox for their school visits; and the teachers' appreciation for visiting classrooms. Mrs. Hirahara shared staff is looking forward to the availability of vaccinations.

President Ryan shared that when the tier for educators is available, priority will be given to educators that have students on campus; and noted Superintendent Baranski was instrumental in making this possible. Mrs. Hirahara noted she was not aware of the priority and would await additional information.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski shared Steve Baratte, the District's communication consultant, was continuing to work on the communication audit and was scheduled to meet with the site secretaries, vice principal, and individually with principals; and shared working with Mr. Baratte on the community survey.

Superintendent Baranski provided the Board with a copy of the Local Control Accountability Plan 2021 Executive Summary for their review. She shared there were upcoming stakeholder feedback sessions, including community input. Superintendent Baranski thanked Member Levens-Craig for her assistance in reviewing the executive summary and Assistant Superintendents Karl Christensen and Dr. Stephanie Pierce, and their staff, for their work on the document.

President Ryan noted the upcoming virtual events.

Member Burns inquired on holding a conversation on learning loss. President Ryan shared she would work with Superintendent Baranski to place on an upcoming agenda. Member Burns reiterated the importance of holding the discussion as soon as possible.

Member Fox reminded everyone to follow public health protocols: wear a mask; social distance; wash your hands; and avoid gatherings.

Member El-Hajj expressed her gratitude to site administration, and teachers, for welcoming them onto their sites during their visits. She shared her and Member Fox were continuing site visits on Thursday. Member El-Hajj noted seeing great teaching and learning in the classrooms.

I. CLOSED SESSION

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

1. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
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 8:01 p.m.

J. RECONVENE TO OPEN SESSION

The Board reconvened to public session at 10:15 p.m. and reported no action had been taken.

K. ADJOURNMENT

With no further business, the regular meeting of February 16, 2021 was adjourned at 10:15 p.m.

Dianne El-Hajj, Clerk

Dr. Kristin Baranski, Secretary

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
March 2, 2021

BACKGROUND:

In accordance with BP 3350 of the Board of Education, an employee may attend conventions, conferences, or meetings of boards, committees, and commissions; to travel for the purpose of recruiting personnel; to visit other school districts; to appear before legislative committees; and to perform other out-of-district travel which is in the best interests of the school district and which assists employees to perform their jobs successfully.

A list of travel and professional staff events is presented for the Board's review and approval/ratification. Included on the report are dates, names of meetings and locations, and either categorical, grant, or general funding sources that support such travel.

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify the Travel Report for personnel requesting travel on the attached schedule.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Staff Development	Implement a staff development plan as the cornerstone of employee performance and growth.

FISCAL IMPACT:

The estimated travel expenses are \$1,395, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.1.

Board Travel Report - March 2, 2021											
Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal		
Mon-Fri, 03/15/21 - 03/19/21	Barbara Ryan	Board of Education	2021 Legislative Action Week	Online	\$0	\$0	Board of Education	Meetings of school governance leaders & CA legislature members.	1, 2		
Wednesday, 03/24/21	Tory Long	Fiscal Services	CDE Workshop on LEAs on CARES Act and CRRSAA	Online	\$0	\$245	Business Services	Workshop on administering grants and ensuring grant compliance.	1, 2		
Thursday, 05/20/21	Dr. Kristin Baranski	Superintendent	Governor's May Revise Workshop	Online	\$0	\$230	Business Services	Financial information on Governor's May revision to State budget.	1, 2		
	Karl Christensen	Business Services	Governor's May Revise Workshop	Online	\$0	\$230	Business Services	Financial information on Governor's May revision to State budget.	1, 2		
	Dr. Stephanie Pierce	Educational Services	Governor's May Revise Workshop	Online	\$0	\$230	Business Services	Financial information on Governor's May revision to State budget.	1, 2		
	Tim Larson	Human Resources/Pupil Servs	Governor's May Revise Workshop	Online	\$0	\$230	Business Services	Financial information on Governor's May revision to State budget.	1, 2		
	Tory Long	Fiscal Services	Governor's May Revise Workshop	Online	\$0	\$230	Business Services	Financial information on Governor's May revision to State budget.	1, 2		
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California											
(NONE)											

District Goals:

1. Raise mastery of reading and writing grade level literacy standards with annual, incremental growth of at least five percentage points resulting in 90% mastery by June 2023.
2. Raise percentage of students feeling safe or very safe at school with annual, incremental growth of at least seven percentage points resulting in 100% of students feeling safe by June 2023.

BACKGROUND:

The Revolving Cash Fund of \$20,000 is used for prompt payment to vendors and saves the costs associated with processing payments of small amounts through the County Superintendent of Schools. The attached report of numerical listings by check number include the issue date, name of payee, a general description of items purchased, and the amount of the check.

RECOMMENDATION:

It is recommended that the Board of Education approve check #22696 on the \$20,000 Revolving Cash Account.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

FISCAL IMPACT:

The fiscal impact is \$1,474.00 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.2.

SANTEE SCHOOL DISTRICT
REVOLVING CASH REPORT- \$20,000

Date	Number	Name	Memo	Amount
02/10/21	22696	State Water Resources Control Board	Inv# SW-0206958 1/01/21 - 12/31/21	1,474.00

Total Checks Written 1,474.00

Total to be Reimbursed \$1,474.00

Total to Deduct from Future Reimbursement \$0.00

Consent Item D.2.3. Approval/Ratification of Expenditure Transactions
 Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
 March 2, 2021

BACKGROUND:

The District has issued Purchasing Cards (P-Cards) to certain management, supervisory, or confidential employees to expedite and streamline purchases of goods and services. P-Card transactions are tracked and monitored to ensure they are properly accounted for and supported by documentation. P-Card transactions are limited to a specified amount each month and approval of the Superintendent is required to exceed these limits.

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period January 1, 2021 through January 31, 2021.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

FISCAL IMPACT:

