



Santee School District

SCHOOLS:

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

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

**BOARD OF EDUCATION
 REGULAR MEETING/BUDGET WORKSHOP
 AGENDA
 February 4, 2020**

District Mission

Providing an extraordinary education in an inspiring environment with caring people

Page #:

A. OPENING PROCEDURES – 7:00 p.m.	5
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
 B. REPORTS AND PRESENTATIONS	 6
1. Superintendent’s Report	
1.1. Developer Fees and Collection Report	7
1.2. Use of Facilities Report	8
1.3. Enrollment Report	9
1.4. Schedule of Upcoming Events	10
 C. PUBLIC COMMUNICATION	 11
<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
 D. CONSENT ITEMS	 12
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
 Superintendent	
1.1. <u>Approval of Minutes</u>	13
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	

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

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

Business Services

- 2.1. Approval/Ratification of Travel Requests** 31
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. Acceptance of Donations, Grants, and Bequests** 33
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.
- 2.3. Approval/Ratification of Agreement for Mileage Reimbursement in Lieu of District Transportation** 34
It is recommended that the Board of Education approve/ratify the Parent/Guardian agreement for mileage reimbursement in lieu of District transportation.
- 2.4. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 35
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of December 2019.
- 2.5. Authorization to Purchase Relocatable Modular Buildings Utilizing Class Leasing Piggyback Bid** 39
It is recommended that the Board of Education authorize piggybacking on Chawanakee Unified School District bid for purchase or lease of modular buildings from Class Leasing.
- 2.6. Approval of Architectural Services with StudioWC for Design Work Associated with New Modular Building at Sycamore Canyon** 40
It is recommended that the Board of Education approve architectural services with StudioWC for design work associated with the new modular building at Sycamore Canyon.
- 2.7. Authorization to Contract with EideBailly Accounting Firm to Conduct Audit of Prop 51 Funded Building Projects as Required by the Office of Public School Construction** 44
It is recommended that the Board of Education authorize contracting with EideBailly Accounting Firm to conduct an audit of Prop 51 State Funds used to pay for the Pepper Drive and Rio Seco modular building projects.

Educational Services

- 3.1. Approval of Nonpublic Agency Master Contract with Specialized Therapy Services for Bilingual Assessments** 45
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with Specialized Therapy Services for the January 7, 2020 through June 30, 2020.
- 3.2. Approval of Increase in Services with SPOT Kids Therapy for Occupational Therapy** 46
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with Specialized Therapy Services for the term of January 7, 2020 through June 30, 2020.
- 3.3. Approval of Extended Field Trip for Pepper Drive Fifth Grade Safety Patrol Students to the San Diego Zoo** 47
It is recommended that the Board of Education approve the extended field trip to the San Diego Zoo for Pepper Drive fifth grade safety patrol students.

Human Resource/Pupil Services

49

4.1. Personnel, Regular

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

4.2. Proclamation for National School Counseling Week (2/3/20 – 2/7/20) and National School Social Work Week (3/1/20 – 3/7/20)

51

It is recommended that the Board of Education proclaim the week of February 3-7, 2020 as National School Counseling Week, and the week of March 1–7, 2020 as National School Social Work Week.

E. BOARD POLICIES AND BYLAWS

1.1. Second Reading: Revised Board Policy 1312.1, Complaints Concerning District Employees

54

Revised Board Policy 1312.1, Complaints Concerning District Employees, is being presented as a second reading and request for approval.

1.2. Second Reading: Revised Board Policy 1250, Visitors/Outsiders

58

Revised Board Policy 1250, Visitors/Outsiders, is being presented as a second reading and request for approval.

1.3. Second Reading: Revised Board Policy 3350, Travel Expenses

61

It is recommended that the Board of Education review, approve, and adopt revised Board Policy 3350, Travel Expenses, in a Second Reading, as presented.

1.4. Second Reading: New Board Policy 6175, Migrant Education

65

New Board Policy 3350, Migrant Education is being presented for a Second Reading. Administration recommends that the Board of Education approve new BP 6175 as presented.

1.5. First Reading: New Board Policy 3430, Investing

68

New Board Policy 3430, Investing, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

1.6. First Reading: New Board Policy 3452, Student Activity Funds

71

New Board Policy 3452, Student Activity Funds, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

1.7. First Reading: Revised Board Policy 3460, Financial Reports and Accountability

74

Revised Board Policy 3460, Financial Reports and Accountability, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

F. EMPLOYEE ASSOCIATION COMMUNICATION

81

G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

81

H. BUDGET WORKSHOP

81

Administration will provide information and recommendations to the Board of Education regarding the development of the operating budget for the 2020-21 fiscal year. The following topics will be discussed:

1. **Multi-Tiered Support Systems**
2. **Review of LCAP Executive Summary**
3. **Governor's Budget Proposal Highlights**
4. **Projected LCFF Revenue**
5. **Operating Cost Pressures**
6. **Non-Routine General Fund Budget Changes**
7. **Review of Budget Condition Grid**
8. **Revised Multi-Year Projection**
9. **Budget Reductions**

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

I. CLOSED SESSION

82

1. **Conference with Labor Negotiator** ((Gov't. Code § 54957.6)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)
2. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent

J. RECONVENE TO PUBLIC SESSION

82

K. ADJOURNMENT

82

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 18, 2020, 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:

Burns
 Ryan
 Levens-Craig
 El-Hajj
 Fox

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

1. Call to Order and Welcome
2. District Mission
Providing an extraordinary education in an inspiring environment with caring people
3. Pledge of Allegiance
4. Approval of Agenda for the February 4, 2020, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

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

Agenda Item B.

Requests For Use Of Facilities - February 4, 2020						
Group	Location	Date	Days	Time	Attend	Fees
Cajon Park						
USA Softball of So Cal Santee (League Draft of Players)	Classroom	01/22/20	Wednesday	4:00 pm - 9:00 pm	35	
California Fitness Fun - Heartlight Dance (After-School Dance Classes)	Blacktop	01/27/20 - 06/08/20	Monday	1:35 pm - 2:35 pm	20	TBD
549 Sports (After-School Basketball)	Blacktop	02/11/20 - 04/14/20	Tuesday	2:05 pm - 3:05 pm	20	TBD
Santana National Little League (Board Meetings)	Multi-Purpose	02/20/20 - 05/12/20	Mon - Thurs	5:30 pm - 8:30 pm	30 - 40	
County of San Diego Registrar of Voters (Polls for Presidential Primary)	Multi-Purpose	03/03/20	Tuesday	6:00 am - 9:30 pm	varies	\$100.00
County of San Diego Registrar of Voters (set up for Polls)	Multi-Purpose	03/02/20	Monday	2 hrs TBD	varies	
Carlton Hills						
549 Sports (After-School Basketball)	Blacktop	01/16/20 - 03/5/20	Tuesday	2:00 pm - 3:00 pm	20	TBD
West Hills Little League (Scorekeeper Clinic)	Multi-Purpose	02/06/20	Thursday	5:00 pm - 8:30 pm	25	
West Hills Little League (Scorekeeper Clinic)	Multi-Purpose	02/12/20	Wednesday	5:00 pm - 8:30 pm	25	
County of San Diego Registrar of Voters (Polls for Presidential Primary)	Multi-Purpose	03/03/20	Tuesday	6:00 am - 9:30 pm	varies	\$100.00
County of San Diego Registrar of Voters (set up for Polls)	Multi-Purpose	03/02/20	Monday	2 hrs TBD	varies	
Carlton Oaks						
California Fitness Fun - Heartlight Dance (After-School Dance Classes)	Kinder Area/Blacktop	01/31/20 - 06/5/20	Friday	2:25 pm - 3:25 pm	20	TBD
PTA (Mother/Daughter Event - Tea Time)	Multi-Purpose	04/24/20	Friday	3:00 pm - 8:30 pm	100	
Chet F. Harritt						
California Fitness Fun - Heartlight Dance (After-School Dance Classes)	Kinder Asphalt	01/29/20 - 06/3/20	Wednesday	2:25 pm - 3:25 pm	20	\$210.00
Hill Creek						
California Fitness Fun - Heartlight Dance (After-School Dance Classes)	Lunch Area Near Library	01/29/20 - 06/3/20	Wednesday	1:40 pm - 2:40 pm	20	TBD
Pepper Drive						
California Fitness Fun - Heartlight Dance (After-School Dance Classes)	Blacktop	01/27/20 - 06/08/20	Monday	2:25 pm - 3:25 pm	20	TBD
Pepper Drive PTA (Tierra Del Sol PTA Council Meeting)	Multi-Purpose	01/15/20	Wednesday	5:30 pm - 7:00 pm	16	
Pepper Drive PTA (Science Night)	Multi-Purpose & Lunch Tables	02/13/20	Thursday	5:30 pm - 8:00 pm	200	
PRIDE Academy (Prospect Avenue)						
California Fitness Fun - Heartlight Dance (After-School Dance Classes)	Kinder Playground Asphalt	01/27/20 - 06/08/20	Monday	5:00 pm - 8:00 pm	110	TBD
County of San Diego Registrar of Voters (Polls for Presidential Primary)	Multi-Purpose	03/03/20	Tuesday	6:00 am - 9:30 pm	varies	\$200.00
County of San Diego Registrar of Voters (set up for Polls)	Multi-Purpose	03/02/20	Monday	2 hrs TBD	varies	
Rio Seco						
549 Sports (After-School Basketball)	Multi-Purpose	11/06/19	Wednesday	1:30 pm - 3:00 pm	25	
	Blacktop	01/14/20 - 03/03/20	Tuesday	2:50 pm - 3:50 pm	20	\$150.00
Sycamore Canyon						
West Hills Little League (Manager/Coaches Meeting)	Multi-Purpose	01/23/20	Thursday	6:00 pm - 8:00 pm	25	
California Fitness Fun - Heartlight Dance (After-School Dance Classes)	Blacktop	01/27/20 - 06/08/20	Monday	2:30 pm - 3:30 pm	20	TBD
West Hills Little League (Manager Meeting)	Multi-Purpose	01/28/20	Tuesday	6:00 pm - 8:00 pm	25	
Kid Edition (Cheer and Dance)	Blacktop	02/5/20 - 03/25/20	Wednesday	2:25 pm - 3:50 pm	15	TBD
549 Sports (After-School Basketball)	Blacktop	02/12/20 - 03/25/20	Wednesday	2:25 pm - 3:50 pm	20	TBD
Foothills Christian Lacrosse (Practices)	Grass Field	02/15/20 - 05/05/20	Mon - Fri	4:00 pm - 6:00 pm	20	TBD
Foothills Christian Lacrosse (Practices)	Grass Field	02/15/20 - 05/05/20	Saturday	9:00 am - 11:00 am	20	TBD
County of San Diego Registrar of Voters (Polls for Presidential Primary)	Multi-Purpose	03/03/20	Tuesday	6:00 am - 9:30 pm	varies	\$100.00
County of San Diego Registrar of Voters (set up for Polls)	Multi-Purpose	03/02/20	Monday	2 hrs TBD	varies	

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

Santee School District
 ENROLLMENT REPORT
 1/31/2020
 Month 7 Week 2
 School Week 24

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	01/31/20	02/01/19	# Diff	% Diff	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	01/31/20	02/01/19	# Diff	% Diff	01/31/20	01/24/20	# Diff	
Cajon Park	16	88	103	91	101	102	100	123	113	117	952	937	15	1.6%	0	3	2	8	11	8	8	4	11	9	60	64	-4	-6.3%	1012	1014	-2		
Carlton Hills	10	23	71	66	66	68	66	72	58	79	641	621	20	3.2%	1	8	5	3	5	2	4	5	4	37	44	-7	-15.9%	678	683	-5			
Carlton Oaks	10	78	90	85	78	98	77	81	100	92	786	796	-11	-1.4%	7	4	10	8	10	8	8	8	11	68	67	1	1.5%	853	854	-1			
Chet F. Harritt	23	77	79	82	68	89	65	62	46	52	643	643	0	0.0%	0	0	0	0	2	4	3	0	0	9	0	9	0.0%	652	652	0			
Hill Creek	18	24	84	80	93	88	81	78	82	88	731	738	-7	-0.9%	3	7	2	9	2	1	0	0	0	24	25	-1	-4.0%	785	780	5			
Pepper Drive	11	73	100	100	102	100	91	132	94	97	900	959	-59	-6.2%	0	0	0	0	0	0	0	0	7	5	12	11	1	9.1%	912	912	0		
Pride Academy	11	19	75	52	58	64	64	57	48	75	664	688	-4	-0.7%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	564	566	-1		
Rio Seco	95	92	100	119	94	112	113	109	123	957	937	20	2.1%	4	3	4	7	7	5	8	11	12	61	63	-2	-3.2%	1018	1022	-4				
Sycamore Canyon	8	28	62	52	85	54	33	39	38	0	379	364	15	4.1%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	379	379	0		
SUBTOTAL	68	133	699	714	740	740	725	891	717	682	643	6552	6563	-11	-0.2%	0	18	24	29	36	32	24	25	42	41	271	274	-3	-1.1%	6823	6,831	-8	
Alternative School	0	2	2	4	2	5	1	2	5	23	27	-4	-14.8%																				
Santee Success								2	3	5	6	-1	-16.7%																				
NPS																		1	4	3	3	2	3	16	8	8	100.0%	16	15	1			
SUBTOTAL	0	2	2	4	2	5	1	4	8	28	33	-5	-15.2%	0	0	0	0	1	4	3	3	2	3	16	8	8	100.0%	44	39	5			
TOTAL	68	133	699	716	742	744	727	896	718	686	651	6580	6,596	-16	-0.2%	0	18	24	29	37	36	27	28	44	44	287	282	5	1.8%	6867	6870	-3	

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

	PK	TK	EAK 4yo	Total All
Cajon Park	0		0	1012
Carlton Hills	0		13	691
Carlton Oaks	0		11	864
Chet F Harritt	0		0	652
Hill Creek	0		6	761
Pepper Dr	0		12	924
Prospect Ave	0		9	573
Sycamore Canyon	72	9	14	474
Total PK/EAK	72	9	65	

Total Enrollment Including PK
7013

Schedule of Upcoming Events

Date	Event
February 3	Communication Committee; 3:30 p.m., ERC
February 4	Board Meeting; 7:00 p.m.
February 13	District Advisory Committee (DAC); 6:00 p.m., at ERC
February 14	District English Learner Advisory Committee (DELAC); 9:00 am, ERC
February 10	Lincoln Holiday – Schools and Departments Closed
February 17	President’s Day Holiday – Schools and Departments Closed
February 18	Board Meeting; 7:00 p.m.
February 25	Character Education and School Climate Advisory Committee, 5:00 p.m., ERC
March 3	Board Meeting; 7:00 p.m.
March 5	Santee School District Foundation Art Show; 5:30 p.m., at Sunrise Community Church
March 9	Wellness Committee; 3:30 p.m., at ERC
March 12	LCAP Annual Review; 6:00 p.m., Rio Seco School, MPR
March 13	District English Learner Advisory Committee (DELAC); 9:00 a.m., at ERC
March 17	Board Meeting; 7:00 p.m.
March 26	Budget Advisory Committee; 6:00 p.m., Charles E. Skidmore Administrative Center, Conference Room
March 30 – April 10	Spring Break - Schools Closed
April 14	Character Education and School Climate Advisory Committee, 5:00 p.m., ERC
April 21	Board Meeting; 7:00 p.m.
Saturday, April 25	Santee School District Foundation 2019 Santee Aloha 5k Fun Run & Walk, Timed Event Begins at 8:00 am., Town Center Community Park

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 Dr. Kristin Baranski
February 4, 2020

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- January 28, 2020, special meeting minutes
- January 21, 2020, regular meeting minutes
- January 14, 2020, special meeting minutes

RECOMMENDATION:

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

Motion: _____

Second: _____

Vote: _____

Item D.1.1.

