



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

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

BOARD OF EDUCATION REGULAR MEETING AGENDA January 16, 2018

District Mission

Santee School District assures a quality education, empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.

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<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
D. CONSENT ITEMS	14
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
Superintendent	
1.1. <u>Approval of Minutes</u>	15
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	

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

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

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 December 2017.
- 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 December 2017 as presented in the item.
- 2.4. Approval/Ratification of Revolving Cash Report** 33
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.5. Acceptance of Donations, Grants, and Bequests** 35
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 Agreement for Mileage Reimbursement in Lieu of District Transportation** 37
It is recommended that the Board of Education approve/ratify the Parent/Guardian agreement for mileage reimbursement in lieu of District transportation.
- 2.7. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 38
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of November 2017.
- 2.8. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement** 42
It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending December 31, 2017 and authorize administration to submit the report to SDCOE.
- 2.9. Approval of Consultants and General Service Providers** 43
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.
- 2.10. Acceptance of 2016-17 Audit Report** 45
It is recommended that the Board of Education accept the 2016-17 audit report.
- 2.11. Adoption of Resolution No. 1718-14, of the Board of Education of the Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to San Diego Gas & Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the PRIDE Academy School Site Property** 49
It is recommended the Board of Education Adopt Resolution No. 1718-14 of the Board of Education of the Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to San Diego Gas & Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the PRIDE Academy School Site Property.

Educational Services

- 3.1. **Approval of School Accountability Report Cards for the 2016-17 School Year** 61
It is recommended the Board of Education approve the School Accountability Report Cards for the 2016-17 year.
- 3.2. **Approval of Comprehensive School Safety Plans** 62
It is recommended the Board of Education approve the Comprehensive School Safety Plans.
- 3.3. **Annual Approval of Single Plans for Student Achievement** 64
It is recommended the Board of Education approve the Single Plans for Student Achievement and Parent Involvement Policy for each of the schools.
- 3.4. **Approval of Memorandum of Understanding Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2017-2018** 65
It is recommended the Board of Education approve the Memorandum of Understanding between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2017-2018.

Human Resource/Pupil Services

- 4.1. **Personnel, Regular** 82
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 New Director, Community Collaborative Job Description and Revisions to the Classified Management Salary Schedule** 85
It is recommended that the Board of Education approve the new Director, Community Collaborative job description and revised classified management salary schedule.
- 4.3. **Approval to Extend a Short Term Position** 89
It is recommended that the Board of Education approve to extend the short term position.
- 4.4. **Adoption of Resolution No. 1718-17 to Eliminate a Vacant Classified Non-Management Position** 90
It is recommended that the Board of Education adopt resolution no. 1718-17 to eliminate a vacant classified non-management position.
- 4.5. **Approval to Submit Education for Homeless Children and Youth Consortium Grant Application** 92
It is recommended that the Board of Education approve to submit the Education for Homeless Children and Youth Consortium application.

- E. **DISCUSSION AND/OR ACTION ITEMS** 97
Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.

Business Services

- 1.1. **Governor's Budget Proposal for 2018-19** 98
This is an information item. Action, if any, is at the discretion of the Board of Education.
- 1.2. **Approval of Monthly Financial Report** 99
It is recommended that the Board of Education approve the Monthly Financial Report, as presented.

Human Resource/Pupil Services

- 2.1. **Appointment of Director, Community Collaborative** 102
It is recommended that the Board of Education approve the appointment of the Director, Community Collaborative.

Superintendent

- 3.1. **Board of Education Self-Evaluation** 103
It is recommended that the Board of Education conduct their annual self-evaluation as indicated in Board Bylaw 9400.

F. BOARD POLICIES AND BYLAWS 104

- 1.1. **Second Reading: BP 4112.8, 4212.8, 4312.8 Employment of Relatives** 105
It is recommended that the Board of Education review the revisions for Board Policies 4112.8, 4212.8, 4312.8. Approval is at the discretion of the Board.

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS 108

H. CLOSED SESSION 108

1. **Conference with Legal Counsel – Existing Litigation** (Gov't. Code § 54956.9)
• OAH #: 207120049
2. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)
3. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

I. RECONVENE TO PUBLIC SESSION 108

J. ADJOURNMENT 108

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. The next regular meeting of the Board of Education is scheduled for February 6, 2018 at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. 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:

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

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

1. Call to Order and Welcome
2. District Mission
Santee School District assures a quality education empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.
3. Pledge of Allegiance
4. Approval of Agenda for the January 16, 2018, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Developer Fees and Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report
 - 1.4. Schedule of Upcoming Events
2. Spotlight on Education: Pepper Drive School
3. Spotlight on Education: Sycamore Canyon School

DEVELOPER FEES COLLECTION REPORT
2017-18
CUMULATIVE THROUGH DECEMBER 21, 2017

Residential Rate: \$2.08 per square foot - effective 5/5/14 - 6/19/16; \$2.16 per square foot effective 6/20/16
Commercial Rate: \$0.33 per square foot - effective 5/5/14 - 6/19/16; \$0.35 per square foot - effective 6/20/16
Self Storage Rate: \$0.14 per square foot - effective 4/20/10-6/19/16; \$0.15 per square foot - effective 6/20/16

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	Parcels 384-223-01-00 thru 384-223-14-00	07/10/17	28,278	\$61,080.48	PA
	X	1011 Pepper Drive	07/31/17	565	\$1,220.40	PD
	X	9624 West Hartland Circle	08/10/17	582	\$1,257.12	RS
	X	10695, 10689, 10683, 10682, 10688, 10694 Cobble Ct.	10/04/17	16,168	\$34,922.88	HC
	X	10677, 10671, 10665, 10664, 10670, 10676 Cobble Ct.	10/04/17	15,876	\$34,292.16	HC
	X	10659, 10653, 10647, 10646, 10652, 10658 Cobble Ct.	10/04/17	16,224	\$35,043.84	HC
	X	10707, 10683, 10713 Braverman Drive	10/04/17	7,618	\$16,454.88	HC
	X	10707, 10701, 10700, 10706, 10712 Cobble Ct.	10/04/17	12,970	\$28,015.20	HC
	X	9039 Willowgrove Circle	10/31/17	1,325	\$2,862.00	CH
	X	8604, 8605, 8608, 8609, 8612, 8613 Arlington Way and 8652, 8656, 8660, 8664, 8668 Camden Dr.	11/13/17	22,707	\$49,047.12	CFH
	X	8604, 8605, 8608, 8609, 8612, 8613 Comiskey Way and 8640, 8644, 8648 Camden Dr.	11/13/17	19,102	\$41,260.32	CFH
	X	8612, 8616, 8620, 8624, 8628, 8632, 8636 Camden Dr.	11/13/17	14,571	\$31,473.36	CFH
	X	8604, 8605, 8608, 8609, 8613 Ebbets Way and 8672, 8676, 8680, 8684 Camden Dr.	11/13/17	18,582	\$40,137.12	CFH
	X	1286 Walnut Ln.	12/04/17	2,340	\$5,054.40	PD
	X	10137 Pinewood View	12/05/17	919	\$1,985.04	CP
	X	8501, 8502, 8504, 8505, 8506, 8507, 8508, 8509 Sandstone Place	12/05/17	16,198	\$34,987.68	CO
	X	8830, 8836, 8842, 8848, 8854, 8860 Hightail Dr.	12/05/17	16,024	\$34,611.84	CO
	X	8880 Weston Rd. (Recreation room)	12/05/17	2,146	\$751.10	CO
	X	Adjustments to: 8677, 8683, 8689 Toyopa Ct.	12/05/17	215	\$464.40	CO
	X	8829, 8835, 8841, 8847 Hightail Dr. 8808, 8814, 8818, 8822, 8828, 8832, 8838, 8844, 8850, 8854, 8860, 8866, 8872 Weston Rd.	12/06/17	42,157	\$91,059.12	CO
	X	10021 Ashdale Lane	12/08/17	1,235	\$2,667.60	RS
	X	8750, 8711, 8717, 8723, 8729, 8741, 8747, 8753, 8759, 8765, 8771, 8777, 8783, 8789, 8795, 8801, 8807 Weston	12/08/15	52,641	\$113,704.56	CO
	X	8724 Big Rock Road	12/20/17	692	\$1,494.72	CFH
	X	8637, 8639, 8641, 8643 Fanita Drive	12/21/17	8,040	\$17,336.40	PA
TOTAL PAGE 1					\$681,183.74	

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

Requests For Use Of Facilities - January 16, 2018

Group	Location	Date	Days	Time	Attend.	Fees Applied
<u>Cajon Park</u>						
AA (Santee Serenity Meetings)	Annex	1/3/18 - 12/19/18	Wednesday	6:30 pm - 8:00 pm	25 - 30	
Cub Scouts Pack 123 (Meetings)	Classroom	1/8/18 - 6/11/18	Monday	6:00 pm - 7:00 pm	12	
Santana National Little League (Board Meetings)	Multi-Purpose	1/9/18 - 1/23/18	Mon - Thurs	5:30 pm - 10:00 pm	30	
<u>Carlton Hills</u>						
Highland Trails HOA (Annual Meeting)	Classroom	1/23/18	Tuesday	5:30 pm - 7:30 pm	20	\$175.00
<u>Carlton Oaks</u>						
CSEA Santee 557 (Chapter Meetings)	Library	1/11/18 - 5/10/18	Thursday	4:00 pm - 6:00 pm	30	
<u>Chet F. Harritt</u>						
City of Santee Comm Svcs-Rec. Programs (Little League Storage Area)	Aux Rec Rm/	6/1/18 - 8/21/18	Mon - Fri	9:00 am - 3:00 pm	20 - 30	
City of Santee Comm Svcs-Rec. Programs (Little League Storage Area)	Fleet/Family	9/1/18 - 12/21/18	Mon - Fri	9:00 am - 1:00 pm	20 - 30	
<u>Rio Seco</u>						
Santee School District - Character Ed Committee	Multi-Purpose	1/11/18	Thursday	5:00 pm - 6:30 pm	30	
PTSA (1-on-1 Basketball, After School Hoops)	Black Top	2/26/18 - 4/30/18	Monday	2:50 pm - 3:50 pm	20	
<u>Sycamore Canyon</u>						
PTA (1-on-1 Basketball, After School Hoops)	Black Top	2/14/18 - 4/18/18	Wednesday	2:25 pm - 3:50 pm	20	

*****NOTE: USE MAY BE LIMITED DUE TO MODERNIZATION AT VARIOUS SITES & ALL CARNIVALS TAKE PRECEDENCE OVER GROUPS.**

Santee School District
ENROLLMENT REPORT
12/21/2017
Month 5 Week 4
School Week 18

SCHOOL	REGULAR ED														SPECIAL ED														Total All			
	EAK 5yo	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	12/21/17	12/16/2016*	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	12/21/17	12/16/16	# Diff	% Diff	12/15/17	12/08/17	# Diff
Cajon Park		13	85	113	100	81	110	113	106	94	109	934	921	13	1.4%	6	10	7	7	5	11	8	15	6	75	76	-1	-1.3%	1009	1009	0	
Carlton Hills		24	64	81	70	73	61	49	48	64	67	601	563	38	6.7%	6	3	2	3	5	4	2	6	2	33	31	2	6.5%	634	634	0	
Carlton Oaks			74	82	83	77	73	96	75	130	95	785	772	13	1.7%	5	4	5	5	6	5	12	9	5	57	57	0	0.0%	842	844	-2	
Chet F. Harritt		23	83	77	86	72	73	52	53	58	56	633	640	-7	-1.1%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	633	634	-1
Hill Creek		25	94	86	94	76	84	82	64	74	67	746	736	10	1.4%	3	3	1	2	1	6	0	0	0	16	20	-4	-20.0%	762	759	3	
Pepper Drive		21	93	119	107	89	136	110	100	106	84	965	955	10	1.0%	0	0	0	0	0	0	0	1	4	3	8	7	1	14.3%	973	976	-3
Prospect Ave		20	68	82	61	62	58	72	49	45	54	552	567	-15	-2.8%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	552	556	-4
Rio Seco			90	108	98	110	106	121	118	90	100	941	950	-9	-0.9%	6	6	0	1	5	9	12	7	8	54	55	-1	-1.8%	995	995	0	
Sycamore Canyon		21	67	64	44	44	41	40	43	0	0	364	346	18	5.2%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	364	364	0
SUBTOTAL	0	147	719	792	743	694	742	735	656	661	632	6521	6450	71	1.1%	0	27	26	15	18	22	35	35	41	24	243	246	-3	-1.2%	6764	6,771	-7
Alternative School			1	2	4	3	1	2	3	5	5	26	32	-6	-18.8%															26	27	-1
Santee Success											4	4	7	-3	-42.9%											0	0	0	0.0%	4	4	0
NPS												0	0					1	1	3		2		3	10	5	5	100.0%	10	10	0	
SUBTOTAL			1	2	4	3	1	2	3	5	9	30	39	-9	-23.1%	0	0	0	1	1	3	0	2	0	3	10	5	5	100.0%	40	41	-1
TOTAL	0	147	720	794	747	697	743	737	659	666	641	6551	6,489	62	1.0%	0	27	26	16	19	25	35	37	41	27	253	251	2	0.8%	6804	6812	-8

*Winter Break 12/19/2016-1/2/2017

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

SCHOOL	PK	EAK 4yo	Total All
Cajon Park	1	0	1010
Carlton Hills	0	0	634
Chet F. Harritt	0	0	633
Hill Creek	0	0	762
Prospect Ave	0	0	552
Sycamore Canyon	55	0	419
Total PK/EAK	56	0	

Total Enrollment Including PK
6860

Schedule of Upcoming Events

Date	Event
January 15	Martin Luther King Holiday – Schools and Departments Closed
January 16	Meeting of the Directors of the Santee School District Facilities Corporation; 6:50 p.m. Board Meeting; 7:00 p.m.
January 19	District English Learner Advisory Committee (DELAC); 9:00 a.m., at ERC
January 22	Special Education Advisory Committee; 6:00 p.m., at ERC
January 29	Wellness Committee; 3:30 p.m., at ERC
February 5	Communication Committee; 3:30 p.m., ERC Character Education and School Climate Advisory Committee; 5:00 p.m., at ERC
February 6	Board Meeting; 7:00 p.m.
February 8	District Advisory Committee (DAC); 6:00 p.m., at ERC
February 12	Lincoln Holiday – Schools and Departments Closed
February 19	President's Day Holiday – Schools and Departments Closed
February 20	Board Meeting; 7:00 p.m.
March 1	Santee School District Foundation Art Show; 5:30 p.m., at Sunrise Community Church
March 6	Board Meeting; 7:00 p.m.
March 7	Safety/Facilities Committee, 3:30 p.m., Charles E. Skidmore Administrative Center, Conference Room
March 8	District English Learner Advisory Committee (DELAC); 9:00 a.m., at ERC
March 12	Wellness Committee; 3:30 p.m., at ERC
March 13	LCAP Annual Review; 6:00 p.m., Rio Seco School, MPR Budget Advisory Committee; 6:00 p.m., Charles E. Skidmore Administrative Center, Conference Room
March 20	Board Meeting; 7:00 p.m.

Reports and Presentations Item B.2.
Prepared by Kristin Baranski
January 16, 2018

Spotlight on Education: Pepper Drive School

BACKGROUND:

Complex learning tasks, personalized instruction, and accessible technology are the foundations of Santee School District's educational program. Students are asked to think differently about solving problems, apply learning to real-world situations, and collaborate with peers. As students deepen their understanding of grade level standards and optimize their growth and performance multiple assessment measures, the vision of a high-quality instructional program becomes a reality.

Tonight, Principal Ted Hooks and his team will spotlight student learning at Pepper Drive School.

Agenda Item B.2.

Reports and Presentations Item B.3.
Prepared by Kristin Baranski
January 16, 2018

Spotlight on Education: Sycamore Canyon School

BACKGROUND:

Complex learning tasks, personalized instruction, and accessible technology are the foundations of Santee School District's educational program. Students are asked to think differently about solving problems, apply learning to real-world situations, and collaborate with peers. As students deepen their understanding of grade level standards and optimize their growth and performance multiple assessment measures, the vision of a high-quality instructional program becomes a reality.

Tonight, Principal Jeri Billick and her team will spotlight student learning at Sycamore Canyon School.

Agenda Item B.3.

Item C. PUBLIC COMMUNICATION

During Public Communication, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.

Agenda Item C.

Item D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no Board discussion of these items prior to the vote unless a member of the Board, staff, or public requests specific items be considered separately. Citizens are invited at this time to address the Board about any item listed under Consent.

Consent Item D.1.1.
Prepared by Kristin Baranski
January 16, 2018

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- December 19, 2017, regular meeting minutes

RECOMMENDATION:

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

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

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

December 19, 2017
MINUTES

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

A. CLOSED SESSION

The Board met in Closed Session to discuss the following:

1. **Public Employee Discipline/Dismissal Release** (Gov't. Code § 54957)
2. **Conference with Legal Counsel – Anticipated Litigation** (Gov't. Code § 54956.9)
3. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
*Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)*
4. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

Following discussion, the closed session was adjourned and the Board moved to the open session meeting. President El-Hajj reported no action was taken.

B. OPENING PROCEDURES

1. Call to Order and Welcome

President El-Hajj called the meeting to order at 7:00 p.m.

Members present:

Dianne El-Hajj, President
Ken Fox, Vice President
Dustin Burns, Clerk
Barbara Ryan, Member
Elana Levens-Craig, Member

Administration present:

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

President El-Hajj acknowledged the Carlton Hills DJ club providing for entertainment prior to the meeting.

2. District Mission

President El-Hajj invited the audience to recite the District Mission.

3. Pledge of Allegiance

President El-Hajj invited Lana Al Any, 8th grade student from Carlton Hills, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

President El-Hajj announced Item E.4.4. Adoption of Resolution No. 1718-15 Releasing and Non-Reelecting a Temporary Certificated Non-Management Employee was being pulled from the agenda. Member Burns moved approval.

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

C. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1. Developer Fees and Collection Report
- 1.2. Use of Facilities Report
- 1.3. Enrollment Report
- 1.4. Schedule of Upcoming Events

2. Spotlight on Education: Carlton Hill School

Superintendent Baranski shared Carlton Hills School was present to spotlight their accomplishments and welcomed Principal Stephanie Southcott, Vice Principal Angelo Benedetto, and the Carlton Hills team.

Vice Principal Benedetto expressed his appreciation for being allowed to share the great things happening at Carlton Hills and invited Leah Lopez, Lana Al Any, and Audrey Kansas, student DJs, to the podium. The students shared that as members of the DJ crew, they set-up systems and play music at school dances. The DJ crew shared providing their services at Sycamore Canyon; and how they hoped to play at other schools. The DJ crew expressed their gratitude towards the Santee School District Foundation for the generous grant donation to their program.

Vice Principal Benedetto shared, that last year's spotlight, Phase I focused on social/emotional education with an emphasis on supporting those needs of their students. He mentioned the Jr. Jaguars, a cross-age activity program started in 2016-17, was still in place; and shared a slide with pictures of students of different grades interacting with each other during various activities.

Vice Principal Benedetto mentioned Phase II would be the redesigning of their character education program using data from the 2016-17 California Healthy Kids Survey and feedback from certificated and classified staff. He explained the data showed the areas of focus were Caring Adults in School; Meaningful Participation; and School Connectedness. Vice Principal Benedetto invited Teresa Elliott, teacher, to the podium. Ms. Elliott shared that the school has to build a strong foundation with a focus around *respect, character, community, and education*. She explained students will learn about *respect, character, community, and education* in a common language at school to help them feel connected to staff. Vice Principal Benedetto explained the use of positive behavioral interventions and supports during Phase II.

Principal Southcott shared the importance of the social/emotional component in the student's academic achievement. She mentioned the staff has been partaking in *Collabor-Action* and shared some of the things that have been put in place this year (i.e., site professional development plans, small group interventions, team meetings, SMART goals, etc.) She mentioned the need for the social/emotional aspect to assist with the student's academic achievement. Principal Southcott shared a grade-level smart goal comparison of the 2016-17 and 2017-18 Trimester 1 IAB Actuals.

Principal Southcott commended Vice Principal Benedetto for his hard work on the attendance initiative. She explained he developed videos, on the importance of being at school, that the students really enjoy. Principal Southcott shared Carlton Hills honors students with perfect attendance; and also focuses and honors the chronic absentee students that show improvement.

Ms. Southcott shared social/emotional well-being; improved attendance; goal setting; and progress monitoring/interventions lead to academic achievement. She expressed her gratitude towards the Board for allowing time to spotlight Carlton Hills.

Member Burns inquired on their thoughts on Carlton Hills' school climate (behavior, character, etc.). Principal Southcott shared students are happy at school; but also recognized there are behavior challenges. She mentioned, as a newcomer to Carlton Hills, appreciating how students are embraced like family. Principal Southcott shared the staff supports each other as family and that makes a difference in the way students respond to staff. Vice Principal Benedetto mentioned the suspension rate has decreased from last year.

Member Burns explained that although the District has great students, some of the challenges for seasoned educators are getting tougher. He shared he wanted to get a feel of the school climate to share with the Character Education Committee. Member Burns explained they want to make sure support is proved to staff to help in the process. He asked Vice Principal Benedetto to share his videos with the Board. Principal Southcott expressed her gratitude towards the Board for the counseling services.

Member Levens-Craig shared listening to a recent news article on secondary jobs to supplement incomes; and DJ services was listed in the top five. Member Levens-Craig asked for self-introductions of staff that were present.