There were 122 transactions totaling \$10,201.11 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20210101	ABEL,CATHY	CHILD NUTRITION	TARGET 00014652	31.26	Gluten free food.
20210110	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	5.96	Ranch dressing.
20210126	ABEL,CATHY	CHILD NUTRITION	PREMIER FOOD SAFETY CO	278.00	Food Manager Class & Exam Ava Grover & Wendi Klain.
20210127	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	41.94	Dairy Free Pizza.
20210128	ABEL,CATHY	CHILD NUTRITION	STAPLES DIRECT	146.52	Toner Cartridge.
				<u>503.68</u>	
20210106	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SANDWICH BAGS	56.75	Board meeting supplies.
20210118	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMAZON.COM*YV1412QA3	41.42	Miscellaneous office supplies.
20210118	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	13.65	Board meeting supplies.
20210120	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SANDWICH BAGS	83.65	Board meeting supplies.
				<u>195.47</u>	
20210107	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	38.45	Yale classroom supplies.
20210111	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 5045	32.31	YALE craft supplies.
20210111	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	37.71	YALE snacks.
20210129	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	167.30	YALE classroom supplies.
20210131	BAKER,HOPE	OST PROGRAMS	SMART AND FINAL 929	17.44	YALE food.
20210131	BAKER,HOPE	OST PROGRAMS	DOLLARTREE	14.01	YALE classroom supplies.
				<u>307.22</u>	
20210106	BONSER,KRISTEN	PRIDE ACADEMY	DISCOUNTMUGS.COM	209.44	Staff Shirts for Kindness Week.
20210110	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*YF932TV3	6.30	Computer adapter tor EAK.
20210124	BONSER,KRISTEN	PRIDE ACADEMY	THE HOME DEPOT #0673	32.16	5 rolls of duct tape.
20210126	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*HR22W2CB3	50.86	Student engagement PBIS prizes.
				<u>298.76</u>	
20210106	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ZOOM.US 888-799-9666	24.51	Meeting teleconferencing services.
20210113	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	AMZN MKTP US*630D858R3	32.27	Back support.
20210125	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ZOOM.US 888-799-9666	119.98	Video conferencing services.
				<u>176.76</u>	
20210107	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*KD1BA1953	19.45	Teacher restocking supplies.
20210107	DOBBINS,TIMOTHY	CAJON PARK	AMAZON.COM*6Y2433HD3	47.91	Office Supplies.
20210120	DOBBINS,TIMOTHY	CAJON PARK	AMAZON.COM*7J6RU9B43	22.59	Emergency folders.
20210127	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*O88YO6413	82.62	Pencil sharpener.
20210128	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*IN9KH0813	22.51	Toner for Staff Lounge Printer.
				<u>195.08</u>	
20210111	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*KN4Z151F3	67.63	Kindness books/laptop stand-General Funds-Materials.
20210112	FORSTER,CHASITY	HILL CREEK	OLD NAVY ON-LINE	93.70	Staff Masks- General Funds/other supplies.
20210113	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*TZ5DB24I3	56.92	Computer Inkjet transfers-General Funds/other supplies.
20210117	FORSTER,CHASITY	HILL CREEK	WALMART.COM AS	42.27	Tape and cleaning supplies-custodian supplies.
20210121	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*LU94B32F3	35.55	Toner cartridge replacement- General Fund/Supplies.
20210121	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*9Y2VW62G3	67.86	Ink cartridge replacement-white paper bags- General Funds/Supplies
20210124	FORSTER,CHASITY	HILL CREEK	DOLLARTREE	5.39	Kindness Week supplies- General Funds/supplies.
20210124	FORSTER,CHASITY	HILL CREEK	ALS SPORT SHOP	172.40	Face mask logos- General Funds/other supplies.
20210124	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*4R4WB1TQ3	17.19	Light Box Sign- General Fund/other supplies.
20210125	FORSTER,CHASITY	HILL CREEK	SMART AND FINAL 929	7.00	Batteries- General Fund/Supplies.
20210126	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*0Q3VC70I3	33.39	Velcro- General Fund/Supplies.
20210127	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*2W4GT0VA3	48.49	Labels- General Fund/Supplies.
20210128	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*PH40B0KJ3	41.55	Desktop reference system- nurse supplies.
20210129	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*611BI2P73	258.48	Grades K-2 journal- Title 1 Funds.
20210129	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*KC19X61G3	11.34	Vaseline packets- Nurse supplies.
20210129	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*LO57P6ML3	14.00	Toner cartridge replacement- General Funds/supplies.
20210129	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*BC2VZ00H3	16.04	Instant cold pack- Nurses supplies.
				<u>989.21</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20210110	HICKS,TYLENE	CHEF F. HARRITT	WAL-MART #1917	110.37	Student incentives.
20210115	HICKS,TYLENE	CHEF F. HARRITT	AMZN MKTP US*SM7QK39Z3	20.14	Student manipulatives.
20210115	HICKS,TYLENE	CHEF F. HARRITT	AMAZON.COM*TA3X27L43	19.22	Staff planner.
20210117	HICKS,TYLENE	CHEF F. HARRITT	MOUNTAIN HOME BIOLOGIC	197.77	Owl pellets for science.
20210118	HICKS,TYLENE	CHEF F. HARRITT	AMZN MKTP US*B40MV8BW3	31.24	Supplemental device for students with ADHD.
20210124	HICKS,TYLENE	CHEF F. HARRITT	IN *SAN DIEGO POWDERCO	223.91	Sandblast and powder coat of memorial archway.
20210125	HICKS,TYLENE	CHEF F. HARRITT	AMZN MKTP US*PT3Z742N3	28.14	Pencil grips.
20210127	HICKS,TYLENE	CHEF F. HARRITT	DOLLAR TREE	17.24	Student manipulatives.
20210129	HICKS,TYLENE	CHEF F. HARRITT	AMZN MKTP US*5162W18C3	56.00	Bags for distance learning materials.
				704.03	
20210106	HOHIMER,KAREN	CAJON PARK	SMART AND FINAL 929	34.33	Water cups for classrooms.
				34.33	
20210110	HOOKS,TED A	PEPPER DRIVE	DISCOUNTMUGS.COM	953.69	Masks for fundraiser.
				953.69	
20210126	JOHNSTON,ANDREW	CARLTON OAKS	AMAZON.COM*PC3RC4YT3 A	64.54	Professional Development materials.
				64.54	
20210106	LOCKE,SUMMER	SYCAMORE CANYON	DISCOUNTMUGS.COM	876.60	Staff shirts for Kindness Week.
20210106	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*FQ80A7SW3	59.21	Chicken feed.
20210107	LOCKE,SUMMER	SYCAMORE CANYON	BREAKOUT	50.00	Breakout EDU online access grade 5-problem solving.
20210118	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*FW1EL2BW3 A	13.95	Problem solving books-Kindness Week.
				999.76	
20210107	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*948Y20YL3	135.70	10 of USB-C to VGA adapters.
20210110	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US	(311.40)	Samsung 32" Full HD curved monitor.
20210114	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM*RS0896U03 A	53.82	Cyber acoustics speaker sound system for classroom.
20210114	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*CH48N4AB3	37.70	HDMI to VGA adapter.
20210114	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	15.49	Patch cord, cat5e, 25'.
20210118	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE	24.99	Security system.
20210126	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*CY5G58CR3	31.24	Dual monitor desk mount stand.
20210127	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*B19H225L3	31.24	Dual LCD monitor desk mount stand.
20210127	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	26.66	VGA Cable, M/M 10', Slim & Computer power cord, 10'.
20210127	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*7M7K45KQ3	95.90	Docking station for laptop.
20210129	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	26.92	128GB ultra dual drive go USB.
				168.26	
20210107	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM*KJ0BU35B3	23.69	Laminating sheets for individualized work pieces. Title I budget.
20210107	MARTIN,SUZANNE	HILL CREEK	LAKESHORE LEARNING MAT	222.43	Magnetic shape maze/Zoob building set/alphabet and lace a word beads/ Manipulative/intervention sup.
20210107	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*2M86Z25G3	59.21	Magnetic letters. Alphabet maze board. Letter reinforcement/phonics intervention. Title I funds.
20210108	MARTIN,SUZANNE	HILL CREEK	MICHAELS #9490	23.76	Colored pencils. Title I budget.
20210108	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*HS8BD4MT3	294.16	Printer toner. General budget.
20210111	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*O446E0YZ3	53.22	Printer toner cartridge. General budget.
20210115	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*I37A23KK3	24.77	White paper bags. Teacher classroom budgets. General fund.
20210129	MARTIN,SUZANNE	HILL CREEK	TARGET.COM *	10.17	Green file folders for data and intervention planning. Title I budget.
				711.41	
20210106	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*Q87W5023	7.00	Stamp for SDC class
20210108	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	40.00	Digital Protocols for Psych's.
20210108	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	42.50	Digital Protocols for Psych's.
20210108	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	63.75	Digital Protocols for Psych's.
20210108	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*7M50K1DN3	18.39	Optic lamp for SDC class.
20210111	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*JP4GW0JX3	70.03	Ink for RSP class.
20210111	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*FW7785LY3	193.90	Ink for SDC class.
20210112	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*BN6EG7WX3	42.00	Optic lamps for SDC Class.
20210114	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	85.00	Digital Protocols for psych's.
20210124	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	21.25	Digital protocols for psych's.
20210126	MCGINTY,MIRIAM	SPECIAL EDUCATION	WPS	173.05	Protocols for SLP.
20210128	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON.COM*4V9ML1PF3	30.90	Clipboard for SDC class.
				787.77	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20210120	MINUTELLI,DAWN	EDUCATIONAL SERVICES	TARGET.COM *	(32.30)	State Pre-School supplies - Partial order returned.
				(32.30)	
20210122	MONTLER,BONNER M	EDUCATIONAL SERVICES	LEARNING A-Z, LLC	118.00	Learning software for primary reading program.
				118.00	
20210111	NELSON,REBECCA	CHET F. HARRITT	WAL-MART #1917	5.98	Water for blood drive.
20210128	NELSON,REBECCA	CHET F. HARRITT	SP * STUTTERINGTHERAPY	85.11	Supplemental support.
20210131	NELSON,REBECCA	CHET F. HARRITT	HOMEDEPOT.COM	219.36	To fix broken benches on campus.
				310.45	
20210120	OCHOA,JESSICA	OST PROGRAMS	CALSA	179.00	CALSA.
				179.00	
20210122	OLANDER,MICHAEL	PUPIL SERVICES	AMZN MKTP US*HB77K2LP3	37.40	Calculator for SPED.
20210124	OLANDER,MICHAEL	PUPIL SERVICES	LEGAL BOOKS DISTRIBUTI	141.14	CA laws to minors and student support services.
20210127	OLANDER,MICHAEL	PUPIL SERVICES	SCHOOL HEALTH CORP	204.37	Color vision test made easy book.
				382.91	
20210122	PARKER,HEIDI MARIA	PEPPER DRIVE	SMART AND FINAL 933	28.58	Student incentives.
20210127	PARKER,HEIDI MARIA	PEPPER DRIVE	AMZN MKTP US*QT3LY5K13	116.39	Teacher materials.
				144.97	
20210105	PEZONE,MELYNDA	CARLTON OAKS	TARGET.COM *	43.10	Bookshelf for new EAK classroom.
20210121	PEZONE,MELYNDA	CARLTON OAKS	AMAZON.COM*AXOY91N63 A	45.24	2-gallon garden sprayers for disinfecting play structures.
20210121	PEZONE,MELYNDA	CARLTON OAKS	AMAZON.COM*OQ7298VA3 A	29.76	3 gallon garden sprayer for disinfecting play structures.
				118.10	
20210112	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*N31OH3YC3	45.78	Input adapter for laptop.
				45.78	
20210115	RIFFEL,MEREDITH	PUPIL SERVICES	AMZN MKTP US*4Y8507FK3	219.08	Medical Supplies for health clerks crash carts.
20210117	RIFFEL,MEREDITH	PUPIL SERVICES	AMZN MKTP US*3Y5IG7Q33	45.64	Medical Supplies for health clerks crash carts.
20210117	RIFFEL,MEREDITH	PUPIL SERVICES	AMZN MKTP US*P68GF84K3	10.35	Medical Supplies for health clerks crash carts.
20210117	RIFFEL,MEREDITH	PUPIL SERVICES	AMZN MKTP US*UQ48V8ZA3	89.16	Medical Supplies for health clerks crash carts.
20210118	RIFFEL,MEREDITH	PUPIL SERVICES	AMZN MKTP US*KI2S57UE3	476.58	Medical Supplies for health clerks crash carts.
20210128	RIFFEL,MEREDITH	PUPIL SERVICES	AMZN MKTP US*UU3LU1E63	27.77	iPad case for SPED student.
				868.58	
20210106	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*O906S6273	25.69	Kindness books for Kindness Week: PBIS.
20210106	SAUNDERS,LEAH	CARLTON HILLS	24HOURWRISTBANDS.COM	148.02	ROAR mask lanyards for Kindness Week: PBIS.
20210106	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*ZP2HM2FM3	109.71	Face shields and anti-fog wipes for SDC Staff.
20210106	SAUNDERS,LEAH	CARLTON HILLS	WRIST-BAND* CUSTOMLANE	186.84	ROAR wristbands for Kindness Week: PBIS.
20210110	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*CD3HT15M3	11.77	Kindness literature: PBIS.
20210112	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*HN2HZ8PB3	28.00	Multi cultural crayon colors: PBIS.
20210114	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*R508I5WF3	31.24	Face shields for teacher of hearing impaired student.
20210125	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*QW3CL1J73	31.98	Conversation hearts for ELAC family activity.
				573.25	
20210121	SIMPSON,DEBRA	RIO SECO	OTC BRANDS INC	359.11	Positive school climate STAR prizes.
				359.11	
20210120	STORM,BRYCE	FACILITIES, MAINTENANCE & OPERATIONS	KIRK PLUMBING SUPPLIES	43.29	Plumbing part.
				43.29	
				10,201.11	

BACKGROUND:

The Santee School District is required to provide for transportation of Special Education students when their Individualized Education Plan (IEP) includes the need for this service. In lieu of the District providing transportation, the District offers parents/guardian the opportunity to transport their own children and receive reimbursement for their incurred mileage at the IRS-approved rate.

The Commercial Warrants Audit manual stipulates that an agreement is to be executed with the Parent/Guardian whenever mileage reimbursement is provided. Agreements with parents/guardians opting to receive mileage reimbursement during the 2020-21 and 2021-22 school year for the transportation of their own child(ren) are listed below:

School of Attendance	Round Trip Miles Per Day	# of Days	Per Mile Rate	Total Estimated Annual Cost
Chet F. Harritt School	3.4	114	\$0.575	\$222.87
Chet F. Harritt School	14.8	178	\$0.575	\$1,514.78
Total:				\$1,737.65

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify the Parent/Guardian agreements for mileage reimbursement in lieu of District transportation.

This recommendation supports the following District goal(s):

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Learning Environment	Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

FISCAL IMPACT:

The fiscal impact of \$1,737.65 is paid in lieu of District provided transportation.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

BACKGROUND:

Board Policy (BP) and Administrative Regulation (AR) 3270 govern the sale or disposal of surplus books, equipment, and supplies in accordance with applicable Education Code provisions. AR 3270 provides the following options for sale or disposal of surplus items:

Category	Value/Condition	Option	Requirements
<i>Obsolete Instructional Materials</i>	<ul style="list-style-type: none"> Usable for educational purposes Any value 	<ul style="list-style-type: none"> Donate to any governing board, county free library or other state institution; any United States public agency or institution; any nonprofit charitable organization; or children or adults in California or foreign countries for the purpose of increasing literacy Sell to any organization that agrees to use the materials for educational purposes 	<ul style="list-style-type: none"> Receiving entity shall certify to the Board that it agrees to use the materials for educational purposes and make no charge to any persons to whom the materials are given or lent Notify public of intent at least 60 days prior to disposition
	<ul style="list-style-type: none"> Unusable for educational purposes or cannot be disposed of as above Any value 	<ul style="list-style-type: none"> Mutilate so as not to be salable and sold for scrap Destroy beyond any economical means 	<ul style="list-style-type: none"> For destruction, provide at least 30 day prior notice to those requesting notice
<i>All Other Personal Property</i>	<ul style="list-style-type: none"> Value insufficient to defray costs of arranging a sale 	<ul style="list-style-type: none"> Donate to charitable organization deemed appropriate by the Board Dispose of at local dump 	<ul style="list-style-type: none"> Requires unanimous vote by Board
	<ul style="list-style-type: none"> \$2,500 or less (one or more items) 	<ul style="list-style-type: none"> Sell without advertising 	<ul style="list-style-type: none"> Requires unanimous vote by Board
	<ul style="list-style-type: none"> More than \$2,500 (one or more items) 	<ul style="list-style-type: none"> Advertise for Bids or Conduct Public Auction 	<ul style="list-style-type: none"> Post notices in 3 public places and advertise once a week for 2 weeks in

<u>Category</u>	<u>Value/Condition</u>	<u>Option</u>	<u>Requirements</u>
			general circulation newspaper <ul style="list-style-type: none"> • Accept highest bid or reject all bids • If no qualified bid received, may be sold to any individual or entity
		<ul style="list-style-type: none"> • Without advertising for bids, sell to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law 	<ul style="list-style-type: none"> • Sale price shall equal cost of property plus estimated cost of purchasing, storing, and handling
		<ul style="list-style-type: none"> • Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district 	<ul style="list-style-type: none"> • Price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools

The District has the option of using the services of a vendor that uses an on-line bidding methodology to satisfy the advertising for bids and public auction requirements. If used, the vendor retains a portion of the sale proceeds for their fee.

