



# 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 School  
Santee Success Program

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

## BOARD OF EDUCATION REGULAR MEETING AGENDA March 1, 2016

### District Mission

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

Page #:  
5

### A. OPENING PROCEDURES – 7:00 p.m.

1. Call to Order and Welcome
2. District Mission
3. Pledge of Allegiance
4. Approval of Agenda

### B. REPORTS AND PRESENTATIONS

- |  |    |
|--|----|
| 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. Claims Against the District                   | 10 |
| 1.5. Schedule of Upcoming Events                   | 11 |
| 2. Spotlight: Hill Creek School                    | 12 |
| 3. Spotlight: Chet F. Harritt STEAM School         | 13 |
| 4. 2015-16 Trimester 1 District Assessment Results | 14 |

### C. PUBLIC COMMUNICATION

*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.*

### D. CONSENT ITEMS

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

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

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

## Superintendent

- 1.1. **Approval of Minutes** 17  
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.

## Business Services

- 2.1. **Approval/Ratification of Travel Requests** 25  
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** 27  
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 of Consultants and General Service Providers** 28  
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.
- 2.4. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 30  
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of January 2016.
- 2.5. **E-Rate Competitive Bid Process: Selection of SEHI Computer Product Inc. as the Vendor for the District's Network Equipment** 35  
It is recommended that the Board of Education approve the selection of SEHI Computer Product Inc. as the vendor for the Erate Network Equipment RFP.
- 2.6. **E-Rate Competitive Bid Process: Selection of Cox Communication, Inc. as the Vendor for the District's Wide Area Network Services** 37  
It is recommended that the Board of Education approve the selection of Cox Communication, Inc. as the vendor for the Erate Wide Area Network Services RFP.
- 2.7. **E-Rate Competitive Bid Process: Selection of Sprint Business as the Vendor for the District's Cellular (Wireless) Communication** 39  
It is recommended that the Approve selection of Sprint Business as the vendor for the E-rate Cellular Communication Services RFP.
- 2.8. **Educator Effectiveness Funds Expenditure Plan** 41  
It is recommended that the Board of Education approve the Educator Effectiveness Funds expenditure plan.
- 2.9. **Approval to Submit Request for Allowance of Attendance Due to Emergency Conditions for Material Decrease in ADA Due to Power Outage at Sycamore Canyon School** 43  
It is recommended that the Board of Education approve the submittal of Request for Allowance of Attendance Due to Emergency Conditions and Affidavit of Governing Board Members for a material decrease in ADA due to the power outage affecting Sycamore Canyon School on February 1, 2016.

## Capital Improvement Program

- 3.1. **Approval to Increase Contract Amount for Winkler Inspector Services, LLC for the Pepper Drive Admin/LRC Building Project** 48  
It is recommended that the Board of Education approve an increase in contract services for Winkler Inspection Services LLC for the Pepper Drive School Admin/LRC Building Project not to exceed \$12,000, for work provided into February 2016.

**Educational Services**

- 4.1. Approval of Affiliation Agreement with Idaho State University for Student Teacher Placement** 49  
It is recommended that the Board of Education approve the Affiliation Agreement with Idaho State University for student teacher placement.

**Human Resources/Pupil Services**

- 5.1. Personnel, Regular** 58  
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.
- 5.2. Adoption of Resolution No. 1516-19 for Non-Reelection of Temporary Certificated Employees** 60  
It is recommended that the Board of Education adopt resolution no. 1516-19 for non-re-election of temporary certificated employees.
- 5.3. Approval of New Probationary Teachers** 63  
It is recommended that the Board of Education approve probationary status for the identified teachers.

- E. DISCUSSION AND/OR ACTION ITEMS** 64  
*Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.*

**Business Services**

- 1.1. Approval of Second Interim Report** 65  
It is recommended that the Board of Education approve a positive certification for the 2<sup>nd</sup> Interim Report regarding the District's ability to meet its financial obligations for the 2015-16 fiscal year and two subsequent fiscal years.
- 1.2. Approval of Monthly Financial Report** 66  
It is recommended that the Board approve the Monthly Financial Report for January 2016.

**Human Resources/Pupil Services**

- 2.1. Approval to Rescind Resignation** 69  
It is recommended that the Board of Education engage in discussion regarding an employee's request and Board Policy 4117.2. Action is at the discretion of the Board.

**Superintendent**

- 3.1. California School Boards Association 2016 Delegate Assembly Election** 72  
It is recommended that the Board of Education cast a unit vote to fill the vacancies for the CSBA Delegate Assembly Region 17 representatives.

**F. BOARD POLICIES AND BYLAWS**

- 1.1. Review of Administrative Regulation 1325 – Distribution of Advertising and Promotion for Organizations Outside Santee School District** 75  
It is recommended that the Board of Education review Administrative Regulation 1325 - Distribution of Advertising and Promotion for Organizations Outside Santee School District. Action is at the discretion of the Board.

<b>G.</b>	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	<b>77</b>
<b>H.</b>	<b>CLOSED SESSION</b>	<b>77</b>
1.	<b><u>Public Employee Discipline/Dismissal/Release</u></b> (Gov. Code § 54957)	
2.	<b><u>Conference with Legal Counsel – Anticipated Litigation</u></b> (Gov. Code § 54956.9) - One Case	
3.	<b><u>Conference with Labor Negotiator</u></b> (Gov. Code § 54956.8) <i>Purpose:</i> Negotiations <i>Agency Negotiators:</i> Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent <i>Employee Organization:</i> Santee Teachers Association (STA)	
4.	<b><u>Conference with Labor Negotiator</u></b> (Gov. Code § 54956.8) <i>Purpose:</i> Negotiations <i>Agency Negotiators:</i> Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent <i>Employee Organization:</i> Classified School Employees Association (CSEA)	
5.	<b><u>Conference with Real Property Negotiators</u></b> (Govt. Code § 54956.8) <i>Property:</i> <ul style="list-style-type: none"><li>• Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)</li><li>• 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)</li></ul> <i>Agency Negotiator:</i> Karl Christensen, Assistant Superintendent	
6.	<b><u>Public Employee Performance Evaluation</u></b> (Govt. Code § 54957) <i>Superintendent</i>	
<b>I.</b>	<b>RECONVENE TO PUBLIC SESSION</b>	<b>77</b>
<b>J.</b>	<b>ADJOURNMENT</b>	<b>77</b>

**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 March 15, 2016, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

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

**ITEM A. OPENING PROCEDURES**

1. Call to Order and Welcome – 7:00 p.m.
  
2. District Mission  
*Santee School District assures a quality education empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.*
  
3. Pledge of Allegiance
  
4. Approval of Agenda for the March 1, 2016, regular meeting

Agenda Item A.

## **Item B. REPORTS AND PRESENTATIONS**

The following items are presented for Board information:

1. Superintendent's Report
  - 1.1. Developer Fees and Collection Report
  - 1.2. Use of Facilities Report
  - 1.3. Enrollment Report
  - 1.4. Claims Against the District
  - 1.5. Schedule of Upcoming Events
2. Spotlight: Hill Creek School
3. Spotlight: Chet F. Harritt STEAM School
4. 2015-16 Trimester 1 District Assessment Results

Agenda Item B.

**DEVELOPER FEES COLLECTION REPORT**  
**2015-16**  
**CUMULATIVE THROUGH FEBRUARY 19, 2016**

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

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

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

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	8514 Sandstone Drive ***	07/08/15	336	\$0.00	CFH
	X	9907, 9909, 9911 Conejo Road	07/15/15	8,556	\$17,796.48	RS
X		9261 Mission Gorge Road	07/22/15	4,980	\$1,643.40	PA
	X	10128 El Nopal	08/11/15	1,164	\$2,421.12	CP
	X	9379 Willowgrove Ave.	08/19/15	679	\$1,412.32	CH
X		9121 Mission Gorge Rd.	09/08/15	5	\$1.65	PA
X		8824 Cottonwood Ave. ****	09/24/15	1,100	\$0.00	PA
	X	9818 Medina Dr.	09/25/15	657	\$1,366.56	CO
	X	10230 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10232 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10233 Casa Ct.	10/01/15	2,234	\$4,646.72	CP
	X	10244 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10245 Casa Ct.	10/01/15	2,206	\$4,588.48	CP
	X	10248 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10252 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10256 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10257 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10260 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
X		1840 Joe Crosson Dr.	10/15/15	5,564	\$1,836.12	PD
X		9720 Mission Gorge Rd. Ste G	10/19/15	2,000	\$660.00	RS
	X	8554 S. Slope Dr.	10/19/15	600	\$1,248.00	CFH
	X	9902 Via Nina (Refund for remodel never done)	11/13/15	1,555	(\$2,534.65)	RS
	X	9321 Whispering Leaves Ln.	11/30/15	666	\$1,385.28	CO
X		8157 Wing Ave.	12/17/15	1,279	\$422.07	PD
	X	Bushy Hills Drive	01/05/16	10,197	\$21,209.76	CFH
	X	9253 Carita Rd.	01/06/16	753	\$1,566.24	SC
X		8840, 8860, 8870 Magnolia Ave.	01/08/16	14,670	\$4,841.10	HC
X		8712 Magnolia Ave.	02/12/16	24,800	\$8,184.00	HC
X		11322 N. Woodside Ave.	02/19/16	78,759	\$25,990.47	PD
<b>TOTAL PAGE 1</b>					<b>\$136,603.52</b>	

\*Additional square footage (total is over 500 square feet)

\*\* Fee Exempt - Senior / Elder Care Facility

\*\*\* Fee Exempt - Less than 500 square feet

\*\*\*\* Fee Exempt - Religious Facility

Requests For Use Of Facilities - March 1, 2016						
Group	Location	Date	Days	Time	Attendance	Fees Applied
<b>Chet F. Harritt</b> PTA (1-on-1 Basketball)	Blacktop	3/10/16 - 5/12/16	Thursday	1:40 pm - 3:05 pm	25	
<b>Hill Creek</b> Rise City Church (Community Movie Night)	Amphitheater	3/11/16	Friday	5:00 pm - 8:30 pm	100	
<b>PRIDE Academy (Prospect Avenue)</b> Girl Scouts Troop 5146 (Meetings) CSEA 557 (Ratification Meeting)	Classroom Multi-Purpose	2/18/16 - 6/9/16 3/3/16	Thursday Thursday	6:00 pm - 7:30 pm 4:00 pm - 7:00 pm	10 - 20 150	
<b>Rio Seco</b> CA District 41 Little League (Rules Clinic) PTSA (Spring Carnival Preparation) PTSA (Spring Carnival) Santee School District Foundation (Santee Aloha 5K Prep) San Diego Sheriff's Dept. & StarPal (Padres Mini Camp)	Multi-Purpose Entire Site Entire Site Multi-Purpose Field	2/17/16 & 2/18/16 3/4/16 3/5/16 4/13/16 & 4/14/16 6/28/16	Wed & Thurs Friday Saturday Wed & Thurs Tuesday	6:00 pm - 9:30 pm 4:00 pm - 10:00 pm 9:00 am - 9:00 pm 4:00 pm - 9:00 pm 9:00 am - 1:00 pm	100 - 150 25 300 100 70	TBD

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



Santee School District  
 ENROLLMENT REPORT  
 2/19/2016  
 Month 7 Week 4  
 School Week 25

SCHOOL	REGULAR ED														SPECIAL ED								Total All										
	EAK 5yo	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	02/19/16	02/13/15	# Diff	% Diff	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	02/19/16	02/13/15	# Diff	% Diff	02/19/16	02/12/16	# Diff		
Cajon Park			100	91	102	113	114	106	113	102	115	956	975	-19	-1.9%	2	3	5	6	7	15	8	8	4	58	52	6	11.5%	1014	1014	0		
Carlton Hills	19	24	81	74	56	49	45	43	46	53	72	562	555	7	1.3%	3	3	3	4	4	5	1	4	6	33	33	0	0.0%	595	595	0		
Carlton Oaks			77	78	68	84	78	97	82	114	107	785	761	24	3.2%	5	3	4	7	10	8	5	6	5	53	51	2	3.9%	838	839	-1		
Chet F. Harritt	15	23	93	87	73	59	56	70	54	65	41	636	572	64	11.2%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	636	635	1	
Hill Creek	17	25	76	76	78	75	77	85	69	94	90	762	755	7	0.9%	0	0	6	4	1	2	4	0	0	17	15	2	13.3%	779	777	2		
Pepper Drive		15	103	82	138	111	98	106	102	72	86	913	817	96	11.8%	0	0	0	0	0	0	0	1	0	4	5	6	-1	-16.7%	918	915	3	
Prospect Ave	17	31	64	60	58	80	55	51	61	49	50	576	563	13	2.3%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	576	578	-2	
Rio Seco			100	110	115	117	117	86	101	108	86	940	933	7	0.8%	1	1	4	9	10	7	11	8	8	59	59	0	0.0%	999	999	0		
Sycamore Canyon	22		48	57	50	42	47	55	34	0	0	355	352	3	0.9%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	355	352	3		
<b>SUBTOTAL</b>	<b>90</b>	<b>118</b>	<b>742</b>	<b>715</b>	<b>738</b>	<b>730</b>	<b>687</b>	<b>699</b>	<b>662</b>	<b>657</b>	<b>647</b>	<b>6485</b>	<b>6283</b>	<b>202</b>	<b>3.2%</b>	<b>11</b>	<b>10</b>	<b>22</b>	<b>30</b>	<b>32</b>	<b>37</b>	<b>30</b>	<b>26</b>	<b>27</b>	<b>225</b>	<b>216</b>	<b>9</b>	<b>4.2%</b>	<b>6710</b>	<b>6,704</b>	<b>6</b>		
Alternative School			3	3	1	3	3	4	8	3	3	31	35	-4	-11.4%																		
Santee Success							1		5	3	2	11	9	2	22.2%										0	0	0	#DIV/0!	11	9	2		
NPS																		1		1	1	1		1	5	5	0	0.0%	5	5	0		
<b>SUBTOTAL</b>			<b>3</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>13</b>	<b>6</b>	<b>5</b>	<b>42</b>	<b>44</b>	<b>-2</b>	<b>-4.5%</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>0.0%</b>	<b>47</b>	<b>45</b>	<b>2</b>		
<b>TOTAL</b>	<b>90</b>	<b>118</b>	<b>745</b>	<b>718</b>	<b>739</b>	<b>733</b>	<b>691</b>	<b>703</b>	<b>675</b>	<b>663</b>	<b>652</b>	<b>6527</b>	<b>6,327</b>	<b>200</b>	<b>3.2%</b>	<b>11</b>	<b>10</b>	<b>23</b>	<b>30</b>	<b>33</b>	<b>38</b>	<b>31</b>	<b>26</b>	<b>28</b>	<b>230</b>	<b>221</b>	<b>9</b>	<b>4.1%</b>	<b>6757</b>	<b>6749</b>	<b>8</b>		