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

January 28, 2020
MINUTES

Charles Skidmore Administration Center
Conference Room
9625 Cuyamaca Street
Santee, CA 92071

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Burns called the meeting to order at 5:00 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. Kristin Baranski, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Lisa Arreola, Executive Assistant and Recording Secretary

B. PUBLIC COMMUNICATION

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

C. CLOSED SESSION

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

1. Conference with Real Property Negotiators (Gov't. Code § 54956.8)

Property: Located within Fanita Ranch Specific Plan in the City of Santee

Agency Negotiator: Karl Christensen, Assistant Superintendent

Negotiating Parties: HomeFed Corporation and Santee School District

D. RECONVENE TO PUBLIC SESSION

The Board of Education reconvened to public session and President Burns reported no action was taken in closed session.

E. BUSINESS SESSION

1. Meeting with Home Federal Corporation

The Board of Education met with representatives from Home Fed Corporation to discuss proposed real estate development in Santee.

F. RECONVENE TO CLOSED SESSION

President Burns announced that the Board would return to closed session and continue discussion from the earlier closed session.

G. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 7:20 p.m. President Burns reported no action was taken.

H. ADJOURNMENT

With no further business, the special meeting of January 28, 2020 was adjourned at 7:20 p.m.

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

January 21, 2020
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. Kristin Baranski, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
Lisa Arreola, Executive Assistant and Recording Secretary

2. District Mission

President Burns invited the audience to recite the District Mission.

3. Pledge of Allegiance

President Burns invited Karen Fleck, Santee School District Foundation Treasurer, to lead the members, staff, and audience in the Pledge of Allegiance.

4. Approval of Agenda

President Burns presented the agenda for approval. He shared Item F.1.3. Second Reading: Revised Board Policy 3350, Travel Expenses was being pulled from the agenda. Member Ryan moved approval.

Motion: Ryan
Second: Fox
Vote: 5-0

Burns Aye
Ryan Aye
Levens-Craig Aye

El-Hajj Aye
Fox Aye

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

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

2. Spotlight on Education: Pepper Drive School

Superintendent Baranski invited Pepper Drive staff to spotlight their school. Ted Hooks, Principal, expressed his gratitude for being invited to share Pepper Drive's 2019-20 story. He welcomed the members of the Pepper Drive Tiger family who were present and introduced his presentation teammates, Vice Principal Karen Hohimer and Counselor Ed Gigliotti.

Vice Principal Hohimer shared, their theme was about setting and achieving goals that focus on increasing academic achievement, safety, and school connectedness. Principal Hooks explained Pepper Drive is in their second year of aligning their work under the

umbrella of Multi-Tiered Systems of Support (MTSS), which focuses on equity for all students. Counselor Gigliotti explained MTSS looks at supporting the whole child by addressing academics, behavior, and social emotional learning. In academics, specific goals were designed in English Language Arts and Mathematics. In behavior, Pepper Drive is focused on refining and reinforcing our PBIS expectations. Pepper Drive is in their second year of using the Second Step curriculum at all grade levels to support social emotional learning.

Vice Principal Hohimer shared the importance of making sure their goals were carefully articulated. She noted their goals are based on data. Vice Principal Hohimer explained using student achievement data, climate survey data, behavior trend data, and more to ensure understanding of where they are currently and where they need to go. Principal Hooks explained that once their goal areas were decided, they committed to providing opportunities for professional learning and aligning their informal walkthrough "look-fors" to maintain a balance of support and accountability. He noted their focus area in English Language Arts is deepening the use of academic vocabulary and accountable talk to allow students to share deeper levels of understanding when speaking and writing. He explained their achievement data in ELA dropped last year, and there was a schoolwide concern that students had a better understanding of the content than the SBAC showed. Principal Hooks explained this was confirmed this year when they shifted to using the Interim Comprehensive Assessments (ICAs) in Trimester 1. Sure enough, students who showed day-to-day skills were falling short on the written component of the ICA. He noted the former interim assessment tool; and the Interim Assessment Blocks (IABs) did not offer this insight. Principal Hooks noted the good news was that their focus on Academic Vocabulary aligns to this need. With a broader range of words in their arsenal, students are using complex responses in their daily written work. To support them, teachers are completing deeper dives into the methodology of vocabulary acquisition such as GLAD techniques, the work of Robert Marzano, and the work of Silver, Dewing, and Perini, in their text The Core Six.

Vice Principal Hohimer, explained Pepper Drive's focus area in mathematics is on conceptual understanding of and communicating thinking about math. She noted data from last year indicated that their students showed relative strength in basic facts but falling short in deeper knowledge of mathematics and communicating their thinking about math. Trimester 1 ICA data provided the same insight. To support students in increasing their understanding and communication about it effectively, teachers are using Cognitively Guided Instruction (CGI) experiences such as counting collections and Math Talks, as well as carefully curating adoption-based practice that focuses on the concept before moving to instruction on specific algorithms to solve problems. The use of manipulatives and models is rising. She shared there is also an increase in writing and conversations about mathematical thinking. These are enriched by students increasing their domain specific academic vocabulary in math. This is seen as a strong connection between their ELA and math goals.

Principal Hooks noted that last year, Pepper Drive finished their first full year of using their TIGER Expectations across campus during our PBIS implementation. This year's focus is to continue to make these expectations the common language on campus. As you walk through campus these expectations are both seen and heard. The campus is blanketed in signage that shows the expectations in any given area. Teachers and staff take the time to explicitly teach these expectations each year and reinforce them with reminder lessons. Expectations are also supported through positive reinforcement activities such as lunch area points, monthly awards, and office "preferrals."

Counselor Gigliotti explained their focus on Social Emotional Learning at Pepper Drive is multifaceted, and this year's focus is to continue the implementation of the Second Step program across the entire campus. All students in grades K-5 have completed their Bullying Prevention Units. Pepper Drive is also seeing a decrease in the frequency of behaviors reported to the office centering on bullying and student relationships. He explained the focus of their Climate Committee came from this initiative; but has grown beyond the Second Step program. Counselor Gigliotti noted they have analyzed student and staff climate survey data, created several positive staff shout-out boards, and planned a comprehensive Great Kindness Challenge Week for the end of this month.

Pepper Drive will also begin a new schoolwide event modeled on PRIDE Academy's "families." Students in grades K-8 will combine once a trimester as Tiger Families in order to increase schoolwide community.

Principal Hooks shared Pepper Drive is holding themselves accountable for this work and have checked-in across campus. In ELA, teachers are seeing students using higher-level vocabulary in conversation and writing. He explained that seventh grade noted that, "Students word choice in written assignments and in discussions shows an increase in their academic vocabulary base and use of those words."

Vice Principal Hohimer shared that during math, they are observing more modeling and conversations about mathematical thinking. Third grade mentioned, "We're having deep discussions. Students are sharing how they have solved problems using multiple strategies."

Principal Hooks explained their behavior focus is paying off and noted the recent Panorama survey indicates that 88% of students know our expectations. Counselor Gigliotti noted that their Social Emotional focus is showing positive results as office referrals are decreasing; and students can identify the tools and techniques needed when facing the hard choices in social situations.

He shared that sometimes through hard work there are also unexpected positive results. He noted this year showed a marked increase in community participation at school events. Pepper Drive had the largest Fall Festival in over a decade, increased turnout at Family Literacy Night, and more involvement in PTA events, like movie night. Principal Hooks noted Pepper Drive, at their best, is the highest achieving neighborhood school where everyone is welcome. He expressed his gratitude for letting them share about this year's story of their hard work to grow and achieve.

President Burns shared Pepper Drive's PBIS was evident throughout the campus; and commended them for their efforts. The Board expressed their appreciation for their hard work.

3. **2019-20 Trimester 1 District Assessment Results**

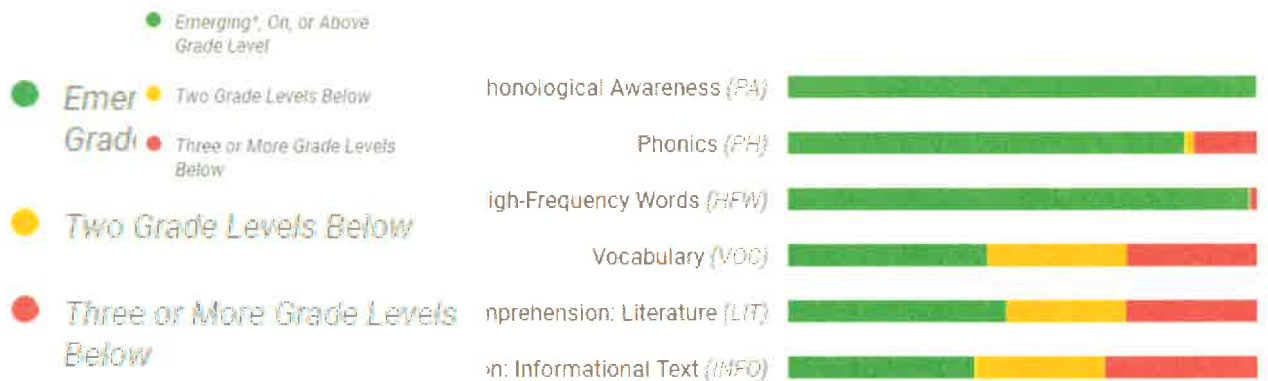
Superintendent Baranski and Bonner Montler, Director of Assessment and Learning support presented District assessment results for Trimester 1. The presentation included an overview of multiple assessment measures, how these results relate to the two District LCAP goals, and ongoing support for improving student learning.

Director Montler explained iReady Data, 3rd - 8th Grade Beginning of Year – Standard View and Placement by Domain.

Overall Placement



Placement By Domain



Superintendent Baranski shared the Benchmark Assessment Data, K-3 (BAS 1st Trimester Meets or Exceeds Standard) and noted an increase of 6.0% in Kindergarten, from 2018-19; and the decreases in grades 1-3.

	Kindergarten	1st Grade	2nd Grade	3rd Grade
2019	57.0%	60.1%	66.4%	66.7%
2018	51.0%	61.0%	66.9%	72.3%
2017	58.6%	59.7%	67.4%	76.3%
Difference 2018 to 2019	6.0%	-0.9%	-0.5%	-5.6%

Director Montler provided an overview of District SBAC Interim Assessment Block Data for grades 3-8. Data showed a 7.1% change in ELA and 1.2% change in Math for 3rd grade; -3.6% change in ELA and -7.7% change in Math for 4th grade; 1.9% change in ELA and 0.9% change in Math for 5th grade; -1.4% change in ELA and 2.5% change in Math for 6th grade; -5.6% change in ELA and -3.7% change in Math for 7th grade; and -5.6% change in ELA and 2.7% change in Math for 8th grade.

SBAC Interim Comprehensive Assessment results showed the following:

Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 3 ELA - Interim Assessment (ICA)	16.5%	22.1%	25.9%	35.5%
Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 3 Math - Interim Assessment (ICA)	7.0%	21.9%	32.5%	38.6%
Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 4 ELA - Interim Assessment (ICA)	13.9%	24.7%	26.8%	34.6%
Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 4 Math - Interim Assessment (ICA)	5.0%	18.6%	43.0%	33.5%
Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 5 ELA - Interim Assessment (ICA)	14.6%	32.1%	26.5%	26.9%
Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 5 Math - Interim Assessment (ICA)	5.0%	14.2%	38.3%	42.5%

Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 6 ELA - Interim Assessment (ICA)	14.2%	31.0%	31.8%	23.0%
Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 6 Math - Interim Assessment (ICA)	4.8%	14.3%	39.1%	41.8%
Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 7 ELA - Interim Assessment (ICA)	11.4%	33.8%	21.4%	33.5%
Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 7 Math - Interim Assessment (ICA)	7.7%	20.7%	34.3%	37.3%
Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 8 ELA - Interim Assessment (ICA)	15.3%	38.9%	27.7%	18.1%
Overall Performance Level	Exceeded	Met	Nearly Met	Not Met
Grade 8 Math - Interim Assessment (ICA)	6.8%	17.1%	39.0%	37.1%

Superintendent Baranski explained next steps include:

- Continue to learn from the data, apply learning to curriculum and instructional planning
- Design intervention systems to improve student learning in literacy and mathematics
- Intervention supplemental materials
- Professional learning
 - Impact teams
 - Guided reading
 - Cognitive Guided Instruction (CGI)
 - Guided Language Acquisition Design (GLAD) Training

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

President Burns invited comments from the public on any item listed under Consent. There were no public comments. There were no public comments.

Superintendent

- 1.1. Approval of Minutes
- 1.2. Adoption of Resolution No. 1920-14, 2020 U.S. Census
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations, Grants, and Bequests
- 2.6. Approval/Ratification of General Services Agreements
- 2.7. Approval/Ratification of Agreement for Mileage Reimbursement in Lieu of District Transportation
- 2.8. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)
- 2.9. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement
- 2.10. Acceptance of 2018-19 Audit Report
- 2.11. Authorization to Sell/Dispose of Surplus Items
- 2.12. Approval of Agreement with School Services of California, Inc. to Facilitate Class Size Task Force
- 3.1. Approval of School Accountability Report Cards for the 2018-19 School Year
- 3.2. Annual Approval of School Plans for Student Achievement
- 3.3. Approval of Nonpublic School Master Contract with Community School of San Diego for Nonpublic School Services
- 3.4. Approval of 2020-2023 Student Teaching Agreement with Grand Canyon University
- 3.5. Approval of Memorandum of Understanding Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2019-2020 – pulled for separate consideration

- 4.1. **Personnel, Regular**
- 4.2. **Approval of Revised Coordinator, Health and Nursing Services Job Description**
- 4.3. **Adoption of Resolution No. 1920-15 to Eliminate a Classified Non-Management Position**
- 4.4. **Approval to Increase Work Hours for Identified Classified Non-Management Position(s)**
- 4.5. **Approval of Short-Term Services Agreement**
- 4.6. **Approval of Revised Director of Fiscal Services Job Description**

Member Ryan pulled item 3.5. Approval of Memorandum of Understanding between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2019-2020. President Burns noted being employed by the San Diego County Office of Education and shared that although there was no conflict of interest, he would be abstaining from the vote. Member Fox moved approval.

<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>		

- 3.5. **Approval of Memorandum of Understanding Between Santee School District's After School Education and Safety Program (ASES) and San Diego County Superintendent of Schools for Fiscal Year 2019-2020**

Member Ryan explained pulling the item to ask that Board items contain the fiscal impact. She moved approval.

<i>Motion:</i>	<u>Ryan</u>	<i>Burns</i>	<u>Abstained</u>	<i>El-Hajj</i>	<u>Aye</u>
<i>Second:</i>	<u>Fox</u>	<i>Ryan</i>	<u>Aye</u>	<i>Fox</i>	<u>Aye</u>
<i>Vote:</i>	<u>4-0</u>	<i>Levens-Craig</i>	<u>Aye</u>		

E. DISCUSSION AND/OR ACTION ITEMS

Superintendent

- 1.1. **Appointment of Director, Fiscal Services**

Superintendent Baranski shared that over the years, the volume and complexity of fiscal services functions has increased dramatically. She explained more stringent Federal and State reporting requirements, tracking of actions and associated expenditures for the LCAP, and the transition to the more robust and complex PeopleSoft financial system, etc. Superintendent Baranski shared that in order for the District's executive team to focus its efforts on District-wide strategic direction and improvement initiatives, Administration recommended eliminating the Business Services Coordinator position, reinstating the Director, Fiscal Services position, and appointing Tory Long as Director as of February 1, 2020. Member Ryan moved approval. The Board commended Mrs. Long for her hard work. Mrs. Long expressed her gratitude for the appointment.

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

- 1.2. **Parent Engagement Survey**

Superintendent Baranski provided an overview of results from the parent engagement survey. She shared that to date, 685 parent responses were received. Superintendent Baranski explained the survey questions were developed to better understand community perception of 1) District expectations of student learning; 2) Communication to parents and the community; 3) Emotional and physical safety of students; and 4) Engagement of parents and families in the educational process. She noted this data would be used in the development of the LCAP. Survey results were as follows.