The items to declare surplus are described below:

<u>Qty</u>	<u>UOM</u>	<u>Description</u>	<u>Site</u>	<u>Storage Location</u>	<u>Condition</u>	<u>Estimated Value/Price</u>
1	Each	Comb Binding Machine	Carlton Oaks	Staff Lounge	Broken	\$0

The recommended terms for sale or disposal of the aforementioned personal property is as follows:

Type	Method	Option? (X)
Obsolete Instructional Materials	Donate to any governing board, county free library or other state institution; any United States public agency or institution; any nonprofit charitable organization; or children or adults in California or foreign countries for the purpose of increasing literacy	
	Sell to any organization that agrees to use the materials for educational purposes	
	Mutilate so as not to be salable and sold for scrap	
	Destroy beyond any economical means	
Other Personal Property	Value insufficient to defray costs of arranging a sale: Donate to charitable organization deemed appropriate by the Board	
	Value insufficient to defray costs of arranging a sale: Discard/Scrap	x
	Value \$2,500 or less: Sell without advertising	
	Advertise for Bids (including on-line services)	
	Conduct Public Auction (including on-line services)	
	Without advertising for bids, sell to agencies of federal, state or local government, to any other school district, or to any agency eligible under the federal surplus property law with sale price to equal cost of property plus estimated cost of purchasing, storing, and handling	
	Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district with price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools	

RECOMMENDATION:

Declare the described item as surplus with no value and authorize the disposal of it in accordance with the recommended terms.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

FISCAL IMPACT:

Item is to be discarded or scrapped.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal items impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

BACKGROUND:

The District's Deferred Maintenance Plan for incorporates replacing asphalt on the upper and lower playgrounds at PRIDE Academy.

Administration recommends proceeding with bidding for this project to be completed during the summer. The project also includes replacing asphalt on two walkways from classroom buildings to the upper field.

RECOMMENDATION:

It is recommended that the Board of Education authorize soliciting bids for replacement of asphalt at PRIDE Academy.

This recommendation supports the following District goal(s):

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Learning Environment	Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

FISCAL IMPACT:

The fiscal impact will possibly be up to \$600,000 to be paid from the Deferred Maintenance fund.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.6.

BACKGROUND:

From time to time, the District contracts with individuals, companies, or organizations to provide various types of general services such as educational presentations/assemblies, or specialized student services. Some services are on an as-needed basis billed on an hourly or daily rate while other services are billed by the job. The Internal Revenue Service requires an analysis of the nature and type of work performed to determine whether the service provider qualifies as an independent contractor to be paid by commercial warrant. Service providers that do not qualify as an independent contractor will be processed through Human Resources under a short-term employment services agreement.

Approval of the following General Services Agreements is requested:

Vendor Name	Description of Services	Date(s) of Service	Amount	Funding
Jim Huge	Facilitate a leadership workshop to help enhance effectiveness of the Governance Team	03/03/2021 – 03/31/2021	Not to exceed \$5,000	Board of Education

RECOMMENDATION:

It is recommended that the Board of Education approve the agreement with Jim Huge for leadership services.

This recommendation supports the following District goal(s):

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Educational Achievement	Assure the highest level of educational achievement for all students
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

FISCAL IMPACT:

The fiscal impact of the General Service Agreements is detailed in the table above.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Consent Item D.3.1.

Approval of Student Teaching Agreement with
San Diego Christian College

Prepared by Dr. Stephanie Pierce
March 2, 2021

BACKGROUND:

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers. Santee School District has received a Student Teaching Agreement with San Diego Christian College. The terms of the agreement shall begin on March 2, 2021 until amended or terminated by mutual written consent.

RECOMMENDATION:

Administration recommends that the Student Teacher Agreement with San Diego Christian College for teacher education fieldwork be approved by the Board of Education.

This recommendation supports the following District goal:

- Implement a staff development plan as the cornerstone of employee performance and growth.

FISCAL IMPACT:

San Diego Christian College shall pay the District \$50 for each semester unit of practice teaching. There is no fiscal impact to the District.

STUDENT ACHIEVEMENT IMPACT:

This agreement supports student learning by placing interns and student teachers in the classroom for directed teaching and provides students with an additional instructional resource.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.



**San Diego Christian College
200 Riverview Parkway
Santee, CA 92071
619-201-8700**

STUDENT TEACHER AGREEMENT

THIS AGREEMENT entered into this 03/02/2021 by and between San Diego Christian College, (hereinafter “College”), and Santee School District, (hereinafter “District”):

WITNESSETH

WHEREAS, pursuant to the provisions in Section 35160 of the Education Code, the governing board of any school district is authorized to enter into agreements with a state college, the University of California, or any other university or college accredited by the State Board of Education as a teacher education institution, to provide teaching experience through practice teaching to students enrolled in a teacher training curricula of such institution; and

WHEREAS, any such agreement may provide for the payment in money or in services for the services rendered by the school district of an amount not to exceed the actual cost to the school district of the services rendered by the District;

NOW, THEREFORE, it is mutually agreed between the parties hereto as follows:

I

The District shall provide teaching experience through practice teaching in schools and classes of the District in terms of a defined unit of time for students of the College possessing valid preliminary certificates and assigned by the College to practice teaching in schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and the College through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for practice teaching any student of the College assigned to practice teaching in the District, and upon request of the District, made for good cause, the College shall terminate the assignment of any student of the College to practice teaching in the District.

Practice teaching as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid life diplomas or credentials issued by the State Board of Education, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

INDEMNIFICATION AND HOLD HARMLESS

Neither party shall be responsible for personal injury or property damage or other loss except that resulting from its own negligence or its employees or others for whom the party is legally responsible. Any and all claims against the College shall be submitted to the Human Resources Department of the College. Damages recoverable shall be limited by California law.

INSURANCE

The College shall maintain Public Liability and Property Damage Insurance to protect them and the District from all claims for personal injury, including accidental death, as well as from all claims for property damage arising from the operations under this Agreement. The minimum amounts of such insurance shall be as hereinafter set forth.

Commercial General Liability	1,000,000 each occurrence 300,000 damage to premises 1,000,000 personal & Adv Injury 3,000,000 general aggregate
Umbrella Liability	10,000,000 each occurrence/aggregate
Educators Legal Liability	11,000,000 each claim/aggregate

San Diego Christian College Shall file, with the District, Certificates of Insurance indicating a thirty-day (30) cancellation notice and naming the Santee School District as an additional insured.

Workers Compensation will be in conformance with the laws of the State of California and applicable federal laws.

II

The College will pay the District for the performance by the District of all services required to be performed by the District under this agreement at the rate of \$50.00 for each semester unit of practice teaching (\$300 for 6 units; \$600 for 12 units) provided by the District pursuant to this agreement.

Semester unit of practice teaching as used herein and elsewhere in this agreement shall mean the specified period of time assigned in the District to qualify for the practice teaching requirement by the College. It is understood that in each instance a semester unit must fall within the semester or school year calendar adopted by the District.

The number of semester units of practice teaching to be provided for each student of the College assigned to practice teaching under this agreement shall be determined by the College.

III

An assignment of a student of the College to practice teaching in the District shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper authorities of the District other document given to her/him by the College effecting such assignment but not earlier than the date of such assignment as shown on such document.

In the event that assignment of a student of the College to practice teaching is terminated by the College for any reason, the District shall receive payment of account of such student as though there had been no termination of the assignment, except if such assignment is terminated before the end of the eight week of the term of the assignment, the District shall receive payment for an assignment for eight (8) weeks only.

IV

Within a reasonable time following the close of each semester of the college, the District shall receive payment form the college for all semester units of practice teaching provided by the district under and in accordance with this agreement during said semester. Payment will be made in one lump sum to the District for all services rendered, and the District will distribute the payments to the Cooperating Teachers in their district who mentored student teachers of the College during that semester.

V

The terms of this agreement shall commence on 3/2/2021 and shall continue until amended or terminated as provided in Section VI of the agreement.

VI

Notwithstanding anything herein contained to the contrary, this agreement may be terminated, and the provisions of this agreement may be altered, changed, or amended by mutual written consent of the parties hereto.

VII

Notwithstanding any other provisions of this agreement, details such as maximum number of students, the defined unit of time, or the distribution of assignments of said students to training levels, shall be arranged for by and between the College and the District; it being understood that the District shall not be obligated to accept assignments of training students beyond the ability of the District, within their established training programs, to effectively provide services pursuant to this agreement; and further, that the College shall not be obligated to pay the District for services in any amount in excess of that provided for under the terms of this agreement.

It is through an abundance of mutual respect and understanding of respective missions that we, the undersigned, agree to the terms set forth in this agreement.

District, Authorized Representative

Date

College, Dean Online Studies

Date

College, Academic Vice President

Date

College, President

Date

Consent Item D.4.1. Personnel, Regular
 Prepared by Tim Larson
 March 2, 2021

BACKGROUND:

The following personnel appointments, changes of status, leave requests, resignations, dismissals and consultant requests are submitted for Board consideration. Italicized information indicates a change.

Certificated Staff

A. New Appointments:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date

B. Temporary Rehires:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date

C. Change of Status/Location:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date
1. Schoff, Kimberly	Long-Term LOA		Personal	Approve	03-05-21 to 06-09-21

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Ayers, Brittany	Rio Seco	IV-04	Personal	06-09-21
2. Fox, Tracy	Carlton Oaks	VI-30	Retirement	06-09-21
3. Walter, Susan	Chet F. Harritt	VI-25	Retirement	06-09-21

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Lane, Amanda	Rio Seco	Clerk Typist I 20 A / 3.75 hrs #30014367	\$0.00	\$1,273.32	02-16-21

I. Rehires:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date

Classified Staff continued

J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date
1. Farmer, Cynthia	Long-Term LOA		Personal	Approve	03-06-21 to 04-01-21

L. Resignations:

Employee	Location	Position	Reason	Effective Date

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

It is recommended that the Board of Education approve the listed personnel appointments, changes of status, leave requests, resignations, dismissals, and consultants.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.1.

Consent Item D.4.2.
Prepared by Tim Larson
March 2, 2021

Adoption of Resolution No. 2021-18 for Non-
Reelection of Temporary Certificated Non-
Management Employees

BACKGROUND:

In order to release temporary certificated employees, the Board must serve notice to those employees who may not be offered employment for the next school year. Since the final impact of leaves, retirements, and other attrition is unknown at this time, the District has a practice of serving a notice of non-reelection to all temporary teachers. This notice does not impact the employees' rights for consideration of employment based upon need during the next school year.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 2021-18, regarding the non-reelection of temporary certificated non-management employees.

If the District is in a position to increase the number of classroom teachers to meet the demand, the District may hire back the appropriate number of temporary teachers in alignment with any increase in enrollment.

FISCAL IMPACT:

Fiscal impact is unknown at this time due to class reorganization.

STUDENT ACHIEVEMENT IMPACT:

There is no student achievement impact.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

SANTEE SCHOOL DISTRICT
Resolution No. 2021-18

WHEREAS, employees' number:

617340	632899	606855	535875	635087	627117
537065	633006	601435	634447	637310	388057
627501	627865	221110	638476	627814	606417
613169	629770	545148	637473	603793	637647
631987	609638	638774	623987	617607	628393
627628	466570	628900	619351	639173	483060
636216	629634	634841	625627	601316	618895
629967	633757	627736	632541	631522	637491

are temporary and/or probationary employees of the District hired for the 2020-2021 school year; and

WHEREAS, Education Code section 44954 authorizes Governing Boards of school districts to release temporary employees and not reelect them for the following school year; and

WHEREAS, Education Code Section 44929.21 requires that the Governing Board, on or before March 15th of the second probationary year, shall notify a probationary employee, in a position requiring certification qualifications, of the decision to reelect or not reelect the employee to such a position for the next succeeding school year; and

WHEREAS, the Governing Board of the Santee School District has determined to release employees' number:

617340	632899	606855	535875	635087	627117
537065	633006	601435	634447	637310	388057
627501	627865	221110	638476	627814	606417
613169	629770	545148	637473	603793	637647
631987	609638	638774	623987	617607	628393
627628	466570	628900	619351	639173	483060
636216	629634	634841	625627	601316	618895
629967	633757	627736	632541	631522	637491

effective June 9, 2021;

BE IT THEREFORE RESOLVED:

The Board hereby directs that a notice of release be sent by the District to employees' number:

617340	632899	606855	535875	635087	627117
537065	633006	601435	634447	637310	388057
627501	627865	221110	638476	627814	606417
613169	629770	545148	637473	603793	637647
631987	609638	638774	623987	617607	628393
627628	466570	628900	619351	639173	483060
636216	629634	634841	625627	601316	618895
629967	633757	627736	632541	631522	637491

notifying the employees of the Governing Board's decision to not reelect him/her for the 2020-2021 school year.

ADOPTED by the Governing Board of Santee School District this 2nd day of March, 2021.

