



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
 July 20, 2021**

District Mission

Providing an extraordinary education in an inspiring environment with caring people

In accordance with Government Code Section 54956, written notice is hereby given that the following meeting of the Santee School District Board of Education will be conducted in-person and streamed online.

IN-PERSON ATTENDANCE
 Please be advised that audience seating will be limited to maintain social distancing, and provided on a first-come, first-served basis. Current public health orders require unvaccinated attendees to wear a face covering while inside a public facility. If you enter the building without a face covering, you are self-certifying that you have been vaccinated.

JOINING THE MEETING ONLINE ON MICROSOFT TEAMS (not Zoom)
[Click this link to join from a PC, Mac, iPad, iPhone, or Android device.](#)
 Please check with your mobile provider on downloading the Microsoft Teams app.

PUBLIC COMMENTS
 The Board has a policy limiting any speaker to five minutes.

Citizens are invited to address the Board of Education, in-person, about any item not on the agenda by submitting a request-to-speak card prior to the meeting. Request-to-speak cards are available at the meeting.

[Click here to submit an online public comment.](#) Online comments will be posted on the District website, under School Board Meetings, and acknowledged by the Board President. Copies of the comments will be provided to all Board Members, and Superintendent, prior to the meeting. Online public comments must be received by Tuesday, July 20, at 6:00 p.m.

A.	OPENING PROCEDURES – 7:00 p.m.	<u>Page #:</u> 6
	1. Call to Order and Welcome	
	2. District Mission	
	3. Pledge of Allegiance	
	4. Approval of Agenda	
B.	REPORTS AND PRESENTATIONS	7
	1. Superintendent’s Report	
	1.1. Developer Fees and Collection Report	8
C.	PUBLIC COMMUNICATION	10
	<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 and streamed live.</i>	

D. CONSENT ITEMS

11

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.

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

23

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 Expenditure Warrants

25

It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of June 2021.

2.3. Approval/Ratification of Purchase Orders

27

It is recommended that the Board of Education approve and ratify purchase orders for the month of June 2021 as presented in the item.

2.4. Approval/Ratification of Revolving Cash Report

37

It is recommended that the Board of Education approve/ratify revolving cash checks as listed.

2.5. Acceptance of Donations, Grants, and Bequests

39

It is recommended that the Board of Education accept donations, grants, and/or bequests listed in the item and authorize letters of appreciation to be sent on behalf of the Board.

2.6. Approval/Ratification of General Services Agreements

40

It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.

2.7. Approval/Ratification of Agreements for Mileage Reimbursement in Lieu of District Transportation

42

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

2.8. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)

43

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of May 2021.

2.9. Authorization to Sell/Dispose of Surplus Items

48

It is recommended that the Board of Education declare the described items as surplus with an estimated value of \$8,045.00 and authorize the sale or disposal of them in accordance with the recommended terms.

2.10. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement

54

It is recommended that the Board of Education approve the quarterly report for the period ending June 30, 2021, required by the Williams Settlement.

Educational Services

- 3.1. Approval of the 2021-22 Consolidated Application and Reporting System (CARS) Application for Funding** 55
It is recommended that the Board of Education approve the 2021-22 Consolidated Application and Reporting System (CARS) Application for Funding.
- 3.2. Approval/Ratification of Nonpublic School Master Contract with Winston School for Nonpublic School Services** 56
It is recommended that the Board of Education approve/ratify the Nonpublic School Master Contract with Winston School for Nonpublic School Services.
- 3.3. Approval of Individual Service Agreement with Asepline School for Nonpublic School Services** 57
It is recommended that the Board of Education approve the Individual Service Agreement with Asepline School for Nonpublic School Services.
- 3.4. Approval of Nonpublic Agency Master Contract with New Haven Youth Services for Therapeutic Behavioral Services** 58
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with New Haven Youth Services for Therapeutic Behavioral Services.
- 3.5. Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Speech Therapy, Occupational Therapy and Psycho-Educational Assessments** 59
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for Speech Therapy, Occupational Therapy and Psycho-Educational Assessments.
- 3.6. Approval of Nonpublic School Master Contract with The Institute for Effective Education Nonpublic School Services** 60
It is recommended that the Board of Education approve the Nonpublic School Master Contract with The Institute for Effective Education Nonpublic School Services.
- 3.7. Approval of Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center** 62
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center.
- 3.8. Approval of Individual Service Agreement with Fred Finch Center for Nonpublic School Services** 63
It is recommended that the Board of Education approve the Individual Service Agreement with Fred Finch Center for Nonpublic School Services.

Human Resource/Pupil Services

- 4.1. Personnel, Regular** 64
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 4.2. Approval of Changes to the 2021-2022 District School Calendar** 67
It is recommended that the Board of Education approve the changes to the 2021-2022 District School Calendar.
- 4.3. Ratification of Short-Term Service Agreements** 69
It is recommended that the Board of Education ratify the short-term service agreements.

E.	DISCUSSION AND/OR ACTION ITEMS	70
	<i>Members of the audience wishing to address the Board about any of the following items were asked to submit their comment prior to the deadline.</i>	
	Superintendent	
1.1.	<u>2021-22 School Year Update</u>	71
	This is an informational item. Action, if any, is at the discretion of the Board of Education.	
	Business Services	
2.1.	<u>Approval of Monthly Financial Report</u>	72
	It is recommended that the Board of Education approve the Monthly Financial Report for May 2021.	
	Educational Services	
3.1.	<u>Approval of Outdoor Education Program Agreements with the San Diego County Office of Education</u>	75
	It is recommended that the Board of Education approve the Outdoor Education Program Agreements with the San Diego County Office of Education.	
	Human Resource/Pupil Services	
4.1.	<u>Ratification of Employer-Employee Collective Bargaining Tentative Agreement Between Santee School District and California School Employees Association and its Chapter #557 (CSEA)</u>	81
	It is recommended that the Board of Education ratify the tentative agreements between Santee School District and the California School Employees Association and its Chapter #557.	
4.2.	<u>Approval of Memorandum of Understanding with Rady Children’s Hospital – San Diego, Children’s Outpatient Psychiatry</u>	146
	It is recommended that the Board of Education approve the Memorandum of Understanding with Rady Children’s Hospital – San Diego, Children’s Outpatient Psychiatry for the 2021 – 2022 school year.	
F.	BOARD POLICIES AND BYLAWS	149
1.1.	<u>Second Reading of Board Policies (BP):</u>	150
	<ul style="list-style-type: none"><u>BP 1400 – Relations Between Other Governmental Agencies and the Schools</u><u>BP 1114 – District-Sponsored Social Media</u>	
	It is recommended that the Board of Education adopt revised Board Policies 1400 and 1114, in a Second Reading as presented.	
1.2.	<u>First Reading of Board Policies (BP):</u>	156
	<ul style="list-style-type: none"><u>BP 1330.1 – Joint Use Agreements (formerly known as Improvements to District Facilities and Maintenance)</u><u>BP 0400 – Comprehensive Plans</u><u>BP 0410 – Nondiscrimination in District Programs and Activities</u>	
	Revised Board Policies 1330.1, 0400, and 0410, are being presented for a First Reading. Action, if any, is at the discretion of the Board of Education.	

G.	EMPLOYEE ASSOCIATION COMMUNICATION	168
H.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	168
I.	CLOSED SESSION	168
1.	<u>Conference with Legal Counsel – Pending Litigation</u> (Gov't. Code § 54956.9) - OAH #: -2021030614 and 2021030629 (consolidated)	
2.	<u>Conference with Labor Negotiator</u> (Gov't. Code § 54957.6) <i>Purpose:</i> Negotiations <i>Agency Negotiators:</i> Tim Larson, Assistant Superintendent <i>Employee Organizations:</i> Santee Teachers Association (STA); and Classified School Employees Association (CSEA)	
3.	<u>Public Employee Performance Evaluation</u> (Gov't. Code § 54957) <i>Superintendent</i>	
J.	RECONVENE TO PUBLIC SESSION	168
K.	ADJOURNMENT	168

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 in-person and virtually on August 3, 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 July 20, 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

DEVELOPER FEES COLLECTION REPORT
2020-21
CUMULATIVE THROUGH JUNE 30, 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
	X		8835 Cottonwood Ave	02/25/21	598	\$2,021.24	PA
	X		9099 Trailmark Wy	03/01/21	224	\$757.12	CO
	X		9100 Trailmark Wy	03/01/21	180	\$608.40	CO
	X		9107 Trailmark Wy	03/01/21	180	\$608.40	CO
	X		8695 Toyopa Ct	03/08/21	180	\$608.40	CO
	X		9123 Trailmark Wy	03/08/21	180	\$608.40	CO
	X		9132 Trailmark Wy	03/08/21	186	\$628.68	CO
	X		9128 Trailmark Wy	03/08/21	180	\$608.40	CO
	X		9124 Trailmark Wy	03/08/21	193	\$652.34	CO
	X		9120 Trailmark Wy	3/8/2021	178	\$601.64	CO
	X		2083 Farrington Dr	03/23/21	673	\$2,274.74	PA
	X		349, 345, 341, 337, 333 Canal Ct & 332, 336, 340, 344, 348 Stillwater Ct	03/24/21	20,388	\$68,911.44	RS
TOTAL PAGE 1						\$620,042.81	

*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

**DEVELOPER FEES COLLECTION REPORT
2020-21
CUMULATIVE THROUGH JUNE 30, 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	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	9258 Carita Rd	04/05/21	735	\$2,484.30	SC
	X	9353 Willowgrove Ave	04/15/21	988	\$3,339.44	CH
	X	8541 Carlton Oaks Dr	04/19/21	850	\$2,873.00	CO
	X	10015 Buena Vista Ave	04/19/21	900	\$3,042.00	PA
	X	9960 Conejo Rd	04/28/21	711	\$2,403.18	RS
	X	336, 340, 344, 348 Millstream Ct	04/28/21	5,880	\$19,874.40	RS
	X	332,336,340,344,348 Canal Ct & 333,337,341,345,349 Millstream Ct.	04/28/21	20,388	\$68,911.44	RS
	X	10267 Mast Blvd	05/28/21	5,738	\$19,394.44	RS
	X	6237 Monticello St	06/01/21	858	\$2,900.04	PD
	X	9751 Castaic Ct	06/01/21	988	\$3,339.44	RS
	X	10200 Noble Way	06/01/21	17,166	\$58,021.08	CP
X		8545 Mission Gorge Rd #313	05/27/21	787	\$322.67	CFH
	X	10312 Sandy Cove Way	06/10/21	2,839	\$9,595.82	HC
	X	10336 Sandy Cove Way	06/10/21	2,466	\$8,335.08	HC
	X	10324 Sandy Cove Way	06/10/21	2,770	\$9,362.60	HC
	X	8055 Rancho Fanita Dr	06/17/21	1,260	\$4,258.80	CFH
	X	300, 301, 304, 305, 308, 309 Cricket Ct & 316, 320, 324, 328 Millstream Ct	06/23/21	20,684	\$69,911.92	RS
TOTAL					\$908,412.46	

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

Item C. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item not on the agenda. The Board has a policy limiting any speaker to five minutes. The Board may not take action on any item presented. Meetings are streamed live and recorded.

Requests to speak in-person, and online comments, should be submitted in advance.

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.

Consent Item D.1.1.
Prepared by Dr. Kristin Baranski
July 20, 2021

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- June 15, 2021, regular meeting minutes
- June 29, 2021, special 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**

June 15, 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 7:02 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.

3. Pledge of Allegiance

Member Burns recited the District Mission and 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

2. Spotlight: Child Nutrition, Maintenance & Operations, and Out-of-School Time Program Staff

Superintendent Baranski noted that in March 2020, all San Diego County school districts closed due to a coronavirus (COVID-19) outbreak and shared that even during the school closure, the Child Nutrition, Maintenance & Operations, and Out-of-School Time program staff continued doing an exceptional job in providing meals, before- and after-school care, and prepping classrooms and school campuses to offer a safe learning environment for everyone. Superintendent Baranski expressed her gratitude towards Child Nutrition, Maintenance & Operations, and Out-of-School Time Program staff for their hard work and

contributions in making in-person learning possible. The Board expressed their gratitude towards staff for their hard work and noted being proud of being part of a great District.

C. PUBLIC COMMUNICATION

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

ID	Name2	Comment
1	Deborah Gribble	I continue to be disappointed by the lack of funds to classified salaries to compensate for the increase in the minimum wage in California. Special education instructional assistants, class 20, the same as clerk typist I, did not get reclassified. To be devalued by the district, every business has known of the increases, who chose to say it is not our fault and do nothing. If we truly wish to hire and retain highly qualified personnel, a closer look on how to properly compensate those at the lowest levels needs strong consideration. I love my work, but it is hard, and not the same as typing, no offense. Respectfully, Dlg

D. PUBLIC HEARING

1. Use of Education Protection Account Funds for 2021-22

President Ryan opened the public hearing on the Use of Education Protection Account Funds for 2021-22. She explained the District estimates it will receive \$12,503,575 in Education Protection Account (EPA) funds for the 2021-22 fiscal year; and that these funds will be used for certificated non-management salaries. There were no comments. The public hearing was closed.

E. 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. Approval/Ratification of Agreements for Mileage Reimbursement in Lieu of District Transportation
- 2.6. Approval/Ratification of General Services Agreements
- 2.7. Adoption of Resolution No. 2021-34 Designating Use of Education Protection Account Funds for 2021-22
- 2.8. Adoption of Resolution No. 2021-35 of the Santee School District Board of Education Authorizing the Transfer of Budgetary Funds Between Expenditure Classifications After June 30, 2021 for the 2020-21 Fiscal Year
- 2.9. Approval of Increase to Agreement with Ninyo & Moore for Construction Testing and Inspection Services on the Chet F. Harritt New Classroom/LRC Building Project
- 2.10. Rejection of Bid for Milk and Milk By-Products for 2021-22
- 2.11. Approval of Cloud-Based Web Content Filtering and Auditor+ Service for Student iPads
- 3.1. Adoption of Resolution #2021-33 Designating Personnel and Approval of 2021-2022 Child Development Services Contract
- 3.2. Approval of Nonpublic School Master Contract with Aseltine School for Nonpublic School Services
- 3.3. Approval of Nonpublic School Master Contract with Community School of San Diego for Nonpublic School Services
- 4.1. Personnel, Regular

- 4.2. Approval of Recommendation of Classified Non-Management Reallocation Study
- 4.3. Approval of Agreement with Kontraband Interdiction and Detection Services, Inc. (K.I.D.S.) for the 2021-2022 School Year
- 4.4. Ratification of Short-Term Services Agreement
- 4.5. Approval of Short-Term Positions
- 4.6. Adoption of Resolution No. 2021-37 to Reduce and/or Eliminate Classified Non-Management Positions

Member El-Hajj moved approval of Consent Items.

<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. DISCUSSION AND/OR ACTION ITEMS

Superintendent

1.1. Appointment of Principal

Superintendent Baranski explained that with Suzie Martin, Hill Creek Principal, moving out of State, Administration had conducted a thorough application review and interview process to find her replacement; and was recommending the appointment of Chasity Forster, as Principal for Hill Creek. Superintendent Baranski noted Mrs. Forster had served the District since 1996 in various capacities, and being confident of her educational leadership skills. Member Burns moved approval. The Board congratulated Mrs. Forster on her new role. Mrs. Forster expressed her gratitude for the opportunity and confidence.

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

1.2. Approval of Revised 2020-2021 and 2021-2022 Salary Schedules for Certificated Management and Classified Management and Confidential Employees

Superintendent Baranski explained the management salary schedules, both the classified management and confidential salary schedule and the certificated management salary schedule, have been updated to reflect an ongoing salary increase, the addition of another step for an employee who serves six or more years in a position, and an annual longevity stipend for managers serving 10 or more consecutive years as a manager in the school district. She noted the revised salary schedules include the following:

- Two-percent (2%) ongoing salary increase for the 2020-21 school year, retroactive to July 1, 2020, and a 2% ongoing salary increase for the 2021-22 school year
- Addition of Step 6 to the Classified Management and Certificated Management Salary Schedule
- Addition of a Step 6 to the Confidential Management Salary Schedule with Step 7 available to any Confidential Management employee completing additional coursework as specified on the salary schedule
- A \$2,000 annual stipend for those managers serving 10 or more consecutive years in Santee School District

Member El-Hajj moved approval.

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

Business Services

2.1. Adoption of 2021-22 Budget

Karl Christensen, Assistant Superintendent of Business Services, provided an overview of the 2021-22 Santee School District budget using a [user-friendly budget report](#) as review. Mr. Christensen explained that since adoption of the State Budget rarely coincides with this timeline, the District’s budget is adopted using a set of assumptions outlined in the Governor’s May Revise proposal as well as actions taken or contemplated by other regulatory and governmental agencies. As of the time of development of the District’s Adopted Budget, the State Budget had not yet been adopted. Therefore, State revenue assumptions in the District budget include those contained in the Governor’s May Revise proposal. He noted a listing of the key assumptions on the District’s Adopted Budget as follows (shown on page 10: Enrollment; pages 17-18: Summary of All Funds; page 27: Summary of COVID Related Funds; page 30: Statutory Benefit Rates; page 32: Interfund Transfers; page 34: Normal Annual Cost Increases; page 36: Multi-Year Projection; and page 37: General Fund Budget Condition of the [user-friendly budget report](#)):

- Total TK-8 CBEDs Enrollment: 6,593
- P-2 Estimated ADA: 6,373.47
- Funded ADA: 6,568.47 (2019-20 P-2 ADA)
- Local Control Funding Formula (LCFF) Funding:
 - Statutory COLA = 1.70%
 - Funded COLA = 5.07%
 - Unduplicated Pupil Count Percentage Budget Year = 37.00%
 - Unduplicated Pupil Count Percentage For Funding = 37.93% (average of two prior years and budget year)
 - Estimated Change in Total Funding Compared to Prior Year = 4.57%
 - Estimated Change in LCFF Base Grant Only Funding Compared to Prior Year = 4.61%
- STRS Rate = 16.92%
- PERS Rate = 22.91%
- SUI Rate = 1.23%
- Workers Comp Rate = 2.19%

Mr. Christensen noted revenues, expenditures, and ending fund balance for 2020-21 are estimates based on the latest analysis of activity and transactions posted through the middle of May. He explained these will be finalized upon closing of the books and the Unaudited Actuals will be presented at the September 7, 2021 Board meeting. Member Burns expressed his appreciation to the Business Services staff for their hard work and diligence. Member El-Hajj moved approval.

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

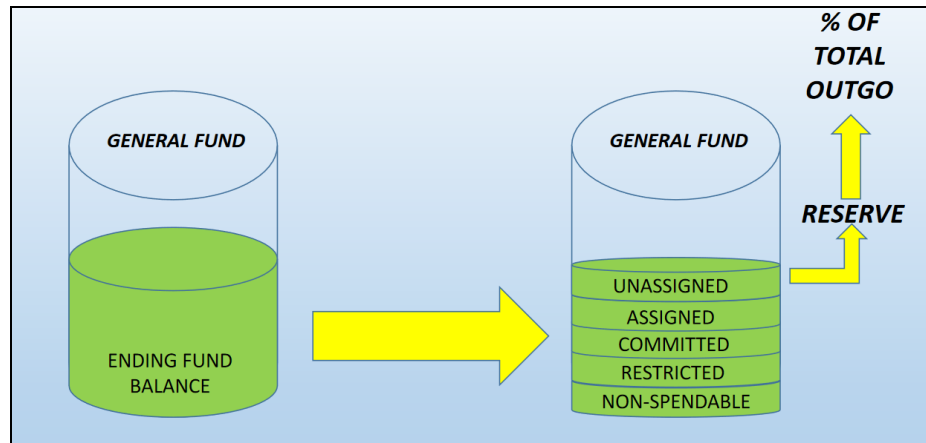
2.2. Adoption of Resolution No. 2021-36 to Commit the Ending Fund Balance in Fund 17

Karl Christensen, Assistant Superintendent of Business Services, explained that in 2009, the Governmental Accounting Standards Board (GASB) adopted statement number 54 altering the way fund balances are reported by governmental agencies, including school districts, effective for financial statements beginning after June 15, 2010. GASB 54 established five components of fund balances to be reported separately: non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance. The District began reporting these components of fund balance starting with its 2010-11 financial statements.

Mr. Christensen explained Proposition 2, enacted in 2014, established a State “Rainy Day” Reserve and a separate “Rainy Day” reserve for public school funds (Prop 98) that:

- Included provision requiring school districts to not have more than X% of “Assigned and Unassigned” fund balance in Adopted Budget for year following when all criteria for reserve cap trigger were met
- Legislative Analyst’s Office (LAO) and Department of Finance (DOF) project the criteria will be met with the 2021-22 State Budget
- CAP will be required for the 2022-23 Adopted Budget = no more than 10%

Mr. Christensen provided an overview of the District’s budget fundamentals as follows.



He explained the goal is to comply with reserve cap requirements while continuing to maintain sufficient fund balance to ensure fiscal stability and flexibility by increasing expenditures; transfer amounts to Fund 40; and commit funds. Mr. Christensen noted Administration recommends committing the ending fund balance in Fund 17 –Special Reserve for Other Than Capital Outlay Projects to two purposes in perpetuity: 1) Future adoptions of textbooks and instructional materials; 2) Future replacement and enhancement of classroom furniture through the adoption of Resolution No. 2021-36. The estimated ending balance for 2021-22 is \$3,170,177.

Item	2022-23		2023-24		2024-25	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Beginning Fund Balance	\$18,501,941	\$3,505,152	\$9,694,986	\$100,000	\$5,342,105	\$100,065
Fund Balance Adjustments						
Total Income	\$62,594,122	\$12,441,785	\$63,506,122	\$12,435,024	\$64,618,247	\$12,435,024
Total Outgo	\$71,401,077	\$15,846,937	\$67,859,003	\$12,434,959	\$69,536,537	\$12,434,959
Change in Fund Balance	(\$8,806,955)	(\$3,405,152)	(\$4,352,880)	\$65	(\$4,918,291)	\$65
Ending Fund Balance	\$9,694,986	\$100,000	\$5,342,105	\$100,065	\$423,815	\$100,130
Total Reserves	\$8,722,775		\$4,357,531		(\$573,199)	
Budget Reserve as % of Expenditures	10.00%		5.43%		-0.70%	

Member Burns moved approval.

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

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

Educational Services

3.1. Adoption of the Three-Year Local Control Accountability Plan for 2021-22

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, explained Legislation enacting the Local Control Funding Formula requires school districts to develop and adopt a three-year Local Control Accountability Plan (LCAP) and to update the plan every year. The LCAP is a strategic planning instrument involving significant engagement of stakeholders to inform decision-making for the formation of Goals and Action Steps. These Goals and Action Steps are to increase or improve services for all students, including significant sub-groups, and for unduplicated count students in proportion to the increase in Supplemental and Concentration Grant funding. LCAP Action Steps are then to be linked to specific budgeted resources within the district's Adopted Budget. Dr. Pierce shared the annual LCAP development process incorporates the following steps:

- Assembling of relevant data
- Analysis of data to identify needs
- Consultation with various stakeholder groups
- Drafting of Goals linked to the 8 State Priority Areas
- Drafting of Action Steps to achieve the Goals
- Presentation of draft LCAP to District Advisory Council (DAC) and District English Learner Advisory Committee (DELAC) for comment
- Responding, in writing, to comments from DAC and DELAC
- Presentation of draft LCAP to the community for comment
- Conducting of Public Hearing to solicit additional public comment
- Adoption of 3 Year LCAP
- Continuing evaluation and assessment of LCAP Action Step effectiveness
- Annual revision of LCAP Goals and Action Steps, as needed

Dr. Pierce noted the District's final LCAP for 2021-22 contains 3 Goals and 22 Action Steps, 1 for the Core Program and 21 for supplemental services. Two of the Supplemental Action Steps are targeted specifically to unduplicated count students. The LCAP Action Steps represent the commitment of \$82 million in 2021-22 within a \$83.5 million General Fund budget. Member Levens-Craig moved approval.

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

Human Resource/Pupil Services

4.1. Ratification of Employer-Employee Collective Bargaining Tentative Agreements Between Santee School District and Santee Teachers Association (STA)

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, shared the District and the Santee School Teachers Association (STA) had reached a reached a Tentative Agreement for the 2020-2021 school year and STA membership ratified the tentative agreement on May 27, 2021. The agreed upon language changes of Article XV, Salary Provisions were as follows:

- 2.00% increase to the 2020-2021 salary schedule effective July 1, 2020
- 2.00% off-schedule increase for 2020-2021 effective July 1, 2020 to be paid in one lump sum
- 2.00% increase to the 2021-2022 salary schedule effective July 1, 2021

Member El-Hajj moved approval.

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

F. BOARD POLICIES AND BYLAWS

President Ryan explained item F.1.1. were second readings of Uniform Complaint Procedures (BP 1312.3) and Access to District Records (BP 1340). She noted item F.1.2. were first readings of Relations Between Other Governmental Agencies and the Schools (BP 1400) and District-Sponsored Social Media (BP 1114) and encouraged the Board to review and discuss any questions with administration.

1.1. Second Readings of Board Bylaws (BB):

- **BP 1312.3 – Uniform Complaint Procedures**
- **BP 1340 – Access to District Records**

1.2. First Readings of Board Bylaws (BB):

- **BP 1400 – Relations Between Other Governmental Agencies and the Schools**
- **BP 1114 – District-Sponsored Social Media**

Member Levens-Craig moved approval of Second Readings: Uniform Complaint Procedures (BP 1312.3) and Access to District Records (BP 1340).

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

H. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, Santee Teachers Association President, did not have a report, but wished everyone a great summer.

I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski noted guidelines for “gatherings” had changed and recommended allowing in-person and online public participation to Board meetings, starting at the July 20 meeting. She suggested continuing with online written, and in-person, public comments. Upon discussion the Board agreed with the Superintendent’s recommendations.

Superintendent Baranski reported the Annual Information Renewal (AIR) process was about 90% complete.

Superintendent Baranski suggested the Board meet with Principals on August 3rd at 5:30 p.m.

J. CLOSED SESSION

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

1. **Public Employee Performance Evaluation** (Gov’t. Code § 54957)
Superintendent

The Board entered closed session at 8:30 p.m.

K. RECONVENE TO OPEN SESSION

The Board reconvened to public session at 10:07 p.m. and reported no action was taken.

L. ADJOURNMENT

With no further business, the regular meeting of June 15, 2021, was adjourned at 10:07 p.m.

Dianne El-Hajj, Clerk

Dr. Kristin Baranski, Secretary

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

June 29, 2021
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

The meeting was called to order at 6:00 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
Lisa Arreola, Executive Assistant and Recording Secretary

B. PUBLIC COMMUNICATION

There were no public comments.

C. CONSENT ITEM

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

Superintendent

1.1. Approval to Cancel the July 6, 2021 Regularly Scheduled Meeting of the Board of Education

Member Burns moved approval of the consent item.

<i>Motion:</i>	<u>Burns</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Second:</i>	<u>Fox</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>		

D. DISCUSSION AND/OR ACTION ITEMS

Business Services

1.1. Award of Bid #2021-075-003: Installation and Sitework for Portable

Karl Christensen, Assistant Superintendent of Business Services, explained that on the Board of Education authorized Administration to seek formal bids for Installation and Site Work for New Portable Classroom Buildings at Rio Seco School. "Notice Inviting Bids" were sent to vendors who have registered to be on the District's qualified vendors list, and advertisements were placed in the Daily Journal on June 4, and June 11, 2021.

Nine vendors attended the job walk on June 14, 2021. Bids were due, and received, on June 22, 2021. Submitted bids were as follows:

Item	The Board's Job - Standard
1	Involve the community, parents, students, and staff in developing a common vision for the district focused on student learning and achievement and responsive to the needs of all students
9	Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels

Item	The Board - Standard
1	Keep the district focused on learning and achievement for all students
2	Communicate a common vision
7	Periodically evaluate its own effectiveness
8	Ensure opportunities for the diverse range of views in the community to inform board deliberations

Member Levens-Craig and Member El-Hajj will work on goals for discussion.

E. CLOSED SESSION

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

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

F. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 7:55 p.m. and reported no action had been taken in Closed Session.

G. ADJOURNMENT

With no further business, the June 29, 2021, special meeting was adjourned at 7:55 pm.

Dianne El-Hajj, Clerk

Dr. Kristin Baranski, Secretary

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
July 20, 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 \$4,855.00 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 - July 20, 2021											
Travel Dates			Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal
Various	07/01/21	- 08/31/21	John Burchard	Maintenance/Operations	HVAC/R Certified Technician	Online Course	\$0	\$2,895	Maintenance & Operations	Course provides training for HVAC certification	
Wednesday,	07/21/21		Rudy Ramirez	Rio Seco School	Self & Match Training	Online Course	\$0	\$200	Special Education	Training on student self-monitoring and motivational system.	2
Wednesday,	07/21/21		Nicole Shirley	Rio Seco School	Self & Match Training	Online Course	\$0	\$200	Special Education	Training on student self-monitoring and motivational system.	2
Travel Requests That Require Airfare; Overnight Stay; and/or Travel Outside of the State of California											
Wed-Sat,	11/10/21	- 11/13/21	Cathy Abel	Child Nutrition Services	California School Nutrition Association Conference	Sacramento	\$0	\$1,560	Child Nutrition Services	This conference provides training and CNS program updates.	2

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.

Consent Item D.2.2.
 Prepared by Karl Christensen
 July 20, 2021

Approval/Ratification of Expenditure Warrants

BACKGROUND:

Warrants issued by the District are required by law to be approved or ratified by the Board of Education.

Commercial Warrants issued for the period of June 2021:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
0100 General	14-785189 TO 14-798360	\$916,306.85
0900		
1200	14-788197 TO 14-796283	\$2,060.09
1300	14-785195 TO 14-785200	\$83,212.06
1400		
2109		
2139 / 2108	14-788203 TO 14-794929	\$13,642.62
2518		
2538	14-785194 TO 14-798343	\$126,989.33
3500		
4000	14-790691 TO 14-796277	\$54,522.71
6300	14-785196 TO 14-798335	\$4,431.52
TOTAL:		\$1,201,165.18

Student Body Warrants issued for the period of June 2021:

\$2,052.04

Payroll Warrants issued for the period of June 2021:

<u>Fund #/Name</u>	<u>Amount</u>
01 00	\$5,274,754.39
12 00	\$27,519.23
13 00	\$91,619.31
14 00	\$0
25 18	\$0
63 00	\$209,466.08
\$5,603,359.01	

RECOMMENDATION:

It is recommended that the Board of Education approve the expenditure warrants for the month of June 2021 as presented.

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 commercial, student body, and payroll expenditure warrants total \$6,806,576.23 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.2.

BACKGROUND:

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of June 2021:

AMOUNT	LOCATION
\$127,708.40	Business Services
\$4,554.66	Cajon Park School
\$258.41	Carlton Hills School
\$3,284.85	Carlton Oaks School
\$113.03	Central Kitchen
\$63,895.32	Chet F. Harritt School
\$9,046.63	District Library
\$303.08	Educational Projects
\$4,200.00	Educational Services
\$11,154.17	Hill Creek School
\$555.26	Human Resources
\$96,769.56	Maint/Oper
\$671.02	Maintenance Equipment
\$911.69	Maintenance
\$10,278.33	Operations/Custodial
\$30,747.00	Pepper Drive School
\$2,144.70	Project Safe
\$91.29	OSTP
\$4,028.27	PS/OSTP
\$10,915.63	PRIDE Academy
\$515.92	Pupil Services
\$1,503.10	Rio Seco School
\$13,994.35	Special Education
\$415.49	Superintendent Dept
\$33,183.57	Sycamore Canyon School
\$161.08	Technology Services
\$2,557.54	Transportation
\$25,881.12	Warehouse
\$459,843.47	Grand Total

RECOMMENDATION:

Administration recommends approval of purchase orders #0000011979 through 0000011978 issued June 1, 2021 through June 30, 2021.

