

Business Services

- 2.1. Approval/Ratification of Travel Requests** 27
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** 29
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of December.
- 2.3. Approval/Ratification of Purchase Orders** 31
It is recommended that the Board of Education approve and ratify purchase orders for the month of December as presented in the item.
- 2.4. Approval/Ratification of Revolving Cash Report** 40
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.5. Acceptance of Donations** 42
It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.6. Approval of Consultants and General Service Providers** 44
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.
- 2.7. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 46
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of November.
- 2.8. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement** 51
It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending December 31, 2015 and authorize administration to submit the report to SDCOE.
- 2.9. Acceptance of 2014-15 Audit Report** 52
It is recommended that the Board of Education accept the 2014-15 audit report.
- 2.10. Authorization to Conduct Farmers' Market** 53
It is recommended that the Board of Education authorize Farmers' Market to be held at Rio Seco and Hill Creek on March 17, 2016, Cajon Park on March 18, 2016, and Carlton Hills, PRIDE Academy, Chet F. Harritt, and Carlton Oaks on May 26 and May 27, 2016.

Educational Services

- 3.1. Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Occupational Therapy** 54
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for a .2 FTE occupational therapist for the term of January 20, 2016 through June 30, 2016.
- 3.2. Approval of School Accountability Report Cards for the 2014-15 School Year** 55
It is recommended that the Board of Education approve the School Accountability Report Cards for the 2014-15 school year.

- 3.3. Annual Approval of Single Plans for Student Achievement** 56
It is recommended that the Board of Education approve the Single Plans for Student Achievement and Parent Involvement Policy for each of the schools.

- 3.4. Approval of Comprehensive School Safety Plans** 57
It is recommended that the Board of Education approve the comprehensive school safety plans.

Human Resources/Pupil Services

- 4.1. Personnel, Regular** 59
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.

- 4.2. Adoption of Resolution No. 1516-15 to Eliminate a Classified Non-Management Position** 61
It is recommended that the Board of Education adopt resolution no. 1516-15 to eliminate a classified non-management position.

- 4.3. Approval of Short Term Positions** 62
It is recommended that the Board of Education approve the short term positions.

- 4.4. Approval of New Probationary Teachers** 63
It is recommended that the Board of Education approve the placement of temporary teachers into probationary status.

- 4.5. Approval of Internship Credential Agreement with San Diego State University (SDSU)** 64
It is recommended that the Board of Education approve the internship credential agreement with SDSU.

- E. DISCUSSION AND/OR ACTION ITEMS** 73
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. Update on Plans for Pepper Drive School HVAC Replacement Project and Authorization to Initiate Process for a Lease/Leaseback Agreement Amendment** 74
It is recommended that the Board of Education authorize initiating the process for developing an amendment to the Lease/Leaseback Agreement with Balfour Beatty Construction as the delivery method for the Pepper Drive School HVAC Replacement Project.

- 1.2. Governor's Budget Proposal for 2016-17** 75
This is an information item. Action, if any, is at the discretion of the Board of Education.

- 1.3. Monthly Financial Report** 76
It is recommended that the Board of Education approve the Monthly Financial Report, as presented.

Superintendent

- 2.1. Board of Education Self-Evaluation** 79
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.

2.2.	<u>Review/Adoption of Santee School District Governance Standards</u>	82
	It is recommended that the Board of Education annually review and adopt the Santee School District Governance Standards. Action is at the discretion of the Board.	
F.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	86
G.	CLOSED SESSION	87
1.	<u>Conference with Labor Negotiator</u> (Gov. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent</i> <i>Employee Organization: Santee Teachers Association (STA)</i>	
2.	<u>Conference with Labor Negotiator</u> (Gov. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent</i> <i>Employee Organization: Classified School Employees Association (CSEA)</i>	
4.	<u>Conference with Real Property Negotiators</u> (Govt. Code § 54956.8) <i>Property:</i> <ul style="list-style-type: none">• Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)• 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site) <i>Agency Negotiator: Karl Christensen, Assistant Superintendent</i>	
5.	<u>Public Employee Performance Evaluation</u> (Govt. Code § 54957) <i>Superintendent</i>	
H.	RECONVENE TO PUBLIC SESSION	87
I.	ADJOURNMENT	87

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 2, 2016, 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:

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

ITEM A. OPENING PROCEDURES

1. Call to Order and Welcome – 7:10 p.m.

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 19, 2016, 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. Claims Against the District
 - 1.5. Schedule of Upcoming Events
2. Spotlight on Learning: Rio Seco School
3. Spotlight on Learning: Sycamore Canyon School

Agenda Item B.

DEVELOPER FEES COLLECTION REPORT
2015-16
CUMULATIVE THROUGH JANUARY 7, 2016

Residential Rate: \$1.98 per square foot over 500 - effective 6/17/12 - 5/4/14; \$2.08 per square foot - effective 5/5/14

Commercial Rate: \$0.32 per square foot - effective 6/17/12 - 5/4/14; \$0.33 per square foot - effective 5/5/14

Self Storage Rate: \$0.14 per square foot - effective 4/20/10

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	8514 Sandstone Drive ***	07/08/15	336	\$0.00	CFH
	X	9907, 9909, 9911 Conejo Road	07/15/15	8,556	\$17,796.48	RS
X		9261 Mission Gorge Road	07/22/15	4,980	\$1,643.40	PA
	X	10128 El Nopal	08/11/15	1,164	\$2,421.12	CP
	X	9379 Willowgrove Ave.	08/19/15	679	\$1,412.32	CH
X		9121 Mission Gorge Rd.	09/08/15	5	\$1.65	PA
X		8824 Cottonwood Ave. ****	09/24/15	1,100	\$0.00	PA
	X	9818 Medina Dr.	09/25/15	657	\$1,366.56	CO
	X	10230 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10232 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10233 Casa Ct.	10/01/15	2,234	\$4,646.72	CP
	X	10244 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10245 Casa Ct.	10/01/15	2,206	\$4,588.48	CP
	X	10248 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10252 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10256 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10257 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10260 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
X		1840 Joe Crosson Dr.	10/15/15	5,564	\$1,836.12	PD
X		9720 Mission Gorge Rd. Ste G	10/19/15	2,000	\$660.00	RS
	X	8554 S. Slope Dr.	10/19/15	600	\$1,248.00	CFH
	X	9902 Via Nina (Refund for remodel never done)	11/13/15	1,555	(\$2,534.65)	RS
	X	9321 Whispering Leaves Ln.	11/30/15	666	\$1,385.28	CO
X		8157 Wing Ave.	12/17/15	1,279	\$422.07	PD
	X	Bushy Hills Drive	01/05/16	10,197	\$21,209.76	CFH
	X	9253 Carita Rd.	01/06/16	753	\$1,566.24	SC
TOTAL PAGE 1					\$97,587.95	

*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 19, 2016						
Group	Location	Date	Days	Time	Attendance	Fees Applied
<u>Cajon Park</u>						
Santana National Little League (Baseball)	Fields	1/1/16 - 7/31/16	Mon - Fri	4:00 pm - 10:00 pm		
Santana National Little League (Baseball)	Fields	1/1/16 - 7/31/16	Sat & Sun	8:00 am - 10:00 pm		
<u>Carlton Hills</u>						
West Hills Little League (Baseball)	Fields	1/22/16 - 7/20/16	Mon - Fri	3:00 pm - 7:00 pm	30	
Highland Trails HOA	Classroom	1/26/16	Tuesday	5:30 pm - 8:00 pm	25	TBD
Boy Scouts of America (Court of Honor)	Multi-Purpose	1/29/16	Friday	6:30 pm - 8:30 pm	60	
Boy Scouts of America (Cub Scout Pack Meeting)	Multi-Purpose	2/20/16	Saturday	8:30 am - 12:00 pm	60	\$177.50
<u>Carlton Oaks</u>						
Girl Scouts	Classroom	12/9/15	Wednesday	6:30 pm - 8:30 pm	15	
West Hills Little League (Baseball)	Fields	1/22/16 - 7/20/16	Mon - Fri	3:00 pm - 7:00 pm	30	
<u>Chet F. Harritt</u>						
Santee Pioneer Little League (Baseball)	Fields	1/1/16 - 7/31/16	Mon - Fri	4:00 pm - 10:00 pm		
Santee Pioneer Little League (Baseball)	Fields	1/1/16 - 7/31/16	Sat	9:00 am - 10:00 pm		
<u>PRIDE Academy (Prospect Avenue)</u>						
Santee Pioneer Little League (Baseball)	Fields	1/1/16 - 7/31/16	Mon - Fri	4:00 pm - 8:00 pm		
Santee Pioneer Little League (Baseball)	Fields	1/1/16 - 7/31/16	Sat	9:00 am - 8:00 pm		
<u>Rio Seco</u>						
Santana National Little League (Baseball)	Fields	1/1/16 - 7/31/16	Mon - Fri	4:00 pm - 10:00 pm		
Santana National Little League (Baseball)	Fields	1/1/16 - 7/31/16	Sat & Sun	8:00 am - 10:00 pm		
<u>Sycamore Canyon</u>						
West Hills Little League (Baseball)	Fields	1/22/16 - 7/20/16	Mon - Fri	3:00 pm - 7:00 pm	30	

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

Santee School District
ENROLLMENT REPORT
1/8/2016
Month 6 Week 2
School Week 19

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	01/08/16	12/19/2014**	# Diff	% Diff	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	01/08/16	12/19/14	# Diff	% Diff	01/08/16	12/18/2015*	# Diff		
Cajon Park			100	92	102	113	114	105	114	104	115	959	974	-15	-1.5%	2	1	6	6	7	15	7	8	4	56	54	2	3.7%	1015	1016	-1		
Carlton Hills	24		80	74	56	49	45	43	46	58	72	547	526	21	4.0%	3	3	3	4	3	5	1	4	5	31	31	0	0.0%	578	583	-5		
Carlton Oaks			77	78	67	85	80	97	83	115	108	790	765	25	3.3%	5	3	5	7	9	8	5	6	5	53	48	5	10.4%	843	839	4		
Chet F Harritt	23		91	85	70	59	56	70	54	65	41	614	562	52	9.3%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	614	621	-7	
Hill Creek	25		78	75	77	74	79	86	69	90	93	746	738	8	1.1%	0	0	5	3	2	3	4	0	0	17	13	4	30.8%	763	764	-1		
Pepper Drive	15		104	82	141	109	99	106	103	71	84	914	825	89	10.8%	0	0	0	0	0	0	1	0	4	5	6	-1	-16.7%	919	922	-3		
Prospect Ave	31		64	62	58	80	55	52	61	50	51	564	561	3	0.5%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	564	569	-5	
Rio Seco			98	108	114	115	115	84	99	108	85	926	931	-5	-0.5%	1	1	4	9	10	7	11	8	8	59	59	0	0.0%	985	987	-2		
Sycamore Canyon			47	57	50	44	47	54	35	0	0	334	331	3	0.9%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	334	334	0		
SUBTOTAL	0	120	739	713	735	728	690	697	664	661	649	6396	6213	183	2.9%	11	8	23	29	31	38	29	26	26	221	211	10	4.7%	6615	6,635	-20		
Alternative School			4	3	1	5	3	3	7	3	3	32	36	-4	-11.1%																		
Santee Success							1		4	1	1	7	8	-1	-12.5%											0	0	0	#DIV/0!	7	7	0	
NPS																		1		1	1	1		1	5	5	0	0.0%	5	5	0		
SUBTOTAL			4	3	1	5	4	3	11	4	4	39	44	-5	-11.4%	0	0	1	0	1	1	1	0	1	5	5	0	0.0%	44	45	-1		
TOTAL	0	120	743	716	736	733	694	700	675	665	653	6435	6,257	178	2.8%	11	8	24	29	32	39	30	26	27	226	216	10	4.6%	6659	6680	-21		

*Winter Break 12/21/15-1/1/16 **Winter Break 12/22/14-1/5/2015

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.

	PK	EAK 4yo	Total All
Cajon Park	0	0	1015
Carlton Hills	0	0	578
Chet F Harritt	0	0	614
Hill Creek	0	0	763
Prospect Ave	0	0	564
Sycamore Canyon	52	0	386
Total PK/EAK	52	0	0

Total Enrollment Including PK
6711

CLAIMS AGAINST THE DISTRICT

The following claims were received by Business Services and were rejected and referred to the District's insurance carrier by the Assistant Superintendent acting as the authorized agent of the Board of Education as reaffirmed by resolution at its April 21, 1992, meeting.

<u>CLAIM IDENTIFIER</u>	<u>SITE OF OCCURRENCE</u>	<u>DATE OF OCCURRENCE</u>	<u>DESCRIPTION/ACTION</u>
01192016-1	Rio Seco	October 20, 2015	Medical costs incurred related to YMCA chemical spill
01192016-2	Rio Seco	October 20, 2015	Medical costs incurred related to YMCA chemical spill
01192016-3	Rio Seco	October 20, 2015	Medical costs incurred related to YMCA chemical spill
01192016-4	Rio Seco	October 20, 2015	Medical costs incurred related to YMCA chemical spill
01192016-5	Rio Seco	October 20, 2015	Medical costs incurred related to YMCA chemical spill
01192016-6	Rio Seco	October 20, 2015	Medical costs incurred related to YMCA chemical spill
01192016-7	Rio Seco	October 20, 2015	Medical costs incurred related to YMCA chemical spill
01192016-8	Rio Seco	October 20, 2015	Medical costs incurred related to YMCA chemical spill
01192016-9	Rio Seco	October 20, 2015	Medical costs incurred related to YMCA chemical spill

Schedule of Upcoming Events

Date	Event
January 18	Martin Luther King Holiday Schools and Departments Closed
January 19 <i>(note time change)</i>	Meeting of the Directors of the Santee School District School Facilities Corporation; 7:00 p.m. Board Meeting for 2016; 7:10 p.m.
January 26	Special Education Advisory Committee; 6:00 p.m., ERC
February 1	Communication Committee; 3:30 p.m., ERC
February 2	Board Meeting for 2016; 7:00 p.m.
February 8	Lincoln Holiday – Schools and Departments Closed
February 11	District Advisory Committee (DAC); 6:00 p.m., ERC
February 15	President's Day Holiday – Schools and Departments Closed
February 16	Board Meeting for 2016; 7:00 p.m.
February 22	Wellness Committee; 3:30 p.m., DO Library
February 18 <i>(note new date)</i>	Foundation Art Show, 5:30-7:30 p.m. Church of Jesus Christ of Latter-Day Saints, 10052 Magnolia Avenue, Santee
February 29	Character Education Committee; 4:00 p.m., DO Conf Room
March 1	Board meets with Principals; 6:00 p.m., DO Conf Room Board Meeting for 2016; 7:00 p.m.
March 2	Safety/Facilities Committee; 3:30 p.m., ERC
March 7 <i>(note new time)</i>	LCAP Annual Review; 6:00 p.m., Rio Seco School Multi-purpose Room
March 10	District Advisory Committee (DAC); 6:00 p.m., ERC
March 15	Board Meeting for 2016; 7:00 p.m.
March 17	Budget Advisory Committee (BAC); 6:00 p.m., DO Conf. Room
March 21-April 1	Spring Break – School Closed

Reports and Presentations Item B.2.
Prepared by Cathy A. Pierce, Ed.D.
January 19, 2016

Spotlight on Learning: Rio Seco School

BACKGROUND:

Common Core State Standards (CCSS) are designed to be robust and relevant, preparing students for college and careers. The cognitive complexity of the CCSS and the Smarter Balanced Assessments (SBAC) require students to employ a deeper level of thinking and application of learning to real-world situations. Success with the CCSS and SBAC requires students to become more active in the learning process and to engage in a variety of dynamic learning opportunities, including using technology as a tool for learning.

Tonight, Principal Debra Simpson will highlight student learning at Rio Seco School.

Agenda Item B.2.

Reports and Presentations Item B.3.
Prepared by Cathy A. Pierce, Ed.D.
January 19, 2016

Spotlight on Learning: Sycamore Canyon
School

BACKGROUND:

Common Core State Standards (CCSS) are designed to be robust and relevant, preparing students for college and careers. The cognitive complexity of the CCSS and the Smarter Balanced Assessments (SBAC) require students to employ a deeper level of thinking and application of learning to real-world situations. Success with the CCSS and SBAC requires students to become more active in the learning process and to engage in a variety of dynamic learning opportunities, including using technology as a tool for learning.

Tonight, Principal Jeri Billick will highlight 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.

Agenda Item D.

Consent Item D.1.1.
Prepared by Cathy A. Pierce, Ed.D.
January 19, 2016

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- December 15, 2015, Organizational 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
ORGANIZATIONAL MEETING
OF THE BOARD OF EDUCATION**

December 15, 2015
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President Burns called the meeting to order at 7:00 p.m.
Members present:
Dustin Burns, President
Barbara Ryan, Vice President
Elana Levens-Craig, Clerk
Dianne El-Hajj, Member
Ken Fox, Member
Administration present:
Dr. Cathy Pierce, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services
Lisa Arreola, Executive Assistant and Recording Secretary
2. President Burns invited the audience to recite the District Mission and then invited John Meitz, Community Member, to lead the members, staff, and audience in the Pledge of Allegiance.
3. Approval of Agenda
It was moved and seconded to approve the agenda.

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

B. ORGANIZATIONAL MEETING

1. **Election of Board of Education Officers**
President Burns announced that this meeting was the annual organizational meeting of the Board and asked for a motion to elect 2016 Board officers through rotation according to Board Bylaw 9120, and that Board Bylaw 9120 be revised to reflect the officer rotation for 2016.

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

Following the approval of this item, Barbara Ryan assumed the leadership of the meeting as the newly elected President. The Board officers for 2016 are: Barbara Ryan, President; Elana Levens-Craig, Vice President; Dianne El-Hajj, Clerk; Ken Fox and Dustin Burns, Members.