YES: _____
NOES: _____
ABSENT: _____

STATE OF CALIFORNIA
COUNTY OF SAN DIEGO

I, Dianne El-Hajj, Clerk of the Board of Education, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

Dianne El-Hajj
Clerk of the Board of Education

March 2, 2021
Date

Consent Item D.4.3.

Adoption of Resolution No. 2021-19 Reduce
and/or Eliminate Classified Non-Management
Positions

Prepared by Tim Larson
March 2, 2021

BACKGROUND:

Due to the COVID-19 pandemic and decreased student enrollment, there is a decreased need for the below classified non-management positions.

Any employees affected by these changes will be provided alternative employment opportunities within the District, if available. All employees resulting in a reduction in work hours and/or layoff will receive the required 60-day notification process and placed on a reemployment list for no less than 39-months.

RECOMMENDATION:

It is recommended that the Board of Education approve to eliminate the following vacant positions effective March 2, 2021:

- One (1) Instructional Assistant, Special Ed II at Carlton Oaks Elementary School
- One (1) Instructional Assistant, Special Ed II at Carlton Hills Elementary School
- One (1) Instructional Assistant, Special Ed II at Hill Creek Elementary School
- One (1) Secretary II – School at Rio Seco Elementary School
- One (1) Food Service Worker I-A in the Child Nutrition Services Department
- One (1) Food Service Worker I at Carlton Hills Elementary School
- One (1) Licensed Vocational Nurse in the Special Education Department
- One Accountant: Finance in the Business Services Department

FISCAL IMPACT:

The annual savings to eliminate the above positions will be \$166,264.00.

STUDENT ACHIEVEMENT IMPACT:

It is the District's intention to provide support for all students and programs.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.

**SANTEE SCHOOL DISTRICT
Resolution No. 2021-19**

**REDUCE AND/OR ELIMINATE
CLASSIFIED NON-MANAGEMENT POSITIONS**

WHEREAS, it has determined that the following vacant classified non-management positions are no longer required and that these positions can provide the necessary services for students;

NOW, THEREFORE, BE IT RESOLVED that as of the 2nd day of March 2021, the Governing Board of Santee School District approved to reduce and/or eliminate the following positions effective March 3, 2021:

- One (1) Instructional Assistant, Special Ed II at Carlton Oaks Elementary School
- One (1) Instructional Assistant, Special Ed II at Carlton Hills Elementary School
- One (1) Instructional Assistant, Special Ed II at Hill Creek Elementary School
- One (1) Secretary II – School at Rio Seco Elementary School
- One (1) Food Service Worker I-A in the Child Nutrition Services Department
- One (1) Food Service Worker I at Carlton Hills Elementary School
- One (1) Licensed Vocational Nurse in the Special Education Department
- One Accountant: Finance in the Business Services Department

BE IT FURTHER RESOLVED that the Board authorizes the District Superintendent to give notice to the affected classified employees that their position will be eliminated and/or reduced in work hours/year pursuant to applicable provisions of the Education Code of the State of California, such notice to be given sixty (60) days prior to the effective date of reduction/layoff as set forth above.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 2nd day of March 2021, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated 03/02/2021

Dianne El-Hajj
Clerk, Board of Education

BACKGROUND:

From time to time, the Santee School District contracts with individuals to provide various types of general services. Some services are on an as-needed basis billed at an hourly or daily rate, while other services are billed by the job.

RECOMMENDATION:

It is recommended that the Board of Education approve the following short-term services agreement:

Vendor Name	Description of Services	Dates (s) of Service	Amount	Funding
Robyn Botticelli	Intervention Resource Teacher	03/01/2021 – 06/09/2021	\$28,600	PRIDE Academy Title I

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

FISCAL IMPACT:

The fiscal impact of the Short-Term Services Agreement is detailed in the table above.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Item E. DISCUSSION AND/OR ACTION ITEMS

Agenda Item E.

Discussion and/or Action Item E.1.1.
Prepared by Dr. Kristin Baranski
March 2, 2021

California School Boards Association
2021 Delegate Assembly Election

BACKGROUND:

Annually the Board has the opportunity to cast its unit vote for CSBA Delegate Assembly Region 17 representatives. Candidate applications, biographical sketches, and letters of endorsement that have been received have been sent to Board members under separate cover.

There are seven (7) vacancies in Region 17 and the Board may vote for no more than seven (7) candidates. Write-in candidates are also permitted.

A copy of the ballot is attached.

RECOMMENDATION:

Board members are asked to cast a unit vote to fill vacancies for the CSBA Delegate Assembly Region 17 representatives.

Motion: _____ Second: _____ Vote: _____ Agenda Item E.1.1.

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **MONDAY, MARCH 15, 2021**. Only ONE Ballot per Board. Be sure to mark your vote “**X**” in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2021 DELEGATE ASSEMBLY BALLOT
REGION 17
(San Diego County)

Number of vacancies: 7 (Vote for no more than 7 candidates)

Delegates will serve two-year terms beginning April 1, 2021 - March 31, 2023

**denotes incumbent*

	Kate Bishop (Chula Vista ESD)
	Leslie Bunker (Chula Vista ESD)*
	Andrew Hayes (Lakeside Union SD)*
	Melissa Krogh (Warner USD)
	Dawn Perfect (Ramona USD)*
	Barbara Ryan (Santee SD)*
	Lucy Ugarte (Chula Vista ESD)
	Katrina Young (San Dieguito Union High SD)

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District Name

Date of Board Action

BACKGROUND:

At the February 2 meeting, the Board of Education approved the following local criteria for the integration of student cohorts.

- Santee Zip Code (92071) case rate is less than or equal to 7.0 for three consecutive weeks
- Santee School District “case rate” is also less than or equal to 7.0 for three consecutive weeks
- All schools have remained open for in-person learning for the past three weeks
- Vaccinations are available to Phase 1B-Tier 1 (those at risk of exposure at work in the Education sector), for three weeks

Tonight, Administration will provide the Board of Education with a District COVID-19 update and the status of the local criteria for the integration of student cohorts, otherwise known as full, in person return.

RECOMMENDATION:

Administration recommends the Board of Education discuss the criteria for the integration of AM/PM student cohorts. Any action is at the discretion of the Board.

Motion: _____ Second _____ Vote: _____

Agenda Item E.1.2.

Discussion and/or Action Item E.2.1. Approval of Second Interim Report for 2020-21
Prepared by Karl Christensen
March 2, 2021

BACKGROUND:

Assembly Bill 2861, which became effective January 1, 1987, requires that school districts prepare and submit interim financial reports so that governing boards, the State Controller, and the Superintendent of Public Instruction are informed of school districts' financial conditions for the current and future years. The Board of Education is required to designate either a positive, qualified, or negative certification regarding the District's ability to meet its financial obligations for the current year and two subsequent years.

Provided for the Board's review and approval is the interim report as of January 31, 2021 for the Santee School District. Copies of the interim report for the public's review will be available at the meeting or upon a request to the Fiscal Services department.

The District is designating a positive certification for the second interim.

RECOMMENDATION:

It is recommended that the Board of Education approve a positive certification for the Second Interim Report regarding the District's ability to meet its financial obligations for the 2020-21 fiscal year and two subsequent years.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

FISCAL IMPACT:

The fiscal impact for the General Fund and other funds will be presented at the meeting.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Discussion and/or Action Item E.2.2. Approval of Monthly Financial Report
 Prepared by Karl Christensen
 March 2, 2021

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period January 1, 2021 through January 31, 2021 prepared on a cash and modified accrual basis and include the District’s revenue, expenditure, and cash activities.

RECOMMENDATION:

It is recommended that the Board of Education approve the Monthly Financial Report, as presented.

This recommendation supports the following District goal:

SUPPORTED	STRATEGIC OBJECTIVE	DESCRIPTION
✓	Fiscal Accountability	Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$17,866,307; cash receipts of \$8,180,763; and disbursements of \$5,945,589 are reflected for the period of January 1, through January 31, 2021 resulting in an ending cash balance of \$20,101,481 as of January 31, 2021.

STUDENT ACHIEVEMENT IMPACT:

This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

Monthly Financial Report - January

1

CASH REPORT FOR JANUARY

	Actual	Projected*	Difference
Beginning Cash Balance as of January 1, 2021	\$17,866,307	\$17,866,307	\$ -
INCOME			
A. Local Control Funding Formula			
State Aid	2,641,060	2,641,060	\$ -
Property Taxes	4,088,570	4,088,570	\$ -
B. Federal Income			
Federal Funding	486,316	486,316	\$ -
C. State Income			
Lottery	353,311	353,311	\$ -
Other State Funding	15,631	15,631	\$ -
EPA Funding	-	-	\$ -
D. Local Income			
Other Local Income	205,603	205,603	\$ -
Spec Ed	341,366	341,366	\$ -
Interest	15,960	15,960	\$ -
E. Due to/Due from other funds	32,946	32,946	\$ -
F. Debt Proceeds			\$ -
TOTAL INCOME	\$8,180,763	\$8,180,763	\$ -
Beginning Balance Plus Income	\$26,047,070	\$26,047,070	\$ -
DISBURSEMENTS			
G. Commercial Warrants	\$ 377,601	\$ 377,601	\$ -
H. Salary and Benefits	5,476,032	5,476,032	\$ -
I. Other Outgo	41,956	41,956	\$ -
J. Interfund Borrowing Out	50,000	50,000	\$ -
K. Budget Adjustments	-	-	\$ -
TOTAL DISBURSEMENTS	\$5,945,589	\$5,945,589	\$ -
Ending Cash Balance as of January 31, 2021	\$20,101,481	\$20,101,481	\$ -

* Based on Cash Flow Projection at Second Interim FY 2020-21

**Budget Revisions
Through January 31, 2021
2020-21 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	18,246,456	(364,749)	17,881,707
Estimated Income	50,088,928	30,094,774	80,183,702
Estimated Expenditures	47,896,864	27,349,264	75,246,128
Change in Fund Balance	2,192,064	2,745,510	4,937,574
Projected Ending Fund Balance	20,438,520	2,380,761	22,819,281
Less: Restricted Program Carryovers	-	2,380,761	2,380,761
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	20,000	-	20,000
Stores Inventory	111,170	-	111,170
Less: Assigned Vacation Carryover	454,983	-	454,983
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	2,257,384	-	2,257,384
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	17,219,115	-	17,219,115
Fund 17 Projected End of Year Balance	3,140,493	-	3,140,493
Projected Reserves	22,616,992	-	22,616,992
	<u>January</u>	<u>December</u>	
Projected Reserve % 2020-21¹	30.06%	26.52%	
Projected Reserve % 2021-22²	29.08%	23.53%	
Projected Reserve % 2022-23²	23.40%	13.26%	

As a % of the Estimated Expense Total¹

Based on Multi-Year Projection at 2nd Interim- January 2021²

Item F. BOARD POLICIES AND BYLAWS

Agenda Item F.

Board Policies and Bylaws Item F.1.1.
Prepared by Dr. Kristin Baranski
March 2, 2021

Second Readings: Revised Board Bylaws (BB):

- BB 9250 – Remuneration and Reimbursement, Other Benefits
- BB 9310 – Board Policies
- BB 9320 – Meeting and Notices

BACKGROUND:

The attached revised Board Bylaws were updated to conform with California School Board Association’s (CSBA) language. They were presented for a first reading on February 16, 2021.

BB 9250 – Remuneration and Reimbursement, Other Benefits

Bylaw updated to delete material requiring the district to establish a minimum percentage of the Board meeting that must be attended in order for a Board member to receive compensation, give examples of authorized travel; and material on health and welfare benefits updated to (1) reflect current law which provides that the age at which a person ceases to be a dependent child is age 26 years or higher as specified in the health plan and (2) clarify the circumstances under which the district may offer health and welfare benefits to former Board members.

BB 9310 – Board Policies

Bylaw updated to address alignment of board policies with the district's vision, goals, and local control and accountability plan and add the concept of proactively addressing equity and equal access in board policies. Material rearranged to emphasize that policies are not operative if in conflict with applicable federal or state law or regulations or court decisions.