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 \$459,843.47 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

LOCATION LIST 2020-21

01	Santee School
02	Pepper Drive School
03	Carlton Hills School
04	Sycamore Canyon School
05	Prospect Avenue School
06	Cajon Park School
07	Chet F. Harritt School
08	Carlton Oaks School
09	Rio Seco School
10	Hill Creek School
11	Cajon Park Annex
12	Prospect Avenue Annex
26	Cajon Park Junior High
60	Board of Education
62	Superintendent
64	Business Services
65	Personnel
66	Educational Services
67	Special Education, Centralized
68	Special Projects, Centralized
69	Professional Development
70	Student Support Services
71	Library Media Services
72	Project SAFE
73	Technology
74	Operations
75	Maintenance

M = Monthly Blanket
A = Annual Blanket
L = Lottery

76	Transportation
78	Warehouse
90	Central Kitchen
92	Publications
97	District Wide
100	Summer School
108	Carlton Oaks Summer School
110	Hill Creek Summer School

Fund Numbers

03 00	General - Unrestricted
06 00	General - Restricted
12 06	Child Development Fund
13 00	Cafeteria Fund
14 00	Deferred Maintenance Fund
17 42	Special Reserve - Other Than Cap/Out
21 09	Other Building Fund
21 10	Building Fund
25 18	Capital Facilities Account Fund
25 24	Capital Projects Fund
25 38	Capital Facilities Redevelopment
30 00	State School Building Fund (Modernization) and Lease/Purchase
40 00	Special Reserve Fund - Capital Projects
53 26	Tax Override Fund - SSBF
67 30	Deductible Ins Loss Fund

**PURCHASE ORDER EXCEEDED BY 10%
FOR THE MONTH OF JUNE 2021**

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
10373	6/2/2021	0100	AT&T	097	ANNUAL PHONE SERVICES C60 INCREASED ANNUAL AMOUNT	\$ 55,000.00 \$ 11,000.00 NEW TOTAL \$ 66,000.00
10436		0100	SOUTHWEST MOBILE STORAGE	097	C-TAINER RENTALS-COVID STORAGE INCREASED ANNUAL AMOUNT	\$ 24,613.97 \$ 2,737.74 NEW TOTAL \$ 27,351.71
10469	6/16/2021	0100	MOBILE MINI STORAGE	097	RENTAL COVID STORAGE INCREASED ANNUAL AMOUNT	\$ 24,866.64 \$ 3,224.00 NEW TOTAL \$ 28,090.64
9422	6/24/2021	2139	NINYO & MOORE	077	GEOTECHNICAL - CFH INCREASED ANNUAL AMOUNT	\$ 146,673.00 \$ 35,546.00 NEW TOTAL \$ 182,219.00
10243	6/16/2021	0100	AARDVARK PEST CONTROL	075	PEST CONTROL SERVICES INCREASED ANNUAL AMOUNT	\$ 43,500.00 \$ 7,406.00 NEW TOTAL \$ 50,906.00

PURCHASE ORDER LISTING

JUNE 2021

REPORT BY SITE

PO Number	DATE	VENDOR	DESCRIPTION	FUND	AMOUNT	LOC	LOCATION
0000012010	6/3/2021	ABIGAIL GOMEZ	SALUTE TO EXCELLENCE EXPENSES	0100	345.00	064	BUSINESS SERVICES
0000012011	6/3/2021	AWARDS BY NAVAJO	SALUTE TO EXCELLENCE - AWARDS	0100	1944.73	064	BUSINESS SERVICES
0000012012	6/3/2021	STEVEN BARATTE COMMUNICATIONS	COMM SERV - APRIL & MAY 2021	0100	1920.00	064	BUSINESS SERVICES
0000012013	6/3/2021	SAN DIEGO COUNTY SUPERINTENDENT	ADMIN OF THE YEAR AWARD	0100	139.00	064	BUSINESS SERVICES
0000012046	6/10/2021	WELLS FARGO BANK	SANTEE COP 2010 - TRUSTEE FEE	0100	1800.00	064	BUSINESS SERVICES
0000012048	6/10/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	148.32	064	BUSINESS SERVICES
0000012053	6/14/2021	COUNTY OF SAN DIEGO	GENERAL ELECT .FEES-SEAT 2 & 3	0100	15214.00	064	BUSINESS SERVICES
0000012053	6/14/2021	COUNTY OF SAN DIEGO	GENERAL ELECT .FEES-SEAT 2 & 3	0100	16064.00	064	BUSINESS SERVICES
0000012054	6/15/2021	CDW GOVERNMENT INC	TECHNOLOGY EQUIPMENT	0100	357.00	064	BUSINESS SERVICES
0000012058	6/16/2021	FEDERAL EXPRESS CORPORATION	FEDEX SHIPPING COST	0100	78.65	064	BUSINESS SERVICES
0000012077	6/22/2021	WELLS FARGO EQUIPMENT FINANCE INC	SCHOOL BUS LEASE	4000	54419.00	064	BUSINESS SERVICES
0000012083	6/23/2021	CROWN LIFT TRUCKS	EQUIPMENT REPLACEMENT	0100	35278.70	064	BUSINESS SERVICES
					127708.40	064	Total
0000012048	6/10/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	51.59	006	CAJON PARK SCHOOL
0000011972	5/27/2021	CERTIFIED EDUCATION CONSULTANTS, INC.	SCHOOL SUPPLIES - CP	0100	985.11	006	CAJON PARK SCHOOL
0000011972	5/27/2021	CERTIFIED EDUCATION CONSULTANTS, INC.	SCHOOL SUPPLIES - CP	0100	958.98	006	CAJON PARK SCHOOL
0000011972	5/27/2021	CERTIFIED EDUCATION CONSULTANTS, INC.	SCHOOL SUPPLIES - CP	0100	958.98	006	CAJON PARK SCHOOL
0000011972	5/27/2021	CERTIFIED EDUCATION CONSULTANTS, INC.	SCHOOL SUPPLIES - CP	0100	300.00	006	CAJON PARK SCHOOL
0000011972	5/27/2021	CERTIFIED EDUCATION CONSULTANTS, INC.	SCHOOL SUPPLIES - CP	0100	1300.00	006	CAJON PARK SCHOOL
					4554.66	006	Total
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	146.95	003	CARLTON HILLS SCHOOL
0000011973	5/27/2021	DIESEL PRINT COMPANY	SCHOOL BANNER - CH	0100	111.46	003	CARLTON HILLS SCHOOL
					258.41	003	Total
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	566.53	008	CARLTON OAKS SCHOOL
0000012048	6/10/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	515.55	008	CARLTON OAKS SCHOOL
0000011962	5/27/2021	CDW GOVERNMENT INC	TECHNOLOGY EQUIPMENT	0100	36.76	008	CARLTON OAKS SCHOOL
0000011962	5/27/2021	CDW GOVERNMENT INC	TECHNOLOGY EQUIPMENT	0100	226.56	008	CARLTON OAKS SCHOOL
0000011971	5/27/2021	SCHOLASTIC INC	SCHOOL SUPPLIES - CO	0100	1939.45	008	CARLTON OAKS SCHOOL
					3284.85	008	Total
0000012048	6/10/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	1300	113.03	090	CENTRAL KITCHEN
					113.03	090	Total
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	125.64	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	2962.13	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	467.93	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	852.99	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	1023.65	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	1029.39	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	669.53	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	326.45	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	964.23	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	852.45	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	332.82	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	5022.14	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	2727.62	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	243.08	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	2511.87	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	2577.25	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	1653.29	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	1658.76	007	CHET F HARRITT SCH

0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	2162.44	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	13748.90	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	471.41	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	493.64	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	425.61	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	1719.70	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	343.94	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	1053.30	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	2084.38	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	3624.73	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	731.49	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	2813.57	007	CHET F HARRITT SCH
0000012023	6/7/2021	METEOR EDUCATION, LLC	FURNITURE - CFH	2139	2396.36	007	CHET F HARRITT SCH
0000012041	6/9/2021	DECKER EQUIPMENT	FURNITURE SUPPLIES - CFH	2538	1121.35	007	CHET F HARRITT SCH
0000012048	6/10/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	76.28	007	CHET F HARRITT SCH
0000012060	6/16/2021	SAN DIEGO COUNTY SUPERINTENDENT	6TH GRADE CAMP - CFH	0100	1995.00	007	CHET F HARRITT SCH
0000012069	6/18/2021	PACIFICA GLASS CO., INC.	GLASS - CFH	2538	2632.00	007	CHET F HARRITT SCH
					63895.32	007 Total	
0000012006	6/3/2021	MIDAMERICA BOOKS	LIBRARY BOOKS - CO - CP	0100	179.53	071	DISTRICT LIBRARY
0000011959	5/27/2021	ETA HAND2MIND	SCHOOL SUPPLIES - ERC	0100	8867.10	071	DISTRICT LIBRARY
					9046.63	071 Total	
0000012006	6/3/2021	MIDAMERICA BOOKS	LIBRARY BOOKS - CO - CP	0100	303.08	068	EDUCATIONAL PROJECTS
					303.08	068 Total	
0000012051	6/14/2021	THE CORE COLLABORATIVE INC	LEARNER CENTERED CURRICULUM	0100	4200.00	066	EDUCATIONAL SERVICES
					4200.00	066 Total	
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	115.77	010	HILL CREEK SCHOOL
0000012055	6/16/2021	AMAZON.COM	SCHOOL SUPPLIES - HC	0100	6063.35	010	HILL CREEK SCHOOL
0000012056	6/16/2021	LAKESHORE LEARNING MATERIALS	SCHOOL SUPPLIES - HC	0100	2663.43	010	HILL CREEK SCHOOL
0000012057	6/16/2021	AUTISM PRODUCTS LLC	SCHOOL SUPPLIES - HC	0100	159.99	010	HILL CREEK SCHOOL
0000012065	6/18/2021	BARNES AND NOBLE BOOKSELLERS	BOOK ORDER - HC	0100	2121.46	010	HILL CREEK SCHOOL
0000011966	5/27/2021	TROPHY MASTER	SCHOOL TROPHIES - HC	0100	30.17	010	HILL CREEK SCHOOL
					11154.17	010 Total	
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	470.26	065	HUMAN RESOURCES
0000012014	6/3/2021	SAVE-A-LIFE EDUCATORS INC	CPR TRAINING	0100	85.00	065	HUMAN RESOURCES
					555.26	065 Total	
0000011980	6/1/2021	SHIFFLER EQUIPMENT SALES INC	M&O CLOCK ORDER	0100	1177.98	075	MAINTENANCE
0000012007	6/3/2021	ALLSTATE SIGN & PLAQUE CORP	PAINT & SIGN SUPPLIES - M&O	0100	69.95	075	MAINTENANCE
0000012007	6/3/2021	ALLSTATE SIGN & PLAQUE CORP	PAINT & SIGN SUPPLIES - M&O	0100	82.70	075	MAINTENANCE
0000012008	6/3/2021	BRAX COMPANY, INC.	ANNUAL WELL PUMP EQPT INSPEC	0100	1052.95	075	MAINTENANCE
0000012026	6/7/2021	CITY ELECTRIC SUPPLY	KILN PARTS - CFH	0100	63.91	075	MAINTENANCE
0000012026	6/7/2021	CITY ELECTRIC SUPPLY	KILN PARTS - CFH	0100	82.46	075	MAINTENANCE
0000012027	6/7/2021	PACIFIC HVAC SERVICE	DIAGNOSTICS & REPAIRS	0100	357.00	075	MAINTENANCE
0000012048	6/10/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	68.21	075	MAINTENANCE
0000012052	6/14/2021	DAVE BANG ASSOCIATES INC	PLAYGROUND SAFETY SUPPLIES	0100	92118.88	075	MAINTENANCE
0000012067	6/18/2021	CITY ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	0100	550.88	075	MAINTENANCE
0000012070	6/18/2021	CITY ELECTRIC SUPPLY	PARKING LOT POLE LIGHTS - DO	0100	288.02	075	MAINTENANCE
0000012070	6/18/2021	CITY ELECTRIC SUPPLY	PARKING LOT POLE LIGHTS - DO	0100	856.62	075	MAINTENANCE
					96769.56	075 Total	
0000012071	6/18/2021	HAWTHORNE MACHINERY CO	EQUIPMENT RENTAL - RS	0100	671.02	080	MAINTENANCE
					671.02	080 Total	
0000012076	6/21/2021	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES	0100	321.61	075	MAINTENANCE
0000012082	6/23/2021	CITY ELECTRIC SUPPLY	ELECTRICAL SUPPLIES	0100	39.20	075	MAINTENANCE
0000012084	6/23/2021	CITY ELECTRIC SUPPLY	ELECTRICAL SUPPLIES - BULBS	0100	550.88	075	MAINTENANCE
					911.69	075 Total	
0000012018	6/4/2021	MAINTEX INC	CUSTODIAL SUPPLIES	0100	60.62	074	OPERATIONS/CUSTODIAL

0000012018	6/4/2021	MAINTEX INC	CUSTODIAL SUPPLIES	0100	86.20 074	OPERATIONS/CUSTODIAL
0000012018	6/4/2021	MAINTEX INC	CUSTODIAL SUPPLIES	0100	947.85 074	OPERATIONS/CUSTODIAL
0000012018	6/4/2021	MAINTEX INC	CUSTODIAL SUPPLIES	0100	5801.69 074	OPERATIONS/CUSTODIAL
0000012018	6/4/2021	MAINTEX INC	CUSTODIAL SUPPLIES	0100	141.13 074	OPERATIONS/CUSTODIAL
0000012018	6/4/2021	MAINTEX INC	CUSTODIAL SUPPLIES	0100	102.99 074	OPERATIONS/CUSTODIAL
0000012085	6/23/2021	MAINTEX INC	EQUIPMENT REPLACEMENT	0100	3137.85 074	OPERATIONS/CUSTODIAL
					10278.33 074 Total	
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	3012.99 002	PEPPER DRIVE SCHOOL
0000012021	6/4/2021	LAKESHORE LEARNING MATERIALS	SCHOOL SUPPLIES - PD	0100	153.27 002	PEPPER DRIVE SCHOOL
0000012024	6/7/2021	ROCHESTER 100 INC	SCHOOL SUPPLIES - PD	0100	43.64 002	PEPPER DRIVE SCHOOL
0000012025	6/7/2021	CUSTOMINK	SCHOOL SUPPLIES - PD	0100	2185.17 002	PEPPER DRIVE SCHOOL
0000012032	6/7/2021	LIGHTSPEED TECHNOLOGIES INC	SCHOOL SUPPLIES - PD	0100	18673.53 002	PEPPER DRIVE SCHOOL
0000012048	6/10/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	121.36 002	PEPPER DRIVE SCHOOL
0000011961	5/27/2021	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	143.29 002	PEPPER DRIVE SCHOOL
0000011967	5/27/2021	MAINTEX INC	JANITORIAL SUPPLIES - PD	0100	566.55 002	PEPPER DRIVE SCHOOL
0000011969	5/27/2021	AMAZON.COM	SCHOOL SUPPLIES - PD	0100	506.38 002	PEPPER DRIVE SCHOOL
0000011970	5/27/2021	LIBRARY STORE INC, (THE)	SCHOOL FURNITURE - PD	0100	4900.42 002	PEPPER DRIVE SCHOOL
0000011975	5/28/2021	AMAZON.COM	SCHOOL SUPPLIES - PD	0100	440.40 002	PEPPER DRIVE SCHOOL
					30747.00 002 Total	
0000011979	6/1/2021	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	6300	281.93 072	PROJECT SAFE
0000011979	6/1/2021	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	6300	1259.80 072	PROJECT SAFE
0000011979	6/1/2021	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	6300	113.55 072	PROJECT SAFE
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	6300	489.42 072	PROJECT SAFE
					2144.70 072 Total	
0000012000	6/2/2021	EVERYTHING MEDICAL	INVENTORY REPLENISHMENT	0100	91.29 078	PROJECT SAFE
					91.29 078 Total	
0000012003	6/3/2021	SMART & FINAL	FOOD SUPPLIES - OSTP	6300	60.00 072	PROJECT SAFE
0000012033	6/7/2021	AMAZON.COM	SUMMER CAMP SUPPLIES - OSTP	0100	78.70 072	PROJECT SAFE
0000012033	6/7/2021	AMAZON.COM	SUMMER CAMP SUPPLIES - OSTP	0100	636.38 072	PROJECT SAFE
0000012033	6/7/2021	AMAZON.COM	SUMMER CAMP SUPPLIES - OSTP	0100	64.95 072	PROJECT SAFE
0000012033	6/7/2021	AMAZON.COM	SUMMER CAMP SUPPLIES - OSTP	0100	32.13 072	PROJECT SAFE
0000012033	6/7/2021	AMAZON.COM	SUMMER CAMP SUPPLIES - OSTP	6300	33.66 072	PROJECT SAFE
0000012048	6/10/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	6300	124.78 072	PROJECT SAFE
0000012080	6/23/2021	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	0100	58.15 072	PROJECT SAFE
0000012080	6/23/2021	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	6300	315.58 072	PROJECT SAFE
0000012080	6/23/2021	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	6300	289.36 072	PROJECT SAFE
0000012080	6/23/2021	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	6300	167.17 072	PROJECT SAFE
0000011958	5/27/2021	AMAZON.COM	SUMMER CAMP - OSTP	6300	180.72 072	PROJECT SAFE
0000011958	5/27/2021	AMAZON.COM	SUMMER CAMP - OSTP	6300	25.88 072	PROJECT SAFE
0000011958	5/27/2021	AMAZON.COM	SUMMER CAMP - OSTP	6300	32.62 072	PROJECT SAFE
0000011958	5/27/2021	AMAZON.COM	SUMMER CAMP - OSTP	6300	1910.75 072	PROJECT SAFE
0000011958	5/27/2021	AMAZON.COM	SUMMER CAMP - OSTP	6300	17.44 072	PROJECT SAFE
					4028.27 072 Total	
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	2005.34 005	PROSPECT AVENUE SCH
0000011990	6/2/2021	ABIGAIL GOMEZ	8TH GRADE PROMOTION SUPPLIES	0100	280.00 005	PROSPECT AVENUE SCH
0000012047	6/10/2021	METEOR EDUCATION, LLC	FURNITURE MODERNIZATION - PA	2538	448.18 005	PROSPECT AVENUE SCH
0000012047	6/10/2021	METEOR EDUCATION, LLC	FURNITURE MODERNIZATION - PA	2538	586.88 005	PROSPECT AVENUE SCH
0000012047	6/10/2021	METEOR EDUCATION, LLC	FURNITURE MODERNIZATION - PA	2538	835.72 005	PROSPECT AVENUE SCH
0000012047	6/10/2021	METEOR EDUCATION, LLC	FURNITURE MODERNIZATION - PA	2538	3111.44 005	PROSPECT AVENUE SCH
0000012047	6/10/2021	METEOR EDUCATION, LLC	FURNITURE MODERNIZATION - PA	2538	1212.36 005	PROSPECT AVENUE SCH
0000012047	6/10/2021	METEOR EDUCATION, LLC	FURNITURE MODERNIZATION - PA	2538	99.97 005	PROSPECT AVENUE SCH
0000012047	6/10/2021	METEOR EDUCATION, LLC	FURNITURE MODERNIZATION - PA	2538	1653.99 005	PROSPECT AVENUE SCH
0000012048	6/10/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	64.37 005	PROSPECT AVENUE SCH
0000011964	5/27/2021	AMAZON.COM	SCHOOL SITE SUPPLIES - PA	0100	225.83 005	PROSPECT AVENUE SCH
0000011965	5/27/2021	SCHOOL MATE	SCHOOL SUPPLIES - PA	0100	341.12 005	PROSPECT AVENUE SCH

0000011974	5/27/2021	ROCHESTER 100 INC	SCHOOL SUPPLIES - PA	0100	50.43 005	PROSPECT AVENUE SCH
					10915.63 005 Total	
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	414.00 070	PUPIL SERVICES
0000012020	6/4/2021	ETA HAND2MIND	SCHOOL SUPPLIES - PA	0100	101.92 070	PUPIL SERVICES
					515.92 070 Total	
0000011979	6/1/2021	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	0100	484.84 009	RIO SECO SCHOOL
0000012043	6/10/2021	MAINTEX INC	CUSTODIAL SUPPLIES - RS	0100	127.16 009	RIO SECO SCHOOL
0000012043	6/10/2021	MAINTEX INC	CUSTODIAL SUPPLIES - RS	0100	118.03 009	RIO SECO SCHOOL
0000012043	6/10/2021	MAINTEX INC	CUSTODIAL SUPPLIES - RS	0100	31.23 009	RIO SECO SCHOOL
0000012043	6/10/2021	MAINTEX INC	CUSTODIAL SUPPLIES - RS	0100	77.78 009	RIO SECO SCHOOL
0000012043	6/10/2021	MAINTEX INC	CUSTODIAL SUPPLIES - RS	0100	10.04 009	RIO SECO SCHOOL
0000012043	6/10/2021	MAINTEX INC	CUSTODIAL SUPPLIES - RS	0100	42.90 009	RIO SECO SCHOOL
0000011976	5/28/2021	AMAZON.COM	SCHOOL SUPPLIES - RS	0100	13.10 009	RIO SECO SCHOOL
0000011976	5/28/2021	AMAZON.COM	SCHOOL SUPPLIES - RS	0100	76.33 009	RIO SECO SCHOOL
0000011976	5/28/2021	AMAZON.COM	SCHOOL SUPPLIES - RS	0100	139.00 009	RIO SECO SCHOOL
0000011976	5/28/2021	AMAZON.COM	SCHOOL SUPPLIES - RS	0100	162.69 009	RIO SECO SCHOOL
0000011976	5/28/2021	AMAZON.COM	SCHOOL SUPPLIES - RS	0100	188.45 009	RIO SECO SCHOOL
0000011976	5/28/2021	AMAZON.COM	SCHOOL SUPPLIES - RS	0100	5.70 009	RIO SECO SCHOOL
0000011976	5/28/2021	AMAZON.COM	SCHOOL SUPPLIES - RS	0100	25.85 009	RIO SECO SCHOOL
					1503.10 009 Total	
0000012017	6/4/2021	DR. JAMIE BERGMARK, O.D.	VISION THERAPY - SPEC ED	0100	1570.00 067	SPECIAL EDUCATION
0000012064	6/17/2021	SAN DIEGO APPLIED BEHAVIOR ANALYSIS, LLC	BEHAVIOR ANALYSIS - SPEC ED	0100	3600.00 067	SPECIAL EDUCATION
0000012078	6/22/2021	BRAIN LEARNING PSYCHOLOGICAL CORP	ANNUAL ASSESSMENTS INCREASE	0100	7000.00 067	SPECIAL EDUCATION
0000012079	6/22/2021	RANCHO COASTAL SPEECH THERAPY, INC.	SPEECH THERAPY	0100	1680.00 067	SPECIAL EDUCATION
0000011960	5/27/2021	DELL MARKETING L.P.	TECHNOLOGY EQUIPMENT	0100	144.35 067	SPECIAL EDUCATION
					13994.35 067 Total	
0000012031	6/7/2021	SANTEE-LAKESIDE ROTARY CLUB	ANNUAL MEMBERSHIP	0100	200.00 062	SUPERINTENDENT DEPT
0000012080	6/23/2021	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	0100	215.49 062	SUPERINTENDENT DEPT
					415.49 062 Total	
0000011979	6/1/2021	CITI CARDS /	CITI BANK - COSTCO ANYWHERE	2538	1486.89 004	SYCAMORE CANYON SCH
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	181.02 004	SYCAMORE CANYON SCH
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	2538	1862.93 004	SYCAMORE CANYON SCH
0000012002	6/3/2021	PORTABLE STORAGE CORP	LEASED STORAGE UNIT - SC	2538	379.50 004	SYCAMORE CANYON SCH
0000012004	6/3/2021	PORTABLE STORAGE CORP	PORTABLE STORAGE - OSTP	2538	145.46 004	SYCAMORE CANYON SCH
0000012004	6/3/2021	PORTABLE STORAGE CORP	PORTABLE STORAGE - OSTP	2538	4848.75 004	SYCAMORE CANYON SCH
0000012004	6/3/2021	PORTABLE STORAGE CORP	PORTABLE STORAGE - OSTP	2538	511.81 004	SYCAMORE CANYON SCH
0000012005	6/3/2021	EWING IRRIGATION PRODUCTS	TURF LANDSCAPE - OSTP SC	2538	84.67 004	SYCAMORE CANYON SCH
0000012005	6/3/2021	EWING IRRIGATION PRODUCTS	TURF LANDSCAPE - OSTP SC	2538	94.48 004	SYCAMORE CANYON SCH
0000012005	6/3/2021	EWING IRRIGATION PRODUCTS	TURF LANDSCAPE - OSTP SC	2538	6344.32 004	SYCAMORE CANYON SCH
0000012005	6/3/2021	EWING IRRIGATION PRODUCTS	TURF LANDSCAPE - OSTP SC	2538	214.65 004	SYCAMORE CANYON SCH
0000012009	6/3/2021	WORTHINGTON DIRECT	MODERNIZATION ORDER - OSTP	2538	447.90 004	SYCAMORE CANYON SCH
0000012009	6/3/2021	WORTHINGTON DIRECT	MODERNIZATION ORDER - OSTP	2538	4815.80 004	SYCAMORE CANYON SCH
0000012009	6/3/2021	WORTHINGTON DIRECT	MODERNIZATION ORDER - OSTP	2538	690.54 004	SYCAMORE CANYON SCH
0000012022	6/4/2021	METEOR EDUCATION, LLC	CLASSROOM SUPPLIES - OSTP	2538	10128.50 004	SYCAMORE CANYON SCH
0000012048	6/10/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	193.94 004	SYCAMORE CANYON SCH
0000011963	5/27/2021	ULINE	SCHOOL SUPPLIES - OSTP	2538	52.03 004	SYCAMORE CANYON SCH
0000011963	5/27/2021	ULINE	SCHOOL SUPPLIES - OSTP	2538	700.38 004	SYCAMORE CANYON SCH
					33183.57 004 Total	
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	161.08 073	TECHNOLOGY SERVICES
					161.08 073 Total	
0000011989	6/2/2021	OFFICE DEPOT INC	SCHOOL SITE ORDERS	0100	316.72 076	TRANSPORTATION
0000012019	6/4/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	14.04 076	TRANSPORTATION
0000012019	6/4/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	148.27 076	TRANSPORTATION
0000012019	6/4/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	99.82 076	TRANSPORTATION
0000012019	6/4/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	76.06 076	TRANSPORTATION

0000012028	6/7/2021	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	236.68	076	TRANSPORTATION
0000012029	6/7/2021	PENSKE FORD	TRANSPORTATION SUPPLIES	0100	16.63	076	TRANSPORTATION
0000012030	6/7/2021	SOUTH COAST COPY SYSTEMS	TRANSPORTATION SUPPLIES	0100	4.73	076	TRANSPORTATION
0000012040	6/8/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLY	0100	28.13	076	TRANSPORTATION
0000012040	6/8/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLY	0100	60.64	076	TRANSPORTATION
0000012040	6/8/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLY	0100	40.05	076	TRANSPORTATION
0000012044	6/10/2021	BORDER TIRE	TRANSPORATION SUPPLIES	0100	352.48	076	TRANSPORTATION
0000012045	6/10/2021	GROSSMONT UNION HIGH SCHOOL DISTRICT	TRANSPORTATION SERVICES	0100	583.25	076	TRANSPORTATION
0000012050	6/14/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	21.54	076	TRANSPORTATION
0000012050	6/14/2021	O'REILLY AUTO PARTS	TRANSPORTATION SUPPLIES	0100	93.40	076	TRANSPORTATION
0000012066	6/18/2021	A-Z BUS SALES, INC.	TRANSPORTATION SUPPLIES	0100	235.04	076	TRANSPORTATION
0000012081	6/23/2021	KIRKS RADIATOR	TRANSPORTATION SUPPLIES	0100	230.06	076	TRANSPORTATION

2557.54 076 Total

0000011981	6/1/2021	OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	281.87	078	WAREHOUSE
0000011981	6/1/2021	OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	117.40	078	WAREHOUSE
0000011981	6/1/2021	OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	34.48	078	WAREHOUSE
0000011982	6/1/2021	SUPPLY SOLUTIONS	INVENTORY REPLENISHMENT	0100	478.41	078	WAREHOUSE
0000011982	6/1/2021	SUPPLY SOLUTIONS	INVENTORY REPLENISHMENT	0100	1549.01	078	WAREHOUSE
0000011982	6/1/2021	SUPPLY SOLUTIONS	INVENTORY REPLENISHMENT	0100	2893.09	078	WAREHOUSE
0000011982	6/1/2021	SUPPLY SOLUTIONS	INVENTORY REPLENISHMENT	0100	68.58	078	WAREHOUSE
0000011982	6/1/2021	SUPPLY SOLUTIONS	INVENTORY REPLENISHMENT	0100	274.83	078	WAREHOUSE
0000011982	6/1/2021	SUPPLY SOLUTIONS	INVENTORY REPLENISHMENT	0100	230.41	078	WAREHOUSE
0000011983	6/1/2021	PYRAMID SCHOOL PRODUCTS	INVENTORY REPLENISHMENT	0100	86.00	078	WAREHOUSE
0000011984	6/1/2021	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	197.16	078	WAREHOUSE
0000011984	6/1/2021	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	62.84	078	WAREHOUSE
0000011984	6/1/2021	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	643.91	078	WAREHOUSE
0000011984	6/1/2021	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	254.80	078	WAREHOUSE
0000011984	6/1/2021	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	78.53	078	WAREHOUSE
0000011984	6/1/2021	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	179.73	078	WAREHOUSE
0000011984	6/1/2021	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	194.34	078	WAREHOUSE
0000011984	6/1/2021	MISSION JANITORIAL SUPPLIES	INVENTORY REPLENISHMENT	0100	617.41	078	WAREHOUSE
0000011986	6/1/2021	PADRE JANITORIAL SUPPLY	INVENTORY REPLENISHMENT	0100	261.83	078	WAREHOUSE
0000011987	6/1/2021	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	334.50	078	WAREHOUSE
0000011987	6/1/2021	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	52.08	078	WAREHOUSE
0000011987	6/1/2021	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	205.85	078	WAREHOUSE
0000011987	6/1/2021	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	28.45	078	WAREHOUSE
0000011987	6/1/2021	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	267.22	078	WAREHOUSE
0000011987	6/1/2021	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	86.89	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	167.83	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	428.31	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	285.54	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	285.54	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	42.60	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	62.06	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	110.16	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	633.57	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	85.34	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	422.04	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	194.47	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	915.88	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	154.73	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	262.74	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	124.13	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	78.87	078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	31.68	078	WAREHOUSE

0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	43.53 078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	41.18 078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	43.53 078	WAREHOUSE
0000011988	6/1/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	31.68 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	584.44 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	93.23 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	3928.57 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	213.45 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	140.29 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	116.89 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	344.71 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	173.32 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	259.89 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	130.59 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	244.05 078	WAREHOUSE
0000011991	6/2/2021	MAINTEX INC	INVENTORY REPLENISHMENT	0100	441.56 078	WAREHOUSE
0000011992	6/2/2021	AMAZON.COM	INVENTORY REPLENISHMENT	0100	830.97 078	WAREHOUSE
0000011993	6/2/2021	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	67.88 078	WAREHOUSE
0000011994	6/2/2021	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	64.65 078	WAREHOUSE
0000012000	6/2/2021	EVERYTHING MEDICAL	INVENTORY REPLENISHMENT	0100	134.15 078	WAREHOUSE
0000012001	6/2/2021	WAXIE SANITARY SUPPLY	INVENTORY REPLENISHMENT	0100	68.01 078	WAREHOUSE
0000012001	6/2/2021	WAXIE SANITARY SUPPLY	INVENTORY REPLENISHMENT	0100	330.49 078	WAREHOUSE
0000012038	6/8/2021	KP LLC	CUMULATIVE FOLDERS	0100	1126.33 078	WAREHOUSE
0000012061	6/16/2021	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	0100	202.57 078	WAREHOUSE
0000012068	6/18/2021	PITNEY BOWES - SUPPLIES	MAIL ROOM SUPPLIES	0100	306.84 078	WAREHOUSE
0000012086	6/24/2021	WASTE MANAGEMENT OF EL CAJON -	ROLL-OFF CAJON PARK	0100	388.33 078	WAREHOUSE
0000011977	5/28/2021	AMAZON.COM	INVENTORY REPLENISHMENT	0100	236.94 078	WAREHOUSE
0000011977	5/28/2021	AMAZON.COM	INVENTORY REPLENISHMENT	0100	129.30 078	WAREHOUSE
0000011978	5/28/2021	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	0100	362.04 078	WAREHOUSE
0000011978	5/28/2021	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	0100	465.96 078	WAREHOUSE
0000011978	5/28/2021	CAMEO PAPER & JANITORIAL	INVENTORY REPLENISHMENT	0100	570.64 078	WAREHOUSE

25881.12 078 Total
\$ 459,843.47 Grand Total

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 #22708 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 \$2,297.05 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.2.4.

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

Date	Number	Name	Memo	Amount
06/29/21	22708	County of San Diego	CFH LRC & Classroom Bldg/Parcel# 383:100:13	\$2,295.00

Total Checks Written **\$2,295.00**

March 2021 Bank Fees **\$0.54**

April 2021 Bank Fees **\$0.87**

May 2021 Bank Fees **\$0.64**

Amount to be reimbursed by SDCOE

Total to be Reimbursed **\$2,297.05**

Total to Deduct from Future Reimbursement **\$0.00**

Consent Item D.2.5. Acceptance of Donations, Grants, and Bequests
 Prepared by Karl Christensen
 July 20, 2021

BACKGROUND:

Board of Education policy #3290 specifies that gifts and donations, with a value over \$50, must be officially received by the Board of Education. The following donations, grants, and/or bequests have been offered to the District:

<i>Item</i>	<i>Approximate Value</i>	<i>Received From</i>	<i>Designated For Use At</i>
DONATIONS			
Funds to Support the Instructional Program	\$500.00	Timothy and Gina Glover	Carlton Hills School
Funds to Support the Purchase and Installed of Campus Benches	\$780.00	PRIDE Academy PTA	PRIDE Academy
GRANTS			
(None)			
BEQUESTS			
(None)			
TOTAL RECEIVED	\$1,280.00		

RECOMMENDATION:

Administration recommends acceptance of the donations, grants, and/or bequests listed above for the District and authorization to send a letter of appreciation on behalf of the governing Board.

