



# Santee School District

## SCHOOLS:

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

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

## BOARD OF EDUCATION REGULAR MEETING A G E N D A March 15, 2011

### **District Mission**

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

### **6:00 p.m. Student Forum**

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#### **A. OPENING PROCEDURES – 7:00 p.m.**

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

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

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1. Superintendent's Report
- 1.1. Developer Fees 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: Rachel Folsom- Santee School District Foundation Outgoing President 12

#### **C. PUBLIC COMMUNICATION**

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*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.*

BOARD OF EDUCATION · Dan Bartholomew, Dustin Burns, Dianne El-Hajj, Ken Fox, Barbara Ryan  
DISTRICT SUPERINTENDENT · Patrick Shaw, Ed.D.

9625 Cuyamaca Street · Santee, California 92071-2674 · (619) 258-2300 · [www.santeesd.net](http://www.santeesd.net)

**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.*

**Superintendent**

- 1.1. **Approval of Minutes** 15  
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.
- 1.2. **Adoption of Santee School District Governance Standards** 23  
It is recommended the Board of Education adopt the Governance Standards developed at a Board Workshop.

**Business Services**

- 2.1. **Approval/Ratification of Travel Requests** 29  
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.
- 2.2. **Approval/Ratification of Expenditure Warrants** 31  
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of February 2011.
- 2.3. **Approval/Ratification of Purchase Orders** 33  
It is recommended that the Board of Education approve and ratify purchase orders for the month of February 2011 as presented in the item.
- 2.4. **Approval/Ratification of Revolving Cash Report** 40  
It is recommended that the Board of Education approve/ratify revolving cash checks as listed in the item.
- 2.5. **Acceptance of Donations** 42  
It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board.
- 2.6. **Approval of Consultants and General Service Providers** 43  
It is recommended that the Board of Education approve Consultant and General Service Provider agreements as presented.
- 2.7. **Approval of Agreement with Eric Hall and Associates to Provide Financial Advisory Services for the 2011 General Obligation Bond Issue** 45  
It is recommended that the Board of Education approve the agreement with Eric Hall & Associates for Financial Advisory Services pertaining to the 2011 General Obligation Bond issue.
- 2.8. **Sheriff Security Assessment** 51  
It is recommended that the Board of Education review the table of security recommendations. Action is at the discretion of the Board of Education.

**Capital Improvement Program** Page #

3.1. **Authorization to Seek Bids/Proposals for Summer Projects** 54  
It is recommended that the Board of Education authorize administration to seek bids/proposals for summer projects in the areas listed and to be performed during the summer of 2011.

3.2. **Adoption of Resolution #1011-16, Designating Applicant's Agent for Federal Assistance Relating to Storm Flooding 2010-11 Claims** 56  
It is recommended that the Board of Education adopt Resolution #1011-16 Applicant's Agent Resolution (OES Form 130), listing the Assistant Superintendent Business Services, as the designated agent by title for submitting claims and necessary documentation.

**Educational Services**

4.1. **Approval of School Accountability Report Cards for the 2009-10 School Year** 59  
It is recommended that the Board of Education approve the 2009-10 School Accountability Report Cards.

4.2. **Approval of Student Teaching Agreement with Dordt College** 63  
It is recommended that the Board of Education approve the Student Teaching Agreement with Dordt College.

**Human Resources/Pupil Services**

5.1. **Personnel, Regular** 65  
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.

5.2. **Approval of New Probationary Teacher** 67  
It is recommended that the Board of Education approve probationary status for a teacher.

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

*Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.*

**Superintendent**

1.1. **Board Selection of Eighth Grade Promotion Assignments** 69  
It is recommended that the Board of Education select assignments for presentation or promotion certificates.

**Business Services**

2.1. **Approval to Seek Proposals for Lighting Retrofit of District Office and Educational Resource Center** 71  
It is recommended that the Board of Education authorize administration to seek proposals for lighting retrofit of the District Office and ERC. Selection of a proposal would be brought back to a subsequent Board meeting for approval to contract.

**Capital Improvement Program**

- 3.1. **Approval of Amendment No. 2 to Tenth Amendment (Phase IV –Chet F. Harritt School Modernization) to Construction Services Agreement for Lease-Leaseback, Site Lease, and Sublease Agreement** 73

It is recommended that the Board of Education approve Amendment No. 2 to Tenth Amendment to the Lease-Leaseback Construction Agreement with a Guaranteed Maximum Price of \$6,108,054.

**Educational Services**

- 4.1. **Approval of Memorandum of Understanding Between California Healthy Kids Regional Center and Santee School District and Implementation Plan 2011** 93

It is recommended that the Board of Education approve the Memorandum of Understanding with California Healthy Kids Regional Center to support valuable data collection for federal grant requirements as well as the questions and modules included in the implementation plan.

- F. **BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS** 100

- G. **CLOSED SESSION** 101

1. **CONFERENCE WITH LABOR NEGOTIATOR** (Govt. Code § 54956.8)  
*Agency Negotiator: Karl Christensen, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association*
2. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**  
Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9 (One potential case)

- H. **RECONVENE TO PUBLIC SESSION** 101

- I. **ADJOURNMENT** 101

**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  
April 5, 2011, 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  
 Bartholomew  
 El-Hajj  
 Fox  
 Burns

#### OPENING PROCEDURES ITEM A.

1. Call to Order and Welcome – 7:00 p.m.

2. District Mission

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

3. Pledge of Allegiance

4. Approval of Agenda for the March 15, 2011 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report  
Prepared by Dr. Patrick Shaw  
March 15, 2011

The following items are presented for Board information:

- 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

Agenda Item B.