2. **Board Meeting Calendar for 2016**
Member Burns moved to approve continuation of the existing meeting schedule with meeting dates for 2016 as listed. President Ryan noted a special meeting would be called if the Board needed to conduct business outside of the adopted meeting calendar.

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

3. Board of Education Representatives to Councils, Advisory and Other Committees

President Ryan inquired on the Board's preference to go individually through each committee and/or if their desire was to remain on the same committees. Member Burns made reference to the Board/Santee City Council Joint Conference Committee and asked that it be updated to reflect the current President and Vice President. Member Burns moved for Board members assignments to Advisory and other committees for 2016 remain as assigned, with the exception of the Board/Santee City Council Joint Conference Committee.

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

C. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1. Developer Fees Collection Report
- 1.2. Use of Facilities Report
- 1.3. Enrollment Report
- 1.4. Claims Against the District
- 1.5. Schedule of Upcoming Events

2. Presentation: Long Term Debt Refunding Update

Mr. Christensen explained the District has been working with financial advisor Dale Scott, of Dale Scott & Company, on refinancing the current Certificates of Participation (COPs), and General Obligation Bonds in order to create savings. On December 3rd, new COPs went up for sale in the open market to replace the outstanding ones issued in 2008. Mr. Christensen reported that there were significantly more orders for the new COPs than there were available instruments, thereby allowing interest rate yields to be reduced. Consequently, the final sale resulted in a net savings to the District, after issuance costs, of approximately \$11.6 million. He mentioned it was important to note that this savings is primarily in the form of not having to pay \$11.6 million of debt service in years 2042 thru 2048 and, therefore, does not significantly benefit the District's general fund until the year 2042. Mr. Christensen mentioned Mr. Scott had also been working on the GO Bond refunding transaction. He explained this transaction does not impact the District's General Fund but rather would produce savings for taxpayers on their property tax bills over the long-term.

Mr. Scott provided the Board with an update on the COPs transaction recently completed and the upcoming GO Bond refunding transaction. He made reference to information on page 3 of his handout. Mr. Scott mentioned the direction from the Board, at the November 3 meeting, was to refinance the COPs to lower interest rates. He explained the 2008 COPs – Estimated Savings of November 3, 2015 were as follows:

Proposed COP Refunding	
Refunded COPs	\$22,245,000
Refunding COPs	\$21,715,000
Gross Savings	\$9,222,268
Negative Arbitrage	\$1,805,450
Underwriting	\$108,575
Costs of Issuance	\$255,000
Bond Insurance	\$111,000
<i>Net Savings</i>	<i>\$6,942,243</i>
NPV	\$2,215,296
NPV Savings as % of Refunding Bonds	10.20%

Mr. Scott proceeded to explain the General Obligation bonds are the overall structure of all the current interest bonds and capital appreciation bonds up to the year 2051. These are a compilation of current interest bonds (payable immediately) and a number of non-callable capital appreciation bonds. He emphasized that unlike the COPs, these are only payable by the tax

payers; and had nothing to do with the District's budget and/or funds. All the costs and savings associated with the transaction are solely from levies of taxpayer property taxes. Mr. Scott made reference to page 7 of his handout which showed Step 1 (2015): Advance Refunding of Series A.

Savings Report (Series A)	
Refunding GOs	\$15,445,000
Total Refunded Debt Service	\$25,874,113
Less: New CIB Payments	\$23,852,770
<i>Net Taxpayer Savings</i>	<i>\$2,021,342</i>
NPV*	\$1,586,768
NPV Savings as % of Refunding GOs	10.27%

*Discounted at arbitrage yield of 2.62%

He explained the Series A callable bonds show a net taxpayer savings of \$2,021,342. A pre-pricing call is scheduled for Wednesday, December 16 and they would go on the market either Wednesday or Thursday.

Mr. Scott discussed the CABs (Series A, B, C, D, and E). He explained he foresaw being able to purchase Series B and C bonds. However, when the owners were contacted, they were not interested in selling. Mr. Scott mentioned a majority portion of the Series D and E bonds are owned by First Republic Bank. Through negotiations with First Republic Banks, they said they would be willing to "swap" the CABs they currently own (which are higher interest and non-callable) for lower interest callable bonds. He believes that along with the Series A, the District will be able to acquire and sell back a portion of the Series D CABs; and then structure them as CABs that are payable. Mr. Scott explained these are callable CABs and the District would be able to refinance them in 2025. If that transaction is able to be put together, that would result in an additional savings (in addition to the Series A) of approximately \$8,232,539.

Savings Report (Series D)	
Refunding GOs	\$10,181,127
Total Refunded Debt Service	\$28,372,539
Less: New CAB Payments	\$20,140,000
<i>Net Taxpayer Savings</i>	<i>\$8,232,539</i>
NPV*	-\$816,433
NPV Savings as % of Refunding GOs	-8.02%

*Discounted at arbitrage yield of 4.5%

Mr. Scott reminded the Board the Series E bonds are non-callable bank qualified bonds. He explained this has to do with how they were originally sold; and it limits how many can be issued in a year. Mr. Scott explained that a possible similar transaction was in process with First Republic Bank to transfer the long-term callable CABs into long-term non-callable CABs, then into shorter term callable CABs. Mr. Scott referenced page 11 of his handout.

Savings Report (Series E)	
Refunding GOs	\$8,918,815
Total Refunded Debt Service	\$36,605,837
Less: New CAB Payments	\$27,675,000
<i>Net Taxpayer Savings</i>	<i>\$8,930,837</i>
NPV*	-\$876,656
NPV Savings as % of Refunding GOs	-9.83%

*Discounted at arbitrage yield of 2.62%

Mr. Scott mentioned the estimated total savings is approximately \$19,184,718.

Total Savings		
	11/03/15 Estimate	12/15/15 Estimate
Series A	\$1,732,779	\$2,021,342
Series D	\$3,693,128	\$8,232,539
Series E	\$6,201,685	\$8,930,837
Total Savings	\$11,627,592	\$19,184,718

Mr. Scott made reference to the parameters established by the Board. These included that the tax on the average assessed valuation rise incrementally; no more than \$20 per year. He explained the average assessed valuation for Santee School District is \$270,000. Mr. Scott mentioned the average household's taxes would rise by \$19.97 per year per \$100,000 of assessed valuation for the next 24 years; and would drop by average of \$63.72 per year for the remaining 10 years.

3. Spotlight: Digital Learning Update

In its fourth year, the District has had a digital learning committee that has met monthly to craft the foundation of the District's Digital Learning program, design the implementation, and vet numerous aspects program. Superintendent Pierce introduced and thanked the members from the Technology Leadership Team: Kristin Baranski, Karen Hohimer, Ted Hooks, Andy Johnston, Matt Marsman, Bonner Montler, Dan Prouty, Mark Starkey, Bernard Yeo, Dr. Stephanie Pierce, and Karl Christensen.

Dr. Pierce shared their presentation was based in the style of, *If You Give A Mouse a Cookie*. Dan Prouty, Educational Technology Coordinator, mentioned their presentation would entail, *If You Give A Kid An iPad*. Each of the Technology Leadership Team members took turns reading the story.

If You Give a Kid an iPad

She is going to ask for a kickstand and a charger...When you give him a kick stand and a charger, he'll want to turn on and use it... When she turns it on, she'll probably want to check out some apps... And as he begins to swipe, he'll discover DreamBox... Once he completes his math lesson, he may be in the mood for some Achieve3000 – at its proper exile level, of course... After all that hard work, she'll probably be inspired to create something great... When he looks in his microscope, he might notice he needs a little more magnification, so he'll ask his iPad for help... And after that, by collaborating with other students, he'll create something even greater... Certainly, once she creates something great, she'll want to share with the world... In order to share it, he'll probably want to post it to EdModo... She will receive instant feedback... Once she gets that great feedback, she will know to keep learning on her iPad... By the end of the year, he'll be pretty tired from all that hard work... But, soon enough another school year begins, and she'll want more outstanding educational opportunities from her teachers in the Santee School District... And he's going to want his iPad to go with it... The End... But, really, it is just the beginning.

Upon completion, the Technology Leadership updated the Board with the next steps of the District's Digital Learning program. They shared the deployment of Round 3, iPads for students in grades K-2. Member Levens-Craig asked for a timeline of iPad deployment dates.

D. PUBLIC COMMUNICATION

President Ryan mentioned Board Bylaw 9323 – Meeting Conduct, stated each speaker may address the Board for no more than five minutes; and the total allotment for public comments was 20 minutes. She mentioned there were 26 request to speak cards. President Ryan also mentioned the Bylaw allowed for the Board to take action to increase and/or decrease the allotted time. Member Fox moved to suspend

the 20 minute total allotment for public comments. President Ryan proceeded to invite members of the audience to address the Board about any item not on the agenda.

Lori Meaux, President of the Santee Teachers Association, shared teacher frustration due to high out-of-pocket benefit costs. Ms. Meaux mentioned neighboring districts are offering comparable salaries with comprehensive benefit packages, prep periods for middle school teachers, and creative scheduling for professional development; and how it is becoming increasingly difficult for Santee School District to obtain and retain highly qualified teachers. She mentioned the District must plan for the California teacher shortage by negotiating a contract that would attract new teachers; and retain the District's current quality educators. Ms. Meaux shared the Association's hope was that through mediation, parties can return to the negotiations table to negotiate articles individually and not as a package deal.

Luke Towne, a Carlton Oaks teacher, reminded the Board of the state-wide teacher shortage. He discussed a 60% decrease in enrollment in the State's teaching credentialing programs; and the estimated number of teachers anticipated to retire in the next ten years. Mr. Towne mentioned new teachers will be in high demand and be able to pick the District of their choice. He urged the Board to truly follow its goal of attracting and retaining highly qualified teachers and choose to offer the Santee teachers a fair and competitive agreement.

Gilly Ryan, PRIDE Academy teacher, shared the offer proposed to teachers made her feel undervalued and disrespected. Ms. Ryan mentioned teachers work above their contractual days to offer the best learning environment to students. She shared the teachers have worked tirelessly to learn and implement the Common Core Standards. Ms. Ryan asked that the teachers be offered a contract this is fair, makes them feel valued, and a contract that invests in the future of their families.

Cameron Williams, Carlton Oaks teacher, shared being a product of Santee School District. Mr. Williams mentioned his class had been studying the constitution. He questioned the District's decision to share information via social media and stifle the public responses. Mr. Williams referenced lawsuits where public agencies were ordered to pay fines for removing comments.

Debbie Williams, Cajon Park teacher, shared seeing Santee School District as a place of teamwork and collaboration. She mentioned teachers work hard to make sure students District-wide are getting an equitable education. Ms. Williams mentioned the teachers feel inundated with new curriculum and were asked to create their own curriculum on their own time. She shared morale was at an all-time low. She mentioned her hope is for the Board to be the voice of reason and make decisions that benefit and value educators, and plan for a financial sound future in Santee.

Stacy Orchulli, Rio Seco parent, mentioned she was present to speak on behalf of the Santee teachers. She mentioned it is disheartening to listen to the teachers discuss the proposed contract. Ms. Orchulli stressed her support of the teachers. She asked the Board to listen and respect the teachers.

Andy Reyes-Purpero, parent and PTA member, clarified she was not speaking on behalf of the PTA. She mentioned Superintendent Pierce attended a PTA where she discussed what was and was not appropriate to discuss about negotiations. Ms. Reyes-Purpero shared Superintendent Pierce discussed the District's proposal. She mentioned the PTA is now afraid to discuss any matters with the teachers. Ms. Reyes-Purpero mentioned she thought the information posted by the District was misleading. She shared being a homeowner and taxpayer in Santee and she would like for Santee School District to offer superior education.

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

E. PUBLIC HEARINGS

1. **Recycling of Obsolete Instructional Materials**

President Ryan opened the public hearing on Recycling of Obsolete Instructional Materials. There were no comments. The public hearing was closed.

2. Transitional Kindergarten Instructional Minutes California Department of Education Waiver

President Ryan opened the public hearing on Transitional Kindergarten Instructional Minutes California Department of Education Waiver. There were no comments. The public hearing was closed.

F. CONSENT ITEMS

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

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Expenditure Warrants**
- 2.3. **Approval/Ratification of Purchase Orders**
- 2.4. **Approval/Ratification of Revolving Cash Report**
- 2.5. **Acceptance of Donations**
- 2.6. **Approval of Consultants and General Service Providers**
- 2.7. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.8. **Annual and Five-Year Developer Fee Report**
- 2.9. **Memorandum of Understanding with the City of Santee and Pioneer National Little League Regarding Improvements to Chet F. Harritt Ballfields**
- 2.10. **Award of Informal Bid through the CUPCCAC Process for Chet F. Harritt Ballfield Improvements**
- 3.1. **Approval of Appointment for Representative to the Community Advisory Committee, East County Special Education Local Plan Area (SELPA)**
- 3.2. **Approval of Amended Nonpublic Agency Master Contract with Advantage On Call, LLC for Speech Therapy**
- 3.3. **Approval of Transitional Kindergarten Instructional Minutes Waiver 2015-2017**
- 3.4. **Approval of Nonpublic Agency Master Contract with HMSystems, Inc. for Occupational Therapy**
- 4.1. **Certification of Competence in Evaluation and Instructional Methodologies**
- 4.2. **Adoption of Resolution No. 1516-14 to Eliminate a Vacant Classified Non-Management Position**
- 4.3. **Approval to Increase Work Hours for Identified Classified Non-Management Position**

It was moved and seconded to approve Consent Items as presented.

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

G. DISCUSSION AND/OR ACTION ITEMS

Human Resources/Pupil Services

1.1. Personnel, Regular

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, explained this item contained information on employee hires, transfers, etc. and was seeking the Board's approval. Upon the Board's approval, Dr. Pierce introduced the newest members of the Santee School District family, Mimi McGinty, Special Education Director, and Charlie Myers, Transportation Director. President Ryan welcomed Ms. McGinty and Mr. Myers to Santee School District.

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

Educational Services

2.1. Approval of Mathematics Instructional Materials, Kindergarten – Grade 5

Dr. Pierce shared that teachers in Kindergarten – grade 5 began piloting State Board of Education approved mathematic instructional materials. Dr. Pierce acknowledged the pilot teachers in the audience and mentioned that over the past year, the pilot teacher committee had researched and analyzed three instructional programs, *My Math*, *Math Expressions*, and *Eureka Math*. In November 2015, the pilot committee reviewed all three programs for alignment to Common Core; promotion of common core instructional shifts; quality of assessment and student evidence of learning; quality and unity of instructional resources; and accessibility for all students. She reported the pilot teacher committee selected *Math Expressions*.

Chasity Forster, Pepper Drive teacher, discussed the findings of the pilot teacher committee. She mentioned the teachers used a rubric to rate the instructional material. Ms. Forster shared *Math Expressions* received a 2.7, out of a scale of 3.0; *Eureka* a 1.97; and *My Math* a 1.53. Mr. Forster mentioned these numbers showed all the Kindergarten – grade 5 teachers were in consensus that *Math Expressions* strongly matched our students' needs. She explained that *Math Expressions* had a huge focus on prioritizing the State Standards and coherence across all grade levels.

Kristin Baranski, Director of Curriculum and Assessment, shared part of the review included communication with parent groups, the community, and District teachers. The information was presented to the DAC, DELAC, and at a materials fair.

Member El-Hajj inquired on the short-comings of *Math Expressions* and student assessment. Ms. Forster shared it was the technology section and continuous changes due to Common Core. She mentioned the changes due to Common Core could also be seen as positive; as the company is striving to keep up with Common Core changes. Ms. Forster explained *Math Expressions* contained performance-task based assessment. President Burns inquired on the students' ability to use *Math Expressions* on their iPads. Ms. Forster explained there was a technology piece for use with the iPads. Member Burns moved approval.

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

Business Services

3.1. Approval of First Period Interim Report

Mr. Christensen shared snapshots of all funds, highlighting the changes in fund balances based on projections and transactions through October 31. He explained the Snapshot of All Funds showed a \$1,762,035 surplus in the Unrestricted General Fund. Mr. Christensen noted this did not include any expenditures for compensation increases. The restricted general fund showed a projected ending balance of \$1,050,840; this includes approximately \$478,000 of Educator Effectiveness Funds which have not been expended; and Prop 39 (Energy Efficiency) funds which the District has been receiving annually. He explained the Prop 39 funds would be completely expended on the Pepper Drive HVAC project. Mr. Christensen noted the Child Development Fund showed a projected ending fund balance of approximately \$4,534. The Cafeteria Fund showed a \$50,377 deficit and a projected ending fund balance of \$652,783. He explained this was a bit higher than three months of expenditures allowed; approximately \$65,000 over. Mr. Christensen explained this ending fund balance did not include any compensation increases. The Deferred Maintenance Fund showed a projected ending fund balance of \$174,633. He explained some funds, in addition to Prop 39 funds, would be used for the Pepper Drive HVAC project. Special Reserve Fund 17 showed a projected ending fund balance of \$2,895,789. Special Fund 40 showed a projected ending fund balance of \$3,217,232, of which approximately \$475,000 was associated with the Hill Creek solar project; \$2.1 million is the technology reserve; \$175,000 for bus replacements; \$500,000 for facility needs; and approximately \$32,000 expended on the Hill Creek playground restructure; leaving an approximate balance of \$468,000. Mr. Christensen explained the Capital Facilities fund was a combination of developer fees, redevelopment funds, and funds from the sale of the Renzulli property. He noted the \$3,120,017 shown as total outgo, were from the sale of the Renzulli property. Enterprise Fund 63 showed a projected ending fund

balance of \$802,598 (a combination of Yale and Project SAFE funds). Mr. Christensen explained this ending fund balance did not include any expenditures for compensation increases; and there were also a few anticipated one-time expenditures being considered for both projects.