Q1: My child attends:

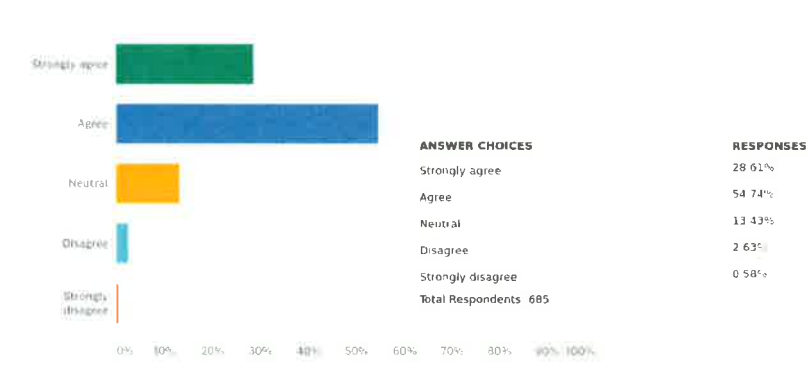
Answered: 685 Skipped: 0

ANSWER CHOICES	RESPONSES
Cajon Park School	12.55%
Carlton Hills School	12.26%
Carlton Oaks School	12.99%
Chet F. Harritt School	12.12%
Hill Creek School	11.68%
Pepper Drive School	8.61%
PRIDE Academy at Prospect Avenue School	8.76%
Rio Seco School	14.01%
Sycamore Canyon	9.49%
Alternative Home School	0.00%
Santee Success Program	0.00%
Total Respondents: 685	



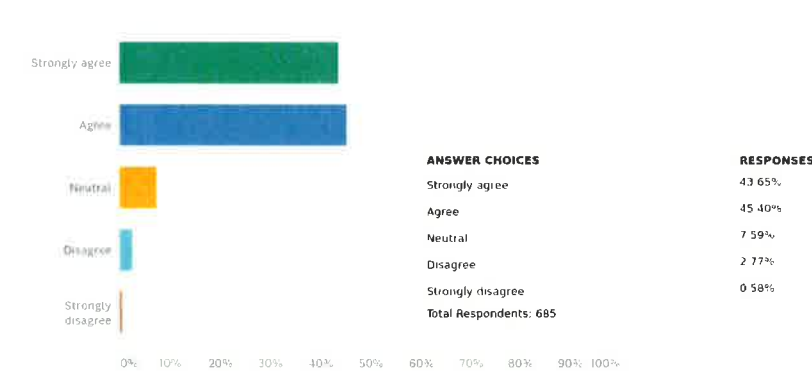
Q2: Santee School District sets high standards for academic performance.

Answered: 685 Skipped: 0



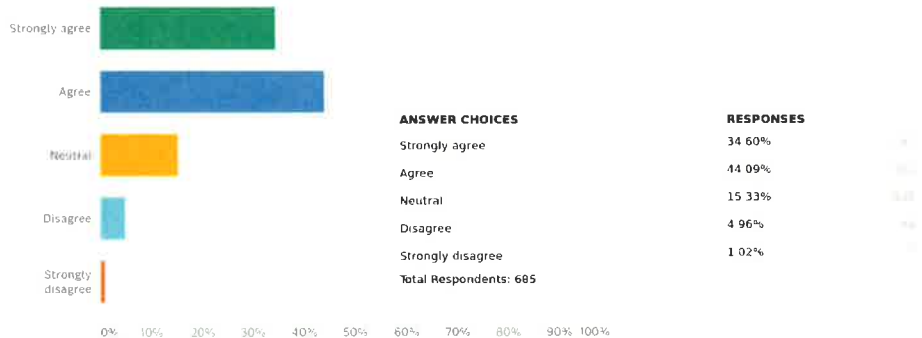
Q3: I have a clear understanding of the academic and behavior expectations for my child.

Answered: 685 Skipped: 0



Q4: My child's school informs parents and the community about the school's goals and achievements.

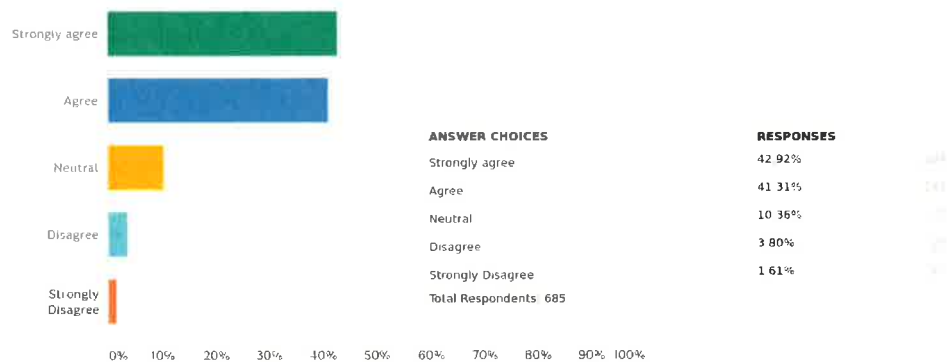
Answered: 685 Skipped: 0



SurveyMonkey

Q5: My child feels cared for and valued at school.

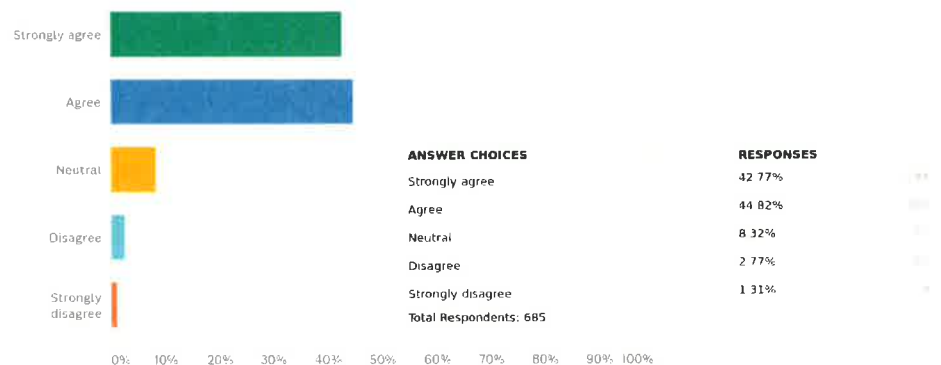
Answered: 685 Skipped: 0



SurveyMonkey

Q6: My child's school provides a safe environment for teaching and learning.

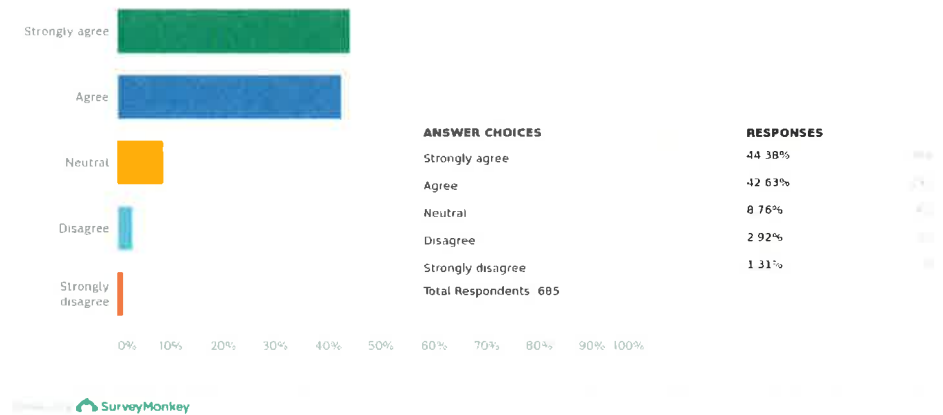
Answered: 685 Skipped: 0



SurveyMonkey

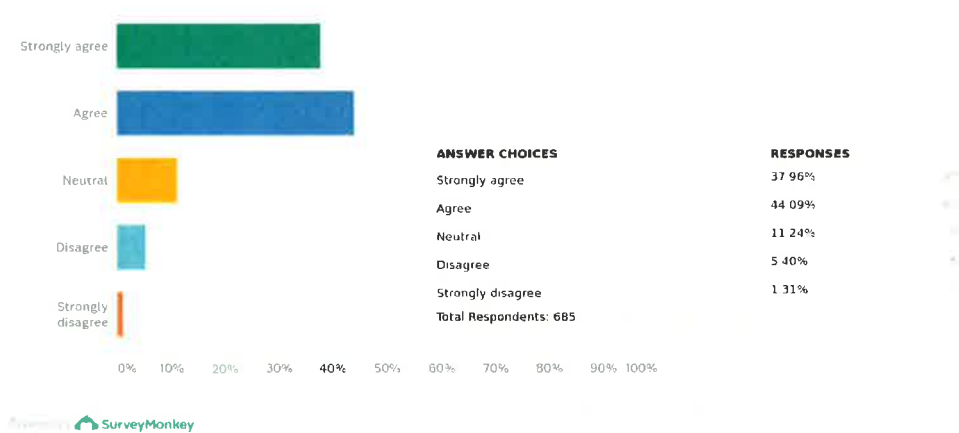
Q7: My child's school provides a welcoming and supportive environment for children and families.

Answered: 685 Skipped: 0



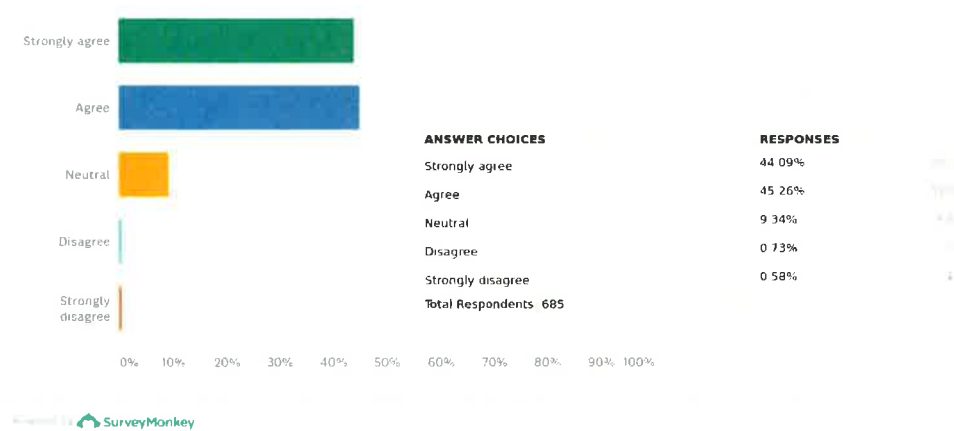
Q8: I feel connected to and informed about my child's educational experience.

Answered: 685 Skipped: 0



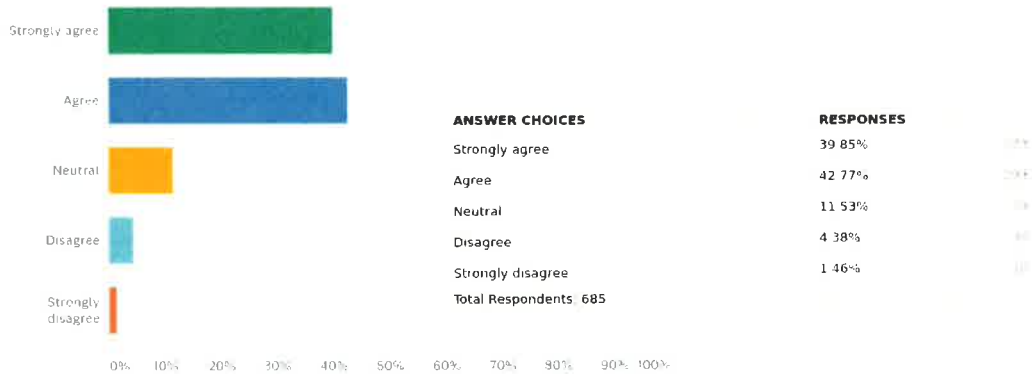
Q9: Parents and community members are invited to participate on school or district committees.

Answered: 685 Skipped: 0



Q10: Teachers and staff are responsive to the needs and concerns expressed by parents or the community.

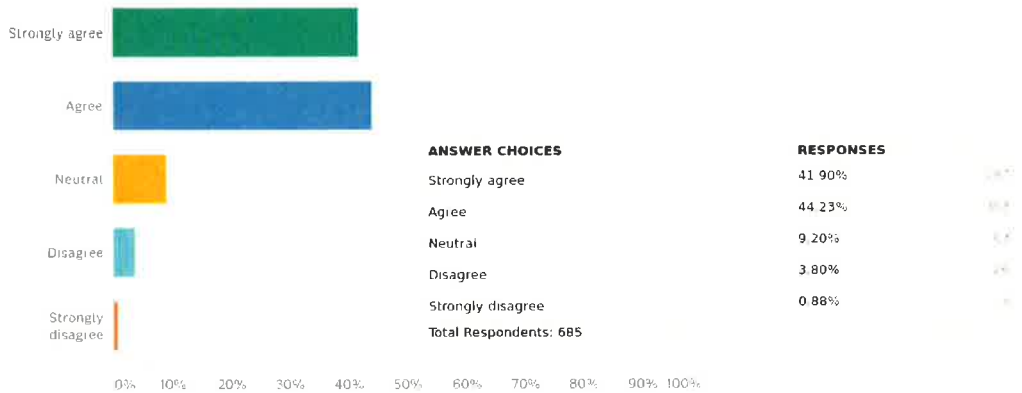
Answered: 685 Skipped: 0



SurveyMonkey

Q11: Overall, I feel positive about my child's school experience.

Answered: 685 Skipped: 0



SurveyMonkey

Q12: What are the strengths of your child's school/District?

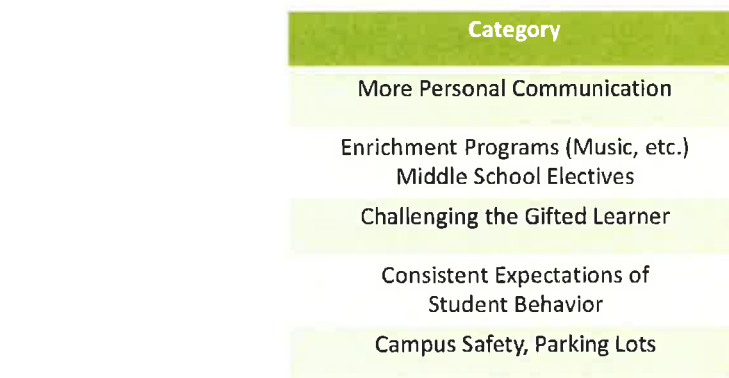
Answered: 497 Skipped: 188



SurveyMonkey

Q13: What are areas of improvement for your child's school/District?

Answered: 477 Skipped: 208



Powered by SurveyMonkey

Q14: According to the California Department of Education, family and community engagement greatly increases the likelihood that students will learn and thrive. Students are more prepared for school and more likely to achieve when they are supported by schools, families, and communities working together in a coordinated manner. How can we improve family and community engagement in your child's school/District?

Answered: 383 Skipped: 302



Powered by SurveyMonkey

President Burns shared the Board had discussed sharing this information in Santee Magazine. The Board discussed the content and format of the ad; and asked that the survey be posted on the website thanking the parents for their input.

Business Services

2.1. Governor's Budget Proposal for 2020-21

Mr. Christensen explained the Governor released his initial proposal for the State's 2020-21 budget on January 10 and provided a very brief overview of his proposal. He shared more details on the proposal and its impact to the District's budget would be provided at the budget workshop on February 4.

Mr. Christensen provided an overview of the economy. He shared information for the Gross Domestic Product, Unemployment Rate, Personal Income Growth, and Inflation; and mentioned a positive outlook for the economy.