**DEVELOPER FEES COLLECTION REPORT**  
**2010-11**  
**CUMULATIVE THROUGH MARCH 4, 2011**

Residential Rate: \$3.46 per square foot over 500 - effective 4/20/10

Commercial Rate: \$.29 per square foot - effective 6/16/08

Self Storage Rate: \$.14 per square foot - effective 4/20/10

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
X		10641 Prospect Avenue (DCXcavation, Inc.)	07/12/10	983	\$285.07	PA
	X	1058-1287 Calle R. Tuttle (McMillin)	07/22/10	15,341	\$53,079.86	PD
	X	8498 Mesa Heights Road (Miller)	07/09/10	1,026	\$3,549.96	CFH
	X	Morning View- Phase I (McMillin) Add'l Sq. Footage	09/02/10	210	\$726.60	PD
X		10351 Lunar Lane (Don Witte)	10/21/10	6,720	\$1,948.80	PA
	X	Morning View- 1220 Calle R. Tuttle (McMillin)	11/10/10	3,200	\$11,072.00	PD
	X	Morning View- Phase II (McMillin)	11/10/10	12,924	\$44,717.04	PD
	X	Morning View- Phase III (McMillin)	11/15/10	15,614	\$54,024.44	PD
	X	9438 Kashube Way	11/19/10	3,367	\$11,649.82	CO
	X	8226 Ramhaven Lane	02/10/11	655	\$2,266.30	CFH
<b>TOTAL PAGE 1</b>					\$183,319.89	
<b>TOTAL COLLECTED AS OF MARCH 04, 2010</b>					\$879,986.19	

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

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

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

Requests For Use Of Facilities - March 15, 2011						
Group	Location	Date	Days	Time	Attendance	Fees Applied
<b>Carlton Oaks</b> Pickwick Players	Classroom	3/5/11 - 4/21/11	Mon - Sat	9:00 am - 10:00 pm	10 - 30	
<b>Chet F. Harritt</b> Apple Tours (8th Grade DC Meeting)	Classroom	3/15/11	Tuesday	6:00 pm - 8:00 pm	40	
<b>Pepper Drive</b> Home Start (Dad's Group)	Classroom	3/2/11 - 6/15/11	Wednesday	6:00 pm - 7:30 pm	10	
<b>Rio Seco</b> Girl Scouts	Multi-Purpose Room	2/28/11 - 3/28/11	Monday	6:00 pm - 8:00 pm	10	
E.L. Dept. (Reclassification Ceremony)	Multi-Purpose Room	3/31/11	Thursday	6:00 pm - 7:30 pm	300	
<b>Santee School Field</b> Starlings Volleyball - Santee	Field	3/1/11 - 6/15/11	Mon - Fri	4:00 pm - 7:00 pm	25	

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



Santee School District  
ENROLLMENT REPORT  
3/11/2011  
Month 7 Week 2

SCHOOL	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	03/11/11		# Diff	% Diff	03/11/11		# Diff	% Diff	Prior Week		Total Diff
										Total Reg	Total Reg			SDC	SDC			03/11/11	03/04/11	
Cajon Park	102	106	108	109	112	107	111	102	131	988	969	19	2.0%	66	37	29	78.4%	1054	1056	-2
Carlton Hills	49	44	35	39	43	40	60	89	94	493	496	-3	-0.6%	19	42	-23	-54.8%	512	512	0
Carlton Oaks	86	81	81	66	94	99	100	121	94	822	809	13	1.6%	58	46	12	26.1%	880	880	0
Chet F. Harritt	80	54	89	50	55	54	60	66	71	579	581	-2	-0.3%	9	9	0	0.0%	588	588	0
Hill Creek	91	90	89	90	78	89	85	80	69	761	749	12	1.6%	24	22	2	9.1%	785	780	5
Pepper Drive	84	79	71	64	66	75	85	88	79	691	706	-15	-2.1%	9	11	-2	-18.2%	700	698	2
Prospect	54	64	53	64	47	57	62	62	43	506	482	24	5.0%	0	14	-14	-100.0%	506	506	0
Rio Seco	90	112	106	100	113	95	116	98	90	920	882	38	4.3%	40	23	17	73.9%	960	957	3
Sycamore Canyon	61	50	52	50	32	46	41	0	0	332	334	-2	-0.6%	0	29	-29	-100.0%	332	334	-2
SUBTOTAL	697	680	684	632	640	662	720	706	671	6092	6008	84	1.4%	225	233	-8	-3.4%	6317	6,311	6
Alternative School	3	3	4	3	3	4	7	7	5	39	39	0	0.0%					39	39	0
Success Academy								6	3	9	9	0	0.0%					9	11	-2
NPS										0	0			2	5	-3	-60.0%	2	2	0
EAK 5YO	115									115	140		0.0%					115	115	0
SUBTOTAL	118	3	4	3	3	4	7	13	8	163	188	-25	-13.3%					165	167	-2
<b>TOTAL</b>	<b>815</b>	<b>683</b>	<b>688</b>	<b>635</b>	<b>643</b>	<b>666</b>	<b>727</b>	<b>719</b>	<b>679</b>	<b>6255</b>	<b>6196</b>	<b>59</b>	<b>1.0%</b>					<b>6482</b>	<b>6478</b>	<b>4</b>

Please note: Special Ed, PK listed below are not reflected in the total count above because they do not receive ADA until they reach 5 years of age.