Multi-year projection

Mr. Christensen mentioned the multi-year projections included all of the assumptions of expenditure changes, based on the Board’s direction from the budget workshop; as well as all the LCAP actions and services, and other revisions for increased needs and services. He noted that the assumptions added to the multi-year projection included the Average Daily Attendance at the same level as in 2014-15; and explained that although there is an increase in enrollment, and the District anticipates an increase in ADA, the District should be able to project P2 ADA in January and update the ADA and any LCFF changes at Second Interim. Mr. Christensen noted the assumptions shown did not include any expenditures for compensation increases. He explained that in 2015-16 the expected reserve percentage is 23.1%; 25.07% in 2015-16; and 27.10% in 2017-18.

Member El-Hajj moved to approve the First Interim Report with a positive certification regarding the District’s ability to meet its financial obligations for the 2015-16 and two subsequent years.

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

3.2. Approval of Monthly Financial Report

Mr. Christensen explained this report pertained to cash and budget revision transactions in the General Fund posted through October 31, 2015. He mentioned the District ended the month of October with a general fund cash balance of approximately \$6.3 million and the District’s ability to meet all financial obligations with internal cash balances through June 30. Mr. Christensen explained the Budget Revisions portion of this report covered the same time period as the 1st Interim Report so the projected results shown were the same as that stated during the 1st Interim Report presentation. Member Burns moved approval.

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

3.3. Next Steps for Sale of Former Santee School Site

Mr. Christensen explained that at the November 17th meeting, the Board of Education rejected the bid for the Former Santee School Site; and Administration was inquiring on next steps. He mentioned that after speaking with the District’s attorney, she had suggested that the District obtain some information from two or three real estate brokers in the area on the their assessment of the property and a possible sale price. Mr. Christensen provided the Board with a summary enumerating the brokers to be contacted and the information to be obtained. He clarified this process would be of no-cost to the District but, simply a way to obtain additional data for formulating a revised plan for eventual sale of the property. Once the information was obtained, he would be brought back to the Board at a future meeting for consideration and discussion of next steps. If there is a consensus among the brokers that the sale price could be considerably higher than the previous minimum bid requirement of \$8.5 million, it might indicate that hiring a broker and paying a fee to market the property could be a viable alternative. If, on the other hand, the consensus indicates that the probable sale price is near the previous minimum bid amount, this might indicate a need to either restructure the transaction to reduce risk for the bidders or to wait until some future time to put the property back up for bid when conditions are more favorable. Mr. Christensen mentioned he was seeking direction from the Board as to whether to proceed with obtaining additional information from real estate brokers as previously explained.

Upon discussion, President Ryan mentioned it was the Board’s consensus to have Administration obtain some information from two or three real estate brokers in the area on the their assessment of the property and possible sale price. Member Burns asked that Administration inquire on what steps other Districts have taken to sell property. Member El-Hajj asked that Administration be cautious of working with brokers.

Superintendent

4.1. California School Boards Association (CSBA) Delegate Assembly Call for Nominations

President Ryan mentioned the Delegate Assembly nominees were all incumbents and although in the past, the District had nominated incumbents, she did not find it necessary this year. No action was taken.

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

President Ryan thanked Member Burns for his service during the past year as Board President and presented him with a gift. She mentioned knowing how Member Burns was in constant communication with the Superintendent's Office during his tenure as President. She presented him with a (toy) phone and a recorded message from the Superintendent and Executive Assistant. Once again, President Ryan expressed her gratitude for his service as Board President. Member Burns mentioned he was honored to serve as Board President and he was privileged to work alongside a great group. He expressed his gratitude to fellow Board members for allowing him to serve a President.

Member Burns shared some District's students attending six-grade camp had been introduced to 17° weather. He reported students were having a great time.

Member Levens-Craig shared enjoying the CSBA conference and expressed her gratitude for being allowed to attend.

Superintendent Pierce asked Mr. Christensen to bring the Board up-to-date on Sycamore Canyon's sewer line issues. Mr. Christensen reminded the Board about the recent challenges with the sewer at Sycamore Canyon. He mentioned earlier that day, a neighbor called the school to report a sewage spill onto his yard from the school. Mr. Christensen mentioned it was a collapsed line and it is being repaired.

Superintendent Pierce mentioned the District had received two surveys from the Grand Jury: 1) Survey on the Wellbeing of Students in Lockdowns; 2) Survey of San Diego School Districts Regarding Written Guidelines for Board Members and Superintendents. The Board reviewed a draft of the responses, made a few suggestions, and asked that the responses be submitted to the Grand Jury.

Member El-Hajj followed up on a meeting date to discuss the distribution of flyers. Superintendent Pierce mentioned she would work on getting the meeting scheduled. Member Levens-Craig inquired on the meeting with Senator Anderson. Superintendent Pierce said we were waiting to hear from Senator Anderson's office.

Member Levens-Craig mentioned the Grossmont Union High School District's calendar had been approved and inquired on the status of the District's calendar. Mr. Larson mentioned the calendar committee was scheduled to meet upon returning from the holidays.

H. CLOSED SESSION

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

1. **Public Employee Discipline/Dismissal/Release** (Gov. Code § 54957)
2. **Conference with Labor Negotiator** (Gov. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Karl Christensen, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)
3. **Conference with Labor Negotiator** (Gov. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Karl Christensen, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)

4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property:
 - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*

5. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

The Board entered closed session at 8:48 p.m.

I. RECONVENE TO PUBLIC SESSION

J. ADJOURNMENT

With no further business, the regular meeting of December 15, 2015 adjourned at 10:15 p.m.

Dianne El-Hajj, Clerk

Cathy A. Pierce, Ed.D., Secretary

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
January 19, 2016

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 \$3,710, with substitute costs of \$1,260, 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 19, 2016

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Friday,	01/15/16 Dr. Staci Block	Carlton Oaks School	San Diego Arts Network Retreat	SDCOE	\$0	\$25	Carlton Oaks School	This workshop will focus on Arts curriculum.
Friday,	01/15/16 Ed Gigliotti Kirsten Stretton Carrie Thompson	PRIDE Academy Cajon Park School Chet F. Harritt School	Cognitive Behavioral Therapy and Mindfulness	San Diego	\$0 \$0 \$0	\$225 \$225 \$225	Santee Empowerment Santee Empowerment Santee Empowerment	This workshop will provide recent research findings that relate to the effectiveness of Cognitive Behavioral Therapy and Mindfulness.
Friday,	01/22/16 Jennifer Dye Dr. Staci Block Laura Manning Penny Hoogeveen Angie Shinsky Katie Judd Joanne Quan Meghan McMahon Dennae Lovell Elizabeth McCune Heidi Rowan Kamrie Credille Lisa Williams	Hill Creek School Carlton Oaks School Carlton Oaks School Carlton Oaks School Carlton Oaks School PRIDE Academy PRIDE Academy PRIDE Academy PRIDE Academy Sycamore Canyon Sycamore Canyon Sycamore Canyon Sycamore Canyon	2016 Early Years Conference	SDCOE	\$105 \$0 \$105 \$105 \$105 \$105 \$105 \$105 \$105 \$105 \$105 \$105 \$105	\$91 \$77 \$77 \$77 \$77 \$81 \$81 \$81 \$81 \$90 \$90 \$90 \$90	Hill Creek School Carlton Oaks School Carlton Oaks School Carlton Oaks School Carlton Oaks School State Preschool State Preschool Title I Title I Title I Title I Title I Title I	This conference offers instructional strategies for preschool, transitional kindergarten, and kindergarten educators.
Wed-Thurs,	02/03/16 - Rachael Pabis 02/04/16 Laura Isaacson	Cajon Park School Rio Seco School	Social Thinking Conference	Santa Ana, CA	\$0 \$0	\$151 \$151	Special Education Special Education	This conference will provide strategies for concrete learners and individuals with significant social problems.
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California								
Wed-Fri,	01/13/16 - Mimi McGinty 01/15/16	Special Education	Every Child Counts Symposium	Monterey, CA	\$0	\$1,347	Professional Development	The focus of the symposium will be on the latest information in the field of student services and special education.
Sun-Tues,	01/24/16 - Cathy Abel 01/26/16	Child Nutrition Services	California School Nutrition Association State Legislative Action Conference	Sacramento, CA	\$0	\$278	Child Nutrition Services	This conference will focus on child nutrition and will provide an opportunity for attendees to meet with state legislators.

Consent Item D.2.2. Approval/Ratification of Expenditure Warrants
 Prepared by Karl Christensen
 January 19, 2016

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 2015:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	12-455166 TO 12-457777	\$960,742.63
09 00	N/A	\$0.00
12 06	12-455211 TO 12-455212	\$175.97
13 00	12-455213 TO 12-456753	\$97,605.77
14 00	12-455234 TO 12-456755	\$74,552.85
21 09	N/A	\$0.00
21 39 / 21 08	N/A	\$0.00
25 18	12-456351	\$4,016.76
25 38	12-455236 TO 12-456757	\$441,296.25
35-00	N/A	\$0.00
40-00	12-457154	\$1,825.28
63 00	12-455237 TO 12-456758	\$32,812.60
		\$1,613,028.11

Student Body Warrants issued for the period of December 2015:

\$6,675.25

Payroll Warrant #'s beginning 10-505729 through 10-505772 and 10-988240 through 10-989052 and 10-509968:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$3,161,566.86
06 00	\$777,605.06
12 06	\$15,753.60
13 00	\$87,145.35
25-18	
63 00	\$170,160.75
\$4,212,231.62	

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 \$5,831,934.98 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.

Consent Item D.2.3. Approval/Ratification of Purchase Orders
 Prepared by Karl Christensen
 January 19, 2016

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. However, there were no increases to existing purchase orders in excess of 10% or more during the month of December 2015. The table below is a summary of total purchase orders by location:

AMOUNT	LOCATION
\$ 4,126.85	PEPPER DRIVE SCHOOL
\$ 5,816.49	CARLTON HILLS SCHOOL
\$ 7,169.46	SYCAMORE CANYON SCH
\$ 2,524.65	PROSPECT AVENUE SCH
\$ 4,733.23	CAJON PARK SCHOOL
\$ 4,191.95	CHET F HARRITT SCH
\$ 3,713.66	CARLTON OAKS SCHOOL
\$ 3,682.94	RIO SECO SCHOOL
\$ 6,876.94	HILL CREEK SCHOOL
\$ 316.94	SUPERINTENDENT DEPT
\$ 33,736.50	BUSINESS SERVICES
\$ 26,562.14	EDUCATIONAL SERVICES
\$ 43,244.28	SPECIAL EDUCATION
\$ 1,021,427.07	EDUCATIONAL PROJECTS
\$ 2,082.86	EDUCATIONAL SERVICES
\$ 8,381.36	PUPIL SERVICES
\$ 32,780.30	PROJECT SAFE
\$ 36,363.46	TECHNOLOGY SERVICES
\$ 30,164.92	MAINTENANCE
\$ 56,788.68	TRANSPORTATION
\$ 38,027.92	FACILITIES MODERNIZATION
\$ 5,218.43	WAREHOUSE
\$ 1,035.07	FOOD SERVICES
\$1,378,966.10	Total Purchase Orders – December 2015

RECOMMENDATION:

It is recommended that the Board of Education approve purchase orders #151133 through #151326 issued December 1, 2015 through December 31, 2015.

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 \$1,378,966.10 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

LOCATION LIST 2015-16

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

M = Monthly Blanket
A = Annual Blanket
L = Lottery

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

Fund Numbers

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

PURCHASE ORDER EXCEEDED BY 10%
 FOR THE MONTH OF DECEMBER 2015

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
150870	10/12/2015	03/06	GOPHER SPORT	004	PE EQUIPMENT	\$474.12
					ADDED SHIPPING COSTS	\$74.63
					NEW TOTAL	\$548.75

PURCHASE ORDER LISTING - DECEMBER 2015
BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
151147	12/1/2015	3	SAN DIEGO JUNIOR THEATER	ADMISSIONS	\$ 390.00	002	PEPPER DRIVE SCHOOL
151224	12/8/2015	3	CHRISTIAN YOUTH THEATER	ADMISSIONS	\$ 1,225.00	002	PEPPER DRIVE SCHOOL
151254	12/9/2015	6	CAPSTONE PRESS	LIBRARY DIGITABLE BOOKS	\$ 511.85	002	PEPPER DRIVE SCHOOL
151267	12/10/2015	3	SKATE SAN DIEGO	ADMISSIONS	\$ 2,000.00	002	PEPPER DRIVE SCHOOL
				TOTAL	\$ 4,126.85		PEPPER DRIVE SCHOOL
151134	12/1/2015	3	AMAZON.COM	iPAD SUPPLIES	\$ 32.37	003	CARLTON HILLS SCHOOL
151162	12/2/2015	3	MAPLE LEAF CENTER	REGISTRATION FEES	\$ 350.00	003	CARLTON HILLS SCHOOL
151163	12/2/2015	3	LAKESHORE LEARNING MATERIALS	CLASSROOM MATERIALS	\$ 140.66	003	CARLTON HILLS SCHOOL
151167	12/2/2015	3	LAKESHORE LEARNING MATERIALS	CLASSROOM MATERIALS	\$ 58.99	003	CARLTON HILLS SCHOOL
151187	12/3/2015	3	SCHOLASTIC TEACHING RESOURCES	CLASSROOM MATERIALS	\$ 157.77	003	CARLTON HILLS SCHOOL
151188	12/3/2015	3	VIRCO MANUFACTURING CORP	CLASSROOM FURNITURE	\$ 597.25	003	CARLTON HILLS SCHOOL
151189	12/3/2015	3	SCHOLASTIC INC	CLASSROOM MATERIALS	\$ 146.32	003	CARLTON HILLS SCHOOL
151202	12/4/2015	3	AMAZON.COM	CLASSROOM MATERIALS	\$ 64.76	003	CARLTON HILLS SCHOOL
151218	12/8/2015	3	CCS PRESENTATION SYSTEMS INC	EQUIPMENT PARTS	\$ 193.32	003	CARLTON HILLS SCHOOL
151234	12/9/2015	6	WOWZERS LLC	LICENSES	\$ 672.00	003	CARLTON HILLS SCHOOL
151252	12/9/2015	3	GOPHER SPORT	PE SUPPLIES	\$ 286.25	003	CARLTON HILLS SCHOOL
151259	12/10/2015	3 6	BENCHMARK EDUCATION CO	CLASSROOM MATERIALS	\$ 1,224.84	003	CARLTON HILLS SCHOOL
151272	12/11/2015	6	AMAZON.COM	CLASSROOM MATERIALS	\$ 50.17	003	CARLTON HILLS SCHOOL
151307	12/16/2015	6	HEINEMANN	CLASSROOM MATERIALS	\$ 885.00	003	CARLTON HILLS SCHOOL
151325	12/17/2015	3	B&H PHOTO & VIDEO	SUPPLIES	\$ 956.79	003	CARLTON HILLS SCHOOL
				TOTAL	\$ 5,816.49		CARLTON HILLS SCHOOL
151135	12/1/2015	3	AMAZON.COM	SUPPLIES	\$ 15.98	004	SYCAMORE CANYON SCH
151141	12/1/2015	3	SCHOOL HEALTH CORPORATION	AED SUPPLIES	\$ 317.42	004	SYCAMORE CANYON SCH
151166	12/2/2015	6	HEINEMANN	CLASSROOM MATERIALS	\$ 529.23	004	SYCAMORE CANYON SCH
151169	12/2/2015	3	IMAGESTUFF.COM	STUDENT INCENTIVES	\$ 23.23	004	SYCAMORE CANYON SCH
151186	12/3/2015	3	SKEDADDLE FUNDRAISERS	FUNDRAISER - SC	\$ 2,047.50	004	SYCAMORE CANYON SCH
151300	12/15/2015	3	BEARCOM WIRELESS	2-WAY RADIOS FOR SC	\$ 890.49	004	SYCAMORE CANYON SCH
151301	12/15/2015	3	SOUTHWEST SCHOOL SUPPLY	SUPPLIES	\$ 38.88	004	SYCAMORE CANYON SCH
151308	12/16/2015	3	IMAGESTUFF.COM	SUPPLIES	\$ 178.52	004	SYCAMORE CANYON SCH
151323	12/17/2015	3	ROB HOLLADAY INTERNATIONAL	ASSEMBLY FEES	\$ 975.00	004	SYCAMORE CANYON SCH
151326	12/17/2015	6	LEGO EDUCATION	CLASSROOM MATERIALS	\$ 2,153.21	004	SYCAMORE CANYON SCH
				TOTAL	\$ 7,169.46		SYCAMORE CANYON SCH
151154	12/1/2015	3	DELL MARKETING L.P.	COMPUTER - PRIDE	\$ 704.34	005	PROSPECT AVENUE SCH
151181	12/3/2015	3	DATEL SYSTEMS	iPAD KEYBOARDS	\$ 410.40	005	PROSPECT AVENUE SCH
151201	12/4/2015	3	THE TREE HOUSE INC	TONER CARTRIDGES	\$ 385.56	005	PROSPECT AVENUE SCH
151232	12/8/2015	3	ESTRADA'S MEXICAN FOOD	FOOD FOR BREAKFAST ON 12/17	\$ 87.00	005	PROSPECT AVENUE SCH
151241	12/9/2015	3	AMAZON.COM	ELECTRONIC EQUIPMENT	\$ 17.79	005	PROSPECT AVENUE SCH
151250	12/9/2015	6	BEARCOM WIRELESS	PORTABLE RADIOS	\$ 216.91	005	PROSPECT AVENUE SCH
151271	12/11/2015	3	AMAZON.COM	PE SUPPLIES	\$ 300.74	005	PROSPECT AVENUE SCH
151297	12/15/2015	3	THE TREE HOUSE INC	TONER CARTRIDGES	\$ 386.64	005	PROSPECT AVENUE SCH
151312	12/16/2015	6	AMAZON.COM	SUPPLIES	\$ 15.27	005	PROSPECT AVENUE SCH
				TOTAL	\$ 2,524.65		PROSPECT AVENUE SCH
151174	12/3/2015	3	SEHI COMPUTER PRODUCTS INC	EQUIPMENT SUPPLIES	\$ 43.45	006	CAJON PARK SCHOOL