3. Spotlight: Technology Department

Dr. Pierce shared the technology team was present to share their department's accomplishments; and welcomed Bernard Yeo, Director of Technology Services to the podium. Mr. Yeo acknowledged the technology staff that was present, Dan Bubke, Reuben Danley, Brian Stanfill, Mark Starkey, and Mike Krysinski.

He shared the comparison of technology services in the District from 2007 to the present as follows:

Where We Came From (2007)

- A District without Wireless
- 10/100 Mbps Network Bandwidth
- No Network Switches
- Some Centralized Computer Labs
- Individual Classroom Computers
- ... there was not a lot of technology

Where We are Today (2017)

- Robust Wireless Network
- Gigabit Network Bandwidth and Switches
- 1:1 Program with over 6,800 Student iPads
- Multiple Mobile Devices for Teachers and Staff
- Online Services (Publication, Work Order, CNS, Curriculum, Testing, etc.)
- Cloud Services (Office 365, Google Classroom)
- Digital Curriculum Programs (Achieve 3000, DreamBox, Amplify, etc.)

Mr. Yeo explained the computer support technicians and help desk provide support to staff, teachers, and students. The team handles over 10,000 devices and provide support to approximately 7,800 end users, in addition to assisting with hardware/device repairs, and technical training. Mr. Yeo mentioned that since the beginning of the 2017-2018 school year, their department completed over 4,000 work orders, deployed 6,800 student iPads, and repaired over 100 student iPads. He shared the Data Specialists administer the District's student information system, management of student data, PowerSchool support, and reports to the California Department of Education. The Data Specialist have processed 6,920 student records, created over 2,570 course section records, and completed over 52,975 student enrollments, in 2017-18. Mr. Yeo commended the Data Specialists for their hard work and shared that since 2013 they have been recognized by the Department of Education FCMAT/CALPAD for submitting District data in a timely manner. He shared the Publication Technicians provide year-round support with the publication online system; and have processed over four (4) million impressions; spiral bound over 4,000 books; and have fulfilled over 6,500-publication order requests. Mr. Yeo discussed the system upgrades, emerging technologies, and the department's collaboration with the Instructional Technology and Educational Services departments. He shared the Technology Department will continue to support student learning by leveraging emerging technology; provide the highest level of support to the classrooms; ensure a safe environment for students and staff; and will continue to work with the Educational Services department to integrate the latest in educational technology trends.

Mr. Yeo shared the department's mission as "Empowering the Santee School District through the Delivery of Innovative, Efficient and Secure Technological Products and Services." The Board

expressed their gratitude towards Mr. Yeo and the Technology Department for their hard work and the services they provide to the students and staff.

D. PUBLIC COMMUNICATION

President El-Hajj invited members of the audience to address the Board about any item not on the agenda.

Chris Stanley, representative of the Santee Teachers' Association, expressed his concern for the safety, well-being, and morale of Santee School District teachers.

Gilly Ryan, 6th grade teacher at PRIDE Academy, expressed her gratitude towards the Board for allowing her to speak. Ms. Ryan addressed the Board to discuss the difficulty of educating students in a combination class with the new educational requirements.

Robin Larson, teacher at PRIDE Academy, expressed her concerns and challenges due to increased class size.

E. CONSENT ITEMS

President Ryan invited comments from the public on any item listed under Consent.

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations, Grants, and Bequests
- 2.6. Approval of Consultants and General Service Providers
- 2.7. Agreement with Bowie, Arneson & Wiles for General Legal Services
- 3.1. Approval of 2017-18 School Site Fundraising Plans
- 3.2. Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Occupational Therapy
- 3.3. Approval of 2017-2019 Student Teaching Agreement with Grand Canyon University
- 4.1. Personnel, Regular
- 4.2. Approval to Increase Work Hours for Classified Non-Management Positions
- 4.3. Adoption of Resolution No. 1718-16 to Eliminate Classified Non-Management Positions
- 4.4. Adoption of Resolution No. 1718-15 Releasing and Non-Reelecting a Temporary Certificated Non-Management Employee – item pulled from agenda
- 4.5. Approval of 2017-2018 Implementation Plan for the California Healthy Kids Survey (CHKS)
- 4.6. Approval to Extend a Short Term Position

President El-Hajj acknowledged the donation of \$6,145 from Community Matters for on-site training and materials for peer counselor training to support healthy choices and a positive social school environment, as listed on item 2.5. Acceptance of Donations, Grants, and Bequests. Member Burns moved approval.

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

F. DISCUSSION AND/OR ACTION ITEMS

Superintendent

- 1.1. Character Education and School Climate Advisory Committee
Superintendent Baranski shared that at the December 5 meeting, the Board reviewed and discussed the proposed roles and responsibility changes to the Character Education Advisory Committee; and upon the Board's discussion, the item was being returned with the recommended revisions and request for approval. She mentioned the committee is now comprised of 25 members, including six parents. Member Burns mentioned his

desired outcome is consistency throughout the schools. Member Ryan expressed her gratitude for adding school climate to the committee title; and moved approval.

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

Business Services

2.1. SDG&E Power Your Drive Program

Mr. Christensen explained that at the last meeting, the Board considered conveying an easement to SDG&E for installation of electric vehicle charging stations at PRIDE Academy under their Power Your Drive Program. Several questions arose and the item was tabled until additional information could be provided. Jennifer Yates, Power Your Program Advisor for SDG&E, was present to answer the Board's questions. Mr. Christensen explained that after the discussion, if the Board is comfortable to move forward with the easement, the resolution of intent to convey would be on the January 16 Board meeting agenda; and an item would be brought to the February 6 meeting to set the date for the public hearing and action to convey the easement.

- Location of the spaces

Mr. Christensen clarified that the location of the ten (10) parking spaces for the EV stations would not be in front of the office and MPR. He explained the graphic he displayed at the last meeting was the original plan; and after SDG&E conferred with the Principal and Christina Becker, Director of Maintenance & Operations, the location of the spaces was moved to the other end of the parking lot at the exit onto Northview Lane.

- Can there be fewer spaces used?

SDG&E requires a minimum of ten (10) spaces for this program.

- Will other vehicles be able to park in the spots? Who has control over them?

Mr. Christensen shared that other vehicles may can park there and the District maintains control over the spaces. SDG&E does not regulate use of them but some District regulation may be necessary in the future.

- What are the dimensions of the meter on the pedestal and the stations?

The charging stations are approximately four and a half to five feet tall (4.5'-5') and there will be six (6) of them servicing 10 spaces.

- Is the Principal ok with this?

Yes, Mr. Heck confirmed the revised design.

- Can work be done while school is not in session?

Yes, Administration is working with SDG&E to coordinate work for Spring or Summer break.

Ms. Yates confirmed the information Mr. Christensen had provided was accurate. She mentioned this is an early adopters program. Ms. Yates shared there is current legislation being proposed that gasoline vehicles not be registerable, in California, by 2030. She mentioned it is anticipated the use of electric vehicles will increase. The Board expressed their gratitude to Ms. Yates for providing clarification.

2.2 Classroom Expansion Project at Old Cajon Park Junior High Site

Mr. Christensen explained that at the December 5 meeting, the Board gave direction to pursue a Bond Reauthorization for the \$15.3 million in unissued bonds from the November 2006 election. With this new development, Administration has been rethinking use of the Renzulli land sale proceeds in light of the potential for addressing remaining Capital Improvement Program projects. He explained that if the District were successful with the Bond Reauthorization and sale of the Santee School Site, these actions would generate \$26 million in proceeds. The remaining CIP projects are currently estimated to cost about \$31 million; but may have potential for value engineering and scope reduction

to get them within the budget of available funds. Mr. Christensen shared Administration believes it would be best to not use the remaining \$1.1 million in Renzulli land sale proceeds towards the Classroom Expansion Project at the old Cajon Park Junior High site since the funds can help to close the gap between remaining CIP project costs and facilities funding. He explained Administration is recommending the District not submit the 50-05 funding release letter for this project when the State Allocation Board apportions funds. Mr. Christensen explained this would cause this project to be removed from the funded list and we would need to resubmit an application for the project if we decide to pursue it in the future. Member Ryan moved that the District not submit the 50-05 funding release letter for this project when the State Allocation Board apportions funds. Member Burns clarified for the record that although he voted against the bond reauthorization, he supported this idea.

Mr. Christensen shared Administration was also seeking Board direction on a smaller scale restoration and cleanup plan for the site. He shared making the buildings usable, removing the old foundations, improving the grounds, etc. were conceptual plans that were discussed with Mrs. Becker. Mr. Christensen mentioned that unless the Board had specific plans, he would work with Mrs. Becker on a plan and budget for the property to present to the Board. Member Ryan asked that Administration be cognizant that the Santee Success Program is adjacent to the property and the importance that there be no crossover access.

Motion: Ryan
Second Fox
Vote: 5-0

Ei-Hajj Aye *Levens-Craig* Aye
Fox Aye *Ryan* Aye
Burns Aye

G. BOARD POLICIES AND BYLAWS

1.1. First Reading: BP 4112.8, 4212.8, 4312.8 Employment of Relatives

Revised Board Policy 4112.8, 4212.8, 4312.8 Employment of Relatives was presented for a first reading. Board Policy 4112.8, 4212.8, 4312.8, return to the next meeting for a second reading and request for approval.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Member Burns shared being at a school site during the recent North County fires and how uncoordinated the evacuation procedures were handled. He mentioned fires and evacuation procedures are more common and the importance of discussing emergency procedures with staff. Member Burns mentioned that as a follow-up to public comments, he asked to see class size averages for the last five years.

Member Levens-Craig shared she was glad to hear professional learning, around social thinking, was provided for Special Education and general education teachers; and commended Dr. Pierce and Bonner Montler, Director, Assessment and Learning, for having their CAASPP article published by the California Department of Education. Member Levens-Craig shared the Chamber's Leadership Education Day at Chet F. Harritt was a success.

Superintendent Baranski shared the proposed Santee School District Foundation sponsor benefits. She explained the Foundation Board wanted to make sure the Board of Education was comfortable with what was being proposed with the inclusion of e-flyer distribution.

Superintendent Baranski shared she was ill at the last meeting when the Board discussed their attendance to the CSBA conference. She shared attending 11 sessions and found the conference to be very valuable. Superintendent Baranski mentioned using the content from the keynote speakers, Wes Moore and Diane Ravitch, in strategic planning.

Superintendent Baranski mentioned a City Council member had inquired about a joint meeting with the Board of Education. She inquired on the Board's interest and possible topics of discussion. It was the Board's consensus to look at holding a joint meeting with a possible discussion on developments.

Superintendent Baranski mentioned the spring edition of Santee Magazine was due in February; and shared Dr. Pierce had suggested highlighting middle school electives. She shared the fall edition could feature construction/modernization.

Superintendent Baranski discussed a TLC grant follow-up meeting with Dr. Zirkle and others. She expressed her gratitude to Member Ryan and Member Burns for participating. Superintendent Baranski shared there was great conversations on what can be done to serve the students and adults in the community.

I. CLOSED SESSION

President El-Hajj announced that the Board would meet in closed session for:

1. **Public Employee Discipline/Dismissal Release** (Gov't. Code § 54957)
2. **Conference with Legal Counsel – Anticipated Litigation** (Gov't. Code § 54956.9)
3. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)
4. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

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

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:17 p.m. and reported no action was taken.

K. ADJOURNMENT

With no further business, the organizational meeting of December 19, 2017 was adjourned at 10:17 pm.

Dustin Burns, Clerk

Kristin Baranski, Secretary

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.

In accordance with Sections 35044, 35172, and 35173 of the Education Code, the Board of Education shall provide for payment of travel expenses for any representative of the Board when performing services on behalf of the District. In the summer of 2008, following implementation of the Formatta Software, a network-based paperless forms travel processing solution was introduced District-wide in accordance with BP 3350 and AR 3350.

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.

A list of requests for travel which require air travel, and/or an overnight stay and/or are out of the State will be reviewed and approved by the Executive Council or Superintendent and submitted for Board of Education approval **prior** to the travel date.

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:

Staff Development

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

FISCAL IMPACT:

The estimated travel expenses are \$7,188, with substitute costs of \$3,450, 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 - January 16, 2018

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Thursday, 01/11/18	Audra Gervase	PRIDE Academy	Patterns of Strengths and Weaknesses (PSW)	El Cajon	\$0	\$33	Special Education	This workshop will provide an overview of the PSW methodology adopted by the East County SELPA,
	Amanda Lines	Hill Creek			\$0	\$33	Special Education	
	Stacie Bartfeld	Chet F. Harritt			\$0	\$33	Special Education	
	Laura Isaacson	Rio Seco			\$0	\$33	Special Education	
	Rachael Pabis	Pepper Drive			\$0	\$33	Special Education	
	Julia Rauscher	Cajon Park			\$0	\$33	Special Education	
	Kathyrose Reed	Carlton Hills			\$0	\$33	Special Education	
	Marian Rashap	Carlton Hills			\$0	\$33	Special Education	
Monday, 01/22/18 & 01/29/18	Brienne Downing	Educational Services	IEP's for Educational Benefits Training	El Cajon	\$0	\$124	Professional Development	This is a 2-day comprehensive training on the development, implementation, and ongoing progress monitoring of IEP's,
Wed-Fri, 01/31/18 - 02/02/18	Monica Cline	PRIDE Academy	HTH GSE Winter Institute	San Diego	\$345	\$821	Title I	This is a 3-day institute that will focus on ways to build authentic connections for students through work and experiences,
	Robin Larson	PRIDE Academy			\$345	\$821	Title I	
	Meghan McMahon	PRIDE Academy			\$345	\$821	Title I	
	Tara O'Connell	PRIDE Academy			\$345	\$821	Title I	
	Tina Schipke	PRIDE Academy			\$345	\$821	Title I	
	Kristina Tindle	PRIDE Academy			\$345	\$821	Title I	
Tuesday, 02/06/18	Laura Barker	Carlton Hills	Passion, Purpose, Potential, and Pathways	SDCOE	\$345	\$156	Title I	This 3-day workshop will focus on middle school instruction,
Wednesday, 02/28/18	Anne Coman	Carlton Hills			\$345	\$156	Title I	
Thursday, 05/03/18	Megan Bertrand	Carlton Hills			\$345	\$156	Title I	
	Tristin Tade	Carlton Hills			\$345	\$156	Title I	
Wednesday, 02/07/18	Karl Christensen	Business Services	The Practice of Designing and Running School Bonds	UCSD	\$0	\$950	Business Services	This workshop will provide information on the practice of designing and running school bonds.
Thursday, 03/22/18	Dawn Minutelli	Educational Services	California History - Social Science Framework Rollout Event	SDCOE	\$0	\$150	Professional Development	This workshop will provide information on the instructional shifts in new California History - Social Science framework/aignment with California ELA/ELD standards.
	Dan Prouty	Educational Services			\$0	\$150	Professional Development	

Travel Requests That Require Airfare; Overnight Stay; and/or Travel Outside of the State of California

(NONE)

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Consent Item D.2.2.
 Prepared by Karl Christensen
 January 16, 2018

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 December 2017:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
0100 General	14-339654 TO 14-349408	\$676,789.73
0900	N/A	
1200	14-345488 TO 14-345488	\$398.00
1300	14-339678 TO 14-349403	\$68,763.38
1400	N/A	
2109	N/A	
2139 / 2108	N/A	
2518	14-346232 TO 14-348366	\$10,572.81
2538	14-346232 TO 14-348356	\$57,890.00
3500	N/A	
4000	14-339666 TO 14-349401	\$51,668.93
6300	14-339665 TO 14-349406	\$15,640.41
		\$881,723.26

Student Body Warrants issued for the period of December 2017:

\$1,936.98

Payroll Warrants issued for the period of December 2017:

<u>Fund #/Name</u>	<u>Amount</u>
01 00	\$4,684,804.67
12 00	\$21,279.38
13 00	\$105,317.79
14 00	
25 18	
63 00	\$210,881.19
\$5,022,283.03	

RECOMMENDATION:

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

This recommendation supports the following District goal:

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 \$5,905,943.27 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. There were no purchase order increases of 10% or more during the month of December 2017. The table below is a summary of total purchase orders by location for the month of December 2017:

AMOUNT	LOCATION
\$ 2,520.44	PEPPER DRIVE SCHOOL
\$ 21,833.69	CARLTON HILLS SCHOOL
\$ 4,639.01	SYCAMORE CANYON SCH
\$ 3,724.54	PROSPECT AVENUE SCH
\$ 10,154.18	CAJON PARK SCHOOL
\$ 9,209.49	CHET F HARRITT SCH
\$ 9,804.01	CARLTON OAKS SCHOOL
\$ 10,694.52	RIO SECO SCHOOL
\$ 5,255.67	HILL CREEK SCHOOL
\$ 398.00	STATE PRE-SCHOOL
\$ 93.47	ALTERNATIVE SCHOOL
\$ 299.62	SANTEE SUCCESS
\$ 5,000.00	SUPERINTENDENT DEPT
\$ 2,235.37	BUSINESS SERVICES
\$ 682.04	HUMAN RESOURCES
\$ 1,756.75	EDUCATIONAL SERVICES
\$ 1,839.10	SPECIAL EDUCATION
\$ 4,090.95	EDUCATIONAL PROJECTS
\$ 7,762.50	EDUCATIONAL SERVICES
\$ 1,456.46	PUPIL SERVICES
\$ 21,775.50	DISTRICT LIBRARY
\$ 13,191.51	PROJECT SAFE
\$ 2,037.50	TECHNOLOGY SERVICES
\$ 1,985.76	OPERATIONS/CUSTODIAL
\$ 84,665.05	MAINTENANCE
\$ 18,746.63	TRANSPORTATION
\$ 86.47	FACILITIES MODERNIZATION
\$ 3,155.09	WAREHOUSE
\$ 7,438.43	MAINTENANCE
\$ 339.56	CENTRAL KITCHEN
\$ 1,173.40	TECHNOLOGY SERVICES
\$ 2,533.31	PUBLICATIONS
\$ 48,434.09	BUSINESS SERVICES
\$ 309,012.11	Total Purchase Orders–December 2017

RECOMMENDATION:

Administration recommends approval of purchase orders #0000004572 through #0000004718 issued December 1, 2017 through December 31, 2017.

This recommendation supports the following District goal:

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 \$309,012.11, 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.