The Economy:

Measure	Level	2018	2019	2020	2021
Real GDP Growth	National	2.90%	2.30%	2.10%	2.00%
Unemployment Rate	National	3.90%	3.70%	3.40%	3.50%
	State	4.20%	4.20%	4.40%	4.40%
Personal Income Growth	National	5.57%	4.76%	3.86%	4.11%
	State	6.08%	4.77%	4.67%	4.24%
Inflation (CPI)	National	2.40%	1.80%	2.00%	1.80%

Capital Gains Revenue as a Percent of General Fund Tax Revenues:

2007	2008	2009	2010	2011	2012	2013
8.90%	4.70%	3.40%	4.90%	7.10%	9.80%	8.50%
2014	2015	2016	2017	2018	2019	2020
10.10%	9.90%	10.00%	10.70%	10.70%	10.20%	9.70%

State Revenues:

Item	Source	2018-19	2019-20	2020-21
State General Fund Revenue	2019-20 Budget Act	\$138.5	\$143.0	\$147.1
	January Proposal	\$139.4	\$146.5	\$151.6
	Difference	\$0.9	\$3.5	\$4.5
	% Difference	0.65%	2.45%	3.06%
	% Yr Over Yr Change	N/A	5.09%	3.48%
Proposition 98 Calculation	2019-20 Budget Act	\$78.1	\$81.1	N/A
	January Proposal	\$78.4	\$81.6	\$84.0
	Difference	\$0.30	\$0.50	
	% Difference	0.38%	0.62%	
	% Yr Over Yr Change		4.08%	2.94%

<-----(In Billions)----->

Mr. Christensen noted the difference in the 2019-20 Budget Act for 2018-19 versus the January proposals for 2019-20 and 2020-21. He explained that even though there is an increase in the general fund revenue there is minimal growth in Prop 98.

Proposition 98

- Distribution to K-12:
 - \$1.2 billion to LCFF; funds 2.29% COLA
 - \$900 million for Special Education
 - \$900 million for educator recruitment and training
 - \$300 million for expanded supports and services for the lowest performing schools
 - \$300 million for development of innovative community school models that support student mental health
 - \$70 million to improve and strengthen school meal programs
 - \$0.6 million one-time allocation to make statewide LCAP information easily accessible to the public through development of an online portal to be co-located with SARC data
 - 2.29% COLA for categorical programs outside the LCFF

Other Provisions:

- Deposit to Public School System Stabilization Account for 2019-20 increases to \$524.2 million
 - Withdrawal of \$37.6 million required for 2020-21
 - Deposits must be spent in fiscal years in which the minimum Prop 98 funding level is not sufficient to fund the prior year funded level adjusted

for any deposits or withdrawals from the account and adjusted for growth and inflation

2.2. Approval of Monthly Financial Report

Karl Christensen, Assistant Superintendent of Business Services, reported the monthly financial report was for cash and budget revision transactions posted through November, and shared the District ended the month with a cash balance in the General Fund of approximately \$8.3 million sufficient to pay all of the District's financial obligations for the fiscal year. He noted that for budget revisions, the District continues to project an operating deficit and declining reserve percentages through the multi-year projection period. Mr. Christensen pointed out the assumptions used for the First Interim Report are now outdated with release of the Governor's budget proposal and we will be providing an updated multi-year projection at the budget workshop. Member Ryan moved approval.

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

2.3. Approval of Agreement with Williams and Associates LLC to Provide Consulting Services Related to the State's School Facilities Program

Karl Christensen, Assistant Superintendent of Business Services, shared the District is currently in the process of attempting to negotiate a Mitigation Agreement with HomeFed to provide new school facilities for their 3,000 home Fanita Ranch Project. The Developer will desire that the Mitigation Agreement include provisions for the District to seek State funding for new construction to offset their costs for new school facilities. He shared that in order to determine the amount of State funds that might be available, it is necessary to calculate the District's eligibility for State grants under two scenarios: without the Fanita Ranch Project and with the Fanita Ranch Project. Mr. Christensen noted the State School Facility Program is complex and a variety of factors go into the calculation of eligibility and Administration recommends bringing in an expert consultant to ensure accuracy and maximization of new construction eligibility. He explained Williams & Associates has over 24 years of experience with school facilities and the State School Facility Program and Administration recommends contracting with Williams & Associates to complete this work and paying for it from Land Sale Proceeds. Member El-Hajj moved approval.

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

F. BOARD POLICIES AND BYLAWS

President Burns noted items F.1.1., and 1.2., as second readings; and F.1.4., 1.5., 1.6., and 1.7., as first readings. Item 1.3. was pulled from the agenda. He asked Board members to contact Administration if there were any questions and/or concerns. With one motion, Member Levens-Craig moved approval of the second readings, items F.1.1., and 1.2. President Burns asked that the Board discuss major changes to current policy prior them being brought forth for approval.

1.1. Second Reading: Revised Board Policy 3314.2, Revolving Funds

1.2. Second Reading: Revised Board Policy 3320, Claims and Actions Against the District

1.3. Second Reading: Revised Board Policy 3350, Travel Expenses – pulled from the agenda

1.4. First Reading: Revised Board Policy 1312.1, Complaints Concerning District Employees

1.5. First Reading: Revised Board Policy 1250, Visitors/Outsiders

1.6. First Reading: Revised Board Policy 6154, Homework/Makeup Work

1.7. First Reading: New Board Policy 6175, Migrant Education Program

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

G. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, STA President, wished everyone a happy new year and noted she had nothing to report.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Baranski provided a brief update on the first class size reduction taskforce meeting. She noted the group held great discussions and were scheduled to meet again in February.

Superintendent Baranski shared there will be 26 music classes throughout the District. Each school would introduce at least three classes (brass, woodwinds, and percussions). She noted Sycamore Canyon did not have student interest in a brass class. Enrollment varies from 2-18 students per class; with 271 students enrolled District-wide. Superintendent Baranski shared keeping the low-enrollment classes in anticipation that more students will join. Limit is 30-35 students per class. She shared the Union Tribune would be writing an article. Superintendent Baranski noted the program is coming together better than expected because of the extensive planning; and shared the concept is to one day have a band. Member Levens-Craig inquired about performances. Superintendent Baranski shared there will be a culminating concert with the high school students. The Board discussed sharing the music program in a future Santee Magazine article.

Member Ryan shared the audit report had no findings and commended Mr. Christensen for his hard work. He expressed his gratitude and commended his staff for their work.

Member Levens-Craig shared her excitement for the birth of her new granddaughter; and Kindness Week.

Member El-Hajj shared attending the wellness and budget advisory meetings.

Member Fox shared attending six-grade camp, to visit his grandson, and noted the students were well behaved. He shared being impressed with the students' collaborative and team building skills. Pepper Drive, Rio Seco, and Cajon Park were attending camp. President Burns shared some of the campers were hit hard by the flu and noted 37 sixth-grade students were absent; Pepper Drive and Rio Seco students were also affected.

I. CLOSED SESSION

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

1. **Conference with Labor Negotiator** (Gov't. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
 Classified School Employees Association (CSEA)
2. **Public Employee Performance Evaluation** (Gov't. Code § 54957)
Superintendent
3. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)
Purpose: Potential Modification of Purchase and Sale Agreement
Property: 10335 Mission Gorge Road, Santee 92071
 (formerly known as Santee School Site)
Agency Negotiator: Karl Christensen, Assistant Superintendent

The Board entered closed session at 8:16 p.m.

J. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:55 p.m., and reported no action was taken.

K. ADJOURNMENT

With no further business, the regular meeting of January 21, 2020 was adjourned at 9:55 p.m.

Elana Levens-Craig, Clerk

Dr. Kristin Baranski, Secretary

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

January 14, 2020
MINUTES

Charles Skidmore Administration Center
Conference Room
9625 Cuyamaca Street
Santee, CA 92071

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Burns called the meeting to order at 5:00 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. Kristin Baranski, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Lisa Arreola, Executive Assistant and Recording Secretary

B. PUBLIC COMMUNICATION

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

C. CLOSED SESSION

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

1. Conference with Real Property Negotiators (Gov't. Code § 54956.8)

Purpose: Potential Modification of Purchase and Sale Agreement

Property: 10335 Mission Gorge Road, Santee 92071
(formerly known as Santee School Site)

Agency Negotiator: Karl Christensen, Assistant Superintendent

D. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 5:50 p.m. President Burns reported Member El-Hajj moved to approve the amendment to purchase and sale agreement with Cameron Brothers Construction to reduce the sale price of the Remainder Property for the Former Santee School Site by \$800,000 plus a \$100,000 incentive if escrow is closed concurrently with the Preliminary Purchase Property.

<i>Motion:</i>	<u>El-Hajj</u>	<i>Burns</i>	<u>Aye</u>	<i>El-Hajj</i>	<u>Aye</u>
<i>Second:</i>	<u>Levens-Craig</u>	<i>Ryan</i>	<u>Nay</u>	<i>Fox</i>	<u>Nay</u>
<i>Vote:</i>	<u>3-2</u>	<i>Levens-Craig</i>	<u>Aye</u>		

E. ADJOURNMENT

With no further business, the special meeting of January 14, 2020 was adjourned at 5:50 p.m.

Elana Levens-Craig, Clerk

Dr. Kristin Baranski, Secretary

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
February 4, 2020

BACKGROUND:

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The estimated travel expenses are \$3,653, with substitute costs of \$960, 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 - February 4, 2020											
Travel Dates		Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal	
Friday,	01/17/20	Mike Olander	Pupil Services	Chronic Absenteeism	SDCOE	\$0	\$91	Professional Development	Strategies to resolve chronic absenteeism.	1, 2	
Friday,	01/24/20	Mike Olander	Pupil Services	Section 504 Policies and Procedures	SDCOE	\$0	\$141	Professional Development	Overview of Section 504 policies and procedures.	2	
Wednesday,	02/05/20	Susan White	Rio Seco	SIPPS Introductory Professional Learning	San Diego	\$0	\$110	RS Literacy Center Donations	Ways to support the foundational skills standards.	1	
Wednesday,	02/05/20	Larissa Evans	Carlton Oaks	SIPPS Introductory Professional Learning	San Diego	\$0	\$110	Professional Development	Ways to support the foundational skills standards.	1	
Wednesday,	02/05/20	Jennifer Mahoney	Pepper Drive	SIPPS Introductory Professional Learning	San Diego	\$0	\$110	Title I	Ways to support the foundational skills standards.	1	
Wednesday,	02/05/20	Beth Treglio	Chet F. Harritt	SIPPS Introductory Professional Learning	San Diego	\$0	\$140	Title I	Ways to support the foundational skills standards.	1	
Saturday,	02/08/20	Anika Denaut	Sycamore Canyon	Learning and Innovation Summit	SDCOE	\$0	\$60	Professional Development	Igniting innovations and learning for all students in their classrooms	1	
Saturday,	02/08/20	Tonya Herring	Sycamore Canyon	Learning and Innovation Summit	SDCOE	\$0	\$60	Professional Development	Igniting innovations and learning for all students in their classrooms	1	
Saturday,	02/29/20	Allison Carroll	Cajon Park	Greater San Diego Math Conference	San Diego	\$0	\$101	Professional Development	Math conference to learn and connect.		
Saturday,	02/29/20	Kelly Farmer	Cajon Park	Greater San Diego Math Conference	San Diego	\$0	\$101	Professional Development	Math conference to learn and connect.		
Saturday,	02/29/20	Stacy Roberts	Cajon Park	Greater San Diego Math Conference	San Diego	\$0	\$101	Professional Development	Math conference to learn and connect.		
Saturday,	02/29/20	Nicole Gilbert	Cajon Park	Greater San Diego Math Conference	San Diego	\$0	\$101	Professional Development	Math conference to learn and connect.		
Monday,	03/09/20	Mike Olander	Pupil Services	CAC Recognition Awards Dinner	El Cajon	\$0	\$31	Pupil Services	Community advisory committee awards dinner.		
Fri-Sat,	03/27/20 - 03/28/20	Courtney Bittle	Sycamore Canyon	Teach Your Heart Out	San Diego	\$120	\$416	Professional Development	Innovative classroom instructional strategies.	1	
Fri-Sat,	03/27/20 - 03/28/20	Lauren Babbush	Sycamore Canyon	Teach Your Heart Out	San Diego	\$120	\$416	Professional Development	Innovative classroom instructional strategies.	1	
Fri-Sat,	03/27/20 - 03/28/20	Kathy Silver	Sycamore Canyon	Teach Your Heart Out	San Diego	\$120	\$416	Professional Development	Innovative classroom instructional strategies.	1	
Fri-Sat,	03/27/20 - 03/28/20	Rosanne Schwartz	Sycamore Canyon	Teach Your Heart Out	San Diego	\$120	\$416	Professional Development	Innovative classroom instructional strategies.	1	
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California											
Thurs-Sat,	03/19/20 - 03/21/20	Molly Maloy	Hill Creek	CUE 2020 National Conference	Palm Springs	\$240	\$181	Professional Development	Ms. Maloy is a presenter at the computer using educators' conference	1	
Thurs-Sat,	03/19/20 - 03/21/20	Kara Bernard	Hill Creek	CUE 2020 National Conference	Palm Springs	\$240	\$551	Professional Development	Computer using educators' conference	1	

District Goals:

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

Consent Item D.2.2.
 Prepared by Karl Christensen
 February 4, 2020

Acceptance of Donations, Grants, and Bequests

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Received From</i>	<i>Designated For Use At</i>
DONATIONS			
Funds to Support an Instructional Field Trip (Classroom Scholarship: Robin Dawson)	\$700.00	Scholarship America	Pepper Drive School
Funds for Fencing of the Food & Clothing Pantry	\$1,445.00	PRIDE Academy PTA	PRIDE Academy
Funds for Shelving of the Food & Clothing Pantry	\$1,000.00	Walmart	PRIDE Academy
GRANTS			
(None)			
BEQUESTS			
(None)			
TOTAL RECEIVED	\$3,145.00		

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The donations, grants, and/or bequests listed above are valued at \$3,145.00.