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

	PK	EAK 4yo	Total All
Cajon Park	0	0	1014
Carlton Hills	0	6	601
Chet F Harritt	0	9	645
Hill Creek	0	7	786
Prospect Ave	0	7	583
Sycamore Canyon	55	2	412
<b>Total PK/EAK</b>	<b>55</b>	<b>31</b>	

<b>Total Enrollment Including PK</b>
<b>6843</b>

## CLAIMS AGAINST THE DISTRICT

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

<u>SITE OF OCCURRENCE</u>	<u>DATE OF OCCURRENCE</u>	<u>DESCRIPTION/ACTION</u>
Rio Seco School	January 25, 2016	Personal Injury

## Schedule of Upcoming Events

Date	Event
February 29	Character Education Committee; 4:00 p.m., DO Conf Room
March 1	Board meets with Principals; 6:00 p.m., DO Conf Room Board Meeting for 2016; 7:00 p.m.
March 2	Safety/Facilities Committee; 3:30 p.m., ERC
March 7	LCAP Annual Review; 6:00 p.m., Rio Seco School Multi-purpose Room
March 10	District Advisory Committee (DAC); 6:00 p.m., ERC
March 10	Foundation Painting Night; 5:30 p.m. Refreshments/6:00 p.m. Painting 278 Town Center Pkwy, Suite 203, Santee
March 11	DELAC; 9:00 a.m., ERC
March 15	Board Meeting; 7:00 p.m.
March 17	Budget Advisory Committee (BAC); 6:00 p.m., DO Conf. Room
March 21-April 1	Spring Break – School Closed
April 16 (Saturday)	Foundation 2016 Santee Aloha 5k Fun Run & Walk; 8a.m., Town Center Community Park
April 19	Board Meeting; 7:00 p.m.
May 3	Board meets with Student Forum; 6:00 p.m. Board Meeting; 7:00 p.m.
May 17	Board Meeting; 7:00 p.m.
May 25	Salute to Excellence; 5:30 (honoree reception); 6:00 p.m. (program); Carlton Oaks Country Club
May 30	Memorial Day Holiday – Schools and Departments Closed

Reports and Presentations Item B.2.  
Prepared by Cathy A. Pierce, Ed.D.  
March 1, 2016

Spotlight on Learning: Hill Creek School

**BACKGROUND:**

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

Tonight, Principal Stephanie Southcott, and her team, will highlight student learning at Hill Creek School.

Agenda Item B.2.

Reports and Presentations Item B.3.  
Prepared by Cathy A. Pierce, Ed.D.  
March 1, 2016

Spotlight on Learning: Chet F. Harritt  
STEAM School

**BACKGROUND:**

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

Tonight, Principal Andrew Johnston, and his team, will highlight student learning at Chet F. Harritt STEAM School.

Agenda Item B.3.



Report and Presentations Item B.4.  
Prepared by Dr. Stephanie Pierce  
March 1, 2016

2015-16 Trimester 1 District  
Assessment Results

**BACKGROUND:**

Tonight Kristin Baranski, Director of Curriculum and Assessment, and Bonner Montler, Coordinator of Assessment and English Learners, will present District assessment results for Trimester 1. This presentation will include an overview of multiple assessment measures, how these results relate to two District LCAP goals, and ongoing support for improving student learning.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item B.4.

**Item C. PUBLIC COMMUNICATION**

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

Agenda Item C.

## **Item D. CONSENT ITEMS**

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

Agenda Item D.



Consent Item D.1.1.  
Prepared by Cathy A. Pierce, Ed.D.  
March 1, 2016

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- February 16, 2016, regular meeting/budget workshop minutes

**RECOMMENDATION:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Item D.1.1.

**SANTEE SCHOOL DISTRICT  
REGULAR MEETING/BUDGET WORKSHOP  
OF THE BOARD OF EDUCATION**

February 16, 2016  
**MINUTES**

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

**A. OPENING PROCEDURES**

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

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

**B. REPORTS AND PRESENTATIONS**

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

Superintendent Pierce mentioned there were no scheduled presentations for the evening in light of the budget workshop. Presentations would resume at the March 1 meeting.

**C. PUBLIC COMMUNICATION**

Lori Meaux, Santee Teachers Association President and Teacher at Carlton Oaks, expressed her gratitude towards the Board for listening to the needs and concerns of the teachers. She mentioned the tentative agreement showed the District values its teachers. Ms. Meaux extended her appreciation to the Board for the time they've spent making Santee a great District.

**D. CONSENT ITEMS**

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

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests

- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Approval/Ratification of Revolving Cash Report
- 2.5. Acceptance of Donations
- 2.6. Approval of Consultants and General Service Providers
- 2.7. Approval/Ratification of Agreement with American Logistics Company to Provide Student Transportation Services
- 3.1. Approval of Open Ended Student Teaching and Practicum Agreement with National University
- 3.2. Approval of Open Ended Affiliation Agreement with Maricopa County Community College District for Rio Salado College for Student Teacher Placement
- 3.3. Approval of Amended Nonpublic Agency Master Contract Appendix B with SPOT KIDS Therapy for Speech Therapy
- 4.1. Personnel, Regular
- 4.2. Approval of 2016-2017 District School Calendar
- 4.3. Approval of Internship Contract Agreement with Brandman University
- 4.4. Approval of Internship Credential Program Agreement with National University

Member Burns moved approval of Consent Items.

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

**E. DISCUSSION AND/OR ACTION ITEMS**

**Human Resources/Pupil Services**

**1.1. Ratification of Tentative Agreement between Santee School District and Santee Teachers Association (STA)**

Tim Larson, Assistant Superintendent of Human Resources/Pupil Services, presented the Tentative Agreement between Santee School District and Santee Teachers Association (STA) for Ratification. Member El-Hajj moved approval.

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

**Business Services**

**2.1. Presentation of Educator Effectiveness Funds Expenditure Plan**

Karl Christensen, Assistant Superintendent of Business Services, explained that in the final 2015-16 budget, the Governor included an allocation of \$490 million for educator effectiveness to be spend on specific categories. As a condition of receiving the funds, an expenditure plan must be presented for discussion and then brought back to a subsequent meeting for approval. Mr. Christensen mentioned the expenditure plan was being brought forth for discussion and would be presented at the March 1 meeting for approval. He proceeded to explain the proposed activities and expenditure descriptions. Mr. Christensen mentioned the funds had to be expended by June 30, 2018. Member Levens-Craig inquired on the total allocation of funds and if teacher input had been solicited on the expenditure plan. Mr. Christensen clarified the District's total allocation was \$477,677 and that discussion had not been held with teachers on the use of the funds. President Ryan explained the item was being presented for informational purposes only and inquired on Board input.

		2014-16 Cert Count	Amount Per	Total Funding	
<b>Available Funding--&gt;</b>		326	1,467	477,677	
Activity	Expenditure Description	2016-16	2016-17	2017-18	Total
Beginning teacher and administrator support and mentoring, including, but not limited to, programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing	20% of Four (4) Curriculum Resource Teachers, 30% for category	33,887	36,803	37,809	108,499
	New teacher training for Achieve 3000, Dreambox, SchoolNET	20,200			20,200
Professional development, coaching, and support services for teachers who have been identified as needing improvement or additional support by LEA's	20% of Four (4) Curriculum Resource Teachers, 20% for category	22,591	24,535	25,206	72,332
Professional development for teachers and administrators that is aligned to the state content standards adopted pursuant to Ed Code sections	20 Personalized Learning Plan Stipends for Teachers per Year	7,194	7,333	7,468	21,995
	Digital Learning Training for Teachers through USD	3,372			3,372
	20% of Four (4) Curriculum Resource Teachers, 50% for category	56,478	61,338	63,015	180,831
To promote educator quality and effectiveness, including, but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning	5% of Director, Curriculum and Instruction	16,408	16,962	17,340	50,710
					0
Other	Indirect Costs	6,902	6,334	6,501	19,737
<b>Total</b>		<b>167,032</b>	<b>153,305</b>	<b>157,340</b>	<b>477,677</b>

**F. BUDGET WORKSHOP**

Administration provided information and recommendations to the Board of Education regarding the development of the operating budget for the 2016-17 school year. The main topics of information included the following:

**1. Local Control Accountability Plan (LCAP) Executive Summary Draft**

Mr. Christensen and Dr. Stephanie Pierce provided an update on the LCAP and walked the Board through a draft of the LCAP Executive Summary. Mr. Christensen explained the Executive Summary would be presented for stakeholder input at the LCAP Annual Review meeting on March 7. Dr. Pierce highlighted the Board goals. She explained the goals guide decision making, the schools' single plan for student achievement, and are imbedded on the Local Educational Agency (LEA) plans. Mr. Christensen provided a brief overview of the Actions and Services and explained the majority of the actions were completed and a few would be completed by the annual review workshop. He explained Action 3, to improve network infrastructure, was 80% complete because the core switch replacement was tentatively scheduled for the summer. Action 16 was the creation of a summer bridge program. He explained an Administrator had been hired to begin planning for a Summer 2016 program. Dr. Pierce provided an overview of the metrics and data and explained the stakeholders would have an opportunity to review the data and analyze how services for students could be improved.

**2. Review of Multi-Year Projection and Assumptions**

Mr. Christensen provided an overview of the projected budget summary and clarified staff was still in the process of finalizing the Second Interim report and the numbers could change slightly when the report was presented at the March 1 meeting. He mentioned these numbers included changes based on the Governor's proposal, updated Average Daily attendance (ADA) based on the estimate from Period 1 (P1), the compensation increase for all employees, and the use of the Educator Effectiveness Funds. Mr. Christensen referenced the reserve percentage of expenditures for 2015-16 was approximately 20.91%. He explained Estimated Structural Surplus (deficit) meant the difference between ongoing revenue and ongoing expenditures. Mr.

Christensen mentioned based on the Governor's proposal, the Estimated Structural Surplus (deficit) in 2015-16, \$2,063,669; \$613,609 in 2016-17; (\$110,472) in 2017-18; and (\$1,735,001) in 2018-19. He explained the high Estimated Structural Surplus (deficit) in 2018-19 was under the assumption that the Prop 30 taxes would be eliminated and there would be minimal revenue increase from the State. Member Burns inquired on the District's reserve percentage when the State's economic downturn occurred. Mr. Christensen mentioned it was approximately 19%. Member Burns inquired on the State's minimal reserve requirement; and mentioned it was important to address to inform the public. Mr. Christensen explained it was three-percent (3%). Member Burns inquired on districts that had the minimal State requirement when the downturn occurred. Mr. Christensen explained they had the minimal reserve but expended their cash. He explained this occurs when the State does deferrals. Member Burns mentioned he had received inquiries and wanted to clarify why the District chose to maintain a higher reserve percentage than that required by the State. Member Fox asked how long the District would operate using the 19% reserve. Mr. Christensen explained it was hard to provide an estimate but most likely it would be 1-2 years. He explained that even with the 19% during the downturn, the District had to make significant reductions. President Ryan mentioned it would be beneficial to know the reserve percentage required for the District to operate for a year. She also noted the District did not lay off employees during the downturn because the District maintained a 19% reserve.

**3. 2016-17 Budget Revisions/Augmentations Considerations**

Mr. Christensen made reference to the 2016-17 Budget Revisions/Augmentations Considerations handout and explained Items 1-12 were already included in the multi-year projections. These included the onetime cost of textbooks/instructional materials; instructional support; 1:1 Digital Learning Program/Technology; Physical Education; and Facilities/Equipment. Proposed augmentation considerations included Items 13-16 – Staffing, and Facilities/Equipment.

Item #	Category/Project	Description	2016-17		Status	
			One-Time	On-Going		
1	Textbooks/Instructional Materials	Purchase of Math for Grades 6 - 8	315,000		Included in Current MYP	
2		Purchase of ELA Textbooks and Instructional Materials	2,027,550	10,000		
3	Instructional Support	Middle School Elective and Course Expansion	435,000			
4		Science Equipment	60,000			
5		Summer Bridge Program Commencement	108,433			
6	1:1 Digital Learning Program/Technology	Technology Reserve Transfer		802,000		
7		Teacher Laptop Replacement/Provision	94,303			
8		Digital Devices for Students	52,846			
9		Apps/Software for Teachers and Students	50,810			
10	Physical Education	Training for PE (\$160k for equipment allocated 2015-16)	10,000			New Budget Considerations
11	Facilities/Equipment	Remodel 13 classrooms at Pepper Drive	104,000			
12		Bus Replacement Plan Transfer		175,000		
13	Staffing	1 FTE Counselor/Social Worker		76,501		
14		Set-Aside For Unforeseen SE Program Needs and Services		210,000		
15		1 FTE Acct Asst II for Peoplesoft/Benefits		57,305		
16	Facilities/Equipment	Outdoor Emergency Communication System	161,280			

Mr. Christensen mentioned the District currently has three Counselor/Social Workers and Administration was proposing for an additional Counselor/Social Worker based on stakeholder input. Member Levens-Craig inquired on current Interns and the possibility of adding an additional intern. Dr. Pierce explained the District currently has one Intern; and it is at the universities' discretion on their placement based on availability.

Mr. Christensen mentioned Administration was proposing to set-aside \$210,000 for unforeseen special education program needs and services. He explained it is anticipated the District will have 40 moderate/severely handicap students entering kindergarten next year. The \$210,000 would be equivalent to the addition of two certificated staff members and two classified instructional aides. Member Fox asked that in addition to staffing, what other services could be provided. Mr.