**PURCHASE ORDER LISTING
DECEMBER 2017
BY SITE**

PO Number	DATE	VENDOR	DESCRIPTION	FUND	AMOUNT	LOC	LOCATION
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$ 591.21	002	PEPPER DRIVE SCHOOL
0000004588	12/4/2017	MAINTEX INC	VACUUM SUPPLIES - PD	0100	\$ 14.16	002	PEPPER DRIVE SCHOOL
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$ 401.90	002	PEPPER DRIVE SCHOOL
0000004677	12/14/2017	SHINE UP SOLAR	WINDOW WASHING - PD/CH	0100	\$ 650.00	002	PEPPER DRIVE SCHOOL
0000004704	12/19/2017	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - PD	0100	\$ 863.17	002	PEPPER DRIVE SCHOOL
			TOTAL		\$ 2,520.44	0	PEPPER DRIVE SCHOOL Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$ 55.57	003	CARLTON HILLS SCHOOL
0000004585	12/4/2017	AMAZON.COM	SUPPLIES - CH	0100	\$ 107.70	003	CARLTON HILLS SCHOOL
0000004603	12/6/2017	AMAZON.COM	3-D PRINTERS (SC/CH)	0100	\$ 1,433.08	003	CARLTON HILLS SCHOOL
0000004605	12/6/2017	AMAZON.COM	CLASSROOM SUPPLIES	0100	\$ 79.62	003	CARLTON HILLS SCHOOL
0000004623	12/7/2017	CDW GOVERNMENT INC	PROJECTOR REPL LAMP - CH	0100	\$ 113.04	003	CARLTON HILLS SCHOOL
0000004624	12/7/2017	DATEL SYSTEMS	HEADPHONES	0100	\$ 192.63	003	CARLTON HILLS SCHOOL
0000004625	12/7/2017	DELL MARKETING L.P.	DRUM KIT - CH	0100	\$ 40.93	003	CARLTON HILLS SCHOOL
0000004642	12/8/2017	AMAZON.COM	INK CARTRIDGE	0100	\$ 70.04	003	CARLTON HILLS SCHOOL
0000004655	12/12/2017	ZASUETA CONTRACTING INC.	INSTALLATION - CH PLAY EQUIP.	0100	\$ 4,002.50	003	CARLTON HILLS SCHOOL
0000004655	12/12/2017	ZASUETA CONTRACTING INC.	INSTALLATION - CH PLAY EQUIP.	4000	\$ 12,130.50	003	CARLTON HILLS SCHOOL
0000004660	12/12/2017	JUNIOR ACHIEVEMENT	ADMISSIONS	0100	\$ 1,219.00	003	CARLTON HILLS SCHOOL
0000004672	12/13/2017	DELL MARKETING L.P.	DRUM KIT - CH	0100	\$ 40.93	003	CARLTON HILLS SCHOOL
0000004674	12/14/2017	MONOPRICE	HEADPHONES - CH	0100	\$ 1,017.67	003	CARLTON HILLS SCHOOL
0000004677	12/14/2017	SHINE UP SOLAR	WINDOW WASHING - PD/CH	0100	\$ 650.00	003	CARLTON HILLS SCHOOL
0000004695	12/18/2017	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES - CH	0100	\$ 210.79	003	CARLTON HILLS SCHOOL
0000004696	12/18/2017	AMAZON.COM	CLASSROOM SUPPLIES	0100	\$ 469.69	003	CARLTON HILLS SCHOOL
			TOTAL		\$ 21,833.69	0	CARLTON HILLS SCHOOL Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$ 621.67	004	SYCAMORE CANYON SCH
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$ 236.30	004	SYCAMORE CANYON SCH
0000004614	12/7/2017	AMAZON.COM	IPAD COVERS - SC	0100	\$ 215.39	004	SYCAMORE CANYON SCH
0000004622	12/7/2017	APPLE INC	IPADS	0100	\$ 3,217.85	004	SYCAMORE CANYON SCH
0000004645	12/11/2017	IMAGESTUFF.COM	STUDENT INCENTIVES	0100	\$ 347.80	004	SYCAMORE CANYON SCH
			TOTAL		\$ 4,639.01	0	SYCAMORE CANYON SCH Total
0000004572	12/1/2017	SOUTHWEST SCHOOL SUPPLY	SUPPLIES FOR PRIDE	0100	\$ 6.63	005	PROSPECT AVENUE SCH
0000004573	12/4/2017	SEE'S CANDY SHOPS INC	FUNDRAISER - PA	0100	\$ 2,232.31	005	PROSPECT AVENUE SCH
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$ 183.53	005	PROSPECT AVENUE SCH
0000004598	12/5/2017	MTS BUS	BUS/TROLLEY PASSES - PA	0100	\$ 154.50	005	PROSPECT AVENUE SCH
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$ 151.78	005	PROSPECT AVENUE SCH
0000004644	12/11/2017	SCHOOL CHECK IN	CHECK IN BADGES	0100	\$ 106.59	005	PROSPECT AVENUE SCH
0000004653	12/12/2017	LOWE'S STORE #1661	MAINTENANCE SUPPLIES	0100	\$ 20.08	005	PROSPECT AVENUE SCH
0000004670	12/13/2017	CITY ELECTRIC SUPPLY	LED LIGHTS-LOCKER RMS-CFH/PD	4000	\$ 767.16	005	PROSPECT AVENUE SCH
0000004690	12/18/2017	MAINTEX INC	CUSTODIAL SUPPLIES - PA	0100	\$ 101.96	005	PROSPECT AVENUE SCH
			TOTAL		\$ 3,724.54	0	PROSPECT AVENUE SCH Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$ 301.84	006	CAJON PARK SCHOOL
0000004607	12/6/2017	STUDIO WC ARCHITECTURE	PLAN CHECK FEES - MODULARS-CP	2538	\$ 9,225.00	006	CAJON PARK SCHOOL
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$ 77.34	006	CAJON PARK SCHOOL
0000004616	12/7/2017	SMART & FINAL	ELECTIVE FOOD SUPPLIES - CP	0100	\$ 100.00	006	CAJON PARK SCHOOL
0000004617	12/7/2017	SMART & FINAL	ELECTIVE FOOD SUPPLIES - CP	0100	\$ 100.00	006	CAJON PARK SCHOOL
0000004618	12/7/2017	SMART & FINAL	ELECTIVE FOOD SUPPLIES - CP	0100	\$ 100.00	006	CAJON PARK SCHOOL
0000004634	12/8/2017	RSTORIES	PRESENTATION - CP	0100	\$ 250.00	006	CAJON PARK SCHOOL
			TOTAL		\$ 10,154.18	0	CAJON PARK SCHOOL Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$ 34.71	007	CHET F HARRITT SCH
0000004589	12/4/2017	SMART & FINAL	ELECTIVE FOOD SUPPLIES - CFH	0100	\$ 100.00	007	CHET F HARRITT SCH
0000004590	12/4/2017	SMART & FINAL	ELECTIVE FOOD SUPPLIES - CFH	0100	\$ 100.00	007	CHET F HARRITT SCH
0000004591	12/4/2017	SMART & FINAL	ELECTIVE FOOD SUPPLIES - CFH	0100	\$ 100.00	007	CHET F HARRITT SCH

0000004608	12/6/2017	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERAS - CFH	0100	\$	915.88	007	CHET F HARRITT SCH
0000004670	12/13/2017	CITY ELECTRIC SUPPLY	LED LIGHTS-LOCKER RMS-CFH/PD	4000	\$	1,054.90	007	CHET F HARRITT SCH
0000004703	12/19/2017	DISNEY DESTINATIONS, LLC/	ADMISSIONS	0100	\$	5,610.00	007	CHET F HARRITT SCH
0000004713	12/20/2017	SUNDANCE STAGE LINES	OUTSOURCED BUS TRANS. - CFH	0100	\$	1,294.00	007	CHET F HARRITT SCH
			TOTAL		\$	9,209.49	0	CHET F HARRITT SCH Total
0000004576	12/4/2017	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERA - CO	0100	\$	457.94	008	CARLTON OAKS SCHOOL
0000004577	12/4/2017	WORTHINGTON DIRECT	SUPPLIES - CO	0100	\$	544.57	008	CARLTON OAKS SCHOOL
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	632.41	008	CARLTON OAKS SCHOOL
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	112.82	008	CARLTON OAKS SCHOOL
0000004615	12/7/2017	SUPER DUPER SCHOOL COMPANY	CLASSROOM MATERIALS	0100	\$	50.55	008	CARLTON OAKS SCHOOL
0000004621	12/7/2017	GUITAR CENTER PROFESSIONAL	CLASSROOM MATERIALS	0100	\$	1,485.98	008	CARLTON OAKS SCHOOL
0000004626	12/7/2017	REUBEN H FLEET SCIENCE CENTER	ADMISSIONS	0100	\$	902.00	008	CARLTON OAKS SCHOOL
0000004635	12/8/2017	KRC ROCK INC	PLANTER BOX SUPPLIES - CO	0100	\$	540.24	008	CARLTON OAKS SCHOOL
0000004641	12/8/2017	ELDRIDGE PLAYS AND MUSICALS	PERFORMANCE SCRIPTS	0100	\$	255.04	008	CARLTON OAKS SCHOOL
0000004700	12/19/2017	SUNDANCE STAGE LINES	OUTSOURCED BUS TRANSPORTATION	0100	\$	1,525.00	008	CARLTON OAKS SCHOOL
0000004701	12/19/2017	AMAZON.COM	CLASSROOM SUPPLIES - CO	0100	\$	20.46	008	CARLTON OAKS SCHOOL
0000004714	12/20/2017	SUNDANCE STAGE LINES	OUTSOURCED BUS TRANS. - CO	0100	\$	3,277.00	008	CARLTON OAKS SCHOOL
			TOTAL		\$	9,804.01	0	CARLTON OAKS SCHOOL Total
0000004575	12/4/2017	LEGO EDUCATION	SUPPLIES FOR RIO SECO	0100	\$	3,939.26	009	RIO SECO SCHOOL
0000004581	12/4/2017	REUBEN H FLEET SCIENCE CENTER	ADMISSIONS	0100	\$	1,094.00	009	RIO SECO SCHOOL
0000004582	12/4/2017	BIRCH AQUARIUM AT SCRIPPS	ADMISSIONS	0100	\$	826.50	009	RIO SECO SCHOOL
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	256.01	009	RIO SECO SCHOOL
0000004596	12/5/2017	CITY OF SANTEE	RENTAL FEES - RS EOY PROMOTION	0100	\$	165.00	009	RIO SECO SCHOOL
0000004597	12/5/2017	CITY OF SANTEE	DEPOSIT -PARK USE RS PROMOTION	0100	\$	500.00	009	RIO SECO SCHOOL
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	58.25	009	RIO SECO SCHOOL
0000004627	12/7/2017	SKEDADDLE FUNDRAISERS	FUNDRAISER - RS	0100	\$	3,855.50	009	RIO SECO SCHOOL
			TOTAL		\$	10,694.52	0	RIO SECO SCHOOL Total
0000004578	12/4/2017	SMART & FINAL	ELECTIVE FOOD SUPPLIES - HC	0100	\$	150.00	010	HILL CREEK SCHOOL
0000004579	12/4/2017	SMART & FINAL	ELECTIVE FOOD SUPPLIES - HC	0100	\$	150.00	010	HILL CREEK SCHOOL
0000004580	12/4/2017	SMART & FINAL	ELECTIVE FOOD SUPPLIES - HC	0100	\$	150.00	010	HILL CREEK SCHOOL
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	253.43	010	HILL CREEK SCHOOL
0000004609	12/6/2017	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERA - HC	0100	\$	457.94	010	HILL CREEK SCHOOL
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	155.30	010	HILL CREEK SCHOOL
0000004712	12/20/2017	SUNDANCE STAGE LINES	OUTSOURCED BUS TRANS. - HC	0100	\$	1,419.00	010	HILL CREEK SCHOOL
0000004717	12/20/2017	DEANNA C. JUMP, INC.	REGISTRATION FEES	0100	\$	2,520.00	010	HILL CREEK SCHOOL
			TOTAL		\$	5,255.67	0	HILL CREEK SCHOOL Total
0000004606	12/6/2017	CALIF. CHILD DEVELOPMENT ADMIN. ASSN.	REGISTRATION FEES	1200	\$	398.00	012	STATE PRE-SCHOOL
			TOTAL		\$	398.00	0	STATE PRE-SCHOOL Total
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	93.47	015	ALTERNATIVE SCHOOL
			TOTAL		\$	93.47	0	ALTERNATIVE SCHOOL Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	299.62	016	SANTEE SUCCESS
			TOTAL		\$	299.62	0	SANTEE SUCCESS Total
0000004638	12/8/2017	COMMUNICATION RESOURCES FOR SCHOOLS	ANNUAL - PROFESSIONAL SERVICES	0100	\$	5,000.00	062	SUPERINTENDENT DEPT
			TOTAL		\$	5,000.00	0	SUPERINTENDENT DEPT Total
0000004651	12/12/2017	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY SVCS	0100	\$	17.28	064	BUSINESS SERVICES
0000004654	12/12/2017	CORODATA SHREDDING INC.	SHREDDING SVCS FOR DISTRICT	0100	\$	180.00	064	BUSINESS SERVICES
0000004687	12/15/2017	DELL MARKETING L.P.	COMPUTERS - PUBS/BUS	0100	\$	2,038.09	064	BUSINESS SERVICES
			TOTAL		\$	2,235.37	0	BUSINESS SERVICES Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	128.17	065	HUMAN RESOURCES
0000004612	12/6/2017	CSPCA 2018 CONFERENCE	REGISTRATION FEES	0100	\$	375.00	065	HUMAN RESOURCES
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	178.87	065	HUMAN RESOURCES
			TOTAL		\$	682.04	0	HUMAN RESOURCES Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	116.69	066	EDUCATIONAL SERVICES
0000004610	12/6/2017	ACSA	REGISTRATION FEES	0100	\$	800.00	066	EDUCATIONAL SERVICES
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	145.34	066	EDUCATIONAL SERVICES
0000004706	12/19/2017	ALLIANCE FOR AFRICAN ASSISTANCE	CONSULTING SERVICES	0100	\$	694.72	066	EDUCATIONAL SERVICES

			TOTAL	\$	1,756.75	0	EDUCATIONAL SERVICES Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	104.72	067 SPECIAL EDUCATION
0000004587	12/4/2017	OFFICE1	MAINT. AGREEMENT - VI COPIER	0100	\$	1,096.91	067 SPECIAL EDUCATION
0000004611	12/6/2017	NORTH COASTAL CONSORTIUM	REGISTRATION FEES	0100	\$	240.00	067 SPECIAL EDUCATION
0000004698	12/19/2017	AMAZON.COM	SP. ED SUPPLIES - CP	0100	\$	322.47	067 SPECIAL EDUCATION
0000004715	12/20/2017	NORTH COASTAL CONSORTIUM	REGISTRATION FEES	0100	\$	60.00	067 SPECIAL EDUCATION
0000004716	12/20/2017	NORTH COASTAL CONSORTIUM	REGISTRATION FEES	0100	\$	15.00	067 SPECIAL EDUCATION
			TOTAL	\$	1,839.10	0	SPECIAL EDUCATION Total
0000004586	12/4/2017	SUPERINTENDENT OF SCHOOLS	CLUB LIVE KNOTT'S BERRY FARM	0100	\$	2,576.00	068 EDUCATIONAL PROJECTS
0000004604	12/6/2017	LIBRARIANS BOOK EXPRESS LLC	LIBRARY BOOKS - HC	0100	\$	66.77	068 EDUCATIONAL PROJECTS
0000004619	12/7/2017	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - PD	0100	\$	600.00	068 EDUCATIONAL PROJECTS
0000004620	12/7/2017	MIDAMERICA BOOKS	LIBRARY BOOKS - CO	0100	\$	197.67	068 EDUCATIONAL PROJECTS
0000004679	12/15/2017	MIDAMERICA BOOKS	LIBRARY BOOKS - CO	0100	\$	112.87	068 EDUCATIONAL PROJECTS
0000004685	12/15/2017	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - HC	0100	\$	537.64	068 EDUCATIONAL PROJECTS
			TOTAL	\$	4,090.95	0	EDUCATIONAL PROJECTS Total
0000004702	12/19/2017	ROSETTA STONE LTD	LICENSE RENEWAL	0100	\$	7,762.50	069 EDUCATIONAL SERVICES
			TOTAL	\$	7,762.50	0	EDUCATIONAL SERVICES Total
0000004586	12/4/2017	SUPERINTENDENT OF SCHOOLS	CLUB LIVE KNOTT'S BERRY FARM	0100	\$	232.00	070 PUPIL SERVICES
0000004676	12/14/2017	MCALISTER INSTITUTE /	PREVENTION CLASSES	0100	\$	1,024.00	070 PUPIL SERVICES
0000004680	12/15/2017	ORANGE COUNTY DEPARTMENT OF	SMAA / LEA ADMIN	0100	\$	200.46	070 PUPIL SERVICES
					\$	1,456.46	0 PUPIL SERVICES Total
0000004633	12/8/2017	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - CO	0100	\$	731.81	071 DISTRICT LIBRARY
0000004643	12/11/2017	BOUND TO STAY BOUND BOOKS INC	LIBRARY BOOKS - SC	0100	\$	209.78	071 DISTRICT LIBRARY
0000004671	12/13/2017	MCGRAW HILL EDUCATION	SUBSCRIPTIONS	0100	\$	522.24	071 DISTRICT LIBRARY
0000004681	12/15/2017	PEARSON	SCHOOLNET SUBSCRIPTION LICENSE	0100	\$	20,311.67	071 DISTRICT LIBRARY
			TOTAL	\$	21,775.50	0	DISTRICT LIBRARY Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	6300	\$	2,253.07	072 PROJECT SAFE
0000004593	12/5/2017	SEE'S CANDY SHOPS INC	FUNDRAISER - YALE	6300	\$	4,159.76	072 PROJECT SAFE
0000004595	12/5/2017	SYSCO FOOD SERVICES OF	FOOD SUPPLIES FOR PROJ. SAFE	6300	\$	1,793.38	072 PROJECT SAFE
0000004613	12/6/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	6300	\$	542.02	072 PROJECT SAFE
0000004646	12/11/2017	SMART & FINAL	FOOD SUPPLIES - PROJ. SAFE	6300	\$	538.75	072 PROJECT SAFE
0000004647	12/11/2017	AMAZON.COM	SUPPLIES FOR PROJ. SAFE	6300	\$	151.16	072 PROJECT SAFE
0000004648	12/12/2017	DISCOUNT SCHOOL SUPPLY	SUPPLIES FOR PROJ. SAFE	6300	\$	174.82	072 PROJECT SAFE
0000004686	12/15/2017	SYSCO FOOD SERVICES OF	FOOD SUPPLIES-PROJ. SAFE	6300	\$	2,196.14	072 PROJECT SAFE
0000004688	12/15/2017	CITI CARDS /	SUPPLIES FOR PROJ. SAFE/YALE	6300	\$	634.97	072 PROJECT SAFE
0000004688	12/15/2017	CITI CARDS /	SUPPLIES FOR PROJ. SAFE/YALE	6300	\$	75.47	072 PROJECT SAFE
0000004697	12/19/2017	AMAZON.COM	SUPPLIES FOR PROJ. SAFE	6300	\$	171.97	072 PROJECT SAFE
0000004705	12/19/2017	SMART & FINAL	FOOD SUPPLIES - PROJ. SAFE	6300	\$	500.00	072 PROJECT SAFE
			TOTAL	\$	13,191.51	0	PROJECT SAFE Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	0100	\$	137.73	073 TECHNOLOGY SERVICES
0000004632	12/7/2017	PROTEL COMMUNICATIONS INC.	ADD'L SUPP'S FOR PA SYSTEM/PD	4000	\$	1,899.77	073 TECHNOLOGY SERVICES
			TOTAL	\$	2,037.50	0	TECHNOLOGY SERVICES Total
0000004592	12/4/2017	MAINTEX INC	CUSTODIAL SUPPLIES	0100	\$	48.81	074 OPERATIONS/CUSTODIAL
0000004689	12/15/2017	WAXIE SANITARY SUPPLY	SANITARY VENDING EQUIPMENT	0100	\$	1,538.67	074 OPERATIONS/CUSTODIAL
0000004709	12/20/2017	LOWE'S STORE #1661	CUSTODIAL EQUIPMENT - CH	0100	\$	398.28	074 OPERATIONS/CUSTODIAL
			TOTAL	\$	1,985.76	0	OPERATIONS/CUSTODIAL Total
0000004599	12/5/2017	A GOOD ROOFER, INC.	REROOF M&O BUILDING	4000	\$	25,900.00	075 MAINTENANCE
0000004629	12/7/2017	JEFF PAINTING	EXTERIOR PAINTING M&O BLDG	0100	\$	14,900.00	075 MAINTENANCE
0000004630	12/7/2017	COOLBOX PORTABLE STORAGE	STORAGE UNITS FOR ERC FLOOD	0100	\$	204.73	075 MAINTENANCE
0000004640	12/8/2017	PACIFICA GLASS CO., INC.	WINDOW FOR BERNARD'S OFFICE	0100	\$	706.00	075 MAINTENANCE
0000004649	12/12/2017	ATLAS CRANE SERVICE INC	CRANE TO LIFT HVAC UNIT - M&O	0100	\$	200.00	075 MAINTENANCE
0000004650	12/12/2017	COUNTYWIDE MECHANICAL	REPAIR SVCS - CP ELEVATOR ROOM	0100	\$	225.00	075 MAINTENANCE
0000004652	12/12/2017	KIRK PAVING, INC	SEAL COAT - HC	0100	\$	14,750.00	075 MAINTENANCE
0000004653	12/12/2017	LOWE'S STORE #1661	MAINTENANCE SUPPLIES	0100	\$	129.84	075 MAINTENANCE
0000004678	12/14/2017	ABABA BOLT	MAINT. SUPPLIES	0100	\$	126.84	075 MAINTENANCE
0000004684	12/15/2017	SO CAL AIR CONDITIONING SUPPLY CO	HVAC SUPPLIES	0100	\$	273.42	075 MAINTENANCE