	PK	
Cajon Park	1	1055
Chet F Harritt	1	589
Sycamore Canyon	41	373
<b>Total PK</b>	<b>43</b>	

Total Enrollment Including PK
<b>6527</b>

EAK 4YO 2

## CLAIMS AGAINST THE DISTRICT

The following claims were received by Business Services 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>
Carlton Oaks & Fanita Parkway	January 14, 2011	Property Damage

## *Schedule of Upcoming Events*

<i>Date</i>	<i>Event</i>
March 23	Business Breakfast 7:45-9:00 a.m. Educational Resource Center
March 31	English Learner Reclassification Ceremony 6:00-7:30 p.m. Rio Seco Multi-Purpose Room
April 5	Board Meeting 7:00 p.m. Principals meet with Board (6:00-6:45 p.m.)
April 11-22	Spring Break Schools Closed
May 3	Board Meeting 7:00 p.m.
May 17	Board Meeting 7:00 p.m.
May 24	Salute to Excellence Employees of the Year
June 7	Board Meeting 7:00 p.m.
June 9	End-of-Year Employee Celebration
June 21	Board Meeting 7:00 p.m.
June 22	Last Day of School
June 28	Foundation Golf Tournament

Reports and Presentations Item B.2.

Spotlight: Rachael Folsom, Santee School District Educational Foundation, Outgoing President

Prepared by Dr. Pat Shaw  
March 15, 2011

**BACKGROUND:**

Over the past two years Santee business owner Rachael Folsom, has served as the President of the Santee School District Educational Foundation. During that time, the Foundation has continued to grow and in turn able to provide the school district with fiscal resources that would not otherwise have been available.

Under Mrs. Folsom's leadership: the Golf Tournament has continued to thrive, even during this tough economic time; an annual Art Show and Auction has been implemented, doubling its net proceeds the second year; schools have received a \$1,000 school grant each year; and the Foundation supported the Unlimited Access Program to provide monitors to the families receiving computers and modems. These achievements helped to reach Mrs. Folsom's goal to make the Foundation more visible throughout the community.

Mrs. Folsom's background as a teacher has guided the mission and vision of the Foundation to provide resources to students in their classroom. The Foundation currently supports the entire cost of the Arts Attack program to sustain the program that they purchased in 2006. Technology tools in the schools supporting 21<sup>st</sup> century learning skills has been supported by more than \$100,000, providing laptops, projectors, and wireless access in classrooms.

The Santee School Board and the Superintendent would like to thank Mrs. Folsom for her service and commitment to the Santee community and her service as President of the Santee School District Foundation. Much success is wished for the Folsom family as they move away.

Agenda Item B.2.

## PUBLIC COMMUNICATION Item C

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 tape recorded.

Agenda Item C.

CONSENT ITEMS Item D.

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

Consent Item D.1.1. Approval of Minutes  
Prepared by Dr. Patrick Shaw  
March 15, 2011

**BACKGROUND:**

Presented for Board approval –

- March 1, 2011, regular meeting minutes

**RECOMMENDATION:**

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

Motion:

Second:

Vote:

Item D.1.1.

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

**MINUTES  
March 1, 2011**

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 7:01 p.m. and invited the audience to join the Board in reading the District Mission Statement.

Members present:

Barbara Ryan, President  
Dan Bartholomew, Vice President  
Dianne ElHajj, Clerk  
Ken Fox, Member  
Dustin Burns, Member

Administration present:

Dr. Patrick Shaw, Superintendent and Secretary to the Board  
Karl Christensen, Assistant Superintendent, Business Services  
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services  
Kristin Baranski, Director, Educational Services  
Linda Vail, Executive Assistant and Recording Secretary

2. President Ryan invited Matt Marsman, the District Systems Administrator, to lead the members, staff and audience in the Pledge of Allegiance.

3. Approval of Agenda

It was moved and seconded to approve the agenda.

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

**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. Schedule of Upcoming Events
- 1.5. Schedule of Spring Open Houses/Events

2. Report to the Board: Counseling Program/Social Workers

Dr. Shaw introduced Meredith Riffel, Collaborative Coordinator, who provided a presentation about the grant funded social worker services that are provided for students. Mrs. Riffel said there are five different funding streams for programs to serve students. At this time we have grant funding totaling \$508,447 and AB 1802 funding of \$43,129. Santee Cares funds the social workers/educational counselors at Cajon Park, Chet F. Harritt, Hill Creek, Pepper Drive, and PRIDE Academy. The Early Mental Health Initiative (EMHI) program is in place at Carlton Hills, Carlton Oaks, and Rio Seco. The Tobacco Use Prevention and Education (TUPE) program funds tobacco education for all students in grades 6 through 8.

Mrs. Riffel introduced the Social Workers/Educational Counselors: Ana Hubbell, Carrie Thompson, Ed Gigliotti, Kirsten Stretton, and Mary Shirley. She explained they each work four days a week at a grant funded site and one day a week at non-grant sites, providing small group and individual support to 50-65 students at each site, each week. The Social Workers/Educational Counselors offer classroom lessons to address universal issues, make referrals to outside agencies for additional services for families, work to decrease student discipline referrals, provide parent education at sites, and provide yearly college and career planning opportunities to all 8<sup>th</sup> grade students. The 8<sup>th</sup> grade college night will be held on March 29<sup>th</sup>.