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 donations, grants, and/or bequests listed above are valued at \$1,280.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

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	Dates(s) of Services	Original Amount and Approval Date	Requested Increase / Contract Cumulative Total	Funding
Bilingual Speech Services	Bilingual Speech Evaluations	07/01/2020 – 06/30/2021	\$20,000.00 / 07/21/2020 \$10,000.00 / 03/16/2021	\$10,000.00 / \$40,000.00	Special Education
SDSU Cognitively Guided Instruction Professional Development Collaborative	CGI Mathematics Professional Learning Experiences	7/27/2020 – 5/31/2021 (term extension for additional training sessions through 6/30/2021)	\$49,280.00 / 06/16/2020	Additional \$17,600.00 / \$66,880.00	Low Performance Grant Funds

RECOMMENDATION:

It is recommended that the Board of Education approve/ratify agreements with General Service Providers as presented.

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.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.6.

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
Cajon Park School	16.8	19	\$0.575	\$ 183.54
Cajon Park School	8.8	19	\$0.575	\$ 96.14
The Winston School	88.4	7	\$0.575	\$ 355.81
Total:				\$ 635.49

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 \$635.49 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.2.7.

Consent Item D.2.8. Approval/Ratification of Expenditure Transactions
 Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
 July 20, 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 May 1, 2021 through May 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 202 transactions totaling \$22,242.35 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.8.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20210506	ABEL,CATHY	CHILD NUTRITION	JIM COLEMAN LTD #3	117.88	Department T-Shirts.
20210524	ABEL,CATHY	CHILD NUTRITION	AMAZON.COM*2R7DY4JC0	1,266.05	Rubbermaid rolling 3-shelf rolling carts.
20210531	ABEL,CATHY	CHILD NUTRITION	AMAZON.COM*2R1ZY97W0	102.35	Cambro Camwarmer.
20210531	ABEL,CATHY	CHILD NUTRITION	AMAZON.COM*2R2Z687Z0	102.35	Cambro Camwarmer.
				<u>1,588.63</u>	
20210504	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMAZON.COM*2L4Z85AP1	57.20	Miscellaneous supplies.
20210505	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SANDWICH BAGS	81.44	Board meeting supplies.
20210506	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	36.64	Board meeting supplies.
20210510	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	48.48	Expenses for Administrator of the Year.
20210511	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AMZN MKTP US*2L18I50Q0	237.05	Miscellaneous office supplies.
20210513	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	WINDY BALLOON COMPANY	149.26	Salute to Excellence expenses.
20210518	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALS SPORT SHOP	2,258.44	Student promotion signs.
20210519	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	13.67	Board meeting supplies.
20210519	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	64.60	Salute to Excellence expenses.
20210519	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SANDWICH BAGS	79.44	Board meeting supplies.
20210520	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	15.55	Board meeting supplies.
20210526	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ABBEY PARTY RENTS EL C	96.80	Salute to Excellence expenses.
20210528	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMART AND FINAL 378	43.68	Board meeting supplies.
				<u>3,182.25</u>	
20210510	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	34.02	Classroom supplies.
20210511	BAKER,HOPE	OST PROGRAMS	SMART AND FINAL 929	86.74	Yale snacks.
20210518	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	55.22	Staff Appreciation.
20210528	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	12.93	Staff Appreciation supplies.
20210528	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	78.25	YALE classroom supplies.
20210531	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	29.42	YALE classroom supplies.
20210531	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	26.09	YALE Promotion supplies.
20210531	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	(26.10)	Return to Michaels of Brown siser easyweed.
20210531	BAKER,HOPE	OST PROGRAMS	PARTY CITY 441	38.70	Craft supplies.
				<u>335.27</u>	
20210502	BONSER,KRISTEN	PRIDE ACADEMY	STARBUCKS STORE 05912	25.00	Student behavior incentives.
20210502	BONSER,KRISTEN	PRIDE ACADEMY	SEAWORLD-FRONT GATE	49.99	Virtual field trip.
20210505	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*2L4A000J1	12.97	Student reward.
20210507	BONSER,KRISTEN	PRIDE ACADEMY	WALMART.COM	(75.41)	Refund for LRC art work.
20210512	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*2L1QW4EC2	49.54	Promotion supplies.
20210514	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*2L1QD18B0	29.91	Promotion supplies.
20210514	BONSER,KRISTEN	PRIDE ACADEMY	DISCOUNTMUGS.COM	232.54	Staff t-shirts.
20210518	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*2L4E43DE2	161.62	Promotion supplies.
20210519	BONSER,KRISTEN	PRIDE ACADEMY	TEACHERSPAYTEACHERS.CO	29.99	Math supplemental curriculum.
20210519	BONSER,KRISTEN	PRIDE ACADEMY	BREAKOUT	99.00	Problem solving kit.
20210520	BONSER,KRISTEN	PRIDE ACADEMY	KAHOOT! AS	72.36	Academic quiz subscription.
20210521	BONSER,KRISTEN	PRIDE ACADEMY	STICKER MULE	72.53	Promotion supplies.
20210524	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*2R1OU4FR2	107.68	Supplies for community building project.
20210527	BONSER,KRISTEN	PRIDE ACADEMY	STARBUCKS STORE 14489	10.00	Student behavior incentives.
20210527	BONSER,KRISTEN	PRIDE ACADEMY	BARNES & NOBLE #2135	20.00	Student behavior incentives.
20210527	BONSER,KRISTEN	PRIDE ACADEMY	THE HOME DEPOT #0673	38.60	Duct tape/custodial.
20210530	BONSER,KRISTEN	PRIDE ACADEMY	DISCOUNTMUGS.COM	(66.40)	Refund for staff t-shirts.
20210531	BONSER,KRISTEN	PRIDE ACADEMY	AMZN MKTP US*2X2GB13F1	42.96	Summer reading camp.
				<u>912.88</u>	
20210512	BORDEN,STEPHANIE	EDUCATIONAL SERVICES	AWARDS BY NAVAJO ENGRA	104.15	Plaques for the Academic Achievement Winners.
20210516	BORDEN,STEPHANIE	EDUCATIONAL SERVICES	AMZN MKTP US*2L3XJ76L0	19.38	EAK Graduation Caps.
20210527	BORDEN,STEPHANIE	EDUCATIONAL SERVICES	LOWES #00907*	12.24	Garden Supplies for SSP.
20210527	BORDEN,STEPHANIE	EDUCATIONAL SERVICES	LOWES #00907*	247.79	Garden Supplies for SSP.
20210527	BORDEN,STEPHANIE	EDUCATIONAL SERVICES	LOWES #00907*	22.97	Garden Supplies for SSP.
20210527	BORDEN,STEPHANIE	EDUCATIONAL SERVICES	LOWES #00907*	116.89	Garden Supplies for SSP.
20210527	BORDEN,STEPHANIE	EDUCATIONAL SERVICES	LOWES #00907*	8.72	Garden supplies for SSP.
20210528	BORDEN,STEPHANIE	EDUCATIONAL SERVICES	LOWES #00907*	26.40	Garden Supplies for SSP.
20210530	BORDEN,STEPHANIE	EDUCATIONAL SERVICES	LOWES #00907*	90.49	Garden Supplies for SSP.
20210530	BORDEN,STEPHANIE	EDUCATIONAL SERVICES	LOWES #00907*	26.40	Garden Supplies for SSP.
				<u>675.43</u>	
20210507	BORTS,KATHERINE	HUMAN RESOURCES	PANERA BREAD #204874 O	61.44	Director Community Collaborative
				<u>61.44</u>	
20210509	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	VONS #1897	43.09	Expenses for Administrator of the Year.
20210525	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ZOOM.US 888-799-9666	119.98	Online meeting platform.
				<u>163.07</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20210514	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*2L2885YE1	33.37	Classroom supplies.
20210516	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*2L5YL6HX2	31.27	Classroom supplies.
20210516	DOBBINS,TIMOTHY	CAJON PARK	AMAZON.COM*2L04A5DP0	61.56	Classroom supplies.
20210516	DOBBINS,TIMOTHY	CAJON PARK	AMAZON.COM*2L6QK45C2 A	61.34	Classroom supplies.
20210517	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*2R3Z80LJ1	18.38	Classroom supplies.
20210517	DOBBINS,TIMOTHY	CAJON PARK	AMAZON.COM*2L5J1B32 A	11.53	Classroom supplies.
20210518	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*2L3VL52T2	128.02	Classroom supplies.
20210519	DOBBINS,TIMOTHY	CAJON PARK	AMAZON.COM*2R2DQ8TN1 A	68.18	Classroom supplies.
20210519	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*2L2NE4Y90	21.64	Classroom supplies.
20210524	DOBBINS,TIMOTHY	CAJON PARK	THE HOME DEPOT #0673	144.39	Classroom moving supplies.
20210527	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*2R3V71VR0	34.90	Classroom supplies.
20210528	DOBBINS,TIMOTHY	CAJON PARK	SMART AND FINAL 929	58.17	Health office supplies and staff engagement.
				672.75	
20210514	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*2L0P92MY2	9.69	Bulltein board border.
20210518	FORSTER,CHASITY	HILL CREEK	BSN SPORTS LLC	43.99	Megaphone- \$100 was used with certificate of credit.
20210519	FORSTER,CHASITY	HILL CREEK	WALMART.COM AU	54.86	Basketballs, soccer balls, and playground balls.
20210527	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*2R8Y98M40	32.31	Dot shaped floor marking tape.
20210527	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*2R8AQ4I81	17.23	Marking flags for graduation.
20210528	FORSTER,CHASITY	HILL CREEK	AMZN MKTP US*2R2RI55Q0	35.33	Luau Leis-8th grade luncheon.
20210530	FORSTER,CHASITY	HILL CREEK	SMART AND FINAL 929	66.94	Ice Cream for middle school.
				260.35	
20210507	GRIFFIN,DEBRA	TRANSPORTATION	WAL-MART #5338	150.33	Booster seats for Special Day students in vans.
				150.33	
20210509	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*2L8XY1CQ2	43.09	Intervention resource materials.
20210510	HICKS,TYLENE	CHET F. HARRITT	SMART AND FINAL 929	41.96	Feeding sea cadets for their work.
20210510	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*2L4CQ1TD0	172.20	Intervention resource materials.
20210510	HICKS,TYLENE	CHET F. HARRITT	1181 ROUND TABLE PIZZA	164.78	Feeding sea cadets for their work.
20210510	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM*2L2CU6TJO A	10.76	Intervention resource materials.
20210512	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*2L6P05G50	7.54	Intervention resource materials.
20210513	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*2L87T79Y1	64.52	Intervention resource materials.
20210513	HICKS,TYLENE	CHET F. HARRITT	JOANN STORES*JOANN.COM	59.69	Intervention resource materials.
20210528	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*2R56O7ME2	140.00	Emergency backpacks for classrooms.
20210530	HICKS,TYLENE	CHET F. HARRITT	SMARTSIGN	146.52	Signs for campus for outdoor learning.
				851.06	
20210523	HOHIMER,KAREN	CAJON PARK	MAKESTICKERS.COM	63.91	Stickers for promotion.
				63.91	
20210518	HOOKS,TED A	PEPPER DRIVE	AMZN MKTP US*2R4QF8NW1	132.26	Umbrella for lunch area.
20210519	HOOKS,TED A	PEPPER DRIVE	STICKER MULE	93.10	Stickers for promotion.
20210531	HOOKS,TED A	PEPPER DRIVE	4010 BOSE CORP WEB STO	724.30	Sound system mixer.
				949.66	
20210513	JOHNSTON,ANDREW	CARLTON OAKS	AMZN MKTP US*2L12B81U2	71.24	Professional Development.
20210514	JOHNSTON,ANDREW	CARLTON OAKS	TASSEL DEPOT	228.38	8th grade promotion supplies.
20210521	JOHNSTON,ANDREW	CARLTON OAKS	LOWES #00907*	433.16	Corrugated boxes for staff classroom changes.
20210521	JOHNSTON,ANDREW	CARLTON OAKS	OFFICE DEPOT #846	173.59	Computer monitor for Learning Resource Center.
				906.37	
20210504	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*2L4Y36TK1	11.25	Graduation caps for Preschool graduation.
20210510	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*2L4YX9H11	59.21	Chicken feed.
20210510	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*6Z34V4PE3	106.84	Inflatable decorations for retirement luncheon.
20210510	LOCKE,SUMMER	SYCAMORE CANYON	AMAZON.COM*1358Z1MV3 A	41.55	Desktop organizer for new library building.
20210512	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*2L3178A52	193.90	Headphones for CAASPP testing.
20210513	LOCKE,SUMMER	SYCAMORE CANYON	SPIRITWEAR.COM	392.52	6th grade t-shirts.
20210519	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*2L6KE8RP0	75.32	Flag pole replacements for 6th grade graduation.
20210524	LOCKE,SUMMER	SYCAMORE CANYON	AMZN MKTP US*2R7IS2J80	34.48	California flag replacement for 6th grade promotion.
				915.07	
20210504	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*OH0XA41U3	428.83	Samsung 43" smart TV.
20210504	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*8S7V951A3	43.09	1 USB4 cable for USB-C docking station.
20210505	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM*LQ0I941T3	1,623.92	2 of Samsung 65" smart tvs.
20210511	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	14.36	VGA cable w/ 3.5mm, 15' slim.
20210511	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*2L4CQ3JH2	99.35	3 of Mountup TV wall mounts, & one 3pk of 8K HDMI 3ft cords.
20210518	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE	24.99	Security system.
20210526	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*2R46R5AE2	21.54	Mighty sight magnifying glass with LED Light & travel case.
20210528	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*2R7F73MM2	203.60	Spartan Industrial 2 gallon clear reclosable zip plastic bags.
				2,459.68	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20210503	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM*PF83G7KJ3 A	18.66	Ziplock bags for LLI reader books. Books purchased with Title I funds.
20210504	MARTIN,SUZANNE	HILL CREEK	FLINN SCIENTIFIC INC	10.39	Instructional material for Positive Prevention instruction. Instructional material- Lottery.
20210505	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*190AD1YQ3	61.38	Visual timers for student engagement. General budget- student engagement.
20210506	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM*4B4Q85R53	56.10	Ziplock baggies to bundle LLI take-home books. LLI kits for student reading intervention. Title I funding.
20210510	MARTIN,SUZANNE	HILL CREEK	TARGET 00014852	32.93	Pretzels for standardized testing- student engagement and motivation. General budget.
20210513	MARTIN,SUZANNE	HILL CREEK	SP * DISCOUNT OWL PELL	49.38	Owl pellets for science inquiry. Instructional material. Lottery.
20210514	MARTIN,SUZANNE	HILL CREEK	SP * DISCOUNT OWL PELL	28.63	Owl pellets for science exploration for science instruction. Instructional materials. Lottery.
20210516	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*2R4V09021	63.84	Goo Gone Pro-Power. Custodial budget.
20210516	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*2L4PV36S0	19.72	Utility knife blades. For custodial cleaning. Custodial budget.
20210517	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM*2R0U71FD1	69.50	Mop bucket for custodial cleaning. Custodial budget.
20210517	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*2L12K4K80	14.86	Window scraper for custodial cleaning. Custodial budget.
20210517	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*2L4YA08X2	91.20	Mop bucket for custodial cleaning. Custodial budget.
20210521	MARTIN,SUZANNE	HILL CREEK	SP * BENDSHAPEMASK.QUA	156.82	Bend shape masks for speech therapy. Speech intervention- Title I funding.
20210523	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*2R3AW7MX1	21.28	Goo Gone- Pro-Power for custodial cleaning. Custodial budget.
20210526	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM*2R0CT3GA0 A	74.34	Dawn dishsoap for custodial cleaning. Custodial budget.
20210527	MARTIN,SUZANNE	HILL CREEK	STICKER MULE	72.53	Stickers for 8th grade promotion and student recognition. General budget- student engagement.
20210527	MARTIN,SUZANNE	HILL CREEK	AMAZON.COM*2R6VY9UF1	18.80	Ziplock baggies for LLI student reader books. LLI kits were purchased for reading intervention. Title I.
20210530	MARTIN,SUZANNE	HILL CREEK	AMZN MKTP US*2X9FJ9F01	47.34	Black diploma letter holder for promotion & student recognition. General budget, student engagement.
				907.70	
20210505	MCGINTY,MIRIAM	SPECIAL EDUCATION	WESTERN PSYCHOLOGICAL	165.95	Protocol's for Speech Lang Path's.
20210506	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	80.00	Protocols for Psych's.
20210512	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON PRIME*2L4KV7GN0	1.07	Item for OT student.
20210512	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMAZON PRIME	(1.07)	Refund back.
20210513	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	100.00	Protocols for Psych's.
20210514	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*2L7S78880	34.46	Item for student for OT.
20210516	MCGINTY,MIRIAM	SPECIAL EDUCATION	AWL*PEARSON EDUCATION	46.00	Protocol for RSP.
20210516	MCGINTY,MIRIAM	SPECIAL EDUCATION	LS&S LLC.	52.50	Cane for visually impaired student.
20210516	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	85.00	Protocols for Psych's.
20210516	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	85.00	Protocols for Psych's.
20210519	MCGINTY,MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*2L9CU59O2	13.36	Labels for office.
20210526	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	42.50	Protocols for Psych's.
20210526	MCGINTY,MIRIAM	SPECIAL EDUCATION	SP * MHS: MULTI-HEALTH	42.50	Protocols for Psych's.
				747.27	
20210511	MINUTELLI,DAWN	EDUCATIONAL SERVICES	SMART AND FINAL 929	42.79	Supplies for meeting with Vice Principals for reflection of the 20-21 school year.
20210521	MINUTELLI,DAWN	EDUCATIONAL SERVICES	OTC BRANDS INC	29.07	State Preschool Supplies.
20210528	MINUTELLI,DAWN	EDUCATIONAL SERVICES	SCREENCASTIFY UNLIMITE	58.00	Program to making movies for professional development.
				129.86	
20210511	NELSON,REBECCA	CHEF F. HARRITT	AMZN MKTP US*2L2Z012A1	126.24	Intervention resource materials.
20210511	NELSON,REBECCA	CHEF F. HARRITT	AMZN MKTP US*2L5DY8T72	37.56	Intervention resource materials.
20210512	NELSON,REBECCA	CHEF F. HARRITT	AMZN MKTP US*2L34Y6AR2	21.34	Intervention resource materials.
20210519	NELSON,REBECCA	CHEF F. HARRITT	FLASHBAYCOM	489.14	Flash drives for 8th grade promotion.
				674.28	
20210503	OCHOA,JESSICA	OST PROGRAMS	STAPLES DIRECT	88.34	Staff office chair.
20210503	OCHOA,JESSICA	OST PROGRAMS	WALMART.COM AA	69.81	Sunscreen for students.
20210503	OCHOA,JESSICA	OST PROGRAMS	WALMART.COM AA	69.81	Sunscreen for summer camp students.
20210512	OCHOA,JESSICA	OST PROGRAMS	ARMSTRONG 763 EL CAJON	98.69	Plants for Memorial Garden.
20210520	OCHOA,JESSICA	OST PROGRAMS	SQ *SULTAN S BAR & GRI	89.70	Classified Appreciation.
20210531	OCHOA,JESSICA	OST PROGRAMS	WALMART.COM AW	84.89	ASES classroom supplies.
				501.24	
20210503	OLANDER,MICHAEL	PUPIL SERVICES	STUDENTTREASURES	204.60	Books for SSP.
20210509	OLANDER,MICHAEL	PUPIL SERVICES	AMZN MKTP US*2L9MV6HT1	9.69	Power cable for microphone for Ars.
20210509	OLANDER,MICHAEL	PUPIL SERVICES	AMZN MKTP US*2L7RN9J60	14.00	Audio cable for Ars.
20210511	OLANDER,MICHAEL	PUPIL SERVICES	SANDWICH BAGS	103.63	Professional development lunch per Stephanie Pierce.
20210514	OLANDER,MICHAEL	PUPIL SERVICES	AMZN MKTP US*2L1HN88N0	58.18	Books for threat assesement protocol.
20210520	OLANDER,MICHAEL	PUPIL SERVICES	AMAZON.COM*2R9PW2131 A	22.94	Train set for Special Ed.
20210527	OLANDER,MICHAEL	PUPIL SERVICES	AMZN MKTP US*2R4CL3MZ0	29.94	Test strips for RN.
20210528	OLANDER,MICHAEL	PUPIL SERVICES	AMAZON.COM*2R2JE3HP0	23.68	Baby wipes for ESY.
				466.66	
20210510	PARKER,HEIDI MARIA	PEPPER DRIVE	AMZN MKTP US*2L2N230B0	223.72	Books for professional learning.
20210512	PARKER,HEIDI MARIA	PEPPER DRIVE	OTC BRANDS INC	71.07	PBIS student rewards.
20210517	PARKER,HEIDI MARIA	PEPPER DRIVE	OFFICE DEPOT 1135	315.70	Easel for counseling.
20210528	PARKER,HEIDI MARIA	PEPPER DRIVE	AMAZON.COM*2R5Y14BX0	23.86	Book for professional learning.
				634.35	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20210513	PEZONE,MELYNDA	CARLTON OAKS	AMZN MKTP US*2L3FQ2XA2	23.67	Deep socket wrench set for custodial.
20210520	PEZONE,MELYNDA	CARLTON OAKS	AMZN MKTP US	(23.67)	Refund for undelivered deep socket wrench.
20210526	PEZONE,MELYNDA	CARLTON OAKS	AMZN MKTP US*2R9DI4GY0	23.67	Re order of deep socket wrench.
				<u>23.67</u>	
20210504	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	S3 STORES 616-259-5711	1,313.60	Professional Development for K-5 Teachers. Building Math Fluency through the use of playing cards.
20210509	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	ASCD	89.00	ASCD Membership.
				<u>1,402.60</u>	
20210506	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*AT5J13113	109.87	Coding hardware.
20210511	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*2L3SE1PNO	78.60	Coding hardware.
20210512	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*2L9LF2X50	157.10	Coding hardware.
20210516	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*2R90V6CM1	78.60	Coding hardware.
20210516	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*2L7XG56I0	18.31	Coding hardware.
20210516	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US	(28.93)	Returned coding hardware.
20210517	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*2R4EJ9ZN1	36.62	Coding hardware.
20210517	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	HARVARD EDUCATION PRES	274.17	Outdoor learning books.
20210521	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*2L6OG4YV2	26.54	Outdoor learning book.
20210527	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*2R5XY1I81	133.53	Coding hardware.
20210530	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	TAYLOR & FRANCIS	340.88	Science pilot books.
20210531	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*2R2L83QB2	36.62	Coding hardware.
				<u>1,261.91</u>	
20210531	ROGERS,CHRISTOPHER	RIO SECO	AMZN MKTP US*2X3BG2LQ1	220.59	2x Collapsible Rolling Carts.
				<u>220.59</u>	
20210510	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*2L6LP7BC1	29.20	Professional Literature for RSP teacher.
20210512	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*2L7AN6KP1	26.29	Professional Reading for teacher.
20210514	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*2L6E63QY0	28.00	Sorting/storage system for SDC class.
20210517	SAUNDERS,LEAH	CARLTON HILLS	SQ *CUPCAKES A LA YOLA	84.00	Celebration cupcakes for RFP students in ELL Program.
				<u>167.49</u>	
20210523	SIMPSON,DEBRA	RIO SECO	STICKER MULE	98.51	Rio Seco stickers for promotion.
20210526	SIMPSON,DEBRA	RIO SECO	AMZN MKTP US*2R0XS0GM0	107.60	Emergency backpacks.
				<u>206.11</u>	
20210519	SOUTHCOTT,STEPHANIE	CARLTON HILLS	JONES SCHOOL SUPPLY CO	29.33	Supplies for promotion.
20210520	SOUTHCOTT,STEPHANIE	CARLTON HILLS	PARTY CITY 441	23.67	Supplies for promotion.
20210521	SOUTHCOTT,STEPHANIE	CARLTON HILLS	MICHAELS STORES 3256	46.10	Supplies for promotion.
20210521	SOUTHCOTT,STEPHANIE	CARLTON HILLS	THE HOME DEPOT #0673	34.91	Supplies for promotion.
20210523	SOUTHCOTT,STEPHANIE	CARLTON HILLS	MICHAELS STORES 8709	11.48	Supplies for promotion.
20210527	SOUTHCOTT,STEPHANIE	CARLTON HILLS	PARTY CITY 441	21.54	Supplies for promotion.
				<u>167.03</u>	
20210507	STARKEY,MARK	INFORMATION TECHNOLOGY	THE HOME DEPOT #0673	419.79	10 - Wyze Cam 1080p HD Indoor/Outdoor Smart Home Security Camera with Color Night Vision.
20210509	STARKEY,MARK	INFORMATION TECHNOLOGY	AMAZON.COM*2L25J35X1	17.27	One 6pack of Quartet strong magnets for whiteboard/dry erase board.
20210509	STARKEY,MARK	INFORMATION TECHNOLOGY	AMZN MKTP US*2L4TX3J80	34.46	Two (2) of 2pk USB-C cable, 6' for MacBooks & I pads.
20210510	STARKEY,MARK	INFORMATION TECHNOLOGY	AMZN MKTP US*2L01Q5HQ1	70.44	1 of Quartet Glass Whiteboard, Magnetic dry erase board, 11"x17".
20210530	STARKEY,MARK	INFORMATION TECHNOLOGY	AMZN MKTP US*2R67R96R0	41.48	2 of Laser/Ink Jet White Labels (4"x3-1/3" - 6 per page 600 labels).
				<u>583.44</u>	
				<u>22,242.35</u>	

Authorization to Sell/Dispose of Surplus Items

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:

<u>Category</u>	<u>Value/Condition</u>	<u>Option</u>	<u>Requirements</u>
<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>
16	Each	Green Chairs	PD	Boys R/R	Worn out, outdated	\$0
4	Each	Student blue plastic chairs with wheels	PD	Boys R/R	Worn out, outdated	\$0
4	Each	Misc. office chairs with wheels	PD	Boys R/R	Worn out, Broken wheels	\$0
4	Each	Misc. office chairs w/out wheels	PD	Boys R/R	Worn out, outdated	\$0
1	Each	Book shelf wood	PD	Boys R/R	Broken shelf, missing shelf	\$0
2	Each	Tech carts with wheels	PD	Boys R/R	Obsolete used for big box TV	\$0
1	Each	Round wood table	PD	Boys R/R	Worn out, outdated	\$0

<u>Qty</u>	<u>UOM</u>	<u>Description</u>	<u>Site</u>	<u>Storage Location</u>	<u>Condition</u>	<u>Estimated Value/Price</u>
2	Each	Desk with orange seats	PD	Boys R/R	Worn out, rusty scratched table tops	\$0
25	Each	Small orange & yellow student chairs	PD	Boys R/R	Worn out, rusty, cracked, chipped	\$0
1	Each	Old projector	PD	Boys R/R	Outdated	\$0
1	Each	VHS/DVD player	PD	Boys R/R	Obsolete	\$0
2	Each	White boards	PD	Boys R/R	Chipped, broken, won't erase	\$0
5	Each	Projector screens	PD	Boys R/R	Broken	\$0
3	Each	Wooden shelves	PD	Boys R/R	Broken and chipped	\$0
1	Each	Wooden shelf	PD	Boys Locker Room	Missing shelves	\$0
1	Each	Wooden drawer	PD	Boys Locker Room	Broken	\$0
1	Each	Box of headphones	PD	Boys Locker Room	Worn out, outdated.	\$0
1	Each	Mini fridge	PD	Boys Locker Room	Broken, not working	\$0
3	Each	Misc. office chairs w/ wheels	PD	Boys Locker Room	Not rolling any more, worn out, dirty	\$0
2	Each	Student chair w/wheels	PD	Boys Locker Room	Cracked and worn out	\$0
8	Each	Fabric office chairs (blue)	PD	Boys Locker Room	Dirty, fabric torn, and worn out	\$0
110	Each	Orange, green, yellow student chairs	PD	Boys Locker Room	Cracked and worn, very rusty	\$0
1	Each	Wooden cart w/ wheels	PD	Boys Locker Room	Broken wheel, old and dirty	\$0
1	Each	Wooden teacher desk	PD	Boys Locker Room	Outdated, cracked	\$0
3	Each	Single student desk w/wood top	PD	Boys Locker Room	Worn out and warped desk top with rust	\$0
1	Each	Rolling cart with a small sink.	PD	Boys Locker Room	Warped wood and falling apart	\$0
1	Each	Rolling shop vacuum	PD	Boys Locker Room	Broken, missing cord	\$0
1	Each	Bonnet floor stripper	PD	Boys Locker Room	Broken, outdated	\$0
1	Each	Wood caddy	PD	Boys Locker Room	Missing parts	\$0
1	Each	Half circle table	PD	Boys Locker Room	Scratched, carved up top, outdated	\$0
3	Each	Trapezoid table	PD	Boys Locker Room	Outdated, very heavy	\$0
2	Each	Trapezoid table tops w/ no legs	PD	Boys Locker Room	Press wood flaking apart	\$0

<u>Qty</u>	<u>UOM</u>	<u>Description</u>	<u>Site</u>	<u>Storage Location</u>	<u>Condition</u>	<u>Estimated Value/Price</u>
38	Each	Wood top double student desks	PD	Boys Locker Room	Broken, feet missing, carved tops, outdated	\$0
4	Each	Wood table tops med. w/ no legs	PD	Boys Locker Room	Warped wood and falling apart	\$0
8	Each	Misc. brackets	PD	Boys Locker Room	Rusty	\$0
12	Each	Misc. legs of various size for tables	PD	Boys Locker Room	Rusty	\$0
1	Each	Large fridge	PD	Boys Locker Room	Broken	\$0
29	Each	Double wide student desks w/ cubby	PD	Boys Locker Room	Cracked and broken, rusty legs	\$0
1	Each	Wood teacher desk	PD	Boys Locker Room	Wood warped with scratches	\$0
2	Each	Double wood student desk	PD	Boys Locker Room	Missing cubbys with scratches	\$0
1	Each	Round table wood	PD	Boys Locker Room	Outdated, worn out	\$0
1	Each	Lecture stand	PD	Boys Locker Room	Very old, worn out, broken nob for adjustment	\$0
9	Each	File cabinets	PD	Boys Locker Room	Missing brackets, drawers not functioning properly	\$0
1	Each	Misc. office chairs w/ wheels	PD	Boys Locker Room	Missing upholstery and cushion back	\$0
3	Each	Book Spinner Racks (Broken)	CFH	Behind Wing B	Old, Used	\$0
3	Each	Triangular Book Shelves	CFH	Behind Wing B	Old, Used	\$5
7	Each	Rolling Desk Chairs (varying conditions)	CFH	Behind Wing B	Destroyed-Okay	\$10
3	Each	Stationary Chairs – Upholstered	CFH	Behind Wing B	Used, Ok	\$25
6	Each	Trapezoid Tables	CFH	Behind Wing B	Old, Used	\$5
1	Each	Robotic Flat Base (for Botball)	CFH	Behind Wing B	Used, Ok	\$10
1	Each	Filing Cabinet	CFH	Behind Wing B	Used, Ok	\$10
3	Each	2-Part Teacher Desks	CFH	Behind Wing B	Used	\$10
1	Each	Metal Teacher Desk	CFH	Behind Wing B	Used	\$10
1	Each	Folding Metal Chair	CFH	Behind Wing B	Used, Ok	\$5
3	Each	Shelves	CFH	Behind Wing B	Used, Old	\$0
1	Each	Triangular Book Display	CFH	Behind Wing B	Used, Ok	\$20
1	Each	Plastic Roller Film (for under desk chairs)	CFH	Behind Wing B	Used, Ok	\$10
1	Each	AV Cart and TV	CFH	Behind Wing B	Used	\$5
6	Each	Small Cubby Shelves (varied colors)	CFH	Behind Wing B	Old	\$0

<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	Small White Cubby with Door	CFH	Behind Wing B	Used	\$10
1	Each	Small Decorative Metal Table	CFH	Behind Wing B	Used, Ok	\$10
2	Each	Plastic Drawer/Bin	CFH	Behind Wing B	Used, Old	\$0
1	Each	Single Student Desk – Damaged	CFH	Behind Wing B	Old, Broken	\$0
3	Each	Refrigerated Milk Boxes	CNS	CNS	Poor	\$450.00
3	Each	Steam Tables	CNS	CNS	Poor	\$450.00
6	Double Stacked	Convection Ovens	CNS	CNS	Fair	\$6,000.00
1	EA	Electric Forklift and Charger	CNS	CNS	Fair	\$1,000.00

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	X
	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:

It is recommended that the Board of Education declare the described item as surplus with an estimated value of \$8,045.00 and authorize the sale or 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:

Income estimated at \$8,045.00, or less.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.9.

Consent Item D.2.10.
 Prepared by Karl Christensen
 July 20, 2021

Approval of Uniform Complaint Quarterly Report
 Required by the Williams Settlement

BACKGROUND:

The Williams Settlement requires school districts to submit quarterly reports to the San Diego County Office of Education (SDCOE) on complaints each district has received related to instructional materials, emergency facilities issues, and teacher vacancies and mis-assignments. The report must include the number of complaints in each area that have been received, resolved, and unresolved. The report must be publicly reported on a quarterly basis at a regularly scheduled meeting of the district’s governing board (Ed Code § 35186(d)) and is due to SDCOE thirty (30) days following the close of each quarter.