0000004699	12/19/2017	JEFF PAINTING	EXTERIOR PAINTING-CNS BUILDING	0100	\$	14,900.00	075	MAINTENANCE
0000004708	12/20/2017	SHIFFLER EQUIPMENT SALES INC	CLOCKS FOR DISTRICT	0100	\$	1,492.05	075	MAINTENANCE
0000004710	12/20/2017	BRADY SO CAL INC	ACOUSTIC CEILING REPAIRS	0100	\$	10,610.00	075	MAINTENANCE
0000004711	12/20/2017	SO CAL AIR CONDITIONING SUPPLY CO	HVAC SUPPLIES	0100	\$	247.17	075	MAINTENANCE
				TOTAL	\$	84,665.05	0	MAINTENANCE Total
0000004574	12/4/2017	ZONAR SYSTEMS	BUS GPS TRACKING SYSTEM	0100	\$	12,465.16	076	TRANSPORTATION
0000004636	12/8/2017	FERGUSON ENTERPRISES INC	BUS WASH REPAIR SUPPLIES	0100	\$	67.78	076	TRANSPORTATION
0000004639	12/8/2017	LOWE'S STORE #1661	SUPPLIES FOR REPAIRS	0100	\$	8.18	076	TRANSPORTATION
0000004661	12/13/2017	INTERSTATE BATTERY OF SAN DIEGO INC	PARTS FOR VEHICLE REPAIRS	0100	\$	320.40	076	TRANSPORTATION
0000004662	12/13/2017	O'REILLY AUTO PARTS	SUPPLIES FOR BUS REPAIRS	0100	\$	184.00	076	TRANSPORTATION
0000004663	12/13/2017	TIRE CENTERS, LLC	TIRES FOR BUSES	0100	\$	2,320.68	076	TRANSPORTATION
0000004664	12/13/2017	BOB STALL CHEVROLET	PARTS FOR VEHICLE REPAIRS	0100	\$	75.43	076	TRANSPORTATION
0000004665	12/13/2017	TNT AUCTION INC.	GROUNDS EQUIPMENT	0100	\$	195.72	076	TRANSPORTATION
0000004666	12/13/2017	CREATIVE BUS SALES INC	PARTS FOR BUS REPAIRS	0100	\$	171.64	076	TRANSPORTATION
0000004667	12/13/2017	DIESEL POLLUTION SOLUTIONS INC	BUS REPAIRS	0100	\$	263.75	076	TRANSPORTATION
0000004668	12/13/2017	A-Z BUS SALES, INC.	SUPPLIES FOR BUS REPAIRS	0100	\$	120.74	076	TRANSPORTATION
0000004669	12/13/2017	O.T.T & D INC.	BUS REPAIRS	0100	\$	1,909.25	076	TRANSPORTATION
0000004682	12/15/2017	DELL MARKETING L.P.	COMPUTER - TRANSPORTATION	0100	\$	643.90	076	TRANSPORTATION
				TOTAL	\$	18,746.63	0	TRANSPORTATION Total
0000004651	12/12/2017	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY SVCS	0100	\$	86.47	077	FACILITIES MODERNIZATION
				TOTAL	\$	86.47	0	FACILITIES MODERNIZATION Total
0000004583	12/4/2017	AMAZON.COM	INVENTORY REPLENISHMENT	0100	\$	473.11	078	WAREHOUSE
0000004594	12/5/2017	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	\$	331.33	078	WAREHOUSE
0000004656	12/12/2017	MAINTEX INC	INVENTORY REPLENISHMENT	0100	\$	217.22	078	WAREHOUSE
0000004657	12/12/2017	MOORE MEDICAL CORP	INVENTORY REPLENISHMENT	0100	\$	445.05	078	WAREHOUSE
0000004658	12/12/2017	SCHOOL SPECIALTY, INC	INVENTORY REPLENISHMENT	0100	\$	108.87	078	WAREHOUSE
0000004659	12/12/2017	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	\$	952.62	078	WAREHOUSE
0000004691	12/18/2017	OFFICE DEPOT INC	INVENTORY REPLENISHMENT	0100	\$	56.25	078	WAREHOUSE
0000004692	12/18/2017	SOUTHWEST SCHOOL SUPPLY	INVENTORY REPLENISHMENT	0100	\$	156.45	078	WAREHOUSE
0000004693	12/18/2017	WAXIE SANITARY SUPPLY	INVENTORY REPLENISHMENT	0100	\$	414.19	078	WAREHOUSE
				TOTAL	\$	3,155.09	0	WAREHOUSE Total
0000004600	12/5/2017	KRC ROCK INC	GROUNDS SUPPLIES - DO	0100	\$	708.22	080	MAINTENANCE
0000004601	12/6/2017	EWING IRRIGATION PRODUCTS	RYE SEED FOR ALL TURF FIELDS	0100	\$	5,466.19	080	MAINTENANCE
0000004631	12/7/2017	LAKESIDE EQUIPMENT SALES AND	CONCRETE - HC	0100	\$	459.02	080	MAINTENANCE
0000004683	12/15/2017	CABLE, PIPE & LEAK DETECTION,	UTILITIES LOCATOR SVCS - RS	0100	\$	805.00	080	MAINTENANCE
				TOTAL	\$	7,438.43	0	MAINTENANCE Total
0000004584	12/4/2017	OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	1300	\$	157.46	090	CENTRAL KITCHEN
0000004673	12/14/2017	AMAZON.COM	PRINTER - CNS	1300	\$	182.10	090	CENTRAL KITCHEN
				TOTAL	\$	339.56	0	CENTRAL KITCHEN Total
0000004675	12/14/2017	GROUP VERTICAL	iPAD SUPPLIES	0100	\$	1,173.40	091	TECHNOLOGY SERVICES
				TOTAL	\$	1,173.40	0	TECHNOLOGY SERVICES Total
0000004687	12/15/2017	DELL MARKETING L.P.	COMPUTERS - PUBS/BUS	0100	\$	2,533.31	092	PUBLICATIONS
				TOTAL	\$	2,533.31	0	PUBLICATIONS Total
0000004602	12/6/2017	KANSAS STATE BANK	FINAL PAYMENT - MODULAR AT HC	0100	\$	20,169.78	097	BUSINESS SERVICES
0000004628	12/7/2017	WELLS FARGO BANK	SANTEE 2015 COPS & ESCROW	0100	\$	6,000.00	097	BUSINESS SERVICES
0000004637	12/8/2017	WASTE MANAGEMENT OF EL CAJON -	ROLL-OFFS SURPLUS TRASH	0100	\$	950.40	097	BUSINESS SERVICES
0000004718	12/21/2017	TRUCK DEPOT	M&O VEHICLE	0100	\$	21,313.91	097	BUSINESS SERVICES
				TOTAL	\$	48,434.09	0	BUSINESS SERVICES Total
Grand Total					\$	309,012.11	0	Grand Total

Consent Item D.2.4.
Prepared by Karl Christensen
January 16, 2018

Approval/Ratification of Revolving Cash Report

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:

Administration recommends approval of checks #22493 through #22494 on the \$20,000 Revolving Cash Account.

This recommendation supports the following District goal:

Fiscal Accountability

- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

The fiscal impact is \$1,710.32 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
12/07/17	22493	WalMart	Lorene Foster assistance for needy family	200.00
12/15/17	22494	Dawn Fehri	Payroll Advance-time sheet received late but submitted on time	1,514.06
		Adjustment to check 22478 paid to WalMart	Written for \$200.00 cashed for \$196.26	(3.74)

Total Checks Written

\$1,710.32

Total to be Reimbursed

\$1,710.32

Total to Deduct from Future Reimbursement

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 for Classroom Supplies	\$100.00	Penny A. Peters	Chet F. Harritt
Funds to Support the 6 th Grade Camp Program	\$1,000.00	World Mission Society Church of God	PRIDE Academy
Truck Rental/Gas/Mileage/Taxes	\$120.00	Home Depot	Santee Success Program
2.5 Cubic Yards of Top Soil	\$100.00	San Diego Rock	Santee Success Program
8.5 Cubic Yards of Fill Dirt, 1.5 Cubic Yards of Mulch	\$550.00	Waste Management	Santee Success Program
GRANTS			
"Grounded for Learning" Grant to Purchase "Wobble" Chairs	\$250.00	National Foundation for Autism Research	Hill Creek
"2018 Target Field Trip" Grant for Kindergarten Field Trips	\$700.00	Target/Scholarship America	Pepper Drive
Teacher Grants for Classroom Supplies:		National Foundation for Autism Research	
- S. Brownell	\$500.00		Rio Seco
- C. McPhillip	\$400.00		Sycamore Canyon
- T. Lincoln	\$300.00		Sycamore Canyon
TOTAL RECEIVED	\$4,020.00		

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 goals:

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 \$4,020.00.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

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 for the 2017-18 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
Carlton Oaks School	7.0	180	\$0.5350	\$674.10
Carlton Oaks School	11.4	98	\$0.5350	\$597.70
Carlton Hills School	3.0	180	\$0.5350	\$288.90
Total:				\$1,560.70

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 goals:

Learning Environment

- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.

Fiscal Accountability

- Financially support the vision, mission, and goals of the District by maximizing resources, controlling expenses, and managing assets to ensure fiscal solvency and flexibility.

FISCAL IMPACT:

The fiscal impact of \$1,560.70 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.2.6.

Consent Item D.2.7. Approval/Ratification of Expenditure Transactions
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
January 16, 2018

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 November 1, 2017 through November 30, 2017.

This recommendation supports the following District goal:

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 139 transactions totaling \$16,990.99 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.7.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20171103	ABEL,CATHY	CHILD NUTRITION	PREMCO MACHINE CO LLC	58.71	Walk-in refrigerator safety-release knob
20171103	ABEL,CATHY	CHILD NUTRITION	PAYPAL *STAPLEXCOMP	14.00	Staples
				<u>72.71</u>	
20171119	ALBERT,DIANN L	CHET F. HARRITT	AMAZON MKTPLACE PMTS	5.66	Word Attack development strategies for RSP
20171119	ALBERT,DIANN L	CHET F. HARRITT	AMAZON MKTPLACE PMTS	6.10	Word Attack development strategies for RSP
20171127	ALBERT,DIANN L	CHET F. HARRITT	AMAZON.COM AMZN.COM/BI	58.86	Fire tablet for attendance incentive
				<u>70.62</u>	
20171103	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMARTNFINAL92910809291	18.66	Board and PLT meeting supplies
20171105	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	38.29	PLT meeting supplies
20171107	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AWARDS BY NAVAJO	37.78	Engraving of Academic Achievement trophy
20171108	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	22.97	Board meeting supplies
20171117	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MARRIOTT	584.29	Accommodations for Member Ryan while attending Delegate Assembly and CSBA Annual Education Conference
20171122	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AWARDS BY NAVAJO	72.47	Board meeting supplies
				<u>774.46</u>	
20171112	BAKER,HOPE	OST PROGRAMS	AMAZON MKTPLACE PMTS	47.52	YALE Winter program Polar express movies (3) conductor hats (3)
20171129	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	102.50	YALE craft supplies for classroom and snack supplies/milk, salt, flour for projects
20171129	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	87.91	YALE teacher classroom and craft and art supplies. Foam sticks, glass ornaments, beads
				<u>237.93</u>	
20171116	BENEDETTO,ANGELO	CARLTON HILLS	GCI*MSCN-FRND-WB	1,688.42	Speaker system and stands. Stands have yet to arrive. Company is set to refund us. Then we will repurchase.
20171119	BENEDETTO,ANGELO	CARLTON HILLS	WINDY CITY NOVELTIE	88.50	Gold stars for student of the month incentives
20171119	BENEDETTO,ANGELO	CARLTON HILLS	AMAZON COM AMZN.COM/BI	605.78	DJ boards and laptop stands for DJ club
20171130	BENEDETTO,ANGELO	CARLTON HILLS	GROSSMONT THEATER	588.00	Movie tickets for 5th grade field trip
				<u>2,970.70</u>	
20171103	BILLICK,JERI	SYCAMORE CANYON	SMARTNFINAL92910809291	47.96	Popcorn for perfect attendance popcorn recess
20171106	BILLICK,JERI	SYCAMORE CANYON	THE HOME DEPOT #0673	31.58	Vegetables for the school garden planting
20171106	BILLICK,JERI	SYCAMORE CANYON	CARTERS HAY & GRAIN, I	14.50	Chicken food
				<u>94.04</u>	
20171105	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	40.89	Foldable ladder for Project SAFE site
20171116	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	34.07	Fundraiser non-compliant day food project, gloves and food items to make project
20171116	BRASHER,PAMELA	OST PROGRAMS	FOOD4LESS #0349	20.93	Fundraiser for Project SAFE sites non-compliant day food project. Cerial glove turkeys
20171119	BRASHER,PAMELA	OST PROGRAMS	SUBWAY 00150342	31.16	Lunch meeting for staff at Cajon Park
20171119	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	22.43	Cabinet locks to secure cabinets/refridgerator for special needs child
20171120	BRASHER,PAMELA	OST PROGRAMS	THE HOME DEPOT 673	48.96	Child locks on cabinets and refrigerator
20171122	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #908	34.62	Notebooks for office use and box for Holiday Care forms to be stored
20171122	BRASHER,PAMELA	OST PROGRAMS	THE HOME DEPOT 673	-11.84	Unused locks for cabinets and refrigerator for Hill Creek P SAFE
20171124	BRASHER,PAMELA	OST PROGRAMS	BIG LOTS STORES - #400	32.33	Big Game for school breaks at the P SAFE sites
20171126	BRASHER,PAMELA	OST PROGRAMS	JOANN STORES #1841	38.75	Service project material for the children to make blankets for donation
20171127	BRASHER,PAMELA	OST PROGRAMS	THE HOME DEPOT 1053	50.43	Supplies for Winter Break, cut out snow man for photos, hot wheel cars
20171130	BRASHER,PAMELA	OST PROGRAMS	TICKETS*SD PADRES	100.00	Deposit for summer field trip for Project SAFE to the Padre game
				<u>442.73</u>	
20171110	EDMONSTON,ERICA	RIO SECO	FOOD4LESS #0349	6.48	Refreshments for ELAC meeting
20171119	EDMONSTON,ERICA	RIO SECO	FOOD4LESS #0349	57.31	Ice Cream Sandwiches for Honor Roll celebration
20171129	EDMONSTON,ERICA	RIO SECO	GROSSMONT THEATER	511.00	Admission to movie theater for 6th grade field trip to see "Wonder" in support of literacy program
				<u>574.79</u>	
20171115	HECK,TERRY	PRIDE ACADEMY	AM GREETINGS*SHOP	24.23	Greeting cards
20171116	HECK,TERRY	PRIDE ACADEMY	VOKI	39.99	Avatar creator for students. Used for ELA and SS formative assessments Grade 4/5.
				<u>64.22</u>	
20171102	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #1917	29.23	Supplies for staff STEAM activity
20171105	HICKS,TYLENE	CHET F. HARRITT	DEMCO INC	21.68	Calendar for Librarian
20171123	HICKS,TYLENE	CHET F. HARRITT	JOANN STORES #1011	71.81	Materials and supplies for Cheetah Learning Lab
20171126	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #3524	21.62	Supplies for Cheetah Learning Lab
				<u>144.34</u>	
20171130	HOOKS,TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	16.60	Protection plan for office paper shredder
				<u>16.60</u>	
20171129	JOHNSTON,ANDREW	CARLTON OAKS	AMAZON VIDEO ON DEMAND	3.99	Personal purchase in error. Santee School District was reimbursed and a memo was sent
				<u>3.99</u>	
20171127	LOCKE,SUMMER	PEPPER DRIVE	VISTAPR*VISTAPRINT.COM	101.89	Notepads and Post-Its for staff feedback from admin/counseling team
20171128	LOCKE,SUMMER	PEPPER DRIVE	PAYPAL *PROTECTCONN	250.00	Professional Development-Registration for Climate Committee to attend School Climate Conference
				<u>351.89</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20171112	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AVTECH SOFTWARE INC	99.95	Server Room monitoring software
20171115	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM AMZN.COM/BI	6.99	USB 3.0 cable
20171116	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLCE PMTS	36.71	External DVD kit
20171116	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	ABM PARKING PLAZA LAS	5.00	CETPA - parking
20171116	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	MODERN PARKING LOC 982	13.00	CETPA - parking
20171117	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	MODERN PARKING LOC 982	13.00	CETPA - parking
20171119	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WWW.ACTIVE4 ME	149.00	App to scan runner barcodes for PD
20171119	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	FITNESS FINDERS INC	90.49	Toe tokens for PD run club
20171119	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	MODERN PARKING LOC 982	13.00	CETPA - parking
20171120	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security system
20171123	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	THE HOME DEPOT 673	10.65	Tools
				<u>462.78</u>	
20171108	MARTIN, SUZANNE	HILL CREEK	BARNES&NOBLE.COM-BN	31.75	Jr Library books
20171109	MARTIN, SUZANNE	HILL CREEK	AMAZON MKTPLCE PMTS	39.95	Office supplies
20171112	MARTIN, SUZANNE	HILL CREEK	AMAZON MKTPLCE PMTS	32.97	Office supplies
20171117	MARTIN, SUZANNE	HILL CREEK	AMAZON MKTPLCE PMTS	20.46	Office supplies
20171126	MARTIN, SUZANNE	HILL CREEK	SANTILLANA USA	20.42	Elective materials - Language
				<u>145.55</u>	
20171103	MCGINTY, MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #5125	105.57	Binders and protective sleeves for resource curriculum
20171103	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMAZON.COM AMZN.COM/BI	43.04	Binders for curriculum
20171115	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLCE PMTS	368.17	Laminating pouches and toner cartridges for classrooms
20171123	MCGINTY, MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #5125	26.74	Office supplies/pens
				<u>543.52</u>	
20171110	MCKINNON, KATHY	EDUCATIONAL SERVICES	PAYPAL *HOPEKINGTEA	360.00	Prof Dev. - conference registration - J. Rolf
20171115	MCKINNON, KATHY	EDUCATIONAL SERVICES	SMARTNFINAL92910809291	36.97	Prof Dev. - food - Nov. Professional Development
20171116	MCKINNON, KATHY	EDUCATIONAL SERVICES	FOOD4LESS #0349	12.43	Prof Dev. - food - 11/16/17 ILT meeting
20171129	MCKINNON, KATHY	EDUCATIONAL SERVICES	REUBEN H FLEET BOX OFF	528.24	Alternative School - Field Trip Fund - Science To Go Workshops
				<u>937.64</u>	
20171106	MINUTELLI, DAWN	EDUCATIONAL SERVICES	CUE	310.00	Travel Registration CUE - D. Minutelli
20171108	MINUTELLI, DAWN	EDUCATIONAL SERVICES	AMAZON MKTPLCE PMTS	35.55	ERC Admin - supplies (Accidental personal charge - District reimbursed)
20171109	MINUTELLI, DAWN	EDUCATIONAL SERVICES	AMAZON MKTPLCE PMTS	7.99	ERC Admin - supplies (Accidental personal charge - District reimbursed)
20171116	MINUTELLI, DAWN	EDUCATIONAL SERVICES	TARGET 00014852	33.35	ERC Admin - supplies - journals
				<u>386.89</u>	
20171116	MONTLER, BONNER M	EDUCATIONAL SERVICES	OCEANA GRILL	23.43	2017 DoDEA Grantee All Hands: dining
20171116	MONTLER, BONNER M	EDUCATIONAL SERVICES	KRYSTALS	9.42	2017 DoDEA Grantee All Hands: dining
20171116	MONTLER, BONNER M	EDUCATIONAL SERVICES	KRYSTALS	7.98	2017 DoDEA Grantee All Hands: dining
20171119	MONTLER, BONNER M	EDUCATIONAL SERVICES	NOLA RESTAURANT	34.86	2017 DoDEA Grantee All Hands: dining
20171120	MONTLER, BONNER M	EDUCATIONAL SERVICES	HUDSON NEWS ST1481	3.79	2017 DoDEA Grantee All Hands: dining
20171120	MONTLER, BONNER M	EDUCATIONAL SERVICES	MARRIOTT	944.23	2017 DoDEA Grantee All Hands - at JW Marriot in New Orleans, LA
20171120	MONTLER, BONNER M	EDUCATIONAL SERVICES	MARRIOTT	-216.71	2017 DoDEA Grantee All Hands - at JW Marriot in New Orleans, LA - Adjusted rate.
20171120	MONTLER, BONNER M	EDUCATIONAL SERVICES	CREOLE HOUSE RESTAURANT	15.55	2017 DoDEA Grantee All Hands: dining
				<u>822.55</u>	
20171116	OLANDER, MICHAEL	CAJON PARK	PINK DONUT	247.45	Honor Roll incentive
				<u>247.45</u>	
20171101	PIERCE, STEPHANIE	EDUCATIONAL SERVICES	CCSESA	450.00	Travel - CISC Leadership Symposium 2018 - S. Pierce
20171109	PIERCE, STEPHANIE	EDUCATIONAL SERVICES	CUE	310.00	Prof Dev - CUE Conference - S. Pierce
				<u>760.00</u>	
20171106	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	CUE	310.00	Teacher registration fee for CUE Palm Springs.
20171106	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	CUE	310.00	Teacher registration fee for CUE Palm Springs.
				<u>620.00</u>	
20171106	RIFFEL, MEREDITH	PUPIL SERVICES	OTC BRANDS, INC.	61.96	Materials for Ed Gigliotti
20171119	RIFFEL, MEREDITH	PUPIL SERVICES	MARRIOTT	346.62	Hotel for Patricia Hodge for DODEA grant conference
20171120	RIFFEL, MEREDITH	PUPIL SERVICES	TAXI SVC NEW ORLEANS	36.00	Travel expense for Dodea grant for Meredith
20171120	RIFFEL, MEREDITH	PUPIL SERVICES	MARRIOTT	796.57	Hotel for Meredith for DODEA conference
				<u>1,241.15</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20171101	ROSA,JIM	HILL CREEK	SMARTNFINAL92910809291	20.98	Incentive prize
20171110	ROSA,JIM	HILL CREEK	DOMINO'S 7708	71.30	Student incentive event
20171113	ROSA,JIM	HILL CREEK	TOYSRUS-BABIESRUS.COM	48.25	Globes for classroom
20171115	ROSA,JIM	HILL CREEK	SMARTNFINAL92910809291	30.35	Incentive prizes
20171116	ROSA,JIM	HILL CREEK	AMAZON MKTPLACE PMTS	179.85	Tech purchase
20171121	ROSA,JIM	HILL CREEK	FREE FORM CLAY & SUPPL	185.61	Arts Attack supplies
				<u>536.34</u>	
20171103	SAUNDERS,LEAH	CARLTON OAKS	AMAZON.COM AMZN.COM/BI	113.58	Counseling curriculum for Jr. High
20171103	SAUNDERS,LEAH	CARLTON OAKS	AMAZON.COM AMZN.COM/BI	10.62	Curriculum resources for students
20171105	SAUNDERS,LEAH	CARLTON OAKS	AMAZON.COM AMZN.COM/BI	34.58	Student curriculum and supplies for Growth Mindset
20171105	SAUNDERS,LEAH	CARLTON OAKS	LOWES #01661*	139.85	Garden supplies for School Beautification
20171112	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	32.48	Student incentives
20171112	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	72.69	Custodial supplies and signs
20171113	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	36.06	Custodial supplies and signs
20171114	SAUNDERS,LEAH	CARLTON OAKS	AMAZON.COM AMZN.COM/BI	29.08	Student incentive award
20171114	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	139.95	Testing supplies
20171114	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	46.91	Student incentives
20171115	SAUNDERS,LEAH	CARLTON OAKS	CREATIVE TEACHING PRES	<u>90.93</u>	Teacher materials
20171116	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	85.68	Trevor Romain Counseling- Club supplies
20171123	SAUNDERS,LEAH	CARLTON OAKS	AMAZON MKTPLACE PMTS	159.54	Campus Aide outdoor sun safety supplies
				<u>991.95</u>	
20171103	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	20.26	Book for M. Rashap
20171103	SCHWELLER,JOHN	PUPIL SERVICES	TARGET 00014852	14.54	Baby wipes for S. Luedeman class
20171116	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	-35.57	Materials for SSP
20171120	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	37.12	Supplies for SSP
20171128	SCHWELLER,JOHN	PUPIL SERVICES	TARGET 00014852	14.54	Baby wipes for SDC class
20171128	SCHWELLER,JOHN	PUPIL SERVICES	SLP TOOLKIT \$180/YEAR	150.00	Speech program for S. Bartfeld
				<u>200.89</u>	
20171102	SHEEN,KRISTINA D	OST PROGRAMS	TARGET 00014852	158.22	Toys and supplies for CO and HC P SAFE Legos Magnetics, glue sticks for craft and timers
20171102	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	316.33	Games and toys for CP PSafe cards dolls, craft items. Office supplies for ERC
20171106	SHEEN,KRISTINA D	OST PROGRAMS	GOODWILL INDUSTRIES #2	20.67	Puzzles and math games, multi game set
				<u>495.22</u>	
20171101	SIMKO,JOHANNA	CAJON PARK	AMAZON MKTPLACE PMTS	7.99	T-Pins
20171101	SIMKO,JOHANNA	CAJON PARK	SMARTNFINAL92910809291	11.67	Popsicles for perfect attendance incentive
20171110	SIMKO,JOHANNA	CAJON PARK	AMAZON.COM	64.66	Rain gear for the parking lot traffic director
20171110	SIMKO,JOHANNA	CAJON PARK	IDENTAKID	102.08	Labels for our check in system
20171117	SIMKO,JOHANNA	CAJON PARK	REGAL CINEMAS PARKWAY	1,819.00	5th grade field trip to see Wonder
20171119	SIMKO,JOHANNA	CAJON PARK	REGAL CINEMAS PARKWAY	515.63	Concession included in the group ticket price for private theater
20171119	SIMKO,JOHANNA	CAJON PARK	REGAL CINEMAS PARKWAY	360.94	Concession included in the group ticket price for private theater
20171122	SIMKO,JOHANNA	CAJON PARK	AMAZON MKTPLACE PMTS	18.31	Printer cartridge
				<u>2,900.28</u>	
20171106	SIMPSON,DEBRA	RIO SECO	GTM DISCOUNT GENERAL S	64.63	Equipment and materials for junior high culinary arts elective.
				<u>64.63</u>	
20171105	SOUTHCOTT,STEPHANIE	CARLTON HILLS	SANDWICH BAGS	53.05	Lunch for interview panel
20171110	SOUTHCOTT,STEPHANIE	CARLTON HILLS	TARGET.COM *	754.14	Book shelves for the Literacy Center
20171110	SOUTHCOTT,STEPHANIE	CARLTON HILLS	AMAZON MKTPLACE PMTS	88.39	DJ Elective equipment/storage
20171112	SOUTHCOTT,STEPHANIE	CARLTON HILLS	AMAZON MKTPLACE PMTS	52.61	Teacher recognition
				<u>948.19</u>	
20171110	STARKEY,MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	351.77	Video display and mount
20171117	STARKEY,MARK	INFORMATION TECHNOLOGY	CITY PASADENA	1.25	CETPA-parking
20171119	STARKEY,MARK	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	145.94	Cabling & supplies
20171121	STARKEY,MARK	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	169.82	Cabling & supplies
20171122	STARKEY,MARK	INFORMATION TECHNOLOGY	AMAZON.COM	96.96	Keyboards
20171122	STARKEY,MARK	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	47.38	Video cables
20171123	STARKEY,MARK	INFORMATION TECHNOLOGY	AMAZON.COM AMZN.COM/BI	53.82	Cable raceway
				<u>866.94</u>	
				<u><u>18,990.99</u></u>	