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.
 Prepared by Karl Christensen
 February 4, 2020

Approval/Ratification of Agreements for Mileage
 Reimbursement In Lieu of District Transportation

BACKGROUND:

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

The Commercial Warrants Audit manual stipulates that an agreement is to be executed with the Parent/Guardian whenever mileage reimbursement is provided. Agreements with parents/guardians opting to receive mileage reimbursement during the 2018-19 and 2019-20 school year for the transportation of their own child(ren) are listed below:

School of Attendance	Round Trip Miles Per Day	# of Days	Per Mile Rate	Total Estimated Annual Cost
Sycamore Canyon	10	199	\$0.58	\$1,154.20
Total:				\$1,154.20

RECOMMENDATION:

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

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

The fiscal impact of \$1,154.20 is paid in lieu of District provided transportation.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

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 December 1, 2019 through December 31, 2019.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There were 151 transactions totaling \$25,984.54 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20191203	ABEL,CATHY	CHILD NUTRITION	TARGET 00014852	31.11	Gluten free nuggets
20191204	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	28.74	Vegan cheese
20191213	ABEL,CATHY	CHILD NUTRITION	SMART AND FINAL 929	21.97	Seasonings
				<u>81.82</u>	
20191204	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	40.97	Supplies for Board committee
20191205	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MARRIOTT	837.77	Board expenses while attending CSBA Delegate Assembly & Annual Conference
20191205	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MARRIOTT	606.79	Board expenses while attending CSBA Annual Conference
20191205	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	AWARDS BY NAVAJO ENGRA	100.00	Board meeting supplies
20191206	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMART AND FINAL 929	5.99	Supplies for PLT Meeting
20191206	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	USPS KIOSK 0570209550	9.30	Postage
20191208	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	GREYSTONE THE STEAKHOU	1,158.72	Leadership Retreat
20191208	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	34.68	Supplies for PLT Meeting
20191212	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MIMIS CAFE- OFF PREMIS	117.75	Special Board meeting supplies
20191212	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	EINSTEIN BROS-ONLINE C	80.97	Mosyle MDM training
20191212	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	36.14	Board meeting supplies
20191213	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	15.99	Special Board meeting supplies
20191216	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MARRIOTT	(404.37)	CSBA Delegate Assembly/Conference Reimbursement for Member Ryan
20191217	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	5.81	Meeting supplies
20191218	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS 0710	37.96	Miscellaneous supplies
20191218	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PANERA BREAD 204874	123.29	Board meeting supplies
20191218	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BASKIN #354764 Q35	28.99	Board meeting supplies
20191219	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	18.99	Board meeting supplies
20191222	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	DISNEY RESORTS	279.63	Distinguished School expenses
20191222	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	DISNEY RESORTS	279.63	Distinguished School expenses
20191222	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	DISNEY RESORTS	279.63	Distinguished School expenses
20191222	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	DISNEY RESORTS	279.63	Distinguished School expenses
20191222	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	DISNEY RESORTS	279.63	Distinguished School expenses
				<u>4,533.52</u>	
20191204	AVILA,EVONN	BUSINESS SERVICES	WALMART.COM	39.18	Promotional supplies
				<u>39.18</u>	
20191205	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	25.64	Oval snow flakes, plastic cups, lunch bags for YALE
20191205	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	34.58	Holiday items for YALE: Foil covers, posters, sticker books, foam shapes, tissue paper
20191206	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	69.15	Glitter, resin stones, snow flakes for YALE crafts
20191212	BAKER,HOPE	OST PROGRAMS	SMART AND FINAL 929	149.87	Holiday program for YALE: cups, table covers, ornaments
20191217	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	28.42	Glue sticks and tape for YALE
20191219	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	727.73	YALE felt, stickers, clay pots, ink
				<u>1,035.39</u>	
20191204	BENEDETTO,ANGELO	CAJON PARK	SMART AND FINAL 929	15.96	Refreshments for ELAC meeting
20191218	BENEDETTO,ANGELO	CAJON PARK	AMAZON.COM*SP5PR84Z3	50.18	Materials for alternative discipline
20191220	BENEDETTO,ANGELO	CAJON PARK	SMART AND FINAL 929	6.99	Food for student attendance incentive
20191220	BENEDETTO,ANGELO	CAJON PARK	EB RESTORATIVE PRACTI	145.00	Restorative Practices conference
20191231	BENEDETTO,ANGELO	CAJON PARK	SMART AND FINAL 929	10.76	Cleaning supplies for student accommodation plan
				<u>228.89</u>	
20191203	BONSER,KRISTEN	PRIDE ACADEMY	WALMART.COM	103.14	Artwork
20191204	BONSER,KRISTEN	PRIDE ACADEMY	SP * BREAKOUT INCORPOR	50.00	Problem Solving Kit
20191204	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	13.87	Artwork
20191205	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	27.93	Artwork
20191209	BONSER,KRISTEN	PRIDE ACADEMY	VONS #1897	7.49	Food for Picnic with the Principal
				<u>202.43</u>	
20191210	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	18.97	Winter break items: Ping pong balls
20191211	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	30.47	Winter break items: wooden circles
20191213	BRASHER,PAMELA	OST PROGRAMS	FOOD4LESS #0349	87.95	Decorations for cookies for fundraiser non-compliant day at OSTP
20191217	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	46.35	Winter break items: Ping pong balls
20191217	BRASHER,PAMELA	OST PROGRAMS	WALMART.COM	46.35	Winter break items: Ping pong balls
20191220	BRASHER,PAMELA	OST PROGRAMS	DOLLAR TREE	56.58	Supplies for OSTP ASES
20191220	BRASHER,PAMELA	OST PROGRAMS	PARTY CITY 441	61.77	Party supplies for OSTP ASES
				<u>348.44</u>	
20191206	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ACE PARKING 1150	15.00	CSBA Conference parking expenses
20191206	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	THE TIN FISH	34.37	CSBA Conference expenses
20191208	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ACE PARKING 1150	15.00	CSBA Conference expenses
20191208	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ACE PARKING 1480	22.00	CSBA Conference expenses
20191209	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	OSF - DUSSINI 08	75.28	CSBA Conference expenses
20191218	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	BB DINER EL CAJON#229	38.97	Business lunch
20191222	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	WPY*WPY*CALIFORNIA DEP	3,135.00	Registration for Distinguished School ceremony
				<u>3,335.62</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20191210	D'AGOSTINO, KRISTA	HUMAN RESOURCES	CALIFORNIA ASSOCIATION	50.00	Job announcement on the CASTO website
20191212	D'AGOSTINO, KRISTA	HUMAN RESOURCES	SQU*SQ *PARMA SAN DIEG	50.00	PARMA San Diego Imperial Valley Chapter Holiday Luncheon
20191220	D'AGOSTINO, KRISTA	HUMAN RESOURCES	FRONTLINE EDUCATION	695.00	Absence Management (AESOP) Fundamental 2-day Certification Course
				<u>795.00</u>	
20191205	DOBBINS, TIMOTHY	CAJON PARK	ALIMED WEBORDER	131.45	Phonology Cards (SLP Supplies)
20191213	DOBBINS, TIMOTHY	CAJON PARK	DOUBLETREE	362.52	Lodging for UDL Training (Rancho Cucamonga/Ontario)
20191213	DOBBINS, TIMOTHY	CAJON PARK	DOUBLETREE	362.52	Lodging for UDL Training (Rancho Cucamonga/Ontario)
20191213	DOBBINS, TIMOTHY	CAJON PARK	DOUBLETREE	362.52	Lodging for UDL Training (Rancho Cucamonga/Ontario)
20191213	DOBBINS, TIMOTHY	CAJON PARK	DOUBLETREE	362.52	Lodging for UDL Training (Rancho Cucamonga/Ontario)
20191213	DOBBINS, TIMOTHY	CAJON PARK	DOUBLETREE	362.52	Lodging for UDL Training (Rancho Cucamonga/Ontario)
				<u>1,944.05</u>	
20191204	FORSTER, CHASITY	HILL CREEK	AMZN MKTP US*U03HV45R3	16.14	Microphone cord and basketball needles
20191205	FORSTER, CHASITY	HILL CREEK	STARBUCKS STORE 05912	25.00	PBIS Incentive
20191211	FORSTER, CHASITY	HILL CREEK	AMZN MKTP US*E94BSS5GM3	21.52	Headphones for SDC
20191211	FORSTER, CHASITY	HILL CREEK	AMZN MKTP US*PR4SB04I3	41.87	Health supplies
20191212	FORSTER, CHASITY	HILL CREEK	AMZN MKTP US	(17.71)	Refund issued-Sanitizing Glass Jar
20191213	FORSTER, CHASITY	HILL CREEK	AMZN MKTP US*OJ6PA53A3	37.00	Attendance incentive
20191215	FORSTER, CHASITY	HILL CREEK	AMAZON.COM*8F8D95YM3 A	19.05	Arts Attack
20191218	FORSTER, CHASITY	HILL CREEK	INSTACART	54.22	Food supplies for Farm to Table Class
20191219	FORSTER, CHASITY	HILL CREEK	AMZN MKTP US*SK7T00PA3	52.41	Stools/Book
				<u>249.50</u>	
20191204	HICKS, TYLENE	CHET F. HARRITT	ALBERTSONS 0738	67.87	New thermometer for Health Clerk
20191205	HICKS, TYLENE	CHET F. HARRITT	THE HOME DEPOT #0673	79.27	Supplies to repair chicken coop
20191208	HICKS, TYLENE	CHET F. HARRITT	TEACHERSPAYTEACHERS.CO	9.75	Problem Solving Pack for Speech teacher
20191212	HICKS, TYLENE	CHET F. HARRITT	TARGET 00014852	37.35	Student engagement supplies for Barnes & Noble Night
20191216	HICKS, TYLENE	CHET F. HARRITT	DOLLAR TREE	32.43	Classroom supplies
20191217	HICKS, TYLENE	CHET F. HARRITT	WAL-MART #1917	233.66	Card was used accidentally for personal usage-Principal has paid it back with a personal check
20191224	HICKS, TYLENE	CHET F. HARRITT	CARTERS HAY & GRAIN, I	16.95	Feed for the chickens
				<u>477.28</u>	
20191205	HOOKS, TED A	PEPPER DRIVE	AMAZON.COM*WA16M9Q13	177.04	Staff Professional Learning Text
20191208	HOOKS, TED A	PEPPER DRIVE	AMZN MKTP US*AR95H2DZ3	47.36	Prizes for Family Literacy Night
20191208	HOOKS, TED A	PEPPER DRIVE	AMAZON.COM*CY77B09D3	75.82	Prizes for Family Literacy Night
20191210	HOOKS, TED A	PEPPER DRIVE	RALPHS #0220	7.71	Cups for Family Literacy Night
20191210	HOOKS, TED A	PEPPER DRIVE	SMART AND FINAL 355	108.10	Food for Family Literacy Night
				<u>416.03</u>	
20191215	JOHNSTON, ANDREW	CARLTON OAKS	AMZN MKTP US*XJ5LR4QJ3	15.83	Professional Development materials
				<u>15.83</u>	
20191206	LOCKE, SUMMER	SYCAMORE CANYON	AMZN MKTP US*1I9X94QR3	57.51	Chicken supplies (shavings and food)
20191209	LOCKE, SUMMER	SYCAMORE CANYON	AMZN MKTP US*8A2ZH3QI3	90.48	Chicken suits (for Admin dress up)
20191212	LOCKE, SUMMER	SYCAMORE CANYON	BSN SPORTS LLC	130.98	Ball pump replacement for playground equipment
20191217	LOCKE, SUMMER	SYCAMORE CANYON	AMZN MKTP US*L10XH75O3	29.04	Sand Toys for student use on playground
20191231	LOCKE, SUMMER	SYCAMORE CANYON	AMZN MKTP US*E47RG3833	15.07	Paper Lanterns (Chinese New Year)
				<u>323.08</u>	
20191210	MARTIN, SUZANNE	HILL CREEK	AMAZON.COM*OC3CK3P53 A	108.50	iPad microphones for Woof Woof News recording
20191210	MARTIN, SUZANNE	HILL CREEK	AMZN MKTP US*LT83C2VL3	34.11	Soundproofing tiles for Woof Woof News broadcasting room
20191210	MARTIN, SUZANNE	HILL CREEK	AMZN MKTP US*Z362E87S3	350.78	Items to build recording studio for Foundation Grant
				<u>493.39</u>	
20191208	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*OL2E72AE3	40.89	Sensory Chews and Ear Protection
20191209	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*5K4MG8L93	50.55	Weighted blanket and ear protection for student
20191210	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*AD1S01HH3	75.41	Ink toner cartridge for RSP Conference room at Cajon Park School
				<u>166.85</u>	
20191212	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMAZON.COM*5H3WU18D3	34.06	Prof. Dev. supplies/books
20191231	MCKINNON, KATHY	EDUCATIONAL SERVICES	AMZN MKTP US*FU03H1103	32.30	Prof. Dev. supplies
				<u>66.36</u>	
20191211	MINUTELLI, DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*5F8BF41C3	26.99	Prof. Dev. supplies/books
20191212	MINUTELLI, DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*VD2D16FW3	21.54	ERC Admin. supplies
				<u>48.53</u>	
20191223	MONTLER, BONNER M	EDUCATIONAL SERVICES	ADOBE PHOTOGPHY PLAN	119.88	Annual software subscription for Adobe Photoshop
				<u>119.88</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20191205	NELSON,REBECCA	CHET F. HARRITT	AMAZON.COM*ZV5GA6LT3 A	260.64	Professional Development Books: Everyday Leadership
20191208	NELSON,REBECCA	CHET F. HARRITT	IDENTAKID	101.76	Labels for Ident-a-Kid sign in
20191209	NELSON,REBECCA	CHET F. HARRITT	AMZN MKTP US*YL7UR2GT3	30.16	Speakers for a teacher's classroom
20191211	NELSON,REBECCA	CHET F. HARRITT	WAL-MART #3947	59.25	Student Incentives for attendance
20191212	NELSON,REBECCA	CHET F. HARRITT	TARGET 00014852	18.48	Supplies for Student Engagement for the Barnes & Noble Night
20191213	NELSON,REBECCA	CHET F. HARRITT	BARNES & NOBLE #2135	292.84	Books for students
20191215	NELSON,REBECCA	CHET F. HARRITT	AMZN MKTP US*TY0LD9V53	51.28	Student incentives for attendance
20191215	NELSON,REBECCA	CHET F. HARRITT	AMZN MKTP US*K98L69FJ3	17.38	Student incentives for attendance
				<u>831.79</u>	
20191212	PARKER,HEIDI MARIA	PRIDE ACADEMY	AMZN MKTP US*M72JC1P13	128.14	Student Engagement-Family Activity
				<u>128.14</u>	
20191205	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*J250J7EM3	491.08	STEM robots and accessories
20191210	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	BEST BUY MHT 00011452	64.64	Battery charger for camcorder
20191216	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM*Q07176IH3	379.24	STEM robots and accessories
20191217	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMZN MKTP US*Q16VA1G23	487.80	STEM robots and accessories
20191219	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	HOTELSCOM9210781733272	1,063.71	Lodging for ISTE conference
20191220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	ISTE	550.00	Registration for ISTE conference
20191220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	ISTE	550.00	Registration for ISTE conference
20191220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	ISTE	550.00	Registration for ISTE conference
20191220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	ISTE	550.00	Registration for ISTE conference
20191220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	ISTE	550.00	Registration for ISTE conference
20191231	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	APPLE STORE #R285	85.12	Computer power supply
				<u>4,771.59</u>	
20191211	RIFFEL,MEREDITH	PUPIL SERVICES	SUPER 8 MOTELS	105.60	Hotel for S. Millman for conference
20191213	RIFFEL,MEREDITH	PUPIL SERVICES	VONS #1897	72.00	Bus pass for homeless
				<u>177.60</u>	
20191218	ROGERS,CHRISTOPHER	RIO SECO	UTC ICE SAN DIEGO 1	2,352.00	JR. High Honor Roll Field Trip
				<u>2,352.00</u>	
20191205	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*6F44N88L3	16.15	Sensory items for IEP students
20191206	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*8R4G47333	80.88	Professional Development Literacy Resources
20191208	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*LX95408K3 A	55.74	PBIS Attendance Incentives
20191210	SAUNDERS,LEAH	CARLTON HILLS	WALGREENS #12421	9.16	ROAR Award Photos: PBIS
20191210	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*N07ML6XD3 A	96.25	PBIS and Restorative Practices Literature
20191213	SAUNDERS,LEAH	CARLTON HILLS	UTC ICE SAN DIEGO 1	1,248.00	Jr. High Citizenship Field Trip
20191216	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*N36FT4B83 A	15.06	PBIS Alternative Recess Resources
20191217	SAUNDERS,LEAH	CARLTON HILLS	EB RESTORATIVE PRACTI	145.00	Restorative Practices Alternatives to Suspension Workshop Registration
20191219	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*2N6CE7H33	9.64	PBIS Literature: Anti-bullying
20191222	SAUNDERS,LEAH	CARLTON HILLS	AMAZON.COM*QT14C0H93	12.22	Materials for Kindness Week: PBIS
20191222	SAUNDERS,LEAH	CARLTON HILLS	AMZN MKTP US*1B8718BW3	10.76	PBIS: Anti-Bullying Literature
				<u>1,698.86</u>	
20191204	SHEEN,KRISTINA D	OST PROGRAMS	TARGET 00014852	4.30	Board Access
20191204	SHEEN,KRISTINA D	OST PROGRAMS	ESTRADAS MEXICAN FOOD	19.57	Carlton Hills OSTP staff meeting
20191210	SHEEN,KRISTINA D	OST PROGRAMS	FOOD4LESS #0349	305.38	Cookies for non compliant day for OSTP
20191211	SHEEN,KRISTINA D	OST PROGRAMS	JERSEY MIKES ONLINE OR	25.45	Staff Meeting with Carlton Oaks OSTP
20191213	SHEEN,KRISTINA D	OST PROGRAMS	DRI*GALLUP	99.95	Strengths books for staff
20191213	SHEEN,KRISTINA D	OST PROGRAMS	3749 EL POLLO LOCO	30.17	ASES staff meeting lunch
20191217	SHEEN,KRISTINA D	OST PROGRAMS	SMART AND FINAL 929	25.42	Spoons, hot chocolate and cups for PSafe activity
				<u>510.24</u>	
20191210	SOUTHCOTT,STEPHANIE	CARLTON HILLS	AMZN MKTP US*U44L59JV3	101.47	Alternative seating options for kindergarten
20191210	SOUTHCOTT,STEPHANIE	CARLTON HILLS	AMZN MKTP US*SN1S09Y53	36.64	Items replaced due to flood damage
20191212	SOUTHCOTT,STEPHANIE	CARLTON HILLS	AMZN MKTP US*4543029H3	24.94	Items replaced due to flood damage
20191212	SOUTHCOTT,STEPHANIE	CARLTON HILLS	AMZN MKTP US*2T10F9TC3	155.44	Items replaced due to flood damage
20191225	SOUTHCOTT,STEPHANIE	CARLTON HILLS	IMAGESTUFF.COM	260.76	Supplies for Kindness Week
				<u>579.25</u>	
20191213	STARKEY,MARK	INFORMATION TECHNOLOGY	AMZN MKTP US*TS1867LI3	14.00	2-pack Ultra Thin HDMI Cable 4k ethernet 3 feet
				<u>14.00</u>	
				<u>25,984.54</u>	

BACKGROUND:

The building projects at Chet F. Harritt and Sycamore Canyon include the possibility of replacing the old Project SAFE portables with new modular classroom buildings. The site and installation work for these buildings will be included as additive alternates in the sub-contractor bidding process under the Lease-Leaseback (LLB) agreement. When the final guaranteed maximum price (GMP) for these projects is presented for approval, if the budget allows, this work could be initiated. If it is, the District will purchase or lease the modular buildings separate from the LLB GMP.