SANTEE SCHOOL DISTRICT Uniform Complaint Quarterly Report April 1, 2021 through June 30, 2021			
	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Mis-assignment	0	0	0
Total	0	0	0

RECOMMENDATION:

It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending June 30, 2021 and authorize administration to submit the report to SDCOE.

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 IMPACT:

There is no direct fiscal impact but there is staff in-kind time involved in researching, assembling, and developing this report.

STUDENT ACHEIVEMENT IMPACT:

The Williams Law mandates that staff engage in procedures that ultimately may have an impact on student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.10.

Consent Item D.3.1.

Approval of the 2021-22 Consolidated Application and Reporting System (CARS) Application for Funding

Prepared by Dr. Stephanie Pierce
July 20, 2021

BACKGROUND:

The District is required to annually submit various forms and information through the Consolidated Application process. In the spring, we submit an Application for Funding to the State for Title I, Title II- Teacher Quality, and Title III- Limited English Proficient (LEP) through the Consolidated Application Reporting System (CARS).

In 2012-13 the State introduced another structure for submitting the consolidated application through an online system known as CARS to streamline the process. There are two data collection periods; spring and winter. Each data collection period contains numerous reports that have to be completed in order to remain compliant with the program requirements. The CARS spring 2020 Data Collection period contains the Application for Funding which requires Board approval. A copy of the 2021-22 Consolidated Application will be available at the meeting for review.

RECOMMENDATION:

Administration recommends approval of the Consolidated Application and Reporting System (CARS) Application for Funding for the 2021-22 school year.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students.

FISCAL IMPACT:

The exact amount of funding for the programs related to the 2021-22 school year consolidated application is not yet available. For 2020-21, the District was awarded approximately \$807,372 for categorical programs contained in the consolidated application.

STUDENT ACHIEVEMENT:

The programs funded through the Consolidated Application address specific student and/or staff needs and are directly tied to student achievement and program improvement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

Consent Item D.3.2.

Approval of Nonpublic School Master Contract with Winston School for Nonpublic School Services

Prepared by Dr. Stephanie Pierce
July 20, 2021

BACKGROUND:

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. One student with disabilities requires enrollment at The Winston School for the 2020-21 Extended School Year (ESY) to address the student’s unique needs.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic School Master Contract with The Winston School for one student for the period of June 24, 2021 through June 30, 2021. The contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students.

FISCAL IMPACT:

The terms of the Contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day	Total Cost
Winston School	1 student	5 days of ESY 2020-2021	\$180.90	\$904.50

STUDENT ACHIEVEMENT:

Some students require alternative settings to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

Consent Item D.3.3.

Approval of Individual Service Agreement with
Aseltine School for Nonpublic School Services

Prepared by Dr. Stephanie Pierce
July 20, 2021

BACKGROUND:

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. One student with disabilities requires enrollment at Aseltine School for the 2021-22 school year to include six days of Extended School Year (ESY) in the 2020-21 school year to address the student's unique needs.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic School Master Contract with Aseltine School for one student for the period of July 1, 2021 through June 30, 2022. The contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students.

FISCAL IMPACT:

The terms of the Contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day	Total Cost
Aseltine School	1 student	210 days including ESY 2021-2022	\$226.74	\$47,615.40

STUDENT ACHIEVEMENT:

Some students require alternative settings to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.3.

Consent Item D.3.4.

Approval of Nonpublic Agency Master Contract
with New Haven Youth Services for Therapeutic
Behavioral Services

Prepared by Dr. Stephanie Pierce
July 20, 2021

BACKGROUND:

At times, students with disabilities also demonstrate significant mental health needs that impacts their school attendance. For some students with mental health needs, “wrap around” services are necessary. New Haven Youth Center provides Therapeutic Behavior Services (TBS). TBS is a short-term, in-home program designed in conjunction with the caregiver and a team of mental health specialists. This supplemental service is designed to resolve targeted behaviors that jeopardize the youth’s current living situation and avoid the need for a higher level of care. Since COVID 19, we have seen an increased need in this area. We have contracted with New Haven since the 2017-18 school year.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract for the term of July 1, 2021 through June 30, 2022. The Nonpublic Agency Master Contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students.

FISCAL IMPACT:

The estimated cost for therapeutic behavior services support through New Haven Youth Services for the 2021-22 school year should not exceed \$30,000. This cost will be dependent on how many students require this level of support for the 2021-2022 school year. The monthly rate is \$2,200 per month.

STUDENT ACHIEVEMENT:

Some students require mental health support to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.4.

Consent Item D.3.5.

Approval of Nonpublic Agency Master Contract with
SPOT Kids Therapy for Occupational Therapy

Prepared by Dr. Stephanie Pierce
July 20, 2021

BACKGROUND:

Currently, we have two FTE Occupational Therapist vacancies within the District. In order to support our students and be in compliance with Individual Education Plans (IEP), Spot Therapy is able to provide two Occupational Therapists for the 2021-2022 school year.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract for two Occupational Therapists (OT) for the term of July 1, 2021 through June 30, 2022. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students.

FISCAL IMPACT:

The estimated cost for Occupational Therapists through SPOT Kids Therapy, Inc. for the 2021-22 school year should not exceed \$230,000. The hourly rate is \$80 per hour.

STUDENT ACHIEVEMENT:

These services are necessary for some students with disabilities to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.5.

Consent Item D.3.6.

Approval of Nonpublic School Master Contract
with The Institute for Effective Education
Nonpublic School Services

Prepared by Dr. Stephanie Pierce
July 20, 2021

BACKGROUND:

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. Two students with disabilities require enrollment at The Institute for Effective Education for the 2021-2022 school year to address their unique needs.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic School Master Contract with The Institute for Effective Education for two students for the term of July 1, 2021 through June 30, 2022.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students.

FISCAL IMPACT:

The terms of the Master Contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day	Total Cost
The Institute for Effective Education (TIEE)	1 student	7/1/21-7/31/2021 (20 days of ESY)	\$330.82	\$6,616.40
	1 student	7/1/21-6/30/22 (210 Days) including ESY	\$330.82	\$69,472.20
	1 student	7/1/21-6/30/22 (210 Days) including ESY	\$242.63	\$50,952.30
	1 student	7/1/21-6/30/22 (210 Days) & Intensive Individual Instruction	\$330.82 \$130.00	\$69,472.20 \$27,300.00
			TOTAL	\$223,813.10

STUDENT ACHIEVEMENT:

Some students require alternative settings to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.6.

Consent Item D.3.7.

Approval of Nonpublic Agency Master Contract
with Vista Hill Learning Assistance Center

Prepared by Dr. Stephanie Pierce
July 20, 2021

BACKGROUND:

Some students with disabilities require mental health services in order to meet their educational needs. Vista Hill Learning Assistance Center is able to provide mental health support through therapy provided by licensed therapists. The therapists provide group and individual therapy to students as prescribed by their IEPs. We have contracted with this agency for services since the 2015-16 school year.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center for mental health services for the term of July 1, 2021 through June 30, 2022. The Nonpublic Agency Master Contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students.

FISCAL IMPACT:

The terms of the Master Contract are as follows:

Nonpublic Agency	ERMHS	Term of Service	Annual Cost	Total Cost
Vista Hill Learning Assistance Center	3.0 FTE Licensed Therapists	7/1/21-6/30/22	\$100,688.55	\$302,065.65

STUDENT ACHIEVEMENT:

Some students require mental health support to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.7.

Consent Item D.3.8.

Approval of Individual Service Agreement with Fred Finch Center for Nonpublic School Services

Prepared by Dr. Stephanie Pierce
July 20, 2021

BACKGROUND:

At times, students with disabilities require enrollment in an alternative educational setting (i.e., nonpublic school) due to their specific needs and to demonstrate educational progress. One student with disabilities requires enrollment at Fred Finch Center for the 2021-22 school year address the student's unique needs.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic School Master Contract with Fred Finch Center for one student for the period of July 1, 2021 through June 30, 2022. The contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students.

FISCAL IMPACT:

The terms of the Contract are as follows:

School/Agency	Number of Students	Duration of Service	Cost per Day	Total Cost
Fred Finch Center	1 student	194 days including 14 days of ESY 2021-2022	\$263.09	\$51,039.46

STUDENT ACHIEVEMENT:

Some students require alternative settings to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.8.

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
1. Biondo, Gina	Sycamore Canyon	IV-01 to <i>IV-02</i> #30017538	\$52,667.00	<i>\$56,074.00</i>	08-11-21
2. Breidt-Darrock, Alexandra	Carlton Oaks	V-01 to V-02 #10321425	\$55,212.00	<i>\$59,950.00</i>	08-11-21
3. Cass, Mary	Cajon Park	IV-12 to <i>IV-13</i> #10321134	\$75,807.00	<i>\$81,148.00</i>	08-11-21
4. Cohen, Jodi	Carlton Oaks	III-11 to <i>III-12</i> #30015269	\$68,358.00	<i>\$73,170.00</i>	08-11-21
5. Cordova, Martha	Hill Creek	IV-01 to <i>IV-02</i> #30015278	\$52,667.00	<i>\$56,074.00</i>	08-11-21
6. Cummings, Hannah	Pepper Drive	IV-02 to <i>IV-03</i> #10321390	\$53,897.00	<i>\$58,354.00</i>	08-11-21
7. Duffett, Kira	Sycamore Canyon	IV-01 to <i>IV-02</i> #30015273	\$52,667.00	<i>\$56,074.00</i>	08-11-21
8. Feightner, Jillian	Chet F. Harritt	IV-01 to <i>IV-02</i> #10321562	\$52,667.00	<i>\$56,074.00</i>	08-11-21
9. Ferreira, Kaitlyn	Hill Creek	V-01 to <i>V-02</i> #30017539	\$55,212.00	<i>\$59,950.00</i>	08-11-21
10. Gillespie, Mary	Carlton Oaks	III-01 to <i>III-02</i> #10321356	\$52,667.00	<i>\$54,794.00</i>	08-11-21
11. Green, Melissa	Chet F. Harritt	V-06 to V-07 #30012187	\$67,262.00	<i>\$72,487.00</i>	08-11-21
12. Gunter, Denise	Chet F. Harritt	VI-12 to <i>VI-13</i> #10321555	\$88,076.00	<i>\$94,369.00</i>	08-11-21
13. Klassen, Kayla	Carlton Hills	III-01 to <i>III-02</i> #10321134	\$52,667.00	<i>\$54,794.00</i>	08-11-21
14. La Cross, Jennifer	Carlton Oaks	III-01 to <i>III-02</i> #30015274	\$52,667.00	<i>\$54,794.00</i>	08-11-21
15. Matteson, Elizabeth	Rio Seco	IV-01 to <i>IV-02</i> #10321555	\$52,667.00	<i>\$56,074.00</i>	08-11-21
16. McCarthy, Hannah	Hill Creek	III-01 to <i>III-02</i> #30015275	\$52,667.00	<i>\$54,794.00</i>	08-11-21
17. Neal, Matthew	Carlton Oaks	IV-01 to <i>IV-02</i> #30017543	\$52,667.00	<i>\$56,074.00</i>	08-11-21
18. Padberg, Alyssa	Cajon Park	IV-01 to <i>IV-02</i> #10321451	\$52,667.00	<i>\$56,074.00</i>	08-11-21
19. Philbin, Molly	Carlton Hills	IV-07 to <i>IV-08</i> #30013364	\$64,852.00	<i>\$69,751.00</i>	08-11-21
20. Price, Brittney	Rio Seco	III-01 to <i>III-02</i> #10321330	\$52,667.00	<i>\$54,794.00</i>	08-11-21
21. Shepard, Jessica	Pepper Drive	IV-02 to <i>IV-03</i> #10321322	\$53,897.00	<i>\$58,354.00</i>	08-11-21
22. Taylor, Nelson	Pepper Drive	III-01 to III-01 #30015822	\$52,667.00	<i>\$54,794.00</i>	08-11-21
23. Tucker, Kari	Carlton Hills	III-11 to <i>III-12</i> #30015271	\$68,358.00	<i>\$73,170.00</i>	08-11-21
24. Tweet, Elizabeth	Cajon Park	V-06 to V-07 #10321128	\$67,262.00	<i>\$72,487.00</i>	08-11-21
25. Vargas, Shannon	Rio Seco	IV-10 to <i>IV-11</i> #10321487	\$71,425.00	<i>\$76,590.00</i>	08-11-21

26. Walsh, Carley	PRIDE Academy	IV-02 to IV-03 #30017544	\$53,897.00	\$58,354.00	08-11-21
27. Winn, Kristina	PRIDE Academy	IV-02 to IV-03 #30012170	\$53,897.00	\$58,354.00	08-11-21
28. Wraith, Patrick	Carlton Oaks	V-11 to V-12 #10321556	\$79,312.00	\$85,023.00	08-11-21
29. Zobel, Emily	Chet F. Harritt	V-02 to V-03 #30015254	\$57,622.00	\$62,457.00	08-11-21

C. Change of Status/Location:

Employee	Location	Class/Step/Position #	Previous Annual Salary	New Annual Salary	Effective Date
1. Forster, Chasity	Hill Creek	V-03 #10323503	\$119,337.00	\$127,342.00	07-01-21
2. Hicks, Tylene	Chet F. Harritt to <i>Sycamore Canyon</i>	V-05 #10323510	\$140,394.00	\$140,394.00	07-01-21
3. Hooks, Ted	Pepper Drive to <i>Chet F. Harritt</i>	V-05 #10323506	\$140,394.00	\$140,394.00	07-01-21
4. Locke, Summer	Sycamore Canyon to <i>Pepper Drive</i>	V-05 #10323509	\$140,394.00	\$140,394.00	07-01-21
5. Ogden, Lindsay	PRIDE Academy	VI-02 #10323603	\$97,882.00	\$103,088.00	07-01-21
6. Simpson, Debra	Rio Seco to <i>Carlton Hills</i>	V-05 #10323505	\$140,394.00	\$140,394.00	07-01-21
7. Southcott, Stephanie	Carlton Hills to <i>Rio Seco</i>	V-05 #10323508	\$140,394.00	\$140,394.00	07-01-21

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Calvert, Katrina	Carlton Oaks	IV-04	Resignation	06-09-21
2. Saunders, Leah	Carlton Hills	VI-05	Resignation	06-18-21

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date
1. Bruner, Keri	Cajon Park	Instructional Assistant Special Education II	06-09-21
2. Coduti, Kami	Sycamore Canyon	Instructional Assistant Special Education II	06-09-21

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Acevedo, Michael	Rio Seco	Project SAFE Assistant 17 B / 3.5 hrs #10325042	\$0.00	\$1,077.59	06-15-21
2. Fahl, Jesse	Sycamore Canyon	Custodian II 23 A / 4.0 hrs #30016490	\$0.00	\$1,571.27	07-12-21
3. Gonzalez Torres, Oralia	Pepper Drive	Custodian II 23 A / 4.0 hrs #10326416	\$0.00	\$1,571.27	05-18-21
4. Luong, Ryan	Hill Creek	Project SAFE Assistant 17 B / 3.92 hrs #10325021	\$0.00	\$1,206.90	06-16-21
5. Stacy, Jordin	Rio Seco	Project SAFE Assistant 27 B / 3.5 hrs #10325004	\$0.00	\$1,077.59	06-07-21

I. Rehires:

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

J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Avila, Micaela	Carlton Hills	Project SAFE Assistant 17 D / 3.5 hrs to 17 E / 3.5 hrs #10325043	\$1,260.96	\$1,265.46	07-01-21
2. Boldin, Mary	Technology Communications	IT System Technician 28.5 B / 8.0 hrs to 28.5 C / 8.0 hrs #30014973	\$4,575.60	\$4,593.60	07-01-21
3. Burchard, John	Maintenance and Operations	Grounds Maintenance Worker II 25.5 E / 8.0 hrs to <i>HVAC Technician III</i> 29.5 B / 8.0 hrs #30016479	\$4,322.93	\$4,539.60	06-14-21
4. Cruz, Edward	Rio Seco to <i>PRIDE Academy</i>	Custodian II 23 E / 8.0 hrs to #10326427	\$3,973.08	\$3,973.08	07-01-21
5. Duhamel, Brian	Maintenance and Operations	Grounds Maintenance Worker I 23.5 E / 8.0 hrs to <i>Craftsworker I</i> 24.5 E / 8.0 hrs #10326113	\$3,920.80	\$4,116.67	05-25-21

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Benjamin, Sydney	Rio Seco	Campus Aide	Resignation	06-09-21
2. Boyles, Ursula	Pride Academy	Custodian II	Retirement	06-30-21
3. Buckmaster, Michael	Transportation	Bus Driver I	Resignation	06-17-21
4. Castaneda, Monica	Carlton Oaks	Campus Aide	Resignation	06-09-21
5. Ferrari, Tamara	Pepper Drive	Instructional Assistant Special Education I	Resignation	06-09-21
6. Freund, Jason	Rio Seco	Campus Aide	Resignation	06-09-21
7. Urbanski, Patricia	Hill Creek	Early Childhood Group Leader I	Resignation	06-09-21
8. Williams, Kendra	Hill Creek	Early Childhood Group Leader I	Resignation	06-09-21
9. Wood, Robert	Child Nutritional Services	Food Service Utility Worker	Resignation	07-06-21

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
July 20, 2021

Approval of Changes to the 2021-2022
District School Calendar

BACKGROUND:

The District Calendar Advisory Committee, comprised of representatives from employee associations, district administration, parents, and members of the Board, met to consider several options of school calendars for the 2021-2022 school year and presented a calendar for approval to the Board of Education at the March 16, 2021 meeting.

The federal observance of the President's Day holiday is Monday, February 21, 2022. Therefore, the following changes to the calendar must be made:

- Lincoln's Day observance – Monday, February 14
- President's Day observance – Monday, February 21

RECOMMENDATION:

It is recommended that the Board of Education approve the changes to the District school calendar for the 2021-2022 school year.

FISCAL IMPACT:

There is no fiscal impact to the general fund as a result of this item.

STUDENT ACHIEVEMENT IMPACT:

Not applicable.

Motion: _____ Second: _____ Vote: _____ Agenda Item D.4.2.

Santee School District 2021-2022 School Calendar

Important Dates

Non-School Days

July 2021						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

7/5 INDEPENDENCE DAY
observance

January 2022						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1/3 Classes resume
1/17 MARTIN LUTHER KING DAY
observance

August 2021						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

8/9 School offices open to public
8/18 Students Return

February 2022						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

2/14 LINCOLN'S DAY observance
2/21 WASHINGTON'S DAY observance
2/18 End of 2nd trimester (60 days)

September 2021						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

9/6 LABOR DAY Observance

March 2022						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October 2021						
S	M	T	W	TH	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2022						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4/4-4/15 SPRING BREAK
4/15 LOCAL HOLIDAY
4/18 Classes resume

November 2021						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

11/1 End of 1st trimester (53 days)
11/1-11/5 Parent/Teacher Conf;
modified days
11/11 VETERANS' DAY
11/22-11/26 THANKSGIVING BREAK

May 2022						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

5/30 MEMORIAL DAY observance

December 2021						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

12/20-12/31 WINTER BREAK

June 2022						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

6/8 End of 3rd trimester (67 days)
6/8 Last school day; minimum day

Board Approved: March 16, 2021
Board Modified:

*Promotion dates vary (please contact school sites)

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
Richard Griswold	School Psychologist Services	07/01/2021 – 06/30/2022	\$68.00/hour (not to exceed \$48,000.00)	Special Education
Marian Rashap	Speech Language Pathology Services	07/01/2021 – 06/30/2022	\$68.00/hour (not to exceed \$48,000.00)	Special Education
Dana Wolf	Occupational Therapy Services	07/01/2021 – 06/30/2022	\$68.00/hour (not to exceed \$20,000.00)	Special Education

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: _____

Agenda Item D.4.3.

Item E. DISCUSSION AND/OR ACTION ITEMS

Agenda Item E.

Discussion and/or Action Item E.1.1.
Prepared by Dr. Kristin Baranski
July 20, 2021

2021-22 School Year Update

BACKGROUND:

This evening, Administration will provide the Board of Education with an update on the 2021-22 school year public health guidance for K – 12 California schools as published on July 12, 2021, by the California Department of Public Health. The update will outline safety measures including current mask mandates while indoors, physical distancing, and ventilation recommendations.

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

Discussion and/or Action Item E.2.1. Approval of Monthly Financial Report
Prepared by Karl Christensen
July 20, 2021

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period May 1, 2021 through May 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 \$13,986,668; cash receipts of \$6,173,159; and disbursements of \$6,045,483 are reflected for the period of May 1, through May 31, 2021 resulting in an ending cash balance of \$14,114,344 as of May 31, 2021.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Monthly Financial Report - May

1

CASH REPORT FOR MAY

	Actual	Projected*	Difference
Beginning Cash Balance as of May 1, 2021	\$13,986,668	\$13,986,668	\$ -
INCOME			
A. Local Control Funding Formula			
State Aid	549,939	549,939	\$ -
Property Taxes	2,076,214	2,076,214	\$ -
B. Federal Income			
Federal Funding	95,186	95,186	\$ -
C. State Income			
Other State Funding	3,134,887	3,134,887	\$ -
D. Local Income			
Other Local Income	84,622	84,622	\$ -
Spec Ed	83,311	83,311	\$ -
E. Due to/Due from other funds	149,000	149,000.00	\$ -
F. Debt Proceeds	-	-	\$ -
TOTAL INCOME	\$6,173,159	\$6,173,159	\$ -
Beginning Balance Plus Income	\$20,159,827	\$20,159,827	\$ -
DISBURSEMENTS			
G. Commercial Warrants	\$ 483,544	\$ 483,544	\$ -
H. Salary and Benefits	5,508,212	5,508,212	\$ -
I. Other Outgo	53,727	53,727	\$ -
J. Interfund Transfers Out	-	-	\$ -
K. Debt Service	-	-	\$ -
TOTAL DISBURSEMENTS	\$6,045,483	\$6,045,483	\$ -
Ending Cash Balance as of May 31, 2021	\$14,114,344	\$14,114,344	\$ -

* Based on Cash Flow Projection at 2021-22 Budget Adoption- June 2021

**Budget Revisions
Through May 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	50,704,945	38,391,205	89,096,150
Estimated Expenditures	47,453,650	26,963,381	74,417,031
Change in Fund Balance	3,251,295	11,427,824	14,679,119
Projected Ending Fund Balance	21,497,751	11,063,075	32,560,826
Less: Restricted Program Carryovers	-	11,063,075	11,063,075
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	2,232,511	-	2,232,511
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	18,303,219	-	18,303,219
Fund 17 Projected End of Year Balance	-	-	-
Projected Reserves	<u>20,535,730</u>	<u>-</u>	<u>20,535,730</u>
	<u>May</u>	<u>April</u>	
Projected Reserve % 2020-21 ¹	27.60%	29.94%	
Projected Reserve % 2021-22 ²	26.65%	29.08%	
Projected Reserve % 2022-23 ²	28.82%	23.40%	

As a % of the Estimated Expense Total¹

Based on Multi-Year Projection at 2021-22 Budget Adoption- June 2021²

Discussion and/or Action Item E.3.1. Approval of Outdoor Education Program Agreement with the San Diego County Office of Education

Prepared by Dr. Stephanie Pierce
July 20, 2021

BACKGROUND:

The San Diego County Office of Education (SDCOE) has submitted agreements for its Outdoor Education Program to the District for approval. Fees for the Outdoor School Program are \$335 for the 5-day program (or \$285 for 4 days when scheduled during a week including a holiday) for each child in full attendance.

School Site	Departure Date	# of School Days	Cost - Camp, Transportation, Insurance
Chet F. Harritt STEAM	9/20/2021	5 days (Sept) *	\$335.00
Carlton Oaks	12/13/2021	5 days (Dec) *	\$345.00
Carlton Hills PRIDE Academy Sycamore Canyon	1/18/2022	4 days *	\$300.00
Rio Seco Hill Creek	1/24/2022	5 days	\$350.00
Pepper Drive	1/31/2022	5 days	\$350.00
Cajon Park	3/21/2022	5 days	\$350.00

*Schools that attend in September and October through December are provided a \$10 and \$5 discount, respectively.

RECOMMENDATION:

Administration recommends that the Board of Education approve the 2021-22 Outdoor Education Agreements with the San Diego County Office of Education.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.

- Provide social, emotional and health service programs, integrated with community resources, to foster student character and personal well-being.

FISCAL IMPACT:

The cost per student for the Outdoor School Program is \$335 to \$350 for the 5-day program and \$300 for the 4-day program, which includes camp fees paid to the San Diego County Office of Education and transportation fees. Student contributions, scholarships and fundraisers all contribute to funding needed for students to attend camp.

STUDENT ACHIEVEMENT IMPACT:

The Outdoor Education Program provides students with an enriched, alternative learning experience. The Program mission is to provide students with experiential learning programs that enhance awareness and scientific understanding of the natural world and their connection to it while building self-reliance, teamwork, and a sense of social responsibility.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.

**AGREEMENT FOR PARTICIPATION AND SERVICES 2021-2022
OUTDOOR EDUCATION PROGRAM**

THIS AGREEMENT is entered into this 29th day of March, 2021, by and between the Superintendent of Schools, Office of Education, San Diego County, hereinafter called the OFFICE and Santee School District hereinafter called the SCHOOL/DISTRICT.

WHEREAS, the OFFICE operates for the schools of San Diego County an outdoor education program at designated sites and authorized by the Education Code Section 35335 and following and 8760 and following; and

WHEREAS, the SCHOOL/DISTRICT desires to participate in said program; NOW, THEREFORE, the parties agree as follows:

I Use and Occupancy of Outdoor Education Premises and Facilities

A. The OFFICE agrees to provide:

- (1) Administration and operation of the outdoor education program.
- (2) Outdoor science education and conservation instructional and supervision services for an educational program.
- (3) Sites, buildings, utilities, and maintenance.
- (4) Food and its preparation.
- (5) All staff other than school district employees accompanying students.
- (6) Preparation and distribution of outdoor school schedules designating the site to be attended and the specific dates of attendance.
- (7) Promotion of the outdoor school program.
- (8) Transportation for students while in camp.

B. The SCHOOL/DISTRICT agrees to:

- (1) Pay to the OFFICE a "per pupil fee" less any applicable discounts, based on the number of SCHOOL/DISTRICT student's actual attendance at any time during each encampment.
- (2) In the event that the actual total number of SCHOOL/DISTRICT students attending during the agreement period is less than the minimum guaranteed number of students noted in section III.B., then the SCHOOL/DISTRICT shall pay OFFICE a "per pupil fee" to cover the difference between the guaranteed number and the number in actual attendance. Payments shall be made as noted in section B.(5).

(3) For purposes of this agreement:

(a) "Pupil fee" means that per pupil amount established by the OFFICE for a school year as the cost of a pupil's instruction, food, lodging, and support services.

(b) Attendance for any portion of a day shall be counted a full day in camp.

(c) No refund of fees shall be made for students sent home for disciplinary reasons.

(4) Payments to OFFICE for all fees under this agreement shall be made as follows:

(a) For San Diego County School Districts and Schools, payment shall be made by way of an auditor's cash transfer initiated by the OFFICE after each student encampment. OFFICE will provide DISTRICT/SCHOOL appropriate detailed backup for all charges.

- (b) For private schools and out-of-county schools/districts, or others not subject to an auditor's transfer, OFFICE will invoice the participating schools or districts and payment shall be made to OFFICE within 30 days of invoice. Invoices that are not paid in full within 30 days after invoice will be considered past due and will be subject to a 1.5% per month late fee on any outstanding balance, which will compound until paid in full. If collections are necessary, debtor agrees to pay all costs of collection, including but not limited to reasonable attorney's fees, court costs, and third party collection agencies.
- (5) Provide transportation for pupils to and from outdoor school. In the event of an emergency closure of the camp facility, the SCHOOL/DISTRICT is responsible to evacuate students from the facility. If the SCHOOL/DISTRICT is unable to provide transportation within the timeframe needed to ensure the safety of students, the OFFICE will provide transportation and invoice the SCHOOL/DISTRICT for the actual cost of transportation.
- (6) Secure necessary funding so no child will be denied the outdoor school experience because of inability to pay.
- (7) Provide approximately one classroom teacher for every 30 pupils to actively participate in the 24-hour per day program under the direction of the site administrator.
- (8) Comply with the outdoor school schedule.
- (9) Each party shall defend, indemnify and hold the other party and the State of California, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of or resulting from, SCHOOL/DISTRICT's use and occupancy of the premises and facilities and participation in the activities of the Outdoor Education Program under this agreement. The indemnifying party at its own cost, expense and risk, shall defend any and all actions, suits or other legal proceedings, that may be brought or instituted against the other party, its officers, agents, or employees, on any such claim or demand, and pay or satisfy the judgement that may be rendered against the San Diego County Superintendent of Schools, its officers, agents, or employees, in any such action, suit, legal proceedings or result thereof.

Additionally, SCHOOL/DISTRICT shall maintain general liability and property damage insurance in at least the minimum amount of \$2,000,000 to cover all activities under this agreement and provide OFFICE a certificate of insurance naming the OFFICE and State of California as additionally insured under the policy. Coverage under said policies shall not be reduced or canceled without thirty (30) days prior written notice to OFFICE and all required coverage shall be reinstated or replaced prior to expiration/cancellation date and new certificates naming the OFFICE and State of California as additionally insured under the policy shall be issued to OFFICE for the replacement policy or policies.

- (10) Provide all required information on the Participation Agreement form for each school that will participate in the OFFICE Outdoor School program. Form shall be completed and submitted to OFFICE by the deadline noted on the application form. **Participation Agreement shall be filled out each year of a multi-year agreement.**
- (11) Provide to OFFICE, on timelines indicated, complete and accurate information for each student, teacher and school on all Outdoor School registration and health forms provided by the OFFICE. Forms are available via SDCOE website. Such information includes, but is not limited to; a complete and accurate list of the students and teachers from each school who will attend the Outdoor School Program. The required student information includes, but is not limited to; the student name, gender, ethnicity code, Child Nutrition program eligibility status (free, reduced, or paid), complete and accurate student health forms, information on requirements for special meals, authorizations for medications and prescriptions. Parental and physician signatures are required as noted on the forms. The OFFICE is authorized by the State of California Department of Education to obtain from the SCHOOL/DISTRICT all student information required to participate in the State and Federal child nutrition programs, including, but not limited to; each student's child nutrition eligibility status (Free, Reduced, Paid), ethnicity code, and other appropriate demographic or identifying information. **If you choose to not provide this information prior to the encampment the cost per student will increase by \$25.00.**
- (12) Provide services and/or accommodations as specified in the student's IEP or Section 504 plan for all students with special needs participating in Outdoor School programs.

II. Agreement Period

A. The term of this agreement shall commence on **July 1, 2021** and will continue through **June 30, 2022**, based on the option chosen below. **Year 3 of 3**

B. **Please initial one of the options below** to determine the number of years for this agreement:

_____ a. Option 1 – 1 Year Agreement

_____ b. Option 2 – 2 Year Agreement with the base fee and equity credit rate locked in for two years.

c. Option 3 – 3 Year Agreement with the base fee and equity credit rate locked in for 3 years and provides a \$10 discount per full fee student.

III. Fees and Minimum Guaranteed Participation

A. The fee schedule is established each year and is adopted by the Board of Education. The applicable adopted fee schedule for fiscal year **2019-2020** is attached and is hereby made a part of this agreement. The fee schedule now includes available discounts which will be applied to the “per pupil fee” when applicable:

5-day Program**	Per Student	\$335.00
4-day Program***	Per Student	\$285.00

** Discounts 5-day Program

*Equity Credit: \$90 discount multiplied by the percentage of students who have been identified as socioeconomically disadvantaged, as reported to the CDE, will be applied to the final invoice.

*Introductory Credit: \$10 credit per full fee student.

*Three Year “Discount” Contract: Locks in Base Fee and Equity Credits for three years and adds a \$10 credit per full fee student.

Two Year “Fee Lock” Contract: Locks in Base Fee and Equity Credits for two years.

September Rates: \$325 per student. Other discounts may be combined.

October thru December Rates: \$330 per student. Other discounts may be combined.

**Does not apply to out of county schools, private schools, or non-school groups.*

*** Discounts 4-day Program

Equity Credit: \$78 discount multiplied by the percentage of students who have been identified as socioeconomically disadvantaged, as reported to the CDE, will be applied to the final invoice.

Introductory Credit: \$8 credit per full fee student

Three Year “Discount” Contract: Locks in Base Fee and Equity Credits for three years and adds an \$8 credit per full fee student.

Two Year “Fee Lock” Contract: Locks in Base Fee and Equity Credits for two years.

September Rates: \$275 per student. Other discounts may be combined.

October thru December Rates: \$280 per student. Other discounts may be combined.

**Does not apply to out of county schools, private schools, or non-school groups.*

B. This agreement may be terminated at any time upon mutual agreement of the parties involved. A cancellation fee may be imposed if:

a. A multi-year signed agreement is cancelled in any of the subsequent years; the discounts received must be paid back to SDCOE.

C. ~~The SCHOOL DISTRICT guarantees payment of the “per pupil fee” to the Office for not less than 85% of the total projected participation from all schools from the district as noted below during the school year. (This will not be enforced for the 2021-22 year). In the event of a major change in the District that affects a school, you may contact OFFICE to discuss the contract terms.~~

School	Scheduled	Days
Cajon Park	110	5
Carlton Hills	60	4
Carlton Oaks	90	5
Chet F Harritt	60	5
Hill Creek	60	5
Pepper Drive	90	5
PRIDE Academy	50	4
Rio Seco	160	5
Sycamore Canyon	35	4

Executed by the parties on the dates shown below their respective signatures.