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 October 1, 2017 through December 31, 2017			
	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 December 31, 2017 and authorize administration to submit the report to SDCOE.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

BACKGROUND:

From time to time, the District contracts with individuals, companies, or organizations to provide various types of services within the following scopes:

- Consultants: Those providing professional advice or specialized technical or training services
- General Service Providers: Those providing general services not fitting the description of a consultant

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 or an employee to be paid by payroll warrant for withholding and payment of appropriate payroll taxes. This analysis generally involves an assessment of the degree of control the District will have over the service provider's schedule and work methods.

The attached table presents requests for Consultants and General Service Providers. (NOTE: Those providing services on an annual, on-going basis are approved separately by the Board as Annual Contract Renewals)

RECOMMENDATION:

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

This recommendation supports the following District goals:

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 is disclosed on the attached page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.9.

**Consultant / General Service Provider Report
January 16, 2018**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Teresa Herman	General Service Provider	In Class Field Trip "California Rancho Days"	12/11/17 - 12/13/17	\$525.00 (not to exceed)	Carlton Oaks	Independent Contractor

BACKGROUND:

As required by law, each year Santee School District contracts with an independent certified public accountant for an annual audit of its financial records for the prior year. The District contracted with Vavrinek, Trine, Day & Co., LLP to perform all necessary work for the 2016-17 audit report.

The 2016-17 report is now complete. Copies of the audit report may be obtained from Business Services and additional copies will be available at the Board meeting for review.

Copies of this audit report have been forwarded by the auditor as required by law to:

- ✓ State Department of Finance, Office of Financial and Performance Accountability,
- ✓ State Department of Education, Audit Department, and
- ✓ San Diego County Clerk's Office.

This year there were no findings or recommendations and no restatements of fund balances.

RECOMMENDATION:

It is recommended that the Board of Education accept the 2016-17 audit report as submitted.

This recommendation supports the following District goal:

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 Audit report contains financial details for the District's 2016-17 fiscal year. There is no fiscal impact in accepting the report. Professional auditor services for 2017-18 are budgeted at \$25,000.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.10.



VAVRINEK, TRINE, DAY & CO., LLP
Certified Public Accountants

VALUE THE *difference*

To the Governing Board
Santee School District
Santee, California

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Santee School District (the District) as of and for the year ended June 30, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 10, 2017. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the year. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statements were:

Management's estimate of capital asset depreciation is based on the expected useful life for assets being capitalized and as described in Note 1 to the financial statements. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole. This information is disclosed in Note 5 to the financial statements.

Additionally, the estimate of the future costs of postemployment benefits provided to retirees is based upon current information about the District's employees, benefit plans, and health care rates. These factors are considered by the actuary in determining both the estimated liability and the current year required contribution to the plan. Management's estimate of the other postemployment benefits obligation liability is based on actuarial valuations performed. We evaluated the key factors and assumptions used to develop the liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Lastly, the estimate of the future costs of pension plan benefits provided to retirees is based upon employee members' final compensation, age and years of service credit, District contributions to the plans, and projected retirement pension benefit pay-outs. These factors are considered by the actuary in determining the estimated liability, as well as deferred inflows and outflows of resourced associated with the liability. Note 14 to the financial statements provides additional information about the actuarial methods and assumptions used, and the required supplementary information provides the schedule of progress toward funding this liability.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements.

Disagreements With Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 8, 2017.

Management Consultations With Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we applied certain limited procedures to the Budgetary Comparison Schedule, the Schedule of Other Postemployment Benefits (OPEB) Funding Progress, the Schedule of the District's Proportionate Share of the Net Pension Liability, the Schedule of District Contributions, and the Management's Discussion and Analysis, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the accompanying supplementary information, which accompany the financial statements, but are not RSI. We did not audit or perform other procedures on this other information, and we do not express an opinion or provide any assurance on this other information.

Restriction on Use

This information is intended solely for the use of the Governing Board and management of the District, and is not intended to be and should not be used by anyone other than these specified parties.

Vavrinek, Trine, Day & Co., LLP

Rancho Cucamonga, California
December 8, 2017

Consent Item D.2.11.
Prepared by Karl Christensen
January 16, 2018

Adoption of Resolution No. 1718-14 of the Board of Education of the Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to San Diego Gas & Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the PRIDE Academy School Site Property

BACKGROUND:

San Diego Gas & Electric (SDG&E) operates the Power Your Drive program to install 3,500 electric vehicle charging stations at apartments, condos and businesses. These stations are installed at no cost for property in disadvantaged communities and at low cost for others. Property owners are not responsible for any maintenance, upkeep, or billing since users can be billed directly on their SDG&E bill.

Applications were submitted for Pepper Drive and PRIDE Academy located in disadvantaged communities and both sites were approved by SDG&E for the Power Your Drive Program. Plans have been finalized by SDG&E for PRIDE Academy in consultation with the Principal and the Director, Facilities. In order to move forward with the project at PRIDE Academy, it is necessary to grant an easement to SDG&E.

The easement consists of those strips of land, including all of the area lying between the exterior sidelines, which sidelines shall be three (3) feet, measured at right angles, on each exterior side of charging stations and infrastructure installed. After construction is complete, a survey may be conducted of the installed Facilities as an "as-built" drawing(s) to prepare a metes and bounds or "center line" description(s) of the actual location of said facilities. If a survey is conducted, SDG&E shall then prepare and record in the Office of the County Recorder of the County of San Diego, an "Amendment to Easement", using said "asbuilt" drawing(s) and metes and bounds description(s) as a substitute ("Final Easement") and replacement to the Initial Easement.

The process for granting an easement is as follows:

1. Board adopts a Resolution of Intention to Convey the easement which establishes the date for a public hearing to be held no earlier than 10 days after adopting the Resolution of Intent. (Hearing date is set for February 6, 2018);
2. Publish notice in the newspaper of the hearing at least 5 days before; and post a resolution signed by the Board (or at least majority thereof) in three public places at least 10 days before the hearing;
3. Hold a public hearing before the Board at the established time (at a regular meeting), on conveyance of the easement.

4. Board adopts a resolution to convey the easement, unless the Board receives a petition signed by at least 10 percent of the qualified electors in the District (in which case the County Superintendent of Schools would have to approve the easement first).
5. Sign and deliver easement to SDG&E for acceptance and recording.

RECOMMENDATION:

It is recommended the Board of Education Adopt Resolution No. 1718-14 of the Board of Education of the Santee School District Declaring the Board's Intent to Consider the Conveyance of an Easement to San Diego Gas & Electric for Installation and Maintenance of Electric Vehicle Charging Stations on the PRIDE Academy School Site Property.

This recommendation supports the following District goal:

Learning Environment

- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.

FISCAL IMPACT:

The fiscal impact is estimated at \$200 for attorney services. All construction, maintenance, and electricity charges to be paid by SDG&E.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.11.

RESOLUTION NO. 1718-14

**RESOLUTION OF THE BOARD OF EDUCATION OF
THE SANTEE SCHOOL DISTRICT DECLARING THE
BOARD'S INTENT TO CONSIDER THE
CONVEYANCE OF AN EASEMENT TO SAN DIEGO
GAS & ELECTRIC FOR INSTALLATION AND
MAINTENANCE OF ELECTRIC VEHICLE
CHARGING STATIONS ON THE PRIDE ACADEMY
SCHOOL SITE PROPERTY**

WHEREAS, San Diego Gas & Electric ("SDG&E") has requested that the Santee School District ("District") dedicate a utility easement to SDG&E upon the School District's property at PRIDE Academy School ("Easement") for the purposes of installing and maintaining electric vehicle charging stations ("Facilities"). The form of the proposed Easement shall be those strips of land, including all of the area lying between the exterior sidelines, which sidelines shall be three (3) feet, measured at right angles, on each exterior side of all Facilities installed within PRIDE Academy School ("Initial Easement"). After construction is complete, a survey may be conducted of the installed Facilities as an "as-built" drawing(s) to prepare a metes and bounds or "center line" description(s) of the actual location of said facilities. If a survey is conducted, SDG&E shall then prepare and record in the Office of the County Recorder of the County of San Diego, an "Amendment to Easement", using said "asbuilt" drawing(s) and metes and bounds description(s) as a substitute ("Final Easement") and replacement to the Initial Easement.

WHEREAS, the District desires to provide the Easement to SDG&E for installing and maintaining the Facilities on the PRIDE Academy School property, pursuant to the terms and conditions set forth in the Easement;

WHEREAS, the District's Board of Education ("Board") must, prior to dedicating an easement, adopt a resolution declaring its intention to dedicate such easement in a regular open meeting by two-thirds (2/3) vote of all of its members;

WHEREAS, in accordance with Education Code § 17557 et. seq., the Board must fix a time at its regular place of meeting for a public hearing on the question of dedicating the Easement; and

WHEREAS, the District is required to post copies of this Resolution, signed by the Board, or majority thereof, in three (3) public places within the District's boundaries not less than ten (10) days before the public hearing, and publish notice once, not less than five (5) days before the public hearing, in a newspaper of general circulation published in the District, if there is one, or, if there is no such

newspaper published in the District, then in a newspaper published in the county which has a general circulation in the District; and

NOW, THEREFORE, THE BOARD DOES HEREBY DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. That the Board declares its intent to dedicate the Easement to SDG&E upon the terms and conditions set forth in the Easement.

Section 3. That the Board hereby establishes February 6, 2018, for a public hearing on the question of whether to convey the Easement to SDG&E, to be held at 7:00 p.m., or as soon thereafter as reasonably practical, at the District's regularly scheduled and noticed Board meeting.

Section 4. The District's staff shall post this Resolution in three (3) public places within the District's boundaries and publish notice of the adoption of this Resolution, and take any other action as may be reasonably necessary to effectuate the purpose of this Resolution.

APPROVED, ADOPTED, AND SIGNED this 16th day of January, 2018.

SANTEE SCHOOL DISTRICT

By _____
Diane El-Hajj, Board President

By _____
Ken Fox, Board Vice President

By _____
Dustin Burns, Board Clerk

By _____
Elana Levens-Craig, Board Member

By _____
Barbara Ryan, Board Member

I, Ken Fox, Clerk of the Board of Education of the Santee School District, do hereby certify that the foregoing Resolution No. 1718-14 was regularly introduced and adopted by the District Board of Education at a duly-noticed regular meeting held on the 5th day of December, 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Clerk of the Board of Education
Santee School District

ATTACHMENT I

Proposed Easement

Recording Requested by
San Diego Gas & Electric Company

When recorded, mail to:

San Diego Gas & Electric Company
8335 Century Park Court
San Diego, CA 92123-1569
Attn: Real Estate Records – CP12A

SPACE ABOVE FOR RECORDER'S USE

Project No.: 752022-010
Const. No.: 2096870
A.P.N. No.: 386-410-24
SR No.: 251568

Transfer Tax None
SAN DIEGO GAS & ELECTRIC COMPANY

RW 368906

EASEMENT

SANTEE SCHOOL DISTRICT, (“Grantor”), grants to SAN DIEGO GAS & ELECTRIC COMPANY, a corporation (Grantee), an easement and right of way in, upon, over, under and across the lands hereinafter described, to erect, construct, change the size of, improve, reconstruct, relocate, repair, maintain, and use facilities consisting of (“Facilities”):

1. Underground facilities, together with aboveground structures consisting of, but not limited to, pad-mounted electrical equipment, and ten (10) electric vehicle charging stations (“EV Stations”), and all appurtenances for the distribution of electricity to the Facilities.
2. Communication facilities, and appurtenances, which can include, Supervisory Control and Data Acquisition (“SCADA”)

The Facilities will be installed at such locations and elevations upon, along, over and under the hereinafter described easement as Grantee may now or hereafter deem convenient or necessary. Grantee also has the right of ingress and egress, to, from and along this easement in, upon, over and across the hereinafter described lands. Grantee further has the right, but not the duty to clear and keep this easement clear from explosives, buildings, structures and materials.

The property in which this easement and right of way is hereby granted is situated in the County of San Diego, State of California described as follows:

The Easterly 125.00 feet of the Northerly 872.00 feet of Lot 3 and the Westerly 440.00 feet of the Northerly 872.00 feet of Lot 4 in Block B of Fanita Rancho, according to Map thereof No. 688, filed in the Office of the County Recorder of said County of San Diego.

The easement in the aforesaid property shall be those strips of land, including all of the area lying between the exterior sidelines, which sidelines shall be three (3) feet, measured at right angles, on each exterior side of all Facilities installed within said property on or before **December 31, 2018**, and **said easement shall be located within the area as shown and delineated as "General Location" on Exhibit A, attached hereto and made a part hereof.**

Upon the installation of said Grantee's Facilities, Grantor may survey the location of said installed Facilities as an "as-built" drawing(s) and prepare a metes and bounds or "center line" description(s) of the actual location of said facilities. Grantee shall then prepare and record in the Office of the County Recorder of the County of San Diego, an "Amendment to Easement", using said "as-built" drawing(s) and metes and bounds description(s) as a substitute and replacement to the "blanket" easement description contained in this easement.

It is understood and agreed by Grantor, and its successors-in-interest, that its interest shall be subordinate to the substituted easement description as if the substituted easement description was fully set forth at the time of this grant.

In order to provide adequate working space for Grantee, Grantor shall not erect, place or construct, nor permit to be erected, placed or constructed any building or other structure, deposit any materials, plant any trees and/or shrubs or change ground elevation within eight (8) feet of the front of the door or hinged opening of any above ground Facility (other than the EV Station) and within three (3) feet of the EV Station installed within this easement.

Grantor shall provide at all times, a delineated space surrounding each EV Station, so that each EV Station may be accessed and used by an electric vehicle for charging. One (1) space shall be marked for electric vehicles only; and shall be used only while such vehicles are being charged. The remaining nine (9) shall be marked for electric vehicles only, however, such vehicles do not have to be actively charging.

Grantor grants to Grantee the right to erect and maintain on Grantor's property immediately adjacent to this easement retaining walls and/or protective barricades as may be necessary for Grantee's purposes.

Grantor shall not erect, place or construct, nor permit to be erected, placed or constructed, any building or other structure, plant any tree, drill or dig, within this easement.

Grantor shall not increase or decrease the ground surface elevations within this easement after installation of Grantee's Facilities, without prior written consent of Grantee.

Grantee shall have the right but not the duty, to trim or remove trees and brush along or adjacent to this easement and remove roots from within this easement whenever Grantee deems it necessary. Said right shall not relieve Grantor of the duty as owner to trim or remove trees and brush to prevent danger or hazard to property or persons.

Grantor and Grantee agree to comply with all laws, ordinances, and regulations that apply to the easement area.

CONDUITS CARRY HIGH VOLTAGE ELECTRICAL CONDUCTORS, therefore Grantor shall not make or allow any excavation or fill to be made within this easement WITHOUT FIRST

NOTIFYING SAN DIEGO GAS & ELECTRIC COMPANY BY CALLING (619) 696-2000, and OBTAINING PERMISSION.

This easement shall be binding upon and inure to the benefit of successors, heirs, executors, administrators, permittees, licensees, agents or assigns of Grantor and Grantee.

Upon Grantor and Grantee's mutual agreement, at both parties' sole discretion, Grantee shall furnish Grantor a good and sufficient Quitclaim Deed to Grantor of all of Grantee's right, title and interest in and to the easement. Additionally, after ten (10) years from the date that the EV Station is installed, Grantor may send Grantee notice that it would like Grantee to remove the EV Station After such EV Station is removed by Grantee, Grantee shall furnish Grantor a good and sufficient Quitclaim Deed to Grantor of all of Grantee's right, title and interest in and to the easement.

IN WITNESS WHEREOF, Grantor executed this instrument this _____ day of _____, 20____.

SANTEE SCHOOL DISTRICT

By: _____

Name: _____
PRINT NAME

Title: _____

Drawn: BCorbilla
Checked: _____
Date: 11/07/2017
Site No: WP170331
Site Name: Santee School District-Pride Academy

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

COUNTY OF _____

On _____, before me _____,
(name, title of officer)

personally appeared _____,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Signature of Notary Public)

(Notary Seal)

EXHIBIT A
GENERAL LOCATION

Consent Item D.3.1.

Approval of School Accountability Report Cards
for the 2016-17 School Year

Prepared by Dr. Stephanie Pierce
January 16, 2018

BACKGROUND:

The Santee School District is required to annually prepare and issue a School Accountability Report Card (SARC) for each school. A model report card was adopted by the State Department of Education to assist districts in meeting the requirements of the law. This year, the CDE provided a standardized web template for SARCs, and hosts completed SARCs on their website (<http://www.sarconline.org/>).

Administration verifies that the SARC for each school addresses the State requirements.

All SARCs are posted in the “Schools” section of the district website. In addition, each school’s SARC will be linked under the “About Us” section of the school webpage. With the high volume of Santee School District website visits on a daily basis, web access to the SARCs is environmentally friendly and cost efficient. It also provides an automatic translation option utilizing Google Translate services. A copy of the SARCs will be available at the board meeting for review.

RECOMMENDATION:

Administration recommends approval of the School Accountability Report Cards for the 2016-17 school year.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

School Accountability Report Cards provide parents and community members student achievement data, special program information and other important information regarding the quality of their child’s school programs.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

BACKGROUND:

California Education Code Section 32288 requires that each school district annually approve the comprehensive school safety plans. The Code also requires that each school site council develop and approve the school safety plan.

Presented for approval are the School Safety Plans for Cajon Park, Carlton Hills, Carlton Oaks, Chet F. Harritt, Hill Creek, Pepper Drive, PRIDE Academy at Prospect Avenue, Rio Seco, and Sycamore Canyon Schools. The plans contain specific action plans as well as clearly stated School Safety Strategies. Additionally, each plan contains the requirements of Education Code Section 32282 (a), namely:

- Conduct an assessment of the current status of crime committed at schools
- Identify appropriate strategies and programs that will provide or maintain a high level of school safety
- Child abuse reporting procedures
- Disaster procedures
- Policies pursuant to the Education Code for students serious acts that would lead to suspension and expulsion
- Procedures to notify teachers of dangerous pupils
- A discrimination and harassment policy
- Provision of a student dress code that prohibits “gang-related” apparel
- Procedures for safe ingress and egress of pupils, parents and school employees to and from school
- A safe and orderly environment conducive to learning
- District rules on student discipline, and
- Hate crime reporting procedures.