The next step is to take a focused look to evaluate how services are impacting students and families. Next steps include applying for additional EMHI funding to support students at PRIDE Academy, apply for a Safe Schools Healthy Students grant to continue to provide these services and more, and continue to work with the Santee Collaborative to make sure we can offer as many services as possible to our students.

Member Burns asked how the parent education classes are communicated to our parents. Mrs. Riffel said flyers are sent home, school messenger messages are sent, and the information is posted on the District web site.

Member Burns said he is always in awe and all of the things Mrs. Riffel has done. Member El-Hajj asked about the Girls Empowerment group. Mrs. Riffel said the seminar would be provided by the SDCOE. Member El-Hajj said the Board has heard of some dangerous issues in the County and that would be a good place to address them. Mrs. Riffel said Mary Shirley would be providing that information to the Professional Leadership Team in April. President Ryan and Member El-Hajj both believe awareness for parents should also be provided.

Member Bartholomew asked who applies for the grants. Meredith said she writes the grant applications with assistance from others. Dr. Shaw interjected that Meredith is the driving force. Member Bartholomew thanked Mrs. Riffel saying that it is a great amount of money that we would not have without her efforts.

Member Fox said it is very refreshing to see someone who is so passionate about their job.

President Ryan asked how the information about college attendance was determined and asked to have the data sent to her. She does not believe the information is correct unless the study group is different, maybe comprised of adults in the community, rather than students. President Ryan congratulated Meredith on her continued success and thanked her and all of the social workers.

### **C. PUBLIC COMMUNICATION**

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

### **D. CONSENT ITEMS**

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President Ryan invited comments from the public on any item listed under Consent.

- 1.1. Approval of Minutes**
- 2.1. Acceptance of Donations**
- 2.2. Santee Farmers' Market Contract Extension**
- 3.1. Approval of Memorandum of Understanding Between Santee School District and Super Star Learning Company**
- 4.1. Pulled by Member Burns for separate consideration.**
- 4.2. Adoption of Resolution No. 1011-14 for Non-Reelection of Temporary Certificated Employees**
- 4.3. Approval of 2011-2012 School Calendar**
- 4.4. Approval of Out-of-School Time Program Fee Discount**

It was moved and seconded to approve Consent Items with the exception of Item 4.1. which was pulled by Member Burns for separate consideration.

**Motion:** El-Hajj      **Second:** Fox      **Vote:** 5-0

#### **D.4.1. Personnel, Regular**

Member Burns said he does not support all of the leave requests. He believes if a teacher is employed as a teacher somewhere else, he cannot fundamentally support approving a leave of absence. He moved approval of D.4.1. with the exception of leave requests.

Member Bartholomew asked is a spot is held for a teacher on leave and how it impacts temporary teachers. Mrs. Malin said that a temporary teacher is hired for each teacher on leave and a position is held to be available if they return. Member Bartholomew would like to have a discussion at a later date about defining some sort of criteria or a cap of time for leaves of absence. He asked that this be a topic of

discussion at a meeting and Administration collect information to compare with other districts' policies. Member El-Hajj seconded the motion.

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

Member Bartholomew moved to approve item the Leave of Absences.

**Motion:** Bartholomew                      **Second:** El-Hajj                      **Vote:** 4-1 (Burns, no)

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

President Ryan invited comments from the public on any item listed under Discussion and/or Action.

##### **1.1. Proclamation Honoring Santee School District Employees for Volunteer Services**

Dr Shaw shared that in January Member Bartholomew commented on the volunteer service our employees provide throughout the community and finding a way to recognize them. The number of employees who provide volunteer services is vast and the Professional Leadership Team each committed to volunteer service over the last two years. A proclamation was presented for Board adoption thanking and commending school district employees for donating their time and service both within and outside of Santee.

Member Bartholomew thanked Dr. Shaw and said our folks are very visible in the community at many times. Member Bartholomew moved to adopt the proclamation honoring Santee School District employees for their volunteer services. A copy of the proclamation will be framed and sent to each school.

**Motion:** Bartholomew                      **Second:** Burns                      **Vote:** 5-0

##### **1.2. Approval of Out-of-School Time Program-STEP**

Dr. Shaw introduced Pam Brasher to explain a unique opportunity being developed for our graduating students and other high schools students as they move into the job market. Ms. Brasher reported she began hearing concerns from parents about there 8<sup>th</sup> graders who will suddenly not have supervision during the summer. Staff always welcomes additional help but costs are always an issue. Based on these needs, staff developed the STEP program, a program designed to train future staff. High school students can apply for the four-week session that includes training in child development, assisting with students, attending field trips, and a team training event and special field trip each Friday. There is a small fee the students will pay to cover the cost of their T-shirt, field trips, and a portion of their First Aid/CPR certification. Member El-Hajj moved to approve the STEP program as a part of the Out-of-School-Time Program.

**Motion:** EL-Hajj                      **Second:** Burns                      **Vote:** 5-0

##### **1.3. Microsoft Exchange 2003 Migration to Microsoft LIVE@edu**

Dr. Shaw introduced Bernard Yeo to share the options for the future of District email services. Mr. Yeo reported the present exchange server was installed in 2005 and the hardware was rebuilt in 2007. We currently have 630 active mail box accounts and the server is running out of space even though the users have limited storage. The back-up takes approximately 17 hours and restoration of the data file is not definite. Our current system does not have the capacity to expand, the spam filter expires in July, and the service contract expires next year. To upgrade our current system to Exchange Server would cost approximately \$15,000.