Santee
School/District

By _____

Title _____

Date _____

County Superintendent of Schools
San Diego County Office of Education



Authorized Signature

Executive Director, Outdoor Education
Title

March23, 2021
Date

Authorized or ratified by the Board of Education on:

Rules for acceptance and participation in the outdoor school program are the same for everyone without regard to race, color or national origin, sex, gender or handicap.

Discussion and/or Action Item E.4.1.
Prepared by Tim Larson
July 20, 2021

Ratification of Employer-Employee
Collective Bargaining Tentative
Agreement Between Santee School
District and California School
Employees Association and its
Chapter #557 (CSEA)

BACKGROUND:

Santee School District and the California School Employees Association and its (CSEA) Chapter #557 have reached a Tentative Agreement for the 2019-2020 school year. concerning the following Articles:

- Contract Article Number Changes
- Article 2, Recognition
- Article 4, Association Rights
- Article 5, Orientation
- Article 6, Organizational Security
- Article 9, Procedure for Evaluation
- Article 10, Safety
- Article 11, Hours
- Article 12, Transportation Procedures
- Article 13, Layoff, Employment, Involuntary Reduction in Hours, and the Impacts and Effects of Such Matters
- Article 16, Transfers
- Article 17, Postings and Filling Open Positions
- Article 19, Compensation
- Article 20, Health and Welfare Benefits
- Article 24, Term

CSEA membership ratified the tentative agreement on July 1, 2021. The negotiated language for each article is attached and represents the agreed upon language changes. The fiscal impact of Article 19, Compensation is represented below:

- 2.00% increase to the 2020-2021 salary schedule effective July 1, 2020
- 2.00% off-schedule increase for 2020-2021 effective July 1, 2020 to be paid in one lump sum
- 2.00% increase to the 2021-2022 salary schedule effective July 1, 2021

RECOMMENDATION:

It is recommended that the Board of Education ratify the tentative agreements between Santee School District and the California School Employees Association and its Chapter #557.

FISCAL IMPACT:

The Disclosure of Collective Bargaining Agreement is attached. The estimated impact to District funds is as follows:

Fund	2020-21	2021-22
General Fund	\$471,340	\$480,215
State Preschool Fund	\$4,940	\$5,020
Child Nutrition Fund	\$38,812	\$35,625
Project SAFE Fund	\$61,690	\$60,184
YALE	\$25,198	\$24,582
Total	\$601,980	\$605,627

STUDENT ACHIEVEMENT IMPACT:

This is a personnel item.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.1.

Disclosure of Collective Bargaining Agreement

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213);
GC § 3547.5 (Statutes of 2004, Chapter 52)

Santee School District

Name of Bargaining Unit: Classified School Employees Associatn (CSEA) Certified: _____ Classified: x

The proposed agreement covers the period: Beginning: 7/1/2020 Ending: 6/30/2022

This agreement will be acted upon by the Governing Board at its meeting on: 6/15/2021
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement					
		Current Year 2020 - 2021		Year 2 2021 - 2022		Year 3 2022 - 2023	
		(a) \$	(b) \$	(c) %	(b) \$	(c) %	(b) \$
1. Step & Column - Increase (Decrease) due to movement plus any changes due to settlement	\$8,974,100.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
2. Salary Schedule - Increase (Decrease)	\$8,974,100.00	\$179,482.00	2.00%	\$369,805.00	4.04%	\$369,805.00	3.88%
3. Other Compensation - Increase (Decrease) in Stipends, Bonuses, etc.	\$8,974,100.00	\$179,968.00	2.01%	\$486.00	0.01%	\$486.00	0.01%
4. Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$2,736,203.00	\$109,596.00	4.01%	\$125,825.00	4.42%	\$134,230.00	4.52%
5. Health/Welfare Benefits - Increase (Decrease)	\$1,178,672.00	\$0.00	0.00%	\$16,401.00	1.39%	\$16,401.00	1.37%
6. Total Compensation - Increase (Decrease) Total Lines 1(a) thru 5(a)	\$12,888,975.00	\$469,046.00	3.64%	\$512,517.00	3.84%	\$520,922.00	3.76%
7. Total Number of Represented Employees	284.00	284.00	284.00	284.00	284.00	284.00	284.00
8. Total Compensation Cost for Average Employee - Increase (Decrease)	\$45,383.71	\$1,651.57	3.64%	\$1,804.64	3.84%	\$1,834.23	3.76%

Impact on other Funds: No impact to other funds

Disclosure of Collective Bargaining Agreement

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213);
GC § 3547.5 (Statutes of 2004, Chapter 52)

Santee School District

Name of Bargaining Unit: _____ Classified School Employees Associatn (CSEA) Certified: _____ 0 Classified: x

The proposed agreement covers the period: Beginning: 7/1/2020 Ending: 6/30/2022

This agreement will be acted upon by the Governing Board at its meeting on: 6/15/2021
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement					
		Current Year 2020 - 2021		Year 2 2021 - 2022		Year 3 2022 - 2023	
		(a) \$	(b) \$	(c) %	(b) \$	(c) %	(b) \$
1. Step & Column - Increase (Decrease) due to movement plus any changes due to settlement	\$93,800.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
2. Salary Schedule - Increase (Decrease)	\$93,800.00	\$1,876.00	2.00%	\$3,865.00	4.04%	\$3,865.00	3.88%
3. Other Compensation - Increase (Decrease) in Stipends, Bonuses, etc.	\$93,800.00	\$1,876.00	2.00%	\$0.00	0.00%	\$0.00	0.00%
4. Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$28,600.00	\$1,144.00	4.00%	\$1,313.00	4.41%	\$1,401.00	4.51%
5. Health/Welfare Benefits - Increase (Decrease)	\$1,406.00	\$0.00	0.00%	\$39.00	2.77%	\$39.00	2.70%
6. Total Compensation - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$123,806.00	\$4,896.00	3.95%	\$5,217.00	4.05%	\$5,305.00	3.96%
7. Total Number of Represented Employees	11.00	11.00	11.00	11.00	11.00	11.00	11.00
8. Total Compensation Cost for Average Employee - Increase (Decrease)	\$11,255.09	\$445.09	3.95%	\$474.27	4.05%	\$482.27	3.96%

Impact on other Funds: _____

Disclosure of Collective Bargaining Agreement

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213);
GC § 3547.5 (Statutes of 2004, Chapter 52)

Santee School District

Name of Bargaining Unit: Classified School Employees Associatn (CSEA) Certificated: 0 Classified: x

The proposed agreement covers the period: Beginning: 7/1/2020 Ending: 6/30/2022

This agreement will be acted upon by the Governing Board at its meeting on: 6/15/2021
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement (a) \$	Fiscal Impact of Proposed Agreement					
		Current Year 2020 - 2021		Year 2 2021 - 2022		Year 3 2022 - 2023	
		(b) \$	(c) %	(b) \$	(c) %	(b) \$	(c) %
1. Step & Column - Increase (Decrease) due to movement plus any changes due to settlement	\$665,700.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
2. Salary Schedule - Increase (Decrease)	\$665,700.00	\$13,314.00	2.00%	\$27,432.00	4.04%	\$27,432.00	3.88%
3. Other Compensation - Increase (Decrease) in Stipends, Bonuses, etc.	\$665,700.00	\$13,314.00	2.00%	\$0.00	0.00%	\$0.00	0.00%
4. Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$202,972.00	\$8,119.00	4.00%	\$9,321.00	4.42%	\$9,944.00	4.51%
5. Health/Welfare Benefits - Increase (Decrease)	\$64,454.00	\$0.00	0.00%	\$157.00	0.24%	\$157.00	0.24%
6. Total Compensation - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$933,126.00	\$34,747.00	3.72%	\$36,910.00	3.81%	\$37,533.00	3.74%
7. Total Number of Represented Employees	58.00	58.00	58.00	58.00	58.00	58.00	58.00
8. Total Compensation Cost for Average Employee - Increase (Decrease)	\$16,088.38	\$599.09	3.72%	\$636.38	3.81%	\$647.12	3.74%

Impact on other Funds: _____

Disclosure of Collective Bargaining Agreement

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213);
GC § 3547.5 (Statutes of 2004, Chapter 52)

Santee School District

Name of Bargaining Unit: _____ Classified School Employees Associatn (CSEA) Certificated: _____ 0 Classified: x

The proposed agreement covers the period: Beginning: 7/1/2020 Ending: 6/30/2022

This agreement will be acted upon by the Governing Board at its meeting on: 6/15/2021
Date

A. Proposed Change in Compensation

Compensation	Cost Prior to Proposed Agreement	Fiscal Impact of Proposed Agreement					
		Current Year 2020 - 2021		Year 2 2021 - 2022		Year 3 2022 - 2023	
		(a) \$	(b) \$	(c) %	(b) \$	(c) %	(b) \$
1. Step & Column - Increase (Decrease) due to movement plus any changes due to settlement	\$1,584,100.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
2. Salary Schedule - Increase (Decrease)	\$1,584,100.00	\$31,682.00	2.00%	\$65,278.00	4.04%	\$65,278.00	3.88%
3. Other Compensation - Increase (Decrease) in Stipends, Bonuses, etc.	\$1,584,100.00	\$32,654.00	2.06%	\$972.00	0.06%	\$972.00	0.06%
4. Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$482,992.00	\$19,616.00	4.06%	\$22,512.00	4.48%	\$24,016.00	4.57%
5. Health/Welfare Benefits - Increase (Decrease)	\$187,376.00	\$0.00	0.00%	\$3,682.00	1.97%	\$0.00	0.00%
6. Total Compensation - Increase (Decrease) Total Lines 3(a), 4(a), 5(a)	\$2,254,468.00	\$83,952.00	3.72%	\$92,444.00	3.95%	\$90,266.00	3.71%
7. Total Number of Represented Employees	99.00	99.00	99.00	99.00	99.00	99.00	99.00
8. Total Compensation Cost for Average Employee - Increase (Decrease)	\$22,772.40	\$848.00	3.72%	\$933.78	3.95%	\$911.78	3.71%

Impact on other Funds: _____

A. Provide a brief narrative of the proposed change in compensation, including percentage change(s), effective date(s), and comments and explanations as necessary:

For 2020-21, 2% one-time, off-schedule bonus plus 2% increase to the salary schedule effective 7/1/2020. In addition, professional growth stipends increased for part-time employees to full-time rate (Fund 0100 annual cost = \$486 plus statutory benefits; Fund 6300 annual cost = \$972 plus statutory benefits).

For 2021-22, 2% increase to the 2020-21 revised salary schedule effective 7/1/2021. In addition, single coverage stipend for health benefits increased for part-time employee to full-time rate (annualized cost impact = \$20,278 spread across all funds).

B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development days, teacher prep time, etc.)

None

C. What are the specific impacts on instructional/support programs to accommodate the settlement? Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.

None

D. What contingency language is included in the proposed agreement? Include specific areas identified for reopeners, applicable fiscal years, and specific contingency language.

None

E. Source of Funding for Proposed Agreement

1. Current Year

Increase in LCFF Base Grant for on-schedule increases; Reserves for 2020-21 one-time, off-schedule bonus

2. How will the ongoing cost of the proposed agreement be funded in future years?

Increase in LCFF Base Grant

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations)

Increase in LCFF Base Grant

F. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$77,190,077
b. State Standard Minimum Reserve Percentage for this District	3.00%
c. Projected P-2 ADA	6,565.80
d. State Standard Minimum Reserve Amount for this District <i>(Line 1a times Line 1b, or \$50,000, whichever is greater, for a district with less than 1,001 ADA)</i>	\$2,315,702.31

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)


a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties	\$2,315,702.31
b. General Fund Budgeted Unrestricted Unappropriated Amount	\$15,216,848.17
c. Special Reserve Fund 17-Budgeted Designated for Economic Uncertainties	\$3,135,746.00
d. Special Reserve Fund 17-Budgeted Unappropriated Amount	
e. Total District Budgeted Unrestricted Reserves	\$20,668,296.48

3. Do unrestricted reserves meet the state standard minimum reserve amount? Yes No

G. Certification


The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement in accordance with the requirements of AB 1200 and Government Code § 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.



 District Superintendent
 (Signature)

 Date



 Chief Business Official
 (Signature)

 Date

Contact Person: KAM CHRISTENSEN Telephone No.: 619-258-2321

H. Impact of Proposed Agreement on Current Year Operating Budget*

Date of governing board approval of budget revisions in Col. 2: 6/15/2021
 in accordance with Education Code § 42142 and Government Code § 3547.5

Provide a copy of board-approved budget revisions and board minutes. In addition, provide two expenditure reports generated by the district’s financial system: one showing the budget by major object before the changes and a second showing the budget by major object after the changes.

If the board-approved revisions are different from the proposed budget adjustments in Col. 2, provide a revised report upon approval of the district governing board.

	(Col. 1) Latest Board- Approved Budget Before Settlement as of	(Col. 2) Adjustments as a Result of Settlement	(Col. 3) Other Revisions STA As Of:	(Col. 4) (Cols. 1 + 2 + 3) Total Impact on Budget
2020-21 2nd Interim	3/2/2021		5/26/2021	
REVENUES:				
LCFF Sources (8010-8099)	59,287,105			59,287,105
Remaining Revenues (8100-8799)	19,873,084			19,873,084
TOTAL REVENUES	79,160,189	0	0	79,160,189
EXPENDITURES:				0
1000 Certificated Salaries	34,269,961		1,232,284	35,502,245
2000 Classified Salaries	11,124,092	359,450	0	11,483,542
3000 Employee Benefits	17,537,009	109,596	243,253	17,889,858
4000 Books and Supplies	4,436,152			4,436,152
5000 Services and Operating Expenses	6,650,921			6,650,921
6000 Capital Outlay	50,059			50,059
7000 Other	612,699			612,699
TOTAL EXPENDITURES	74,680,893	469,046	1,475,537	76,625,476
OPERATING SURPLUS (DEFICIT)	4,479,296	(469,046)	(1,475,537)	2,534,713
OTHER SOURCES AND TRANSFERS IN	1,023,513		0	1,023,513
OTHER USES AND TRANSFERS OUT	565,235	0	0	565,235
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	4,937,574	(469,046)	(1,475,537)	2,992,991
BEGINNING BALANCE	17,881,707			17,881,707
CURRENT YEAR-ENDING BALANCE	22,819,281			20,874,698
COMPONENTS OF ENDING BALANCE:				
Nonspendable (9711-9719)	507,039		0	507,039
Restricted (9740)	2,380,761		0	2,380,761
Committed (9750/9760)	0		0	0
Assigned (9780)	454,982		0	454,982
Reserve Economic Uncertainties (9789)	2,257,384	14,071	44,266	2,315,721
Unassigned/Unappropriated (9790)	17,219,116			15,216,195

If the total amount of the adjustment in Column 2 does not agree with the amount of the total cost shown on page 1, please explain:

Step and Column costs already included in Latest Board-Approved Budget Before Settlement.

*This supplement is a composite recap of "all" the bargaining agreements shown on the preceding pages.

H. Impact of Proposed Agreement on Current Year Operating Budget*

Date of governing board approval of budget revisions in Col. 2: 6/15/2021
 in accordance with Education Code § 42142 and Government Code § 3547.5

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If the board-approved revisions are different from the proposed budget adjustments in Col. 2, provide a revised report upon approval of the district governing board.

	(Col. 1) Latest Board- Approved Budget Before Settlement as of	(Col. 2) Adjustments as a Result of Settlement	(Col. 3) Other Revisions STA As Of:	(Col. 4) (Cols. 1 + 2 + 3) Total Impact on Budget
2020-21 2nd Interim	03/02/21		5/26/2021	
REVENUES:				
LCFF Sources (8010-8099)	0			0
Remaining Revenues (8100-8799)	333,518			333,518
TOTAL REVENUES	333,518	0	0	333,518
EXPENDITURES:				0
1000 Certificated Salaries	127,252	0	4,452	131,704
2000 Classified Salaries	105,749	3,752		109,501
3000 Employee Benefits	72,399	1,144	879	74,422
4000 Books and Supplies	12,179			12,179
5000 Services and Operating Expenses	2,508			2,508
6000 Capital Outlay	7,689			7,689
7000 Other	0			0
TOTAL EXPENDITURES	327,776	4,896	5,331	338,003
OPERATING SURPLUS (DEFICIT)	5,742	(4,896)	(5,331)	(4,485)
OTHER SOURCES AND TRANSFERS IN	0			0
OTHER USES AND TRANSFERS OUT	0			0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	5,742	(4,896)	(5,331)	(4,485)
BEGINNING BALANCE	44,103			44,103
CURRENT YEAR-ENDING BALANCE	49,845			39,618
COMPONENTS OF ENDING BALANCE:				
Nonspendable (9711-9719)	0			0
Restricted (9740)	49,845	(4,896)	(5,331)	39,618
Committed (9750/9760)	0			0
Assigned (9780)	0			0
Reserve Economic Uncertainties (9789)	0			0
Unassigned/Unappropriated (9790)	0			0

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If the board-approved revisions are different from the proposed budget adjustments in Col. 2, provide a revised report upon approval of the district governing board.

	(Col. 1) Latest Board- Approved Budget Before Settlement as of	(Col. 2) Adjustments as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) (Cols. 1 + 2 + 3) Total Impact on Budget
2020-21 2nd Interim	03/02/21			
REVENUES:				
LCFF Sources (8010-8099)	0			0
Remaining Revenues (8100-8799)	3,689,041			3,689,041
TOTAL REVENUES	3,689,041	0	0	3,689,041
EXPENDITURES:				0
1000 Certificated Salaries	0	0		0
2000 Classified Salaries	959,791	26,628		986,419
3000 Employee Benefits	312,170	8,119		320,289
4000 Books and Supplies	1,282,863			1,282,863
5000 Services and Operating Expenses	87,428			87,428
6000 Capital Outlay	78,124			78,124
7000 Other	72,579			72,579
TOTAL EXPENDITURES	2,792,955	34,747	0	2,827,702
OPERATING SURPLUS (DEFICIT)	896,086	(34,747)	0	861,339
OTHER SOURCES AND TRANSFERS IN	0			0
OTHER USES AND TRANSFERS OUT	0			0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	896,086	(34,747)	0	861,339
BEGINNING BALANCE	731,119			731,119
CURRENT YEAR-ENDING BALANCE	1,627,205			1,592,458
COMPONENTS OF ENDING BALANCE:				
Nonspendable (9711-9719)	0			0
Restricted (9740)	1,627,205	(34,747)	0	1,592,458
Committed (9750/9760)	0			0
Assigned (9780)	0			0
Reserve Economic Uncertainties (9789)	0			0
Unassigned/Unappropriated (9790)	0			0

If the total amount of the adjustment in Column 2 does not agree with the amount of the total cost shown on page 1, please explain:

Step and Column costs already included in Latest Board-Approved Budget Before Settlement.

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H. Impact of Proposed Agreement on Current Year Operating Budget*

Date of governing board approval of budget revisions in Col. 2: 6/15/2021
 in accordance with Education Code § 42142 and Government Code § 3547.5

Provide a copy of board-approved budget revisions and board minutes. In addition, provide two expenditure reports generated by the district's financial system: one showing the budget by major object before the changes and a second showing the budget by major object after the changes.

If the board-approved revisions are different from the proposed budget adjustments in Col. 2, provide a revised report upon approval of the district governing board.

	(Col. 1) Latest Board- Approved Budget Before Settlement as of	(Col. 2) Adjustments as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) (Cols. 1 + 2 + 3) Total Impact on Budget
2020-21 2nd Interim	03/02/21			
REVENUES:				
LCFF Sources (8010-8099)	0			0
Remaining Revenues (8100-8799)	2,456,652			2,456,652
TOTAL REVENUES	2,456,652	0	0	2,456,652
EXPENDITURES:				0
1000 Certificated Salaries	0	0		0
2000 Classified Salaries	1,955,509	64,336		2,019,845
3000 Employee Benefits	814,444	19,616		834,060
4000 Books and Supplies	90,018			90,018
5000 Services and Operating Expenses	225,030			225,030
6000 Capital Outlay	0			0
7000 Other	0			0
TOTAL EXPENDITURES	3,085,001	83,952	0	3,168,953
OPERATING SURPLUS (DEFICIT)	(628,349)	(83,952)	0	(712,301)
OTHER SOURCES AND TRANSFERS IN	0			0
OTHER USES AND TRANSFERS OUT	0			0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(628,349)	(83,952)	0	(712,301)
BEGINNING BALANCE	1,511,744			1,511,744
CURRENT YEAR-ENDING BALANCE	883,395			799,443
COMPONENTS OF ENDING BALANCE:				
Nonspendable (9711-9719)	0			0
Restricted (9740)	0			0
Committed (9750/9760)	0			0
Assigned (9780)	0			0
Reserve Economic Uncertainties (9789)	0			0
Unassigned/Unappropriated (9790)	883,395			799,443

If the total amount of the adjustment in Column 2 does not agree with the amount of the total cost shown on page 1, please explain:

Step and Column costs already included in Latest Board-Approved Budget Before Settlement.

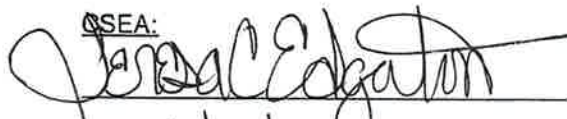
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**Tentative Agreement
Between
CSEA and its Chapter 557
and
The Santee School District
June 18, 2021**

The following articles have been negotiated between the Santee School District and the California School Employees Association (CSEA) and its Chapter 557 for the 2019-20 negotiations year and constitute a successor agreement.

Article Title	Previous Article Number	New Article Number
Recognition	2	2
Association Rights	4	4
Orientation	<i>New Article</i>	5
Organizational Security	5	6
Procedure for Evaluation	8	9
Safety	9	10
Hours	10	11
Transportation Procedures	<i>New Article</i>	12
Layoff, Reemployment, Involuntary Reduction in Hours, and the Impacts and Effects of Such Matters	11	13
Transfers	14	16
Postings and Filling Open Positions (Title change from: Promotion)	15	17
Compensation	17	19
Health and Welfare Benefits	18	20
Term	22	24

Representative for:

CSEA:

 Date: 6/18/21

School District:

 Date: 6/18/21

CSEA Field Representative:

Date: _____

**Tentative Agreement
Between
CSEA and its Chapter 557
and
The Santee School District
June 1, 2021**

It is agreed that the contract articles will be renumbered and placed in the following order:

Article Title	Previous Article Number	New Article Number
Agreement	<i>1</i>	1
Recognition	<i>2</i>	2
Management Rights and Board Powers	<i>3</i>	3
Association Rights	<i>4</i>	4
Orientation	<i>New Article</i>	5
Organizational Security	<i>5</i>	6
Employee Rights	<i>6</i>	7
Grievance Procedure	<i>7</i>	8
Procedure for Evaluation	<i>8</i>	9
Safety	<i>9</i>	10
Hours	<i>10</i>	11
Transportation Procedures	<i>New Article</i>	12
Layoff, Remployment, Involuntary Reduction in Hours, and the Impacts and Effects of Such Matters	<i>11</i>	13
Holidays	<i>12</i>	14
Vacation	<i>13</i>	15
Transfers	<i>14</i>	16
Postings and Filling Open Positions (Title change from: Promotion)	<i>15</i>	17
Leave Provisions	<i>16</i>	18
Compensation	<i>17</i>	19
Health and Welfare Benefits	<i>18</i>	20
No Lockout	<i>19</i>	21
Concerted Activities	<i>20</i>	22
Contract Provisions	<i>21</i>	23
Term	<i>22</i>	24

DEFINITIONS

Bumping right is the right of an employee, under certain conditions, to displace an employee with less seniority in a class.

Class is any group of positions sufficiently similar in duties, responsibilities, and authority and that the same job title, minimum qualifications, and salary ranges are appropriate for all positions in a class.

Classification is the act of placing a position in the classes shall be construed to mean that each position in the classified service shall have a designated title.

Day will mean calendar day, unless otherwise specified.

Demotion is a change of assignment from a higher class to a lower class that is allocated to a lower maximum salary rate or an assignment to a lower classification.

Designee is a management employee who has been designated to perform some duty or carry out some specific role (i.e. a VP or Guest Administrator)

Employee as used in this contract refers to classified, non-management personnel

Involuntary demotion is a demotion without the employee's voluntary written consent.

Job description is a description of the duties, responsibilities, minimal qualifications, and authority of positions in a class.

Lot is when two or more candidates for a position are tied by seniority resulting in a drawing to determine the winner

New Assignment is when an employee is placed into a new classification, not simply by changing worksite, hours or work year.

Promotion is a change in the assignment of an employee to a position in the higher class.

Reallocation of a class is a movement of entire class from a salary range rate to another salary range rate.

Reclassification is the upgrading or downgrading of a position to a higher or lower class as a result of increases or decreases in the duties and/or responsibilities being performed by the incumbent such position.

Reemployment is the return to duty of an employee who has been placed on a reemployment list.

Reemployment list is list of names of persons have been laid off for lack of work or lack of funds, or exhaustion of sick leave, industrial accident or illness, or other leave privileges, and who are eligible for reemployment without examination in their former class for a period of 39 months, or for an additional 24 months if they were reduced in hours/work year

DEFINITIONS

Vacancy means a position opening that exists or when a new position is created or the existing position opens up due to the termination (dismissal, resignation, promotion) of an employee. A position is not vacant when the incumbent is on approved leave.

Voluntary demotion is a demotion initiated by the employee and/or the district, and agreed to, in writing, by the employee, the Association, and the district.

Working hours means all hours in a paid status.

Y-Rate means the maintenance of the employee's salary rate at the level effective the day preceding the effective date of the personnel action placing the employee in the job classification with a lower salary range. The employee's salary will remain at such level until the salary range of the new job classification equals or exceeds the Y-rated salary

11-month employee has a work year of the first working day in August through the last working day in June.

10-month employee has a work year that begins the first working day of September through the last working day in June. These employees do render service during break periods (Thanksgiving, Winter, and Spring) (alternate start dates are negotiable).

9-month employee has a work year of 180 days beginning with the first day of school in September and ending the last student day of June (alternate start dates are negotiable).. These employees do not render service during break periods (Thanksgiving, Winter, Spring).

6-month employees have a work year beginning with the first school day of January and ending 120 working days later.

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**ARTICLE 2
RECOGNITION**

The Board recognizes the CSEA as the sole and exclusive bargaining agent for those classified non-management employees occupying the following positions:

- Accounting Series: Accountant: Finance, Accounting Assistant I, Accounting Assistant II, Accounting Assistant III, Buyer/Accounting Assistant II, and Senior Buyer/Logistics Specialist;
- Assistant Series: Adult ESL Assistant, Bilingual Braille Transcriber, ~~Bilingual HIPPY Assistant, Bilingual HIPPY Assistant II,~~ Campus Aide, Child Assistant, ~~Child and Family Attendance Specialist,~~ Early Childhood Assistant I, Early Childhood Assistant II, Early Childhood Group Leader I, Early Childhood Group Leader II, Instructional Assistant, Instructional Assistant I, ~~Instructional Assistant II, Instructional Assistant Computer Lab,~~ Instructional Assistant-LEP, Instructional Assistant-Special Education I, Instructional Assistant-Special Education II, Instructional Assistant-Visually Impaired, ~~Interpreter for the Hearing Impaired,~~ Out-of-School Time Assistant Site Leader, Out-of-School Time Group Leader, ~~Out-of-School Time Group Leader Specialist,~~ Out-of-School Time Regional Leader, Out-of-School Time Site Leader, Project SAFE Assistant, **Speech Language Pathology Assistant**, and Student Support Assistant;
- Clerical Series: Benefits Technician **Benefits & Risk Management Specialist**, Bilingual Clerical Assistant, Bilingual Project Assistant, Bilingual Assistant to Program Coordinator, ~~Bilingual Community Liaison,~~ Clerk Typist I, Clerk Typist II, Community Liaison, District Instructional Media Technician, ~~District Receptionist/Clerk,~~ Health Clerk, Instructional Media Technician, Personnel Assistant/Substitutes, Personnel Technician, ~~Personnel Technician (Benefits),~~ **Purchasing Technician**, Student Attendance Clerk, and ~~Transitional Second Language Clerk/Data Specialist;~~

Custodial Series: Custodian I, Custodian II, Lead Custodian, and Site Custodian;

Food Service Series: Child Nutrition School Site Lead, Child Nutrition Lead, CNS Accounting Assistant III/Secretary II (Dept), Food Service Clerical Assistant, Food Service Utility Worker, ~~Food Service Warehouse/Delivery Driver~~, Food Service Worker I, Food Service Worker I-A; ~~Food Service Worker II~~, Food Service Worker III, Food Service Worker III-A, ~~Food Service Worker IV~~, and Food Service Worker V;

Grounds Series: Grounds Maintenance Worker I, Grounds Maintenance Worker II, and Grounds Maintenance Worker III, ~~and Lead Grounds Maintenance Worker~~;

Maintenance/ Craftworker I, Craftworker II, Craftworker III, Craftworker I/Storekeeper,

Warehouse Series: Craftworker I/Warehouse Worker/Delivery Driver, ~~HVAC Technician II, HVAC Technician III, Lead Warehouse Worker/Delivery Driver, Maintenance Buyer, and Maintenance and Operations Lead~~;

Nursing Series: Licensed Vocational Nurse, Occupational Therapist, and Occupational Therapy Assistant;

Secretarial Series: Program Secretary/Student Enrollment, School Office Receptionist/Clerk, Secretary I (Department); Secretary II (Department), and Secretary II (School), and ~~Secretary/Computer User Specialist~~;

Technology and Communication Series:
 Computer Support Technician I, ~~Data Specialist, Electronics Technician II, Electronics Technician III~~, Network Specialist, ~~Technology Assistant~~, Publications Technician I, Publications Technician II, **Information Technology Systems Technicians**, and ~~Web Development Specialist~~;

Transportation Series: Assistant Mechanic, Bus Attendant, Bus Driver I, **Driver/Office Assistant** ~~Bus Driver II, Bus Driver III, Bus Driver/Driver Instructor~~, Dispatcher/Driver Instructor, and Heavy Duty Diesel Mechanic, Van Driver;

All other provisions of this article are to remain in force.

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**ARTICLE 4
ASSOCIATION RIGHTS**

7. The right to be supplied with a complete "hire date" seniority roster of all ~~bargaining employees~~ **employees** within sixty (60) calendar days following the effective date of this Agreement. **The seniority list shall be maintained on the District website and updated monthly and annually thereafter.** All references to seniority within this Agreement shall be interpreted as "hire date" seniority. Seniority within the District shall be defined as the first date of paid service in a position that is a part of the classified service. Seniority within a classification shall be defined as the first date of paid service within that classification, and seniority within a classification shall include service in that classification plus service in any higher classification(s).

9. Names, addresses and available telephone numbers of bargaining employees shall be provided without cost to CSEA **no earlier than October 15th nor later than December 1 of each school year. Also, the district will provide a list of employees' worksite(s), workhours, and break times no later than October 15 of each school year.**

11. The right to conduct an orientation session on this Agreement for bargaining unit employees during regular working hours ~~subject to approval of the District Superintendent or designee~~ **in accordance with Article 5.**

12. Distribution of the Contract: The District shall print or duplicate and provide without charge up to twelve (12) copies of this contract, and any subsequent written changes agreed to by the Parties, for CSEA leadership. In addition, the District shall make an electronic version of this contract, and any subsequent written changes agreed to by the Parties, available and easily accessible to every existing and new employee in the bargaining unit. The District shall provide without charge a printed copy of this contract, and any subsequent written changes agreed to by the Parties, to any existing or new employee requesting it. **The District shall also update its website to reflect the above stated changes, including Side Letters and Memorandums of Understanding within 15 working days of ratification by both parties.**

14. CSEA Chapter 557 (“Association”) shall have one hundred eighty (180) hours per fiscal year (July 1 – June 30) of paid release time for Association Business. ~~No one individual shall have more than four (4) hours of paid release time in any week and~~ Release time shall be subject to prior approval of the Assistant Superintendent of Human Resources or designee. The Association shall submit written request for all such release time ~~sufficiently in advance but not less than two (2) working days~~ **no less than twenty-four (24) hours** prior to the intended absence to ensure substitute coverage, if appropriate. The District and the Association shall work together to monitor and record the use of release time provided for in this Article and resolve discrepancies. Release time under this section shall not be used for any activity in violation of the Agreement, or for any purpose unrelated to the Association’s obligations as the exclusive representative of the Bargaining Unit.

16. Chapter members requiring release time to attend meetings (i.e. EERC, Budget, Insurance, etc.) shall be released so as to be able to arrive no less than 15 minutes before the scheduled start of the meeting. For negotiations sessions, those members shall be released so that they will arrive no less than 30 minutes prior to the scheduled start time. Appropriate travel time shall be provided as necessary.

All other provisions of this article are to remain in force.