BB 9320 – Meeting and Notices

Bylaw updated to reflect AB 1344 which prohibits boards from calling special meetings to address the salaries, salary schedules, or other compensation of the superintendent, assistant superintendent, or other specified employees. Bylaw also reflects required added by AB 1344 to post the agenda for regular meeting and notice of a special meeting on the district website.

RECOMMENDATIONS:

It is recommended that the Board of Education adopt Revised Board Bylaws Remuneration and Reimbursement, Other Benefits (BB 9250), Board Policies (BB 9310), and Meeting and Notices (BB 9320), as presented in a second reading.

FISCAL IMPACT:

There is no fiscal impact to the district by revising this board policy.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

Remuneration

Each member of the Governing Board may receive a monthly compensation of \$240. (Education Code [35120](#))

~~Each member of the Governing Board may receive a monthly compensation of no more than \$240.~~

On an annual basis, the Board may increase the compensation of Board members beyond the limit delineated in Education Code 35120 in an amount not to exceed five percent based on the present monthly rate of compensation (Education Code 35120). ~~Any increase made pursuant to this section shall be effective upon approval by the Board. (Education Code 35120)~~

Board members are not required to accept payment for meetings attended.

~~If a member~~ Any member who does not attend all Board meetings during the month ~~he/she~~ is eligible to receive only a percentage of the monthly compensation equal to the percentage of meetings ~~he/she~~ attended, unless otherwise authorized by the Board in accordance with law. (Education Code [35120](#))

A member may be ~~paid~~ compensated for meetings he/she missed when the Board, by resolution, finds that he/she was performing designated services for the district at the time of the meeting or that he/she was absent because of illness, jury duty or a hardship deemed acceptable by the Board. (Education Code 35120)

~~In order to receive compensation for attending any Board meeting, Board members shall be present for at least 50 percent of the meeting time.~~

Whenever a quorum of Board members serves as another legislative body which will meet simultaneously or in serial order to a Board meeting, the Board clerk or a member of the Board shall verbally announce the amount of any additional compensation or stipend that each member will be entitled to receive as a result of convening the simultaneous or serial meeting. (Government Code [54952.3](#))

Reimbursement of Expenses

Board members shall be compensated at the monthly rate of \$125 for miscellaneous expenses incurred as authorized services for the district. Board members shall be reimbursed for traveling expenses incurred when performing services directed by the Board. ~~authorized in advance by the Board.~~ (Education Code [35044](#)) Authorized purposes may include, but are not limited to, attendance at educational seminars or conferences designed to improve Board members' skills and knowledge; participation in regional, state, or national organizations whose activities affect the district's interests; attendance at district or community events; and meetings with state or federal officials on issues of community concern.

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

~~The rate of reimbursement shall be the same rate specified for district personnel.~~

Personal expenses shall be the responsibility of individual Board members. Personal expenses include, but are not limited to, the personal portion of any trip, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the Board member on district-related business, personal use of an automobile, and personal losses and traffic violation fees incurred while on district business.

Any questions regarding the propriety of a particular type of expense should be resolved by the Superintendent or designee before the expense is incurred.

Board members may use district-issued credit cards while on official district business and consistent with the limits established for district personnel. Personal expenses shall not be charged on a district-issued credit card, even if the Board member intends to subsequently reimburse the district for the personal charges. Under no circumstances may personal expenses be charged on district credit cards.

Health and Welfare Benefits for Current Board Members

~~Board members may participate in the health and welfare benefits program provided for management and confidential district employees. of the district.~~

Health and welfare benefits for Board members shall be no greater than that received by the district's nonsafety employees with the most generous schedule of benefits. (Government Code [53208.5](#))

The district shall pay the premiums required ~~cost of all premiums required~~ for Board members electing to participate in the district's health and welfare benefits program to the same extent that it pays for district for management and confidential employees.

Health and welfare benefits provided to Board members shall be extended at the same level to their spouse/registered domestic partner and to their eligible dependent children as specified in law and the health plan.

Health and Welfare Benefits for Former Board Members ~~Benefits for Retired Board Members~~

Former Board members may participate in the health and welfare benefits program provided for district employees under the conditions specified below.

Health and welfare benefits for former Board members shall be no greater than those received by district nonsafety employees with the most generous schedule of benefits. (Government Code [53208.5](#))

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

~~Because the district paid for health and welfare benefits for former Board members before January 1, 1994, any former Board member may continue to participate in the district's health and welfare benefits at the district's expense so long as that member satisfies all of the following conditions: (1) he/she has served in office after January 1, 1981, (2) his/her began term began before January 1, 1995, and (3) he/she has served for 12 or more years. These payments shall be made under the same terms as made for former Board members before January 1, 1994. (Government Code 53201)~~

The district shall pay the premiums for health and welfare benefits of any former Board member who served in office after January 1, 1981, began his/her term before January 1, 1995, and has served for 12 or more years. (Government Code [53201](#))

Any other former Board member who served at least one term may participate in the health and welfare benefits program at his/her own expense if coverage is in effect at the time he/she leaves office. (Government Code [53201](#))

~~Any former member whose first term of office began on or after January 1, 1995, and any other member retiring from the Board after at least one term, may continue the health and welfare benefits program at his/her own expense if coverage is in effect at the time of retirement. (Government Code 53201)~~

Health and welfare benefits provided to a former Board member shall be extended, at his/her expense and at the same level, to his/her spouse/registered domestic partner and eligible dependent children as specified in law and the health plan.

Legal References on the following page.

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

Legal References:

EDUCATION CODE

- ~~1090 Compensation for members and mileage allowance-~~
- 33050-33053 General waiver authority
- 33362-33363 Reimbursement of expenses for attendance at workshops
~~(Department of Education and CSBA workshops)~~
- 35012 Board members; number, election and term
- 35044 Payment of traveling expenses of representatives of board 35120 Compensation for services as member of governing board 35172 Promotional activities
- 44038 Cash deposits for transportation purchased on credit

FAMILY CODE

- 297-297.5 Rights, protections and benefits under law; registered domestic partners

GOVERNMENT CODE

- 8314 Use of public resources
- 20322 Elective officers; election to become member
- 20420-20445 Membership in Public Employees' Retirement System: definition of safety employees
- 53200-53209 Group insurance
- 54952.3 Simultaneous or serial meetings; announcement of compensation

HEALTH AND SAFETY CODE

- 1373 Health services plan, coverage for dependent children

INSURANCE CODE

- 10277-10278 Group and individual health insurance, coverage for dependent children

UNITED STATES CODE, TITLE 26

- 403(b) Tax-sheltered annuities

UNITED STATES CODE, TITLE 42

- 18011 Right to maintain existing health coverage

CODE OF FEDERAL REGULATIONS, TITLE 26

- 1.403(b)-2 Tax-sheltered annuities, definition of employee

COURT DECISIONS

- Thorning v. Hollister School District, (1992) 11 Cal.App.4th 1598
- Board of Education of the Palo Alto Unified School District v. Superior Court of Santa Clara County, (1979) 93 Cal.App.3d 578

ATTORNEY GENERAL OPINIONS

- 91 Ops.Cal.Atty.Gen. 37 (2008)
- 83 Ops.Cal.Atty.Gen. 124 (2000)

Management Resources:

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

- Sample Expense and Use of Public Resources Policy Statement, January 2006

INTERNAL REVENUE SERVICE PUBLICATIONS

- Tax-Sheltered Annuity Plans (403(b) Plans) for Employees of Public Schools and Certain Tax-Exempt Organizations, Publication 571, rev. February 2013

WEB SITES

- CSBA: <http://www.csba.org>
- Institute for Local Government: <http://www.ca-ilg.org>
- Internal Revenue Service: <http://www.irs.gov>
- Public Employees' Retirement System: <http://www.calpers.ca.gov>

Adopted: April 17, 1979
 Amended: April 7, 1992; October 17, 1995;
 January 7, 1997, September 5, 2000
 Reviewed: February 17, 2009

SANTEE SCHOOL DISTRICT
 Santee, CA

BOARD POLICIES

The Governing Board shall adopt written policies to convey its expectations for actions that will be taken in the district, clarify roles and responsibilities of the Board and Superintendent, and communicate Board philosophy and positions to the students, staff, parents/guardians and the community. Board policies are binding on the district to the extent that they do not conflict with federal or state law and are consistent with the district's collective bargaining agreements.

The Board shall ensure that district policies align with the district's vision and goals, promote student learning and achievement, provide for consistent and fair treatment of students and staff, and proactively address equity and the provision of equal access to opportunities for all students.

The Board recognizes the importance of maintaining a policy manual that is up to date and reflects the mandates of law. Board policies are binding on the district to the extent that they do not conflict with federal or state law and are consistent with the district's collective bargaining agreements. No Board policy, bylaw, or administrative regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable federal or state law or regulations or court decisions. If any portion of a policy is found to be invalid, that invalidity shall not affect other provisions of the policy. ~~shall be regularly reviewed at a time allocated for this purpose on the agenda of public Board meetings.~~

Policies shall be regularly reviewed at a time allocated for this purpose on the agenda of public Board meetings.

The Board shall review certain policies annually, as required by Education Code 35160.5. If no revisions are deemed necessary, the Board minutes shall nevertheless indicate that the review was conducted. Other policies shall be monitored and reviewed as specified in the policy itself or as needed to reflect changes in law or district circumstances.

~~The Board shall review certain policies annually, as required by Education Code 35160.5:~~

- ~~• Complaints Concerning District Employees~~
- ~~• Probationary/Permanent Status~~
- ~~• Competence in Evaluation of Teachers~~
- ~~• Intradistrict Open Enrollment, and~~
- ~~• Extracurricular and Cocurricular Activities.~~

Policy Development and Adoption Process

The district's policy development process shall include the following basic steps:

1. The Board and/or Superintendent or designee shall identify the need for a new policy or revision of an existing policy. The need may arise from a change in law, a new district vision statement, new goals in the local control and accountability plan, educational research or trends, an incident that has arisen in the district, or a recommendation or request from staff, a parent/guardian, or other interested person. ~~or goals, educational~~

BOARD POLICIES

~~research or trends, or a change in the superintendency or Board membership. The need may also occur as a result of an incident that has arisen in the district or a recommendation or request from staff or other interested persons.~~

2. As needed, the Superintendent or designee shall gather fiscal ~~and other~~ data, staff and public input, related district policies, sample policies from the California School Boards Association or other organizations or agencies, and other useful information and data to fully inform the Board about a particular ~~the~~ issue.
3. The Board may hold discussions during a public Board meeting to gain an understanding of the issue and provide initial direction to the Superintendent or designee. The discussion may include, but not be limited to, ~~how the proposed policy may affect student learning,~~ community expectations, staff recommendations, and the expected impact of the policy on student learning and well-being, equity, governance, and the district's fiscal resources and operational efficiency. ~~fiscal impact, as well as the policy's impact on governance and operational efficiency.~~
4. The Board or Superintendent may request that legal counsel review the draft policy as appropriate.
5. The Superintendent or designee shall develop and present a draft policy for a first reading at a public Board meeting. At its second reading, the Board may take action on the proposed policy. The Board may waive the second reading or may require an additional reading if necessary.

Only policies formally adopted by a majority vote of the Board ~~and recorded in the minutes of the Board meeting~~ shall constitute official Board policy.

The district's policy development process may be revised or expanded as needed based on the issue being considered, the need for more information, or the desire to provide greater opportunities for consultation and public input.

Policies shall become effective upon Board adoption or at a future date if so designated by the Board at the time of adoption.

Board Bylaws

The Board shall prescribe and enforce rules for its own government consistent with state law and regulations. (Education Code 35010)

Bylaws governing Board operations may be developed, adopted, and amended following the same procedures as those used for the adoption or amendment of Board policy.

BOARD POLICIES

Administrative Regulations

The Superintendent or designee shall be responsible for developing and enforcing administrative regulations for the operation of the district. Administrative regulations shall be consistent with law and Board policy and shall be designed to promote the achievement of district goals and objectives. Administrative regulations may describe specific actions to be taken, roles and responsibilities of staff, timelines, and/or other necessary provisions. The Superintendent or designee also may develop procedures manuals, handbooks, or other guides to carry out the intent of Board policy.