151205	12/4/2015	3	HEINEMANN	CLASSROOM MATERIALS	\$	282.02	006	CAJON PARK SCHOOL
151245	12/9/2015	3	HERITAGE TOURS OF SAN DIEGO	ASSEMBLY FEES	\$	250.00	006	CAJON PARK SCHOOL
151258	12/10/2015	3	LEXIA LEARNING SYSTEMS INC	LICENSES	\$	1,700.00	006	CAJON PARK SCHOOL
151265	12/10/2015	3	PITSCO, INC.	CLASSROOM MATERIALS	\$	2,457.76	006	CAJON PARK SCHOOL
					TOTAL \$	4,733.23		CAJON PARK SCHOOL
151190	12/3/2015	3	OFFICEFURNITURE.COM LLC	FURNITURE	\$	749.52	007	CHET F HARRITT SCH
151206	12/4/2015	3	AMAZON.COM	ROBOTIC SUPPLIES	\$	806.73	007	CHET F HARRITT SCH
151216	12/8/2015	3	VIRCO MANUFACTURING CORP	CLASSROOM TABLE	\$	169.57	007	CHET F HARRITT SCH
151217	12/8/2015	3	TROXELL COMMUNICATIONS INC	DOCUMENT CAMERA	\$	459.00	007	CHET F HARRITT SCH
151223	12/8/2015	3	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	\$	517.32	007	CHET F HARRITT SCH
151268	12/10/2015	3	LEGO EDUCATION	ROBOTIC SUPPLIES	\$	731.31	007	CHET F HARRITT SCH
151269	12/10/2015	3	AMAZON.COM	ROBOTIC SUPPLIES	\$	441.08	007	CHET F HARRITT SCH
151317	12/16/2015	3	SCHOOL HEALTH CORPORATION	HEALTH OFFICE SUPPLIES	\$	317.42	007	CHET F HARRITT SCH
					TOTAL \$	4,191.95		CHET F HARRITT SCH
151133	12/1/2015	3	AMAZON.COM	TESTING SUPPLIES	\$	291.28	008	CARLTON OAKS SCHOOL
151175	12/3/2015	3	SEHI COMPUTER PRODUCTS INC	PROJECTOR	\$	616.68	008	CARLTON OAKS SCHOOL
151176	12/3/2015	3	SEHI COMPUTER PRODUCTS INC	EQUIPMENT SUPPLIES	\$	84.74	008	CARLTON OAKS SCHOOL
151195	12/4/2015	3	PIONEER DRAMA SERVICE INC	CLASSROOM MATERIALS	\$	332.56	008	CARLTON OAKS SCHOOL
151222	12/8/2015	3	LAKESHORE LEARNING MATERIALS	SUPPLIES	\$	214.92	008	CARLTON OAKS SCHOOL
151253	12/9/2015	3	NASCO MODESTO	PE SUPPLIES	\$	401.74	008	CARLTON OAKS SCHOOL
151261	12/10/2015	3	PALOS SPORTS	PE SUPPLIES	\$	253.84	008	CARLTON OAKS SCHOOL
151262	12/10/2015	3	AMAZON.COM	PE SUPPLIES	\$	191.05	008	CARLTON OAKS SCHOOL
151263	12/10/2015	3	SCHOOL-TECH INC	PE SUPPLIES	\$	543.86	008	CARLTON OAKS SCHOOL
151264	12/10/2015	3	GOPHER SPORT	PE SUPPLIES	\$	310.79	008	CARLTON OAKS SCHOOL
151302	12/15/2015	3	SCHOOL-TECH INC	PE SUPPLIES	\$	472.20	008	CARLTON OAKS SCHOOL
					TOTAL \$	3,713.66		CARLTON OAKS SCHOOL
151168	12/2/2015	3	BENCHMARK EDUCATION CO	CLSSROOM MATERIALS	\$	1,254.34	009	RIO SECO SCHOOL
151177	12/3/2015	6	SEHI COMPUTER PRODUCTS INC	PROJECTOR & NOTEBOOKS	\$	673.20	009	RIO SECO SCHOOL
151193	12/4/2015	3	UNITED HEALTH SUPPLIES	HEALTH OFFICE SUPPLIES	\$	71.06	009	RIO SECO SCHOOL
151194	12/4/2015	3	GENERAL BINDING CORPORATION	EQUIPMENT REPAIRS	\$	980.00	009	RIO SECO SCHOOL
151215	12/8/2015	3	DELL MARKETING L.P.	COMPUTER	\$	704.34	009	RIO SECO SCHOOL
					TOTAL \$	3,682.94		RIO SECO SCHOOL
151155	12/1/2015	3	DELL MARKETING L.P.	PRINTER	\$	439.17	010	HILL CREEK SCHOOL
151242	12/9/2015	3	A-DISCOUNT VACUUM	HEPA VACUUM BAGS	\$	484.38	010	HILL CREEK SCHOOL
151248	12/9/2015	6	HEINEMANN	CLASSROOM MATERIALS	\$	5,605.00	010	HILL CREEK SCHOOL
151316	12/16/2015	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	348.39	010	HILL CREEK SCHOOL
					TOTAL \$	6,876.94		HILL CREEK SCHOOL
151157	12/1/2015	3	DELL MARKETING L.P.	TONER CARTRIDGE	\$	116.94	062	SUPERINTENDENT DEPT
151296	12/15/2015	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	200.00	062	SUPERINTENDENT DEPT
					TOTAL \$	316.94		SUPERINTENDENT DEPT
151159	12/1/2015	3	SCHOOL OUTFITTERS	EAK FURNITURE - CH	\$	1,030.95	064	BUSINESS SERVICES
151165	12/2/2015	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERIES	\$	76.70	064	BUSINESS SERVICES
151207	12/8/2015	3	AMAZON.COM	SUPPLIES	\$	772.84	064	BUSINESS SERVICES
151208	12/8/2015	3	LAKESHORE LEARNING MATERIALS	AREA RUG FOR NEW CLASSROOM	\$	517.32	064	BUSINESS SERVICES
151219	12/8/2015	3	RELIASTAR LIFE INSURANCE CO	LIFE INS PYMT FOR EMPLOYEE	\$	300.00	064	BUSINESS SERVICES
151225	12/8/2015	3	6 OFFICEMAX CONTRACT INC	OFFICE SUPPLIES	\$	983.04	064	BUSINESS SERVICES
151226	12/8/2015	3	6 OFFICE DEPOT INC	OFFICE SUPPLIES	\$	4,026.97	064	BUSINESS SERVICES

151227	12/8/2015	63	OFFICE DEPOT INC	OFFICE SUPPLIES	\$	1,268.11	064	BUSINESS SERVICES
151228	12/8/2015	3 6	OFFICE DEPOT INC	OFFICE SUPPLIES	\$	2,844.84	064	BUSINESS SERVICES
151229	12/8/2015	63	OFFICE DEPOT INC	OFFICE SUPPLIES	\$	712.94	064	BUSINESS SERVICES
151251	12/9/2015	3 6	OFFICEMAX CONTRACT INC	SUPPLIES FOR ALL SITES	\$	1,013.90	064	BUSINESS SERVICES
151310	12/16/2015	3	KANSAS STATE BANK	MODULAR BLDG AT HC - PRJ. SF	\$	20,169.78	064	BUSINESS SERVICES
151311	12/16/2015	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY	\$	19.11	064	BUSINESS SERVICES
				TOTAL	\$	33,736.50		BUSINESS SERVICES
151171	12/3/2015	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	75.00	066	EDUCATIONAL SERVICES
151172	12/3/2015	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	120.00	066	EDUCATIONAL SERVICES
151173	12/3/2015	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	150.00	066	EDUCATIONAL SERVICES
151204	12/4/2015	3	ALLTECH IMAGING TECHNOLOGIES	LAMINATOR REPAIRS	\$	278.39	066	EDUCATIONAL SERVICES
151256	12/10/2015	6	ADVANCED READING SOLUTIONS LLC	STUDENT TUTORING SERVICES	\$	1,938.75	066	EDUCATIONAL SERVICES
151270	12/11/2015	3	UNIVERSITY OF SAN DIEGO	PROF. DEV. 15/16	\$	24,000.00	066	EDUCATIONAL SERVICES
				TOTAL	\$	26,562.14		EDUCATIONAL SERVICES
151182	12/3/2015	6	NEW BRIDGE SCHOOL	NPS 15/16 ANNUAL	\$	21,180.39	067	SPECIAL EDUCATION
151220	12/8/2015	6	DRAKE, JANE	CONSULTANT SERVICES	\$	20,160.00	067	SPECIAL EDUCATION
151221	12/8/2015	6	HANDWRITING WITHOUT TEARS	CLASSROOM MATERIALS	\$	1,395.90	067	SPECIAL EDUCATION
151235	12/9/2015	6	ISQUAD REPAIR	IPAD REPAIRS	\$	107.99	067	SPECIAL EDUCATION
151304	12/15/2015	6	LAKESHORE	SUPPLIES	\$	200.00	067	SPECIAL EDUCATION
151305	12/15/2015	6	LAKESHORE	SUPPLIES	\$	200.00	067	SPECIAL EDUCATION
				TOTAL	\$	43,244.28		SPECIAL EDUCATION
151148	12/1/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY MATERIALS FOR CFH	\$	500.00	068	EDUCATIONAL PROJECTS
151149	12/1/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY MATERIALS FOR SC	\$	500.00	068	EDUCATIONAL PROJECTS
151164	12/2/2015	3	ESGI	LICENSES	\$	375.00	068	EDUCATIONAL PROJECTS
151198	12/4/2015	6	LIBRARIANS' CHOICE	LIBRARY SUPPLIES	\$	111.36	068	EDUCATIONAL PROJECTS
151203	12/4/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - CH	\$	1,000.00	068	EDUCATIONAL PROJECTS
151210	12/8/2015	6	CAPSTONE PRESS	EBOOKS FOR HILL CREEK	\$	530.36	068	EDUCATIONAL PROJECTS
151249	12/9/2015	3	PEARSON	POWERSCHOOL SUBSCRIPTIONS	\$	62,607.00	068	EDUCATIONAL PROJECTS
151260	12/10/2015	6	MIDAMERICA BOOKS	LIBRARY BOOKS	\$	119.93	068	EDUCATIONAL PROJECTS
151306	12/16/2015	3	HOUGHTON MIFFLIN HARCOURT	DISTRICT WIDE MATH ADOPTION	\$	954,683.42	068	EDUCATIONAL PROJECTS
151313	12/16/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY MATERIALS - PD	\$	1,000.00	068	EDUCATIONAL PROJECTS
				TOTAL	\$	1,021,427.07		EDUCATIONAL PROJECTS
151185	12/3/2015	3	ALLIANCE FOR AFRICAN	CONSULTANT SERVICES	\$	122.06	069	EDUCATIONAL SERVICES
151196	12/4/2015	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	1,275.00	069	EDUCATIONAL SERVICES
151315	12/16/2015	3	PIROMARI, FAHIMA	CONSULTANT SERVICES	\$	685.80	069	EDUCATIONAL SERVICES
				TOTAL	\$	2,082.86		EDUCATIONAL SERVICES
151184	12/3/2015	6	ROSETTA STONE LTD	LICENSES	\$	8,356.36	070	PUPIL SERVICES
151199	12/4/2015	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$	25.00	070	PUPIL SERVICES
				TOTAL	\$	8,381.36		PUPIL SERVICES
151151	12/1/2015	63	APPLE COMPUTER INC	IPAD AIR COMPUTERS - PS	\$	20,886.00	072	PROJECT SAFE
151153	12/1/2015	63	DELL MARKETING L.P.	COMPUTERS - PS	\$	1,408.68	072	PROJECT SAFE
151180	12/3/2015	63	DATTEL SYSTEMS	IPAD CASES	\$	863.46	072	PROJECT SAFE
151191	12/4/2015	63	SMART & FINAL	SUPPLIES FOR YALE PRESCHOOL	\$	500.00	072	PROJECT SAFE
151192	12/4/2015	63	DISCOUNT SCHOOL SUPPLY	SUPPLIES FOR YALE PRESCHOOL	\$	1,448.68	072	PROJECT SAFE
151200	12/4/2015	63	HOME DEPOT COMMERCIAL ACCOUNT	SHEDS FOR PRE-SCHOOLS (HC,CH)	\$	1,995.84	072	PROJECT SAFE
151209	12/8/2015	63	SKEDADDLE FUNDRAISERS	FUNDRAISER - YALE PRESCHOOL	\$	2,769.00	072	PROJECT SAFE
151243	12/9/2015	63	ENJOY THE CITY NORTH INC	FUNDRAISER FOR CFH & RS PR.SF	\$	780.00	072	PROJECT SAFE

151244	12/9/2015	63	ENJOY THE CITY NORTH INC	FUNDRAISER FOR SY PROJ. SAFE	\$	490.00	072	PROJECT SAFE
151266	12/10/2015	63	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	\$	1,000.00	072	PROJECT SAFE
151285	12/11/2015	63	DISCOUNT SCHOOL SUPPLY	SUPPLIES FOR CFH PROJ. SAFE	\$	88.54	072	PROJECT SAFE
151298	12/15/2015	63	S&S WORLDWIDE	SUPPLIES FOR PROJ. SAFE	\$	550.10	072	PROJECT SAFE
					TOTAL	\$	32,780.30	PROJECT SAFE
151150	12/1/2015	3	APPLE COMPUTER INC	APPS FOR DIGITAL LEARNING	\$	28,000.00	073	TECHNOLOGY SERVICES
151152	12/1/2015	3	APPLE COMPUTER INC	APPS FOR DIGITAL LEARNING	\$	5,500.00	073	TECHNOLOGY SERVICES
151179	12/3/2015	3	DATEL SYSTEMS	iPAD CASES	\$	863.46	073	TECHNOLOGY SERVICES
151183	12/3/2015	3	ISQUAD REPAIR	iPAD REPAIR SERVICES	\$	1,000.00	073	TECHNOLOGY SERVICES
151314	12/16/2015	3	ISQUAD REPAIR	iPAD REPAIRS	\$	1,000.00	073	TECHNOLOGY SERVICES
					TOTAL	\$	36,363.46	TECHNOLOGY SERVICES
151136	12/1/2015	14	HOME DEPOT COMMERCIAL ACCOUNT	PAINTING SUPPLIES FOR DO	\$	79.19	075	MAINTENANCE
151137	12/1/2015	6	24-HOUR ELEVATOR, INC.	WHEELCHAIR LIFT REPAIRS - CH	\$	600.00	075	MAINTENANCE
151138	12/1/2015	6	AMERICAN FENCE COMPANY	FENCING SUPPLIES - HC	\$	175.00	075	MAINTENANCE
151139	12/1/2015	3	LEHIGH HANSON HEIDELBERG	MASONRY SUPPLIES	\$	1,300.32	075	MAINTENANCE
151140	12/1/2015	3	LEHIGH HANSON HEIDELBERG	MASONRY SAND/SUPPLIES	\$	2,600.64	075	MAINTENANCE
151142	12/1/2015	6	AMERICAN TIME & SIGNAL	MASTER CLOCK - CP	\$	1,778.88	075	MAINTENANCE
151143	12/1/2015	3	AIRE FILTER PRODUCTS CA	HVAC EMERGENCY REPAIRS - RS	\$	665.11	075	MAINTENANCE
151144	12/1/2015	6	COMMERCIAL & INDUSTRIAL	ROOFING REPAIRS - SC	\$	1,730.00	075	MAINTENANCE
151145	12/1/2015	3	CHRIS BIXBY TRUCKING	SAND DELIVERY CHARGES - SC	\$	450.00	075	MAINTENANCE
151146	12/1/2015	3	NEXON CORPORATION	ASBESTOS REMOVAL - OLD SS	\$	1,950.00	075	MAINTENANCE
151197	12/4/2015	6	ENNISS INC	GROUNDS SUPPLIES (DROPS MATCH)	\$	677.96	075	MAINTENANCE
151211	12/8/2015	3	FERGUSON ENTERPRISES INC	DRINKING FOUNTAIN - SC	\$	3,612.50	075	MAINTENANCE
151212	12/8/2015	3	FERGUSON ENTERPRISES INC	PD CR MOD'S	\$	60.17	075	MAINTENANCE
151213	12/8/2015	6	MCKILLICAN - EL CAJON	BLDG REPAIR SUPPLIES	\$	212.02	075	MAINTENANCE
151214	12/8/2015	3	MAINTEX INC	EXTRACTOR REPAIRS	\$	558.21	075	MAINTENANCE
151236	12/9/2015	14	SANIGLAZE	RESTROOM TILE CLEANIN/GLAZING	\$	3,757.75	075	MAINTENANCE
151237	12/9/2015	3	A-DISCOUNT VACUUM	VACUUM REPAIR PARTS	\$	550.37	075	MAINTENANCE
151246	12/9/2015	3	SAN DIEGO COUNTY VECTOR	VECTOR CONTROL ASSESSMENT	\$	100.00	075	MAINTENANCE
151247	12/9/2015	3	A-DISCOUNT VACUUM	NEW VACUUMS	\$	7,516.80	075	MAINTENANCE
151255	12/10/2015	6	HEAVEN'S BEST CARPET CLEANING	CARPET CLEANING - YALE HC	\$	129.00	075	MAINTENANCE
151257	12/10/2015	6	24-HOUR ELEVATOR, INC.	WHEELCHAIR LIFT REPAIRS - SC	\$	300.00	075	MAINTENANCE
151324	12/17/2015	6	DIAMOND PROVIDES	PORTA-POTTIES - SC	\$	1,361.00	075	MAINTENANCE
					TOTAL	\$	30,164.92	MAINTENANCE
151158	12/1/2015	3	DAY WIRELESS SYSTEMS	NEW COMMUNICATION RADIOS	\$	25,830.55	076	TRANSPORTATION
151160	12/2/2015	3	DAY WIRELESS SYSTEMS	BATTERIES FOR NEW RADIOS	\$	1,590.37	076	TRANSPORTATION
151170	12/2/2015	3	MOTOROLA SOLUTIONS INC	BACK UP RADIOS	\$	10,672.34	076	TRANSPORTATION
151178	12/3/2015	3	SEHI COMPUTER PRODUCTS INC	LAPTOP & DOCKING STATION	\$	945.94	076	TRANSPORTATION
151273	12/11/2015	3	CREATIVE BUS SALES INC	BUS REPAIRS & MAINTENANCE	\$	3,274.66	076	TRANSPORTATION
151274	12/11/2015	3	RELIABLE TIRE INC	BUS REPAIRS & MAINTENANCE	\$	125.00	076	TRANSPORTATION
151275	12/11/2015	3	TIRE CENTERS, LLC	BUS REPAIRS & MAINTENANCE	\$	2,063.24	076	TRANSPORTATION
151276	12/11/2015	3	ALL STAR GLASS	BUS REPAIRS & MAINTENANCE	\$	316.54	076	TRANSPORTATION
151277	12/11/2015	6	HORSMAN AUTOMOTIVE	VEHICLE SMOG INSPECTION	\$	49.95	076	TRANSPORTATION
151278	12/11/2015	3	AUTO ZONE	BUS REPAIRS & MAINTENANCE	\$	211.62	076	TRANSPORTATION
151279	12/11/2015	3	KIRKS RADIATOR	BUS REPAIRS & MAINTENANCE	\$	220.77	076	TRANSPORTATION
151280	12/11/2015	6	EXPRESS PERFORMANCE CENTER	VEHICLE REPAIRS (M&O)	\$	551.88	076	TRANSPORTATION
151281	12/11/2015	3	ROGER DANIELS' ALIGN & BRAKE	BUS REPAIRS & MAINTENANCE	\$	25.65	076	TRANSPORTATION