Another alternative to consider is Microsoft LIVE@edu, which is built for educational institutions by Microsoft. This program has many good features, most importantly, Outlook LIVE, online Microsoft applications, and LIVE Skydrive online storage. This is a free service Microsoft provides to education.

The Outlook LIVE features include 10 GB storage per user, increased attachment size, enough storage to provide student email accounts, data security and spam filtering. The District can co-brand with our District domain for new email address of @santeesd.net. Mr. Yeo provided an implementation schedule. The test period would be during March with tech support teachers at various school sites. After the test, these individuals would provide training and support at their sites. After Spring Break Technology would implement Microsoft LIVE@edu at the three schools being modernized, followed by implementation at other schools through June 2011. By July 1<sup>st</sup>, the conversion would be complete.

Member Bartholomew asked if all of our data is backed up on servers at this time within the District. He asked if the new scenario was sound and if the data stored on another server was easily retrievable. Mr. Yeo said we would be getting the same service and protection that is sold to the commercial industry. The District would be using their service but District Administration would fully manage the system with several fail safes. Member El-Hajj moved to approve the migration to Microsoft LIVE@edu for the District email services upon successful testing.

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

Member Burns would like to have discussion about student email before implementation. He would be interested in hearing from another District how they are using the email system with their students and what security measures are in place. He would also want the information shared with families before students had email accounts. Mrs. Baranski said LIVE@edu student email would only be internal and would be safe. She believes this topic would be a good discussion in ACI and the committee input brought to Board.

**2.1. Approval of Second Interim Report**

Karl Christensen shared that on January 15<sup>th</sup> the Governor released his budget proposal addressing the deficit in the State government. There are some encouraging signs for State revenues and three months of employment gains. Residential permits were up and sales of single detached homes are up. It will take a while to catch up to education. There are two possible scenarios based on the possible extension of the temporary taxes. The multi-year projection is based on the Governor's proposal with temporary taxes extended, which is a \$19 per ADA decline.

Member Bartholomew shared that as Dr. Shaw explained the deferrals at a staff meeting he realized District Administration has to develop a budget without a solid sense of funding but they still manage to do great things.

Member El-Hajj said it is a pleasure that Santee is not looking at "doom and gloom" and doing much better than most districts for next year. Member Burns moved to approve the Second Interim Report.

**Motion:** *Burns*                      **Second:** *Bartholomew*                      **Vote:** *5-0*

**2.2. Approval of Monthly Financial Report**

Karl Christensen provided monthly cash transactions showing a cash balance of \$8.8 million in the general fund and enough cash to meet our financial obligations at this time. Member Bartholomew moved to approve the Monthly Financial Report.

**Motion:** *Bartholomew*                      **Second:** *Burns*                      **Vote:** *5-0*

**2.3. Santee School Site Pre-Lease Agreement**

Karl Christensen shared at the February 1, 2011 meeting the Board selected Haagan Company LLC as the developer for the Santee School site. The next step in the process is to execute a pre-lease agreement with Haagen to govern roles and responsibilities prior to execution of an eventual ground lease. To comply with the CDE waiver, the ground lease would need to be executed prior to expiration of the waiver on March 29, 2012. The pre-lease agreement does not obligate the District to execute a ground lease. Member EL-Hajj asked if it was possible to extend the waiver. Mr. Christensen will begin a discussion with Tim Garfield about preparing an extension and what the timeline is. Member El-Hajj moved to approve Administration to enter in to the pre-lease with Haagan Company.

**Motion:** *El-Hajj*                      **Second:** *Fox*                      **Vote:** *5-0*

**2.4. Approval of Agreement with the Fiscal Crisis Management Assistance Team (FCMAT) to Conduct a Study of Technology Services**

Karl Christensen said the District has been making great strides in technology and it is imperative that the District maintain its ability to keep technology operating at peak performance, quickly respond to customer needs, and remain poised to take advantage of new technologies as they emerge, even during times when support resources for technology have been scaled back in response to the State budget crisis. Administration recommends contracting with the Fiscal Crisis Management Assistance Team (FCMAT) to

perform a study of technology services. He provided the scope points recommended with a cost of \$8,000.

Member Burns said it is important to state this is the fourth FCMAT study. He wants to make sure the purpose is not to advise on cuts and that what we are paying is cost effective. Mr. Christensen said it is not to look at cuts but to develop a road map for our critical components to position ourselves to take advantage of the resources we have to provide optimal service. Administration is not looking for cost savings, but ways to save dollars. The team will also analyze instructional technology services as part of the curriculum. Dr. Shaw said the outcome is to establish a foundation for developing a technology plan that works for the future of Santee.

Member Bartholomew said the scope looks at infrastructure, staff, and resources to support our technology. He asked about E-Rate savings. Mr. Christensen said the District receives discounts, subsidized by the Federal Government, on the cost of WAN services and cell phones. These funds would be used to pay for the study.

Member Burns moved to approve the agreement with FCMAT to conduct a study of technology services to quantify potential savings and make recommendations for the optimal configuration of services.

**Motion: Burns Second: Fox Vote: 5-0**

**3.1. Award of Contract to Gem Industrial Electric Inc. for Custom Design Shade Shelter at Carlton Oaks School**

Karl Christensen reported that on June 22, 2010 the Board approved replacement of the shade structure at Carlton Oaks School. The project was put out to bid and the bids were presented to the Board. Administration recommended that the Board award the custom design shade shelter bid to Gem Industrial Electric, Inc. for \$149,860.