When Board policies are amended, the Superintendent or designee shall review corresponding administrative regulations to ensure that they conform to the intent of the revised policy. In case of conflict between administrative regulation and Board policy, policy shall prevail.

The Board may review and/or approve administrative regulations for the purpose of ensuring conformity with the intent of Board policy.

Monitoring and Evaluation

~~At any the time a policy is adopted, the Board and Superintendent or designee shall~~ may determine that progress reports to the Board on the implementation and/or effectiveness of the policy should be scheduled. If so, the Board and Superintendent or designee shall agree upon a timeline and, as applicable, measures for evaluating the effectiveness of the policy in achieving its purpose. ~~whether an evaluation of the policy should be scheduled and, if so, shall agree upon a timeline and measures for evaluating the effectiveness of the policy in achieving its purpose.~~

Access to Policies

The Superintendent or designee shall ensure that all district employees and the public have access to an up-to-date district policy manual. The policy manual shall be maintained electronically and/or by paper copy. ~~A copy of the policy manual shall be maintained at the district central office and at each school site. These copies shall be maintained either electronically or by paper copy.~~

As necessary, the Superintendent or designee shall notify staff, parents/guardians, students, and other stakeholders whenever a policy that affects them is adopted or revised. He/she may determine the appropriate communications strategy depending on the issue. Policies shall be posted on the district's web site when required by law.

~~Suspension of Policies, Bylaws, and Administrative Regulations~~

~~Policies, bylaws, and administrative regulations may be suspended for a specific purpose and limited time by majority vote. Suspension of any policy, bylaw, or administrative regulation~~

BOARD POLICIES

shall undergo the following consideration:

1. Policies, bylaws, and administrative regulations shall be reviewed on their own merits rather than the circumstances of the moment.
2. The Board shall decide whether the policy, bylaw, or administrative regulation reflects the intent of the Board and the law. If so, the suspension will be denied and the policy, bylaw, or administrative regulation reaffirmed in the minutes.

The Superintendent may suspend all or part of any policy, bylaw or administrative regulation when it conflicts with state or federal law or regulations. The Superintendent shall report the suspension to the Board. The suspension shall be valid until the policy, bylaw or administrative regulation is rescinded, amended or reaffirmed.

No Board policy, bylaw, or administrative regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable federal or state law or regulations or court decisions. If any portion of a policy is found to be invalid, that invalidity shall not affect other provisions of the policy.

Legal Reference:

EDUCATION CODE

- 35010 Control of district; prescription and enforcement of rules
- 35160 Authority of governing boards
- 35160.5 Annual review of school district policies
- 35163 Official actions, minutes and journal
- 35164 Vote requirements

Management Resources:

WEB SITES

CSBA, Policy Services, including Policy Update Service, Governance and Management Using Technology (GAMUT Online), Policy Review Program, Individual District Policy Workshops, and GAMUT Meetings: <http://www.csba.org>

CSBA PUBLICATIONS

Targeting Student Learning: The School Board's Role as Policymaker, 2005
Maximizing School Board Leadership: Policy, 1996

WEB SITES

CSBA, Policy Services, including Policy Update Service, Governance and Management Using Technology (GAMUT Online™), Policy Audit Program, Individual District Policy Workshops, Agenda-Online, and Manual Maintenance: <http://www.esba.org/ps>
National School Boards Association: <http://www.nsba.org>

Bylaw adopted: February 17, 2009
Revised:

SANTEE SCHOOL DISTRICT
Santee, California

MEETINGS AND NOTICES

Meetings of the Governing Board are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

A Board meeting exists whenever a majority of Board members gather at the same time and location, including teleconference location, place to hear, discuss, or deliberate or take action upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, including social media and other electronic communications, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

However, an employee or district official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

~~Except as otherwise authorized by law, direct communication, personal intermediaries, and technological devices shall not be used by a majority of Board members to develop a collective concurrence as to an action to be taken by the Board on any item of district business. (Government Code 54952.2)~~

In order to help ensure participation of individuals with disabilities at Board meetings in the meeting by disabled individuals, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1)

~~Meeting notices and agendas shall specify that any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent or designee. (Government Code 54954.2)~~

~~Each agenda shall also list the address designated by the Superintendent or designee for public inspection of agenda documents that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)~~

MEETINGS AND NOTICES

Regular Meetings

The Board shall hold two (2) regular meeting(s) each month. Regular meetings shall be held at 7:00 p.m. on the first and third Tuesday of the month at the Santee School District Educational Resource Center.

~~The Board shall hold two regular meetings each month. Date, time, and place of these meetings shall be established at the annual organizational meeting.~~

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the district's Internet web site. (Government Code 54954.2)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, assistant superintendent, or other management employee as described in Government Code 3511.1. (Government Code 54956)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice also shall be posted on the district's Internet web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and location ~~plae~~ of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

MEETINGS AND NOTICES

An emergency situation means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board
2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time notification is given to ~~he/she~~ notifies the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

The Board may adjourn/continue any regular or special meeting to a later time and location that shall be specified in the order of adjournment. ~~A majority vote by the Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment.~~ Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more

MEETINGS AND NOTICES

detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Hearings

~~The Board may occasionally convene public hearings at which no Board action is to be taken. Such hearings are held solely to allow the Board and members of the public to receive information. A hearing may take place immediately prior to a Board meeting.~~

~~If a quorum of Board members is present at a hearing, notice of the hearing shall be provided according to procedures specified above for regular meetings.~~

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

MEETINGS AND NOTICES

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

~~Meetings shall be held in a facility that is accessible to all persons, including disabled persons, without charge.~~

Meetings shall be held within district boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
10. Interview a potential employee from another district

MEETINGS AND NOTICES

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a ~~place~~ location designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code 54953)

All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.

Legal Reference:

EDUCATION CODE

35140 Time and place of meetings

35143 Annual organizational meeting, date, and notice

35144 Special meeting

35145 Public meetings

35145.5 Agenda; public participation; regulations

35146 Closed sessions in connection with a student

35147 Open meeting law exceptions and applications

(Legal references continued on next page)

MEETINGS AND NOTICES

Legal References:

GOVERNMENT CODE

3511.1 Local agency executives

11135 State programs and activities, discrimination

54950-54963 The Ralph M. Brown Act, especially:

54953 Meetings to be open and public; attendance

54954 Time and place of regular meetings

54954.2 Agenda posting requirements, board actions 54956 Special meetings; call; notice

~~54956.5 Emergency meetings~~

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

COURT DECISIONS

Garnier v. Poway Unified School District, No. 17-cv-2215-W (JLB), 2019 WL 4736208 (S.D. Cal. September 26, 2019)

Knight First Amendment Institute at Columbia University v. Trump, 928 F.3d 226 (2019)

Wolfe v. City of Fremont, (2006) 144 Cal.App. 4th 54433

ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 218 (2005)

84 Ops.Cal.Atty.Gen. 181 (2001)

84 Ops.Cal.Atty.Gen. 30 (2001)

79 Ops.Cal.Atty.Gen. 69 (1996)

78 Ops.Cal.Atty.Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2006 2019

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

The ABCs of Open Government Laws

ATTORNEY GENERAL PUBLICATIONS

~~The Brown Act: Open Meetings for Legislative Bodies, 2003~~

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, rev. 2007 2010

WEB SITES

CSBA: <http://www.csba.org>

CSBA, GAMUT Meetings: <http://www.csba.org/ProductsAndServices/AllServices/GamutMeetingsPolicy>

~~CSBA, Agenda Online:~~

~~<http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx>~~

California Attorney General's Office: ~~<http://www.caag.state.ca.us>~~ <http://oag.ca.gov/home>

Institute for Local Government: ~~<http://www.cacities.org/index.jsp?zone=ilsg>~~ <http://www.ca-ilg.org>

League of California Cities: <http://www.cacities.org>

Board Policies and Bylaws Item F.1.2.
Prepared by Dr. Kristin Baranski
March 2, 2021

First Readings: Revised Board Bylaws (BB):

- BB 9321 – Closed Session Purposes and Agendas
- BB 9322 – Agenda/Meeting Materials
- BB 9323 – Meeting Conduct

BACKGROUND:

The attached revised Board Bylaws were updated to conform with California School Board Association’s (CSBA) language.

BB 9321 – Closed Session Purposes and Agendas

Bylaw retitled and updated to reflect the requirement to provide final documents approved or adopted during closed session to persons who have submitted a request. The Section on "Matters Related to Students" provides that student names should not be included on the agenda or reports of expulsion hearings pursuant to court decision; and "Security Matters" reflects the board's authority to meet in closed session with law enforcement officials to develop a tactical response plan. "Real Property Negotiations" reflects Attorney General publication stating the board's authority to approve a final real property agreement in closed session; and "Pending Litigation" updates legal cites.

BB 9322 – Agenda/Meeting Materials

Bylaw updated to reflect requirement that districts post a direct link on the homepage of their web site to the current board meeting agenda or to the district's agenda management platform. The Bylaw also clarifies that the agenda need not provide an opportunity for public comment on any agenda item that has previously been considered at an open meeting of a committee comprised exclusively of board members.

BB 9323 – Meeting Conduct

Bylaw updated to clarify circumstances under which the board may exercise flexibility in allocating time for public input to ensure full opportunity for public input and presentation of the diversity of viewpoints.

RECOMMENDATIONS:

Revised Board Bylaws Closed Session Purposes and Agendas (BB 9321); Agenda/Meeting Materials (BB 9322); and Meeting Conduct (BB 9323), are being presented for a first reading. Action, if any, is at the discretion of the Board.

FISCAL IMPACT:

There is no fiscal impact to the district by revising this board policy.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.2.

CLOSED SESSION

The Governing Board is committed to complying with state open meeting laws and modeling transparency in its conduct of district business. The Board shall hold a closed session during a regular, special, or emergency meeting only for purposes authorized by law.

~~The Governing Board may hold closed sessions only for purposes identified in law. The Board may hold a closed session at any time during a regular or special meeting and during emergency meetings in accordance with law. (Government Code 54956.5, 54957.7, 54962)~~

~~The agenda shall contain a brief general description of all closed session items to be discussed. (Government Code 54954.2)~~

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law and specified below. (Government Code 54954.2)

~~The Board shall disclose in open meeting the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. (Government Code 54957.7)~~

In the open session preceding the closed session, the Board shall disclose the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. (Government Code 54957.7)

After the closed session, the Board shall reconvene in open session before adjourning the meeting and, when applicable, shall publicly disclose any action taken in the closed session, the votes or abstentions thereon, and other disclosures specified below that are applicable to the matter being addressed. Such reports may be made in writing or orally at the location announced in the agenda for the closed session. (Education Code 32281; Government Code 54957.1, 54957.7)

When an action taken during a closed session involves final approval or adoption of a document such as a contract or settlement agreement, the Superintendent or designee shall provide a copy of the document to any person present at the conclusion of the closed session who submitted a written request. If the action taken results in one or more substantive amendments, the Superintendent or designee shall make the document available the next business day or when the necessary retyping is completed. Whenever copies of an approved agreement will not be immediately released due to an amendment, the Board president shall orally summarize the substance of the amendment for those present at the end of the closed session. (Government Code 54957.1)

Confidentiality

A Board member shall not disclose confidential information received in closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

CLOSED SESSION

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

~~No agenda, notice, announcement, or report required by the Brown Act need identify any victim or alleged victim of tortious sexual conduct or child abuse unless the identity of the person has been publicly disclosed. (Government Code 54961)~~

~~In accordance with law, a Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)~~

Personnel Matters

The Board may hold closed sessions under the "personnel exception" to consider the appointment, employment, ~~evaluation of performance~~ evaluation, discipline, or dismissal of an employee. ~~These~~ Such a closed sessions shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957)

The Board may also hold closed sessions to hear complaints or charges brought against an employee by another person or employee, unless the employee who is the subject of the complaint requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of ~~his/her~~ the right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

The Board may hold closed sessions to discuss ~~a district~~ an employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code 54957.10)

Agenda items related to ~~public~~ district employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal or release require no additional information. (Government Code 54954.5)

After the closed session, the Board shall report any action taken to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a district employee and shall identify the title of the affected position. The report shall be given at the public meeting during which the closed session is held, except that the report of a dismissal or nonrenewal of an