A copy of the Safety Plans will be available at the board meeting for review.

RECOMMENDATION:

Administration recommends that the Board of Education approve the comprehensive school safety plans.

This recommendation supports the following District goals:

- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.

FISCAL IMPACT:

There is no significant cost to the implementation of the procedures outlined in the safety plans.

ACADEMIC ACHIEVEMENT IMPACT:

The plan describes a process for insuring school safety, and thereby, also insures that student and staff enjoy a safe school learning environment.

Motion: _____ Second: _____ Vote: _____ Agenda Item D.3.2.

BACKGROUND

State regulations governing Single Plans for Student Achievement require that the Board of Education annually approve the plans for each of the schools. The 2017-18 Single Plans and budgets have been approved by each school site council and meet the requirements of the applicable regulations. These plans were written utilizing the state template and include goals based on current student performance data and alignment with our District Local Control Accountability Plan (LCAP) goals and action services. In addition, each site has completed a Parent Involvement Policy as outlined in Board Policy and Administrative Regulation 6020 and these policies are attached in each Single Plan. A copy of each site's Single Plan for Student Achievement will be available at the Board meeting for public review.

RECOMMENDATION

Administration recommends approval of the Single Plans for Student Achievement and Parent Involvement Policy for each of the schools.

This recommendation supports the following District goal:

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

FISCAL IMPACT

Approval of the Single Plans for Student Achievement will provide authorization for school staffs to expend state and federal funds to support program development focusing on student achievement during the 2017-18 school year.

STUDENT ACHIEVEMENT IMPACT:

The Single Plan for Student Achievement for each school includes a comprehensive plan to improve the academic performance of students. The plan reflects the collection and analysis of student performance data, the setting of priorities for program improvement, the rigorous use of effective strategies, and the ongoing monitoring of student achievement. The template provides a structured means to improve teaching and learning to meet Common Core State Standards. In addition, parent involvement policies encourage home-school communication which is essential in student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.3.

Consent Item D.3.4.

Approval of Memorandum of Understanding Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2017-2018

Prepared by Dr. Stephanie Pierce
January 16, 2018

BACKGROUND:

The After School Education and Safety Program (ASES) operates in accordance with the provisions of the California Education Code (EC) sections 8482-8484.7 and has provided before and after school programs since the 2007-2008 school year. This program delivers a minimum of 1.5 hours of activities before school and a minimum of 3.0 hours after school. ASES is eligible to receive a three-year grant that shall be awarded in three one-year increments and is subject to semiannual attendance reporting once every three years and has proven to be a successful program.

Included in the Memorandum of Understanding (MOU) are stipulations and conditions such as attendance and staffing requirements, expenditure and monitoring guidelines, and pupil and school safety. Presented tonight is the MOU for approval.

RECOMMENDATION:

Administration recommends approval of the MOU between ASES and San Diego County Superintendent of Schools for fiscal year 2017-2018.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

ASES is a self-supporting, fee-based program and will not impact the general fund.

STUDENT ACHIEVEMENT IMPACT:

It is the District's intention to provide support for staff and students to meet educational and other relevant needs.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.4.

MEMORANDUM OF AGREEMENT

This Agreement for the After School Education and Safety (ASES) is entered into this 1st day of July 2017 by and between the **San Diego County Superintendent of Schools** (herein known as "SDCOE" or "County") and **Santee School District** (herein known as "District") who agrees to provide the services in accordance with the provisions of the California *Education Code* (EC) sections 8484.7-8484.9. Failure to comply with the following grant rules, regulations, and policies may result in denial of the remaining grant amount and an invoice from the County to the District for up to the entire grant amount allocated for the ASES Program. Any invoice from the California Department of Education (CDE) to the County due to the District's failure to comply with grant rules, regulations and policies will result in the District reimbursing the full invoice amount(s) to the County within 30 days of submission of such invoice(s).

1. General Conditions:

ASES Program Hours of Operation and Attendance Requirements:

1. The After School Program will begin operation immediately upon the end of the regular school day and operate until at least 6:00 pm for a minimum of 15 hours per week, and on every "regular school day" and any day that students attend and instruction takes place.
2. For After School programs, provide program services for a minimum of three hours and at least up to 6:00 p.m. every regular school day. For Before School programs, provide program services for a minimum of 1 1/2 to 2 hours every school day as stipulated in the individual application.
3. Elementary students to participate every day that the after school component operates. Middle school and/or Junior high school should participate a minimum of nine (9) hours a week and three (3) days a week to accomplish ASES after school component program goals.
4. Establish a policy for early release of students attending the ASES after school component needing to leave a program before closing which includes written parental permission stating the dates, times, and reasons for the early release. However, the after school component must remain open until at least 6:00 p.m.
5. Ensure that Elementary students participate in every day's activity that the ASES before school component is operational. Middle school or Junior high school should participate a minimum of six (6) hours a week or three (3) days a week to accomplish program goals.
6. Establish a policy for late arrival of those students attending the ASES before school component needing to arrive late to the before school component of the program. This late arrival policy should include parental permission stating dates, times and reasons for the late arrival.
7. To ensure that subsequent ASES grant awards will not be reduced due to insufficient program attendance and performance, District must enforce the grant rules in compliance with **California Education Code 8483.7. (a) (1) (A)**. California Education Code 8483.7. (a) (1) (A) states: Each school that establishes a program pursuant to this article is eligible to receive a three-year direct grant, that shall be awarded in three one-year increments and is subject to semiannual attendance reporting and requirements as described in Section 8482.3 once every three years:

- i. The CDE shall provide technical support for development of a program improvement plan for grantees under the following conditions:(I) If actual pupil attendance falls below 75 percent of the target attendance level in any year of the grant. (II) If the grantee fails, in any year of the grant, to demonstrate measurable outcomes pursuant to Section 8484.
- ii. The CDE shall adjust the grant level of any school within the program that is under its targeted attendance level by more than 15 percent in each of two consecutive years.
- iii. In any year after the initial grant year, if the actual attendance level of a school within the program falls below 75 percent of the target attendance level, the CDE shall perform a review of the program and adjust the grant level as the CDE deems appropriate.

Failure to comply with **California Education Code 8483.7 shall result in a reduction of the ASES grant award allocations.**

2. Web-Based Attendance and Daily Attendance Accountability Requirements.

1. In FY 17/18 District receiving ASES funds must implement the City Span Web-based Attendance Tracking System (www.youthservices.net/sandiego) for daily program attendance entry.
2. District must fully utilize the “Automated Card Scanning” capability for the system. The City Span Web-based Attendance Tracking System will ensure that full attendance is documented only for students complying with their individual Early Release/Late Arrival times on file in accordance with ASES Program California Education Code Section and the intent of the Early Release/Late Arrival Policies for students in the ASES program.
3. Use the web-based attendance system’s card scanning features to ensure that all students are counted for attendance purposes in compliance with *EC* Section 8483(a)(1) and *EC* Section 8483(1)(a)(1).
4. Should District choose not to implement the City Span System the District must provide a description and demonstration of their attendance tracking system to SDCOE for review. All districts choosing not to use the SDCOE Web-based Attendance System must fully demonstrate that the attendance system they implement has the necessary capability to ensure that full attendance is documented only for students complying with their individual Early Release/Late Arrival times on file in accordance with ASES Program California Education Code Section and the intent of the Early Release/Late Arrival Policies for students in the ASES program. Also, all districts choosing not to use the City Span system must use daily automated attendance features that will ensure that all students that are counted for attendance purposed follow *EC* Section 8483(a)(1) and *EC* Section 8483(1)(a)(1). All non-City Span systems will be reviewed by SDCOE staff to ensure State Audit Guide and California Education Code compliance. Each district will be subject to site review of the attendance procedures at a minimum of 15 ASES programs. During the attendance review the district’s system must ensure that all Early Release/Late Arrival Policies as well as ensure that all students that are counted for attendance purposed follow *EC* Section 8483(a)(1) and *EC* Section 8483(1)(a)(1).

5. District will identify key staff members to participate in trainings provided by SDCOE/City Span for implementation of the new Card Scanning System.
6. In addition, District must monitor on a weekly basis that all student sign-in (AM Program) and sign-out (PM Program) times comply with the Early Release/Late Arrival times on file for each student.

3. Staffing Requirements:

1. District must ensure a student-to-staff ratio of no more than 20 to 1 at all ASES sites.
2. District must establish qualifications for each staff position that, at a minimum, ensure that all staff members who directly supervise pupils meet the minimum qualifications for an instructional aide, pursuant to the policies of the District.
3. District shall be solely responsible for students, staff, and parents accessing services under this Agreement. District certifies that it shall provide adequate supervision of the students, parents, staff, trainees and other providers, and that its staff will follow legal guidelines on reporting child abuse/neglect.
4. District must certify that all personnel providing services to students are adequately screened so as to prevent the assignment of personnel who may pose a threat to the safety and welfare of students, and that such personnel has already provided evidence of freedom from tuberculosis prior to starting service at the school site.
5. District must reserve the right to accept or reject the assignment of any personnel and the right to remove him/her from District's premises

4. State Mandated Data and Evaluation Requirements:

1. Participate in statewide evaluation process as determined by the CDE and provide all required information.
2. Respond to additional surveys or other methods of data collection that may be required throughout the duration of the program.
3. Annually provide participating pupils' regular school day and program attendance and test results as required by CDE.
4. To standardize procedures and collection tools developed for evaluation purposes.
5. Ensure the timely and accurate collection of data required to conduct the ASES program evaluations including but not limited to Annual Performance Reports.
6. District will submit an annual ASES Program Continuous Quality Improvement Plan (CQI) at the district and site level as required by California Senate Bill (SB) 1221. These requirements are codified in Section 8484 of the 2017 California *Education Code*. While the quality improvement process should be undertaken at the program level, District is responsible for ensuring that it is fully implemented at all of their sites. District is required to report the CQI via the City Span Web-based Attendance and Fiscal Management System by October 10, 2017. District is also responsible for following the county-wide CQI process that has been established by Educational Resource Consultants (ERC).

5. Student Reimbursement Rate, Payment, and Program Expenditure Guidelines:

1. Distribute allocated funds to participating schools and ensure fiscal responsibility in accordance with CDE guidelines. This includes a reimbursement calculation formula that is consistent with CDE guidelines that provide for a rate of \$8.19 per student per day for PM (After School) reimbursement and a rate of \$5.46 per student per day for AM (Before School) reimbursement.
2. Allow participation of any student of a participating school regardless of their ability to pay.
3. Upon notification of overpayment of the ASES grant in excess of the grant award amount or request for reimbursement of unexpended ASES grant funds by the CDE, the District will be required to return the entire amount of funding in question to the SDCOE.
4. Ensure that expenditures shall comply with all applicable provisions of state and local rules, regulations and policies relating to the administration, use, and accounting for public school funds, including, but not limited to, the EC.
5. Failure to comply with California Education Code 8483.7 shall result in a reduction of the ASES grant award during the current fiscal year or in subsequent years of the grant.

6. Federal Program Monitoring and Annual Program Audit Guidelines.

1. The District follows all fiscal and auditing standards required by the CDE. (EC §§ 8482.3(f) (5), 8484.8(b) (3), (4).).
2. Provide a copy of Federal Program Monitoring (FPM) and Annual Program Audit findings/exceptions to SDCOE relative to the administration of the ASES Grant Requirements per California State Education Code Sections 8482-8484.6 and the Standards and Procedures for Audits of California K-12 Local Education Agencies 2017-2018; Article 3.1. § 19846. After School Education and Safety Program.
3. Participate in Federal Program Monitoring (FPM) training as conducted by SDCOE.

7. Budget Restrictions

1. No more than 15% of the grant monies may be used for administrative costs (including indirect costs equal to the lesser of 5% of the grant amount or the District approved CDE indirect cost rate).
2. Each grantee must expend at least 85% of grant funding directly for pupils.
3. Identify and secure Matching Funds/In-Kind Contributions for the ASES program that garner cash or contributions to the equal to at least 33% or one-third of the total annual grant amount for District. District is required to submit the 33% Match/In-Kind via the City Span Web-based Attendance and Fiscal Management System by October 10, 2017.
4. No more than 15% of the annual grant amount may be used for start-up costs in year one only.
5. Funds must supplement, not supplant, existing services. Programs cannot use ASES funds to pay for existing levels of service.
6. Only sites operating programs are eligible to claim administrative, operational, and/or start-up.

7. The LEA/grantee agency maintains an inventory record for each piece of equipment, with an acquisition cost of \$500 or more per unit that is purchased with state and/or federal funds. Also, District has conducted a physical check of the inventory of equipment within the past two years and has reconciled the result with inventory records. (34 CFR 80.32(d) (2).) District will also be required to report and all Inventory Items via the City Span Web-based Attendance and Fiscal Management System by October 10, 2017.
8. The record describes the acquisition by:

- (a) Type
- (b) Model
- (c) Serial number
- (d) Funding source
- (e) Acquisition date
- (f) Cost
- (g) Location
- (h) Current condition
- (i) Transfer, replacement, or disposition of obsolete or unusable equipment
EC § 35168; 5 CCR 3946; 34 CFR 80.32(d) (I.)

9. To ensure that District follows all fiscal and auditing standards required by the California Department of Education (EC §§ 8482.3(f)(5), 8484.8(b)(3), (4).), District can be required to provide copies of the following documents to SDCOE:
 - Before and After School Program (BASP) contracts – for ASES subcontracts to provider agencies that operate Before and/or After School Programs.
 - BASP duty statements and/or job descriptions that are related to the cost that are associated with operating the BASP.
 - BASP reports program expenditures at the district and site level that clearly demonstrate that the 85/15 requirement is met. District will be required to submit the 85/15 reports via the City Span Web-based Attendance and Fiscal Management System by October 10, 2017.
 - BASP line item budgets.
 - BASP time sheets, including time accounting methods.

8. Additional ASES Program Operation Requirements.

1. Designate an ASES Contact person.
2. Ensure the designated ASES Contact attends the scheduled ASES District Contact meetings provided by the After School Administrative Program Support Center (ASC), the Children’s Initiative (CI), and the San Diego County Office of Education.
3. Operate the ASES Program to improve academic achievement and provide safe and healthy recreation and prevention activities for students at qualified school sites.
4. Commit resources to ensure the delivery of integrated, age-appropriate ASES programs.
5. Ensure that the program will include an educational and literacy element designed to provide tutoring and/or homework assistance in one or more of the following core content

subject areas: language arts, mathematics, history and social science, science and computer training.

6. The program will have an educational enrichment element that may include, but not limited to fine arts, recreation, health awareness, physical fitness and prevention activities. Such activities should be determined based on students' needs and interests.
7. Plan the program through a collaborative process that includes parents, youth, and representatives of participating public school sites, governmental agencies (e.g. city and county parks and recreation departments), local law enforcement, community organizations, and the private sector.
8. If the site is not located on a school campus, it must be as accessible and available as the school site with safe transportation being provided by District or designee to enrolled pupils.
9. Provide a snack that conforms to nutrition standards as established by the U.S. Department of Agriculture.
10. Provide information regarding the After School Program in a form and language that is easily understandable to all parents.
11. Each partner in the application will share responsibility for the quality of the program.
12. Collaborate and coordinate with the regular school day program.
13. Identify, assign, and maintain indoor/outdoor space at participating school sites that are to be utilized by the ASES program.
14. Notify the County in the event the district intends to close or relocate an ASES program school site, either temporarily or permanently.
15. All staff and volunteers will fulfill health screening and fingerprint clearance requirements in current law according to district policy
16. Each ASES funded district will be responsible for the development of a FY 2017-2018 After School Program Plan as part of the San Diego ASES program Consortium. The District's ASES Program Plan template has been provided by the California Department of Education. Working in collaboration with the District Contact, Site Coordinator, Site Principal and other CBO partnerships the district ASES program plan is due on October 17, 2018 to SDCOE via City Span.
17. District staff will review the ASES program plan annually and provide updates and/or revisions based on ASES program components, California Department of Education guidelines, identified district program changes based on grant reduction or new sites.
18. Each district ASES Program plan will identify FY 2017-2018 Attendance Goals described in Section VII of the San Diego Consortium After School Program Plan.
19. Ensure that ASES staff attends countywide, regional, and district-training opportunities designed to maximize program effectiveness.
20. Host scheduled technical assistance site visits conducted by staff from the After School Administrative Program Support Center (ASC) and the Children's Initiative.
21. Work with staff from the ASC and the Children's Initiative to review site visitation and technical assistance reports and plan for continuous program improvement.
22. Ensure the proper record keeping and documentation of program activities and the timely submission of all required reports.
23. Contribute 2% from the grant funds to SDCOE for countywide program coordination, training, technical assistance and administrative support.

9. As the official Grantee of Record, the County will provide the following:

1. In coordination with District, inform statewide after school efforts impacting San Diego County by working with the California Department of Education, the Governor's Office, the Office of the Secretary of Education, the Department of Finance, the California State Legislature, and the California Advisory Committee on Before and After School Programs.
2. In coordination with District, educate and involve stakeholders and elected officials including: parents, government agencies, community organizations and the private sector in after school issues and efforts.
3. Serve as the fiscal, technical, and program liaison between the districts, school sites, and the California Department of Education regarding the ASES programs.
4. Maintain files of MOAs and invoices submitted by implementing districts.
5. Establish and maintain master files of ASES participants, funding levels, attendance, expenditures, allocations and payment transmittals.
6. Verify all ASES funding levels and allocations based on official records provided by CDE.
7. Ensure the timely collection of all required data and submission of evaluation reports, and incur the associated sub-contracted costs, as negotiated.
8. Develop, verify, and obtain appropriate signatures on all required ASES reports for submission to CDE.
9. Using information provided by CDE, prepare end of grant reconciliation reports and submit to CDE by the required deadlines.
10. Provide funding notification and payment distribution to districts in a timely manner.
11. Ensure that program goals are met efficiently and effectively.
12. Ensure that information on fiscal requirements is shared with all partners expediently.
13. Compile required annual progress reports and submit them in a timely manner.
14. Share data on program process and outcomes via District Contact meetings and Consortium Steering Committee meetings.
15. Convene, in coordination with the District, meetings of after school stakeholders, as necessary.
16. Coordinate any publicity, press releases or media coverage of programs with District prior to release and distribution.
17. Ensure that all staff positions, project materials, or services funded with the 2% consortium fee directly provide and serve the county's ASES funded before and after school programs.
18. Provide training and technical assistance to districts in San Diego County in excess of those provided through the ASC resources.
19. Ensure the development and maintenance of a web-based attendance reporting system for use of all consortium members for Phase I (District Monthly Attendance Reporting). Additionally, provide Phase II (Daily Site Attendance Reporting) and Phase III (Student Uploading of data from Infinite Campus) as venues to participating districts.
20. Ensure consortium-wide program evaluation and the preparation of CDE required evaluation reports.
21. Conduct annual needs assessment and convene task forces for needed areas of program training, technical assistance, products and support.
22. With input from consortium members, develop protocols for site visits, information

sharing, advocacy, public relations and marketing activities, and other events impacting after school programs.

23. Provide training and technical assistance in preparation for Federal Program Monitoring (FPM) visits from California Department of Education. This preparation will include mock site visits.

10. Terms and Conditions of the Grant Award

1. All statutes and regulations applicable to each program under which state funds are made available through this application will be met by the District in its administration of each site program. The district will follow its program plans as specified by the agency application.
2. District will make reports to the County as necessary to enable the County to perform its duties and will maintain such records and provide access to those records as the County deems necessary. The district shall maintain such records for at least five years after the completion of the activities for which the funds are used.
3. District will make any application, evaluation, periodic program plan, or report relating to each program available to parents and other members of the general public. (California Public Records Act, Government Code Section 6250 et seq.)
4. **Record revenues and expenditures for this grant as follows: for Standardized Account Code Structure (SASC) coding, use Resource Code 9065 and Revenue Object Code 8677. For expenses, use Goal 7111 – Non agency Educational appropriation function and object code where the funds are expended.**
5. This grant shall be administered in accordance with the provisions of California Education Code (EC) sections 8482-8484.6. Further, expenditures shall comply with all applicable provisions of federal, state and local rules, regulations and policies relating to the administration, use and accounting for public school funds, including, but not limited to, the Education Code of the State of California.
6. The grantee shall use these funds in accordance with the approved application.
7. If a program participant receives state funds to operate ASES in excess of the amount warranted due to the program failing to operate and the program serving fewer pupils than planned, raising an inadequate amount of matching funds, failing to expend funds fully or any other reason during the grant period, the county shall reduce any subsequent allocations by the amount equal to the overpayment.
8. If an ASES program site stops program operations, the county will bill the agency for the amount of the overpayment. If payment is not received within three months of the billing invoice date, any overpayment will be withheld from the next payment to the district.
9. District shall submit quarterly expenditure reports and program reports (including evaluation reports) as required. **FAILURE TO SUBMIT INTERIM REPORTS AS REQUIRED MAY RESULT IN DENIAL OF THE REMAINING GRANT AMOUNT. FAILURE TO SUBMIT AN ANNUAL EXPENDITURE REPORT WITHIN THREE MONTHS OF THE REPORTING DATE MAY RESULT IN DENIAL OF THE REMAINING GRANT AMOUNT.**
10. **FAILURE TO SUBMIT A FINAL EXPENDITURE REPORT WITHIN SIX MONTHS OF THE REPORTING DATE WILL RESULT IN A BILLING FROM**

THE CDE FOR THE ENTIRE AMOUNT OF ANY GRANT FUNDS ADVANCED AND POSSIBLE REDUCTION OF ANY SUBSEQUENT YEARS' GRANT (S).