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ARTICLE 5
ORIENTATION

1. DISTRICT NOTICE TO CSEA OF NEW HIRES

- a. The District shall provide CSEA notice of any newly hired employee, no later than the 2nd and 4th Friday of each month, and on 5th Friday's when they occur via electronic mail to the CSEA Chapter President or designee which will include the following information:
- i. Full Legal Name
 - ii. Date of Hire
 - iii. Classification
 - iv. Site
 - v. Date of Orientation Meeting for New Hire

2. EMPLOYEE INFORMATION

- b. "Newly Hired Employee" or "New Hire" means any employee, whether permanent, full time, part time, hired by the District, and who is still employed as of the date of new employee orientation. It also includes all employees who are or have been previously employed by the District and whose current position has placed them in the bargaining unit represented by CSEA. For those latter employees, for purposes of this article only, the "date of hire" is the date upon which the employees' employee status changed as such that the employee was placed in the CSEA unit.
- c. The District shall provide CSEA with contact information on the new hires. The information shall be provided to CSEA electronically in Excel format, via a mutually agreeable secure FTP site or service, on the last working day of the month in which they were hired. This contact information shall include the following items, with each field in its own column:
- i. First Name;
 - ii. Middle Initial;
 - iii. Last Name;
 - iv. Suffix (e.g. Jr., III);
 - v. Job Title / Classification;
 - vi. Department;
 - vii. Primary Worksite Name;
 - viii. Work Telephone Number;
 - ix. Home Street Address (Incl. Apartment #);
 - x. City;
 - xi. State;
 - xii. ZIP Code (5 or 9 Digits);
 - xiii. Home Telephone Number (10 Digits);

- xiv. Personal Cellular Telephone Number (10 Digits);
- xv. Personal Email Address of the Employee;
- xvi. Birth Date;
- xvii. Employee ID;
- xviii. CalPERS Status;
- xix. Hire Date;

The information above shall only be provided to the Association if/when it is in the possession of the District. This information shall be provided to CSEA regardless of whether the newly hired employee was previously employed by the District.

d. Periodic Update of Contact Information: The District shall also provide CSEA with a list of all bargaining employee's names and contact information above on the last working day of September, January, and May. The information shall be provided to CSEA electronically in Excel format, via a mutually agreeable secure FTP site or service. This contact information shall include the following items, with each field in its own column:

- i. First Name;
- ii. Middle Initial;
- iii. Last Name;
- iv. Suffix (e.g. Jr., III);
- v. Job Title / Classification;
- vi. Department;
- vii. Primary Worksite Name;
- viii. Work Telephone Number;
- ix. Home Street Address (Incl. Apartment #);
- x. City;
- xi. State;
- xii. ZIP Code (5 or 9 Digits);
- xiii. Home Telephone Number (10 Digits);
- xiv. Personal Cellular Telephone Number (10 Digits);
- xv. Personal Email Address of the Employee;
- xvi. Birth Date;
- xvii. Employee ID;
- xviii. CalPERS Status;
- xix. Hire Date;

The information above shall only be provided to the Association if/when it is in the possession of the District.

e. Should any employee challenge the release of this information, CSEA shall indemnify and hold harmless the Santee School District. The District shall take no action to encourage or assist anyone in making such a claim, and shall not, without compelling reason(s), reject counsel proposed by CSEA to defend any such claim.

3. NEW EMPLOYEE ORIENTATION

- f. “New Employee Orientation” means the onboarding process of newly hired bargaining unit employees, whether in person, online, or through other means or mediums, in which employees are advised of their employment status, rights, benefits, duties, and responsibilities, or any other employment related matters.
- g. The District shall provide CSEA mandatory access to its new employee orientations. CSEA shall not receive less than ten (10) days’ notice in advance of orientation, except that a shorter notice may be provided in a specific instance where there is an urgent need critical to the District’s operations that were not reasonably foreseeable.
 - i. In the event the District conducts a group orientation, CSEA shall have (1) hour of paid release time (exclusive of needed travel time) for two (2) CSEA representatives, including the Chapter President or designee. The CSEA Labor Relations Representative may also attend the orientation.
 - ii. In the event the District conducts one-on-one orientations with new employees, CSEA shall have thirty (30) minutes of paid release time (exclusive of needed travel time) for one (1) CSEA representative to conduct the orientation session. The CSEA Labor Relations Representative may also attend the orientation.
- h. The District shall include the CSEA membership application in any employee orientation packet of District materials provided to any newly hired employee. The District shall also include written information on how to access the CBA online and how to obtain a printed copy. CSEA shall provide the copies of any CSEA literature/membership applications to the District for distribution.
- i. The orientations session shall be held on District property, during the workday of the employee(s) who shall be on paid time.
- j. During the CSEA’s orientation session, no District manager or supervisor, or non-unit employee shall be present.
- k. Scheduling of these orientation sessions shall be by mutual agreement between CSEA and the District as to the dates/times.

4. GRIEVANCE PROCEDURE

- l. Any alleged violation, misinterpretation, or misapplication of the terms of this agreement shall be subject to the grievance provisions of the Collective Bargaining Agreement, except as follows:
 - i. Only CSEA can grieve this agreement.

All other provisions of this article are to remain in force.

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**ARTICLE 5 6
ORGANIZATIONAL SECURITY**

- A. ~~Classified unit members shall be required as a condition of continued employment to either join the recognized employee organization or pay the organization a fair share service fee within the first thirty (30) days of employment.~~
- ~~1. If any employee is out of compliance after thirty (30) days, the District shall deduct from the employee's salary the appropriate dues or fair share service fee and make said payment to CSEA pursuant to Education Code Section 45168(b) which is the sole remedy in this article for failure to voluntarily pay the dues or the fair share service fee.~~
 - ~~2. The Association shall certify to the Board in writing the dues and fair share service fee schedules. The District shall not be obligated to put into effect any new or changed deduction until the pay period commencing thirty (30) days or more after such submission.~~
 - ~~3. CSEA Chapter 557 shall have the sole and exclusive right to have membership dues and fair share service fee, if any, deducted from the payroll warrants of the bargaining unit members by the District.~~
 - ~~4. The District shall notify CSEA Chapter 557 as soon as possible if any member revokes a dues authorization.~~
- B. ~~Any unit member who is not a member of the Association, or who does not make application for membership within thirty (30) days from the date of commencement of assigned duties within the bargaining unit shall:~~
- ~~1. Become a member of the Association through payroll deduction or pay the annual dues in one (1) lump sum to the Association, or~~
 - ~~2. Pay a service fee, the amount of which shall be determined by the Association and authorized by Section 3540.1(i)(2) of the Government Code and consistent with legal requirements, provided that it shall be the sole responsibility of the Association to ensure that such fee is legally determined and legally appropriate. The fee shall be paid through payroll deduction or may be paid in one (1) lump sum payment to the Association, or~~
 - ~~3. Request exemption status from the Association based on philosophical or religious objections. Bargaining unit members who wish to request such an~~

~~exemption must first mail any documents or other information to support their request to:~~

~~CSEA
2045 Lundy Ave
San Jose, Ca 95131
Attn: Legal Department~~

~~Service Fee/ Membership Dues shall continue to be deducted during the period of time the unit member's claim is being assessed by the Association. If the Association finds for the unit member's claim, the amount equivalent to the fee described above in B (2) must be paid to a non religious, non-labor, charitable organization which is exempt from Title 26 of the Internal Revenue Code. The fee may be paid through payroll deduction or in one (1) lump sum payment to one of the charitable organizations listed below:~~

- ~~• United Way~~
- ~~• American Red Cross~~
- ~~• Lorraine Foster Fund~~

~~Such payments shall be made directly to the selected charitable organization with proof of payment supplied monthly to CSEA Headquarters.~~

C. Hold Harmless Provision

~~As a condition of effectiveness of this article, the Association agrees to indemnify and save the District, Board of Education, each individual school board member, and all administrators in the District harmless against any and all claims, demands, costs, lawsuits, judgments, or other forms of liability and direct costs including all court or state administrative agency costs that may be sustained out of, or by reason of, actions taken by the District for the purpose of complying with this article.~~

NOTIFICATION OF MEMBERSHIP

- A. The District shall accept the certification provided by CSEA on dues deductions for bargaining unit members; If the union states it has authorization for the District to begin deductions, it is not required to provide the District a copy of the authorization unless a dispute is risen by the employee questioning the existence or terms of the authorization.**

MASS COMMUNICATIONS TO THE CSEA MEMBERSHIP

- A. If the District chooses to disseminate mass communications to bargaining unit employees or applicants concerning their rights to join or support CSEA, the District shall meet and confer with CSEA concerning the content of the mass communication. If the parties cannot reach an agreement and the employer**

decides to go ahead with its proposed mass communication, it must also simultaneously distribute a communication of reasonable length provided by CSEA.

- B. The District shall not deter or discourage bargaining unit employees or applicants from becoming or remaining members of CSEA.

HOLD HARMLESS

The Association agrees to indemnify, defend and hold harmless the District from any and all claims occurring or resulting from the enforcement or challenge to the legality of the provisions of this Article. The District shall take no action to encourage or assist anyone in making such a claim and shall not without a compelling reason reject counsel proposed by CSEA to defend any such claim.

MISCELLANEOUS

- A. The Association agrees to furnish any information needed by the District to fulfill the provisions of this Article.
- B. The District shall refer all requests for changes in membership status to the CSEA San Diego Field Office (858-202-2610) or the bargaining unit's assigned CSEA Labor Relations Representative.
- C. Dues Deductions must start the pay period after the District receives notification of the dues authorization from CSEA.

All other provisions of this article are to remain in force.

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ARTICLE 89

PROCEDURE FOR EVALUATION

A. Probationary Employees

Probationary employees will be evaluated twice during their ~~first (1st) year~~ **initial probationary period** of employment, once ~~during~~ **within** the first ~~half six months~~ of **probation** employment and again prior to the conclusion ~~of one year of the~~ **probationary period of employment**. The second evaluation shall include a recommendation of suitability for permanent status.

The probationary status is a 12 month period. **Effective July 1, 2021 the probation period for newly hired employees shall be six (6) months. All employees hired prior to June 30, 2021 shall complete a twelve (12) month probationary period.**

Probationary employees may be released without cause.

Probationary employees may be released without any evaluation.

B. Permanent Employees

1. Permanent employees will be evaluated prior to May 30 biannually. This shall not limit the supervisor from evaluating any classified employee more than once every two years as the supervisor deems appropriate. Any employee in a new work assignment will be evaluated at least once during the ~~first year~~ **probation period** of that assignment. Any classified employee who receives an "unsatisfactory" in any area will be reevaluated within three (3) months following the date of the evaluation conference. Additionally, the evaluator delivering an "unsatisfactory" evaluation shall provide suggestions and an offer of assistance by the administrator for improvement pertinent to the evaluated performance of the classified employee **(this is an interactive process)**. An unsatisfactory area shall be followed within five (5) working days by a written assistance plan. The plan shall include specific recommendations for improvement and performance for assisting the employee in implementing any recommendations made. **Failure to evaluate prior to the May 30 deadline will result in the employee being**

deemed SATISFACTORY for purposes of the evaluation, which shall be reflected in the employee's personnel file.

C. All Employees

Special evaluations may be made of ~~either permanent or probationary~~ employees at other than specified times at the discretion of the supervisor **with approval of Human Resources.**

The evaluator shall be the employee's immediate management supervisor or designee. The evaluator may solicit input from other employees who may be responsible for some of the direction of the employee's work.

If additional supervisors or administrators are involved in evaluating an employee, these evaluations shall also be prepared and signed before being submitted to the responsible evaluator. The original will also be included in the employee's personnel file.

Evaluators shall not use any "self-evaluation" program with classified employees as part of the annual evaluation process. Evaluations are to be of a confidential nature; therefore, they shall be conducted with only the evaluator and the evaluatee (and their representative if requested by employee) in attendance. CSEA shall be notified if additional administration will be in attendance.

All ratings on evaluation forms will be those of the supervisor and shall be based on credible information. Evaluations shall not be performed by counselors, members of the certificated bargaining unit, or interns.

A mutually agreed upon evaluation form will be used by the persons designated to evaluate employees.

Each employee shall be given a copy of the formal evaluation document and written notice of the evaluation conference at least one working day prior to the conference. The employee is required to sign the evaluation form, indicating it has been discussed and reviewed. This does not necessarily indicate he/she agrees with the contents therein. The employee shall have the right to attach a statement of rebuttal. This performance record shall become a part of the personnel file for each employee.

The evaluation will be reviewed with the classified employee, and the evaluator will make suggestions for improvement if appropriate. The classified employee must indicate on the "performance evaluation for classified employees" form that he/she has

read the evaluation, agrees with the evaluation, or disagrees with the evaluation and wishes to attach a signed written statement to be submitted to the evaluator within ten (10) working days indicating the areas of agreement and the reasons for disagreement. No reprisals will be taken against the employee for submitting such written statement. If any employee has just reason to question any phase or aspect of his/her performance evaluation, he/she may request a review of the evaluation by the next level of administration.

No evaluation of a classified employee shall be placed in the personnel file without an opportunity for discussion between the classified employee and the evaluator. ~~Evaluation shall be based upon reliable evidence. The supervisor must validate the accuracy of alleged facts prior to including them in the evaluation.~~

Recognition for outstanding performance should be noted and references placed in the employee's personnel file.

The judgment of the evaluator is not subject to the grievance procedure; however, the above procedure is grievable.

All other provisions of this article are to remain in force.

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ARTICLE 9 10
SAFETY

E. Extreme Conditions

When extreme weather, air quality, or emergency conditions are announced by County Officials or Oversight Agencies (“Agency”) supervisors shall make every attempt to comply with Agency recommendations and guidelines to ensure the safety and well-being of employees.

G. Employees that drive as a part of their job.

1. In the event the district is advised by the DMV that the employee's driver's license is suspended or otherwise invalid, the Human Resources Department will consider that employee for a non-driving assignment for a period of time not to exceed ninety (90) calendar days, granted that such a non-driving assignment is available and does not impose a burden on the district financially or its operations. If a non-driving assignment is available, the employee will have the burden to show they are qualified for the assignment. If the non-driving assignment is in a lower classification, the employee shall receive the lower rate of pay on a step-by-step basis. If the non-driving assignment is a higher classification, the employee shall receive the appropriate higher compensation associated with that higher classification (sub rate or regular rate +5% whichever is higher) pay. If there are no non-driving assignments available, the employee may request the use of available leave to attempt to validate their license. If this cannot be accomplished within ninety (90) calendar days or the employee exhausts all available leave (whichever is shorter), the district may take appropriate disciplinary action up to and including permanent reassignment and/or termination.
2. An individual employee shall be limited to one non-driving assignment as described in paragraph 1 in any four-year period.
3. The district shall have no responsibility or obligation to assist any employee and resolving any disputes between the employee and the DMV.

4. This language shall apply only to employees for whom driving a District vehicle is a mandatory requirement of the job assignment.
5. This language shall not apply to any employees' drivers' licenses suspended, revoked, or otherwise invalidated for medical reasons unrelated to substance abuse and substance use issues. In circumstances where employee has had his or her driver's license revoked for purely medical reasons, the district will engage the employee in an interactive process in accordance with legal requirements. An employee may be required to submit documentation to the Human Resources Department verifying that the action taken on his or her driver's license was medically related and unrelated to any violation of law in order to exempt the employee from the procedures otherwise set forth in this language.
6. This language does not impact any other term or condition of employment of affected employees; no other term or condition of employment is affected unless expressly agreed to in writing by the District and CSEA.

H. Alcohol and Drug Testing Procedures

CSEA and the District agree the safety and health of students, staff, and the public requires every reasonable effort be made to discourage alcohol and/or illegal substance abuse among all employees. The District and CSEA further agree to make every reasonable effort to protect students, staff, and the public from alcohol and/or illegal drug use.

A. Application

This section applies to all employees except for those who are required to comply with Department of Transportation regulations.

B. Notice

All employees shall be individually notified, in advance and in writing that they are subject to reasonable suspicion and/or post-accident testing while on duty. The District will provide CSEA with a copy of the notice prior to distributing to applicable employees.

Reasonable Suspicion Testing

1. A reasonable suspicion test must be based upon specific, clearly identifiable observations concerning the appearance, behavior, speech, or body odors of the employee or in the event an accident occurs while a classified employee is driving a District vehicle where there is reasonable suspicion that the driver of the vehicle may be under the influence of alcohol or other drugs. The observations must be made immediately prior to the determination that reasonable suspicion testing is warranted.

2. The observations must be made by a supervisor who has received training in identifying indicators of probable alcohol misuse plus training in identifying indicators of probable controlled substance use.

3. Reasonable suspicion observations must be contemporaneous, i.e., they must be made just before, during, or just after the employee's performance of job-related duties.

4. Employees for whom a reasonable suspicion determination has been made will be placed on paid administrative leave pending test results.

5. Tests based on reasonable suspicion of alcohol misuse shall be promptly administered. Employee shall be transported to the testing facility within two (2) hours following the reasonable suspicion determination.

6. A written record of the reasonable suspicion observations, dated and signed by all employees making the observations, must be made within twenty-four (24) hours or before the results of the test are released, whichever is earlier. A copy of this record will be given to the employee within twenty-four (24) hours of its preparation.

7. The supervisor who is making the reasonable suspicion observations shall not conduct the test or participate in the collection or chain of custody of any specimen for testing.

8. If requested by the employee, a CSEA representative may be present to ensure that an employee's rights are protected. However, a reasonable suspicion test may not be delayed for more than one (1) hour to accommodate a representation request. Under no circumstances shall the CSEA representative be required to participate in determining if reasonable suspicion exists for further investigation.

D. Post-Accident Testing

1. An employee shall be required to submit to a post-accident test if he/she was involved in a traffic accident while driving a District vehicle causing property damage or personal injury or receives a citation under state or local law for a moving traffic violation arising from the accident (as defined by the Federal Motor Carrier Regulations).

a. Controlled substances test –The covered employee must be tested for controlled substances as soon as possible, but no later than forty-eight (48) hours after the accident.

b. Alcohol test –The employee must be tested for alcohol as soon as possible.

2. The District will provide the employee with information on how to comply with post-accident procedures prior to operating a commercial motor vehicle.

3. Post-accident breath, urine, or blood tests completed by local, state, or federal officials may fulfill the requirements of this article.

4. An employee who is subject to post-accident testing must remain readily available for such testing or may be deemed by the District as refusing to submit to testing. However, this requirement should not delay necessary medical attention for injured people following an accident or prohibit an employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident.

5. Pending the results of the testing, the employee shall be removed from operating District vehicles and will not be returned to the operation of District vehicles prior to notification of a negative drug and alcohol test.

Miscellaneous

1. The employer will pay for the initial test. The employee will be compensated at the appropriate rate of pay for the length of time required to complete the testing process.

2. The employee shall pay for all confirmatory testing of a split sample. In the event that the confirmatory test is negative, the employee will be reimbursed the cost of the test. The employee has the following options for payment for this test:

1) Remit payment to the District, or

2) Request a payroll deduction.

3. CSEA stewards and other appointed representatives shall receive the same training provided to supervisors for reasonable suspicion determinations as it is scheduled.

4. The parties agree to treat all test results as confidential medical records and recognize that these records may need to be released in the course of legal proceedings.

5. The District respects and acknowledges the right of employees to seek and receive CSEA representation for any meeting in which misconduct by the employee is/may be alleged and for which there may be disciplinary action.

6. Following the receipt of positive test results, the employer shall not question an employee concerning the use of alcohol and/or controlled substances without first informing the employee of his/her right to have a union representative present throughout the questioning. If the employee then requests union representation, no such questioning shall occur in the absence of the union representative.

7. Remedy for Failure to Adhere to Process and Procedure: The process and procedure described herein is intended to balance the privacy rights of employees with public policy considerations. The parties agree that any District failure to

adhere to the process and procedures described herein shall preempt the District from subjecting an employee to disciplinary action under the terms of this article.

All other provisions of this article are to remain in force.

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**ARTICLE 10 11
HOURS**

M. Summer Assignments

Job classifications created for summer session/extended year shall first be offered to bargaining employees who serve in those positions during the regular school year. Selection shall be determined by random drawing in the following order: 1) ~~Employees~~ **Permanent employees** currently in the classification who did not work the previous summer session/extended year will be drawn first; 2) Employees currently in the classification who did work the previous summer session/extended year will be drawn second; 3) Employees not currently in the classification will be drawn third. Summer session/Extended year employment is contingent on adequate enrollment. An employee may be released from employment whenever the District determines enrollment or funding is insufficient. Employees shall only apply for Summer Assignments if they can be reasonably certain at the time of applying that they will be able to work the assignment for its entire duration. **Employees may become ineligible if circumstances change making them unable to fulfil the assignment, with the exception of using intermittent and short-term sick leave when necessary.**

Bus & Driver 1's/Van Drivers/ Bus Attendants, may apply for-Summer Assignments in accordance with ~~Section O of this Article 11~~ **12**. Applicants must meet the minimum qualifications for the position for which they are applying.

N. Out-of-School Time Programs (Summer)

Additional hours may be offered to Out-of-School Time Programs employees in addition to their regular contract hours for the purpose of working extended school year programs only. The additional hours may not be used to qualify for additional benefits or permanent work hours as a CSEA employee.

O. Transportation Department Procedures

~~1.~~ Assignment of Bus Routes

- a. ~~Twice annually, once before the beginning of each school year and once before the beginning of the summer session, drivers and attendants will bid for routes according to seniority. For purposes of bidding, Bus Driver~~

~~seniority shall be on the basis of the original hire date as a regular employee into the Bus Driver I classification. For purposes of bidding, Bus Attendant seniority shall be on the basis of the original hire date as a regular employee into the Bus Attendant classification. Bus Attendants will be eligible to bid on routes determined by the District to require a Bus Attendant.~~

- ~~b. Proposed routes will be posted in the Transportation Lounge and available for drivers to review 48 hours prior to the bidding process, unless an emergency situation precludes such posting. Drivers will be notified in advance regarding the place, date, and time the bid process will be conducted. It is the responsibility of each driver to attend the bid process at the scheduled time. If that is not possible, the driver should indicate route preferences in priority order to the Director authorizing him/her to bid by proxy. If a driver fails to attend the bid process at his/her appointed time and does not contact the Director with route preferences, the Director will assign the employee a route, based on seniority, to expedite the bidding process.~~
- ~~e. The bidding process will begin at the designated place, date and time with the most senior driver and continue until all drivers have bid for a route. Each driver will be allowed 15 minutes from the time the driver is scheduled to start his/her bid, to review the routes available and make a selection. In the event an emergency situation precludes the posting of routes 48 hours prior to the beginning of the bidding process, each driver will be allowed additional time, not to exceed one (1) hour, to review the routes available and make a selection.~~
- ~~d. Drivers will bid on a specific route, with specified hours and shift times identified for each day of the week. On minimum or modified days a driver shall be offered their regular number of work hours. When a driver is assigned a different or additional run on a minimum or modified day the driver will have the option of: 1) if no driving duties are assigned, staying in the Transportation Department to perform other duties that are~~

~~assigned by the Director or designee; or 2) leaving the site at the completion of the regular number of route hours, so long as the routes are covered so that students are or will be transported for the day.~~

- ~~e. All drivers have a choice of regular education or special education routes but must be documented as proficient in the skills and type of bus determined for the route prior to bidding a route.~~
- ~~f. During route selection, a driver will also select a bus of his/her choice among those that meet the District determined requirements of passenger needs, type of bus and vehicle economy.~~
- ~~g. Summer Assignment Routes shall be offered to drivers using the bidding process. Drivers shall only participate in the bidding process for Summer Assignment Routes if they can be reasonably certain at the time of bidding that they will be able to work the route for its entire duration, unless the supervisor approves the splitting of a Summer Assignment Route among multiple drivers.~~

~~2. Modification of Routes after Initial Bidding~~

- ~~a. After initial bidding and the start of the regular school year, route times may change before becoming stabilized. In the event a route increases fifteen (15) minutes or more, cumulatively, for more than 19 consecutive school attendance days, all routes will be re-bid consistent with Article 10, Section O, 1; except that, the adjusted route times shall be posted on the 16th and 17th consecutive days, and bidding shall take place on the 18th and 19th consecutive days.~~
- ~~b. A list of each driver's regular assigned hours and extra time worked will be posted monthly in the office and driver's lounge. Hours refused by the driver will also be noted.~~

~~3. Trip Assignments~~

- ~~a. Only employees with routes of less than 7 hours are eligible to sign up for field trip or Therapy assignment lists. Evening, Holiday, Weekend, and All Day trips are available to all employees regardless of route time.~~
- ~~b. In order to be eligible for any trip assignment, the driver must be~~

documented as proficient in the skills and type of bus determined for the trip prior to being assigned the trip.

e. Field Trips

- 1) ~~Field trips originating outside of a driver's scheduled route time are posted and drivers must sign up to be considered for the trips. Assignment is given first by seniority. Once all listed employees have received an assignment, subsequent assignments are made on a rotation basis based on the amount of time of the trips previously assigned, and the length of the trip being assigned. This distribution process is intended to assign relatively equal amounts of time to eligible drivers throughout the school year. If a driver refuses a trip when it is offered, or accepts a trip and does not complete it due to absence, the driver's place in the rotation is considered passed, and the driver is "charged" with a trip refusal or trip incomplete to ensure that all drivers have the opportunity to complete field trip assignments. If a field trip is offered to a driver with less than 48 hours' notice the driver may refuse the trip and will not be considered charged and will retain their place in the rotation.~~
- 2) ~~When an employee signs up to be considered for field trips other than at the beginning of the school year or summer session, the employee will be assigned a number of hours equal to the average trip assignment hours worked by employees who are already on the list.~~
- 3) ~~All field trips, except "All Day" will be offered to eligible Santee District employees before being contracted to private transportation carriers, unless a non-District bus type is required or requested, or District buses and/or drivers are unavailable. An employee is considered eligible If the trip does not conflict with that driver's assigned route.~~
- 4) ~~Field trip selections/assignments will be made as far in advance~~

as possible so drivers can plan their days.

5) ~~The Director of Transportation has the discretion to assign unscheduled field trips to an eligible driver, provided that it does not impact that driver's regularly assigned route.~~

d. ~~Holiday/Weekend Trips: Holiday and weekend trips are assigned in the same way as field trips, described in Article 10 (O)(3)(c), above.~~

e. ~~Evening Trips: All trips, which begin or end after 5:00 p.m., are designated as evening runs. Drivers accepting evening trips must consider permitted allowable daily driving hours as established by law.~~

f. ~~Therapy Trips: Therapy trips are assigned in the same way as field trips, described in Article 10 (O)(3)(c), above.~~

g. ~~All Day Field Trips~~

1) ~~All Day trips are any trip that would require coverage of a Driver's scheduled route. When substitute drivers are available, "All Day" trips will be first offered to Santee School District Drivers before being contracted to outside transportation carriers, unless a non-District bus type is required or requested, or District buses and/or drivers are unavailable.~~

2) ~~All day and out of county field trips lasting seven (7) hours or more will make duty drivers and attendants eligible for the meal allowance as provided in Board Policy 4033.~~

h. ~~Field Trip and Therapy Trip Cancellations~~

~~Drivers who are assigned a field trip or therapy trip that is cancelled after the driver has reported specifically for that field trip or therapy trip is entitled to perform one (1) hour of extra work as assigned by the Director. This section shall not apply to instances when the Director or designee informs the driver of the cancellation prior to the driver reporting specifically for that field trip or therapy trip.~~

4. ~~Training~~

a. ~~When required by the District, drivers will be paid their normal hourly rate while attending in service trainings, classroom instruction, and/or~~

~~proficiency testing.~~

- ~~b. Employees attending approved or required training are eligible for travel expense reimbursement as provided in Board Policy 4033.~~

5. ~~Health and Welfare Benefits~~

~~Bus Driver eligibility for employer paid health and welfare benefits shall be determined as follows:~~

- ~~a. The average of regularly assigned routes combined with the additional field trip and other assignments during the regular school day and year. Those assignments that will not be included are beyond the regular day and year, for example: substitute assignments, weekends, evening trips and summer session.~~
- ~~b. Hours will be averaged annually in July and applied in September.~~
- ~~c. Benefits will then be applied to the drivers for the period of September 1 to August 31.~~
- ~~d. New hires will qualify for benefits based upon their regularly assigned routes and average hours will be calculated for the succeeding year based upon the average weekly hours as calculated above.~~

All other provisions of this article are to remain in force.

**Tentative Agreement
Between
CSEA and its Chapter 557
and
The Santee School District
June 2, 2021**

**ARTICLE 12
TRANSPORTATION PROCEDURES**

General Information

This Article outlines various procedures for establishing and bidding on routes as well as the assignment of extra work for the following positions. Other positions in the Transportation Department are not subject to the provisions of this Article:

- Bus Driver I
- Van Driver
- Bus Attendant

Definitions of Terms

1. Route Hours – The amount of time an assigned route is expected to take to complete each day, as determined by the supervisor. Route Hours shall be composed of a pre-trip inspection (if applicable), driving time, necessary wait time and loading/unloading time at bus stops and schools, appropriate break period(s), and post-trip vehicle securement activities (if applicable).
2. Guaranteed Hours – The minimum number of hours for which an employee will be paid each day regardless of whether their Route Hours are less. The following positions are subject to receiving pay based on Guaranteed Hours (“Guaranteed Hours Positions”)
 - a. Bus Driver I – Guaranteed Minimum of 6 Hours Per Day
 - b. Van Driver – Guaranteed Minimum of 5 Hours Per Day
 - c. Bus Attendant – Guaranteed Minimum of 4 Hours Per Day
3. Base Hours – The amount of time per day entered into the payroll system to generate base pay for an employee on their paycheck and for which a timesheet does not need to be submitted. Base Hours are determined as follows:
 - a. For employees with an assigned route for which Route Hours are the same each day of the week, the Base Hours equals the greater of Route Hours or Guaranteed Hours
 - b. For employees with an assigned route for which Route Hours vary during the week, the Base Hours equals the lowest Route Hours during the week or the employee’s Guaranteed Hours, whichever is greater

4. Extra Hours:

- a. Subject to Equalization – Time worked beyond Base Hours recorded on a timesheet and on the Extra Hours Equalization List. The Extra Hours Equalization List is designed to assure that certain Extra Hours are evenly distributed among eligible employees during each school year, as much as possible. These Extra Hours include those that are known in advance and can, therefore, be scheduled. This includes therapy runs or temporary distribution of portions of a route to another driver or other drivers to cover an absence but does not include field trips or fueling/washing an assigned vehicle.
- b. Not Subject to Equalization – Time worked beyond Base Hours recorded on a timesheet but not recorded on the Extra Hours Equalization List. These Extra Hours generally relate to arriving back to the bus yard later than the scheduled ending route time due to traffic delays, fueling, or other unscheduled events that prevent timely return; time needed to wash an assigned vehicle; or additional Route Hours above the lowest of the week for drivers with Route Hours that vary during the week.

5. Field Trip Hours – Time worked within and beyond Base Hours recorded on a timesheet and on the Field Trip Equalization List (see subsequent section on Assignment of Field Trips). The Field Trip Equalization List is designed to assure that Field Trip Hours are evenly distributed among eligible employees during each school year, as much as possible.

6. Guaranteed Hours Examples:

- a. A Bus Driver I has a route with Route Hours equal to 5.5 hours per day. This driver will then need to perform alternate work for 0.5 hours per day, which may include all or a portion of a field trip or extra hours assignment, to reach their Guaranteed Hours of 6.0 per day.
- b. A Bus Driver I has a route that is 6.0 hours three days a week and 6.75 hours for two days. The employee's Base Hours would equal their Guaranteed Hours of 6.0 and they would submit a timesheet for 0.75 hours for two days a week.
- c. A Bus Driver I has a route that is 6.5 hours on 2 days a week and 7.0 hours on 3 days. The employee's Base Hours would be 6.5 and they would submit a timesheet for 0.5 hours for the longer days

If a field trip or extra hours assignment begins BEFORE an employee meets their guaranteed hours, then only the time beyond the Guaranteed Hours would be recorded on a timesheet, but the total time of the extra hours assignment or field trip shall be charged on the appropriate equalization list. (Example: A Bus Driver I's route for the day is 5 hours and the field trip is 2 hours, then 1 hour would be recorded on a timesheet but the entire 2-hour field trip time would be recorded on the Field Trip Equalization List)

1. Assignment of Bus and Van Routes

- A. Employees will bid for routes according to seniority.
- B. Initial Bidding for routes shall occur twice annually, once prior to the start of the school year and then again prior to the beginning of the summer session. Subsequent Bidding for school year routes shall occur whenever a route increases thirty (30) minutes or more, cumulatively, for more than 19 consecutive school attendance days.

In the event Initial Bidding for school year routes cannot occur prior to the start of the school year, drivers shall be assigned routes with Route Hours as close as possible to the Route Hours that employees had at the end of the previous year until bidding can be scheduled.