Chawanakee Unified School District conducted a bid for modular buildings (Project #11) and included piggyback provisions naming the Santee School District, as well as many others, as entities that can purchase off the bid. In order to prepare for the possibility of purchasing modular buildings, Administration recommends authorizing the District to piggyback on the Chawanakee Unified School District bid awarded to Class Leasing.

RECOMMENDATION:

It is recommended that the Board of Education authorize piggybacking on Chawanakee Unified School District bid for purchase or lease of modular buildings from Class Leasing.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

None at this time.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

Consent Item D.2.6.
Prepared by Karl Christensen
February 4, 2020

Approval of Architectural Services with StudioWC for
Design Work Associated with New Modular Building at
Sycamore Canyon

BACKGROUND:

The building project at Sycamore Canyon includes the possibility of replacing the old Project SAFE portable with a new modular classroom building. In order to prepare for this possibility, it is necessary to commence the design work so that plans can be approved with the Division of State Architect. StudioWC submitted a proposal for this work which is attached to this Board item.

RECOMMENDATION:

It is recommended that the Board of Education approve architectural services with StudioWC for design work associated with the new modular building at Sycamore Canyon.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

\$60,000 to be paid from land sale proceeds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.6.

January 23, 2020

Santee School District
9625 Cuyamaca St
Santee, CA 92071
Attn: Ms. Christina Becker, Director of Facilities

Re: Sycamore School Modular Buildings – Project Safe

Subject: Fee Proposal

Dear Ms. Becker:

We are very pleased to provide our proposal for the new construction of Sycamore School Project Safe Buildings. We understand the scope to be three 40' x 36' classroom modular buildings, on concrete foundation as follows:

SCOPE OF WORK

1. Meet with the District to discuss requirements.
2. Site walk to confirm existing conditions.
3. Review Record Drawings.
4. Meeting with Santee Fire Department.
5. Design new building layouts.
6. Design new toilet room layouts.
7. Design kitchenette layout.
8. Coordinate layouts with modular building provider.
9. Coordinate with District and modular building provider on interior finishes. Interior finishes to be specified by modular building provider, except for carpet.
10. Coordinate with District furniture purchasing agent on layout and location of any modular furniture to be purchased and installed by district.
11. Design all built-in casework and coordinate with modular building manufacturer for blocking locations.
12. Provide design for Audio Visual. AV shall be connected through the main campus to the server room.
13. Provide fire alarm design. FA shall be connected through the campus building to the main FA panel. A new subpanel will be required with power connection to meet the new voice requirements per 2019 code.
14. Provide new site water design and connection to existing water main.
15. Provide new site sewer design.
16. Provide new landscaping design and replacement for disturbed areas.
17. Design hardscape in vicinity of buildings.
18. Provide SWPPP and state filing.
19. Provide modify existing accessible ramp for before/after school pick up.

20. Document existing accessible path of travel and parking.
21. Provide new site storm sewer design. Connect to new buildings.
22. Obtain Fire Authority approval.
23. Prepare Construction Drawings and coordinate with modular building manufacturer.
24. Provide one rendering of new building, if desired.
25. Obtain approval from DSA as an over the counter submittal.
26. Prepare drawings for bid.
27. Conduct two (2) pre-bid job walk.
28. Respond to any pre-bid request for information.
29. Issue addenda, as necessary.
30. Assist with bid evaluation, as necessary.
31. Construction Support Services:
 - a. Manage DSA and box
 - b. Work with District's PI
 - c. Review Shop Drawings
 - d. Conduct weekly meetings
 - e. Attend periodic site observations as necessary.
32. Work with District's LLB contractor.
33. Close out project.

EXCLUDED WORK:

1. Agency fees.
2. Survey.
3. Geotechnical work or report.
4. Load testing.
5. SDGE service charges, submittals or fees.
6. Gas utility design.
7. Structural Calculations within the footprint of the building.
8. Fire sprinkler design.
9. Sewer and water design within footprint of building.
10. Detailed cost estimates.
11. Replacement of existing distribution switchboards and branch circuit panelboards.

COMPENSATION:

1. Proposed Fee - \$60,000.00

SCHEDULE:

Provided we get all the pertinent information from the modular building manufacturer, we will strive to submit the plans as an over the counter submittal to DSA in March.



Becker
1-23-2020
Pg 2

Thank you for the opportunity to work with Santee School District.

Sincerely,

Debra Vaughan-Cleff,
President

Consent Item D.2.7.
Prepared by Karl Christensen
February 4, 2020

Authorization to Contract with EideBailly Accounting Firm to Conduct Audit of Prop 51 Funded Building Projects as Required by the Office of Public School Construction

BACKGROUND:

The District received funds from the State's School Facility Program funded by State Proposition 51 bond funds for the Pepper Drive and Rio Seco modular buildings. The allocation of these funds is governed by new regulations that require the District to have the bond funds audited by a Certified Public Accountant. Prior to these new regulations, the Office of Public School Construction would conduct these audits with their internal staff.

EideBailly (formerly Vavrinek, Trine & Day) performs the annual audit of the District's accounts and is qualified to conduct the additional required audit of the Prop 51 funds received by the District as well.

RECOMMENDATION:

It is recommended that the Board of Education authorize contracting with EideBailly Accounting Firm to conduct an audit of Prop 51 State Funds used to pay for the Pepper Drive and Rio Seco modular building projects.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

\$15,000 to be paid for from the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.7.

Consent Item D.3.1.

Approval of Nonpublic Agency Master Contract with Specialized Therapy Services for Bilingual Assessments

Prepared by Dr. Stephanie Pierce
February 4, 2020

BACKGROUND:

There are times during the school year when the need for bilingual psycho-educational assessments for our English Language Learner (ELL) population arise. In order to support our students and avoid being out of compliance, Specialized Therapy Services is able to provide these assessments.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with Specialized Therapy Services for the term of January 7, 2020 through June 30, 2020. 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:

SERVICE	Rate	Total
Assessments	Not to Exceed \$2500.00 ea.	\$20,000.00

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

Consent Item D.3.2.

Approval of Increase in Services with SPOT Kids Therapy for Occupational Therapy

Prepared by Dr. Stephanie Pierce
February 4, 2020

BACKGROUND:

There are times during the school year when the need for an occupational therapist arises. In order to support our students and avoid being out of compliance with their IEPs, Spot Therapy is able to provide these services for the Santee School District until the district is able to hire a 1.0 FTE occupational therapist.

RECOMMENDATION:

Administration recommends the Board of Education approve the increase in services with SPOT Kids Therapy for Occupational Therapists (OT), for the term of January 1, 2020 through June 30, 2020.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

FTE	Weekly Rate	# Weeks	Total
OT 1.0	\$3090.00	25	\$77,250.00

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

Consent Item D.3.3.

Approval of Extended Field Trip for Pepper Drive Fifth Grade Safety Patrol Students to the San Diego Zoo

Prepared by Dr. Stephanie Pierce
February 4, 2020

BACKGROUND:

Ms. Karen Hohimer, Vice Principal at Pepper Drive School, requests Board approval to take approximately 65 fifth grade students on an extended field trip to the San Diego Zoo on Saturday, March 7, 2020. The trip will begin at 7:30 a.m. at Pepper Drive School. This is a safety patrol reward field trip and the students will be supervised by staff from Pepper Drive School and California Highway Patrol officers. Students will travel by district bus, returning to school at approximately 5:30 p.m.

The extended travel request form is attached for review.

RECOMMENDATION:

Administration recommends approval of the extended field trip to the San Diego Zoo for Pepper Drive fifth grade safety patrol students.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no cost to the District. All expenses for this reward field trip will be funded by the California Highway Patrol.

STUDENT ACHIEVEMENT IMPACT:

Participation in the safety patrol program provides students with a way to participate in their school community and learn the leadership skills necessary to support academic and social emotional development.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.3.

SANTEE SCHOOL DISTRICT

EXTENDED FIELD TRIP REQUEST FORM

SCHOOL SITE(S): Pepper Drive DATE: January 22, 2020

TEACHER(S): VP Karen Hohimer GRADE(S): 5th

The sponsor of the organization desiring to take an extended trip will insure that the following requirements/stipulations are met and are presented to the principal in a timely manner:

DESTINATION OF TRIP: Field Trip to San Diego Zoo.

Itinerary: Leaving school at 7:30 a.m., arriving at San Diego Zoo by 8:00 a.m..Depart from Zoo at 4:45, with an expected arrival to school by 5:30 p.m.

Educational Objectives of the Trip: Safety Patrol reward Trip

Specific Dates: March 7, 2020 Mode of Travel: District Bus

Number of Student Participants: 65 Cost Per Student: CHP to cover all costs


Insurance Coverage: District / CHP

Supervision: VP Karen Hohimer and April Laue April.Laue@chp.ca.gov

Number of Substitute Days Required: None

Money will be Raised or Provided to Cover Costs by: CHP

Provision for Financial Hardship Cases: CHP

Ted Hooks  Principal Approval 1-23-20 Date

Assistant Superintendent, Educational Services Board Approval Date

BACKGROUND:

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

Certificated Staff

A. New Appointments:

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

B. Temporary Rehires:

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

C. Change of Status/Location:

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

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Mula, John	Long-Term LOA		Retirement	06-11-20

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Raineri, Helen	Special Education	Occupational Therapy Assistant 28.5 A / 6.0 hrs #30013892	\$0.00	\$3,087.50	01-27-20

I. Rehires:

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

Classified Staff continued

J. Change of Status/Location:

Employee	Location	Position/Class/Hours/ Position #	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Long, Tory	Business Services	Business Services Coordinator MGMT 05 + PGI #2 / 8.0 hrs to <i>Director, Fiscal Services</i> MGMT 01 + PGI #2 / 8.0 hrs #10328260	\$7,286.66	\$9,205.58	02-01-20

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____

Consent Item D.4.2.

Proclamation for National School Counseling Week (2/3/20 - 2/7/20) and National School Social Work Week (3/1/20 – 3/7/20)

Prepared by Tim Larson
February 4, 2020

BACKGROUND:

School counseling and school social work has been a contributing factor in the success of students in Santee School District for 16 years. These programs have vastly evolved during this time serving students at all Santee Schools. Nationally, the American School Counselor Association (ASCA) has sponsored the National School Counseling Week program for many years to shed light on the valuable contribution school counselors make in helping students focus on academic, personal, social, and career development by declaring February 3 – 7 as National School Counseling Week.

In addition, the National School Social Work Association has declared March 1 - 7 as National School Social Work Week. School social workers partner with school, community, and agency personnel to address at-risk student concerns.

Santee is fortunate to have seven School Counselor / School Social Workers that work with more than 1,000 students each year to help students reach their full potential by implementing school counseling and social work programs that are a vital part of the educational process for all students as they meet the challenges of the 21st century. Smart goals for each counselor this year include addressing attendance and bullying behavior.

RECOMMENDATION:

It is recommended that the Board of Education proclaim the week of February 3-7, 2020 as National School Counseling Week, and the week of March 1–7, 2020 as National School Social Work Week.

FISCAL IMPACT:

There is no cost to implement this proclamation.

STUDENT ACHIEVEMENT:

School counselors and school social workers directly support academic and social emotional growth of students in the Santee School District.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

PROCLAMATION

SCHOOL COUNSELING: HELPING STUDENTS REACH THEIR FULL POTENTIAL

NATIONAL SCHOOL COUNSELING WEEK – FEBRUARY 3 – 7, 2020

NATIONAL SCHOOL SOCIAL WORK WEEK – MARCH 1 – 7, 2020

Whereas school counselors and school social workers are employed to help students reach their full potential by implementing comprehensive school counseling programs that are a vital part of the educational process for all students as they meet the challenges of the 21st century; and

Whereas school counselors and school social workers are actively committed to helping students explore their abilities, strengths, interests, and talents as these traits relate to career awareness and development; and

Whereas school counselors and school social workers, help parents focus on ways to further the educational, personal, and social growth of their children; and

Whereas school social workers and school counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves; and

Whereas school social workers and school counselors seek to identify and utilize community resources that can enhance school sites and help students to become productive members of society; and

Whereas comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success in school; and

Whereas Santee School District is fortunate to have outstanding school counselors and school social workers that have worked with more than 1,000 students in past years to support and enhance learning, as well as help students become resilient members of the community;

NOW THEREFORE BE IT PROCLAIMED that the Santee School District Board of Education does hereby proclaim February 3 – 7, 2020 as National School Counseling Week and March 1 – 7, 2020 as National School Social Work Week in Santee School District.

Congratulations to all of our school social workers and school counselors on making such an impact in the lives of our students and their families.

Adopted this 4th day of February 2020.

Dustin Burns, President

Barbara Ryan, Vice-President

Elana Levens-Craig, Clerk

Dianne El-Hajj, Member

Ken Fox, Member

Dr. Kristin Baranski, Superintendent

Item E. BOARD POLICIES AND BYLAWS

Agenda Item E.

Board Policies and Bylaws Item E.1.1.
Prepared by Dr. Kristin Baranski
February 4, 2020

Second Reading: Revised Board Policy
1312.1, Complaints Concerning District
Employees

BACKGROUND:

Revised Board Policy 1312.1, Complaints Concerning District Employees was revised to conform to current CSBA language. It was presented as a first reading on January 21, 2020.

RECOMMENDATION:

It is recommended the Board adopt Revised Board Policy 1312.1, Complaints Concerning District Employees, in a second reading. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

This is a policy item. There is no fiscal impact to this item.

Motion: _____

Second: _____

Vote: _____

Agenda Item E.1.1.

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

The Governing Board recognizes its accountability to the public for the quality of the district's educational program and the performance of district employees. The district shall provide a process by which a complaint submitted by any person regarding an employee can be resolved impartially, expeditiously, and with minimal disruption to district operations and the educational program.

When a concern regarding an employee is presented during a Board meeting or to an individual Board member or employee outside of a Board meeting, the complainant shall be informed of the appropriate complaint procedure. ~~The Board shall not prohibit public criticism of the district and its employees.~~

Any complaint regarding the Superintendent shall be initially filed in writing with the Board. The Board shall consult with legal counsel or appoint an appropriate agent to conduct the investigation.