151282	12/11/2015	3	SCHOOL BUS PARTS COMPANY	BUS REPAIRS & MAINTENANCE	\$	88.20	076	TRANSPORTATION
151283	12/11/2015	3	THE HOSE PROS	BOBCAT REPAIRS	\$	279.51	076	TRANSPORTATION
151284	12/11/2015	3	MASON'S SAW & LAWNMOWER	GROUND'S EQUIPMENT REPAIRS	\$	125.89	076	TRANSPORTATION
151295	12/11/2015	3	STEVENS, DAVID	BUS REPAIRS	\$	1,037.50	076	TRANSPORTATION
151299	12/15/2015	3	A-Z BUS SALES, INC.	BUS PARTS	\$	8,130.69	076	TRANSPORTATION
151318	12/16/2015	3	INTERSTATE BATTERY OF	BUS REPAIRS & MAINTENANCE	\$	248.35	076	TRANSPORTATION
151319	12/16/2015	3	PENSKE FORD	BUS REPAIRS & MAINTENANCE	\$	705.14	076	TRANSPORTATION
151320	12/16/2015	3	AUTO ZONE	SHOP SUPPLIES	\$	8.63	076	TRANSPORTATION
151321	12/16/2015	3	A-Z BUS SALES, INC.	BUS REPAIRS & MAINTENANCE	\$	202.02	076	TRANSPORTATION
151322	12/16/2015	3	KNIGHT PRODUCTS GROUP	SUPPLIES FOR WASH STATION	\$	84.24	076	TRANSPORTATION
					TOTAL	\$	56,788.68	TRANSPORTATION
151161	12/2/2015	14	MILLIKEN & COMPANY	ADHESIVE FOR CARPET REPL-DO	\$	1,549.50	077	FACILITIES MODERNIZATION
151230	12/8/2015	14	ACCURATE CONCRETE MOISTURE	MOISTURE TESTING ON DO FLOORS	\$	700.00	077	FACILITIES MODERNIZATION
151231	12/8/2015	14	DFS FLOORING	CARPET INSTALLATION - DO	\$	25,124.00	077	FACILITIES MODERNIZATION
151233	12/9/2015	3	ACORN MEDIA	SAFETY SUPPLIES	\$	428.61	077	FACILITIES MODERNIZATION
151238	12/9/2015	3	SEHI COMPUTER PRODUCTS INC	PROJECTORS FOR LRC/PD	\$	2,811.51	077	FACILITIES MODERNIZATION
151239	12/9/2015	14	SOUTH COAST COPY SYSTEMS	DO REMODLE COPIER MOVES	\$	200.00	077	FACILITIES MODERNIZATION
151240	12/9/2015	14	LOWE'S STORE #1661	NEW REFRIGERATOR AT DO	\$	943.80	077	FACILITIES MODERNIZATION
151303	12/15/2015	3	WESTERN ENVIRONMENTAL & SAFETY	HAZMAT MONITORING - SC	\$	3,625.00	077	FACILITIES MODERNIZATION
151309	12/16/2015	3	HERTZ FURNITURE SYSTEMS	CHAIRS - CH	\$	2,645.50	077	FACILITIES MODERNIZATION
					TOTAL	\$	38,027.92	FACILITIES MODERNIZATION
151286	12/11/2015	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	2,264.39	078	WAREHOUSE
151287	12/11/2015	3	SCHOOL SPECIALTY, INC	STORES SUPPLIES	\$	87.09	078	WAREHOUSE
151288	12/11/2015	3	OFFICE DEPOT INC	STORES SUPPLIES	\$	188.05	078	WAREHOUSE
151289	12/11/2015	3	US GAMES	STORES SUPPLIES	\$	143.32	078	WAREHOUSE
151290	12/11/2015	3	A-DISCOUNT VACUUM	STORES SUPPLIES	\$	829.18	078	WAREHOUSE
151291	12/11/2015	3	MISSION JANITORIAL SUPPLIES	STORES SUPPLIES	\$	743.04	078	WAREHOUSE
151292	12/11/2015	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	226.80	078	WAREHOUSE
151293	12/11/2015	3	RANCHO JANITORIAL SUPPLIES	STORES SUPPLIES	\$	207.36	078	WAREHOUSE
151294	12/11/2015	3	UNITED HEALTH SUPPLIES	STORES SUPPLIES	\$	529.20	078	WAREHOUSE
					TOTAL	\$	5,218.43	WAREHOUSE
151156	12/1/2015	13	DELL MARKETING L.P.	PRINTER	\$	1,035.07	090	FOOD SERVICES
					TOTAL	\$	1,035.07	FOOD SERVICES

\$ 1,378,966.10

Consent Item D.2.4. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
January 19, 2016

BACKGROUND:

The Revolving Cash Fund of \$15,000 is used for prompt payment to vendors and saves the costs associated with processing payments of small amounts through the County Superintendent of Schools. The attached report of numerical listings by check number include the issue date, name of payee, a general description of items purchased, and the amount of the check.

RECOMMENDATION:

It is recommended that the Board of Education approve checks #22406 through #22407 on the \$15,000 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 \$1,596.89 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- \$15,000**

Date	Number	Name	Memo	Amount
12/14/15	22406	Nerette Krull	Vacation pay-submitted to supervisor on time, missed payroll	376.28
01/04/16	22407	American Express	Project Safe credit card payment	1,218.49
Total Checks Written				\$1,594.77
12/31/15	Bank Fee - December, 2015			2.12
Total to be Reimbursed				\$1,596.89

Consent Item D.2.5. Acceptance of Donations
 Prepared by Karl Christensen
 January 19, 2016

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 have been offered to the District:

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Grants to Support the Instructional Program and Supplement Classroom Supplies	\$1,000.00	Santee School District Foundation	Cajon Park School
	\$1,000.00		Carlton Hills School
	\$268.00		Carlton Hills School
	\$1,000.00		Carlton Oaks School
	\$1,000.00		Chet F. Harritt School
	\$1,000.00		Pepper Drive School
	\$1,000.00		PRIDE Academy
	\$1,000.00		Rio Seco School
	\$500.00		Santee Success
\$500.00	Alternative School		
Funds to Support the Instructional Program	\$200.00	Chili's (fundraiser)	Carlton Oaks School
	\$168.43	Rita's (fundraiser)	
	\$173.80	Box Tops (fundraiser)	
	\$113.30	Panda Express (fundraiser)	
	\$415.00	Hager Photography	Chet F. Harritt School
	\$507.50	Box Tops (fundraiser)	Hill Creek School
\$1,189.20	Box Tops (fundraiser)	Rio Seco School	
eBooks	\$746.30	Capstone	Carlton Oaks School
Funds to Support 6 th Grade Camp	\$400.00	Carlton Oaks PTA	Carlton Oaks School
	\$345.00	CSEA	Rio Seco School
Funds to Support the YALE Program	\$75.00	Erin Smolinski	Carlton Hills YALE
TOTAL DONATIONS RECEIVED	\$12,611.53		

RECOMMENDATION:

It is recommended that the Board of Education accept the donations listed above for the District and authorize staff to send letters 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 above are valued at \$12,611.53.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

BACKGROUND:

From time to time, the District contracts with individuals, companies, or organizations to provide various types of 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.2.6.

**Consultant / General Service Provider Report
January 19, 2016**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Jon Moffat	General Service Provider	Cyber Education Assembly	01/13/16	\$750.00	HC/Donations	Independent Contractor

Consent Item D.2.7. Approval/Ratification of Expenditure Transactions
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
January 19, 2016

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, 2015 through November 30, 2015.