Member Burns asked how much over the original estimate the bid was. Mr. Christensen said the original estimate was about \$90 but later revised to \$140,000. Member Bartholomew believed the cost seemed rather high for a shade structure. Mr. Christensen explained about the need for a custom design to accommodate the Carlton Oaks lunch area and installed at a required distance from the buildings.

Member El-Hajj moved to approve the contract with Gem Industrial Electric, Inc. for \$149,860 less the deductive alternate # 2 for \$4,000 demolition for a total of \$145,860 for the construction of the Carlton Oaks School shade shelter.

**Motion: El-Hajj Second: Fox Vote: 5-0**

**3.2. Approval of Site DSA Inspector IOR and Test Lab for Carlton Oaks School Shade Shelter**

Part of the construction process for the custom shade structure at Carlton Oaks requires Inspector of Record services and materials testing to be DSA approved. Administration presented recommendations for vendors for these services.

Member Burns moved to approve IOR services with Hendrix, California School Construction Services, and materials testing lab with Ninyo & Moore for the Carlton Oaks School shade shelter construction.

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

**3.3. Neighbor Encroachment on District Property at Chet F. Harritt and Impact to Sound Wall Construction**

Karl Christensen explained that there is an issue with some landscaping and a deck at the mobile home park directly north of the Chet F. Harritt ball fields that encroach onto district property. Although the required sound wall has been set back two feet from the school property line to minimize tree removal, these items will be need to be considered when building the wall.

The encroachment is a legal issue but the mobile home park residents cannot claim adverse possession to a public agency and any legal process may take a long while. The District wishes to try to work with the neighbors if possible. Administration reviewed other options, including jutting out the fence in that area but there are restrictions on the west by the light pole and on the right by the required access around the dugout. Administration would like to interface with those neighbors regarding the problem.

Member Bartholomew believes the responsibility is with the homeowner if the deck construction is unpermitted and on our property. He suggested the conversation suggests the homeowner find a solution.

Member Burns said if we build around their encroachment, we are opening ourselves up for problems in the future. He cannot support a design change that costs the District more money. He may consider a design change if the homeowner paid the extra costs. Member Burns suggested that administration hold a meeting with the residents and have a discussion.

Member El-Hajj believes they have been good neighbors, being receptive to the project with the lights and sound wall. Member Bartholomew is also concerned about setting a precedent. He would like the homeowner to offer a solution first.

Following a further discussion, the Board members support the two foot setback and talking to the neighbors. They suggested holding a meeting, asking Jim Montague to assist.

The Board authorized Administration to meet with the mobile home park board or management and all the homeowners that border the field to discuss the trees and individual landscape issues. President Ryan and Member Fox would be glad to attend a meeting.

**3.4. Approval of Contract Amendment with Lightfoot Planning Group for Extra Services on the Chet F. Harritt Ball Field Project for Modified Design of Sound Wall**

On June 17, 2008, the Board approved a contract with Lightfoot Planning Group for the landscape architecture of the athletic field projects at Chet F. Harritt. Mr. Christensen reported there are extra services required for additional construction administration for phased work and sound wall structural changes for masonry per change order proposal #5 and will provide a savings in construction costs. Member Fox moved to approve additional engineering and services for a modified design of the sound wall at Chet F. Harritt.

*Motion: Fox                                  Second: Burns                                  Vote: 5-0*

**4.1. Adoption of Resolution No. 1011-15 to Layoff Classified Non-Management Positions**

Minnie Malin reported that due to the upcoming promotion of several 8<sup>th</sup> grade students requiring 1:1 assistance, in September five Instructional Assistants Special Education aides will no longer be required. Administration has also identified two Instructional Assistant I positions that should be reduced or eliminated due to lack of funds or services. The classified employees affected by the elimination of these positions will have bumping options resulting in four classified employees to be laid off. These employees will receive a 45-day layoff notice and be placed on a 39-month reemployment list.

Member Burns moved to adopt resolution No. 1011-15 to layoff classified non-management positions.

*Motion: Burns                                  Second: Bartholomew                                  Vote: 5-0*

**F. BOARD COMMUNICATION**

Member Burns thanked everyone who was involved with the Foundation Art Show. It was great fun. He thanked Ted Hooks for chairing the event.

Member Bartholomew apologized for missing Thursday's special meeting but was attending freshman orientation with his son. He shared that there was information for students interested in honors and AP courses. SDSU interns gave presentations with ASB students. He asked if the District has any information from Grossmont about our former students' successes, honors courses, AP courses, and college. Dr. Shaw said we ask annually but do not get the information. He has asked for information about the math courses our former students take and how many take language beyond first or second year. Member Bartholomew asked if it would be advantageous to have Board Members meet together for a discussion. President Ryan said maybe a letter to their Board from our Board requesting the information would be productive.

Member Bartholomew said it is getting very competitive for students to get into high level classes and electives. He would like to see a parent night for our parents to get information and get engaged in the process of seeking opportunities for their children.

Dr. Shaw asked the Board for suggested discussion items for the Student Forum. President Ryan asked Board members to send any suggestions to Linda.

Dr. Shaw presented a draft letter to legislators regarding the tax extensions. Board members will review the letter and provide any suggested changes to Dr. Shaw. The letter will be signed by Members Ryan, El-Hajj, Fox, and Burns and the Superintendent.

Dr. Shaw asked the Board for topics to include in the spring special edition ECHO. Suggestions included a modernization update, student achievement and a fiscal update. Board members would like a fiscal message to include that Santee is not in a deficit and will not need to issue lay off notices for next year.