The Superintendent or designee shall determine whether a complaint against any other employee should be considered a complaint against the district and/or an individual employee, and whether it should be resolved by the district's process for complaints concerning personnel and/or other district procedures. Any complaint of child abuse or neglect alleged against a district employee shall be reported to the appropriate local agencies in accordance with law and BP 5141.4 - Child Abuse Prevention and Reporting. Any complaint alleging that an employee engaged in unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) in district programs and activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures. Any complaint by an employee, job applicant, volunteer, intern, or independent contractor alleging unlawful discrimination or harassment by an employee shall be filed in accordance with AR 4030 - Nondiscrimination in Employment.

Any complaint subject to this policy and the accompanying administrative regulation shall be investigated by the principal, the employee's immediate supervisor, the Superintendent or designee, legal counsel, agent of the Board, and/or other appropriate person who is not the subject of the complaint or subordinate to the employee charged in the complaint. The complainant and the employee shall have an opportunity to present information relevant to the complaint.

A complaint that is filed anonymously may be investigated by the Superintendent or designee depending on the specificity and reliability of the information.

If a complainant requests confidentiality, the Superintendent or designee shall inform the complainant that the request may limit the district's ability to investigate the employee's conduct or take other necessary action. However, the Superintendent or designee shall take all reasonable steps to investigate and resolve the complaint without divulging the complainant's identity.

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

The Board prohibits retaliation against complainants. ~~The Superintendent or designee at his/her discretion may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint. The District shall not investigate anonymous complaints.~~

Appeals

If either the complainant or the employee submits an appeal of the Superintendent's decision to the Board, the Board shall determine whether to uphold the Superintendent's decision without hearing the complaint, appoint an appeals committee to advise the Board, or hear the appeal itself. ~~Because the Board sits as the appellate body in the complaint resolution process, any member of the Board who has become involved in a complaint resolution process prior to an appeal to the Board shall declare his/her involvement and not participate as a member of the Board during an appeal hearing.~~

If the Board decides to hear the complaint, the matter shall be addressed in closed session in accordance with Government Code 54957 unless the employee requests that it be heard in open session. The Board shall review the original complaint and additional information provided by the Superintendent or designee regarding the steps taken to resolve the issue.

The Board's decision shall be final.

This Board shall annually review this policy.

Legal Reference: (see next page)

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

Legal Reference:

EDUCATION CODE

33308.1 *Guidelines on procedure for filing child abuse complaints*

35146 *Closed sessions*

44031 *Personnel file contents and inspection*

44811 *Disruption of public school activities*

44932-44949 *Resignation, dismissal and leaves of absence (rights of employee; procedures to follow)*

48987 *Child abuse guidelines*

GOVERNMENT CODE

54957 *Closed session; complaints re employees*

54957.6 *Closed session; salaries or fringe benefits*

PENAL CODE

273 *Cruelty or unjustifiable punishment of child*

11164-11174.3 *Child Abuse and Neglect Reporting Act*

WELFARE AND INSTITUTIONS CODE

300 *Minors subject to jurisdiction of juvenile court*

COURT DECISIONS

Baca v. Moreno Valley Unified School District, (1996) 936 F. Supp. 719

Policy adopted: February 17, 2009
Policy reviewed: December 15, 2009, May 3, 2011;
June 15, 2012; June 4, 2013; January 20, 2015;
July 7, 2015; July 5, 2016; August 15, 2017;
September 18, 2018

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws Item E.1.2.
Prepared by Dr. Kristin Baranski
February 4, 2020

Second Reading: Revised Board Policy 1250,
Visitors/Outsiders

BACKGROUND:

Revised Board Policy 1250, Visitors/Outsiders was revised to conform to current CSBA language. It was presented as a first reading on January 21, 2020.

RECOMMENDATION:

It is recommended the Board adopt Revised Board Policy 1250, Visitors/Outsiders as a second reading. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

This is a policy item. There is no fiscal impact to this item.

Motion: _____

Second: _____

Vote: _____

Agenda Item E.1.2.

VISITORS/OUTSIDERS

The Governing Board believes that it is important for parents/guardians and community members to take an active interest in the issues affecting district schools and students. Therefore, The Governing Board encourages parents/guardians and interested members of the community to visit the schools and view the educational program.

To ensure minimum interruption of the instructional program, the Superintendent or designee shall establish procedures which facilitate visits during regular school days. Visits during school hours should be first arranged with the teacher and principal or designee (see Exhibit A – Code of Conduct for Parents and Visitors). If a conference is desired, an appointment should be set with the teacher during noninstructional time.

To ensure the safety of students and staff and avoid potential disruptions, all visitors shall register immediately upon entering any school building or grounds when school is in session.

For purposes of school safety and security, the principal or designee may design a visible means of identification for visitors while on school premises.

No electronic listening or recording device may be used by students or visitors in a classroom without the teacher and principal's permission. (Education Code 51512)

The Board encourages all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school grounds and by utilizing the district's complaint processes if they have concerns with any district program or employee. In accordance with Penal Code 626.7, the principal or designee may request that any individual who is causing a disruption, including exhibiting volatile, hostile, aggressive, or offensive behavior, immediately leave school grounds.

Presence of Sex Offender on Campus

Any person who is required to register as a sex offender pursuant to Penal Code 290, including a parent/guardian of a district student, shall request written permission from the principal before entering the school campus or grounds. As necessary, the principal shall consult with local law enforcement authorities before allowing the presence of any such person at school or other school activity. The principal also shall report to the Superintendent or designee anytime he/she gives such written permission.

The principal shall indicate on the written permission the date(s) and times for which permission has been granted. (Penal Code 626.81)

VISITORS/OUTSIDERS

Legal Reference:

EDUCATION CODE

32210 *Willful disturbance of public school or meeting*

32211 *Threatened disruption or interference with classes; misdemeanor*

32212 *Classroom interruptions*

35160 *Authority of governing boards*

35292 *Visits to schools (board members)*

49091.10 Parental right to inspect instructional materials and observe school activities

51101 Parent Rights Act of 2002

51512 *Prohibited use of electronic listening or recording device*

EVIDENCE CODE

1070 *Refusal to disclose news source*

LABOR CODE

230.8 *Discharge or discrimination for taking time off*

PENAL CODE

290 Sex offenders

626-626.10 *Schools*

627-627.10 *Access to school premises, especially:*

626.81 Misdemeanor for registered sex offender to come onto school grounds

627-627.10 Access to school premises, especially:

627.1 *Definitions*

627.2 *Necessity of registration by outsider*

627.7 *Misdemeanors; punishment*

ATTORNEY GENERAL OPINIONS 95

Ops.Cal.Atty.Gen. 509 (1996)

Board Policies and Bylaws E.1.3.
Prepared by Karl Christensen
February 4, 2020

Second Reading: Revised Board Policy 3350,
Travel Expenses

BACKGROUND:

Revised Board Policy 3350 addresses employee travel expenses for the District, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

It is recommended that the Board of Education review, approve, and adopt revised Board Policy 3350, Travel Expenses, in a Second Reading, as presented.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.3.

TRAVEL EXPENSES

The Governing Board recognizes that district employees may incur expenses in the course of performing their assigned duties and responsibilities. To ensure the prudent use of public funds, the Superintendent or designee shall establish rules to keep such expenses to a minimum while affording employees a reasonable level of safety and convenience.

The Governing Board shall authorize payment for actual and necessary expenses, ~~including travel,~~ incurred by any employee performing authorized services for the district, whether within or outside district boundaries. (Education Code 44032)

The Superintendent or designee shall establish procedures for the approval of travel requests and the submission and verification of expense claims. He/she also shall establish reimbursement rates in accordance with law and Board policy.

~~An employee shall obtain approval from the Superintendent or designee prior to traveling. Executive Council or the Superintendent or designee may approve employee travel requests to attend meetings, workshops, and/or conferences in accordance with the adopted budget and upon determining that the travel is authorized or assigned by the employee's supervisor, is necessary to attend a conference or other staff development opportunity that will enhance employee performance, and/or is otherwise necessary to the performance of the employee's duties. Travel expenses not previously budgeted may be approved on a case-by-case basis by the Superintendent or designee if he/she determines that the travel is essential and that resources may be obtained or redirected for this purpose. will submit travel request requisitions to the Board for approval or ratification in accordance with Exhibit 3350, Travel Authorization Decision Matrix.~~

~~Travel Expenses shall be reimbursed within limits approved by the Board. The Superintendent or designee shall establish procedures for the submission and verification of expense claims. He/she may authorize an advance of funds to cover necessary expenses in accordance with AR 3350.~~

~~The Board may establish an allowance on either a mileage or monthly basis to reimburse authorized employees for the use of their own vehicles in the performance of assigned duties. All other mileage expenses will be reimbursed in accordance with this Board policy.~~

~~Except for travel in San Diego County for which there are no costs for lodging, airfare, or trainfare and can, therefore, be ratified, all out-of-state travel for which reimbursement will be claimed shall be approved in advance by the Board approval. Travel expenses not previously budgeted also shall be approved on an individual basis by the Board.~~

Reimbursable travel expenses may include, but are not limited to, costs of transportation, parking fees, bridge or road tolls, lodging when district business reasonably requires an overnight stay, registration fees for seminars and conferences, telephone and other communication expenses incurred on district business, and other necessary incidental expenses.

The district shall not reimburse personal travel expenses including, but not limited to, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying

the employee on district-related business, personal use of an automobile, and personal losses or traffic violation fees incurred while on district business.

Except as otherwise provided, reimbursement of travel expenses shall be based on actual expenses as documented by receipts.

Authorized employees shall be reimbursed for the use of their own private vehicles in the performance of assigned duties, on either a mileage or monthly basis as determined by the Superintendent or designee.

The mileage allowance provided by the district for employees' use of their private vehicles shall be equal to the rate established by the Internal Revenue Service.

Vehicles should be shared whenever possible to minimize travel costs. No employee shall be entitled to reimbursement for automobile travel when he/she is transported free of charge or by another employee who is entitled to the expense reimbursement.

The Superintendent or designee shall establish a per diem allowance for meal costs incurred while traveling on district business based on the location and hours of travel. The per diem allowance shall not exceed the standard meal allowance for business-related travel prescribed for federal income tax purposes.

Any expense that exceeds the maximum rate of reimbursement established by the district shall be reimbursed only with the approval of the Superintendent or designee.

All expense reimbursement claims shall be submitted on a district form, within 10 working days following return from travel when possible. The form shall be accompanied by receipts and any explanation necessary to document that the expenses meet district criteria for reimbursement.

The Superintendent or designee shall approve expense claims only upon verifying that all necessary documentation is provided and that all expenses are appropriate and related to district business. If an expense claim is disallowed due to lack of documentation or inappropriate expenses, the employee may be personally responsible for any improper costs incurred.

When approved by the Superintendent or designee, Authorized employees may be issued a district credit cards for use while attending to district business. Receipts documenting the expenses incurred on a district credit card shall be submitted promptly following return from travel. Under no circumstances may shall personal expenses be charged on a district credit cards, even if the employee intends to subsequently reimburse the district for the personal charges.

When necessary, the Superintendent or designee may approve a cash advance, not to exceed the estimated out-of-pocket reimbursable expenses, to an employee authorized to travel on district business. Within 10 working days following return from travel, the employee shall submit a final accounting with all necessary supporting documentation. He/she shall refund to the district any amount of cash advance exceeding the actual approved reimbursable expenses.

Legal Reference:

EDUCATION CODE

42634 Itemization of expenses

44016 Travel expense to employment interview

44032 Travel expenses ~~payment~~

44033 Automobile allowance

44802 Student teacher's travel expenses

Management Resources:

INTERNAL REVENUE SERVICE PUBLICATIONS

Per Diem Rates (For Travel Within the Continental United States), Publication 1542

WEB SITES

Internal Revenue Service: <http://www.irs.gov>

U.S. General Services Administration, Per Diem Rates: <http://www.gsa.gov/perdiem>

Policy adopted: March 3, 2009
Revised: May 7, 2013; September 6, 2016

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws Item E.1.4.

Second Reading: New Board Policy 6175, Migrant Education Program

Prepared by Dr. Stephanie Pierce
February 4, 2020

BACKGROUND:

Attached is new Board Policy 6175, Migrant Education Program, based upon California School Board Association’s (CSBA) sample Board Policies and Regulations.

RECOMMENDATIONS:

This evening administration is presenting new Board Policy 6175, Migrant Education Program, for a second reading. Administration recommends Board approval of new BP 6175, Migrant Education Program.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

A comprehensive program for migrant students helps to mitigate the impact of educational disruption and increase their ability to succeed in school.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.4.

MIGRANT EDUCATION PROGRAM

The Governing Board desires to provide a comprehensive program for migrant students that attempts to mitigate the impact of educational disruption, cultural and language barriers, social isolation, health-related problems, and other factors that may inhibit their ability to succeed in school. The district shall make use of available funds to provide supplementary services for migrant students.

The Superintendent or designee shall cooperate with the regional migrant service center in outreach and identification of eligible migrant students and in the provision of migrant education services. The Superintendent or designee shall also coordinate migrant education services with other programs within the district and with other public agencies that serve migrant workers and their families.

The district shall give first priority for services to migrant students who are failing, or are most at risk of failing, to meet state academic standards or have dropped out of school.

The district shall provide services to eligible private school students residing within the district on an equitable basis with participating public school students.

The Superintendent or designee shall ensure that each migrant student is placed at the appropriate grade level upon enrollment and is provided services in accordance with an individual needs assessment and learning plan.

The Superintendent or designee shall annually report to the Board regarding student performance on statewide assessments of core academic subjects and English language development, as appropriate, for students enrolled in the district's migrant education program. In addition, the Superintendent or designee shall periodically report to the Board regarding the alignment of district services with the needs of students as identified in student needs assessments conducted pursuant to Education Code 54443.1. As necessary, the Board shall seek technical assistance from the migrant education regional service center and/or make changes in the services provided by the district in order to improve student achievement.

Legal Reference: (see next page)

MIGRANT EDUCATION PROGRAM (continued)

Legal Reference:

EDUCATION CODE

200 Educational equity

220 Prohibition against discrimination

234.7 Student protections relating to immigration and citizenship status

51225.1 Exemption from district graduation requirements

51225.3 High school graduation, course requirements

54440-54445 Migrant education program

CODE OF REGULATIONS, TITLE 5

3080 Application of uniform complaint procedures

4600-4670 Uniform complaint procedures

UNITED STATES CODE, TITLE 20

6311 Title I state plan

6381-6381k Even Start family literacy program

6391-6399 Education of migrant students

7881 Services for private school students

CODE OF FEDERAL REGULATIONS, TITLE 34

200.81-200.89 Migrant education program

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

2017 State Service Delivery Plan

U.S. DEPARTMENT OF EDUCATION PUBLICAITONS

Education of Migratory Children Under Title I, Part C of the Elementary and Secondary Education

Act of 1965, Non-Regulatory Guidance, rev. March 2017

WEB SITES

California Department of Education, Migrant Education Office: <http://www.cde.ca.gov/sp/me>

U.S. Department of Education, Office of Migrant Education:

<http://www.ed.gov/about/offices/list/oese/ome>

West Ed, Migrant Student Information Network: <http://www.wested.org/project/migrant-student-information-network-msin>

Board Policies and Bylaws E.1.5. First Reading: New Board Policy 3430,
Prepared by Karl Christensen Investing
February 4, 2020

BACKGROUND:

New Board Policy 3430 addresses investing procedures for the District, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

New Board Policy 3430, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.5.

INVESTING

All or part of the special reserve fund of the district, or any surplus monies not required for the immediate necessities of the district, may be invested as allowed by law for public funds. (Education Code 41015; Government Code 16430, 53601-53609, 53635)

The Governing Board authorizes the district's chief fiscal officer to invest and reinvest such funds on behalf of the district. He/she shall make monthly reports of those transactions to the Board. The Board retains the right to revoke this authority at any time.