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 163 transactions totaling \$17,444.10 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
20151102	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	59.39	Cork Board
20151102	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	26.94	Gluten free hamburger buns
20151103	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5101	356.39	Headset
20151103	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	35.24	Office Supplies
20151104	ABEL,CATHY	CHILD NUTRITION	CALIFORNIA SCHOOL NUTR	395.00	Conference Registration CSNA & Membership
20151105	ABEL,CATHY	CHILD NUTRITION	UCD CEVS-TN	74.00	Conference Registration Focus on Food: Train-the-Trainer 2/17/
20151108	ABEL,CATHY	CHILD NUTRITION	BED BATH & BEYOND #651	107.95	Colanders
20151110	ABEL,CATHY	CHILD NUTRITION	DOUBLETREE	619.97	Conference
20151111	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #908	12.95	Highlighters
20151112	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #908	(427.55)	Ink Cartridges
20151119	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAURANT STORE	57.50	Thermometers
20151120	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	42.43	Almond Milk, Gluten Free Pizza
20151122	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAURANT STORE	60.72	Steramine Sanitizer Tablets
				1,420.93	
20151102	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	WAL-MART #5684	5.98	Board meeting supplies
20151103	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	4.99	Board meeting supplies
20151104	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	8.98	Supplies for Emergency Responder Debrief at Rio Seco
20151104	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	4.99	Board meeting supplies
20151105	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PARTY CITY	42.03	Supplies for Emergency Responder Debrief at Rio Seco
20151106	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	9.99	Supplies for PLT meeting
20151115	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMARTNFINAL39810803989	17.32	Board meeting supplies
20151116	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 8709	5.96	Board meeting supplies
20151117	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	26.97	Board meeting supplies
20151118	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BASKIN #360081 Q35	22.99	Board meeting supplies
20151118	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	4.99	Board meeting supplies
20151123	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MARRIOTT	280.68	Accommodations for Member Ryan while attending Delegate Assembly Conference.
20151123	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AWARDS BY NAVAJO	189.28	Board meeting supplies
				625.15	
20151105	BAKER,HOPE	OST PROGRAMS	PAYPAL *CALIFORNIAN	368.00	TRAVEL/CONFERENCE
20151113	BAKER,HOPE	OST PROGRAMS	BOOKS ARE FUN IVR	218.00	OTHER/INSTRUCTIONAL READING MATERIALS
20151120	BAKER,HOPE	OST PROGRAMS	JOANN FABRIC #1011	37.18	FABRIC, ARTS & CRAFT SUPPLIES
20151122	BAKER,HOPE	OST PROGRAMS	TARGET 00014852	103.59	CLEANING SUPPLIES, HARDWARE, HOME ITEMS
20151122	BAKER,HOPE	OST PROGRAMS	DOLRTREE 3194 00031948	78.84	GAMES, HOLIDAY ART & CRAFT SUPPLIES
20151125	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	63.19	DVD, HOLIDAY SUPPLIES
20151125	BAKER,HOPE	OST PROGRAMS	ORIENTAL TRADING CO	95.97	PUZZLES, HATS, GLASSES
				964.77	
20151120	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	WAL-MART #1917	58.19	Emergency Supplies - Sycamore Canyon water main break
				58.19	
20151115	BENEDETTO,ANGELO	CARLTON HILLS	VONS STORE00018978	(90.00)	This item is a refund from the previous purchase
20151115	BENEDETTO,ANGELO	CARLTON HILLS	VONS STORE00018978	90.00	Purchase of three \$30.00 gift cards from Vons
20151116	BENEDETTO,ANGELO	CARLTON HILLS	TARGET 00014852	10.18	Light refreshments for ELAC parent meeting Water and granola bars.
20151116	BENEDETTO,ANGELO	CARLTON HILLS	BEST BUY MHT 00011452	86.39	2 hand radios for the office and safety patrol
20151125	BENEDETTO,ANGELO	CARLTON HILLS	WAL-MART #1917	9.85	Student of the month photos to distribute to parents of students of the month from October.
				106.42	
20151106	BILLICK,JERI	SYCAMORE CANYON	AMAZON.COM	40.20	Latex free erasers latex allergy
20151106	BILLICK,JERI	SYCAMORE CANYON	AMAZON MKTPLACE PMTS	97.65	Non latex pencils latex allergy
20151108	BILLICK,JERI	SYCAMORE CANYON	AMAZON MKTPLACE PMTS	177.06	Lanyards and plastic card covers for disaster drills
20151109	BILLICK,JERI	SYCAMORE CANYON	AMAZON MKTPLACE PMTS	23.99	Incentive prizes character development
20151109	BILLICK,JERI	SYCAMORE CANYON	BIZ2BIZ ONLINE VT3	365.44	Non latex playground balls - Latex allergy replacement balls
20151118	BILLICK,JERI	SYCAMORE CANYON	SMARTNFINAL39810803989	92.74	Popcorn recess- popcorn. Reward for perfect attendance
				797.08	
20151104	BLOCK,STACI	CARLTON OAKS	VONS STORE00018978	61.32	Staff meeting supplies
20151112	BLOCK,STACI	CARLTON OAKS	AMAZON.COM AMZN.COM/BI	155.19	New monitor - health clerk
20151119	BLOCK,STACI	CARLTON OAKS	AMAZON.COM	188.83	Portable sound system
20151119	BLOCK,STACI	CARLTON OAKS	AMAZON MKTPLACE PMTS	65.03	New bulb for classroom projector
20151119	BLOCK,STACI	CARLTON OAKS	AMAZON.COM	188.82	New portable sound system
20151119	BLOCK,STACI	CARLTON OAKS	AMAZON MKTPLACE PMTS	21.76	Extended Warranty for two new portable P.A. systems
20151119	BLOCK,STACI	CARLTON OAKS	PLAYS MAGAZINE	100.00	7th and 8th grade drama class scripts
20151120	BLOCK,STACI	CARLTON OAKS	AMAZON MKTPLACE PMTS	69.30	New toner for classroom printer
20151120	BLOCK,STACI	CARLTON OAKS	AMAZON MKTPLACE PMTS	129.95	New headphones for school computer lab
				980.20	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20151113	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	23.00	Split - Toys, Games, Art Supplies (14.49%)
20151113	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	135.77	Split - Toys, Games, Art Supplies (85.51%)
20151113	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	660.53	TOYS, GAMES, ART SUPPLIES
20151113	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	205.78	Cleaning Supplies, Toys, Art Supplies, DVD's
20151116	BRASHER,PAMELA	OST PROGRAMS	DOLLARTREE.COM	109.03	ART SUPPLIES FOR THANKSGIVING BREAK
20151117	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3494	34.80	ART SUPPLIES FOR THANKSGIVING BREAK
20151117	BRASHER,PAMELA	OST PROGRAMS	MICHAELS STORES 3256	55.87	ART SUPPLIES FOR THANKSGIVING BREAK
20151117	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	98.05	ART SUPPLIES FOR THANKSGIVING BREAK
20151118	BRASHER,PAMELA	OST PROGRAMS	DOLLARTREE.COM	134.95	ART SUPPLIES FOR THANKSGIVING BREAK
20151120	BRASHER,PAMELA	OST PROGRAMS	MINDWARE	525.06	GAMES AND STEM SUPPLIES
20151129	BRASHER,PAMELA	OST PROGRAMS	MINDWARE	50.96	GAMES AND STEM SUPPLIES
				2,033.80	
20151117	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	73.02	Lottery - Library Books/Cajon Park
20151117	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN.COM/BI	130.91	Lottery - Library Books/Cajon Park
20151117	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	103.36	Lottery - Library Books/PRIDE Academy
20151118	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	14.53	Lottery - Library Books/PRIDE Academy
20151118	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN.COM/BI	139.48	Lottery - Library Books/PRIDE Academy
20151118	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	528.40	Lottery - Library Books/PRIDE Academy
20151122	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	128.36	Lottery - Library Books/Cajon Park
20151123	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN.COM/BI	29.13	Lottery - Library Books/PRIDE Academy
20151123	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	48.82	Lottery - Library Books/Cajon Park
20151124	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	11.19	Lottery - Library Books/Cajon Park
				1,207.20	
20151102	GRIFFIN,DEBRA	TRANSPORTATION	R & R SAFES/SAFESETC.C	425.09	Locking safe for van,
				425.09	
20151105	HICKS,TYLENE	CAJON PARK	WAL-MART #1917	39.13	Materials for Student Data Walls
				39.13	
20151117	HOHIMER,KAREN	HILL CREEK	AMAZON MKTPLACE PMTS	170.70	Sports equipment - all school
20151117	HOHIMER,KAREN	HILL CREEK	AMAZON MKTPLACE PMTS	114.00	Sports equipment - all school
20151117	HOHIMER,KAREN	HILL CREEK	AMAZON MKTPLACE PMTS	269.97	Sports equipment - all school
20151118	HOHIMER,KAREN	HILL CREEK	AMAZON MKTPLACE PMTS	113.73	Sports equipment - all school
20151118	HOHIMER,KAREN	HILL CREEK	AMAZON MKTPLACE PMTS	144.11	Sports equipment - all school
20151119	HOHIMER,KAREN	HILL CREEK	AMAZON MKTPLACE PMTS	160.19	Sports equipment - all school
20151120	HOHIMER,KAREN	HILL CREEK	ALBERTSONS #6704	6.78	Incentive prize - Middle school
				979.48	
20151110	HOOKS,TED A	PEPPER DRIVE	REI*GREENWOODHEINEMANN	444.38	Reading Assessment Kit (Title I funds)
20151116	HOOKS,TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	139.96	Exterior Lighting for Two-Story stairwell (General Fund)
				584.34	
20151102	JOHNSTON,ANDREW	CHET F. HARRITT	HILTON HOTELS	165.56	Hotel charge for STEM Symposium
20151102	JOHNSTON,ANDREW	CHET F. HARRITT	HILTON HOTELS	165.56	Hotel charge for STEM Symposium
				331.12	
20151104	LINDSAY,JERELYN	CARLTON HILLS	PAYPAL *STEAMMAKER	178.82	Ropple's afterschool STEAM class materials
20151111	LINDSAY,JERELYN	CARLTON HILLS	PAYPAL *MARENEM INC	105.45	Gibson - Secret Stories from CRA
				284.27	
20151102	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	62.64	Laptop Charging Blocks
20151106	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	APL* ITUNES.COM/BILL	14.99	Software
20151108	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WWW.NEWEGG.COM	257.79	Replacement HDD
20151109	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	APL* ITUNES.COM/BILL	29.99	Software
20151109	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	APL*APPLEONLINESTOREUS	144.38	iPad apps for RS
20151109	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WAL-MART #1917	30.18	USB Flash Drives
20151115	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security System
20151117	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	24.99	Sony Power Adapter
20151118	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	4.93	Stereo Cables for HC (WO:5553) (1.63%)
20151118	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	264.38	VGA cabling (WO: 5903) (98.17%)
20151120	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security System
				884.25	
20151102	MCKINNON,KATHY	EDUCATIONAL SERVICES	AMAZON.COM	117.33	PD - Books-Mathematics/Common Core for CRTs
20151103	MCKINNON,KATHY	EDUCATIONAL SERVICES	FOOD4LESS #0349	6.08	PD - Food - Mathematics Pilot Committee Meeting
20151104	MCKINNON,KATHY	EDUCATIONAL SERVICES	OFFICE DEPOT #908	29.13	ERC Admin - Supplies
20151104	MCKINNON,KATHY	EDUCATIONAL SERVICES	OFFICE DEPOT #908	31.01	ERC Admin - Supplies
20151113	MCKINNON,KATHY	EDUCATIONAL SERVICES	SPROUTS FARMERS MARK	19.39	PD - Food - Instructional Leadership Team Meeting
20151117	MCKINNON,KATHY	EDUCATIONAL SERVICES	VONS STORE00018978	16.06	PD - Food - Logistics Meeting
20151122	MCKINNON,KATHY	EDUCATIONAL SERVICES	GTM DISCOUNT GENERAL S	24.18	EL Dept - Supplies - (World Globe)
20151123	MCKINNON,KATHY	EDUCATIONAL SERVICES	OFFICE DEPOT #908	31.27	ERC Admin - Supplies
				274.45	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20151106	MICHEL,HOPE	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	76.62	Materials for OT
20151108	MICHEL,HOPE	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	156.85	Materials for OT
20151111	MICHEL,HOPE	SPECIAL EDUCATION	OFFICE DEPOT #908	85.62	Rubber stamp
20151118	MICHEL,HOPE	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	345.15	Equipment for Linda Millum class
20151120	MICHEL,HOPE	SPECIAL EDUCATION	MAPLELEAFCENTER.COM	175.00	Conf. registration for Larissa Evans
				839.24	
20151108	MONTLER,BONNER M	EDUCATIONAL SERVICES	CVS/PHARMACY #08842	16.96	DELAC Supplies
				16.96	
20151118	OLANDER,MICHAEL	CAJON PARK	AMAZON.COM AMZN.COM/BI	41.01	Foam letters for LAS program.
20151118	OLANDER,MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	221.46	Cash drawer coin sorter. Item never received, credited account in December.
20151118	OLANDER,MICHAEL	CAJON PARK	AMAZON.COM AMZN.COM/BI	197.39	Currency counter,
				459.86	
20151120	ORTEGA,KAREN	HUMAN RESOURCES	SANDWICH BAGS	74.89	Interviews for Director of Special Ed on 11/19/15
20151130	ORTEGA,KAREN	HUMAN RESOURCES	TARGET 00014852	42.12	Holiday cards for HR & Pupil Services
				117.01	
20151102	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON MKTPLACE PMTS	79.90	iPad tripod accessories.
20151103	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON MKTPLACE PMTS	299.90	iPad tripods.
20151106	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM AMZN.COM/BI	15.12	iPad tripods and accessories.
20151119	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	APL* ITUNES.COM/BILL	4.98	Potential apps for K-2 student iPads.
20151120	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	VIMEO.COM	59.95	Test for hosting site for videos to support teachers, students, and parents in use of apps, digital citizenship, etc.
				459.85	
20151104	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	15.65	Supplies for SDC class at C.P.
20151110	RIFFEL,MEREDITH	PUPIL SERVICES	OFFICE DEPOT #908	5.90	Office supplies
20151115	RIFFEL,MEREDITH	PUPIL SERVICES	VONS STORE00018978	34.00	Homeless Bus Pass
20151118	RIFFEL,MEREDITH	PUPIL SERVICES	THINK SOCIAL PUBLISHIN	196.00	Conference for M. Rashap
				251.55	
20151108	ROSA,JIM	RIO SECO	AMAZON MKTPLACE PMTS	29.75	P.E. Equipment
20151109	ROSA,JIM	RIO SECO	AMAZON.COM	81.12	P.E. Equipment
20151109	ROSA,JIM	RIO SECO	AMAZON.COM	70.62	P.E. Equipment
20151110	ROSA,JIM	RIO SECO	DELL SALES & SERVICE	86.38	Replacement printer ink cartridges
20151118	ROSA,JIM	RIO SECO	AMAZON MKTPLACE PMTS	63.72	P.E. Equipment
20151122	ROSA,JIM	RIO SECO	VOKI	29.95	Voki Presenter: 1 Year Subscription
				361.54	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20151103	SCHOLDER,TAMMY	PEPPER DRIVE	AMAZON COM	35.65	Recess equipment
20151108	SCHOLDER,TAMMY	PEPPER DRIVE	CARSON DELLOSA	11.36	School supplies - library pockets
20151118	SCHOLDER,TAMMY	PEPPER DRIVE	MARIE CALLENDERS	399.50	6th grade camp fundraiser
20151122	SCHOLDER,TAMMY	PEPPER DRIVE	MARIE CALLENDERS	199.75	6th grade camp fundraiser
20151123	SCHOLDER,TAMMY	PEPPER DRIVE	AMAZON COM	59.94	Books
20151123	SCHOLDER,TAMMY	PEPPER DRIVE	AMAZON COM	83.76	Books
20151123	SCHOLDER,TAMMY	PEPPER DRIVE	AMAZON.COM	60.78	Books
20151123	SCHOLDER,TAMMY	PEPPER DRIVE	AMAZON.COM	40.02	Books
				890.76	
20151120	SCHWELLER,JOHN	PUPIL SERVICES	THINK SOCIAL PUBLISHIN	250.00	Conference for Andrea Larkin, Stacie Bartfeld & Laura Isaacson
				250.00	
20151113	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	115.40	GAMES, CRAFTS SUPPLIES, CLEANING & OFFICE SUPPLIES
20151113	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	78.92	CRAFTS SUPPLIES/GAMES/TOYS
20151113	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	219.75	CRAFT/GAMES/TOYS & CLEANING SUPPLIES
20151119	SHEEN,KRISTINA D	OST PROGRAMS	FOOD4LESS #0349	95.89	SNACK SUPPLIES
20151125	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	169.52	ART AND CRAFT SUPPLIES
				679.48	
20151106	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	40.85	Specialty vacuum bags - Cecelia
20151106	SOUTHCOTT,STEPHANIE	HILL CREEK	WWW.FLOCABULARY.COM	96.00	Program for jr. high
20151110	SOUTHCOTT,STEPHANIE	HILL CREEK	IDEALTRUEVALUE	60.24	Hooks for kinder backpacks
20151113	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN COM/BI	27.21	Health office supplies
20151117	SOUTHCOTT,STEPHANIE	HILL CREEK	DISCOUNT SCHOOL SUPPLY	52.35	Classroom supplies
20151118	SOUTHCOTT,STEPHANIE	HILL CREEK	DISCOUNT SCHOOL SUPPLY	77.53	Classroom supplies
20151118	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	105.83	Sports equipment - all school
20151119	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN COM/BI	14.82	Custodial supplies
20151124	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	111.58	Sports equipment - all school
				586.41	
20151102	STARKEY,MARK	INFORMATION TECHNOLOGY	STAPLES DIRECT	16.92	Clear card sleeves for iPad Wall cards
20151103	STARKEY,MARK	INFORMATION TECHNOLOGY	OFFICE DEPOT #908	63.46	Keyboard charging cables for teacher iPads
20151106	STARKEY,MARK	INFORMATION TECHNOLOGY	CASBO	405.00	Conference fees for Angie
20151122	STARKEY,MARK	INFORMATION TECHNOLOGY	UZIBULL	35.64	iPad case for Carlton Oaks
20151126	STARKEY,MARK	INFORMATION TECHNOLOGY	THE HOME DEPOT 673	14.55	Mounting tape for iPad rack
				535.57	
				17,444.10	

Consent Item D.2.8.
 Prepared by Karl Christensen
 January 19, 2016

Approval of Uniform Complaint Quarterly Report
 Required by the Williams Settlement

BACKGROUND:

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

SANTEE SCHOOL DISTRICT Uniform Complaint Quarterly Report October 1, 2015 through December 31, 2015			
	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, 2015 and authorize administration to submit the report to SDCOE.

This recommendation supports the following District goal:

Learning Environment

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

FISCAL IMPACT:

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

STUDENT ACHEIVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.8.

Consent Item D.2.9. Acceptance of 2014-15 Audit Report
Prepared by Karl Christensen
January 19, 2016

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 has contracted services from Vavrinek, Trine, Day & Co., LLP to perform all necessary work for the 2014-15 audit report.

The 2014-15 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 2014-15 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 2014-15 fiscal year. There is no fiscal impact in accepting the report. Professional auditor services annually total \$21,500.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.9.

Consent Item D.2.10. Authorization to Conduct Farmers' Markets
Prepared by Karl Christensen
January 19, 2016

BACKGROUND:

In 2007 Santee School District adopted a Wellness Policy. One of the goals of the policy is to provide Nutrition Education to students.

Food For Thought is a company that works with small growers to obtain locally grown produce for schools. They offer farmers markets on campus and provide nutrition education lessons for students in grades K-5. These sessions are fun, festive, and educational. They introduce students to new, healthy food choices for themselves and their families all while teaching them about the value of money as they buy healthy foods.

Each child will be provided School Bucks to purchase fresh, in season, fruits and vegetables to take home. Over the last two years, this program has been conducted at all 9 Santee schools. Parents, staff, and students have made many positive comments about the farmers markets.

Last year, the program was done at 3 schools. This year 6 schools will receive the program.

RECOMMENDATION:

It is recommended that the Board of Education authorize Farmers' Market to be held at Rio Seco and Hill Creek on March 17, 2016, Cajon Park on March 18, 2016, and Carlton Hills, PRIDE Academy, Chet F. Harritt and Carlton Oaks on May 26 and May 27, 2016.

This recommendation supports the following District goal:

Student Well-Being

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

FISCAL IMPACT:

The cost will be approximately \$4,500.00 paid out of the Child Nutrition Fund.

STUDENT ACHIEVEMENT IMPACT:

Students who choose healthy foods feel better and therefore show improved academic achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.10.

Consent Item D.3.1.

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

Prepared by Dr. Stephanie Pierce
January 19, 2016

BACKGROUND:

As part of a student’s Individual Education Program (IEP), occupational therapy is necessary for some students with disabilities to demonstrate educational progress. Since the beginning of the 2015-16 school year, the number of students who require occupational therapy has increased and it is necessary to add a .2 FTE occupational therapist.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for a .2 FTE occupational therapist for the term of January 20, 2016 through June 30, 2016. The Nonpublic Agency Master Contract will be available at the Board meeting for review.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

FTE	Hourly Rate	Hours Per Day	Days Per Year	Total
.2	\$75	8.0	44	\$26,400

STUDENT ACHIEVEMENT:

Occupational therapy is necessary for some students with disabilities to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

Consent Item D.3.2.

Approval of School Accountability Report Cards
for the 2014-15 School Year

Prepared by Dr. Stephanie Pierce
January 19, 2016

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.

RECOMMENDATION:

Administration recommends approval of the School Accountability Report Cards for the 2014-15 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.3.2.

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 2015-16 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 2015-16 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.

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.3.4.

Discussion and/or Action Item D.4.1. Personnel, Regular
 Prepared by Tim Larson
 January 19, 2016

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. Dawson, Robin	Pepper Drive	III-01	\$0.00	\$46,694.00	01-07-16
2. Schiering, Jolie	Special Education	IV-07	\$0.00	\$57,498.00	01-11-16

B. Temporary Rehires:

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

C. Change of Status/Location:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Dalusung, Annabel	Pepper Drive	III-01 to <i>IV-04</i>	\$46,694.00	<i>\$51,671.00</i>	12-08-15

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Whittaker, Stephen	Carlton Hills	V-05	Personal	01-09-16

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. Krushensky, Gwen	Sycamore Canyon	Instructional Assistant, Special Ed II 21 A / 3.5 hrs	\$0.00	\$1,095.06	12-15-15
2. Manahan, Ronald	Carlton Hills	Project SAFE Assistant 19.5 A / 3.92 hrs	\$0.00	\$1,141.70	12-14-15
3. Temple, Candace	Sycamore Canyon	Instructional Assistant, Special Ed II 21 A / 3.25 hrs	\$0.00	\$1,016.84	01-04-16
4. Whitacre, Kim	Alternative School	Student Attendance Clerk 22 A / 1.0 hrs School Office Receptionist/Clerk 23.5 A / 2.75 hrs	\$0.00	\$1,303.85	01-04-16

I. Rehires:

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

Classified Staff - continued

J. Change of Status/Location:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Erwin, Tyler	Sycamore Canyon to Hill Creek	Early Childhood Group Leader I 19.5 B / 3.92 hrs to 19.5 B / 5.75 hrs	\$1,197.56	\$1,754.79	12-14-15
2. Gonia, Melissa	Rio Seco	Project SAFE Assistant 17 A / 2.75 hrs to 17 A / 3.0 hrs	\$707.68	\$772.12	01-04-16
3. Gonzalez, Nydia	Pepper Drive	Campus Aide CA E / 2.0 hrs to Food Service Worker I-A 20 A / 1.25 hrs	\$478.40	357.75	12-17-15
4. Hepner, Bonnie	Chet F. Harritt to Rio Seco	Custodian II 23 D / 6.0 hrs to 23 D / 8.0 hrs	\$2,403.06	3,204.00	01-11-16
5. Modica, Shannon	Chet F. Harritt	Community Liaison 20 B / 3.0 hrs to Student Attendance Clerk 22 A / 3.75 hrs	\$938.63	\$1,232.24	01-04-16
6. Moreno-Ayala, Blanca	Carlton Hills to Cajon Park	Campus Aide CA B / 2.0 hrs to Instructional Assistant, Special Ed I 20 A / 3.0 hrs	\$444.17	\$894.37	01-11-16
7. Wilde, Jennifer	PRIDE Academy to Hill Creek	Food Service Worker I-A 20 B / 2.75 hrs	\$860.53	\$860.53	01-04-16

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Bosjolie, Nick	Carlton Hills	Project SAFE Assistant 17 A / 3.5 hrs	Going back to college	01-20-16
2. Dabney, Sheila	Carlton Hills	Instructional Assistant, Special Ed II 21 C / 3.0 hrs	Personal	02-01-16
3. Eddy, Jeannine	Transportation	Bus Driver I 25 E / 7.08 hrs	Retirement	01-30-16
4. Fan, Lu	Rio Seco	Instructional Assistant, Special Ed II 21 A / 2.25 hrs	Day care	01-16-16

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date
1. Finnell, Sarah	Cajon Park	Project SAFE Assistant	01-09-16

RECOMMENDATION:

Administration recommends approval of listed personnel appointments, changes of status, leave requests, resignations, dismissals, and consultants. This recommendation supports the following District goal: Assure the highest quality of school district services, including, but not limited to, academic, social, emotional and health services by hiring and retaining employees with not only required technical skills in the areas of their responsibilities but also the ability to handle diverse challenges.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.1.