CLOSED SESSION

employment contract shall be deferred until the first public meeting after administrative remedies, if any, have been exhausted. (Government Code 54957.1)

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act: (Government Code 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
3. Any hearing, meeting or investigation conducted by a factfinder or arbitrator
4. Any executive (closed) session of the district or between the district and its designated representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

~~The Board may meet in closed session with the Board's designated representative regarding employee salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees. These closed sessions may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the district's designated representative. (Government Code 54957.6)~~

The Board may meet in closed session, prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees, to review the Board's position and/or instruct its designated representative(s) regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees, and, for represented employees, any other matter within the statutorily provided scope of representation. Prior to the closed session, the Board shall identify its designated representative in open session. Any closed session held for this purpose may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. Final action on the proposed compensation of one or more unrepresented employees shall not be taken in closed session. (Government Code 54957.6)

~~Closed sessions shall be for the purpose of reviewing the Board's position and instructing the Board's designated representative. Closed sessions may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees. (Government Code 54957.6)~~

~~For represented employees, the Board may also meet in closed session to hear any other matter within the statutorily provided scope of representation. (Government Code 54957.6)~~

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~~For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees. (Government Code 54957.6)~~

~~The Board also may meet in closed session with a state conciliator or a mediator who has intervened in these proceedings. (Government Code 54957.6)~~

The Board also may meet in closed session with a state conciliator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

Agenda items related to negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5)

Approval of an agreement regarding labor negotiations with represented employees pursuant to Government Code 54957.6 shall be reported after the agreement is final and has been accepted or ratified by the other party. This report shall identify the item approved and the other party or parties to the negotiation. (Government Code 54957.1)

Matters Related to Students

If a public hearing would lead to the disclosure of confidential student information, the Board shall meet in closed session to consider a suspension, disciplinary action, any other action against a student except expulsion, or a challenge to a student record. If a written request for open session is received from the parent/guardian or adult student, the meeting shall be public, except that any discussion at that meeting which may be in conflict with the right to privacy of any student other than the student requesting the public meeting shall be in closed session. (Education Code 35146, 48912, 49070)

~~The Board shall meet in closed session to consider a suspension, disciplinary action, or any other action, except expulsion, against a student when a public hearing on the matter would violate student privacy rights. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student. (Education Code 35146, 48912, 49073-49079)~~

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

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Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing," "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

Final action on a student matter deliberated in closed session shall be taken in open session and shall be a matter of public record. (Education Code 35146, 48918)

However, in taking final action, the Board shall not release any information in violation of student privacy rights provided in 20 USC 1232g or other applicable laws. In an expulsion or other disciplinary action, the cause for the disciplinary action shall be disclosed in open session, but the Board shall refer to the student number or other identifier and shall not disclose the student's name.

Security Matters

The Board may meet in closed session with the Governor, Attorney General, district attorney, district legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities. Such discussions may be held in closed session during an emergency meeting called pursuant to Government Code 54956.5 if agreed to by a two-thirds vote of the Board members present, or, if less than two-thirds of the members are present, by a unanimous vote of the members present. (Government Code 54956.5, 54957) (Government Code 54957)

~~The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of the members present. (Government Code 54956.5)~~

Agenda items related to these security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult. (Government Code 54954.5)

The Board may meet in closed session to consult with law enforcement officials on the development of a plan for tactical responses to criminal incidents and to approve the plan. Following the closed session, the Board shall report any action taken to approve the plan, but need not disclose the district's plan for tactical responses. (Education Code 32281)

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~~Conference with Real Property Negotiator~~ Real Property Negotiations

The Board may meet in closed session with the Board's real property negotiator prior to the purchase, sale, exchange or lease of real property by or for the district in order to grant its negotiator the authority regarding the price and terms of the property. (Government Code 54956.8)

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s), ~~and~~ the property under negotiation, ~~and to specify~~ the person(s) with whom the negotiator may negotiate. For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

When the Board approves a final agreement concluding real estate negotiations pursuant to Government Code 54956.8, it shall report that approval and the substance of the agreement in open session at the public meeting during which the closed session is held. If final approval rests with the other party to the negotiations, the Superintendent or designee shall disclose the fact of that approval and the substance of the agreement upon inquiry by any person, as soon as the other party or its agent has informed the district of its approval. (Government Code 54957.1)

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding pending litigation when a discussion of the matter in open session would prejudice the ~~Board's~~ district's position in the litigation ~~ease~~. For this purpose, "litigation" ~~includes~~ means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation is considered "pending" ~~when~~ in any of the following circumstances: ~~exist:~~

1. Litigation to which the ~~Board~~ district is a "party" has been initiated formally. (Government Code 54956.9~~(a)~~(d)(1))
2. A point has been reached where, in the Board's opinion based on the advice of its legal counsel and on the "existing facts and circumstances," there is a "significant exposure to

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litigation” against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9**~~(b)~~**(d)(2), (3))

3. ~~Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(e))~~

~~“Existing facts and circumstances” for these purposes are limited to the following: authorizing a closed session pursuant to Government Code 54956.9(b) as described in item #2 above are limited to the following: (Government Code 54956.9)~~

- ~~1.~~ a. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiff(s) and which do not need to be disclosed.
- ~~2.~~ b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiff(s), and which must be publicly disclosed before the closed session or specified on the agenda.
- ~~3.~~ c. The receipt of a claim pursuant to the Government Claims Act ~~Tort Claims Act~~ or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.
- ~~4.~~ d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.
- ~~5.~~ e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. ~~The above~~ Such record does not need to identify an alleged victim of tortuous sexual conduct or anyone making a threat of litigation on the victim's ~~on his/her~~ behalf or identify an employee who is the alleged perpetrator of any unlawful or tortuous conduct, unless the identity of this person has been publicly disclosed.

3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(d)(4))

Before holding a closed session pursuant to the pending litigation exception, ~~this section~~, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9**~~(a)~~** (d)(1), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of

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process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

Agenda items related to "pending litigation" shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation." (Government Code 54954.5)

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or and case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9~~(b)~~ (d)(2) or (3) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9~~(e)~~ (d)(4) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above. (Government Code 54954.5) ~~pursuant to items #2-5 above. (Government Code 54954.5, Government Code 54956.9(b)(3)(B-E))~~

Following the closed session, the Board shall publicly report, as applicable: (Government Code 54957.1)

1. Approval to legal counsel to defend, appeal or not appeal, or otherwise appear in litigation. This report shall identify the adverse parties, if known, and the substance of the litigation.
2. Approval to legal counsel to initiate or intervene in a lawsuit. This report shall state that directions to initiate or intervene in the action have been given and that the action, defendants, and other details will be disclosed to inquiring parties after the lawsuit is commenced unless doing so would jeopardize the district's ability to serve process on unserved parties or its ability to conclude existing settlement negotiations to its advantage.
3. Acceptance of a signed offer from the other party or parties which finalizes the settlement of pending litigation. This report shall state the substance of the agreement.

If approval is given to legal counsel to settle pending litigation but final approval rests with the other party or with the court, the district shall report the fact of approval and the substance of the agreement thereon to persons who inquire once the settlement is final. (Government Code 54957.1)

CLOSED SESSION

Joint Powers Agency Issues

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member. (Government Code 54956.95)

~~The Board may meet in closed session to discuss a claim against a joint powers authority formed for the purpose of insurance pooling or self-insurance authority of which it is a member, for the payment of tort liability losses, public liability losses or workers' compensation liability. (Government Code 54956.95)~~

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code 54954.5)

Following the closed session, the Board shall publicly report the disposition of joint powers agency or self-insurance claims, including the name of the claimant(s), the name of the agency claimed against, the substance of the claim, and the monetary settlement agreed upon by the claimant. (Government Code 54957.1)

When the board of the JPA joint powers agency has so authorized and upon advice of district legal counsel, the Board may meet in closed session in order to receive, discuss and take action concerning information obtained in a closed session of the JPA joint powers agency that has direct financial or liability implications for the district. During the Board's ~~district's~~ closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

~~The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the matter has direct financial or liability implications for the district. (Government Code 54956.96)~~

Closed session agenda items related to conferences involving a JPA shall specify the name of the JPA, "Conference Involving a Joint Powers Agency" shall specify the closed session description used by the JPA, and the name of the Board member representing the district on the JPA board. ~~joint powers agency and the name of the district representative on the joint powers agency board.~~ Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)

Review of Audit Report from ~~Bureau of State Audits~~ California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office ~~Bureau of State Audits~~, the Board may meet in closed session to discuss its response to that

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report. After public release of the report from the California State Auditor's Office ~~Bureau of State Audits~~, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office." ~~Bureau of State Audits shall state "Audit by Bureau of State Audits."~~ (Government Code 54954.5)

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Legal Reference:

EDUCATION CODE

32281 School safety plans

35145 Public meetings

35146 Closed session (re student suspension)

44929.21 Districts with ADA of 250 or more

48912 Governing board suspension of student

48918 Rules governing expulsion procedures; hearings and notice

49070 Challenging content of student records

49073 -49079 Privacy of student records Release of directory information

49076 Access to records by persons without written parental consent

49079 Notification to teacher re: students whose actions are grounds for suspension or expulsion

60617 Meetings of governing board

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

6252 -6270 ~~68~~ California Public Records Act

54950-54963 The Ralph M. Brown Act

CALIFORNIA CONSTITUTION

Article I, Section 3 Public right to access information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

(Legal References continued on the next page)

CLOSED SESSION

Legal Reference:

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.8 Family Educational Rights and Privacy

COURT DECISIONS

Moreno v. City of King, (2005) 127 Cal.App.4th 17

Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners (2003) 107

Cal.App.4th 860

Rim of the World Unified School District v. San Bernardino County Superior Court, (2002)

104 Cal.App.4th 1393

Bell v. Vista Unified School District (2001) 82 Cal.App. 4th 672

Fischer v. Los Angeles Unified School District (1999) 70 Cal.App. 4th 87

Kleitman v. Superior Court of Santa Clara County, (1999) 87 Cal Rptr. 2d

Furtado v. Sierra Community College District (1998) 68 Cal. App. 4th 876

Roberts v. City of Palmdale (1993) 5 Cal.4th 363

San Diego Union v. City Council, (1983) 146 Cal.App.3d 947

Sacramento Newspaper Guild v. Sacramento County Board of Supervisors (1968) 263 Cal.App. 2d 41

ATTORNEY GENERAL OPINIONS

94 Ops.Cal.Atty.Gen. 82 (2011)

89 Ops.Cal.Atty.Gen. 110 (2006)

86 Ops.Cal.Atty.Gen. 210 (2003)

78 Ops.Cal.Atty.Gen. 218 (1995)

59 Ops.Cal.Atty.Gen. 532 (1976)

57 Ops.Cal.Atty.Gen. 209 (1974)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, ~~2003~~ rev. 2014

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010

California Attorney General's Office, 2002

~~CALIFORNIA CITY ATTORNEY PUBLICATIONS~~

~~Open and Public III: A User's Guide to the Ralph M. Brown Act, 2000~~

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.caag.state.ca.us> <http://www.oag.ca.gov>

League of California Cities: <http://www.cacities.org>

AGENDA/MEETING MATERIALS

Agenda Content

Governing Board meeting agendas shall reflect the district's vision and goals and the Board's focus on student learning.