The Board recognizes that the district's chief fiscal officer has fiduciary responsibility for any funds invested outside the county treasury and is subject to prudent investor standards for investment decisions. As such, he/she shall act with care, skill, prudence, and diligence under the prevailing circumstances, including but not limited to the general economic conditions and the anticipated needs of the district. The investment objectives shall be to first safeguard the principal of the funds, then to meet the district's liquidity needs and, third, to achieve a return on the funds. (Government Code 53600.3, 53600.5)

In order to enhance investment return, the district's goal shall be to generate an investment yield that attains or exceeds a market-average rate of return through economic cycles.

The Board recognizes the importance of overseeing investments made with district funds, including investments by the county treasurer. The Superintendent or designee shall maintain ongoing communication with any county committee established for the purpose of overseeing county investments. In addition, the Superintendent or designee shall keep the Board informed about county policies that guide the investment of these funds.

The Board may establish an investment oversight committee to monitor the district's investments and make recommendations to the chief fiscal officer and the Board regarding investment policies.

Legal Reference (next page)

Legal Reference:

EDUCATION CODE

41001 Deposit of money in county treasury

41002 General fund deposits and exceptions

41002.5 Deposit of certain funds in insured institutions

41003 Funds received from rental of real property

41015 Authorization of and limitation investment of district funds

41017 Deposit of miscellaneous receipts

41018 Disposition of money received

42840-42843 Special reserve fund

GOVERNMENT CODE

16430 Eligible securities for investment of surplus money

17581.5 Mandates contingent upon state funding

27000.3 Fiduciary for deposits in county treasury

27130-27137 County treasury oversight committees

53600-53609 Investment of surplus

53630-53686 Deposit of funds, especially:

53635 Local agency funds; deposit or investment

53646 Treasurer reports and statements of investment policy

53852.5 Investment term for funds designated for repayment of notes

53859.02 Borrowing by local agency

Management Resources:

CALIFORNIA DEBT AND INVESTMENT ADVISORY COMMISSION PUBLICATIONS

Local Agency Investment Guidelines, 2002, rev. 2004

WEB SITES

California State Treasurer's Office, California Debt and Investment Advisory Commission:

<http://www.treasurer.ca.gov/cdiac>

Policy
Adopted:

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws E.1.6. First Reading: New Board Policy 3452,
Prepared by Karl Christensen Student Activity Funds
February 4, 2020

BACKGROUND:

New Board Policy 3452 addresses procedures for student activity funds for the District, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

New Board Policy 3452, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.6.

STUDENT ACTIVITY FUNDS

The Governing Board recognizes that student organizations can provide students with an opportunity to conduct worthwhile cocurricular activities beyond those provided by the district and can also help students learn about effective financial practices. To that end, student organizations may raise and spend funds to support activities that promote the general welfare, morale, and educational experiences of the student body.

Fund-Raising Events

At the beginning of each school year, each principal or designee shall submit to the Superintendent or designee a list of the fund-raising events that each student organization proposes to hold that year. The Superintendent or designee shall review the proposed events and determine whether the events contribute to the educational experience and are not in conflict with or detract from the school's educational program. When reviewing proposed events, the Superintendent or designee shall consider the effects of the activities on student health and safety, evaluate the risk of liability to the district, and ensure that the proposed activities are in compliance with law, Board policy, and administrative regulation.

Management of Funds

Student body funds shall be managed in accordance with law and sound business procedures designed to encourage the largest possible educational return to students without sacrificing the security of funds.

The Superintendent or designee shall develop internal control procedures to safeguard the organization's assets, promote the success of fund-raising ventures, provide reliable financial information, and reduce the risk of fraud and abuse. These procedures shall detail the oversight of activities and funds including, but not limited to, the appropriate role and provision of training for staff and students, parameters for events on campus, appropriate and prohibited uses of funds, and accounting and record-keeping processes, including procedures for handling questionable expenditures.

The principal or designee shall be responsible for the proper conduct of all student organization financial activities. The budget adopted by the student body organization should serve as the financial plan for the school year and shall be submitted to the Superintendent or designee at the beginning of each school year. The Superintendent or designee shall periodically review the organization's use of funds to ensure compliance with the district's internal control procedures. Funds derived from the student body shall be disbursed according to procedures established by the student organization. All disbursements must be approved by a Board-designated official, the certificated employee who is the student organization advisor, and a student organization representative. (Education Code 48933)

The Board shall provide an annual audit of student accounts by a certified public accountant or licensed public accountant. The cost of the audit shall be paid from district funds. (Education Code 41020)

Legal Reference:

EDUCATION CODE

35182.5 Non-nutritious foods and beverages, vending machines

35564 Funds, obligation of the student body

41020 Requirement for annual audit

48930-48938 Student body organization

49431 Sale of food and beverages, elementary school

49431.5 Sale of food and beverages, middle and high schools

51520 School premise, prohibited solicitations

51521 Fund-raising projects

CODE OF REGULATIONS, TITLE 5

15500 Food sales, elementary schools

15501 Food sales, middle and junior high schools

COURT DECISIONS

Prince v. Jacoby, (2002) 303 F.3d 1074

Management Resources:

FISCAL CRISIS MANAGEMENT & ASSISTANCE TEAM PUBLICATIONS

Associated Student Body Accounting Manual & Desk Reference, 2005

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

Fiscal Crisis Management & Assistance Team: <http://www.femat.org>

Policy
Adopted:

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws E.1.7. First Reading: Revised Board Policy 3460,
Prepared by Karl Christensen Financial Reports and Accountability
February 4, 2020

BACKGROUND:

Revised Board Policy 3460 addresses financial reports and accountability for the District, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

Revised Board Policy 3460, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.1.7.

Business and Noninstructional Operations

FINANCIAL REPORTS AND ACCOUNTABILITY

The Governing Board is committed to ensuring public accountability and the fiscal health of the district ~~and providing public accountability~~. The Board shall adopt sound fiscal policies, oversee the district's financial condition, and continually evaluate whether the district's budget and financial operations support the district's goals for student achievement.

~~The Superintendent or designee shall provide the Board with financial reports throughout the year in accordance with law and as otherwise requested by the Board.~~

The Superintendent or designee shall ensure that all financial reports are prepared in accordance with law and in conformity with generally accepted accounting principles and financial reporting standards stipulated by the Governmental Accounting Standards Board and the California Department of Education. He/she shall establish a system of ongoing internal controls to ensure the reliability of financial reporting.

When required by law or the Board, the Superintendent or designee shall submit to the Board reports of the district's financial status, including, but not limited to, any report specified in this Board policy or accompanying administrative regulation. When any such report must be approved by the Board prior to its submission to a local, state, and/or federal agency, the Superintendent or designee shall provide the report to the Board in sufficient time to enable the Board to carefully review the report and meet any applicable submission deadline.

~~Based on financial reports provided by the Superintendent or designee and in accordance with law and administrative regulation, the Board shall:~~

- ~~1. Approve and file an annual statement of the district's receipts and expenditures for the preceding fiscal year; (Education Code 42100)~~
- ~~2. Adopt a resolution identifying the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year; (Education Code 42132; Government Code 7910)~~
- ~~3. Approve interim fiscal reports and certify whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and two subsequent fiscal years; (Education Code 42130, 42131)~~
- ~~4. Provide for an annual audit, select an independent auditor, and review the audit report. (Education Code 41020, 41020.3)~~

~~The independent auditor shall present the audit report to the Board at a public meeting and the Board shall have an opportunity to ask questions of the auditor and request further information about the audit findings.~~

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

The Board shall regularly communicate the district's financial position to the public and shall use financial reports to determine what actions and budget amendments, if any, are needed to ensure the district's financial stability.

If district conditions predict fiscal distress or indicate that the district might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall act quickly to identify and resolve these conditions. The Board shall work cooperatively with the County Superintendent of Schools to improve the district's fiscal health and may contract with an external individual or organization to advise the district on fiscal matters.

Unaudited Actual Receipts and Expenditures

On or before September 15, the Board shall approve and file with the County Superintendent a statement of the district's unaudited actual receipts and expenditures for the preceding fiscal year. The Superintendent or designee shall prepare this statement using the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction (SPI). (Education Code 42100)

Gann Appropriations Limit Resolution

On or before September 15, the Board shall adopt a resolution identifying, pursuant to Government Code 7900-7914, the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year. Documentation used to identify these limits shall be made available to the public on the day of the Board meeting. (Education Code 42132; Government Code 7910)

Interim Reports/Certification of Ability to Meet Fiscal Obligations

The Superintendent or designee shall submit two interim fiscal reports to the Board, the first report covering the district's financial and budgetary status for the period ending October 31 and the second report covering the period ending January 31. The reports and supporting data shall be made available by the district for public review. (Education Code 42130)

Within 45 days after the close of the period reported, the Board shall approve the interim report and certify, on the basis of the interim report and any additional financial information known by the Board, whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years. The certification shall be classified as one of the following: (Education Code 42130, 42131)

1. "Positive certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

2. "Qualified certification" indicating that the district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years
3. "Negative certification" indicating that the district will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year

The Superintendent or designee shall submit a copy of each interim report and certification to the County Superintendent using the state's SACS software, as prescribed by the SPI. (Education Code 42130, 42131)

If the district's certification is subsequently changed by the County Superintendent from a positive to a qualified or negative certification, or from a qualified to a negative certification, the Board may appeal the decision to the SPI within five days of receiving the notice of change. (Education Code 42131)

Whenever the district receives a qualified or negative certification from the Board or the County Superintendent, the Superintendent or designee shall cooperate in the implementation of any remedial actions taken or prescribed by the County Superintendent under the authority granted to him/her pursuant to Education Code 42131.

If the second interim report is accompanied by a qualified or negative certification, the Board shall, no later than June 1, provide to the County Superintendent, the State Controller, and the SPI a financial statement as of April 30 ("third interim report") that projects the district's fund and cash balances through June 30. (Education Code 42131)

At any time during the year when the County Superintendent conducts a comprehensive review of the district's financial and budgetary conditions after he/she has determined that the district's budget does not comply with state criteria and standards for fiscal stability, the Board shall review the County Superintendent's recommendations at a public Board meeting. Within 15 days of receiving the report, the district shall notify the County Superintendent and the SPI of its proposed actions on the recommendation. (Education Code 42637)

Audit Report

By April 1 of each year, the Board shall provide for an annual audit of the district's books and accounts. (Education Code 41020)

To conduct the audit, the Board shall select a certified public accountant or public accountant licensed by the State Board of Accountancy from among those deemed qualified by the State Controller. (Education Code 41020, 41020.5)

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

The Board shall not select any public accounting firm to provide audit services if the lead or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for the district in each of the six previous fiscal years. (Education Code 41020)

No later than December 15, the report of the audit for the preceding fiscal year shall be filed with the County Superintendent, the CDE, and the State Controller. (Education Code 41020)

Prior to December 15 whenever possible, but in no case later than January 31, the Board shall review, at an open meeting, the annual district audit for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or any issue raised in a management letter. (Education Code 41020.3)

The Board shall have an opportunity at the meeting to ask questions of the auditor and request further information about the audit findings.

Audit Committee

The Board may appoint an audit committee composed of staff knowledgeable about fiscal matters, other staff, and representatives of the community.

The committee shall serve in an advisory capacity and may:

1. Make recommendations regarding the selection of the external independent auditor in accordance with Education Code 41020 and 41020.5;
2. Review the plan for the audit process with the independent auditor to determine the adequacy of the nature, scope, and timetable of the audit;
3. Review the results of the audit and participate with the independent auditor and management in preparing final recommendations and responses;
4. Participate with the independent auditor in presenting the audit report to the Board;
5. Review Board policies and administrative regulations to recommend any revisions needed to ensure effective financial reporting;
6. Provide input on the effectiveness of the independent auditor;
7. Periodically report to the Board regarding the status of previous audit recommendations for improving the accounting and internal control systems.

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)*Legal Reference:*EDUCATION CODE

1240 Duties of County superintendent of schools
 14500-14508 Financial and compliance audits
17070.10-17079.30 Leroy F. Greene School Facilities Act
 17150 Public disclosure of non-voter-approved debt
 17170-17199.5 California School Finance Authority
 33127 Standards and criteria for local budgets and expenditures
 33128 Standards and criteria; inclusions
 33129 Standards and criteria; use by local agencies
 35035 Powers and duties of superintendent
 41010-410234 Accounting system
 41326 Emergency apportionment
 41344 Repayment of apportionment significant audit exceptions
 41344.1 Appeals of audit findings
 41455 Examination of financial problems of local districts
 42100-42105 Requirement to prepare and file annual statement
 42120-42129 Budget requirements
 42130-42134 Financial reports and certifications
 42140-42142 Public disclosure of fiscal obligations
 42637 County Superintendent review of district's financial and budgetary conditions
 42652 Revocation or suspension of warrant authority
48300-48316 Student attendance alternatives
52060-52077 Local control and accountability plan

GOVERNMENT CODE

3540.2 School district; qualified or negative certification; proposed agreement review and comment
 7900-7914 Appropriations limit
 16429.1 Local agency investment fund
 53646 Reports of investment policy and compliance

CODE OF REGULATIONS, TITLE 2

1859.104 Leroy F. Greene School Facilities Program, reporting requirements

CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure
 15070 Submission of reports using standardized account code structure
 15440-15451 Criteria and standards for school district budgets
 15453-15464 Criteria and standards for school district interim reports

19810-19816.1 AuditsUNITED STATES CODE, TITLE 31

7501- 7507 Single audits of federal program funds

CODE OF FEDERAL REGULATIONS, TITLE 2

200.0-200.521 Federal uniform grant guidance

FINANCIAL REPORTS AND ACCOUNTABILITY (continued)

Management Resources:

~~CSBA PUBLICATIONS~~

~~Maximizing School Board Governance: Fiscal Accountability, 2006~~

CALIFORNIA DEPARTMENT OF EDUCATION COMMUNICATIONS

New Financial Reporting Requirements for Postemployment Benefits Other than Pensions, February 26, 2007

~~1208.00 Audit Resolution Process: Repayment Plans~~

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

Statement 75, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2015

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

Statement 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local Governments, June 1999

~~Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004~~

U.S. GENERAL ACCOUNTING OFFICE AND PRESIDENT'S COUNCIL ON INTEGRITY AND EFFICIENCY (PCIE) PUBLICATIONS

Government Auditing Standards, 2011

Financial Audit Manual, revised 20038

U.S. OFFICE OF MANAGEMENT AND BUDGET CIRCULARS

~~A-133 Audits of States, Local Governments, and Non-Profit Organizations~~

STATE CONTROLLER PUBLICATIONS

Standards and Procedures for Audits of California K-12 Local Educational Agencies (annual publication)

~~WEB SITES~~

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

California Association of School Business Officials: <http://www.casbo.org>

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

California Department of Education, Finance and Grants: <http://www.cde.ca.gov/fg>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

School Services of California: <http://www.sscal.com>

State Controller's Office: <http://www.sco.ca.gov>

U.S. Government Accounting Office: <http://www.gao.gov>

U.S. Office of Management and Budget: <http://www.whitehouse.gov/omb>

Item F. EMPLOYEE ASSOCIATION COMMUNICATION

Item G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item H. BUDGET WORKSHOP

Administration will provide information and recommendations to the Board of Education regarding the development of the operating budget for the 2020-21 fiscal year. The following topics will be discussed:

1. Multi-Tiered Support Systems
2. Review of LCAP Executive Summary
3. Governor's Budget Proposal Highlights
4. Projected LCFF Revenue
5. Operating Cost Pressures
6. Non-Routine General Fund Budget Changes
7. Review of Budget Condition Grid
8. Revised Multi-Year Projection
9. Budget Reductions

Item I. 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 Negotiators** (Gov't. Code § 54957.6)
 Purpose: Negotiations
 Agency Negotiators: Tim Larson, Assistant Superintendent
 Employee Organizations: Santee Teachers Association (STA); and
 Classified School Employees Association (CSEA)

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

Item J. RECONVENE TO PUBLIC SESSION

Item K. ADJOURNMENT

Agenda Items I, J, and K.