Christensen mentioned a non-public school placement could cost approximately \$50,000; use of non-public agencies, etc. Member Levens-Craig inquired on the average number of moderate/severely handicap students entering kindergarten in previous years. Dr. Pierce mentioned this is an unusual cohort of students (average is 15) and explained the earlier the District intervenes the most likely it is able to offer services and eliminate the need for non-public school services. She mentioned Administration was looking at being pro-active and prepared. Member Burns mentioned he supported the District having a reserve for unforeseen services but wanted to hear input by the new Director now that she's had time to assess the program. He wants the District to have a plan and not just expend the funds because they are available. President Ryan mentioned the majority of items come to the Board for approval. However, if there was a concern, the Board could stipulate the need for approval from the Board before expenses occur from this set-aside fund. Member El-Hajj mentioned some expenses might be hard to quantify. Dr. Pierce mentioned an expenditure plan can be presented; and explained some of the considerations were suggestions from the new Director after assessing the program. Member Burns reiterated he supports the set-aside but wants accountability. Superintendent Pierce mentioned Administration would need Board direction on these issues but could present a plan and look at enrollment and needs by grade-level, staffing, the number of incoming/outgoing students, and programmatic needs. She explained it was Administration's intention to provide a high quality educational program for the District's special needs students; and wanted to make the Board aware of the needs and when expenditures would be brought forth the services could be provided using that allocation of funds. Member Burns clarified that his family has seen the direct impact of services the District provides and fully supports special education funding. Member Levens-Craig mentioned she agrees with Member Burns on wanting to see a plan. However, some things are mandated and do not require Board approval. Mr. Christensen provided a summary of how the budget considerations correlate with the Board's goals. Member El-Hajj mentioned the Board had previously looked at people, protection, and programs and inquired where the considerations stood within those categories. Mr. Christensen explained the Counselor/Social Work and Set-Aside for Unforeseen Special Education Program Needs and Services were related to people and programs. He mentioned the Set-Aside for Special Education was also related to protection; as the District is planning for unforeseen expenses. The Outdoor Emergency Communication System was related to places. Member Burns asked how the needs of the Social Worker were going to be disbursed across the District; as enrollment varies throughout the schools. He mentioned having a school with high enrollment does not necessarily mean there is greater need.

Mr. Christensen mentioned the proposed 1 FTE Accounting Assistant II was to assist with the implementation of Peoplesoft/Benefits and assist with the health care benefits. He explained with the implementation of the Affordable Care Act, benefit accounting has become more complicated. Member Burns reminded the Board he did not support the implementation of PeopleSoft when it was brought forth for implementation. He mentioned the implementation of Peoplesoft has been unsuccessful throughout the County. Member Burns explained the San Diego County Office of Education's (SDCOE) role was too support the Districts. However, they are now causing additional expenses to the Districts. He mentioned he did not support the addition of an Accounting Assistant II. Member Burns mentioned it was his understanding the SDCOE was going to provide additional support to the Districts and feels the Santee should wait to see if the addition of personnel will be required. Member El-Hajj confirmed that the implementation of Peoplesoft has been very challenging and does not want to overload current staff. She mentioned she would support setting funds aside for the implementation of new personnel, if needed. Member Burns mentioned he would support hiring extra help for implementation of Peoplesoft. He explained he felt more comfortable hiring a temporary employee instead of hiring a permanent employee and then finding out the employee is not needed and having to lay the employee off. Member Fox mentioned he supported Member Burns in the hiring of a temporary employee for assistance with the implementation of Peoplesoft. President Ryan mentioned Rady Children's Hospital uses Peoplesoft and it has been very successful. She explained the implementation takes a while but it is a benefit to all employees.

Mr. Christensen mentioned another budget consideration included the Outdoor Emergency Communication System. He reminded the Board it was discussed, at the prior meeting, on piloting the program at Rio Seco. Mr. Christensen mentioned the estimated cost is \$161,280. He

mentioned it was currently as a budget consideration but this would be proper use of Fund 40 (facility set-aside funds).

#### **4. New Budget Revision/Augmentation Consideration for 2016-17**

Mr. Christensen explained the last handout, Proposed Budget Summary was an overall summary of the Multi-Year Projection with the proposed budget considerations. He explained the totals did not include the expenses for the Outdoor Emergency Communication System because of the recommended use of Fund 40. Mr. Christensen noted that in 2016-17 the District is looking at a structural surplus of \$270,000; a reserve percentage of approximately 18%. He noted that in 2017-18, the structural deficit increases due to the ongoing expenditures and it estimated at \$475,000; a reserve percentage of approximately 16%; and decreasing to 12.55% in 2018-19 and a larger structural deficit. Member El-Hajj noted that the structural deficit assumes all of the funds are expended. However, there is a possibility they will not be expended.

#### **G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

The Board had a discussion on making parents aware of the Morgan Hill Concerned Parents Association and the Concerned Parent Association lawsuit against the California Department of Education (CDE) regarding how IEPs and 504 plans are implemented in California. Superintendent Pierce explained direction from CDE included posting the information on the website. Member El-Hajj shared the notification from La Mesa-Spring Valley School District included a letter to parents; a follow-up phone message and email as follow-up. Member Burns mentioned he preferred the notification letter be sent home with students and Principals follow-up with a school messenger. It was the Board's consensus to send a letter to parents with students and it be placed on the school and District websites.

Superintendent Pierce shared the draft of Administrative Regulation 1325 – Distribution of Advertising and Promotion for Organizations Outside Santee School District. Member Levens-Craig offered some language changes that included adding “non-profit” in front of performing arts; and change language to specify youth sports leagues that are members of the Santee Sports Council. Member Burns inquired on the Principals' preference of sending flyers home with students. Superintendent Pierce mentioned they did not support flyers going home. Member Burns clarified he supported the Principals preference of not sending flyers home with students. President Ryan asked that the AR be back to a subsequent meeting as an action item.

Superintendent Pierce shared the new logo designed in honor of the District's 125<sup>th</sup> Anniversary. She mentioned it would be shared with the Principals and staff to use for calendar year 2016. The Board was very complimentary of the new logo design.

Superintendent Pierce shared April 13 at 5:15 pm as the proposed date for the dedication of the Administrative/Learning Resource Center at Pepper Drive. She mentioned it would be in conjunction with their Open House.

President Ryan reminded the Board of other upcoming events.

Member Burns discussed information on the Board's 360-degree review. He mentioned Dr. Pat White had been recommended by the San Diego County Office of Education and others. It was the Board's consensus for the President to have a conversation with Dr. White to see if she was able to assist with the 360-degree review. The Board viewed a video, by Steven Covey, relating to a 360-degree review.

Member Burns proposed meeting as a Governing Body with State Legislators in Sacramento. He recalled a past experience of meeting with State Legislators during the CSBA Legislative Day and shared it was not very productive; since the meeting was held in conjunction with other school districts. Member Burns shared today marked the 100<sup>th</sup> day of education in the District and mentioned visiting Cajon Park and enjoying seeing the kindergarten students dressed up as if they were 100 years old.

President Ryan inquired on the Board's preference to meet with members of the San Diego Delegation in Sacramento. It was the Board's consensus to pursue travel to Sacramento. Member El-Hajj inquired on the difference on meeting with them locally versus Sacramento. President Ryan explained it is an opportunity not to just meet with the Legislator, but also to meet and interact with their staff. She explained their staff have different roles; while the local staff's role include constituent concerns, the

Sacramento staff are focused on legislation. Member Ryan mentioned it might be possible to attend an education committee hearing.

Member Fox announced his daughter was expecting a baby boy. The Board congratulated Member Fox.

Member Levens-Craig mentioned she enjoyed participating at the Jump for Heart event; and was looking forward to Chet F. Harritt STEAM School at the East County Chamber meeting.

President Ryan shared the San Diego County School Boards Association extended an invitation to Boards and Superintendents to an upcoming meeting with CSBA CEO and Executive Director, Vernon Billy; and CSBA Leadership Staff on February 29, from 5:30-8:00pm, at the San Diego County Office of Education.

#### **H. CLOSED SESSION**

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

1. **Conference with Labor Negotiator** (Gov. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA)*
  
2. **Conference with Labor Negotiator** (Gov. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
  
4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)  
*Property:*
  - *Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*
  
5. **Public Employee Performance Evaluation** (Govt. Code § 54957)  
*Superintendent*

The Board entered closed session at 8:45 p.m.

#### **I. RECONVENE TO PUBLIC SESSION**

#### **J. ADJOURNMENT**

With no further business, the regular meeting/budget workshop of February 16, 2016 adjourned at 10:17 p.m.

---

Dianne El-Hajj, Clerk

---

Cathy A. Pierce, Ed.D., Secretary



Consent Item D.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
March 1, 2016

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Staff Development**

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

**FISCAL IMPACT:**

The estimated travel expenses are \$7,482, with substitute costs of \$2,530, as disclosed on the following page.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.2.1.

**Board Travel Report - March 1, 2016**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel					
Various	02/18/16 -	Dr. Staci Block	Diving Deeper into the National Core Arts Standards	SDCOE	\$0	\$201	Carlton Oaks Site Budget	This multi-day workshop will focus on arts standards.					
	05/05/16	Denise Peters			Carlton Oaks	\$345	\$201		Carlton Oaks Site Budget				
Wednesday,	03/02/16	Carrie Thompson Kirsten Stretton	Social Emotional Learning: The Core Within The Core	San Diego	\$0 \$0	\$100 \$100	DODEA DODEA	This workshop will focus on how to integrate SEL into LCAP.					
Tues-Wed,	03/15/16 -	Jeanie Low	Lifting Student Learning Institute	SDCOE	\$230	\$75	Carlton Oaks Site Budget	This workshop will provide instructional strategies needed to build the foundation for accelerated student learning at school.					
	03/16/16	Dr. Staci Block			Carlton Oaks	\$0	\$75		Carlton Oaks Site Budget				
		Mike Olander			Cajon Park	\$0	\$75		Cajon Park Site Budget				
		Jamie LaFuze			Cajon Park	\$0	\$75		Cajon Park Site Budget				
		Betty Stout			Cajon Park	\$230	\$75		Cajon Park Site Budget				
		Amanda Kelso			Cajon Park	\$230	\$75		Cajon Park Site Budget				
		Kelly Farmer			Cajon Park	\$230	\$75		Cajon Park Site Budget				
		Saeja Keehan			Cajon Park	\$0	\$75		Cajon Park Site Budget				
		Debra Simpson			Rio Seco	\$0	\$75		Rio Seco Site Budget				
		Jim Rosa			Rio Seco	\$0	\$75		Rio Seco Site Budget				
		Kristen Bonser			Rio Seco	\$0	\$75		Rio Seco Site Budget				
Terry Johnson	Rio Seco	\$0	\$75	Rio Seco Site Budget									
Wednesday,	03/16/16	Karla Ortiz	The New Units of Study for Teacher Reading, Grades 3-5	Los Angeles	\$115	\$431	Professional Development	This workshop will provide practical ways to teach the higher level comprehension skills required by today's standards.					
		Julie Boerman			PRIDE Academy	\$115	\$431		Title I				
		Megan Houfek			PRIDE Academy	\$115	\$431		Title I				
		Dennae Lovell			PRIDE Academy	\$115	\$431		Title I				
		Meghan McMahon			PRIDE Academy	\$115	\$431		Title I				
Friday,	03/18/16	Kristin Baranski	NGSS Leadership Conference	San Diego	\$0	\$175	Professional Development	This conference will provide information about the instructional shifts of the NGSS and the implications for teachers.					
		Stephanie Pierce			Educational Services	\$0	\$175		Professional Development				
		Daniel Prouty			Educational Services	\$0	\$175		Professional Development				
		Jennifer Rolf			Educational Services	\$0	\$175		Professional Development				
		Kristen Eveland			Educational Services	\$0	\$175		Professional Development				
		Andrew Johnston			Chet F. Harritt	\$0	\$175		Professional Development				
		Joey Sutura			Chet F. Harritt	\$115	\$175		Professional Development				
		Jill Schmitt			Carlton Oaks	\$115	\$175		Professional Development				
		Gillian Ryan			PRIDE Academy	\$115	\$175		Professional Development				
		Celina Register			Cajon Park	\$115	\$175		Professional Development				
		Heather Glanz			Rio Seco	\$115	\$175		Professional Development				
		Cindi Schulze			PRIDE Academy	\$115	\$175		Professional Development				
		Monday,			10/10/16	Dr. Cathy Pierce	AGTF: Superintendents' and School Leaders Forum		San Diego	\$0	\$75	Educational Services	This is an Achievement Gap Task Force school leadership forum.
						Dr. Stephanie Pierce				Educational Services	\$0	\$75	
Kristin Baranski	Educational Services		\$0	\$75		Educational Services							
Mimi McGinty	Special Education		\$0	\$75		Educational Services							
Bonner Montler	Educational Services		\$0	\$75		Educational Services							
Daniel Prouty	Educational Services		\$0	\$75		Educational Services							
Mike Olander	Cajon Park		\$0	\$75		Educational Services							
Tylene Hicks	Cajon Park		\$0	\$75		Educational Services							
Jerelyn Lindsay	Carlton Hills		\$0	\$75		Educational Services							
Angelo Benedetto	Carlton Hills		\$0	\$75		Educational Services							
Dr. Staci Block	Carlton Oaks		\$0	\$75		Educational Services							
Tammy Marble	Carlton Oaks		\$0	\$75		Educational Services							
Andrew Johnston	Chet F. Harritt		\$0	\$75		Educational Services							
Suzie Martin	Chet F. Harritt		\$0	\$75		Educational Services							
Stephanie Southcott	Hill Creek		\$0	\$75		Educational Services							
Karen Hohimer	Hill Creek		\$0	\$75		Educational Services							
Ted Hooks	Pepper Drive		\$0	\$75		Educational Services							
Tammy Scholder	Pepper Drive		\$0	\$75		Educational Services							
Terry Heck	PRIDE Academy		\$0	\$75		Educational Services							
Diann Albert	PRIDE Academy		\$0	\$75		Educational Services							
Debra Simpson	Rio Seco	\$0	\$75	Educational Services									
Jim Rosa	Rio Seco	\$0	\$75	Educational Services									
Jeri Billick	Sycamore Canyon	\$0	\$75	Educational Services									
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California (NONE)													

Consent Item D.2.2. Acceptance of Donations  
 Prepared by Karl Christensen  
 March 1, 2016

**BACKGROUND:**

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Support Educational Field Trips and 6 <sup>th</sup> Grade Camp	\$522.10	Wings-N-Things	Carlton Hills School
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$1,164.51	Target (Take Charge of Education)	Carlton Oaks School
	\$947.82		Pepper Drive School
	\$1,225.44		Rio Seco School
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$3,859.87</b>		

**RECOMMENDATION:**

It is recommended that the Board of Education accept the donations listed above for the District and authorize staff to send letters of appreciation on behalf of the governing Board.