#### **G. CLOSED SESSION**

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

1. **Public Employee Discipline/Dismissal/Release** (Govt. Code § 54957)
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Agency Negotiator: Karl Christensen, Assistant Superintendent*  
*Employee Organizations: Santee Teachers Association*  
*California School Employees Association*

*Purpose: Negotiations*

The Board entered closed session at 9: 28 p.m.

#### **H. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 10:10 p.m. No action was reported.

#### **I. ADJOURNMENT**

The March 1, 2011 regular meeting adjourned at 10:10 p.m.

Consent Item D.1.2.

Adoption of Santee School District Board of Education Governance Standards

Prepared by Dr. Pat Shaw  
March 15, 2011

**BACKGROUND:**

On February 23, 2011, the members of the Board of Education and the Superintendent held a Board Team Building and Self-Evaluation Workshop to review and discuss the standards they wish to have in place for their governance team. The standards are designed to provide guidelines to help clarify roles, increase effectiveness, and raise the level of understanding to maintain a high quality of governance and leadership. Tonight, the Santee School District Governance Standards developed at the Board Workshop on February 23, 2011 are presented for adoption by the Board and Superintendent.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt the Santee School District Governance Standards.

**FISCAL IMPACT:**

There is no fiscal impact to this item.

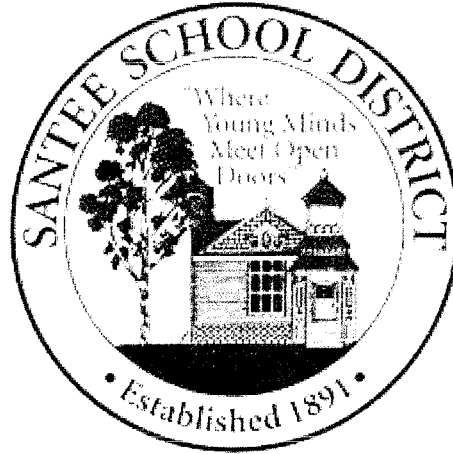
**STUDENT ACHIEVEMENT IMPACT:**

Effective governance supports fundamental principles in strengthening a district climate that fosters high expectations of student achievement. Consensus about the way the Board governs is achieved through commitments to follow adopted Governance Standards.

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

Agenda Item D.1.2.

# SANTEE SCHOOL DISTRICT



## BOARD OF EDUCATION

## GOVERNANCE STANDARDS

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

## MISSION STATEMENT

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

Adopted:



# The Role of the Board

Citizen oversight of local government is the cornerstone of democracy in the United States. The role of the trustees who sit on locally elected school boards is to ensure that school districts are responsive to the values, beliefs, and priorities of their communities. Boards fulfill this role by performing five major responsibilities. These are setting direction; establishing an effective and efficient structure; providing support; ensuring accountability; and providing community leadership as advocates for children, the school district, and public schools.

These five responsibilities represent core functions that are so fundamental to a school system's accountability to the public that they can only be performed by an elected governing body. Authority is granted to the board as a whole, not each member individually. Therefore, board members fulfill these responsibilities by working together as a governance team with the superintendent to make decisions that will best serve all the students in the community.

Boards govern their schools by:

## **Setting the Direction for the Community's Schools**

Of all the roles and responsibilities of governing boards, none is more central to the purpose of local public school governance than ensuring that a long-term vision is established for the school system. The vision reflects the consensus of the community, the board, and the district staff as to what students need in order to achieve their highest potential. The vision should set a direction for the school district, driving every aspect of the district's program.

## **Establishing an Effective and Efficient Structure for the School District**

The board is responsible for establishing and maintaining an organizational structure that supports the districts vision and empowers the professional staff. Although the board does not implement policies or programs, board members are responsible for:

- employing the superintendent and setting policy for hiring of other personnel;
- overseeing the development of and adopting policies;
- setting a direction for and adopting curriculum;
- establishing budget priorities, adopting the budget and overseeing facilities issues; and
- providing direction for and accepting collective bargaining agreements.

### **Providing Support**

After establishing the structure, boards — through their behavior and actions — have a responsibility to support the superintendent and staff as they carry out the direction of the board. This involves:

- acting with a professional demeanor that models the districts beliefs and vision;
- making decisions and providing resources that support mutually agreed upon priorities and goals;
- upholding district policies the board has approved;
- ensuring a positive personnel climate exists; and
- being knowledgeable enough about district efforts to explain them to the public.

### **Ensuring Accountability to the Public**

As community representatives, boards are accountable to the public for the performance of the community's schools. Boards establish systems and processes to monitor results, evaluate the school system's progress toward accomplishing the district's vision, and communicate that progress to the local community. In order to ensure personnel, program, and fiscal accountability, boards are responsible for:

- evaluating the superintendent and setting policy for the evaluation of other personnel;
- monitoring, reviewing and revising policies;
- serving as a judicial and appeals body;
- monitoring student achievement and program effectiveness and requiring program changes as indicated; and
- monitoring and adjusting district finances; and monitoring the collective bargaining process.

### **Acting as Community Leaders**

Board members have a responsibility to involve the community in meaningful ways in setting a direction for the district and to communicate clear information about district policies, educational programs, fiscal condition, and progress on goals adopted to achieve the vision. As the only locally elected officials chosen solely to represent the interests of children, board members also have a responsibility to speak out on behalf of those children. Boards are advocates for students, the school district's educational programs, and public education. Board members build support for public education in the local community and at the state and national levels.