11. District shall comply with the General Assurances attached to this MOA.
12. This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.
13. The CDE GRANT NO., FY, PCA, VENDOR NO., and SUFFIX as specified below will be used on all communications:

CDE GRANT NO. 37-24239-1037-EZ FY 17/18: PCA: 24239 VENDOR NO. 1037: SUFFIX NO. EZ

11. PERIOD OF AGREEMENT- COMPENSATION/COST AND PAYMENT

SCHEDULE

According to the terms of the ASES Program (ASES) grant, the term of this Agreement shall be July 1, 2017 through June 30, 2018.

The After School Education and Safety Programs are considered direct grants and CDE shall pay grantees (County) according to the following schedule authorized in Education Code 8482.4:

“The department shall allocate 65 percent of the first-year grant amount no later than 30 days after the grantee submits the grant award acceptance letter to the CDE. Of the remaining 35 percent of the grant, the CDE shall allocate 25 percent or more of the funds within the operational period of the program and may retain up to 10 percent of the total grant until all administrative requirements of the grant have been met.”

Program funds will be dispersed to District based on Education Code 8482.4 reimbursement from CDE. Annual ASES allocation(s) **shall not exceed * \$203,500.70** for District. However, District will only report expenditure up to \$199,430.69 (98% of \$203,500.70) and will receive a total of \$199,430.69 if the district expends all their grant allocation and is in compliant with all grant requirements.

Payments of the grant may actually differ from the granted amount as determined by CDE due to: 1) Non operation of a program at a school sites or non-operation of a funded grant component. 2) The districts inability to expend the total grant award by the June 30, 2018 final expenditure deadline for all ASES grant funds as determined by CDE. 3) Any ASES program Audit Findings or Program Compliance issues that result in the reduction of grant award or repayment of expended ASES funding will be paid by District.

All payments will be made by SDCOE subsequent to actual receipt of funds from CDE.
** SDCOE will retain 2% of grant funds for countywide program coordination, technical assistance and program support, as agreed herein and this should not be reported in the district expenditure report.*

12. DISTRICT & COUNTY CONTACT PERSONS' NAMES & ADDRESSES

District Contact:

County Contact:

Daymon Beach, Senior Manager
SDCOE, Student Support Services
6401 Linda Vista Road Rm 212E
San Diego, CA 92111
(858) 569-3133

13. CONFIDENTIALITY

1. This agreement, all communications and information obtained by District from the County Office relating to this agreement, and all information developed by District under this agreement, are confidential. Except as provided in Subsection 3, without the prior written consent of an authorized representative of the County, District shall neither divulge to, nor discuss with, any third party either the work and services provided hereunder, or any communication or information in connection with such services or work, except as required by law. Prior to any disclosure of such matters, whether as required by law or otherwise, District shall inform the County, in writing, of the nature and reasons for such disclosure. District shall not use any communications or information obtained from the County for any purpose other than the performance of this agreement, without the County's written prior consent.
2. At the conclusion of the performance of this agreement, District shall return to the County all written materials constituting or incorporating any communications or information obtained from the County. Upon the County's specific approval, District may retain copies of such materials, subject to the requirements of Subsection 1.
3. District may disclose to any subcontractor, or County approved third parties, any information otherwise subject to Subsection 1 that is reasonably required for the performance of the subcontractor's work. Prior to any such disclosure, District shall obtain the subcontractor's written agreement to the requirements of Subsection 1 and shall provide a copy of such agreement to the County.
4. District represents that it shall not publish or cause to be disseminated through any press release, public statement, or marketing or selling effort any information which relates to this agreement without the prior written approval of the County.
5. District obligation of confidence with respect to information submitted or disclosed to District by County hereunder shall survive termination and comply with all requirements outlined in this Agreement which is attached hereto and made a part hereof.

14. CONFIDENTIALITY OF SERVICES

Identities of all respondents including but not limited to staff, principal(s), parent(s), student(s) and individual responses on surveys in conjunction with this evaluation will be kept confidential by the Contractor. Reports generated will reflect aggregated data. No individual responses will be used. Contractor is not authorized to redistribute or share any data or information with any agency, entity or individual without the written consent of the County.

Contractor agrees to all of the following:

(a) Neither Contractor nor any of its Subcontractors shall disclose Private Information obtained from the County in the performance of this Agreement to any other Subcontractor, person, or other entity, unless one of the following is true:

- (i) The disclosure is authorized by this Agreement;
- (ii) The Contractor received advance written approval from the Contracting Department to disclose the information; or
- (iii) The disclosure is required by law or judicial order.

(b) Notwithstanding any other provisions of law, any school district, including any county office of education or superintendent of schools, may participate in an interagency data information system that permits access to a computerized database system within and between governmental agencies or districts as to information or records which are non-privileged, and where release is authorized as to the requesting agency under state or federal law or regulation, if each of the following requirements are met:

- (i) Each agency and school district shall develop security procedures or devices by which unauthorized personnel cannot access data contained in the system.
- (ii) Each agency and school district shall develop procedures or devices to secure privilege or confidential data from unauthorized disclosure.
- (iii) Each school district shall comply with access log requirements of Section 49064.
- (iv) The right of access granted shall not include the right to add, delete, or alter data without the written permission of the agency holding the data.
- (v) An agency or school district may not make public or otherwise release information on an individual contained in the database where the information is protected from disclosure or release as to the requesting agency by state or federal law or regulation.

(c) Any disclosure or use of Private Information authorized by this Agreement shall be in accordance with any conditions or restrictions stated in this Agreement. Any disclosure or use of Private Information authorized by a Contracting Department shall be in accordance with any conditions or restrictions stated in the approval.

(d) Any failure of Contractor to comply with the Nondisclosure of Private Information Ordinance shall be a material breach of this Agreement. In such an event, in addition to any other

remedies available to it under equity or law, the County may terminate this Agreement, debar Contractor, or bring a false claim action against Contractor.

15. TERMINATION FOR CONVENIENCE

1. The County may, by written notice to District, terminate this agreement in whole or in part at any time, for the County's convenience. Upon receipt of such notice, District shall:
 - a) Immediately discontinue all services affected (unless the notice directs otherwise) and
 - b) Deliver to the County all information and material as may have been involved in the provision of services in the performance of this agreement, whether completed or in process. Termination of this agreement shall be as of the date of receipt by District of such notice.
2. If the termination is for the convenience of the County, District shall submit a final invoice within 60 days of termination and upon approval by the County, the County shall pay District the sums earned for the services actually performed prior to the effective date of termination and other costs reasonably incurred by District to implement the termination.
3. District shall not be entitled to anticipatory or consequential damages as a result of any termination under this section. Payment to District in accordance with this section shall constitute the District's exclusive remedy for any termination hereunder. The rights and remedies of the County provided in this section are in addition to any other rights and remedies provided by law or under this agreement.

16. TERMINATION FOR DEFAULT

1. The County may, by written notice to District, terminate this agreement in whole or in part at any time because of the failure of District to fulfill its contractual obligations. Upon receipt of such notice, District shall:
 - a) Immediately discontinue all services affected (unless the notice directs otherwise) and
 - b) Deliver to the County all information and material as may have been involved in the provision of services in the performance of this agreement, whether completed or in process. Termination of this agreement shall be as of the date of receipt by District of such notice.
2. If the termination is due to the failure of District to fulfill its contractual obligations, the County may take over the services, and complete the services by contract or otherwise. In such case, District shall be liable to the County for any reasonable costs or damages occasioned to the County thereby.

17. INDEPENDENT CONTRACTOR

It is expressly understood that at all times, while rendering the services described herein, and in complying with any terms and conditions of this Agreement, District is acting as an independent contractor and not as an officer, agent, or employee of the County.

18. HOLD HARMLESS

District agrees to hold harmless, defend, and to indemnify the County, its officers, agents, and employees against any and all losses, injuries, claims, actions, judgments, and liens arising from, or alleged to have arisen from, District performance, or lack thereof, under this Agreement.

19. WORKERS' COMPENSATION

District shall provide workers' compensation insurance or shall self-insure their services in compliance with provisions of Section 3700 of the Labor Code of the State of California. A Certificate of Insurance may be provided, providing for such, or District shall sign and file with the County the following certificate:

“I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provision of that Code, and I will comply with such provision before commencing the performance of the work of this Agreement.”

20. NON-FUNDING

Notwithstanding any of the foregoing provisions, if for any fiscal year of this Agreement the San Diego County Board of Education fails to appropriate or allocate funds for future periodical payments under this Agreement, the County will not be obligated to pay the balance of funds remaining unpaid beyond the fiscal period for which funds have been appropriated or allocated, and may terminate this Agreement with 30 days' written notice.

21. AUDIT

District agrees to maintain and preserve until five years after termination of the Agreement with the County, and to permit the State of California or any of its duly authorized representatives, to have access to and to examine and audit any pertinent books, documents, papers, and records related to this Agreement.

22. INSURANCE REQUIREMENTS

District must ensure that it shall maintain and shall cause each Subcontractor to maintain Public Liability and Property Damage Insurance to protect them and the Superintendent of Schools from all claims for personal injury, including accidental death, as well as from all claims for

property damage arising from the operations under this Agreement. The minimum amounts of such insurance shall be as hereinafter set forth.

Amounts of Insurance:

General Liability Comprehensive form - Products/Completed Operations	Bodily Injury and Property Damage	<u>\$1,000,000</u> Amount
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Auto Liability Comprehensive form - Owned, Non-owned Hired	Bodily Injury and Property Damage Combined	<u>\$1,000,000</u> Amount
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District shall file, with the County, Certificates of Insurance indicating a thirty-day (30) cancellation notice and naming the **SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS** as an additional insured.

23. GOVERNING LAW/VENUE SAN DIEGO

In the event of litigation, the Agreement and related matters shall be governed by and construed in accordance with the laws of the State of California. Venue shall be with the appropriate State or Federal court located in San Diego County.

24. COMPLIANCE WITH LAW

District shall be subject to, and shall comply with, all Federal, State, and local laws and regulations applicable with respect to its performance under this Agreement including, but not limited to: licensing, employment, and purchasing practices, and wages, hours, and conditions of employment, including non-discrimination.

25. FINAL APPROVAL

This Agreement is of no force or effect until approved by signature by the County Superintendent of Schools or his designee, the Assistant Superintendent of Business Services.

26. TOBACCO-FREE FACILITY

The County is a tobacco-free facility. Tobacco use (smoked or smokeless) is prohibited at all times on all areas of County Office property.

27. PUPIL SAFETY / SCHOOL SAFETY ACT

Pupil Safety/School Safety Act: The SDCOE Program Manager has determined that the Contractor/Provider will have “**greater than limited contact**” with pupils and the Contractor/Provider shall require their employees, including the employees of any subcontractor, who will provide these services, to submit their fingerprints in order to conduct a criminal background check per Education Code §45122.1. The Contractor/Provider shall not permit any employee, including the employees of any subcontractor, to perform services under this contract until:

1. The Department of Justice has determined that these employees have not been convicted of, or have charges pending for a defined felony.
2. The Contractor/Provider has **certified in writing** to the SDCOE Program Manager that the employer and all of these employees have not been convicted of, or do not have charges pending for a defined felony.

28. ENTIRE AGREEMENT

This Agreement represents the entire Agreement and understandings of the parties hereto and no prior writings, conversations or representations of any nature shall be deemed to vary the provisions hereof. This Agreement may not be amended in any way except by a writing duly executed by both parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be duly executed, such parties acting by their representatives being thereunto duly authorized.

**SAN DIEGO COUNTY
SUPERINTENDENT OF SCHOOLS**


By (Authorized Signature)

Paul Gothold Ed.D.
Name (Type or Print)

County Superintendent of Schools
Title

4/4/18
Date

SANTEE SCHOOL DISTRICT

By (Authorized Signature)

Name (Type or Print)

Title

Date

**San Diego County Office of Education
Funding Status per School
2017-2018**

Grant Number	District Name	CDSCode	School Name	School Type	Sub Program	Amount Awarded
37-24239-1037-EZ	Santee Elementary	37683616040380	PRIDE Academy at Prospect Avenue	E	After School Base	\$122,850.00
37-24239-1037-EZ	Santee Elementary	37683616040380	PRIDE Academy at Prospect Avenue	E	After School Supplemental	\$29,945.92
37-24239-1037-EZ	Santee Elementary	37683616040380	PRIDE Academy at Prospect Avenue	E	Before School Base	\$39,003.67
37-24239-1037-EZ	Santee Elementary	37683616040380	PRIDE Academy at Prospect Avenue	E	Before School Supplemental	\$11,701.11
					TOTAL GRANT AMOUNT	\$203,500.70
					GRANT AMOUNT, LESS 2%	\$199,430.69

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	Previous Annual Salary	New Annual Salary	Effective Date
1. Bartholomew, Kristin	Pepper Drive & TBD	III-01	\$0.00	\$50,504.00	01-08-18 to 06-12-18
2. Brown, Laura	Chet F. Harritt	IV-01	\$0.00	\$50,504.00	01-08-18 to 06-12-18
3. Herrschaft, Jamie	Sycamore Canyon	III-01	\$0.00	\$50,504.00	01-08-18 to 06-12-18
4. Stone, Lisa	PRIDE Academy	III-01	\$0.00	\$50,504.00	01-08-18 to 06-12-18

B. Temporary Rehires:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Dye, Jennifer	Hill Creek	IV-06 to <i>V-07</i>	\$60,089.00	<i>\$66,812.00</i>	01-08-18 to 06-12-18
2. Sciarretta, Allison	Carlton Hills	IV-01	\$50,504.00	\$50,504.00	01-08-18 to 06-12-18
3. Starkey, Susan (replacing Melissa Silverstein)	Rio Seco	III-06 to <i>III-07</i>	\$56,097.00	<i>\$57,988.00</i>	01-08-18 to 06-12-18

C. Change of Status/Location:

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

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Kurzyniec, Elizabeth	Hill Creek	III-06	Personal	12-22-17
2. Oliver, Kelly	Rio Seco	VI-15	Retirement	12-22-17

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Irvine, Ian (replacing Edward Cruz)	Carlton Hills	Custodian II 23 A / 4.0 hrs	\$0.00	\$1,495.50	01-08-18
2. Kay-Moore, Zina (replacing Duane Barto)	Transportation	Van Driver 22 A / 5.0 hrs	\$0.00	\$1,922.40	12-11-17

Classified Staff continued

H. New Appointments continued:

3. Malott, Michael (replacing Larry Keys)	Pepper Drive	Custodian II 23 A / 8.0 hrs	\$0.00	\$2,991.00	12-18-17
4. Patton, Thomas (replacing Robert Graham)	Chet F. Harritt	Custodian II 23 A / 6.0 hrs	\$0.00	\$2,243.25	01-08-18
5. Roschefski, Jaden (replacing Adam Canada)	PRIDE Academy	Out of School Time Group Leader 19.5 A / 3.75hrs	\$0.00	\$1,035.97	01-08-18
6. Rosa, Deborah (replacing Makaylah Lause)	Rio Seco	Project SAFE Assistant 17 A / 3.0 hrs	\$0.00	\$835.12	01-11-18
7. Shrock, Mallory	Human Resources	Personnel Technician 27.5 A / 8.0 hrs	\$0.00	\$3,732.00	12-20-17
8. Yousif, Wassan	Carlton Hills	Instructional Assistant, Special Ed II 21 A / 6.0 hrs	\$0.00	\$2,030.25	12-14-17

I. Rehires:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Boxler, Nancy (replacing Wendi Bender)	Sycamore Canyon	Instructional Assistant, Special Ed II 21 E / 3.75 hrs	\$0.00	\$1,548.45	12-19-17

J. Change of Status/Location:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Ashburn, Jennifer	Business Services	Accounting Assistant II 25.5 B / 8.0 hrs to <i>Accounting Assistant III</i> 28 A / 8.0 hrs	\$3,555.00	\$3,829.00	12-20-17
2. Buckel, Carla	Human Resources	Personnel Assistant 24.5 E / 7.0 hrs to 24.5 E / 8.0 hrs	\$3,845.52	\$4,394.88	01-08-18
3. Cutler, Judy	Cajon Park	Instructional Assistant, Special Ed I 20 E / 6.25 hrs to 20 E / 6.0 hrs	\$2,553.03	\$2,450.76	01-16-18
4. Cooper, Sarah (replacing Donna Roden)	Carlton Hills	Instructional Assistant, Special Ed II 21 B / 5.5 hrs to 21 B / 3.75 hrs	\$1,958.00	\$1,335.14	01-08-18
5. Craft, Heather	Rio Seco to <i>Pepper Drive / Sycamore Canyon</i>	Instructional Assistant, Special Ed I 20 E / 5.0 hrs	\$1,963.75	\$1,963.75	01-16-18
6. Garrabrant, Ana Maria	Rio Seco	Instructional Assistant, Special Ed I 20 E / 6.0 hrs to 20 E / 5.0 hrs	\$2,356.50	\$1,963.75	01-16-18
7. Gillespie, Mary (replacing Nicole Caro)	Carlton Oaks to <i>Cajon Park</i>	Instructional Assistant, Special Ed II 21 A / 5.75 hrs	\$1,945.79	\$1,945.79	01-08-18
8. Krull, Nerette (replacing Patricia Urbanski)	Carlton Hills to <i>Sycamore Canyon</i>	Early Childhood Group Leader I 19.5 E / 5.75 hrs	\$2,204.56	\$2,204.56	01-29-18
9. Ortiz, Kimberly (replacing Ashley Morgan)	Sycamore Canyon	Project SAFE Assistant 17 A / 3.75 hrs	\$1,044.01	\$1,044.01	01-08-18

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Coe, Abigail	Hill Creek	Project SAFE Assistant	Moving	01-06-18
2. Ebbs, Carol	PRIDE Academy	Instructional Assistant I	Retirement	05-19-18

Classified Staff continued

L. Resignations continued:

3. Gonzalez, Laura	Pepper Drive	Instructional Assistant, Limited English Proficient Services	Accepted outside employment	01-19-18
4. McGhee, Amy	Pepper Drive	Campus Aide	Personal	01-20-18

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.

Approval of New Director, Community Collaborative
Job Description and Revisions to the Classified
Management Salary Schedule

Prepared by Tim Larson
January 16, 2018

BACKGROUND:

Administration has developed a new job description to clearly define and address the collaborative program's requirement for certain experience and supervisory capacity. Attached for approval is the new job description and updated classified management salary schedule.

RECOMMENDATION:

It is recommended that the Board of Education approve the revisions to Director, Community Collaborative job description.

FISCAL IMPACT:

As reflected for director positions on the classified management salary schedule.

STUDENT ACHIEVEMENT IMPACT:

Providing community collaborative support will enhance student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

SANTEE SCHOOL DISTRICT

DIRECTOR, COMMUNITY COLLABORATIVE

JOB SUMMARY

The Director, Community Collaborative, under the direction of the Assistant Superintendent, Human Resources & Pupil Services, is responsible for the implementation and coordination of all collaborative community activities that support students and families. The Director promotes the development of home and school partnerships, interagency cooperation and community development. The Director oversees the development of the Santee Collaborative capacity to assess student and family needs, and to design, implement and evaluate responsive, cooperative community outreach activities. The Director is responsible to ensure that the mission of the Collaborative is effectively realized. Other responsibilities and duties, as assigned by the Assistant Superintendent, Human Resources & Pupil Services are also performed.

EXAMPLES OF DUTIES AND RESPONSIBILITIES

In concert and under the direction of the Assistant Superintendent, Human Resources & Pupil Services, implements all activities supporting the execution of the Community Collaborative Mission.

1. Advocate for the vision and mission of the Santee School District and the Santee Collaborative.
2. Confer with site administration for the development of site-based and district-wide parent and community engagement strategies.
3. Assist with the development of District-wide parent engagement policies.
4. Provide leadership in community development and interagency collaboration.
5. Build partnerships with community partners, including local community-based organizations, businesses, local government agencies, and other community groups with strong links to families in Santee.
6. Foster and promote community participation in leadership, ownership and decision-making with regard to community priorities.
7. Develop and implement district-wide parent engagement data collection instruments; monitor student achievement data and parent engagement outcomes alongside current parent engagement research, practice and innovation to inform district-wide decision making.
8. Serve as foster and homeless youth district liaison.
9. Identify our community's membership, capacities and strengths.
10. Plan and provide opportunities/forums for citizens to share their concerns and actively dialogue with their local education agency.
11. Identify and promote opportunities/additional potential resources that would improve students' academic outcomes, support community priorities and engage citizens in healthy lifestyle activities.
12. Engage district personnel in opportunities that explore shifts in the culture of our agency that would eliminate barriers to learning.
13. Coordinate a district referral system with on-site liaisons that link people with the services they need.
14. Foster and promote a sense of team among school personnel, community participants, agency personnel, volunteers and collaborative members.

EXAMPLES OF DUTIES AND RESPONSIBILITIES (cont.)

15. Provide assistance with linking collaborative programs and priorities with other agency reforms, both public and private, while keeping informed of similar regional, state and national efforts.
16. Improve opportunities for Santee students and their families to gain access to support services by helping them navigate the "system."
17. Assist school personnel to connect with other health and human services and community development activities impacting Santee.
18. Manage grant activities, including submitting grant requests and reports related to funding for the Collaborative.
19. Develop, organize, and conduct presentations, workshops, and trainings for principals, teachers, and other district staff to strengthen their capacity for parent engagement.
20. Implement activities to market the Santee Collaborative, its mission activities and accomplishments.
21. Maximize reimbursement from MediCal Program and other funding opportunities.
22. Participate in the development of tools and supports for use in community development, and assist in the school/community usage of these tools.
23. Work collaboratively with agency executives, consultants and program staff to develop interagency agreements to support program activities.
24. Provide staff support to collaborative work groups to solve problems, find new ways of integrating services and promote institutional change.
25. Develop budget recommendations to assure the effective implementation of programs within the scope of responsibility.
26. Evaluate and provide oversight to programs funded by Santee Collaborative.
27. Coordinate and facilitate a strategic planning process for the Collaborative.
28. Provide administrative support and technical assistance to the Coordinating Council.