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The donations above are valued at \$3,859.87.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.2.2.

**BACKGROUND:**

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

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

The Internal Revenue Service requires an analysis of the nature and type of work performed to determine whether the service provider qualifies as an independent contractor to be paid by commercial warrant or an employee to be paid by payroll warrant for withholding and payment of appropriate payroll taxes. This analysis generally involves an assessment of the degree of control the District will have over the service provider's schedule and work methods.

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

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is disclosed on the attached page.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.2.3.

**Consultant / General Service Provider Report**  
**March 1, 2016**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Debora Rocha Munoz	Consultant	Bilingual Evaluations	07/1/15 - 06/30/16	\$80/hour (Not to Exceed \$3,000 TOTAL) *original agreement approved 6-19-15/\$2,000	Special Education	Employee
Shannon Modica	Consultant	Arts Attack Coordinator (Chet F. Harritt)	09/02/15 - 06/20/16	Not to Exceed \$650.00	Arts Attack	Employee
Kim Whitacre	Consultant	Arts Attack Coordinator (Pepper Drive)	09/02/15 - 06/20/16	Not to Exceed \$825.00	Arts Attack	Employee
DeAnna Tritthart	Consultant	Arts Attack Coordinator (Carlton Oaks)	09/02/15 - 06/20/16	Not to Exceed \$825.00	Arts Attack	Employee
Amanda Nelson	Consultant	Arts Attack Coordinator (Hill Creek)	09/02/15 - 06/20/16	Not to Exceed \$825.00	Arts Attack	Employee
Kim Whitacre	Consultant	Arts Attack Coordinator (Cajon Park)	09/02/15 - 06/20/16	Not to Exceed \$825.00	Arts Attack	Employee
Dejah Kielinen	Consultant	Arts Attack Coordinator (Sycamore Canyon)	09/02/15 - 06/20/16	Not to Exceed \$490.00	Arts Attack	Employee
Christine Hartpence	Consultant	Arts Attack Coordinator (Rio Seco)	09/02/15 - 06/20/16	Not to Exceed \$825.00	Arts Attack	Employee
Christy Knight	Consultant	Arts Attack Coordinator (Carlton Hills)	09/02/15 - 06/20/16	Not to Exceed \$490.00	Arts Attack	Employee

Consent Item D.2.4. Approval/Ratification of Expenditure Transactions  
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)  
March 1, 2016

**BACKGROUND:**

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

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period January 1, 2016 through January 31, 2016.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

There were 165 transactions totaling \$16,911.59 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
20160106	ABEL,CATHY	CHILD NUTRITION	DELL SALES & SERVICE	420.08	Ink CK Office Printer
20160106	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	245.44	Ink, Supplies
20160107	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAUANT STORE	(23.73)	Oven Mitts
20160107	ABEL,CATHY	CHILD NUTRITION	TARGET 00014852	12.16	Almond Milk
20160108	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	5.40	Sign Holder Vertical
20160110	ABEL,CATHY	CHILD NUTRITION	WALMART.COM	55.19	Desk Compartment Organizer for school sites
20160111	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	80.87	Gluten Free Foods
20160115	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	64.79	Velcro
20160115	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	82.61	Ink
20160117	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	30.01	Site Kitchen Supplies
20160118	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	(4.29)	Return
20160120	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	(65.53)	Ink return
20160121	ABEL,CATHY	CHILD NUTRITION	APPLIANCE PARTS CTR IN	10.59	Light Bulbs for Ovens
20160121	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAUANT STORE	108.35	Thermometer
20160122	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	70.10	Organizers for sites & Microwave
20160128	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	41.96	Funnels
20160131	ABEL,CATHY	CHILD NUTRITION	WAL-MART #1917	10.20	Duster & S-Hooks
				<u>1,144.20</u>	
20160117	ALBERT,DIANN L	PRIDE ACADEMY	GROSSMONT THEATER	560.00	Jr. High Incentive Field Trip
				<u>560.00</u>	
20160106	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	COSTCO *DELIVERY 578	376.73	Purchase of office chairs for Supt's Office
20160107	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BEYOND THE OFFICE DOOR	156.74	Purchase of chair for Supt's office
20160112	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	RUBIO'S #249	102.60	Catering for Special Board meeting
20160115	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ENTERPRISE RENT-A-CAR	160.84	Vehicle rental for Exec Council to attend Budget workshop in Ontario, CA
20160119	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	23.98	Board meeting supplies
20160121	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	9.30	Board meeting supplies
20160122	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 8709	13.57	Board meeting supplies
20160126	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	29.27	Mediation meeting supplies
20160127	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	8.28	Supplies for mediation meeting
20160127	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	DUDLEY S DELI	106.00	Catering for mediation meeting
20160129	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	WAL-MART #5684	17.25	Board meeting supplies
				<u>1,004.56</u>	
20160114	AVILA,EVONN	BUSINESS SERVICES	OFFICE DEPOT #908	5.13	Office Supplies
20160114	AVILA,EVONN	BUSINESS SERVICES	COSTCO CHECKS & FORMS	39.33	Project Safe Fund Checks
20160115	AVILA,EVONN	BUSINESS SERVICES	BED BATH & BEYOND #474	73.41	Office Supplies
				<u>117.87</u>	
20160128	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	90.08	Trash cans, cleaning supplies, class party supplies, O/I supplies
				<u>90.08</u>	
20160101	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	IN *DAVE WHIPPLE SHEET	620.62	Electrical Box Covers Carpet 15" - District Office Remodel
20160118	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	EASYKEYSCOM INC	121.70	District Office Remodel Project cabinet locks & keys
				<u>742.32</u>	
20160118	BENEDETTO,ANGELO	CARLTON HILLS	WAL-MART #1917	15.80	Photos from November Student of the Month Assembly Student incentive/reward program
20160126	BENEDETTO,ANGELO	CARLTON HILLS	THE HOME DEPOT 673	80.90	Purchase of 3 trash cans on wheels to be store and move PE equipment for intermediate teachers.
				<u>96.70</u>	
20160125	BILLICK,JERI	SYCAMORE CANYON	PLANT HOUSE NURSERY	91.08	Soil for the school garden beds
20160125	BILLICK,JERI	SYCAMORE CANYON	PLANT HOUSE NURSERY	117.43	Soil and seeds for school garden beds
20160125	BILLICK,JERI	SYCAMORE CANYON	SMARTNFINAL39810803989	92.92	Popcorn for perfect attendance popcorn recess
				<u>301.43</u>	
20160107	BLOCK,STACI	CARLTON OAKS	AMAZON MKTPLACE PMTS	138.21	Toner for officer printer
20160107	BLOCK,STACI	CARLTON OAKS	AMAZON COM	176.40	Dome mirrors to be placed at the end of the Jr High corridors - paid by maintenance per Christina Becker
20160108	BLOCK,STACI	CARLTON OAKS	AMAZON.COM AMZN.COM/BI	79.82	Convex mirrors to the Jr.High building corridors- paid by maintenance per Christina Becker.
20160108	BLOCK,STACI	CARLTON OAKS	AMAZON.COM	67.90	Books for classroom literature class
20160113	BLOCK,STACI	CARLTON OAKS	MICHAELS STORES 8709	76.03	Art Lesson supplies for 3 classrooms
20160115	BLOCK,STACI	CARLTON OAKS	VONS STORE00018978	28.46	Staff Meeting Snacks
20160117	BLOCK,STACI	CARLTON OAKS	AMAZON MKTPLACE PMTS	67.33	Toner for classroom printer
20160129	BLOCK,STACI	CARLTON OAKS	TEACHERSPAYTEACHERS.CO	8.00	Literature Resource - 5th grade common core
20160129	BLOCK,STACI	CARLTON OAKS	EB ARTS EDUCATION LEA	150.00	Registration for Arts Education Learning Exchange For Dr. Staci Block
20160129	BLOCK,STACI	CARLTON OAKS	EB ARTS EDUCATION LEA	150.00	Registration for Arts Education learning Exchange for Alisa Williams
20160129	BLOCK,STACI	CARLTON OAKS	EB ARTS EDUCATION LEA	150.00	Registration for Arts Education Learning Exchange for Kim Olsen
20160129	BLOCK,STACI	CARLTON OAKS	EB ARTS EDUCATION LEA	150.00	Registration for Arts Education Learning Exchange for Lori Meaux
20160129	BLOCK,STACI	CARLTON OAKS	EB ARTS EDUCATION LEA	150.00	Registration for Arts Education Learning Exchange for Jennifer Johnson
				<u>1,392.15</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160111	BRASHER,PAMELA	OST PROGRAMS	LAKESHORE LEARNING #52	119.85	Split - Science Kits (14 23%)
20160111	BRASHER,PAMELA	OST PROGRAMS	LAKESHORE LEARNING #52	679.13	Split - Science Kits (80 64%)
20160111	BRASHER,PAMELA	OST PROGRAMS	LAKESHORE LEARNING #52	43.19	Split - Science Kits (5 13%)
20160115	BRASHER,PAMELA	OST PROGRAMS	DOLRTREE 3194 00031948	83.16	For Science Club
20160117	BRASHER,PAMELA	OST PROGRAMS	99 CENTS ONLY STORES #	39.42	For Science Club
20160120	BRASHER,PAMELA	OST PROGRAMS	OFFICE DEPOT #908	11.38	Pens, Markers supplies
				<b>976.13</b>	
20160105	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	7.55	Lost/Damaged Library Books - Reading Books - Pepper Drive
20160105	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN.COM/BI	109.25	Lost/Damaged Library Books - Reading Books - Pepper Drive
20160105	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	115.87	Lost/Damaged Library Books - Reading Books - Pepper Drive
20160106	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	27.99	Lost/Damaged Library Books - Reading Books - Pepper Drive
20160106	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	73.63	Lost/Damaged Library Books - Reading Books - Pepper Drive
20160106	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	BARNES&NOBLE.COM-BN	20.57	Lost/Damaged Library Books - Reading Books - Pepper Drive
20160106	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	26.95	Lost/Damaged Library Books - Reading Books - Pepper Drive
20160106	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	28.29	Lost/Damaged Library Books - Reading Books - Pepper Drive
20160106	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	10.93	Lost/Damaged Library Books - Reading Books - Pepper Drive
20160107	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	15.10	Lost/Damaged Library Books - Reading Books - Rio Seco
20160107	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN.COM/BI	17.26	Lost/Damaged Library Books - Reading Books - Rio Seco
20160107	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	53.40	Lost/Damaged Library Books - Reading Books - Rio Seco
20160107	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	BARNES&NOBLE.COM-BN	179.45	Lost/Damaged Library Books - Reading Books - Pepper Drive
20160107	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	23.12	Lost/Damaged Library Books - Reading Books - Rio Seco
20160107	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	161.56	Lost/Damaged Library Books - Reading Books - Rio Seco
20160108	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN.COM/BI	64.84	Lost/Damaged Library Books - Reading Books - Rio Seco
20160126	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	9.19	Lottery - Library Book/PRIDE Academy
20160126	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN.COM/BI	6.74	Lottery - Library Book/Cajon Park
				<b>951.69</b>	
20160113	HECK,TERRY	PRIDE ACADEMY	THINGLINK PREMIUM	35.00	Premium Plan for Education Software - Joe Kemery
20160131	HECK,TERRY	PRIDE ACADEMY	VONS STORE00018978	7.08	Refreshments for Pizza with the Principal
				<b>42.08</b>	
20160107	HICKS,TYLENE	CAJON PARK	PAYPAL *ROBOMEDIA	150.00	Spring Showdown Materials Fee for First Lego League
20160110	HICKS,TYLENE	CAJON PARK	FOOD4LESS #0349	7.56	Student Incentives for Achieve 3000
20160113	HICKS,TYLENE	CAJON PARK	AMAZON MKTPLACE PMTS	21.48	DVD Drive Purchased to be Used with New Teacher Computers
20160114	HICKS,TYLENE	CAJON PARK	AMAZON MKTPLACE PMTS	23.93	DVD Drive Purchased to be Used with New Teacher Computers
20160124	HICKS,TYLENE	CAJON PARK	FOOD4LESS #0349	40.00	Incentives for Students/Refreshments for Survey Groups
				<b>242.97</b>	
20160122	HOHIMER,KAREN	HILL CREEK	SMARTNFINAL39810803989	34.49	Incentive event/food
20160128	HOHIMER,KAREN	HILL CREEK	AMAZON MKTPLACE PMTS	189.00	Battery for AED
				<b>223.49</b>	
20160129	HOOKS,TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	69.90	Storage clipboards for Peace Patrol
20160129	HOOKS,TED A	PEPPER DRIVE	AMAZON.COM	106.80	Trade books for instruction
20160131	HOOKS,TED A	PEPPER DRIVE	AMAZON.COM	82.08	Trade books for instruction
				<b>258.78</b>	
20160111	JOHNSTON,ANDREW	CHET F. HARRITT	AMAZON.COM	63.86	Professional Development books
20160120	JOHNSTON,ANDREW	CHET F. HARRITT	NAT*GEO ONLINE STORE	(68 80)	National Geography Bee T-Shirts
20160120	JOHNSTON,ANDREW	CHET F. HARRITT	NAT*GEO ONLINE STORE	58 05	National Geography Bee T-Shirts
20160124	JOHNSTON,ANDREW	CHET F. HARRITT	LEARNING SCIENCES	208.75	Marzano's Essential Rigor Study
20160124	JOHNSTON,ANDREW	CHET F. HARRITT	AMAZON.COM	34.26	Book: Children's Mathematics Cognitively Guided Instruction
				<b>296.12</b>	
20160108	LINDSAY,JERELYN	CARLTON HILLS	THRIFT BOOKS GLOBAL LL	124.89	Book Fair fund books - Ropple
20160127	LINDSAY,JERELYN	CARLTON HILLS	CVS/PHARMACY #09162	14.03	SDC supplies
				<b>138.92</b>	



PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160110	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	136.53	Long power and keyboard cords for new workstations in D.O.
20160112	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	49.58	2 External DVD+/-RW drives.
20160113	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	19.98	2 External DVD storage cases.
20160114	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security system
20160120	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security system
20160125	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	34.82	External DVD +/- RW drive with storage case.
20160126	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WWW.NEWEGG.COM	103.18	2 Cisco phone adapters
20160131	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	43.14	Replacement projector bulb
				<b>437.21</b>	
20160122	MARTIN, SUZANNE	CHET F. HARRITT	AMAZON.COM AMZN.COM/BI	58.29	Chinese jump ropes for PE activities and Jump Rope for Heart. General budget
20160131	MARTIN, SUZANNE	CHET F. HARRITT	MICHAELS STORES 3256	458.08	Frames for individual artwork for Art Show and Auction- Foundation account
				<b>516.37</b>	
20160112	MCKINNON, KATHY	EDUCATIONAL SERVICES	SPROUTS FARMERS MARK	11.48	PD - Food - Principals Learning Walk Meeting
20160121	MCKINNON, KATHY	EDUCATIONAL SERVICES	PYRAMID EDUCATIONAL CO	399.00	Special Education - Travel PECS Training/M. May
				<b>410.48</b>	
20160126	MYERS, CHARLES	TRANSPORTATION	SNAP ON TOOLS M MOLAND	158.76	Air pressure gauge.
20160127	MYERS, CHARLES	TRANSPORTATION	BUDGET0527500078404	141.57	Box truck rental for 6th Grade Camp luggage.
20160127	MYERS, CHARLES	TRANSPORTATION	BUDGET0527500078406	142.11	Box truck rental for 6th Grade Camp luggage.
				<b>442.44</b>	
20160120	OLANDER, MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	425.72	iPad headphones
20160120	OLANDER, MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	106.43	iPad Headphones
20160131	OLANDER, MICHAEL	CAJON PARK	AMAZON.COM	7.72	Book for library
				<b>539.87</b>	
20160111	ORTEGA, KAREN	HUMAN RESOURCES	WAL-MART #1917	19.53	Supplies
				19.53	
20160128	PIERCE, STEPHANIE	EDUCATIONAL SERVICES	ESPECIALNEEDS	1,519.75	Special Education - Equipment
				<b>1,519.75</b>	
20160108	RIFFEL, MEREDITH	PUPIL SERVICES	SPCHBUDDIES	139.85	Speech buddy for SLP
20160114	RIFFEL, MEREDITH	PUPIL SERVICES	TARGET 00014852	15.65	Wipes for SDC class
20160120	RIFFEL, MEREDITH	PUPIL SERVICES	LITERACYEMP	264.00	Books for PA
20160131	RIFFEL, MEREDITH	PUPIL SERVICES	LITERACYEMP	88.00	Books for CP
				<b>507.50</b>	
20160101	ROSA, JIM	RIO SECO	OFFICEMAX/OFFICEDEPOT6	49.81	Technology Equipment
20160108	ROSA, JIM	RIO SECO	AMAZON MKTPLACE PMTS	194.13	Replacement ink cartridge
20160112	ROSA, JIM	RIO SECO	AMAZON MKTPLACE PMTS	19.17	Padlocks and Control Key for iPads
20160112	ROSA, JIM	RIO SECO	AMAZON MKTPLACE PMTS	36.99	CD/DVD External Drive
20160113	ROSA, JIM	RIO SECO	AMAZON.COM AMZN.COM/BI	16.41	Padlocks for iPad Storage
20160115	ROSA, JIM	RIO SECO	COSTCO.COM *ONLINE	367.18	Organization Storage for STEAM Program
20160115	ROSA, JIM	RIO SECO	AMAZON MKTPLACE PMTS	82.50	P.E. Equipment
20160127	ROSA, JIM	RIO SECO	DELL SALES & SERVICE	48.59	Ink cartridge replacement
				<b>814.78</b>	
20160107	SCHWELLER, JOHN	PUPIL SERVICES	BARNES&NOBLE.COM-BN	104.36	Books for SSP
20160108	SCHWELLER, JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	50.02	Supplies for SSP
20160111	SCHWELLER, JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	35.40	Exercise bands for sped students-CH
20160111	SCHWELLER, JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	53.82	SUPPLIES FOR SSP
20160114	SCHWELLER, JOHN	PUPIL SERVICES	DMI* DELL BUS ONLINE	151.18	PRINTER CARTRIDGES FOR SPED
20160115	SCHWELLER, JOHN	PUPIL SERVICES	AMAZON.COM	42.35	DRUG BOOK FOR DISTRICT NURSE
20160115	SCHWELLER, JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	48.45	Supplies for SSP
20160122	SCHWELLER, JOHN	PUPIL SERVICES	PYRAMID EDUCATIONAL CO	274.35	Materials for sped students at CP
20160127	SCHWELLER, JOHN	PUPIL SERVICES	DMI* DELL BUS ONLINE	75.59	Printer cartridge for counselor
				<b>835.52</b>	
20160115	SHEEN, KRISTINA D	OST PROGRAMS	B&H PHOTO, 800-606-696	53.70	For Science Club
20160121	SHEEN, KRISTINA D	OST PROGRAMS	MINDWARE	65.59	Books
20160128	SHEEN, KRISTINA D	OST PROGRAMS	VONS STORE00018978	55.84	Food Supplies
20160129	SHEEN, KRISTINA D	OST PROGRAMS	ORIENTAL TRADING CO	134.69	Holiday Supplies - ornaments, craft kits
20160131	SHEEN, KRISTINA D	OST PROGRAMS	WAL-MART #1917	351.33	Milano Bean Bag Chairs, games
				<b>661.15</b>	

33

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160104	SIMPSON,DEBRA	RIO SECO	BEST BUY MHT 00011452	26.98	Laptop Port to Projector
20160111	SIMPSON,DEBRA	RIO SECO	LOWES #01661*	129.54	Rugs for Tech Lab
20160114	SIMPSON,DEBRA	RIO SECO	WWW GEARBEST COM	471.00	Supplies for STEAM Program
20160115	SIMPSON,DEBRA	RIO SECO	WALMART.COM	59.38	Bookcase for LRC5
20160128	SIMPSON,DEBRA	RIO SECO	WAL-MART #1917	46.31	Curtains for STEAM Workroom
				<u>733.21</u>	
20160105	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	22.16	Vacuum bags for Cecelia
20160105	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	12.90	iPad case for teacher
20160110	SOUTHCOTT,STEPHANIE	HILL CREEK	CRUCIAL.COM	58.31	Computer memory for librarian
20160110	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	48.45	Computer drum for teacher printer
20160110	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	41.85	Earbuds for iPads
20160114	SOUTHCOTT,STEPHANIE	HILL CREEK	WALMART.COM	(14.56)	Return of nursing items
20160115	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	275.80	Earbuds from Grant Application
20160115	SOUTHCOTT,STEPHANIE	HILL CREEK	BAD WOLF PRESS	89.17	Instructional materials- historical play
20160117	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	14.99	Sensory tool for SDC
20160117	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	27.58	Teacher supplies
20160117	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	4.00	Books for teachers
20160117	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	78.41	Books for teachers
20160119	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	100.47	Books for classrooms
20160120	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN.COM/BI	28.07	Desktop reference for H. Wolf
20160122	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	37.98	Custodial vacuum bags
20160128	SOUTHCOTT,STEPHANIE	HILL CREEK	SAN DIEGO CHRISTIAN CO	38.00	Conference registration payment – C. Hiller
20160131	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM	23.76	Office supplies
20160131	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	6.95	SDC Supplies
				<u>894.29</u>	
				<u>16,911.59</u>	

Consent Item D.2.5.  
 Prepared by Karl Christensen  
 March 1, 2016

E-Rate Competitive Bid Process:  
 Selection of SEHI Computer Product Inc.  
 as the Vendor for the District's Network  
 Equipment

**BACKGROUND:**

As required by E-Rate Services (USAC) for Funding Year 2016-2017, the District submitted the Form 470 Application to open a competitive bid process for the procurement, installation, configuration and implementation of networking equipment under USAC Category 2 funding. The Request for Proposal was posted on USAC's and the District's website on January 11, 2016 with a closing date of February 9, 2016.

As specified in the Request for Proposal (RFP) requirement, the new network equipment must be able to:

- a. Support current and future network usage and projects
- b. Support server virtualization technology
- c. Native or Modular Support up to 10GbE Connection
- d. Provide network utilization monitoring
- e. Meet the required port density
- f. Provide modularity for expansion and upgrades

A total of 6 vendors submitted responses to the RFP.

The top 3 vendors were invited to make a presentation to the RFP evaluation and selection committee comprised of the following members:

Bernard Yeo	Director Technology
Matt Marsman	System Administrator
Mark Starkey	System Administrator
Eric Frostrom	Consulting Network Engineer

Below are the results of the committees scoring:

Vendor		Point Allocation							TOTAL
		Hardware Cost	Setup Cost	On Going Cost	Vendor Experience	Vendor Quality	Timeline	RFP Quality	
		35	20	10	10	10	10	5	
SEHI	HP/Aruba	25	10	10	8	8	6	5	72
WnG	Alcatel Lucent	30	16	0	8	7	5	5	71
Teknique	Brocade	35	12	10	3	4	4	2	70
Giga-Kom	HP/Aruba	20	18	3	7	7	4	4	63
Datel	Cisco	10	20	0	7	8	8	4	57
TIG	DELL	15	14	5	7	7	4	4	56

SEHI Computer Product Inc. was selected by the evaluation committee based on the following criteria:

- a. Cost – Hardware, Implementation and On-going Support
- b. Vendor experience and references
- c. Quality of engineering/technical staff and support
- d. Implementation timeline

**RECOMMENDATION:**

It is recommended that the Board of Education approve the selection of SEHI Computer Product Inc. as the vendor for the Erate Network Equipment RFP.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The E-Rate Category 2 funding available to Santee School District for 2016-17 is approximately \$602,550.

Project E-Rate Eligible Cost	\$418,961.80
E-Rate Category 2 Funding (60%)	-\$251,337.10
Sub-Total	\$167,624.70
Project Non E-Rate Eligible Cost	\$19,106.28
District Fiscal Impact	\$186,730.98

Selection of SEHI Computer Product Inc. as vendor of choice through the Form 470 Competitive Bid Process will ensure the funding commitment from E-Rate for the Funding Year 2016-2017.

**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  
March 1, 2016

E-Rate Competitive Bid Process:  
Selection of Cox Communication, Inc. as  
the Vendor for the District's Wide Area  
Network Services

**BACKGROUND:**

As required by E-Rate Services (USAC) for Funding Year 2016-2017, the District submitted the Form 470 Application to open a competitive bid process for the District's Wide Area Network services. The Request for Proposal was posted on USAC's and District Technology website on January 11, 2016 with a closing date of February 9, 2016.

The Request for Proposal requirements for services includes:

- g. Delivery of bandwidth connection up to 2GB/sec to all school sites
- h. Delivery of bandwidth connection up to 3GB/sec bandwidth to the San Diego County of Education Office
- i. Network to be fully operational by July 1, 2016
- j. Vendor managed network with 7/24 telephone and/or on-site service
- k. Access to Help Desk and Repair Service with 1 hour call back and 4 hour repair reporting

COX Communication, Inc. was the only vendor responding to the RFP. They are the vendor that is presently supporting the District's existing Wide Area Network Services.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the selection of Cox Communication, Inc. as the vendor for the Erate Wide Area Network Services RFP.

Choosing COX Communication, Inc. has the following advantages:

- COX networking equipment is already in place at all sites
- COX Communication is a proven vendor that has provided WAN service to the District for years
- COX Communication is an active Educational Partner with multiple grants
- Ensure that the District is able to upgrade its data bandwidth as needed to support classroom instruction

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

**FISCAL IMPACT:**

The annual cost to the District after E-Rate funding is reflected in the far right column of the following table:

<b>Network Services</b>	<b>Monthly Cost</b>	<b>Annual Cost</b>	<b>E-Rate %</b>	<b>E-Rate Funding</b>	<b>District Cost</b>
500 mbps to all school sites and 1000 mbps from District Office to SDCOE	\$10,812.32	\$129,747.84	60%	\$77,848.70	<b>\$51,899.14</b>
1000 mbps to all school sites and 2000 mbps from District Office to SDCOE	\$19,535.66	\$234,427.92	60%	\$140,656.75	<b>\$93,771.17</b>
2000 mbps to all school sites and 3000 mbps from District Office to SDCOE	\$29,536.15	\$354,433.80	60%	\$212,660.28	<b>\$141,773.52</b>

Selection of Cox Communication, Inc. as the vendor through the Form 470 Competitive Bid Process will ensure the funding commitment from E-Rate for the Funding Year 2016-2017.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.2.6.

Consent Item D.2.7.  
 Prepared by Karl Christensen  
 March 1, 2016

E-Rate Competitive Bid Process:  
 Selection of Sprint Business as the  
 Vendor for the District's Cellular  
 (Wireless) Communication Services

**BACKGROUND:**

As required by E-Rate Services (USAC) for Funding Year 2016-2017, the District submitted the Form 470 Application to open a competitive bid process for the procurement of Cellular Communication Services. The Request for Proposal (RFP) was posted on USAC's and the District's website on January 11, 2016 with a closing date of February 9, 2016.