Each agenda shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

~~Governing Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)~~

The agenda ~~either~~ shall provide members of the public the opportunity to address the Board on any agenda item ~~either~~ before or during the Board's consideration of the item. However, the agenda need not provide an opportunity for public comment when the agenda item has previously been considered at an open meeting of a committee comprised exclusively of Board members, provided that members of the public were afforded an opportunity to comment on the item at that meeting and that the item has not been substantially changed since the committee considered it. (Government Code 54954.3)

The agenda for a regular Board meeting shall also provide members of the public an opportunity to provide comment ~~testify at regular meetings~~ on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

Each ~~meeting~~ agenda for a regular meeting shall list the address designated by the Superintendent or designee for public inspection of agenda documents related to an open session item that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

The agenda shall include information regarding how, when, and to whom a request should be made if an individual requires ~~specify that an individual who requires~~ disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting. ~~should contact the Superintendent or designee.~~ (Government Code 54954.2)

Agenda Preparation

~~The Board president and the Superintendent, as secretary to the Board, shall work together to develop the agenda for each regular and special meeting. Each agenda shall reflect the district's vision and goals and the Board's focus on student learning. Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. All items appearing on the agenda shall be numbered and organized in standard form.~~

AGENDA/MEETING MATERIALS

~~A Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be in writing ~~and be submitted~~ to the Superintendent or designee with supporting documents and information, if any, at least one week before the scheduled meeting date. ~~Persons responsible for placing items on the agenda must provide their name, address, telephone number, and group represented, if any.~~ Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue. ~~Items will be dropped from the agenda should the person(s) who made the request not be present at the Board meeting.~~~~

The Board president and Superintendent shall decide whether a request from a member of the public is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation, ~~before placing the item on the agenda.~~

~~Board members shall receive a copy of the agenda 48 hours preceding the next meeting.~~

If the Board president and Superintendent deny a request from a Board member to place an item on the agenda, the Board member may request the Board to take action to determine whether the item shall be placed on the agenda.

The Board president and Superintendent shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, or an information item that does not require immediate action., ~~or a consent item that is routine in nature and for which no discussion is anticipated.~~

Consent Items

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together ~~act upon more than one item~~ by a single vote through the use of a consent agenda. Consent items shall be items of a routine nature and ~~or~~ items for which no Board discussion is anticipated and for which the Superintendent recommends approval. When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. (Government Code 54954.3)

~~In accordance with law, the public has a right to comment on any consent item. At the request of any member of the Board, any item on the consent agenda shall be removed and given individual consideration for action as a regular agenda item.~~

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and

AGENDA/MEETING MATERIALS

deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

Action on Items Not on Agenda

~~No action shall be taken on any item not appearing on the posted agenda, except:~~

- ~~1. Upon determination by a majority vote of the Board that an emergency situation exists, as defined in Government Code 54956.5.~~
- ~~2. Upon determination by a two-thirds vote of the Board, or if less than two-thirds of the members are present, a unanimous vote of those members present, that the need to take action arose subsequent to the agenda being posted.~~
- ~~3. That the item was posted for a prior meeting of the Board occurring no more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.~~

Agenda Dissemination to Board Members

At least 72 hours ~~three days~~ before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet ~~shall be forwarded to each Board member~~, including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, ~~citizens~~, and others; and other available documents pertinent to the meeting.

When special meetings are called, Board members shall receive, at least 24 hours prior to the meeting, notice of the business to be transacted. (Government Code 54956)

~~When special meetings are called, the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before the meeting.~~

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee ask questions and/or to request additional information on agenda items. However, a majority of Board members shall not, outside of a noticed meeting, directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

~~CSBA's Agenda Online is an electronic board meeting agenda service for use by districts and county offices of education which allows development of and access to Board meeting agendas,~~

AGENDA/MEETING MATERIALS

~~supporting documents, and minutes from any computer that has Internet access. Further information can be found on CSBA's web site.~~

Agenda Dissemination to Members of the Public

Any agenda and related materials distributed to the Board shall be made available to the public upon request without delay. Only those documents which are disclosable public records under the Public Records Act and which relate to an agenda item scheduled for the open session portion of a regular meeting shall be made available to the public. (Government Code 54957.5)

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (Government Code 54954.2)

In addition, the Superintendent or designee shall post the agenda on the homepage of the district web site. The posted agenda shall be accessible through a prominent direct link to the current agenda or to the district's agenda management platform in accordance with Government Code 54954.2. When the district utilizes an integrated agenda management platform, the link to that platform shall take the user directly to the web site with the district's agendas, and the current agenda shall be the first available. (Government Code 54954.2)

If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. (Government Code 54957.5)

~~If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board. (Government Code 54957.5) at the time the document is distributed to a majority of the Board provided that the document is a public record under the Public Records Act and relates to an agenda item for an open session of a regular Board meeting. The Superintendent or designee may also post the document on the district's web site in a position and manner that makes it clear that the document relates to an agenda item for an upcoming meeting. (Government Code 54957.5)~~

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

AGENDA/MEETING MATERIALS

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

Any documents prepared by the district or the Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any documents prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Legal Reference:

EDUCATION CODE

35144 *Special meetings*

35145 *Public meetings*

35145.5 *Right of public to place matters on agenda*

GOVERNMENT CODE

6250-6270 *Public Records Act*

53635.7 *Separate item of business*

54954.1 *Mailed agenda of meeting*

54954.2 *Agenda posting requirements; board actions*

54954.3 *Opportunity for public to address legislative body*

54954.5 *Closed session item descriptions*

54956.5 *Emergency meetings*

54957.5 *Public records*

54960.2 *Challenging board actions; cease and desist*

UNITED STATES CODE, TITLE 42

12101-12213 *Americans with Disabilities Act*

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 *Effective communications*

36.303 *Auxiliary aids and services*

COURT DECISIONS

Mooney v. Garcia, (2012) 207 Cal.App.4th 229

Caldwell v. Roseville Joint Union HSD, 2007 U.S. Dist. LEXIS 66318

ATTORNEY GENERAL OPINIONS

99 Ops. Cal. Atty. Gen. 11 (2016)

78 Ops. Cal. Atty. Gen. 327 (1995)

Management Resources:

Legal References on following page.

MEETING CONDUCT

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, the abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, ~~the~~ without a conflict of interest, his/her ~~abstention shall be considered to concur with the action taken by the majority of those who vote, whether affirmatively or negatively. His/Her~~ abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting. ~~The Board may adjourn or recess a meeting at any time to discuss such matters as are properly considered in closed session.~~

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

- ~~1. A citizen wishing to address the Board shall fill out a Request to Speak card specifying the agenda item or topic on which he/she wishes to speak. The request to speak cards shall be submitted any time prior to the beginning of Board's consideration of each item of business to be discussed at regular or special meetings. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration~~

MEETING CONDUCT

of the item. (Education Code 35145.5; Government Code 54954.3)

- ~~2. The president will recognize those citizens who have submitted request to speak cards after administrative staff input and prior to Board discussion. Upon being recognized by the president, the person shall stand and identify himself/herself by giving his/her name before speaking to the desired topic.~~
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5; Government Code 54954.2)
- ~~3. Each speaker may address the Board for not more than five minutes. The full time allotment for public comment about a particular agenda item shall be 20 minutes. The Board, by consensus, may increase or decrease this time. The chair shall endeavor to alternate speakers for and against the course of action under discussion.~~
3. 4. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board members or staff members may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)
4. 5. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

5. 6. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

In general, individual speakers will be allowed three minutes to address the Board on each agenda or nonagenda item, and the Board will limit the total time for public input on each item to 20 minutes. However, in exceptional circumstances when necessary to ensure full opportunity for public input, the Board president may, with Board consent, adjust the amount of time allowed for public input and/or the time allotted for each speaker. Any such adjustment shall be done equitably

MEETING CONDUCT

so as to allow a diversity of viewpoints. The president may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic, subject to the following conditions:

a. If a topic would be suitably addressed at a later time, the Board president may indicate the time and place when it should be presented.

b. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3)

c. The Board shall not prohibit public criticism of district employees. However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board president shall inform the complainant of the appropriate complaint procedure.

~~7. For matters requested to be placed on the agenda by members of the public, the full time allotment for such presentations shall be 15 minutes. The Board, by consensus, may increase or decrease this time.~~

~~8. The president shall be responsible for the orderly conduct of the meeting and shall rule on the appropriateness of a topic being presented. A majority of the Board present shall have the final decision in determining the appropriateness of all such rulings. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. In addition, the Board may not prohibit public criticism of district employees.~~

~~Whenever a member of the public initiates specific complaints or charges against an employee, the Board president shall inform the complainant that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957. The Board president shall also encourage the complainant to file a complaint using the appropriate district complaint procedure.~~

MEETING CONDUCT

~~7.~~ ~~9.~~ The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the president to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement.

Recording by the Public

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may ~~shall~~ designate locations from which members of the public may make such recordings ~~broadcast, photograph, or tape record open meetings~~ without causing a distraction.

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference: (see next page)

MEETING CONDUCT

Legal Reference:

EDUCATION CODE

- 5095 Powers of remaining board members and new appointees
- 32210 Willful disturbance of public school or meeting a misdemeanor
- 35010 Prescription and enforcement of rules
- 35145.5 Agenda; public participation; regulations
- 35163 Official actions, minutes and journal
- 35164 Vote requirements
- 35165 Effect of vacancies upon majority and unanimous votes by seven member board

CODE OF CIVIL PROCEDURE

527.8 Workplace Violence Safety Act

GOVERNMENT CODE

- 54953.3 Prohibition against conditions for attending a board meeting
- 54953.5 Audio or video tape recording of proceedings
- 54953.6 Broadcasting of proceedings
- 54954.2 Agenda; posting; action on other matters
- 54954.3 Opportunity for public to address legislative body; regulations
- 54957 Closed sessions
- 54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE

- 403 Disruption of assembly or meeting

COURT DECISIONS

- City of San Jose v. Garbett (2010) 190 Cal.App.4th 526
- Norse v. City of Santa Cruz (9th Cir. 2010) 629 F3d 966
- McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275
- Rubin v. City of Burbank, (2002) 101 Cal.App.4th 1194
- Baca v. Moreno Valley Unified School District, (1996) 936 F.Supp. 719

ATTORNEY GENERAL OPINIONS

- 90 Ops. Cal. Atty. Gen. 47 (2007)
- 76 Ops. Cal. Atty. Gen. 281 (1993)
- 66 Ops. Cal. Atty. Gen. 336 (1983)
- 63 Ops. Cal. Atty. Gen. 215 (1980)
- 61 Ops. Cal. Atty. Gen. 243, 253 (1978)
- 55 Ops. Cal. Atty. Gen. 26 (1972)
- 59 Ops. Cal. Atty. Gen. 532 (1976)

Management Resources:

CSBA PUBLICATIONS

- Call to Order: A Blueprint for Great Board Meetings, 2015
- The Brown Act: School Boards and Open Meeting Laws, rev. 2005 2014
- Board Presidents' Handbook, rev. 2002
- Maximizing School Board Governance: Boardsmanship

ATTORNEY GENERAL PUBLICATIONS

- The Brown Act: Open Meetings for Legislative Bodies, 2003

WEB SITES

- CSBA: <http://www.csba.org>
- California Attorney General's Office: <http://www.caag.state.ca.us> <http://oag.ca.gov>

Bylaw adopted: February 17, 2009
Revised: February 19, 2019; _____

SANTEE SCHOOL DISTRICT
Santee, California

AGENDA/MEETING MATERIALS

Legal Reference con't:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2015

The Brown Act: School Boards and Open Meeting Laws, rev. 2007 2014

Guide to Effective Meetings, rev. 2007

Maximizing School Board Leadership: Boardmanship, 1996

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, California Attorney General's Office, rev.

2003 CALIFORNIA CITY ATTORNEY PUBLICATIONS

Open and Public III: A User's Guide to the Ralph M. Brown Act, 2000

WEB SITES

CSBA, Agenda Online:

<http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx> California

Attorney General's Office: <http://www.caag.state.ca.us>

CSBA, GAMUT Meetings: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

Bylaw adopted: February 17, 2009

Revised:

SANTEE SCHOOL DISTRICT

Santee, California

G. BUDGET WORKSHOP

Administration will provide information and recommendations to the Board of Education regarding the development of the operating budget for the 2021-22 fiscal year. The following topics will be discussed:

- 1. State Budget Update**
- 2. Summary of Prior Enacted Budget Solutions**
- 3. LCFF Factors**
- 4. Cost Pressures**
- 5. Multi-Year Projection**
- 6. Potential District Needs and Funding Sources**
 - **Learning Recovery**
 - **COVID-19 Response and Prevention**
 - **General Operations**

This is an information item. Action, if any, is at the discretion of the Board of Education.

Item H. EMPLOYEE ASSOCIATION COMMUNICATION

Item I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item J. CLOSED SESSION

Item K. RECONVENE TO PUBLIC SESSION

Item L. ADJOURNMENT

Agenda Items H, I, J, K, and L.