EMPLOYMENT STANDARDS

Education:	Possession of a Bachelor's Degree in public administration, psychology, health, education, social work, business or a related field. A Master's Degree is highly desirable.
Experience:	Appropriate experience working with children, families, community groups and public agencies.
Knowledge and Abilities:	Demonstrated, effective human relation skills; strong oral and written communication skills; experience working to develop collaborative working arrangements with community groups and governmental agencies; experience working with and respect for diverse cultures; skills in managing change; convening, facilitating, and listening; commitment to system reform in services to children and families; high energy; flexible; sense of humor.

BOARD ADOPTED

Santee School District
CLASSIFIED MANAGEMENT AND CONFIDENTIAL SALARY SCHEDULE
 2016-17

CLASSIFIED MANAGEMENT	Work Schedule	Step 1	Step 2	Step 3	Step 4	Step 5
Director of Facilities / Modernization	12 month	105,516	110,792	116,331	122,148	128,255
Director, Fiscal Services	12 month	105,516	110,792	116,331	122,148	128,255
Director, Information Systems Technology	12 month	105,516	110,792	116,331	122,148	128,255
Director of Maintenance, Operations and Facilities	12 month	94,385	99,104	104,059	109,262	114,725
Director of Out-of-School Time Programs	12 month	90,378	94,897	99,641	104,624	109,855
Director, Child Nutrition Services	12 month	83,972	88,171	92,579	97,208	102,069
Project Coordinator	12 month	83,972	88,171	92,579	97,208	102,069
Director of Transportation	12 month	76,938	80,785	84,824	89,065	93,519
Director, Community Collaborative	12 month	72,761	76,399	80,219	84,230	88,442
Business Services Coordinator	12 month	68,643	72,075	75,679	79,463	83,436
Community Collaborative Coordinator	12 month	68,643	72,075	75,679	79,463	83,436
Database Network Analyst	12 month	68,643	72,075	75,679	79,463	83,436
Middle School Coordinator	12 month	68,643	72,075	75,679	79,463	83,436
Out of School Time Coordinator	12 month	68,643	72,075	75,679	79,463	83,436
Systems Administrator	12 month	68,643	72,075	75,679	79,463	83,436
Systems Analyst	12 month	68,643	72,075	75,679	79,463	83,436
Telecommunication / Network E-Rate Administrator	12 month	68,643	72,075	75,679	79,463	83,436
Out of School Time Regional Coordinator	12 month	57,562	60,440	63,462	66,635	69,967

CONFIDENTIAL	Work Schedule	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6**
Executive Assistant ^a	12 month	78,907	82,604	86,488	90,566	94,847	99,341
Administrative Secretary	12 month	62,466	65,589	68,869	72,312	75,928	79,724
Payroll Specialist	12 month	57,562	60,440	63,462	66,635	69,967	73,465

Notes:

1. Experience Credit - Up to and including four (4) years experience outside the District may be allowed. The Board retains the authority to approve the salary of new positions and the experience/educational credit to be awarded for placement on an existing salary schedule.
2. Employee Benefits - The District will contribute up to a maximum of \$7,200 annually toward employee health insurance, dependent health insurance, employee dental insurance, dependent dental insurance, employee life insurance, employee income protection insurance, employee tax sheltered annuity, and vision insurance.
3. Study Incentive - The District will pay \$216 annually for every 10 semester units of college credit earned.
- 4.** Study Incentive - Confidential, Step 6: Four Professional Growth Increments required.

^a Includes Executive Council Member Mileage Stipend.
 Effective: July 1, 2016

Consent Item D.4.3.
Prepared by Tim Larson
January 16, 2018

Approval to Extend a Short Term Position

BACKGROUND:

On November 7, 2017, the Board of Education approved the employment of a short term Instructional Assistant, Special Education II position at Carlton Hills School until permanent status can be determined. At this time, administration recommends extending the short term Instructional Assistant, Special Education II position awaiting non-public school placement.

Education Code section 45103 allows a governing Board to employ "short term employees" by designating the classification needed and a start and end time for the service. Presented tonight for Board approval are several short term employment opportunities.

RECOMMENDATION:

It is recommended that the Board of Education approve to extend the short term employment for the following position:

- One (1) 6.0-hour Instructional Assistant, Special Education II position at Carlton Hills School; January 8, 2018 – February 28, 2018

FISCAL IMPACT:

The cost to employ a short term Instructional Assistant, Special Education II position will be approximately \$19.55 per hour and will be paid from the Special Education Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.

Consent Item D.4.4. Adoption of Resolution No. 1718-17 to Eliminate a Vacant Classified Non-Management Position

Prepared by Tim Larson
January 16, 2018

BACKGROUND:

After filling a new Accounting Assistant III position with a current employee within the Business Service department, administration has determined that the Accounting Assistant II position vacated by this process is no longer necessary.

RECOMMENDATION:

It is recommended that the Board of Education approve to eliminate the following vacant position effective January 17, 2018:

- One (1) 8.0-hour vacant Accounting Assistant II position

FISCAL IMPACT:

The annual increase to the general fund to replace an Accounting Assistant II position with an Accounting Assistant III position will be \$4,116.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.4.

**SANTEE SCHOOL DISTRICT
Resolution No. 1718-17**

**ELIMINATION OF A VACANT
CLASSIFIED NON-MANAGEMENT POSITION**

WHEREAS, it has been determined that a vacant Accounting Assistant II position is no longer necessary;

NOW, THEREFORE, BE IT RESOLVED that as of the 16th day of January 2018, the Governing Board of Santee School District approved to eliminate the following vacant position effective January 17, 2018:

- One (1) 8.0-hour vacant Accounting Assistant II position

BE IT FURTHER RESOLVED that the Board will not require the District Superintendent to give sixty (60) days' notice prior to the effective date of elimination as the position is vacant and will not affect any classified employees.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 16th day of January 2018, by the following vote.

AYES: _____
NOES: _____
ABSENT: _____

Dated 1/16/18

Clerk, Board of Education

Consent Item D.4.5. Approval to Submit Education for Homeless Children and Youth Consortium Grant Application

Prepared by Tim Larson
January 19, 2018

BACKGROUND:

The California Department of Education offers a competitive grant to school districts who have over 50 homeless students during the previous school year. With over 300 homeless students, Santee qualifies to apply for this grant. To become competitive, Santee will partner with La Mesa Spring Valley School District who had more than 500 students this past year. La Mesa Spring Valley will serve as the lead for this grant. The goals for this proposal are:

- Improving academic outcomes for all homeless students for all staff in both districts, 95% of all staff in both districts will understand the nature of homelessness and its effects on education. Training on Trauma and its effect on homeless children to be offered to school sites and to employee groups. (McKinney Vento and Trauma Informed Care)
- Referral and coordination for 75 additional families each year to improve their connection and attendance at school. Students receiving additional support will increase their attendance by 2% per year. Parent outreach and support includes additional transportation for parents and enrollment in afterschool childcare or homework programs.
- Increase connection and collaboration by identifying and connecting with 20 additional connections in the communities in East Region.

The program would provide .3 FTE School Counselor/School Social Workers to provide support and referrals to homeless students and their families.

RECOMMENDATION:

It is recommended that the Board of Education approve the application for Education for Homeless Children and Youth grant.

FISCAL IMPACT:

This grant would provide up to \$32,250 each year for three years for Santee and \$42,750 for La Mesa Spring Valley to support students and their families who are experiencing homelessness.

STUDENT ACHIEVEMENT:

Additional support for these students will better prepare them to learn in the classroom.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.5.

Santee School District: Grant Application Checklist

Date	School/Department	Responsible Staff Member	Grantor (Entity Providing Grant)	Grant Title	Deadline for Application	Total Grant Amount
5/30/2017	Pupil Services	Meredith Riffel	CDE	Education for Homeless Children and Youth Grant Program	February 1, 2018	\$32,250 x 3 years for Santee with money to LMSV

Category	Factor	Question	Response
FISCAL	Budget Impact	If multiple year grant, how much is to be distributed each year?	\$75,000/year with \$32,250 going to Santee and the rest to LMSV the fiscal agent for this grant
		When will the grant start and when will it end?	July 1, 2018 – June 30, 2021
		When must the grant funds be fully expended?	Each year
		What percentage of the total grant amount will be used to pay for existing expenditures already budgeted or planned for, if any?	Not sure, currently this grant covers a portion of a counselor salary
		What percentage of the total grant amount will be used to pay for new expenditures not previously budgeted or planned for? What change in services will be necessary for the expenditures?	This grant will not supplant any current district covered expenditures but will be mostly budgeted to cover salary of counselor
		Will the grant require hiring additional staff? Describe the staffing requirements.	Probably not.
		How much of the grant budget is paying for on-going expenditures (those that will continue over more than 1 year)?	All of it?
		What is the amount/percentage of matching funds or in-kind services that must be provided by the District, if any?	District needs to report the \$\$ spent under Title 1A to support homeless students
		What is the amount/percentage of matching funds or in-kind services that will require new expenditures not previously budgeted or planned for? Describe.	None

Santee School District: Grant Application Checklist

<u>Category</u>	<u>Factor</u>	<u>Question</u>	<u>Response</u>
94		Are there requirements or expectations for the school or District to continue the services, program, or project paid for by the grant after the grant expires? If so, describe and quantify the potential costs to be continued past the grant period.	No
	Indirect Costs	Does the grant allow indirect costs to be charged? If so, at what rate?	Yes
	Cash Flow	How are grant funds paid to the school or District: up-front, pre-determined apportionment schedule, reimbursement for costs incurred, other method (describe)?	30% when budget is signed, 30% after Quarter 2 (10/31) expenditure report complete, 30% after Quarter 3 (1/31) expenditure report complete, 10% after Quarter 4 expenditure report is complete. LMSV will be responsible for completing reports and reimbursing Santee for expenses.
ADMINISTRATION	Structure	Is the school or District planning to apply as a single applicant or combined with other entities in a consortium type arrangement?	Santee will work in a consortium with LMSV and LMSV will take the lead this time.
	Fiscal Oversight	If multiple entities are applying together, will the District be the fiscal agent responsible for distributing funds and obtaining necessary expenditure reports from other entities? Describe the duties and requirements of the fiscal agent and benefits derived by the District.	No, but Santee must report expenses to LMSV in order for them to complete reports.
	Program Oversight	If multiple entities are applying together, will the District be responsible for overseeing program implementation and obtaining reports from other entities? Describe the duties and requirements of the program agent and benefits derived by the District.	Yes, Santee is responsible for program oversight of the Santee grant portion
	Expenditure Reports	What are the types, frequency, depth, and content of expenditure reports required to be submitted?	Three times per year

Santee School District: Grant Application Checklist

Category	Factor	Question	Response
	Program Reports	What are the types, frequency, depth, and content of program reports required to be submitted?	Survey completed, Cal Pads Information, Yearly Conference and documentation of activities for the program are required and will be completed by outreach counselor and collaborative coordinator
Q	Purpose of Grant Funds	What are the grant funds to be used for? Describe the services, project, additional staff, and/or program(s) to be provided by the grant funds.	This grant will be used to provide support for homeless students in access education in Santee School District. Currently there are over 320 students and this is an LCAP subgroup.
	Vision and Goal Alignment	How will the grant align with the District's or school's vision and goals?	The areas of LCAP that this grant addresses are parent involvement and school climate
	Interest	What efforts have been made to inform the recipient schools and groups of the grant and services or goods to be provided and what is their level of interest and enthusiasm?	All school sites are aware of this funding and are being asked to complete a needs assessment survey to shape the new proposal.
	Outcomes	What are the outcomes or results expected by the grantor and/or District?	Increase attendance for homeless students, streamlined support for homeless students
	Program Evaluation	How will the program, project or services be evaluated for implementation and effectiveness by the grantor and/or District?	Using program reports and dashboard documentation for homeless students
	Other Impacts and Benefits	What other impacts to the District's operations and programs are probable and what other benefits will be derived by the District?	The benefit is better address the educational needs of students who are experiencing homelessness. Federal law requires the districts provide transportation, ensure priority registration and preschool and funded afterschool programs for these students with no compensation. This grant provides an opportunity to support these students in a deeper way with staff assigned to assist students and their families.

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Santee School District: Grant Application Checklist

Executive Council Member Approval	Approval Date	Board Authorization Date

INSTRUCTIONS:

- 1) Complete the Grant Application Checklist and Checklist for Donations, Gifts, Grants, and Bequests (Board Policy 3290 Exhibit) and submit both to Business Services prior to submitting application. Enter N/A for any questions that are not applicable.
- 2) Grants of \$10,000 or more require Board authorization prior to submission. Allow at least 3 weeks to complete this process.
- 3) Do not apply until approval is received from Executive Council.
- 4) Grants received with a value over \$50 must be accepted by the Board prior to expenditure/use.

Item E. DISCUSSION AND/OR ACTION ITEMS

The Board invites citizens to address the Board about any of the items listed under Discussion and/or Action. Citizens wishing to address the Board about a Discussion and/or Action item are requested to submit a Request to Speak card in advance.

BACKGROUND:

On January 10, 2018, the Governor unveiled his plans for the 2018-19 State Budget. Administration will provide a brief overview of key components of the Governor’s plan. More details will be provided at a Budget Workshop scheduled for February 20, 2018.

RECOMMENDATION:

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

This recommendation supports the following District goal:

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:

A summary will be provided at the Board of Education meeting.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.1.

Discussion and/or Action Item E.1.2. Approval of Monthly Financial Report
Prepared by Karl Christensen
January 16, 2018

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period November 1, 2017 through November 30, 2017 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:

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 \$10,141,913; cash receipts of \$3,403,867; and disbursements of \$5,263,038 are reflected for the period of November 1, through November 30, 2017 resulting in an ending cash balance of \$8,282,742 as of November 30, 2017.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.2.

Monthly Financial Report - November

1

CASH REPORT FOR NOVEMBER

	Actual	Projected*	Difference
Beginning Cash Balance as of November 1, 2017	\$10,141,913	\$10,141,913	\$ -
INCOME			
A. Local Control Funding Formula			
State Aid	2,766,248	2,766,248	\$ -
Property Taxes	-	252,009	\$ (252,009)
B. Federal Income			
Federal Funding	-	102,622	\$ (102,622)
C. State Income			
Other State Funding	198,145	198,145	\$ -
D. Local Income			
Other Local Income	121,954	137,046	\$ (15,092)
Spec Ed	257,754	279,122	\$ (21,368)
Interest	12,650	-	\$ 12,650
E. Due to/Due from other funds	47,116	0	\$ 47,116
F. Debt Proceeds	-	-	\$ -
TOTAL INCOME	\$3,403,867	\$3,735,192	\$ (331,325)
Beginning Balance Plus Income	\$13,545,780	\$13,877,105	\$ (331,325)
DISBURSEMENTS			
G. Commercial Warrants	\$ 467,658	\$ 276,120	\$ 191,538
H. Salary and Benefits	4,693,418	4,415,130	\$ 278,288
I. Other Outgo	51,962	16,315	\$ 35,647
J. Interfund Borrowing Out	50,000	-	\$ 50,000
K. Budget Adjustments	-	-	\$ -
TOTAL DISBURSEMENTS	\$5,263,038	\$4,707,565	\$ 555,473
Ending Cash Balance as of November 30, 2017	\$8,282,742	\$9,169,540	\$ (886,798)

* Based on Cash Flow Projection at First Interim FY 2017-18

**Budget Revisions
Through November 30, 2017
2017-18 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	14,325,699	390,515	14,716,214
Estimated Income	46,608,108	18,884,597	65,492,705
Estimated Expenditures	48,843,737	19,144,542	67,988,279
Change in Fund Balance	(2,235,629)	(259,945)	(2,495,574)
Projected Ending Fund Balance	12,090,070	130,570	12,220,640
Less: Restricted Program Carryovers	-	130,570	130,570
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	20,000	-	20,000
Stores Inventory	71,132	-	71,132
Less: Assigned Vacation Carryover	238,200	-	238,200
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	2,039,648	-	2,039,648
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	9,345,221	-	9,345,221
Fund 17 Projected End of Year Balance	2,958,179	-	2,958,179
Projected Reserves	14,343,048	-	14,343,048
	<u>November</u>	<u>October</u>	
Projected Reserve % 2017-18¹	21.10%	21.10%	
Projected Reserve % 2018-19²	16.02%	16.02%	
Projected Reserve % 2019-20²	10.74%	10.74%	

As a % of the Estimated Expense Total¹

Based on Multi-Year Projection at 1st Interim- October 2017²

Discussion and/or Action Item E.2.1.

Appointment of Director, Community Collaborative

Prepared by Tim Larson
January 16, 2018

BACKGROUND:

It is administration's intention to appoint Meredith Riffel as the new Director, Community Collaborative. Meredith has been Santee School District's Collaborative Coordinator since 2001 having great success in securing many grants and developing programs to support our students and community.

RECOMMENDATION:

It is recommended that the Board of Education approve the appointment of Meredith Riffel to the Director, Community Collaborative position effective January 17, 2018.

FISCAL IMPACT:

As reflected for director positions on the classified management salary schedule.

STUDENT ACHIEVEMENT IMPACT:

Providing community collaborative support will enhance student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Discussion and/or Action Item E.3.1.
Prepared by Kristin Baranski
January 16, 2018

Board of Education Self-Evaluation

BACKGROUND:

Board Bylaw 9400 states the Board of Education shall conduct an annual self-evaluation in January in order to demonstrate accountability to the community and ensure that district governance effectively supports student achievement and the attainment of the District's vision and goals.

RECOMMENDATION:

It is recommended that the Board of Education conduct their annual self-evaluation as indicated in Board Bylaw 9400. Action is at the discretion of the Board.

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance assures a quality education for students.

Motion: _____ Second: _____ Vote: _____ Agenda Item E.3.1.

Item F. BOARD POLICIES AND BYLAWS

Board Policies & Bylaws Item F.1.1.

Second Reading: BP 4112.8, 4212.8, 4312.8,
Employment of Relatives

Prepared by Tim Larson
January 16, 2018

BACKGROUND:

Revisions have been made to Board Policies 4112.8, 4212.8, 4312.8, Employment of Relatives to maintain recruitment transparency.

RECOMMENDATION:

It is recommended that the Board of Education review the revisions for Board Policies 4112.8, 4212.8, 4312.8. Action is at the discretion of the Board.

FISCAL IMPACT:

There will not be an additional fiscal impact to the general fund as a result of this item.

STUDENT ACHIEVEMENT IMPACT:

It is the District's intention to recruit qualified applicants.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

All Personnel

BP 4112.8(a)
4212.8
4312.8

EMPLOYMENT OF RELATIVES

The Governing Board desires to maximize staff and community confidence in district hiring, promotion, and other employment decisions by promoting practices that are free of conflicts of interest or the appearance of impropriety.

The Board prohibits the appointment of any person to a position for which his/her relative maintains management, supervisory, evaluation, or promotion responsibilities and prohibits an employee, **or other individual**, from participating in any decision that singularly applies to any of his/her relatives.

For purposes of this policy, *relative* includes the individual's spouse, domestic partner, parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brothers, sisters, aunts, uncles, nieces, nephews, and the similar family of the individual's spouse or domestic partner.

The spouse of a member of the Board or the spouse of the Superintendent (or member of the Executive Council) may not be hired as an employee of the district. The spouse of a Board member, Superintendent, or Executive Council member may continue employment with the district, provided the spouse was employed by the district prior to the Board member's election or the Superintendent's or Executive Council member's appointment.

In addition, the Superintendent or designee may determine, on a case-by-case basis, whether to appoint a person to a position in the same department or facility as an employee with whom he/she maintains a personal relationship when that relationship has the potential to create (1) an adverse impact on supervision, safety, security, or morale of other district employees or (2) a conflict of interest for the individuals involved which is greater because of their relationship than it would be for another person.

An employee shall notify his/her supervisor within 30 days of any change in his/her circumstances that may constitute a violation of this policy.

Legal Reference: (see next page)

BP 4112.8(b)
4212.8
4312.8

EMPLOYMENT OF RELATIVES (continued)

Legal Reference:

EDUCATION CODE

35107 School district employees

FAMILY CODE

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

GOVERNMENT CODE

1090-1098 Prohibitions applicable to specified officers

12940 Unlawful employment practices

CODE OF REGULATIONS, TITLE 2

7292.0-7292.6 Marital status discrimination, especially:

7292.5 Employee selection

Management Resources:

WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

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

Policy
adopted: May 5, 2009
REVISED: _____

SANTEE SCHOOL DISTRICT
Santee, California

Item G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item H. CLOSED SESSION

Citizens wishing to address the Board about a Closed Session item are requested to submit a Request to Speak card in advance. The Board invites citizens at this time to address the Board about any of the items listed under Closed Session.

The Board will go into Closed Session to discuss:

1. Conference with Legal Counsel – Existing Litigation (Gov't. Code § 54956.9)
 - OAH #: 2017120049

2. Conference with Labor Negotiator (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)

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

Item I. RECONVENE TO PUBLIC SESSION

Item J. ADJOURNMENT

Agenda Items G, H, I, and J.