Consent Item D.4.2. Adoption of Resolution No. 1516-15 to Eliminate a Classified Non-Management Position

Prepared by Tim Larson
January 19, 2016

BACKGROUND:

After a recent Special Circumstances Instructional Assistance (SCIA) 1:1 re-evaluation, it was determined during an Individualized Education Programs (IEP) meeting held on December 9, 2015 that assistance for the 1:1 student should be discontinued effective December 10, 2015.

As a result, an Instructional Assistant, Special Education II position is no longer necessary. The employee affected by this reduction will be offered another position based on seniority in accordance with Article 11 in the CSEA bargaining agreement.

RECOMMENDATION:

It is recommended that the Board of Education approve the elimination of the following position effective January 20, 2016:

- One (1) 4.0 hour Instructional Assistant, Special Education II position at Carlton Hills School

FISCAL IMPACT:

The annual savings to the Special Education program by eliminating the Instructional Assistant, Special Education II position will be \$18,891.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

BACKGROUND:

Due to the addition of the new Learning Resource Center (LRC) and administration building at Pepper Drive School, additional staff will be required over the next few months to move office staff and library materials.

In addition, administration is requesting to hire a craftworker II (electrician) to assist with the installation of IPAD lockers for the most recent IPAD rollout.

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 is the short term employment opportunity.

RECOMMENDATION:

It is recommended that the Board of Education approve short term employment for the following positions:

- Up to four (4) Mover positions for up to eight (8) hours per day as needed from January 20 – February 16, 2016
- One (1) Craftworker II for up to eight (8) hours per day as needed from January 20 – March 31, 2016

FISCAL IMPACT:

The approximate cost to employ the short term positions are as follows and will be paid from the General Fund:

- Up to four (4) Mover positions - approximately \$149 per person, per day
- One (1) Craftworker II position – approximately \$203 per day

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.

BACKGROUND:

Administration has reviewed the performance of various temporary certificated employees with the possibility of offering probationary contracts. At tonight's meeting, administration recommends the Board approve probationary status to twenty (19.4 FTE) temporary teachers.

RECOMMENDATION:

It is recommended that the Board of Education approve probationary status to twenty (19.4 FTE) temporary teachers.

<u>Name</u>	<u>Location</u>	<u>FTE</u>
Valine, Kirsten	Alternative School	.4
LaFuze, Jamie	Cajon Park	1.0
Credille, Kamrie	Carlton Hills	1.0
Gibson, Casey	Carlton Hills	1.0
Toups, Brittany	Carlton Hills	1.0
Ninteman, Robin	Chet F. Harritt	1.0
Orsinelli, Kelcie	Chet F. Harritt	1.0
Fetty, Jolene	Hill Creek	1.0
Lindsay, Kiersten	Hill Creek	1.0
Maloy, Molly	Hill Creek	1.0
Stanley, Charlene	Hill Creek	1.0
Sicat, Amille	Pepper Drive	1.0
Torres, Nicole	Pepper Drive	1.0
Nelson, Allison	PRIDE Academy	1.0
Brownell, Sara	Rio Seco	1.0
Issacson, Laura	Rio Seco	1.0
McPhillips, Kevin	Rio Seco	1.0
Spry, Karol	Rio Seco	1.0
Lincoln, Tracie	Sycamore Canyon	1.0
Schour, Lauren	Sycamore Canyon	1.0

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 intent to promote the highest quality of school district staff to achieve our student achievement goals.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.4.

Consent Item D.4.5. Approval of Internship Credential Agreement with San Diego State University (SDSU)

Prepared by Tim Larson
January 19, 2016

BACKGROUND:

Due to the shortage of credentialed teachers in the San Diego County area, San Diego State University (SDSU) has agreed to provide teachers hired by Santee School District in pre-credential status to teach full time while pursuing a teaching credential at their university.

This internship agreement will become effective January 28, 2016 and remain in effect until terminated by either party after giving the other party 30 days advance written notice of the intention to so terminate.

Intern candidates will work under the direct and continuing supervision of an SDSU supervisor and District support provider for at least one academic year, subject to the District's personnel policies and State law(s).

RECOMMENDATION:

It is recommended that the Board of Education approve the internship credential agreement with SDSU.

FISCAL IMPACT:

There is no additional cost as a result of implementing this program.

STUDENT ACHIEVEMENT IMPACT:

This agreement will support student learning by increasing the pool of qualified teachers and to better prepare future teachers.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.5.

College of Education Internship Credential Agreement University and Agency

This Agreement entered into this 28th of January, 2016 between the Trustees of the California State University on behalf of California State University, San Diego State University, College of Education, referred to as "UNIVERSITY," and the Santee School District, referred to as "AGENCY".

I. Statement of Purpose

The purpose of the internship between the UNIVERSITY and AGENCY is to provide teachers hired by the AGENCY in a pre-credential status in high need areas to teach full time while pursuing a UNIVERSITY Teaching credential.

II. Priorities

A. Program Activities

Activities will be accomplished in accordance with the attached Exhibit A, reviewed and agreed upon by the UNIVERSITY and AGENCY prior to the start of the internship, which by reference is hereby incorporated and made a part of this agreement.

The INTERN will:

1. Participate in all relevant trainings required by the AGENCY.
2. Model professional and appropriate behavior when working with students and AGENCY colleagues.
3. Support AGENCY events that are a part of the internship experience.
4. Meet the goals, expectations, and requirements of the University Internship Credential Program and specified internship requirements referenced in the attached Exhibit A.

B. Safe and Productive Environment

The AGENCY will:

1. Give INTERN a complete tour of the school site, and ensure that INTERN is aware of all emergency procedures and is able to act responsibly in the case of an emergency.
2. Ensure that INTERN is aware of the unique nature of the AGENCY population and is prepared to work with this population.
3. California law may require the AGENCY to obtain INTERN's fingerprints and submit them to the Department of Justice, and/or the Federal Bureau of Investigation, for a criminal background check. It is the AGENCY'S responsibility to: 1) obtain the INTERN's fingerprints; and 2) obtain criminal background clearance from the appropriate agency.
4. The Agency shall pay students(s) according to applicable law including any required withholding and reporting whether payment is wage, stipend, or payment under a grant. If required by law, the agency shall consider student(s) employees and, as such, shall provide workers' compensation insurance.

The UNIVERSITY will:

1. Support the INTERN program and its objectives by providing support for the INTERN as necessary and agreed upon in the attached Exhibit A document.

III. Structure of the Internship Credential Program

The structure of the Internship Credential Program is detailed in the attached Exhibit A and meets the requirements of participation in the California State approved Internship Program.

IV. Length of Agreement Term

This agreement shall become effective upon execution and shall continue until terminated by either party after giving the other party 30 days advance written notice of the intention to so terminate; provided further, however, that any such termination by AGENCY shall not be effective against any INTERN who at the date of mailing of said notice by AGENCY was participating in said program until such INTERN has completed the program as mutually agreed upon provided such student is performing satisfactorily. If either party wishes to terminate due to non-performance or failure to meet expectations, the party requesting termination shall consult with the other party to seek resolution prior to termination.

It is the responsibility of all parties to review the agreement annually to ensure that the agreement terms are current. Any changes to this agreement must be in writing via amendment and executed by all parties.

The attached General Provisions and Exhibit A is incorporated by reference and made a part of this agreement.

This document reflects my understanding of the relationship.

Santee School District
9625 Cuyamaca St,
Santee, CA 92071

SAN DIEGO STATE UNIVERSITY
5500 Campanile Dr.
San Diego, CA 92182

Agency

Department Chair, College of Education

Authorized Signatory

Laura J. Hall
Print Name

Print Name

Date

Date

Street Address

Dean /Associate Dean, College of Education

City State Zip

Print Name

Email

Date

Phone

Fax

Contract and Procurement Management

Print Name

Date

Indemnification

The Agency shall be responsible for damages caused by the negligence of its directors, officers, agents, employees and duly authorized volunteers occurring in the performance of this agreement. San Diego State University shall be responsible for damages caused by the negligence of its directors, officers, employees and duly authorized volunteers occurring in the performance of this agreement. It is the intention of the agency and the University that the provision of this paragraph be interpreted to impose on each party responsibility for the negligence of their respective directors, officers, employees and duly authorized volunteers.

Insurance

The Agency shall procure and maintain General Liability Insurance, comprehensive or commercial form with \$1,000,000.00 minimum limit for each Occurrence and minimum limit of \$2,000,000.00 General Aggregate, as mutually agreed upon for this placement.

The California State University system has elected to be insured for its General Liability exposure through the self-insured CSU Risk Management Authority.

The State of California has elected to be self-insured for its vehicle liability and Workers' Compensation and property exposures. As a State agency, the California State University, Office of the Chancellor, the Trustees, and the CSU system of campuses are included in this self-insured program.

The University shall provide professional, personal general liability, and educator's errors and omissions liability coverage for students enrolled in Nursing, Allied Health, Social Work, or Education credential programs performing community service or volunteer work for academic credit, through the Student Professional Liability Insurance Program (SPLIP). The coverage limits under this program are \$2,000,000.00 for each Loss and \$4,000,000.00 Aggregate for all Covered Parties, and not per student. Any affiliate institution to whom the Named Insured is obligated by written agreement to provide such coverage as is afforded by this policy, shall be named as an additional insured.

Status of Interns

Interns shall at no time throughout this agreement be considered officers, employees, agents or volunteers of the University.

Governing Law

All contracts and purchase orders shall be construed in accordance with, and their performance governed by, the laws of the State of California. Further, Agency shall comply with any state or federal law applicable to Agency's performance under this Contract.

Assignments

Without written consent of the CSU, this agreement is not assignable by the Agency either in whole or in part.

Agreement Alterations & Integration

No alteration or variation of the terms of the agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

Endorsement

Nothing contained in this Agreement shall be construed as conferring on any party hereto any right to use the other party's name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other parties. Furthermore nothing in this Agreement shall be construed as endorsement of any commercial product or service by the University, its officers or employees.

Survival

Upon termination of this contract for any reason, the terms, provisions, representations and warranties contained in this agreement shall survive expiration or earlier termination of this agreement.

Severability

If any provision of this agreement is held invalid by any law, rule, order of regulation of any government or by the final determination of any state or federal court, such invalidity shall not affect the enforceability of any other provision not held to be invalid.

Entire Agreement

This agreement constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof and supercedes all prior agreements, arrangements, and understandings with respect thereto. No representation, promise, inducement, or statement of intention has been made by any party hereto that is not embodied herein, and no party shall be bound by or liable for any alleged representation, promise, inducement, or statement not set forth herein.

INTERNSHIP CREDENTIAL PROGRAM
By and Between
SAN DIEGO STATE UNIVERSITY
AND
SANTEE SCHOOL DISTRICT

- **Multiple Subject Internship Credential**
- **Multiple Subject Internship Credential, Bilingual Authorization**
- **Education Specialist Internship Credential**
 - **Mild/Moderate Disabilities**
 - **Moderate/Severe Disabilities**
 - **Early Childhood Special Education**

The purpose of the Internship Credential Programs is to increase the pool of fully qualified teachers available to school districts. San Diego State University and the school district will form a partnership to better prepare future teachers. Operation of the Internship Program will be directed by San Diego State University, Director of the School of Teacher Education and/or Department Chair of Dual Language and English Learner Education, and/or Chair for the Department of Special Education, Coordinators of various programs within the departments, and district program managers and support providers.

San Diego State University Responsibilities

1. Interns will be provided a comprehensive Preliminary Credential Program (as well as more than 160 hours of pre-service training—as required in the 1209 Amendment to the Internship Credential Bill) fulfilling all competencies, pedagogy, field experiences, and standards set down by the State of California (CCTC) and the National Credentialing Association of Teacher Educators (NCATE). Professors at San Diego State participate in the teacher scholar model in which research and state of the art information about the education of individuals from birth to age 22 is constantly developed and added to our coursework. We provide comprehensive evaluation and assessment of interns in the context of our coursework and practicum experiences. Interns will be enrolled in a practicum experience each semester of their program with specific competencies to fulfill. Should an Intern NOT meet the requirements of maintaining a 3.0 grade point average at San Diego State or fails to meet any other requirement of the program, we are not obligated to continue them in our program and the Internship Agreement with that individual will be terminated.

2. Interns will receive English Language Learner preparation (45 hours of which will be pre-service training—as required in the 1209 Amendment to the Internship Credential Bill) and multicultural competencies in the context of courses in the entire program of study and in prerequisite coursework. Interns will need to demonstrate competencies related to multicultural diversity and English language learner instruction during every semester of their program. In addition, students are now required to have English Learner and Language Arts Preparation (120 hours of practicum and coursework in related areas) before beginning as an intern. If a student hold another credential issued before 2002, all of these requirements are met.

3. The University will work collaboratively with the school district to provide a minimum of 144 hours of support/mentoring and supervision to each intern teacher per school year, to coach, model, demonstrate, and assist with course planning and problem-solving regarding students, curriculum, and effective teaching methodologies. The University will provide supervision/seminars each semester whereby Interns will receive support, guidance, and bridging to district support providers and in-services. The minimum support/mentoring and supervision provided to an intern teacher who assumes daily teaching responsibilities *after the beginning* of a school year shall be equal to 4 hours times the number of instructional weeks remaining in the school year.

- To develop the knowledge and skills in the instruction of English learners, the University will provide 45 hours of additional support/mentoring and supervision to each intern teacher per school year, including in-classroom coaching, specific to the needs of English learners. The minimum support/mentoring and supervision provided to an intern teacher who assumes daily teaching responsibilities *after the beginning* of a school year shall be equal to 5 hours times the number of months remaining in the school year.

4. Advertisement and recruitment of individuals from Bachelor's Degree Programs and Community College Programs will be conducted creating a pipeline and pool of possible Interns. Once individuals are fully admitted to the Department of Teacher Education, Department of Special Education, or Department of Policy Studies in Language and Crosscultural Education having fulfilled all of the requirements of San Diego State University and the State of California for teacher preparation candidates, individuals will be eligible to interview with the district to be considered to fill Intern positions.

5. Department Chairs and Coordinators of Teacher Preparation and Education Specialist Programs will maintain partnerships and on-going relationships with district support providers and program managers to continuously provide appropriate training, in-service, supervision, and seminar support to Interns.

District Responsibilities

An Internship Credential authorizes the same service at the same level as the Preliminary Credential with some exceptions. The Internship Credential is only valid in one school district, or consortium, or State-certified non-public, nonsectarian, school. For this reason, interns must have a contract or other proof of employment before a credential can be issued. Each intern candidate is to work under the direct and continuing supervision of a San Diego State University Supervisor and District Support Provider who provides general support at the classroom level of the cooperating school.

1. The intern assumes full teaching and legal responsibility for their class from the first day of the teaching assignment as a paid employee of the District for at least **one academic year**, subject to the District's personnel policies and State law(s).
2. The intern receives salary and benefits based on the District's current policies. The intern may be assigned to extracurricular activities, department and/or faculty meetings proportionate to the teaching load of a regular contractual teacher. The intern will attend department and faculty meetings and parent-teacher conferences when appropriate. No intern may coach extra-curricular activities nor be required to attend meetings that present a conflict with his/her internship responsibilities at San Diego State University.

3. The intern is expected to attend all district in-service training sessions whenever possible. The intern will also attend assigned orientations that occur prior to the start of the school. If there is a conflict between University and district training, University meetings shall take priority during the Internship period.
4. The intern is responsible for maintaining up-to-date records of course plans, lesson plans, and unit plans. The intern is expected to:
 - make preparations to accomplish his/her teaching responsibilities outside the classroom;
 - abide by the policies of the school and district;
 - meet administrative due dates;
 - communicate with parents by letter, phone, and/or conference when necessary;
 - maintain prompt and regular attendance;
 - maintain a grade book;
 - initiate conferences with the university supervisor and district support provider to discuss progress and receive feedback about his/her teaching.
5. The District will assign a Support Provider to the intern to provide support. The district shall provide a minimum of 2 hours of support/mentoring and supervision every five days, totaling at least 72 hours per school year. The Support Provider will serve as an on-site guide, who observes the intern, and provides substantive feedback. The Support Provider will form a partnership with the University Supervisor to provide consistent and seamless support for the Intern.
 - The employer-provided school-site support provider shall have a valid corresponding Clear or Life credential, 3 years successful teaching experience, and English Language (EL) Authorization if responsible for providing specified EL support noted below.
 - The district will identify an individual who is immediately available to assist the intern with planning lessons that are appropriately designed and differentiated for EL learners, for assessing language needs and progress, and to support language accessible instruction, through in-classroom modeling and coaching as needed. This individual may be the same support provider as noted above provided he or she has an EL authorization and is immediately available.
 - The district will allocate protected time for the employer-provided mentor to work with the intern within the school day.
 - The district shall identify a process for evaluating site-support for interns.
6. The District acknowledges that each intern under this Internship Credential Program shall be a paid employee of the District and thus covered under the District's insurance policies, including Workers' Compensation, to the extent available to other teachers. No intern shall be considered an employee or agent of San Diego State University while performing services for the District.

Please Note: As required by Education Code 44466: Interns shall not acquire tenure while serving on an Internship Credential.