The Request for Proposal requirements for services includes:

- l. Shared or individual mobile minutes
- m. Free mobile to mobile services
- n. Data services (unlimited)
- o. Nation-wide service and coverage
- p. Voice mail services
- q. Text messaging services
- r. Caller ID and Call waiting
- s. In-vehicle mobile solution

A total of **3** vendors submitted responses to the RFP. The RFP evaluation and selection committee scored the RFP submittals as follows:

	Cellular Service Cost	Service Coverage	RFP Requirement	E-Rate Billing Experience	References	TOTAL
	40	30	10	10	10	
SPRINT Business	35	0	8	8	3	54
VERIZON Wireless	25	0	8	8	3	44
ATT Mobility	30	0	2	8	0	40

Note: No vendor provided test equipment to validate network coverage and signal strength

Sprint Business was selected by the evaluation committee based on the following criteria:

- a. Cellular service cost
- b. Service coverage
- c. Fulfilment of RFP requirement
- d. Vendor experience in E-Rate program and billing
- e. References

- d. Vendor experience in E-Rate program and billing
- e. References

**RECOMMENDATION:**

It is recommended that the Approve selection of Sprint Business as the vendor for the Erate Cellular Communication Services RFP.

Choosing Sprint Business has the following advantages:

- Sprint is the current cellular voice and data vendor for the District
- The New Sprint contract will lower the overall monthly cellular cost

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

	<b>Annual Cost</b>
Sprint E-Rate Eligible Cost	\$25,200.00
E-Rate Category 2 Funding (20%)	-\$5,040.00
Sub-Total	\$20,160.00
Sprint Non E-Rate Eligible Cost	\$10,440.00
District Fiscal Impact	\$30,600.00

Mobile data services are no longer E-Rate eligible upon full implementation of the new Erate funding model. E-Rate funding for voice services has been reduced to 20% for 2016-17 and will be phased out completely in the future.

Selection of Sprint Business as vendor of choice through the Form 470 Competitive Bid Process will ensure the funding commitment from E-Rate for the Funding Year 2016-2017.

**STUDENT ACHIEVEMENT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.2.7.



**BACKGROUND:**

The final budget adopted by the State for 2015-16 contained an appropriation of \$490 million for a one-time categorical program for Educator Effectiveness. These funds are allocated to school districts based on the count of certificated personnel on the 2014-15 J90.

The funds are restricted and can be used for any of the following purposes:

- Beginning teacher and administrator support and mentoring, including, but not limited to, programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing
- Professional development, coaching, and support services for teachers who have been identified as needing improvement or additional support by LEA's
- Professional development for teachers and administrators that is aligned to the state content standards adopted pursuant to Ed Code sections
- To promote educator quality and effectiveness, including, but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning
- Indirect costs at the LEA's approved rate

As a condition of the receiving the funds, school districts must take the following actions:

- Develop and adopt a plan delineating how the Educator Effectiveness funds will be spent. The plan must be explained in a public meeting of the governing board of the school district or county board of education, or governing body of the charter school, before its adoption in a subsequent public meeting
- On or before July 1, 2018, report detailed expenditure information to the California Department of Education (CDE), including, but not limited to, specific purchases made and the number of teachers, administrators, or paraprofessional educators that received professional development

At the February 16, 2016 Board Meeting, the below draft of the Educator Effectiveness Funds expenditure plan was presented and explained:

		2014-15 Cert Count	Amount Per	Total Funding	
		326	1,467	477,677	
		<i>Available Funding--&gt;</i>			
Activity	Expenditure Description	2015-16	2016-17	2017-18	Total
Beginning teacher and administrator support and mentoring, including, but not limited to, programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing	20% of Four (4) Curriculum Resource Teachers, 30% for category	33,887	36,803	37,809	108,499
	New teacher training for Achieve 3000, Dreambox, SchoolNET	20,200			20,200
Professional development, coaching, and support services for teachers who have been identified as needing improvement or additional support by LEA's	20% of Four (4) Curriculum Resource Teachers, 20% for category	22,591	24,535	25,206	72,332
Professional development for teachers and administrators that is aligned to the state content standards adopted pursuant to Ed Code sections	20 Personalized Learning Plan Stipends for Teachers per Year	7,194	7,333	7,468	21,995
	Digital Learning Training for Teachers through USD	3,372			3,372
	20% of Four (4) Curriculum Resource Teachers, 50% for category	56,478	61,338	63,015	180,831
To promote educator quality and effectiveness, including, but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning	5% of Director, Curriculum and Instruction	16,408	16,962	17,340	50,710
					0
Other	Indirect Costs	6,902	6,334	6,501	19,737
<b>Total</b>		<b>167,032</b>	<b>153,305</b>	<b>157,340</b>	<b>477,677</b>

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Educator Effectiveness Funds expenditure plan.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$477,677.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.2.8.

Consent Item D.2.9.  
Prepared by Karl Christensen  
March 1, 2016

Approval to Submit Request for Allowance of  
Attendance Due to Emergency Conditions For Material  
Decrease in ADA Due to Power Outage at Sycamore  
Canyon School

**BACKGROUND:**

Education Code section 46392 allows a school district to submit a Request for Allowance of Attendance Due to Emergency Conditions for material decreases in average daily attendance.

On the night of January 31, 2016, a severe storm hit San Diego bringing strong winds and gusts up to 74 mph. The storm and winds resulted in numerous power outages throughout the County. A power outage affecting Sycamore Canyon School began at 2:42am on February 1, 2016 and continued during the early morning hours prior to start of school and student arrival, which is as early as 6:00am for students attending the before school program. Several discussions ensued with San Diego Gas & Electric (SDG&E) to determine when power might be restored and whether school could commence. At approximately 7:30am, we were informed by SDG&E that power would probably not be restored until as early as 12 noon and as late as 2:30pm. A decision was made to keep school open but inform parents that there would likely not be power for most of the day meaning that heat and lighting could not be provided. As a result, parents were given the option of bringing their children to school, where they would likely be huddled in the Multi-Purpose Room with a generator for heat and light, or to keep their children home for the day. Numerous parents took their children home. According to SDG&E records, power in the area was restored at 8:21am. The school start time is 8:30am. After power was restored, the District sent out an automated phone message and posted a notice on the website notifying parents that the school was now operating with power but some parents did not return to school with their students. As a result, the school experienced a significant decline in ADA for that day. The ADA percentage for February 1, 2016 was 70.61% compared with an ADA percentage of 97.04% for Month 3 (October).

**RECOMMENDATION:**

It is recommended that the Board of Education approve the submittal of Request for Allowance of Attendance Due to Emergency Conditions and Affidavit of Governing Board Members for a material decrease in ADA due to the power outage affecting Sycamore Canyon School on February 1, 2016.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

It is estimated that the decline in ADA at Sycamore Canyon would cost the district approximately \$3,859 in LCFF revenue without the waiver.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.2.9.

**REQUEST FOR ALLOWANCE OF ATTENDANCE  
BECAUSE OF EMERGENCY CONDITIONS  
Form J-13A (Rev. 01-05)**

School District (or Charter School) Name: **Santee School District**

School District (or Charter School) Address: **9625 Cuyamaca St., Santee, CA 92071**

County-District Code: **37 68361**

County Name: **San Diego County**

This form replaces the Form J-13A (Rev. 4-90) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code* Section 41422
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in *Education Code* Section 46392
- When attendance records have been lost or destroyed as described in *Education Code* Section 46391

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of *Education Code* Section 37202 (equal length of instructional time among schools within a district).

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the governing board members and the county superintendent before it can be approved by the State Superintendent of Public Instruction.

The original form (with the board members' affidavit) and two copies should be filed with the county superintendent of schools. If the county superintendent approves the request, he or she should execute the affidavit certifying that approval and forward all pages of the original and one copy of the form to:

Office of Principal Apportionment and Special Education  
School Fiscal Services Division  
California Department of Education  
1430 N Street, Suite 3800  
Sacramento, CA 95814

This form consists of five preprinted pages. Pages 1 and 5 (5C for charter schools) must accompany all submissions. Page 4 (Lost or Destroyed Attendance Records) will not need to be submitted by most

districts. Multiple copies of Pages 2 and/or 3 may have to be submitted when claims are made on a school-by-school basis.

### MATERIAL DECREASE

Nature of Emergency (describe): **On the night of January 31, 2016, a severe storm hit San Diego bringing strong winds and gusts up to 74 mph. The storm and winds resulted in numerous power outages throughout the County. A power outage affecting Sycamore Canyon School began at 2:42am on February 1, 2016 and continued during the early morning hours prior to start of school and student arrival, which is as early as 6:00am for students attending the before school program. Several discussions ensued with San Diego Gas & Electric (SDG&E) to determine when power might be restored and whether school could commence. At approximately 7:30am, we were informed by SDG&E that power would probably not be restored until as early as 12 noon and as late as 2:30pm. A decision was made to keep school open but inform parents that there would likely not be power for most of the day meaning that heat and lighting could not be provided. As a result, parents were given the option of bringing their children to school, where they would likely be huddled in the Multi-Purpose Room with a generator for heat and light, or to keep their children home for the day. Numerous parents took their children home. According to SDG&E records, power in the area was restored at 8:21am. The school start time is 8:30am. After power was restored, the District sent out an automated phone message and posted a notice on the website notifying parents that the school was now operating with power but some parents did not return to school with their students. As a result, the school experienced a significant decline in ADA for that day. The ADA percentage for February 1, 2016 was 70.61% compared with an ADA percentage of 97.04% for Month 3 (October).**

Name of School: **Sycamore Canyon School**  
(if request covers all schools, write "all schools")

School Code(s): **6040406**

We request the substitution of estimated days of attendance for actual days of attendance in accordance with the provisions of Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of apportionments for the foregoing school(s) for (dates) **February 1, 2016** during which school attendance was materially decreased because of the described emergency.

Estimated attendance for each day (October or May ADA): **336.73** students per day.  
Estimated daily attendance multiplied by number of days of material decrease, yields **336.73** days of attendance requested.

State method of determining estimated daily attendance (October or May ADA):

ADA for school month beginning on **October 3, 2015** and ending on **October 30, 2015**.

Actual apportionable attendance for days of material decrease:

Site	Date	Actual Attendance
Sycamore Canyon School	February 1, 2016	245

**AFFIDAVIT OF GOVERNING BOARD MEMBERS**

We, members constituting a majority of the governing board of the Santee School District, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

<u>Dustin Burns</u>	_____
<u>Dianne El-Hajj</u>	_____
<u>Ken Fox</u>	_____
<u>Elana Levens-Craig</u>	_____
<u>Barbara Ryan</u>	_____
_____	_____
_____	_____
_____	_____

Printed Names

Signatures

**At least a majority of the members of the governing board shall execute this affidavit.**

Subscribed and sworn (or affirmed) before me, this 1<sup>st</sup> day of March, 2016.

\_\_\_\_\_  
Dr. Cathy Pierce, Superintendent  
Santee School District of  
San Diego County, California

Contact/Individual responsible for preparing this form:

Name: Karl Christensen Title: Assistant Superintendent, Business Services  
Phone: (619)258-2321 Fax : (619) 258-2241 E-mail: karl.christensen@santeesd.net

**AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS**

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signed \_\_\_\_\_ Date: \_\_\_\_\_

Lora Duzyk  
Assistant Superintendent, Business Services  
San Diego County Office of Education

Contact/Individual responsible for preparing this form:

Name: Dianne Davies Title: Attendance Accounting Technician  
Phone: (858) 292-3607 Fax: (858) 278-5765 E-mail: ddavies@sdcoe.net

Consent Item D.3.1.  
Prepared by Karl Christensen  
March 1, 2016

Approval of Increase in Contract Amount for Winkler  
Inspector Services, LLC for the Pepper Drive School  
Admin/LRC Building Project

**BACKGROUND:**

At the May 19, 2015 meeting, the Board of Education approved the Inspector of Record Services for Winkler Inspection Services, LLC for the Pepper Drive Admin/LRC Building Construction Project.

Due to the recent inclement weather, the construction schedule was extended into February 2016. The original contract amount of \$81,760.00 was for work from June 15, 2015, through January 8, 2016.

**RECOMMENDATION:**

It is recommended that the Board of Education approve an increase in contract services for Winkler Inspection Services LLC for the Pepper Drive School Admin/LRC Building Project not to exceed \$12,000, for work provided into February 2016.

This recommendation supports the following District goals:

**Learning Environment**

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

**FISCAL IMPACT:**

The fiscal impact is \$12,000 to be funded from Capital Improvement Program funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.3.1.



Consent Item D.4.1.

Approval of Affiliation Agreement with Idaho State University for Student Teacher Placement

Prepared by Dr. Stephanie Pierce  
March 1, 2016

**BACKGROUND:**

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers, counselors and education administrators. Santee School District has received an affiliation agreement for student teacher placement with Idaho State University for this purpose. The terms of the agreement shall commence on March 2, 2016 and is continuous with automatic one-year renewals on each successive anniversary.

**RECOMMENDATION:**

Administration recommends that the proposed Affiliation Agreement with Idaho State University for teacher education fieldwork be approved by the Board of Education.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

There is no impact to the District general fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.4.1.

## AFFILIATION AGREEMENT

This Affiliation Agreement ("Agreement") between **Idaho State University**, on behalf of its Physical and Occupational Therapy, Speech-Language Pathology, Audiology, Physical Therapist Assistant, and Massage Therapy Programs (the "*Program*") and **Santee School District**, located at **9619 Cuyamaca Street, Santee, CA 92071** (the "*Facility*") (each individually, a "*Party*," and collectively, the "*Parties*"), takes effect on **March 2, 2016** ("*Effective Date*").

### Background

- Program is a higher education institution having enrolled students (whether singular or plural, "*Student*") who have need for clinical education experiences (whether singular or plural, "*Experience*").
- The Parties desire each Program-selected Student to obtain clinical education experiences at the Facility.

### Agreement

#### I. Mutual Responsibilities and Coordination.

- A. Exchange and Review. Each Party retains a privilege to exchange visits and review materials relevant to a Student's Experience.
- B. Nondiscrimination. Each Party must not discriminate on the basis of race, creed, sex, national origin, or disability unless that basis is a bona fide occupational criterion.
- C. Organization. The Parties must cause the ACCE (defined below) to cooperate with Facility's clinical coordinator (or other designee) in arranging each Experience's schedule, content, objectives and goals.