- C. Routes, with specified hours and shift times identified for each day of the week and numbered in sequential order starting with one (1), will be posted in the Transportation lounge in numerical order and available for review at least two (2) working days prior to the bidding process, unless an emergency situation precludes such posting. Route sheets or other provided documentation shall include a list of the busses/vehicles that are determined by the Supervisor to be appropriate for each route. Routes with valid vehicle(s) shall remain posted in the Transportation lounge until completion of the entire bidding process. Employees will be notified in advance regarding the date and time the bid process will be conducted ("Bid Date"). It is the responsibility of each employee to review the routes and document their top three (3) selections, in order of preference, prior to the Bid Date ("Route Preferences"). Employees shall be present in the Transportation lounge at the start of the bid process and remain in a paid status, at locations deemed appropriate by the supervisor, until the entire bid process is completed. If this is not possible for an employee, the employee shall indicate their Route Preferences in priority order to the supervisor prior to the scheduled time for the bid process to start, in writing, and authorize the supervisor to bid by proxy ("Absent With Proxy"). If an employee fails to attend the bid process at the scheduled time and does not contact the supervisor with their Route Preferences prior to the start of the employee's bid process ("Absent Without Proxy"), the supervisor shall assign the employee a route so as to not interrupt the bidding process.
- D. The bidding process will begin with the most senior employee and continue in seniority order until all employees bid for a route. The bidding process will be conducted as follows:
 - 1. A second set of route sheets and allowable busses/vehicles will be posted in the supervisor's office ("Bidding Location")
 - 2. The employee will go to the Bidding Location, select their preferred route from those that are available, and submit it to the supervisor.
 - a. Each employee present for the bid process will have up to ten (10) minutes to complete this process.

- b. For Absent With Proxy employees, the supervisor shall select the most preferred route from those available using their Route Preferences
- c. For Absent Without Proxy employees, the supervisor shall assign a route from any of those still available
3. The supervisor will record the selected/assigned route for the employee and notify the next senior driver to come to the Bidding Location
4. Steps 1 through 3 will continue in seniority order until all employees have completed the bidding process.

In the event an emergency situation precluded the posting of routes two (2) working days prior to the beginning of the bidding process, each employee will be allowed additional time, not to exceed one (1) hour, to review the routes available and determine their Route Preferences.

On minimum or modified days an employee shall be offered their Route Hours for those days.

When an employee is assigned a different or additional run on a minimum or modified day the employee will have the option of; 1) if no driving duties are assigned, staying in the Transportation Department to perform other duties that are assigned by the supervisor; or 2) leaving the site at the completion of the regular number of route hours, so long as the routes are covered so that students are or will be transported for the day. If option 2 is chosen, the employee shall submit a leave request for hours not worked.

- E. All bus drivers must be proficient in the type of bus needed for the route prior to bidding a route. During initial route selection, a driver will also select a bus of his/her choice among those that meet the District-determined requirements of passenger needs, type of bus and vehicle economy.
- F. Summer Assignment Routes
No later than four (4) weeks prior to the end of each school year, the District (HR) shall post to recruit employees interested in summer routes ("Summer Routes"). Employees shall only participate in the bidding process for Summer Routes if they can be reasonably certain at the time of bidding that they will be able to work the route for its entire duration. The supervisor may approve the splitting of Summer Routes among multiple employees unless there is sufficient evidence that doing so would be detrimental to the operation of the department. In the event that multiple employees are assigned a Summer Route together, for the purposes of bidding and field trips/extra hours, the most senior employee's hire date shall be used.
- G. In June, prior to school ending, routes will be offered to willing employees in accordance with their seniority utilizing the bidding process as outlined in Sections C & D above.

- H. The District may enter into contracts with external entities to provide them transportation services for an extended period of time. These services may be incorporated into routes to be bid (“External Contract Route”).
- I. Employees accepting External Contract Routes shall agree to providing the level and quality of service desired by the external entity (“External Entity Standards”) and acknowledge an understanding that they can be removed from the External Contract Route by the supervisor should they fail to meet External Entity Standards. If removal becomes necessary, the supervisor shall transfer the driver to another Summer Route with a similar amount of hours, including possible field trip assignments, and move the driver of that route to the External Contract Route.
- J. Routes that become vacant during the school year after Initial Bidding shall be subject to the provisions of Article 16: Transfers.
- K. Written copies of this section of the Collective Bargaining Agreement (Section 1: Assignment of Bus and Van Routes) shall be provided to employees prior to commencing an Initial Bidding process.

2. Modification and Requirement of Routes after Initial Bidding

Subsequent to the bid, it may be necessary to modify certain routes. When this occurs, the following procedure shall be used:

A. Modification - Increasing Hours

1. In the event a route increases, or will increase, thirty (30) minutes or more, cumulatively, for more than 19 consecutive school attendance days, the route will be posted and drivers with greater seniority than the driver of the affected route may exercise bidding rights.

Notification of the increased route shall be posted in the lounge for three (3) working days beginning on the 17th day. Qualified drivers with seniority greater than the driver of the affected route must notify the supervisor of their desire to bid, in writing, by the posted deadline. The route shall be awarded to the driver with the greatest seniority. The route change will become effective as soon as possible, but no later than five (5) working days following the posting deadline.

2. When this occurs, the displaced driver shall have a choice between the vacated route and any vacant route, provided the vacant route has not already been posted.

B. Modification – Decreasing Time

1. When a route decreases by thirty (30) minutes or more, cumulatively, on a consistent basis for 10 consecutive working days, the District shall have an additional five (5) working days to modify/restructure the route. If at the end of the 15-day period, the route has maintained a decrease of 30 minutes or more, the driver may accept the decreased route or move into a route of a less senior driver ("Route Move"). The driver of the decreased route must notify the supervisor of their intent to accept the decreased route or exercise Route Move rights, in writing, within three (3) working days of being notified of the decreased route.
2. If a Route Move is exercised, the displaced driver will be assigned the route occupied by the least senior driver with Route Hours closest to the previous assignment.
3. From the date a driver is notified that their assigned route time will be reduced, they will be paid at their previously assigned Base Hours for ten (10) working days and the driver may be assigned other work in lieu of the decreased driving time. A driver may voluntarily forgo the assignment of extra work by signing a waiver of the 10-day period of pay for the difference between the original and decreased route.
4. *Assignment of Work in Lieu of Regular Assigned Driver Time*
Occasionally, a portion of a regular assigned route may be deleted for a day or short period of time. When this occurs, drivers may be assigned other work in lieu of canceled driving time.

3. Field Trips

Only Bus Driver I's with Route Hours less than 7 hours are eligible to sign up for field trips or extra hours assignment lists. Evening, Holiday, Weekend, and All-Day trips shall be available to all Bus Driver I's regardless of Route Hours.

In order to be eligible for any trip assignment, the driver must be documented as proficient in the skills and type of bus determined to be appropriate for the trip by the supervisor prior to being assigned the trip.

A. Assignment of Field Trips

Field trip assignments shall be based on seniority rotational sign-up sheets. Such rotational order shall be determined by the supervisor using the Field Trip Equalization List. As field trips become available, employees shall have the opportunity to accept or decline each field trip on a rotating basis. Drivers may provide notice of unavailability, in advance, for any field trip. Rotation shall be conducted as follows:

1. All field trip opportunities, including Holiday and Weekend trips, shall be posted in the Transportation Lounge at least seven (7) working days before the scheduled trip date, when possible, provided the field trip has been requested prior to that time. Drivers must

accept or decline the field trip, in writing or electronically, five (5) working days prior to the scheduled trip date. If the driver fails to accept or to decline, in writing, no later than two (2) working days after the trip has been posted, they will be considered to have declined this work.

2. Drivers with routes on the day of the field trip containing a permanent run after the morning or before the afternoon routes (midday run) shall not be assigned a field trip, unless no other drivers accept the field trip.
3. If a driver is unable to accept a field trip for reasons other than by previous notice of unavailability, the driver will be charged as if it had been declined.
4. Eligibility: Drivers can volunteer to be assigned to the Field Trip Equalization List at the start of each year. The list will reflect "all field trips hours" worked/offered during the year. Drivers will have the opportunity to opt in once any time during the school year and may opt out during the school year. Once a driver opts out the driver may not opt in again until the next school year.
5. Recording: If a driver is added to the Field Trip Equalization List after the start of the year, he/she will receive hours equal to the total average of all drivers currently on the list. The list will start at zero each year and will be updated and posted with estimated hours on the working day closest to the 15th of each calendar month and actual hours on the 5th working day of the following calendar month.
6. Field trips received outside of the time limits specified above will be offered to drivers on the Field Trip Equalization List as soon as possible. Last minute field trips will be posted for volunteers or announced over the radio for volunteers.
7. Recording of Field Trip Hours: All Field Trip Hours will be recorded on the Field Trip Equalization List.
8. If a field trip is offered to a driver with less than two (2) working days notice, the driver may refuse the trip. In such case, the driver will not be considered "charged" and will retain their place in the rotation.

B. Drop and Return Trips on Weekends, Holidays and Non-Working Days

Drop and Return trips scheduled for weekends, holidays, or non-work days that are outside the District boundaries shall be a minimum of two (2) hours for the take (drop) and two (2) hours for the return, irrespective of the actual time worked.

C. Field Trips Requiring Overnight Stay

1. Field Trips requiring an overnight stay shall be open to all Bus Driver I's regardless of their Route Hours.

2. The amount of time to be compensated for field trips requiring overnight stay shall be composed of a 30 minute pre-trip inspection/preparation period prior to scheduled departure, driving time, necessary wait time and loading/unloading time at pickup and dropoff locations, and 30 minutes for post-trip vehicle securement activities after delivery of passengers to their final destination for the evening. After securing the bus, drivers will be in a non-duty, unpaid status, Actual driving time shall be compensated pursuant to Article 19 -Employee Compensation of the contract. The unpaid meal period shall be one-half hour.

D. Evening Trips

All trips, which begin or end after 5:00 p.m., are designated as evening trips. Drivers accepting evening trips must consider allowable daily driving hours as established by law.

F. All Day Field Trips

1. All Day trips are any trip that would require coverage of a Driver's scheduled route. When substitute drivers are available, "All Day" trips will be first offered to District Drivers before being contracted to outside transportation carriers, unless a non-District bus type is required or requested, or District buses and/or drivers are unavailable.
2. Drivers and attendants taking all day and out of county field trips lasting seven (7) hours or more shall be eligible for the meal allowance as specified in Board Policy.

G. Field Trip Cancellations

Drivers who have not already reported to work for the day and who are assigned a field trip that is cancelled after the driver has departed from their home or other location specifically to travel to the District for that field trip shall be entitled to be paid for two (2) hours at the appropriate rate of pay with no requirement to do alternative work. Drivers who are paid for a cancelled field trip shall be "charged" two (2) hours for the field trip on the Field Trip Equalization List as if they had worked the field trip. This section shall not apply to instances when the supervisor informs the driver of the cancellation prior to the driver departing from their home or other location specifically to travel to the District for that field trip.

Other cancelled field trips shall not result in additional compensation above the driver's Base Hours. The driver whose field trip was cancelled shall be offered the next available field trip in accordance with section 4(A) above.

H. Extra Hours Assignments

Extra hours assignments shall be based on seniority rotational sign-up sheets. Such rotational order shall be determined by the supervisor using the Extra Hours Equalization

List). As extra hours become available, employees will have the opportunity to accept or decline on a rotating basis. Rotation shall be conducted as follows:

1. Due to the inability to always pre-plan for the need for extra hours, they shall be offered to drivers on the Extra Hours Equalization List as soon as possible.
2. Eligibility – Drivers can volunteer to be assigned to the Extra Hours Equalization List at the beginning of each year. This list will reflect all hours offered and worked throughout the year. Drivers will have the opportunity to opt in once any time during the school year and may opt out during the school year. Once a driver opts out the driver may not opt in again until the next school year.
3. Recording: If a driver is added to the list after the start of the year, he/she will receive hours equal to the total average of all drivers currently on the list. The Extra Hours Equalization List will start at zero each year and will be updated and posted with estimated hours on the working day closest to the 15th of each calendar month and actual hours on the 5th working day of the following calendar month.
4. Recording of Extra Hours: All Extra Hours Subject to Equalization shall be recorded on the Extra Hours Equalization List.
5. Cancellations: Cancelled extra hours assignments shall not result in additional compensation above Base Hours. The driver whose extra hours assignment was cancelled shall be offered the next available extra hours assignment in accordance with the above provisions.

4. Bus Driver I, Bus Attendant and Van Driver Payroll and Fringe Benefit Policy

Eligibility for employer paid health and welfare benefits shall be determined as follows:

- a. The average of regularly assigned routes combined with the additional field trip and other assignments during the regular school day and year. Those assignments that will not be included are beyond the regular day and year, for example: substitute assignments, weekends, evening trips and summer session.
- b. Hours will be averaged annually in July and applied in September.
- c. Benefits will then be applied to the employee for the period of September 1 to August 31.
- d. New hires will qualify for benefits based upon their regularly assigned routes and average hours shall be calculated for the succeeding year based upon the average weekly hours as calculated above.

5. Rest Periods

Employees shall be assigned rest periods in accordance with Article 11(G). This rest period shall not include any time when a student is aboard the bus or van.

6. BUS ATTENDANTS

A. Route Assignments

Bus Attendants shall bid for routes in seniority order according to Section 1(C) & (D) above.

B. Modification – Increasing Time

Modifications to increase route time shall be subject to the provisions of Section 2(A) above

C. Modification – Decreasing Time

Modifications to decrease route time shall be subject to the provisions of Section 2(B) above

7. VAN DRIVERS

A. Van Drivers shall bid for routes in seniority order according to Section 1(C) & (D) above.

B. When a Van Driver works as a Bus Driver I, Article 19 (I) Working out of Class shall be applicable.

C. Modification – Increasing Time

Modifications to increase route time shall be subject to the provisions of Section 2(A) above

D. Modification – Decreasing Time

Modifications to decrease route time shall be subject to the provisions of Section 2(B) above

8. In-Service and Renewal Certification

a. In-Service and Renewal Certification:

Drivers are responsible for maintaining a valid school bus certificate including timely renewal of associated documents/certification and required in-service and/or classroom hours. The District will provide drivers paid in-service or classroom opportunities in order to maintain certificate validity. A minimum of ten (10) hours will be provided each calendar year. Drivers who do not attend District provided opportunities are responsible for obtaining and paying for in-service and/or classroom hours at an alternate location on their own time.

b. Required Renewals//Examinations:

Drivers seeking to renew their driver's license must do so on their own time and at their own cost. Drivers seeking to renew their school bus certificate shall be in a paid status for both stages of the California Highway Patrol (CHP) testing process and any costs for testing shall be paid by the District. Drivers seeking to obtain their Medical Examination shall be in a paid status for up to ninety (90) minutes, as verified by the medical examiner's documentation, and the costs for Medical Examinations shall be paid by the District.

c. First Aid

Drivers who waive the first aid portion of the written examination administered by the California Highway Patrol will be responsible for maintaining a valid first aid card. First aid cards must be issued by an organization authorized by the licensing authority and shall be valid for the term of the driver's school bus certificate.

9. Video Surveillance and Global Positioning Systems (GPS)

The District and employees shall not engage in any tape/video recordings of employees' meetings or employee conferences without prior notice and agreement of all parties in attendance.

Recognizing the need to maintain a safe and secure environment, the District and CSEA agree that the primary purpose of electronic surveillance on school buses and vans, and GPS systems installed in District vehicles, is to promote the order, safety and security of students, staff, and property and is not primarily intended for employee discipline.

The District and CSEA agree that surveillance cameras and GPS systems are not intended to replace or circumvent the supervisory or managerial responsibilities associated with employee supervision and discipline. The District will not utilize the information generated by the surveillance or GPS systems as a means to make accusations absent proper investigation. Surveillance cameras will not be installed for the purpose of it monitoring employees. Employees shall be given an opportunity to view any video recording that is considered as a basis for discipline prior to the implementation of the discipline. Furthermore, GPS systems shall not be monitored in any manner (i.e. tracking turns, speed, etc.)

Video Surveillance and GPS systems, are intended to be used for the following purposes:

1. Pre-trip vehicle checks
2. Student tracking and discipline.
3. Route development and adjustment.

4. Accident/Infraction or community complaint investigation as a supplement to initial investigation procedures
5. Driver and passenger safety and security

In the event that video surveillance and GPS systems are not functioning, drivers shall revert to a manual checkout procedure (pen/paper).

All other provisions of this article are to remain in force.

Tentative Agreement
Between
CSEA and its Chapter 557
and
The Santee School District
June 2, 2021

ARTICLE 11 13
**LAYOFF, REEMPLOYMENT, INVOLUNTARY REDUCTION IN HOURS, AND THE
IMPACTS AND EFFECTS OF SUCH MATTERS**

Article 11 (A)

Reasons for Layoff

Bargaining Unit employees shall be subject to layoff for lack of work and/or lack of funds. Any involuntary reduction in hours shall be considered a layoff and comply with the following procedures.

1. In anticipation of layoffs the District may decide to “hold” vacancies and work substitutes in them without posting. This shall not occur prior to March 1 in any given year. The District shall track these positions in a single document and shall provide such document to CSEA within three (3) working days of each decision to hold a vacancy.

2. If the District decides to leave a position vacant due to lack of funds, it will notify CSEA in writing, within three (3) working days. If CSEA desires to bargain the impacts of the District’s decision it shall notify the District, in writing, within ten (10) working days of receipt of the notice. The parties shall then meet within ten (10) working days to determine the reasonable impacts of the decision and to address possible action(s) to address those impact(s).

D

1. Whenever it becomes necessary to reduce the number of hours of classified employees because of lack of work or lack of funds, the District shall recommend the specific positions to be discontinued or reduced in hours. Employees shall be laid off in reverse order of seniority within the job classification of such discontinued positions. Seniority within a classification shall be defined by length of service within that classification, plus service in any higher classification(s). Length of service shall be based on hire date within the classification.

2. Employees who have been laid off because of lack of work or lack of funds are eligible for reemployment for a period of thirty-nine (39) months. During that time ~~and when qualifications permit, they will be reemployed~~ **they shall be reemployed into any position within the bargaining unit for which they are qualified**, in preference to new applicants. If the employee refuses a reemployment offer **that would make them whole**, he/she shall not be eligible for further preferred consideration. A refusal shall not preclude an employee from future employment with the District.

3. Employees on the reemployment list, who have expressed interest in limited-term, provisional or substitute employment, shall be re-employed as limited-term employees or in substitute assignments (in the same class or another class exhibiting similar characteristics) in preference to other employees, eligible persons or substitute workers. They shall be subject to the substitute vacancy filling procedures used by the district.

43. Recalls shall be made in the reverse order of layoffs within each job classification.

54. Notification of recall shall be made by personal contact or certified mail to the employee's last known mailing address. The employee must indicate acceptance of the job offer within five (5) working days after receipt of the notification and arrange the time of return to work. The employee must, however, be available within fifteen (15) workdays of notice.

E.

4. Employees unable to exercise bumping rights to transfer within the class or demote to a class in which they previously served, may request appointment to available position openings in related equal or lower classes for which they are qualified.

I.

1. ~~The parties agree that the above provisions in this Article represent a clear and unequivocal waiver of the right to meet and negotiate at the time of layoff and the full and complete agreement between the parties concerning layoff, reemployment, voluntary demotion in lieu of layoff and the impacts and effects of such matters.~~ **Both parties understand that negotiations regarding this article shall be specific to impacts and effects and not the decisions related to these actions.**

All other provisions of this article are to remain in force.

**Tentative Agreement
Between
CSEA and its Chapter 557
and
The Santee School District
June 2, 2021**

**ARTICLE 14 16
TRANSFERS**

B. Employee-Initiated Transfer Requests

A permanent bargaining unit member may request a transfer by completing the designated form (181), and forwarding the form to the Human Resource Department, **who will in turn forward a copy within three (3) working days or prior to taking action upon it (whichever is earliest) to the Chapter President.** Requests for transfer may be for a specific or nonspecific location.

1. Requests for transfer shall be valid for a year. In consideration of requests for voluntary transfers, the following are among factors which shall be applied:
 - a. Experience in the position.
 - b. Qualifications required for the position.
 - c. Prior performance evaluations of the applicant.
 - d. Approval of the building principal or immediate management supervisor of the school or department to which the applicant desired to be transferred.
 - e. In the event that all other factors are deemed equal by the administrator, the acceptable candidate with the greatest seniority shall be granted the position.

F. Interview Process

When one or more bargaining unit members apply for a transfer, the unit member(s) shall be interviewed by a panel that includes one CSEA bargaining unit member appointed by the President of CSEA, or the Vice President in the President's absence. Notification of interview date and time **along with the names of the candidates** shall be provided a minimum of 3 (three) working days in advance by Human Resources. The president of CSEA shall be forwarded the name of the individual recommended by the panel for appointment by Administration on a District form within 5 (five) working days **following the interview date.**

All other provisions of this article are to remain in force.

Tentative Agreement
Between
CSEA and its Chapter 557
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The Santee School District
June 2, 2021

ARTICLE 15-17
PROMOTION
POSTINGS AND FILLING OPEN POSITIONS

~~Employment opportunities for bargaining unit positions shall be posted at all job sites for classified non-management positions that become vacant and any new classified non-management positions created prior to being filled. The job vacancy notice shall be posted on bulletin boards in prominent locations for not less than five (5) working days. The job vacancy notice shall include: the job title, a brief description of the position and duties, the minimum qualifications required for the position, the assigned job site when available, the number of hours per day, regular assigned work shift times, days per week and months per year assigned to the position, the salary range, and the deadline for filing to fill the vacancy. Any employee in the bargaining unit may file for the vacancy by contacting the Human Resources Department within the filing period.~~

1. Definition

An open position is one that has been posted subsequent to the lateral transfer process.

1. CSEA and the District agree to the positive value of promoting employees.

2. Posting

Notices of all vacant positions, including those for transfer, shall include: the job title, the job position number, the "home site" (if a split or travel position), if mileage is to be paid, a copy of the current job description shall be attached, the minimum qualifications required for the position, the assigned site, the number of hours per day, regular assigned work shift times, days per week and months per year, the salary range, and the deadline for filing to fill the vacancy. The notice shall also include any specific job selection criteria. A modified notice, in accordance with the sample (in appendixes) of the above shall be emailed to classified employees and shall be posted on bulletin boards in a prominent location at each work site. Open and transfer positions shall appear on separate documents. All notices shall be posted for not less than five (5) working days.

3. Notification of Selection

All applicants shall be notified by the Human Resources Department of the disposition of the application by writing or by phone. Unsuccessful candidates may request a conference with the interviewing administrator to discuss the results of the interview. and efforts that can be made by the employee to improve interview performance.

All other provisions of this article are to remain in force.

Tentative Agreement
Between
CSEA and its Chapter 557
and
The Santee School District
June 2, 2021

ARTICLE 17 19
COMPENSATION

B.

9. *The Reclassification Review Committee's decision on any particular reclassification/reallocation shall be final and binding on the parties, and submitted to the elected chapter negotiating team and shall eliminate the Ratification Process for CSEA membership. All decisions shall be forwarded to the Chapter President and Chapter negotiations team.

*** Because the Contract has been negotiated and ratified by the chapter, the reclass/reallocation process has been approved. Therefore, when a reclass or reallocation happens it will not need to be ratified by the chapter or district.**

E. Professional Growth Program

The Professional Growth Program is a system designed to encourage and recognize employees' efforts to reach career goals. To assist employees, it is recognized that open lines of communication between managers and employees concerning career goals is important. The District also recognizes that at times it is beneficial for employees to observe and cross-train with other District employees.

Employees wishing to further their career goals may request of their immediate supervisor a flex-time or release time arrangement for the purpose of "shadowing" or cross-training with an employee in another job classification. Such arrangement must not interfere with the normal operation of the District and shall be at the discretion of the supervisors involved. The manager and employee shall agree in writing on how the release time is to be provided and the manner in which the time will be made up. Arrangements which are made for educational opportunities will not be considered for out-of-class compensation.

1. Compensation.

Compensation for each 10 semester units successfully completed by the employee and approved by the District shall be:

- a. Employees **shall receive** ~~working eight (8) hours per day~~ \$18.00 per month thereafter for each month of service during an employee's work year.
- b. ~~Employees working at least six (6) hours but less than eight (8) hours per day~~ \$13.50 per month thereafter for each month of service during an employee's work year.
- c. ~~Employees working at least four (4) hours but less than six (6) hours per day~~ \$9.00 per month
- d. ~~Employees working at least three (3) hours but less than four (4) hours per day~~ \$4.50 per month thereafter for each month of service during an employee's work year.

Any employee who has 40 verified semester units will be placed at Step F on the salary schedule.

Once Step F is attained, any future placement on Salary Schedule shall always result in the employee being on Step F.

Compensation will be paid on a monthly basis beginning the month following verification of the completion of units.

H. Promotion to Higher Classification **or Change in Classification**

(Pay scale Steps are A-E as Step F is reserved ONLY for Professional Growth)

When an employee is promoted into a higher classification, he/she shall be placed at the appropriate step and range of the new class to ~~insure~~ ensure an increase of not less than five percent (5%) except he/she may be placed at the last step of the higher classification if that is the maximum allowable. He/she will be allowed to advance to the next step on the salary schedule at the beginning of the next work year (July 1 for twelve [12] month employees and the first [1st] regular workday of the next work year for nine [9], ten [10] and eleven [11] month employees).

Conversely, if an employee applies and is hired into a lower classification, their pay shall be adjusted to reflect the appropriate pay level so as to minimize the reduction in pay.

J. ~~2018-2019 Compensation Increase~~ **Salary Increases**

1. No salary schedule increase for 2019-20.

2. 2.00% increase to the 2020-21 salary schedule effective July 1, 2020.

3. 2.00% off-schedule increase for 2020-21 effective July 1, 2020, to be paid in one lump sum.

4. 2.00% increase to the 2021-22 salary schedule effective July 1, 2021.

Article 17 – Compensation shall be closed for the 2021-22 school year.

~~Effective July 1, 2018 the salary schedule shall be increased 2.25%.~~

- ~~1. In the event any other employee group (i.e., cabinet, management, certificated, confidential or supervisory) receives a salary increase (which includes monies for Health & Welfare), greater than that provided to the classified bargaining unit, the classified bargaining unit salaries shall be adjusted to reflect that percentage increase.~~

K. Equity Clause

For the 2020-21 and 2021-22 school years, if the STA bargaining unit receives a compensation increase (which includes monies for Health and Welfare), greater than that provided to the classified bargaining unit, CSEA and the District will meet and negotiate the placement of those funds.

All other provisions of this section are to remain in force.

**Tentative Agreement
Between
CSEA and its Chapter 557
and
The Santee School District
June 2, 2021**

**ARTICLE 18 20
HEALTH & WELFARE BENEFITS**

A. General Provisions

The District will provide a health and welfare benefits program, through companies designated by the District, for employees who have a regular assignment of twenty (20) or more hours per week. The plans and carriers shall be determined by the Board. The District shall pay the cost of benefits to the extent provided below:

1. Maximum District Contribution Toward Employee Health and Welfare Benefits.

The District contribution toward employee health and welfare benefits is prorated according to hours worked by the employee in his/her regular assignment during the workweek. The District contribution toward health and welfare benefits shall be applied toward the purchase of required and optional benefits.

- a. Effective January 1, 2017, for employees who work forty (40) hours per week the contribution shall be increased from \$7,300 to \$7,600 annually.
- b. Effective January 1, 2017 for employees who work at least thirty (30) hours per week the contribution shall be increased from \$6,570 to \$6,840 annually.
- c. Effective January 1, 2017, for employees who work at least (20) hours per week the contribution shall be increased from \$4,745 to \$4,940 annually.

3. Optional Benefits Coverage.

Employees shall have the option of: (1) enrolling all eligible dependents in the health plan in which the employee is enrolled, or (2) choosing a discretionary allowance which may be applied toward **the following:** ~~purchasing additional cancer insurance, voluntary dental insurance, income protection, or receive as compensation.~~

Discretionary Purchases

1. **Cancer insurance**
2. **Income protection**
3. **Section 125, Flexible Spending Account**
4. **Received as compensation**

Effective July 1, 2021, ~~The discretionary allowance shall be \$240 per year for employees who work eight (8) hours per day, \$180 per year for employees who work at least six (6) hours per day, and \$120 per year for employees who work at least four (4) hours per day, paid tenthly~~ **(September thru June).**

F. Retired Employees' Health Benefits

Bargaining employees retiring shall be eligible and may apply for paid medical and health insurance benefits on the following basis:

1. The employee must have the equivalent of fifteen (15) years of full service with the Santee School District, the last five (5) years of which must be consecutive and have reached or passed the age of fifty-five (55) years.
2. The coverage will only provide health and medical benefits as covered under one (1) of the health and medical plans provided by the District, whichever the employee was insured under during the last year of employment unless the employee relocates and is 100 miles or more from a medical facility covered by his or her plan. **Retirees may change carriers during the open enrollment period.**

If the employee relocates and is 100 miles or more from a medical facility covered by his or her plan, the employee may appeal to the District to change medical coverage with the provision that the employee will be responsible for paying any additional cost for medical coverage either annually or quarterly. The employee will also be expected to sign an agreement with the District releasing the District from any liability of lapsed coverage due to the employee not making a timely payment to the District for additional medical coverage.

3. The District will pay the single coverage medical premiums for the retiree. For current retirees who retired before January 1, 2016, the District contribution to this coverage shall be limited to \$6,300 for current full time retirees; \$5,670 for retirees who worked less than full time but at least thirty (30) hour per week; \$4,095 for retirees who worked less than full time but at least 20 hours per week. For retirees who retire on or after January 1, 2016, the District contribution to this coverage shall be limited to the annual cap specified in Section A of this article in effect at the time the employee retires from the District. The foregoing amounts shall be prorated for the number of months a retiree is eligible for retiree benefits.
4. The retiree will be responsible for any additional cost beyond the District contribution, including a fee of 2% for optional COBRA dental or vision coverage and for dependents who are no longer covered under the retiree, if selected, and be subject to District and/or plan regulations.
5. The District will continue to provide this coverage until the retiree reaches the age of sixty-five (65) or is eligible for Medicare, whichever comes first, as long as the retiree remains current on paying their portion of costs as specified in Section F.4 of this Article in accordance with Board policy.
6. ~~These benefits cover the retiring employee only and are not extended to dependents.~~ Employees retiring may enroll dependents under the following conditions:

1. **The dependent(s) must have been enrolled prior to the effective date of retirement.**

2. Rates and other conversion requirements for dependent coverage are at the discretion of the insurance company.
3. The retiree shall be responsible for the full cost of dependent coverage.

7. Pursuant to the insurance carrier regulations, the retiree may purchase dental and/or vision coverage at the district rate. Retirees enrolled in a vision and/or dental plan may maintain their coverage indefinitely. Dependent dental and/or vision coverage will be limited to the district plan in place at the time of retirement.

All other provisions of this article are to remain in force.

**Tentative Agreement
Between
CSEA and its Chapter 557
and
The Santee School District
June 1, 2021**

**ARTICLE ~~22~~ 24
TERM**

- A. This Agreement shall remain in full force and subject to change or amendment by the parties through implementing the following procedure:
1. The term of this Agreement shall be for three (3) years, from July 1, 2019 through June 30, 2022. The ~~2017-18 and 2018-19~~ **2020-21 and 2021-22** annual re-openers will be limited to four (4) articles for each party.
 2. The Association and the District agree that either party will notify the other in writing using the following timelines of its request to modify or amend the Agreement:
 - a. Between February 15, 201720 and March 15, 201720 for ~~2017-18~~ **2020-21** reopeners.
 - b. Between February 15, 201821 and March 15, 201821 for ~~2018-19~~ **2021-22** reopeners.
 - c. Between February 15, 201922 and March 15, 201922 to open articles for the successor Agreement.
 3. After appropriate written notice pursuant to the above paragraph has been received and the public notice provisions of Chapter 10.7 of Government Code have been met, the parties agree to meet and negotiate in good faith on specific provisions to be modified, amended, or terminated.
- B. Negotiations
1. Commencement of Negotiations
 - a. Negotiations shall commence within ten (10) working days of satisfaction of public notice requirements. The Initial meeting shall be used to calendar negotiation sessions and to establish ground rules. Negotiations shall commence at a mutually acceptable time and place for considering changes in this Agreement.

All other provisions of this article are to remain in force.

Discussion and/or Action Item E.4.3.
Prepared by Tim Larson
July 20, 2021

Approval of Memorandum of
Understanding with Rady Children's
Hospital – San Diego, Children's
Outpatient Psychiatry

BACKGROUND:

Santee School District participates in the Early, Periodic Screening, Diagnosis and Treatment (EPSDT) program to support mental health services for Medi-Cal eligible students. Rady Children's Hospital – San Diego, Children's Outpatient Psychiatry is a community organization certified to provide EPSDT-funded mental health services. Rady Children's Hospital – San Diego, Children's Outpatient Psychiatry professionals have provided these services to students since the program's inception.

RECOMMENDATION:

Administration recommends the Board of Education approve this Memorandum of Understanding with Rady Children's Hospital – San Diego, Children's Outpatient Psychiatry for the 2021-2022 school year.

FISCAL IMPACT:

There is no cost to Santee School District. San Diego, Children's Outpatient Psychiatry receives reimbursement for services provided directly from the State Department of Health for Medi-Cal eligible children.

STUDENT ACHIEVEMENT IMPACT:

Students who need and receive mental health support services are more likely to succeed academically in school.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.3.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into and executed as of **July 1, 2021**, by and between **Rady Children’s Hospital – San Diego, Children’s Outpatient Psychiatry** (“Provider”); and **Santee School District** (“District”), with respect to the following matters:

- A. The parties to this MOU desire to provide mental health services, including individual, collateral, family and group psychotherapy services, medication support, case management, and rehabilitative services under the Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) Funded Mental Health Services to Medi-Cal eligible children/youth and under the Mental Health Services Act (MHSA) to eligible Seriously Emotionally Disturbed (SED) children/youth as per MHSA target population criteria.
- B. The parties desire to enter into this MOU to set forth their respective responsibilities with respect to the delivery of EPSDT and MHSA services.