Preconditions Established by State Law for Internship Programs

For initial and continuing accreditation by the Committee on Accreditation, participating districts and universities must adhere to the following requirements of state law:

- (1) **Bachelor's Degree Requirement.** Candidates admitted to internship programs must hold baccalaureate degrees or higher from a regionally accredited institution of higher education. (Reference: Education Code Section 44453).
- (2) **Basic Skills Requirement.** The internship program of professional preparation, will require candidates who are admitted to meet the basic skills requirement prior to assuming intern teaching responsibilities. Reference: Education Code Section 44252 (b).
- (3) **Certificate of Clearance.** A Certificate of Clearance must be obtained prior to assuming intern teaching responsibilities. Reference: Education Code Section 44320 (d).
- (4) **Subject Matter Proficiency.** The approved teacher preparation program sponsor determines that each candidate meets the subject matter requirement prior to student teaching, or, for intern candidates, before being given daily whole class instructional responsibilities in a K-12 school or before becoming the teacher of record in a K-12 school. Reference: Education Code Sections 44259 (b) (5).
- (5) **Supervision of Interns.** In an internship program, the participating institutions shall provide supervision of all interns.
- (6) **Assignment and Authorization.** To receive approval, the participating institution authorizes the candidates in an internship program to assume the functions that are authorized by the regular standard credential (Reference: Education Code Section 44454). The institution stipulates that the intern's services meet the instructional or service needs of the participating district(s). (Reference: Education Code Section 44458).
- (7) **Participating Districts.** Participating districts are public school districts or county offices of education. Submissions for approval must identify the specific districts involved and the specific credential involved (Reference: Education Code Section 44321 and 44452).
- (8) **Length of Validity of the Intern Certificate.** Each intern certificate will be valid for a period of two years. However, a certificate may be valid for three years if the intern is participating in a program leading to the attainment of a specialist credential to teach students, or for four years if the intern is participating in a district intern program leading to the attainment of both a multiple subject or a single subject teaching credential and a specialist credential to teach students with mild/moderate disabilities. Reference: Education Code Section 44325 (b).
- (9) **Non-Displacement of Certificated Employees.** The institution and participating districts or must certify that interns do not displace certificated employees in participating districts.

- (10) **Ratio Equivalency in Placement.** The 1209 Amendment to the Internship Credential Bill requires that Interns NOT be placed in high need schools in any greater ratio than other new employees.
- (11) **Justification of Internship Program.** Programs (credential areas, i.e., single subject or mild/moderate special education) that are developed to meet employment shortages must include a letter, addressed to the Department Chair at San Diego State University, from the participating district about the lack of availability of qualified certificated persons holding the credential.

San Diego State University and Santee School District agree to all the conditions of this Internship Credential Program as outlined above, to be effective on _____. This Internship Credential Program is a general memorandum of understanding. As specific credential areas begin the Internship Partnership specific operating agreements will be established by Program Coordinators, Department Chairs, and District Program Managers and Administrators.

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.

Agenda Item E.

Discussion and/or Action Item E.1.1.
Prepared by Karl Christensen
January 19, 2016

Update on Plans for Pepper Drive School
HVAC Replacement Project and Authorization
to Initiate Process for a Lease/Leaseback
Agreement Amendment

BACKGROUND:

At the September 16, 2014 meeting, the Board approved the final 5 year expenditure plan for use of Proposition 39 Energy Efficiency Funds to be submitted to the California Energy Commission. The expenditure plan includes a project to replace the HVAC System at Pepper Drive School using a combination of Prop 39 and Deferred Maintenance funds.

Architectural plans for the HVAC replacement project have been finalized and staff is ready to initiate the contracting process in order for the project to be completed during Summer 2016. Administration will provide the Board an update on plans for the project and is seeking Board of Education authorization to use an amendment to the Lease/Leaseback agreement with Balfour Beatty Construction (BBC) as the delivery method for construction.

If authorized, BBC would solicit bids from sub-contractors and develop a Guaranteed Maximum Price to be included in the Amendment which would be considered for action at the March 15, 2016 Board meeting.

RECOMMENDATION:

It is recommended that the Board of Education authorize initiating the process for developing an amendment to the Lease/Leaseback Agreement with Balfour Beatty Construction as the delivery method for the Pepper Drive School HVAC Replacement Project.

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:

There is no fiscal impact at this time.

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. Governor's Budget Proposal for 2016-17
Prepared by Karl Christensen
January 19, 2016

BACKGROUND:

On January 7, 2016, the Governor unveiled his plans for the 2016-17 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 16, 2016.

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.1.2.

Discussion and/or Action Item E.1.3. Approval of Monthly Financial Report
Prepared by Karl Christensen
January 19, 2016

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period November 1, 2015 through November 30, 2015 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 \$6,268,619; cash receipts of \$3,438,735; and disbursements of \$4,923,571 are reflected for the period of November 1, through November 30, 2015 resulting in an ending cash balance of \$4,783,783 as of November 30, 2015.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.3.

Monthly Financial Report - November

1

CASH REPORT FOR NOVEMBER

		Actual	Projected*
Beginning Cash Balance as of November 1, 2015		\$6,268,619	\$6,268,619
INCOME			
<hr/>			
A. Local Control Funding Formula			
State Aid	\$ 2,488,078		
Property Taxes	\$ 225,235		
		2,713,313	
B. Federal Income			
Federal Funding	74,567		
		74,567	
C. State Income			
Unrestricted State Funding	214,539		
		214,539	
D. Local Income			
Other Local Income	132,086		
Spec Ed	275,717		
Interest	194		
		407,997	
E. Due to/Due from other funds		28,319	
F. Debt Proceeds		-	
TOTAL INCOME		\$3,438,735	\$3,438,735
Beginning Balance Plus Income		\$9,707,354	\$9,707,354
DISBURSEMENTS			
<hr/>			
G. Commercial Warrants	\$ 364,382		
H. Payroll Warrants	3,261,153		
I. Statutory Employee Benefits	506,491		
J. Health & Welfare	216,057		
K. Other Outgo	40,487		
L. Interfund Borrowing Out	535,000		
M. Budget Adjustments	-		
TOTAL DISBURSEMENTS		\$4,923,571	\$4,923,571
Ending Cash Balance as of November 30, 2015		\$4,783,783	\$4,783,783

* Based on Cash Flow Projection updated for First Interim FY 2015-16

**Budget Revisions
Through November 30, 2015
2015-16 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	9,375,822	684,398	10,060,220
Estimated Income	46,462,549	12,933,976	59,396,525
Estimated Expenditures	44,700,514	12,567,534	57,268,048
Change in Fund Balance	1,762,035	366,442	2,128,477
Projected Ending Fund Balance	11,137,857	1,050,840	12,188,697
Less: Restricted Program Carryovers	-	1,050,840	1,050,840
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	15,000	-	15,000
Stores Inventory	46,850	-	46,850
Less: Assigned Vacation Carryover	249,083	-	249,083
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	1,718,041	-	1,718,041
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	8,733,012	-	8,733,012
Fund 17 Projected End of Year Balance	2,895,789	-	2,895,789
Projected Reserves	13,346,843	-	13,346,843
	<u>November</u>	<u>October</u>	
Projected Reserve % 2015-16¹	23.31%	23.31%	
Projected Reserve % 2016-17²	25.07%	25.07%	
Projected Reserve % 2017-18²	27.10%	27.10%	

As a % of the Estimated Expense Total¹

Based on Multi-Year Projection at 2015-16 1st Interim- October 2015²

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:

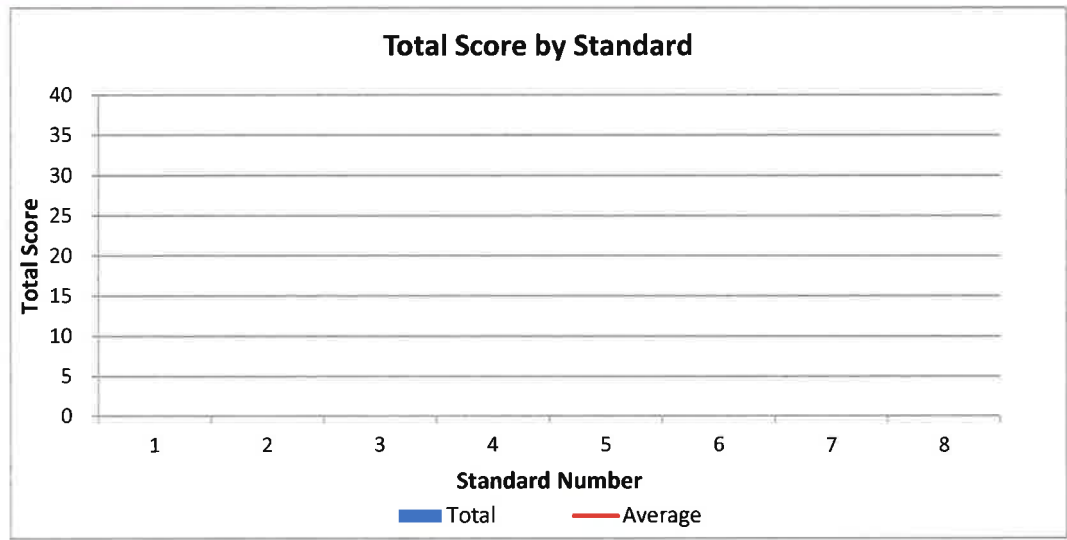
There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

Effective governance assures a quality education for students.

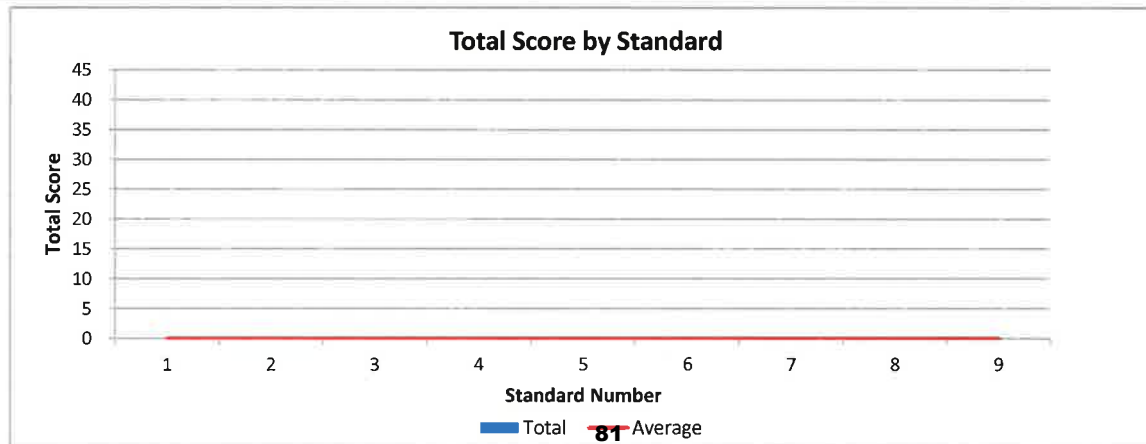
The Board								
Item	Standard	Barbara	Elana	Dianne	Ken	Dustin	Total	Average
1	Keep the district focused on learning and achievement for all students						0	
2	Communicate a common vision						0	
3	Operate openly with trust and integrity						0	
4	Govern in a dignified and professional manner, treating everyone with civility and respect						0	
5	Govern within board-adoped policies and procedures						0	
6	Take collective responsibility for the board's performance						0	
7	Periodically evaluate its own effectiveness						0	
8	Ensure opportunities for the diverse range of views in the community to inform board deliberations						0	
Totals		0	0	0	0	0	0	

Scoring Rubric: 5 = Always, 4 = Often, 3 = Rarely, 2 = Never, 1 = Unsure



The Board's Jobs								
Item	Standard	Barbara	Elana	Dianne	Ken	Dustin	Total	Average
1	Involve the community, parents, students, and staff in developing a common vision for the district focused on student learning and achievement and responsive to the needs of all students						0	#DIV/0!
2	Adopt, evaluate and update policies consistent with the law and the district's vision and goals						0	#DIV/0!
3	Maintain accountability for student learning by adopting the district curriculum and monitoring student progress						0	#DIV/0!
4	Hire and support the superintendent so that the vision, goals, and policies of the district can be implemented						0	#DIV/0!
5	Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable						0	#DIV/0!
6	Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district						0	#DIV/0!
7	Ensure that a safe and appropriate educational environment is provided to all students						0	#DIV/0!
8	Establish a framework for the district's collective bargaining process and adopt responsible agreements						0	#DIV/0!
9	Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels						0	#DIV/0!
Totals		0	0	0	0	0	0	#DIV/0!

Scoring Rubric: 5 = Always, 4 = Often, 3 = Rarely, 2 = Never, 1 = Unsure



Discussion and/or Action Item E.2.2.
Prepared by Dr. Cathy A. Pierce
January 19, 2016

Review/Adoption of Santee School District
Governance Standards

BACKGROUND:

Annually, Board of Education adopts the Santee School District Governance Standards as a guideline to help increase effectiveness and improve the quality of governance and leadership for the District. The Santee School District Governance Standards were last reviewed and adopted by the Board of Education at the January 20, 2015 meeting.

RECOMMENDATION:

It is recommended that the Board of Education annually review and adopt at the Santee School District Governance Standards. 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.2.2.

SANTEE SCHOOL DISTRICT



Guidelines to help clarify roles, increase effectiveness, raise the level of understanding and improve the quality of governance and leadership.

January 2016

BOARD OF EDUCATION MISSION STATEMENT

Santee School District, supported by an involved community, an outstanding staff, and a shared vision, assures a quality education that supports students in achieving academic excellence and in developing life skills needed for success in a diverse and changing society.

CALIFORNIA SCHOOL BOARDS ASSOCIATION

PROFESSIONAL GOVERNANCE STANDARDS

The Individual Trustee

In California's public education system, a trustee is a person elected or appointed to serve on a school district or county board of education. Individual trustees bring unique skills, values and beliefs to their board. In order to govern effectively, individual trustees must work with each other and the superintendent to ensure that a high quality education is provided to each student.

To be effective, an individual trustee:

- Keeps learning and achievement for all students as the primary focus.
- Values, supports and advocates for public education.
- Recognizes and respects differences of perspective and style on the board and among staff, students, parents and the community.
- Acts with dignity, and understands the implications of demeanor and behavior.
- Keeps confidential matters confidential.
- Participates in professional development and commits the time and energy necessary to be an informed and effective leader.
- Understands the distinctions between board and staff roles, and refrains from performing management functions that are the responsibility of the superintendent and staff.
- Understands that authority rests with the Board as a whole and not with individuals.

The Board

School districts and county offices of education are governed by boards, not by individual trustees. While understanding their separate roles, the board and superintendent work together as a "governance team." This team assumes collective responsibility for building unity and creating a positive organizational culture in order to govern effectively.

To operate effectively, the board must have a unity of purpose and:

- Keep the district focused on learning and achievement for all students.
- Communicate a common vision.
- Operate openly, with trust and integrity.
- Govern in a dignified and professional manner, treating everyone with civility and respect.
- Take collective responsibility for the board's performance.
- Periodically evaluate its own effectiveness.
- Ensure opportunities for the diverse range of views in the community to inform board deliberations.
- Govern within board-adopted policies and procedures.

The Board's Jobs

The primary responsibilities of the board are to set a direction for the district, provide a structure by establishing policies, ensure accountability and provide community leadership on behalf of the district and public education. To fulfill these responsibilities, there are a number of specific jobs that effective boards must carry out.

Effective Boards:

- Involve the community, parents, students and staff in developing a common vision for the district focused on learning and achievement and responsive to the needs of all students.
- Adopt, evaluate and update policies consistent with the law and the district's vision and goals.
- Maintain accountability for student learning by adopting the district curriculum and monitoring student progress.
- Hire and support the superintendent so that the vision, goals and policies of the district can be implemented.
- Conduct regular and timely evaluations of the superintendent based on the vision, goals and performance of the district, and ensure that the superintendent holds district personnel accountable.
- Adopt a fiscally responsible budget based on the district's vision and goals, and regularly monitor the fiscal health of the district.
- Ensure that a safe and appropriate educational environment is provided to all students.
- Establish a framework for the district's collective bargaining process and adopt responsible agreements.
- Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state and federal levels.



SANTEE SCHOOL DISTRICT GOVERNANCE STANDARDS

1. We will rely on our District goals and value statements when deliberating and taking action.
2. We will be responsive to the needs of our constituents and an advocate for children.
3. We will respect the opinions of others, including Board members, staff and community members and their right to express those opinions publicly as allowed by law.
4. When you are acting as a representative of the Board in an official capacity, you will represent the direction of the Board or uphold the majority of the Board's decision, even if it's counter to your point of view. It's our responsibility to hold each other accountable.
5. If any Board member feels that another Board member appears to be violating the Professional Governance Standards, we will seek to resolve our differences, and address the issue initially directly with the individual or as the next step, the differences can be taken to the entire Board to resolve the issue.
6. The Board's intention is not to surprise the Superintendent, or his/her staff; however, this may sometimes occur. The Board will use all due diligence to try to contact administration prior to the Board meetings about questions or issues that may come up in this forum that need to be addressed.
7. The Superintendent's intention is not to surprise the Board, or his/her staff; however, this may sometimes occur. The Superintendent will use all due diligence to try to contact the Board prior to the Board meetings about questions or issues that may come up in this forum that need to be addressed.
8. An assessment of the Board's performance will be conducted annually and the Professional Governance Standards will be subject to Board adoption annually.

Barbara Ryan, President

Ken Fox, Member

Elana Levens-Craig, Vice President

Dustin Burns, Member

Dianne El-Hajj, Clerk

Dr. Cathy Pierce, Superintendent

Date Adopted by the Board

Item F. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Agenda Item F.

Item G. 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 Labor Negotiator** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Karl Christensen, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)

2. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Karl Christensen, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)

3. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)
 - *Elliot Site #2 (Parcel #: APN 366 050 16 – east of landfill; North of West Hills High School – area commonly known as Camp Elliott)*
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*

5. **Public Employee Performance Evaluation (Gov. Code § 54957)**
Superintendent

Item H. RECONVENE TO PUBLIC SESSION

Item I. ADJOURNMENT

Agenda Items G, H, and I.