#### II. Program Responsibilities.

- A. Definitions.
  1. "*HIPAA*" means CFR parts 160 and 164 and HITECH (Title XIII of the American Recovery and Reinvestment Act of 2009).
  2. "*ACCE*" means Program's academic coordinator of clinical education
- B. Duties. The Program shall:
  1. provide a statement to the Facility that describes the philosophy, goals, objectives, and schedule of:
    - a. the Program's curriculum generally; and
    - b. each Experience in particular;
  2. ensure that each Student appropriately is assigned to the

Experience, including:

- a. evaluating the Student's competence and knowledge before the Experience begins;
  - b. assessing Student's health before Experience begins; and
  - c. requiring the Student to carry appropriate professional liability insurance;
3. ensure that the Student is knowledgeable concerning and has prepared for:
- a. transportation needed to fulfill responsibilities at the Facility;
  - b. room and board concurrently with the Experience; and
  - c. scheduling arrival at and departure from the Facility;
4. ensure that the Student has been made aware of each relevant Facility rule, regulation, policy, procedure and schedule that Facility has made known to the Program;
5. ensure that the Student has been made aware of each Program requirement and regulation for clinical education, including professional practice standards;
6. facilitate communication between the Parties, including:
- a. appointing a member of Program's faculty to serve as ACCE;
  - b. notifying the Facility in writing of the identity of the ACCE and any Program-designated Program director;
  - c. notifying the Facility annually of each then-current academic year's clinical education schedule;
  - d. notifying the Facility of each specific Student assignment no later than ten working days before the Student's arrival, subject to the arrangement set forth below in Sections IV.B and IV.C; and
  - e. describing to the Facility specific Student outcome objectives for each assigned Student's Experience;
7. direct each Student to comply with Facility's policies and procedures governing any use or disclosure of individually identifiable health information under federal law, specifically including HIPAA; and

8. ensure at Facility's request that each Student signs and delivers to Facility before the Experience begins a copy of a Confidentiality Understanding (attached and incorporated into this Agreement as **ATTACHMENT A**).

**III. Facility Responsibilities.** The Facility shall:

- A. accept a mutually agreed upon number of Students whom Program has selected for an Experience period;
- B. provide any applicable annually updated information that is necessary to complete Program's Clinical Education Center Information form;
- C. notify the Program - no later than fifteen working days before a clinical assignment - of any change in Facility's ability to accept the Student;
- D. provide the Student a clinical schedule averaging forty (40) hours per week, with the exception of Massage Therapy which averages twenty (20) hours per week;
- E. complete and return each Student evaluation according to the Program's guidelines and schedule;
- F. not subject the Student to any sexual harassment act; and
- G. inform and train the Student regarding Facility's HIPAA-related policies and practices.
- H. facilitate communication between the Parties, including appointing a member from Facility to serve as clinical coordinator and notifying the Program of his/her identity.

**IV. Student Experience Characteristics.**

- A. No Employment relationship to Either Party.
  1. *In General.* Facility's rules and regulations apply to each Student who Program assigns to an Experience.
  2. *Liability.* The Student is not considered an officer, employee, agent, representative, or volunteer of either Party for any purpose including, but not limited to, liability, but instead is a Student:
    - a. at the Program engaged in the Experiences as a part of the Program's curriculum; and
    - b. in clinical practice.
  3. *HIPAA.* The Student specifically is not and must not be considered to be Facility's employee. But the Student is considered to be a member of the Facility's workforce, when engaged in any Agreement activity:

- a. solely for the purpose under HIPAA to define the Student's role in relation to using and disclosing Facility's protected health information; and
  - b. as workforce is defined under 45 CFR 160.103.
- B. Short-Notice Assignment. In an emergency circumstance, Program has a right to assign a Student to an Experience upon less than ten days' notice to Facility. The Facility reserves a right to accept or reject that assignment.
- C. Short-Notice Cancellation. Program retains a right to cancel a Student's Experience assignment for academic or other good cause upon less than ten days' notice to Facility, with no duty to designate another Student as a replacement.
- D. Assignment Refusal. Facility retains a right for good cause to refuse any clinical assignment upon less than fifteen working days' notice.
- E. Withdrawal. Each Party is entitled at any time to withdraw the Student from the Facility after assignment for any of the following documented reasons that the Party must document:
  - 1. the Student's unprofessional or unethical behavior;
  - 2. the Facility's staff's unprofessional or unethical behavior that directly affects the Student's Experience;
  - 3. the Student's failure to meet Program's prerequisite academic requirements; or
  - 4. any good cause, including but not limited to, any medical emergency.

V. **Effective Duration.**

- A. **Term. The Agreement's term begins on Effective Date and is continuous with automatic one-year renewals on each successive anniversary of the Effective Date.**
- B. Termination. Each Party has a right at any time to terminate the Agreement upon no later than sixty (60) days' advance written notice to the other Party.
- C. In the event of termination of this Agreement by either party, Students currently assigned to clinical experiences at Facility at the time of notice of termination will be given the opportunity to complete their Experience at Facility.

VI. **Liability.**

- A. Program Commitment.
  - 1. *Insurance*. Program at its own expense shall provide adequate liability insurance coverage for its officers, employees, and agents. Program must ensure that its

liability insurance has an occurrence-based form. Program at Facility's request must deliver a certificate of financial responsibility to Facility.

2. *Workers Compensation.* The Program shall, at its own expense, obtain and maintain appropriate Workers' Compensation coverage for Program's employed personnel and Students.
3. *Program Indemnity.*
  - a. *Scope.* To the extent of the Idaho Tort Claims Act (I.C. § 6-901 et seq.) or any applicable insurance coverage, the Program will defend, indemnify, and hold harmless the Facility, its officers, governing board, employees, agents, and representatives from any and all claims for loss or damage to property or injury or death to persons, including costs, expenses, and reasonable attorney's fees, arising from any negligence or wrongful act or omission of the Program, its officers, employees, and agents.
  - b. *Exclusion.* The Program is liable under the provisions of this paragraph A for the paragraph's obligations, costs, and expenses only to the extent that the above act or omission is caused:
    - (1) by the Program or any of its officers, employees, or agents; and
    - (2) not by the Facility or any of its officers, employees, agents, representatives, or volunteers.

B. Facility Commitment.

1. *Insurance.* Facility at its own expense shall provide adequate liability insurance coverage for its officers, employees, agents, representatives, and volunteers. Facility at Program's request must deliver a certificate of insurance to Program.
2. *Facility Indemnity.*
  - a. *Scope.* To the extent of Facility's preceding insurance coverage, the Facility will defend, indemnify, and hold harmless the Program, its officers, governing board, employees, and agents from any and all claims for loss or damage to property or injury or death to persons, including costs, expenses, and reasonable attorney's fees, arising from the negligent or wrongful acts or omissions of the Facility, its officers, employees, agents, representatives, or volunteers.

- b. Exclusion. The Facility shall be liable under the provisions of this paragraph B for the paragraph's obligations, costs, and expenses only to the extent that such act or omission is caused:
  - (1) by the Facility or any of its officers, employees, agents, representatives, or volunteers; and
  - (2) not by the Program or any of its officers, employees, or agents.

C. Student Insurance.

- 1. *Facility Requirement.* Facility requires each Student to have Student's own health insurance and have malpractice insurance with professional and personal limits of liability of \$1,000,000 per occurrence and \$3,000,000 in general aggregate.
- 2. *Program Duty.* The Program must ensure that any professional liability insurance coverage for any Student assigned to the Facility has been obtained before Program has assigned the Student. The Program, at Facility's request, must deliver a copy of the insurance certificate to the Facility.

VII. **FERPA.** "*FERPA*" means the Family Educational Rights and Privacy Act. The Parties recognize that they are bound to comply with FERPA in their handling of education records of any Student that may be enrolled in any Program related to this Agreement.

- A. Access Need. The Parties understand and recognize that each Party's employees and agents need access to educational records that the other Party maintains in properly administering any duties and obligations to Student.
- B. Duty to Orient. Each Party thoroughly must orient its employees and agents of its obligations under FERPA and strictly maintain its practices according to that act's requirements.
- C. Disclosure. "*Outsider*" means any person or entity not a Party to this Agreement.
  - 1. *To Third Party.* Before authorizing any further disclosure of Student's educational records to any Outsider, a Party must:
    - a. receive the other Party's permission; and
    - b. obtain assurances that the Outsider fully has complied with FERPA.
  - 2. *Redisclosure.* A Party has authority to redisclose Student's educational records to the Outsider only if the Outsider does no further disclosure.

VIII. **Amendment.** Any change to this arrangement requires written amendment that each Party must sign.

IX. **Notices.** Each Party must send any notice under this agreement in writing either hand-delivered or mailed by certified mail to the addresses set forth below.

<u>Program Notification Address:</u>	<u>Facility Notification Address:</u>
Idaho State University	_____
General Counsel	_____
921 S. 8 <sup>th</sup> Ave., Stop 8410	_____
Pocatello, ID 83209-8410	_____

X. **Binding Authority.** Each Party has authorized an undersigned individual to sign this Agreement on behalf of that Party.

**Signed:**

**Program:**

**Facility:**

**IDAHO STATE UNIVERSITY**

**Santee School District**

By: \_\_\_\_\_  
Laura Woodworth-Ney, Ph.D.  
Provost and Vice President for  
Academic Affairs

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_





Discussion and/or Action Item D.5.1. Personnel, Regular  
 Prepared by Tim Larson  
 March 1, 2016

**BACKGROUND:**

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

**Certificated Staff**

A. New Appointments:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Gervase, Audra	Sycamore Canyon PRIDE Academy	VI-04	\$0.00	\$59,441.00	02-12-16

B. Temporary Rehires:

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

C. Change of Status/Location:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Hunt, Charlotte (corrected)	Rio Seco	V-02	\$51,088.00	\$51,088.00	02-02-16

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Schock, Deborah	Chet F. Harritt	VI-21	Retirement	06-23-16

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

**Classified Staff**

H. New Appointments:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Essig, Dawn	PRIDE Academy	Campus Aide CA A / 2.0 hrs	\$0.00	\$433.25	02-22-16
2. Mustafa, Summaya	Hill Creek	Early Childhood Assistant II 18 A / 3.5 hrs	\$0.00	\$945.87	02-10-16
3. Stark, Sierra	Pepper Drive	Project SAFE Assistant 17 A / 2.25 hrs	\$0.00	\$579.19	02-19-16

I. Rehires:

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

J. Change of Status/Location:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Dougherty, Lisamarie	Transportation	Bus Driver I 25 E / 4.92 hrs to 25 E / 5.67 hrs	\$2,285.96	\$2,634.60	03-01-16
2. Hocking, Patricia	Transportation	Bus Driver I 25 E / 5.92 hrs to 25 E / 7.08 hrs	\$2,750.58	\$3,552.70	03-01-16
3. Mester, Teri	Transportation	Bus Driver I 25 E / 4.25 hrs to 25 E / 4.67 hrs	\$2,053.64	\$2,169.98	03-01-16

**Classified Staff - continued**

J. Change of Status/Location:

4. Ryan, Chriscilda	Transportation	Bus Driver I 25 E / 6.58 hrs to 25 E / 7.42 hrs	\$3,057.23	\$3,723.31	03-01-16
5. Schmidtke, Cynthia	Transportation	Bus Driver I 25 E / 4.92 hrs to 25 E / 5.92 hrs	\$2,285.96	\$2,970.62	03-01-16
6. Siefried, Terri	Transportation	Bus Driver I 25 E / 7.17 hrs to 25 E / 7.5 hrs	\$3,331.55	\$3,763.45	03-01-16
7. Tischer, Columba (corrected)	Sycamore Canyon	Instructional Assistant, Special Ed II 21 A / 3.5 hrs	\$1,095.00	\$950.14	01-25-16

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date
1. Hatton, Sherry	Hill Creek	Campus Aide 25 E / 2.0 hrs	Family Care	Approve	02-29-16

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Jordan, Terry	Cajon Park	Campus Aide	Personal	02-20-16

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date
1. Whittaker, Matthew	Cajon Park	Project SAFE Assistant	02-18-16

**RECOMMENDATION:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.5.1.

Consent Item D.5.2.

Adoption of Resolution No. 1516-19 for Non-Reelection of Temporary Certificated Employees

Prepared by Tim Larson  
March 1, 2016

**BACKGROUND:**

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

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution No. 1516-19, regarding the non-reelection of temporary certificated employees.

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

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

There is no student achievement impact.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.5.2.

**SANTEE SCHOOL DISTRICT**  
Resolution No. 1516-19

**WHEREAS**, employees' number:

485-107	445-579	387-988	546-975
535-184	108-491	545-146	537-400
451-084	136-580	536-088	271-777
536-126	508-371	217-685	430-592
108-096	532-184	371-415	377-749
232-870	415-447	495-249	542-583
481-261	445-860	537-608	117-739
481-327	446-068	369-494	
493-856	135-199	163-218	

are temporary and/or probationary employees of the District hired for the 2015-2016 school year; and

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

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

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

485-107	445-579	387-988	546-975
535-184	108-491	545-146	537-400
451-084	136-580	536-088	271-777
536-126	508-371	217-685	430-592
108-096	532-184	371-415	377-749
232-870	415-447	495-249	542-583
481-261	445-860	537-608	117-739
481-327	446-068	369-494	
493-856	135-199	163-218	

effective June 22, 2016;

**BE IT THEREFORE RESOLVED:**

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

485-107	445-579	387-988	546-975
535-184	108-491	545-146	537-400
451-084	136-580	536-088	271-777
536-126	508-371	217-685	430-592
108-096	532-184	371-415	377-749
232-870	415-447	495-249	542-583
481-261	445-860	537-608	117-739
481-327	446-068	369-494	
493-856	135-199	163-218	

notifying the employees of the Governing Board's decision to not reelect him/her for the 2016-2017 school year.

**ADOPTED** by the Governing Board of Santee School District this 1<sup>st</sup> day of March, 2016.

YES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

STATE OF CALIFORNIA)  
COUNTY OF SAN DIEGO)

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

\_\_\_\_\_  
Clerk of the Board of Education

\_\_\_\_\_  
March 1, 2016  
Date

**BACKGROUND:**

Administration has reviewed the performance of various temporary certificated employees with the possibility of offering probationary contracts. At tonight's meeting, administration recommends the Board approve probationary status to six (6.0 FTE) temporary teachers.

**RECOMMENDATION:**

It is recommended that the Board of Education approve probationary status to six (6.0 FTE) temporary teachers.