This agreement shall be effective from **July 1, 2021** through **June 30, 2022**.

NOW, THEREFORE, the parties agree as follows:

1. Program Description. The EPSDT and MHSA Services shall be provided in accordance with the following:
 - a) PROVIDER shall deliver services to children/youth who meet the eligibility criteria pursuant to Federal and State law governing EPSDT and MHSA Mental Health Funded Services and the Provider’s Contract with County for the provision of EPSDT and MHSA Funded services.
 - b) EPSDT and MHSA Funded Services may include individual, collateral, family and group psychotherapy services, medication support, case management, and rehabilitative services, as authorized by Federal and State law and specified by the Contract County holds with the Provider.
2. Termination. This MOU may be terminated at any time upon the mutual agreement of the parties or upon thirty (30) days prior written notice from any party. Those authorized to receive notice for the parties are the signatories of this MOU.
3. District Responsibilities. The District’s responsibilities shall include the following:
 - a) Designation of consistent location within each school or other mutually agreed upon locations to be used for EPSDT and MHSA Services.
 - b) Dates and times to be agreed upon by the parties including year-round service location when school is not in session.
 - c) Promotion of EPSDT and MHSA Funded services in the District schools and community.
 - d) Assist in identification and referral of eligible students to Provider for EPSDT and MHSA funded services.
 - e) Designation of staff to act as a liaison with County Liaison and Provider to assist in the implementation of EPSDT and MHSA Funded services.
 - f) Notification to County Liaison upon any change in district designated contact.
 - g) Facilitation and participation in cross-system training.
 - h) Facilitation of family member’s access to family treatment on campus when indicated.
 - i) Notify the County when issues arise between the District and the Provider that cannot be resolved.
4. Provider Responsibilities. Provider’s responsibilities shall include the following:
 - a) Provider shall provide EPSDT and MHSA funded services to eligible children/youth referred by the District by employing qualified staff, per state and federal regulations governing such, and as set forth in Provider’s Contract with County.

- b) Submission of quarterly reports to the District specifying the number of students referred for services, the number of students served, and such additional information as agreed upon by the parties.
 - c) Designation of staff to keep in close communication with and meet with school site referral teams (SST) to facilitate appropriate referrals to provider and open communication between provider and school site staff.
 - d) Provider will conduct thorough initial background checks, along with yearly update background checks, searching the County Criminal and National Sexual offender data bases per hospital policy, for each staff member providing services on any of District's schools or agreed upon locations.
 - e) Designation of staff to act as a liaison with District and County to assist in the implementation of EPSDT and MHSA Funded services.
 - f) Provider shall notify the County when issues arise between the Provider and the District.
5. Confidentiality. The parties agree that all information and records obtained in the course of providing services pursuant to this agreement shall be subject to confidentiality and disclosure provisions of applicable Federal and State statutes and regulations including but not limited to California Welfare and Institutions Code Section 5328.
6. Indemnification. Provider agrees to defend, indemnify, and save free and harmless the District, its officers, agents, and employees against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from, or alleged to have arisen from provider's performance or lack thereof under this agreement.

District agrees to defend, indemnify, and save free and harmless the Provider, its officers, agents and employees, against any and all losses, injuries, claims, actions, causes of action, judgment, and liens arisen from or alleged to have arisen from District's performance or lack thereof, under this agreement.

The parties entering into this MOU furthermore agree that the District shall not assume any financial liability for any of the services rendered by Provider under terms of this agreement regardless of whether or not those services are reimbursed by County.

IN WITNESS WHEREOF, the parties have executed this MOU as of the date first set forth above.

PROVIDER: **Rady Children's Hospital-San Diego**

Name: **Jill Strickland**

Date 6/11/21

Signature:



Title: **Senior Vice President/Chief Administrative Officer**

DISTRICT: **Santee School District**

Name: _____

Date _____

Signature: _____

Title: _____

Item F. BOARD POLICIES AND BYLAWS

Agenda Item G.

Board Policies and Bylaws Item F.1.1.
Prepared by Dr. Kristin Baranski
July 20, 2021

- Second Reading: Revised Board Policies (BP):
- BP 1400 – Relations Between Other Governmental Agencies and the Schools
 - BP 1114 – District-Sponsored Social Media

BACKGROUND:

The attached revised Board Bylaws were updated to conform with California School Board Association’s (CSBA) language. Policies were presented for a first reading on June 15, 2021.

BP 1400 – Relations Between Other Governmental Agencies and the Schools

(BP revised) Policy revised to delete material regarding the use of school facilities as a polling place, now addressed in BP 1330 - Use of School Facilities. Policy adds material on collaboration with local government agencies.

BP 1114 – District-Sponsored Social Media

Policy addresses the use of official district-sponsored social media platform (e.g., Facebook, Twitter, YouTube, LinkedIn, blogs) as tools for communication and collaboration. Policy also addresses the open accessibility of social media and the circumstances under which the district may be able to remove posts that are not related to the stated purpose of the site or that are obscene, libelous, or incite students to commit unlawful acts.

RECOMMENDATIONS:

Revised Board Policies Relations Between Other Governmental Agencies and the Schools (BP 1400); and District-Sponsored Social Media (BP 1114) are being presented for a second reading and adoption.

FISCAL IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

RELATIONS BETWEEN OTHER GOVERNMENTAL AGENICES AND THE SCHOOLS

The Governing Board believes that district efforts to provide a high-quality education for students in the community can be enhanced by collaboration with other government and public agencies that are responsible for the health, safety, and well-being of children and youth. The district shall initiate and maintain good working relationships with representatives of local agencies to maximize student and family access to support services that will help students achieve to their highest potential.

~~The Governing Board recognizes that agencies at all levels of government share its concern and responsibility for the health, safety, and welfare of youth. The Board and Superintendent or designee shall initiate and maintain good working relationships with representatives of these agencies in order to help district schools and students make use of the resources which governmental agencies can provide.~~

The Board shall initiate or participate in collaborative relationships with city and county elected officials to design and coordinate multi-agency programs that respond to the needs of children and families and provide more efficient use of district and community resources. To further such collaborations, the Board may establish or participate in formal structures for governance teams to regularly meet and discuss issues of mutual concern.

The Superintendent and appropriate staff shall cooperate with government and public agencies in the planning and implementation of joint projects or activities within the community. The Superintendent or designee may designate a coordinator to ensure effective implementation of the district's responsibilities in any such collaborative project.

In order to identify priorities for services, the Board shall encourage a periodic assessment of children's needs within the community, which may include, but not be limited to, needs based on poverty, child abuse and neglect, poor physical or mental health, substance abuse, violence, homelessness, placement in foster care, or lack of access to child care. The needs assessment should also examine the extent to which those needs are being met through existing services in the district and in the community, the costs of providing those services, and any gaps, delay, or duplication of services.

The Board shall approve the services to be offered by the district, the resources that will be allocated to support collaboration, any use of school facilities for services, and any development or joint use of facilities with other jurisdictions. All agreements with other agencies to coordinate services or share resources shall be in writing. The Board may establish joint powers agreements or memorandums of understanding, when feasible, to formalize the responsibilities and liabilities of all parties in a collaborative activity.

The Superintendent or designee shall work with interagency partners to explore funding opportunities available through each agency, state and national grant programs, and/or private foundations for youth service coordination and delivery.

RELATIONS BETWEEN OTHER GOVERNMENTAL AGENICES AND THE SCHOOLS

In order to facilitate service delivery or determination of eligibility for services, the district may share information with other appropriate agencies as long as the parent/guardian consents and the information is shared in accordance with laws pertaining to confidentiality and privacy.

The Board shall receive regular reports of progress toward the identified goals of the collaborative effort. The reports may include, but not be limited to, feedback from staff and families regarding service delivery, numbers of children and families served, specific indicators of conditions of children, and indicators of system efficiency and cost effectiveness.

The Board shall communicate with the community about the district's collaborative efforts and the conditions of children within the schools. The Board may advocate for local, state, and national policies, programs, and initiatives designed to improve the conditions of children and youth.

~~The district may enter into agreements with other agencies which involve the exchange of funds or reciprocal services. Such agreements shall be approved by the Board and executed in writing.~~

Elections/Voter Registration

~~If a city or county elections official specifically requests the use of a school building as a polling place, the Board shall allow its use for such purpose. The Board may authorize the use of school buildings as polling places on any election day without cost, or may elect to receive the election operation stipend for this purpose, and may also authorize the use of school buildings for the storage of voting machines and other vote tabulating devices. If school will be in session, the Superintendent or designee shall identify to elections officials the specific areas of the school buildings not occupied by school activities that will be allowed for use as polling places. (Elections Code 12283)~~

~~When a school is used as a polling place, the Superintendent or designee shall provide the elections official a site with an adequate amount of space that will allow the precinct board to perform its duties in a manner that will not impede, interfere, or interrupt the normal process of voting and shall make a telephone line for Internet access available for use by local elections officials if so requested. He/she shall make a reasonable effort to ensure that the site is accessible to disabled persons. (Elections Code 12283)~~

~~To encourage parents/guardians, to participate in the elections process when they are eligible, the Superintendent or designee shall determine the most effective means of distributing the voter registration forms provided by the Secretary of State including, but not limited to, distributing the forms at the start of the school year, with orientation materials, at central locations, and/or with graduation materials.~~

Legal Reference: (see next page)

RELATIONS BETWEEN OTHER GOVERNMENTAL AGENICES AND THE SCHOOLS

Legal Reference:

EDUCATION CODE

8800-8807 Healthy Start support services for children

10900-10914.5 Cooperative community recreation programs

49073 Privacy of student records

49075 Parent/guardian permission for release of student records

49557.2 Sharing of information for MediCal eligibility

HEALTH AND SAFETY CODE

120440 Immunization records; release to local health departments

130100-130155 Early childhood development; First 5 Commission

WELFARE AND INSTITUTIONS CODE

5850-5883 Mental Health Services Act

18961.5 Computerized database; families at risk for child abuse; sharing of information

18980-18983.8 Child Abuse Prevention Coordinating Council

18986-18986.30 Interagency Children's Services Act

18986.40-18986.46 Multidisciplinary services teams

18986.50-18986.53 Integrated day care program

18987.6-18987.62 Family-based services

Management Resources:

CITIES, COUNTIES AND SCHOOLS PARTNERSHIP PUBLICATIONS

Healthy Children, Healthy Communities: An Action Guide for California Communities, 2006

Stretching Community Dollars: Cities, Counties and School Districts Building for the Future, 2006

YOUTH LAW CENTER PUBLICATIONS

Model Form for Consent to Exchange Confidential Information among the Members of an Interagency

Collaborative, 1995

WEB SITES

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

California Department of Education, Learning Support: <http://www.cde.ca.gov/ls>

California Department of Public Health: <http://www.cdph.ca.gov>

California Department of Social Services: <http://www.dss.cahwnet.gov>

California State Association of Counties: <http://www.csac.counties.org>

Children Now: <http://www.childrennow.org>

Cities, Counties and Schools Partnership: <http://www.ccspartnership.org>

First 5 California: <http://www.cfcf.ca.gov>

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

Youth Law Center: <http://www.ylc.org>

12400 Authority to receive and expend federal funds

12405 Authority to participate in federal programs 17050 Joint use of library facilities

17051 Joint use of park and recreational facilities 32001 Fire alarms and drills

32288 Notice of safety plan

35160 Authority of governing boards

35160.1 Broad authority of school districts

48902 Notification of law enforcement agencies

48909 District attorney may give notice student drug use, sale or possession

49305 Cooperation of police and California Highway Patrol

49402 Contracts with city, county or local health departments

49403 Cooperation in control of communicable disease and immunization

51202 Instruction in personal and public health and safety

ELECTIONS CODE

2145-2148 Distribution of voter registration forms

12283 Polling places: schools

WELFARE AND INSTITUTIONS CODE

828 Disclosure of information minors by law enforcement agency

828.1 School district police department; disclosure of juvenile criminal records

Policy adopted: February 17, 2009

Revised:

SANTEE SCHOOL DISTRICT

Santee, California

DISTRICT-SPONSORED SOCIAL MEDIA

The Governing Board recognizes the value of technology such as social media platforms in promoting community involvement and collaboration. The purpose of any official district social media platform shall be to further the district's vision and mission, support student learning and staff professional development, and enhance communication with students, parents/guardians, staff, and community members.

The Superintendent or designee shall develop content guidelines and protocols for official district social media platforms to ensure the appropriate and responsible use of these resources and compliance with law, Board policy, and regulation.

Guidelines for Content

Official district social media platforms shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation. By creating these official sites and allowing for public comment, the Board does not intend to create a limited public forum or otherwise guarantee an individual's right to free speech.

The Superintendent or designee shall ensure that the limited purpose of the official district social media platforms is clearly communicated to users. Each site shall contain a statement that specifies the site's purposes along with a statement that users are expected to use the site only for those purposes. Each site shall also contain a statement that users are personally responsible for the content of their posts.

Official district social media platforms may not contain content that is obscene, libelous, or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation.

Staff or students who post prohibited content shall be subject to discipline in accordance with district policies and administrative regulations.

Users of official district social media platforms should be aware of the public nature and accessibility of social media and that information posted may be considered a public record subject to disclosure under the Public Records Act. The Board expects users to conduct themselves in a respectful, courteous, and professional manner.

Privacy

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official district social media platforms.

DISTRICT-SPONSORED SOCIAL MEDIA

Board policy pertaining to the posting of student photographs and the privacy of telephone numbers, home addresses, and email addresses, as specified in BP 1113 - District and School Web Sites, shall also apply to official district social media platforms.

Social media and networking sites and other online platforms shall not be used by district employees to transmit confidential information about students, employees, or district operations.

Legal Reference:EDUCATION CODE32261 School safety, definitions of bullying and electronic act35182.5 Contracts for advertising48900 Grounds for suspension and expulsion48907 Exercise of free expression; rules and regulations48950 Speech and other communication49061 Definitions, directory information49073 Release of directory information60048 Commercial brand names, contracts or logosGOVERNMENT CODE3307.5 Publishing identity of public safety officers6250-6270 Public Records Act, especially:6254.21 Publishing addresses and phone numbers of officials6254.24 Definition of public safety official54952.2 Brown Act, definition of meetingUNITED STATES CODE, TITLE 17101-1101 Federal copyright lawUNITED STATES CODE, TITLE 201232g Federal Family Educational Rights and Privacy ActUNITED STATES CODE, TITLE 29157 Employee rights to engage in concerted, protected activity794 Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sitesCODE OF FEDERAL REGULATIONS, TITLE 3499.1-99.67 Family Educational Rights and PrivacyCOURT DECISIONSPage v. Lexington County School District, (2008, 4th Cir.) 531 F.3d 275Downs v. Los Angeles Unified School District, (2000) 228 F.3d 1003Aaris v. Las Virgenes Unified School District, (1998) 64 Cal.App.4th 1112Perry Education Association v. Perry Local Educators' Association, (1983) 460 U.S. 37Board of Education, Island Trees Union Free School District, et.al. v. Pico, (1982) 457 U.S. 853NATIONAL LABOR RELATIONS BOARD DECISIONS18-CA-19081 Sears Holdings, December 4, 2009Management Resources:FACEBOOK PUBLICATIONSFacebook for Educators Guide, 2011WEB SITESCSBA: <http://www.csba.org>California School Public Relations Association: <http://www.calspra.org>Facebook in Education: <http://www.facebook.com/education>Facebook for Educators: <http://facebookforeducators.org>Facebook, privacy resources: <http://www.facebook.com/fbprivacy>

Policy adopted:

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws Item F.1.2.
Prepared by Dr. Kristin Baranski
July 20, 2021

- First Reading: Revised Board Policies (BP):
- BP 1330.1 Joint Use Agreements (formerly known as Improvements to District Facilities and Maintenance)
 - BP 0400 – Comprehensive Plans
 - BP 0410 – Nondiscrimination in District Programs and Activities

BACKGROUND:

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

BP 1330.1 – Joint Use Agreements (formerly known as Improvements to District Facilities and Maintenance)

Policy is for use by districts that have entered, or are considering entering, into joint use agreements with public or private entities for the shared use of either district or community facilities for recreational activities, library services, health centers or other purposes. Policy addresses the philosophy of joint use, process for developing joint use agreements, and the components to include in an agreement.

BP 0400 – Comprehensive Plans

Policy updated to include the local control and accountability plan (LCAP) as a comprehensive plan of the district and to emphasize the need for consistency among the documents that set direction for the district.

BP 0410 – Nondiscrimination in District Programs and Activities

Policy updated to reflect AB 699 which (1) adds immigration status to the categories of characteristics that are protected against discrimination, (2) requires parent/guardian notification of their child's right to a free public education regardless of immigration status or religious beliefs, and (3) mandates that districts adopt policy consistent with a model policy developed by the California Attorney General, which includes a statement regarding equitable services. Policy also reflects provisions of the Attorney General's model policy and SB 31 which prohibit districts from compiling or assisting in the compilation of a registry based on immigration status, religion, or other specified characteristics.

RECOMMENDATIONS:

Revised Board Policies Joint Use Agreements (BP 1330.1); Comprehensive Plans (BP 0400); and Nondiscrimination in District Programs and Activities (BP 0410) 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.

**IMPROVEMENTS TO DISTRICT FACILITIES AND MAINTENANCE
JOINT USE AGREEMENTS**

In order to ensure the efficient use of public resources and increase access to needed services, the Governing Board may enter into an agreement with any public agency, public institution, and/or community organization to use community facilities for school programs or to make school facilities or grounds available for use by those entities. Such an agreement shall be based on an assessment of student and community needs and may be designed to increase access to spaces for recreation and physical activity, library services, school health centers, preschool programs, child care centers, before- or after-school programs, or other programs that benefit students and the community.

~~To ensure effective use and access to District facilities, the District requires that any person or entity proposing to improve District facilities submit a written proposal or application to the District identifying the scope of the improvements and a design map of the proposed improvement or construction to be constructed at the specific facility. The scope of improvements should identify the anticipated expenditures at such facility and include a budget, with line item entries, for such improvements. The budget should include all anticipated costs for construction of the improvement, including all soft costs (design engineering, etc.) and would include the proposed funding sources. The Superintendent, or his/her designee, shall collaborate with the agency preparing to improve the District facility. Both parties' administrative staff shall sign the agreements for the scope of work to be performed including budgets, timeline, maintenance costs, and proposals.~~

When it is determined that joint use of facilities is in the best interest of the district and community, the Superintendent or designee shall identify a potential partner agency, institution, or organization. He/she shall involve that partner, appropriate district and school staff, and community members in establishing planning processes, goals and priorities for joint use, locations where programs or facilities are most needed, and protocols for ongoing communication and coordination between the partners.

The Superintendent or designee shall work with the partner agency, institution, or organization to develop a written site-specific joint use agreement that delineates the terms and conditions for joint use of the district or community facilities and the responsibilities of all parties. As appropriate, the agreement may address:

1. The underlying philosophy or reasons for entering into the joint use agreement
2. The specific district or community facilities or grounds that will be made available to the other party and areas that will be restricted
3. Priorities for use of the property
4. Hours that the property will be available for use by the district, the partner, or other parties
5. Projected capital costs, if any, and operating costs
6. Resources to be allocated by the district and the partner
7. Rental or other fees, if any, to be charged to either party or third parties using the facilities

**IMPROVEMENTS TO DISTRICT FACILITIES AND MAINTENANCE
JOINT USE AGREEMENTS**

8. Responsibilities for management, scheduling, maintenance, on-site supervision, accounting, and other operations
9. Procedures and timelines for requesting use of the facilities
10. Code of conduct for users of the facilities and consequences for violations of the code
11. Provision for regular inspection and notification of damage, as well as restitution and repair of property
12. Safety and security measures
13. Liability, insurance, and risk management issues
14. Duration of the agreement, process for amending the agreement, and the bases for cancelling or terminating the agreement before the expiration date
15. Process for resolving disputes regarding any aspect of the agreement
16. How any equipment purchased or other investments made through the agreement will be disposed of at the termination of the agreement

The agreement shall be reviewed by legal counsel and approved by the Board.

The Superintendent or designee shall provide regular reports to the Board regarding progress toward project goals, including, but not limited to, levels of participation in joint use programs held at school or community facilities, feedback from program participants, and any report of damage to property or harm to individuals resulting from the joint use. As needed, the Superintendent or designee shall recommend amendments to the joint use agreement.

~~In considering a proposal for improvements to a District facility, the District will review and approve the proposed improvements and the budget for such improvements. If acceptable to the District, (or approved by District), the District would then enter into an agreement with the person or entity desiring to improve a District facility setting forth the work to be done and identifying the duties and responsibilities of the parties.~~

~~In the event the District would not be contracting for the improvements at District facilities, the District shall review any contracts for the construction of the improvements prior to any contract being executed or construction work being commenced. The District shall be advised of the status of such construction work and that such work is within the budget for the improvement. Any contract shall provide protection to the District for work being performed on District facilities. The contract will also address issues such as change orders, increases in the scope of work or increases in construction costs that would be handled prior to commencement of construction.~~

~~All improvement contracts and agreements shall also provide for appropriate insurance policies for any construction work being performed at District facilities and that District shall be named an additional insured. The District may choose to supplement these insurance requirements to provide for necessary insurance during construction activities.~~

IMPROVEMENTS TO DISTRICT FACILITIES AND MAINTENANCE JOINT USE AGREEMENTS

~~Any person or entity proposing to improve District facilities may want an agreement with the District providing for certain use rights at the improved facility. The facility use agreement will provide the rights and duties of any person or entity utilizing such facility and establish a term for such rights. In any long term facility use agreement, the District may provide for the right to early termination in the event the District needs to utilize the facility for school purposes. The District may consider providing an alternative location for such party to use another District facility during the time period the District is in need of such site.~~

Improvement Maintenance

~~Improvement contracts and agreements shall address in any facility use agreement which party will be responsible for routine maintenance of the site and what such routine maintenance includes. For those persons or entities desiring regular use of a District facility, additional maintenance issues may be involved. The District will consider how repair or replacement of District facilities such as turf, fencing, landscaping, mowing, utilities, and recreational facilities will be addressed.~~

Fees for Use

~~Under the District's current Board Policy BP 1330, the District has established fees for public use of school facilities. The District may consider whether such schedule of fees is also sufficient for non-Civic Center Act uses. The District may address any fees for use of a District facility in a facility use agreement.~~

Access

~~The District and persons desiring access shall agree as to who shall be granted access including date, times, and designated persons holding keys to locked facilities, gates, etc.~~

Protection of District Assets

~~The District does not assume responsibility for claims for personal injury, bodily injury, or property damage arising from the granting of the use of school facilities and grounds. To protect the District's interest in regard to possible liability claims and the protection of District assets, the District requires that a hold harmless/indemnity agreement be utilized and that the provisions outlined in AR 1330 are applicable under AR 1330.1.~~

(Legal Reference on the next page)

**IMPROVEMENTS TO DISTRICT FACILITIES AND MAINTENANCE
JOINT USE AGREEMENTS**

Legal Reference:

~~*Education Code Section
40040-40043*~~

~~*Policy Reference: 1330*~~

~~*Administration Regulation Reference: 1330*~~

EDUCATION CODE

8482-8484.6 After School Education and Safety Program

8484.7-8484.9 21st Century Community Learning Centers

10900-10914.5 Community recreation programs

17051-17052 Joint use

17077.40-17077.45 Eligibility for joint use funding

17565-17592 Board duties re property maintenance and control

35200-35214 Liabilities

37220 School holidays; use of facilities when school is closed

38130-38138 Civic Center Act, use of school property for public purposes

44808 Exemption from liability when students not on school property

BUSINESS AND PROFESSIONS CODE

25608 Alcoholic beverages on school premises

GOVERNMENT CODE

814-825.6 Liability of public entities and employees

830-840.6 Liability; dangerous conditions on property

895-895.8 Liability; agreement between public entities

989-991.2 Local public entity insurance

UNITED STATES CODE, TITLE 20

7171-7176 21st Century Community Learning Centers

7905 Equal access to public facilities

Management Resources:

CSBA PUBLICATIONS

Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, rev. February 2010

Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009

NATIONAL POLICY AND LEGAL ANALYSIS NETWORK TO PREVENT CHILDHOOD OBESITY PUBLICATIONS

Model California Joint Use Agreements

Liability for Use of School Property After Hours: An Overview of California Law, July 2009

Checklist for Developing Joint Use Agreements, March 2009

PUBLIC HEALTH LAW AND POLICY PUBLICATIONS

Opening School Grounds to the Community After Hours: A Toolkit for Increasing Physical Activity Through Joint Use Agreements, 2010

WEB SITES

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

California Project LEAN (Leaders Encouraging Activity and Nutrition):

<http://www.californiaprojectlean.org>

Cities Counties and Schools Partnership: <http://www.ccspartnership.org>

Joint Use Statewide Task Force: <http://www.jointuse.org>

National Policy and Legal Analysis Network: <http://www.nplan.org>

Public Health Law and Policy: <http://www.phlpnet.org>

Policy Adopted: February 17, 2009
Revised:

SANTEE SCHOOL DISTRICT
Santee, California

COMPREHENSIVE PLANS

The Governing Board believes that careful planning is essential to effective implementation of district programs and policies. Comprehensive plans shall identify cohesive strategies for school improvement and provide stability in district operations, and be aligned to ensure consistency among district approaches for student academic growth and achievement.

Comprehensive plans adopted by the district shall include the local control and accountability plan (LCAP) and other plans required by law or determined by the Board to be in the best interest of the district. Such plans may describe anticipated short- and long-term needs, measurable outcomes, priorities, activities, available resources, timelines, staff responsibilities, and strategies for internal and external communications regarding the plan.

~~The Superintendent or designee shall develop comprehensive plans for the implementation of the district's vision and goals, on specific policy topics and on other areas as required by law. As appropriate, comprehensive plans may describe, but not be limited to, anticipated short- and long-term needs, measurable outcomes, priorities, activities, available resources, timelines, staff responsibilities, and strategies for internal and external communications regarding the plan.~~

~~Comprehensive plans may be subject to review and approval by the Board.~~

The process for developing comprehensive plans shall include ~~invite~~ broad participation of ~~parents/guardians and school and community representatives.~~ Committees may, and when required by law shall, be appointed to assist in the development of such plans. District comprehensive plans shall be available to the public and shall be reviewed at regular intervals as specified within the plan. ~~are subject to review and approval by the Board.~~

~~In addition,~~ School-level plans may be developed to meet the unique circumstances of individual school sites, provided that they are consistent with law, district vision, Board policies, district administrative regulations, the district vision, the LCAP, and other and districtwide plans. School plans may shall be subject to review and approval of the Superintendent or designee, and/or the Board except when law or Board policy requires Board approval of the plan.

Comprehensive plans shall be available to the public, and shall be reviewed and updated at regular intervals as specified within the plan or required by law.

(Legal References follow on next page)

COMPREHENSIVE PLANS

Legal Reference:

EDUCATION CODE

32280-32289 School safety plans

35035 Powers and duties of Superintendent 35291 Rules (power of governing board)

35291 Rules (power of governing board)

39831.3 Transportation safety plan

52060-52077 Local control and accountability plan

56195-56195.10 Comprehensive local plans for special education

56205-56208 Requirements for special education plan

64001 School plan for student achievement, consolidated application programs

CODE OF REGULATIONS, TITLE 5

560 Civil defense and disaster preparedness plans

UNITED STATES CODE, TITLE 20

6312 Local educational agency plan

Management Resources:

WEB SITES

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

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

The Governing Board is committed to providing equal opportunity for all individuals in district programs and activities. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

All individuals shall be treated equitably in the receipt of district and school services. Personally identifiable information collected in the implementation of any district program, including, but not limited to, student and family information for the free and reduced-price lunch program, transportation, or any other educational program, shall be used only for the purposes of the program, except when the Superintendent or designee authorizes its use for another purpose in accordance with law. Resources and data collected by the district shall not be used, directly or by others, to compile a list, registry, or database of individuals based on race, gender, sexual orientation, religion, ethnicity, national origin, or immigration status or any other category identified above.

District programs and activities shall be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

The Superintendent or designee shall annually review district programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing district programs and activities. He/she shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report his/her findings and recommendations to the Board after each review.

All allegations of unlawful discrimination in district programs and activities shall be investigated and resolved in accordance with the procedures specified in AR 1312.3 - Uniform Complaint Procedures.

~~The Governing Board is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination. The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities.~~

~~District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act.~~

~~The Superintendent or designee shall ensure that the district provides auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, notetakers, written~~

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

~~materials, taped text, and Braille or large print materials.~~

~~Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program or meeting.~~

~~The Superintendent or designee shall notify students, parents/guardians, employees, employee organizations and applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination. Such notification shall be included in each announcement, bulletin, catalog, application form or other recruitment materials distributed to these groups. (34 CFR 104.8, 106.9)~~

Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination and related complaint procedures. Such notification shall be included in the annual parental notification distributed pursuant to Education Code 48980 and, as applicable, in announcements, bulletins, catalogs, handbooks, application forms, or other materials distributed by the district. The notification shall also be posted on the district's web site and social media and in district schools and offices, including staff lounges, student government meeting rooms, and other prominent locations as appropriate.

In addition, the annual parental notification shall inform parents/guardians of their children's right to a free public education regardless of immigration status or religious beliefs, including information on educational rights issued by the California Attorney General. Alternatively, such information may be provided through any other cost-effective means determined by the Superintendent or designee. (Education Code 234.7)

~~The Superintendent or designee shall also provide information about related complaint procedures.~~

~~In compliance with law, the district's nondiscrimination policy shall be published in the individual's primary language to the extent practicable.~~

The district's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language.

Access for Individuals with Disabilities

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing district facilities are needed to provide individuals with

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

The Superintendent or designee shall ensure that the district provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to district and school web sites, notetakers, written materials, taped text, and Braille or large-print materials. Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program, or meeting.

The individual identified in AR 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the district's response to complaints and for complying with state federal civil rights laws is hereby designated as the district's ADA coordinator. He/she shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to district programs, services, activities, or facilities.

Superintendent
9625 Cuyamaca
Santee, CA 92071
(619) 258-2304

Legal Reference: (see next page)

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES (continued)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

[48980](#) Parental notifications

48985 Notices to parents in language other than English

[51007](#) Legislative intent: state policy

GOVERNMENT CODE

[8310.3](#) California Religious Freedom Act

11000 Definitions

[11135](#) Nondiscrimination in programs or activities funded by state

[11138](#) Rules and regulations

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

PENAL CODE

422.55 Definition of hate crime

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

[4600-4670](#) Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs ~~receiving state financial assistance~~

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act 1681-

1688 Discrimination based on sex or blindness, Title IX

[2301-2414](#) Strengthening Career and Technical Education for the 21st Century Act

[2301-2415](#) Carl D. Perkins Vocational and Applied Technology Act

6311 State plans

6312 Local education agency plans

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act CODE

OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

CODE OF FEDERAL REGULATIONS, TITLE 34

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:

106.9 Dissemination of policy

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, July 2016

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

California Law Prohibits Workplace Discrimination and Harassment

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2011 BP 0410(b)
Dear Colleague Letter: Title IX Coordinators, April 2015
Dear Colleague Letter, May 26, 2011
Dear Colleague Letter: Harassment and Bullying, October 2010
Notice of Non-Discrimination, Fact Sheet, August 2010
Dear Colleague Letter: Electronic Book Readers, June 29, 2010
Nondiscrimination in Employment Practices in Education, August 1991
U.S. DEPARTMENT OF JUSTICE PUBLICATIONS
2010 ADA Standards for Accessible Design, September 2010
Accessibility of State and Local Government Websites to People with Disabilities, June 2003
WORLD WIDE WEB CONSORTIUM PUBLICATIONS
Web Content Accessibility Guidelines, December 2008
WEB SITES
CSBA: <http://www.csba.org>
California Department of Education: <http://www.cde.ca.gov>
California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>
California Office of the Attorney General: <http://oag.ca.gov>
Safe Schools Coalition: <http://www.casafeschools.org>
Pacific ADA Center: <http://www.adapacific.org>
U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>
U.S. Department of Justice, Civil Rights Division, Americans with Disabilities Act: <http://www.ada.gov>
U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>
World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>
U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS PUBLICATIONS
Protecting Students from Harassment and Hate Crime, January, 1999
Notice of Non-Discrimination, January, 1999
Nondiscrimination in Employment Practices in Education, August, 1991
WEB SITES
U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/offices/OCR-CDE>:-
<http://www.cde.ca.gov>
Safe Schools Coalition: <http://www.casafeschoolsecoalition.org>
Pacific Disability and Business Technical Assistance Center: <http://www.pacdbtac.org>

Policy adopted: February 17, 2009
Revised:

SANTEE SCHOOL DISTRICT
Santee, California

Item G. EMPLOYEE ASSOCIATION COMMUNICATION

Item H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item I. CLOSED SESSION

Item J. RECONVENE TO PUBLIC SESSION

Item K. ADJOURNMENT

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