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>FTE</u></b>
Farmer, Kelly	Cajon Park	1.0
Roque, Monica	Chet F. Harritt	1.0
Goro, Susan	Hill Creek	1.0
Reid, Corinne	Pepper Drive	1.0
Gourley, Kristina	Rio Seco	1.0
Dow, Stephanie	Special Education	1.0

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

It is the District's intent to promote the highest quality of school district staff to achieve our student achievement goals.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item D.5.3.

**Item E. DISCUSSION AND/OR ACTION ITEMS**

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

Agenda Item E.



Discussion and/or Action Item E.1.1. Approval of Second Period Interim Report  
Prepared by Karl Christensen  
March 1, 2016

**BACKGROUND:**

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

Provided for the Board's review and approval is the 2<sup>nd</sup> Interim Report as of January 31, 2016, for the Santee School District. Copies of the interim report for the public's review will be available at the meeting or upon a request to the Fiscal Services department.

Administration will provide details of the assumptions and financial projections in the 2<sup>nd</sup> Interim Report at the Board meeting. The District is designating a positive certification for the second interim.

**RECOMMENDATION:**

It is recommended that the Board of Education approve a positive certification for the 2<sup>nd</sup> Interim Report regarding the District's ability to meet its financial obligations for the 2015-16 fiscal year and two subsequent fiscal years.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

Financial projections to be provided at the Board of Education meeting.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item E.1.1.

Discussion and/or Action Item E.1.2. Approval of Monthly Financial Report  
Prepared by Karl Christensen  
March 1, 2016

**BACKGROUND:**

Administration has prepared the accompanying Monthly Financial Report covering the period January 1, 2016 through January 31, 2016 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The Monthly Financial Report shows a beginning cash balance of \$10,431,966; cash receipts of \$8,299,703; and disbursements of \$4,816,590 are reflected for the period of January 1, through January 31, 2016 resulting in an ending cash balance of \$13,915,079 as of January 31, 2016.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item E.1.2.

# Monthly Financial Report - January

1

## CASH REPORT FOR JANUARY

		Actual	Projected*
Beginning Cash Balance as of January 1, 2016		\$10,431,966	\$10,431,966
<b>INCOME</b>			
A. Local Control Funding Formula			
State Aid	\$ 2,488,078		
Property Taxes	<u>2,874,526</u>	5,362,604	
B. Federal Income			
Federal Funding	<u>140,791</u>	140,791	
C. State Income			
Categorical Funding	382,142		
Unrestricted State Funding	1,421,612		
Lottery	<u>287,358</u>	2,091,112	
D. Local Income			
Other Local Income	410,305		
Spec Ed	254,517		
Interest	<u>12,055</u>	676,877	
E. Due to/Due from other funds		28,319	
F. Debt Proceeds		-	
<b>TOTAL INCOME</b>		<b>\$8,299,703</b>	<b>\$8,299,703</b>
Beginning Balance Plus Income		<b>\$18,731,669</b>	<b>\$18,731,669</b>
<b>DISBURSEMENTS</b>			
G. Commercial Warrants	\$ 658,939		
H. Payroll Warrants	3,319,248		
I. Statutory Employee Benefits	526,027		
J. Health & Welfare	259,742		
K. Other Outgo	52,634		
L. Interfund Borrowing Out	-		
M. Budget Adjustments	<u>-</u>		
<b>TOTAL DISBURSEMENTS</b>		<b>\$4,816,590</b>	<b>\$4,816,590</b>
Ending Cash Balance as of January 31, 2016		<b>\$13,915,079</b>	<b>\$13,915,079</b>

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

**Budget Revisions  
Through January 31, 2016  
2015-16 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
<b>Beginning Fund Balance</b>	9,375,822	684,398	10,060,220
<b>Estimated Income</b>	48,054,708	13,138,391	61,193,099
<b>Estimated Expenditures</b>	47,690,318	12,734,706	60,425,024
<b>Change in Fund Balance</b>	364,390	403,685	768,075
<b>Projected Ending Fund Balance</b>	9,740,212	1,088,083	10,828,295
<b>Less: Restricted Program Carryovers</b>	-	1,088,083	1,088,083
<b>Less: Non-Spendable</b>			
<b>Prepaid Expenses</b>	375,869	-	375,869
<b>Revolving Cash Fund</b>	15,000	-	15,000
<b>Stores Inventory</b>	46,850	-	46,850
<b>Less: Assigned Vacation Carryover</b>	249,083	-	249,083
<b>Assigned Site Carryover Balances</b>	-	-	-
<b>Less: Economic Uncertainty Reserve</b>	1,812,751	-	1,812,751
<b>Less: Reserve for State Budget Uncertainty</b>	-	-	-
<b>Uncommitted/Unassigned/Unappropriated Fund Balance</b>	7,240,658	-	7,240,658
<b>Fund 17 Projected End of Year Balance</b>	2,895,789	-	2,895,789
<b>Projected Reserves</b>	11,949,198	-	11,949,198
	<u>January</u>	<u>December</u>	
<b>Projected Reserve % 2015-16<sup>1</sup></b>	19.78%	23.44%	
<b>Projected Reserve % 2016-17<sup>2</sup></b>	17.32%	25.07%	
<b>Projected Reserve % 2017-18<sup>2</sup></b>	15.56%	27.10%	

As a % of the Estimated Expense Total<sup>1</sup>

Based on Multi-Year Projection at 2015-16 2nd Interim- January 2016<sup>2</sup>

Discussion and/or Action Item E.2.1. Approval to Rescind Resignation  
Prepared by Tim Larson  
March 1, 2016

**BACKGROUND:**

On August 25, 2015, a currently employed teacher submitted a retirement notice to be effective June 22, 2016. This retirement request was approved by the Board of Education on September 15, 2015. The employee has since asked to rescind that retirement request and to remain employed by the Santee School District.

Current Board Policy 4117.2 states that *“Once the Superintendent or designee has accepted and set an effective date for the resignation (retirement), the resignation may not thereafter be withdrawn by the employee.”* This request is unique in that the employee is still working in the Santee School District with their last day of employment on June 22, 2016.

**RECOMMENDATION:**

It is recommended that the Board of Education engage in discussion regarding an employee’s request and Board Policy 4117.2. Action is at the discretion of the Board.

**FISCAL IMPACT:**

There is no additional cost to the district as this is a current employee.

**STUDENT ACHIEVEMENT IMPACT:**

Students benefit from a highly experienced teacher being in their classroom.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Agenda Item E.2.1.

**RESIGNATION**

Any district employee who desires to resign his/her position shall submit, in writing, a letter of resignation which indicates the date which the employee intends as his/her last day at work. The Governing Board encourages employees to provide advance notice that is appropriate for the position they hold.

The Board authorizes the Superintendent or designee to accept an employee's written resignation and to set its effective date. Once the Superintendent or designee has accepted and set an effective date for this resignation, the resignation may not thereafter be withdrawn by the employee.

The effective date of the resignation shall be a date not later than the close of the school year during which the resignation is received. However, an employee and the Board may agree that a resignation will be accepted at a mutually agreed upon date not later than two years beyond the close of the school year during which the resignation is received by the Board. (Education Code 44930, 45201)

If a certificated employee leaves the employ of the district during the school year without obtaining acceptance of a resignation, or leaves before the effective date of the resignation, the district Superintendent or designee will report this fact, with supporting evidence, to the Commission for Teacher Preparation and Licensing.

*Legal Reference:*

EDUCATION CODE

*35161 Board delegation of any powers or duties*

*44242.5 Reports of change in employment status, alleged misconduct*

*44420 Failure to fulfill contract as ground for suspension of diplomas and certificates*

*44433 Unauthorized departure from service as unprofessional conduct*

*44930 Acceptance and date of resignation*

*45201 Power to accept resignation*

CODE OF REGULATIONS, TITLE 5

*80303 Reports of change in employment status*

*80304 Notice of sexual misconduct*

COURT DECISIONS

*American Federation of Teachers, Local #1050 v. Board of Education of Pasadena Unified School District, (1980) 107 Cal.App.3d 829*

February 11, 2016

Mr. Tim Larson  
Human Resources Department  
Santee School District

Re: Rescinding my application for retirement

Dear Mr. Larson,

I have served as a teacher in this district since my hire date in 1977, and applied for retirement last fall to be effective in June of this year. Since that time, however, circumstances have changed and I would like to reach 40 years of service!

I realize that current board policy only permits a 30-day period in which one could change his/her mind, so I am, therefore, requesting that you make an exception to this rule.

Please, please support me by allowing me to remain in my profession of choice!

My sincerest thanks for taking this into consideration,

Discussion and/or Action Item E.3.1.  
Prepared by Cathy A. Pierce, Ed.D.  
March 1, 2016

California School Boards Association  
2016 Delegate Assembly Election

**BACKGROUND:**

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

There are ten (10) vacancies in Region 17 and the Board may vote for no more than ten (10) candidates. Write-in candidates are also permitted.

A copy of the ballot is attached.

**RECOMMENDATION:**

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_ Agenda Item E.3.1.



This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office no later than **TUESDAY, MARCH 15, 2016**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box.

*A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2016 DELEGATE ASSEMBLY BALLOT  
REGION 17  
(San Diego County)

Number of vacancies: 10 (Vote for no more than 10 candidates)

---

*Delegates will serve two-year terms beginning April 1, 2016 – March 31, 2018*

*\*denotes incumbent*

- |   |  |
|---|--|
| <input type="checkbox"/> Elvia Aguilar (South Bay Union SD)*      | <input type="checkbox"/> Katie Dexter (Lemon Grove SD)*  |
| <input type="checkbox"/> Barbara Avalos (National SD)*            | <input type="checkbox"/> Adrienne Hakes (Oceanside USD)* |
| <input type="checkbox"/> Marissa Bejarano (Chula Vista ESD)*      | <input type="checkbox"/> Elizabeth Jaka (Vista USD)*     |
| <input type="checkbox"/> Maria Betancourt-Castaneda (National SD) | <input type="checkbox"/> Claudine Jones (Carlsbad USD)*  |
| <input type="checkbox"/> Brian Clapper (National SD)              | <input type="checkbox"/> Eduardo Reyes (Chula Vista ESD) |
| <input type="checkbox"/> Maria Dallá (National SD)                | <input type="checkbox"/> Debra Schade (Solana Beach ESD) |

---

*Provision for Write-in Candidate Name*

---

*School District*

---

*Signature of Superintendent or Board Clerk*

---

*Title*

---

*School District/COE Name*

---

*Date of Board Action*

**Item F. BOARD POLICIES AND BYLAWS**

Agenda Item F.

Board Policies and Bylaws Item F.1.1.  
Prepared by Cathy A. Pierce, Ed.D.  
March 1, 2016

Review of Administrative Regulation 1325:  
Distribution of Advertising and Promotion for  
Organizations Outside Santee School  
District

**BACKGROUND:**

Revised Administrative Regulation (AR) 1325 - Distribution of Advertising and Promotion for Organizations Outside Santee School District is presented to the Board of Education for review. The revisions update the Administrative Regulation to recommendations from the Board of Education.

The proposed revisions are attached for Board review.

**RECOMMENDATION:**

Revised AR 4158 - Distribution of Advertising and Promotion for Organizations Outside Santee School District, is presented for review. Action is at the discretion of the Board.

**FISCAL IMPACT:**

There is no fiscal impact as a result of this review.

**STUDENT ACHIEVMENT IMPACT:**

Effective governance has a positive impact on student achievement.

## DISTRIBUTION OF ADVERTISING AND PROMOTION FOR ORGANIZATIONS OUTSIDE SANTEE SCHOOL DISTRICT

Outside organizations occasionally request district to display information in the schools and/or distribute materials to students. The Governing Board desires to promote positive relationships between the schools and community organizations. Just as community organizations can build support for the schools, the schools can cooperate with these groups under certain circumstances by publicizing services, special events and public meetings of interest to students and parents/guardians.

The Superintendent or designee may approve the distribution to students of materials prepared by organizations per Board Policy 1325.

### Guidelines

Distribution of authorized materials to students in schools must be kept at a minimum to prevent undue interference with the instructional program. Therefore, the district has developed the following procedures for the manner of distributions:

There are three levels of approved flyer distribution, as follows:

**Level 1. Community Organizations:** Community Organizations is defined as local community organizations and official long-standing non-profit organizations in our greater San Diego Community such as the YMCA, City of Santee, Boys and Girls Club, *youth organization (Scouts), performing arts opportunities, youth sports leagues that are members of the Santee Sports Council.* Level 1 materials will be distributed directly to students. *Please note: Youth organization (Scouts), non-profit performing arts opportunities, and youth sports leagues that are members of the Santee Sports Council will be allowed distribution twice a year.*

**Level 2. Flyers from Nonprofit organizations:** Nonprofit organizations is defined as *youth sports, community events, youth organization (Scouts), youth activities, family activities, performing arts opportunities, fitness opportunities, and other non-profit agency activities.* Level 2 materials will be scanned and placed on the district web site for students and parents/guardians to access. The sponsoring organization may deliver a supply of materials to each school to be displayed in a rack and made available for students to pick up.

**Level 3. Miscellaneous flyers:** Level 3 materials will be scanned and placed on the district web site for students and parents/guardians to access.

Materials to be approved must be submitted to the Superintendent's Office a minimum of two weeks prior to the event deadline. Once received and approved, materials will be placed on the district web site by category. The sponsoring organization will be notified of approval and will be responsible to deliver Level 1 or Level 2 materials to each school site.

Hard copies of Level 2 flyers will be made available for a reasonable amount of time for parents/guardians and students to retrieve materials that may be of interest to them.

## Item G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

### Item H. CLOSED SESSION

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

*The Board will go into Closed Session to discuss:*

1. **Public Employee Discipline/Dismissal/Release** (Gov't. Code § 54957)
2. **Conference with Legal Counsel – Anticipated Litigation** (Gov't. Code § 54956.9)
  - One Case
3. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)

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

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

*Agency Negotiator: Karl Christensen, Assistant Superintendent*
5. **Public Employee Performance Evaluation (Gov. Code § 54957)**  
*Superintendent*

### Item I. RECONVENE TO PUBLIC SESSION

### Item J. ADJOURNMENT

Agenda Items G, H, I, and J.