# Santee School District Governance Standards

1. We will rely on our district goals and value statements when deliberating and taking action.
2. We will be responsive to the needs of our constituents and an advocate for children
3. We will respect the opinions of others, including Board members, staff and community members and their right to express those opinions publicly as allowed by law.
4. When you are acting as a representative of the Board in an official capacity, you will represent the direction of the Board or uphold the majority of the Board's decision, even if it's counter to your point of view. Accountability of this is the responsibility of the Board, not the Administration.
5. If any Board member feels that another Board member appears to be violating the Professional Governance Standards, we will seek to resolve our differences, and address the issue initially directly with the individual or as the next step, the differences can be taken to the entire Board to resolve the issue.
6. The Board's intention is not to surprise the Superintendent-or his/her staff; however, this may sometimes occur. The Board will use all due diligence to try to contact administration prior to the Board meetings about questions or issues that may come up in this forum that need to be addressed.
7. The Superintendent's intention is not to surprise the Board-or his/her staff; however, this may sometimes occur. The Superintendent will use all due diligence to try to contact the Board prior to the Board meetings about questions or issues that may come up in this forum that need to be addressed.
8. An assessment of the Board's performance will be conducted annually and the Professional Governance Standards will be subject to Board adoption annually.
9. The Superintendent will:
  - Promote the success of all students and support the efforts of the Board of Trustees to keep the district focused on learning and achievement.
  - Value, advocate, and support public education and all stakeholders.
  - Recognize and respect the differences of perspective and style on the Board and among staff, students, parents, and the community—and ensure that the diverse range of views inform board decisions.
  - Act with dignity, treat everyone with civility and respect, and understand the implications of demeanor and behavior.
  - Serve as a model for the value of lifelong learning and support the Board's continuous professional development.
  - Work with the Board as a "governance team" and assure collective responsibility for building a unity of purpose, communicating a common vision, and creating a positive organizational culture.

The Superintendent will: (Cont'd)

- Recognize that the board/superintendent governance relationship is supported by the management team in each district.
- Understand the distinctions between board and staff roles, and respects the role of the Board as the representative of the community.
- Understand that authority rests with the Board as a whole; provide guidance to the Board to assist in decision-making; and provide leadership based on the direction of the Board as a whole.
- Communicate openly with trust and integrity including providing all members of the Board with equal access to information, and recognizing the importance of both responsive and anticipatory communications.
- Accept leadership responsibility and accountability for implementing the vision, goals, and policies of the district.

\_\_\_\_\_  
Barbara Ryan, President

\_\_\_\_\_  
Ken Fox, Member

\_\_\_\_\_  
Dan Bartholomew, Vice President

\_\_\_\_\_  
Dustin Burns, Member

\_\_\_\_\_  
Dianne El-Hajj , Clerk

\_\_\_\_\_  
Dr. Pat Shaw, Superintendent

March 15, 2011  
Date Adopted

Consent Item D.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
March 15, 2011

**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 to the Board of Education for 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:

- Establish a staff development program as the cornerstone of effective instructional programs and employee performance.

**FISCAL IMPACT:**

The estimated travel expenses are \$165, with additional substitute costs of \$105, 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.
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Board Travel Report - March 15, 2011								
Travel Dates	Attendees	Site or Dept	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Overnight, Out-of-State, Air Travel
01/31/11	Laurie Rush	CFH	Anti-defamation League	San Diego	\$105	\$20	Title I	This workshop will provide information on the Halocost.
03/16/11 - 03/19/11	Julie Boerman	PRIDE	Computer Using Educators 2011 Conference	Palm Springs	\$0	*\$145	Title I	This multi-day conference will focus on the latest technologies for 21st Century learners. *Registration fee.

Consent Item D.2.2. Approval/Ratification of Expenditure Warrants  
 Prepared by Karl Christensen  
 March 15, 2011

**BACKGROUND:**

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

Commercial Warrants issued for the period of February 2011:

<b><u>Fund #/Name</u></b>	<b><u>Warrant #'s</u></b>	<b><u>Amount</u></b>
03/06 General	12-871976 TO 12-881830	\$383,196.87
09 00	N/A	\$0.00
12 06	12-872020 TO 12-875730	\$714.43
13 00	12-873365 TO 12-881832	\$70,388.69
14 00	N/A	\$0.00
21 09	N/A	\$0.00
21 39	12-872021 TO 12-881834	\$4,852.48
25 18	12-872022 TO 12-877709	\$1,581.25
	N/A	\$0.00
	N/A	\$0.00
25 38	12-877710	\$1,941.08
30 00	12-872023 TO 12-881835	\$28,579.26
		<b>\$491,254.06</b>

Student Body Warrants issued for the period of February 2011:

**\$8,915.96**

Payroll Warrant #'s beginning 10-496694 through 10-497462 and 10-964795 through 10-964861:

<b><u>Fund #/Name</u></b>	<b><u>Amount</u></b>
03 00	\$2,665,750.25
06 00	\$807,108.98
12 06	\$21,389.57
13 00	\$74,710.54
25-18	\$281.73
63 00	\$171,434.69
<b>\$3,740,675.76</b>	

**RECOMMENDATION:**

Administration recommends that the Board approve the expenditure warrants for the month of February as presented.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$4,240,845.78 and is disclosed above.

**STUDENT ACHIEVEMENT IMPACT:**

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

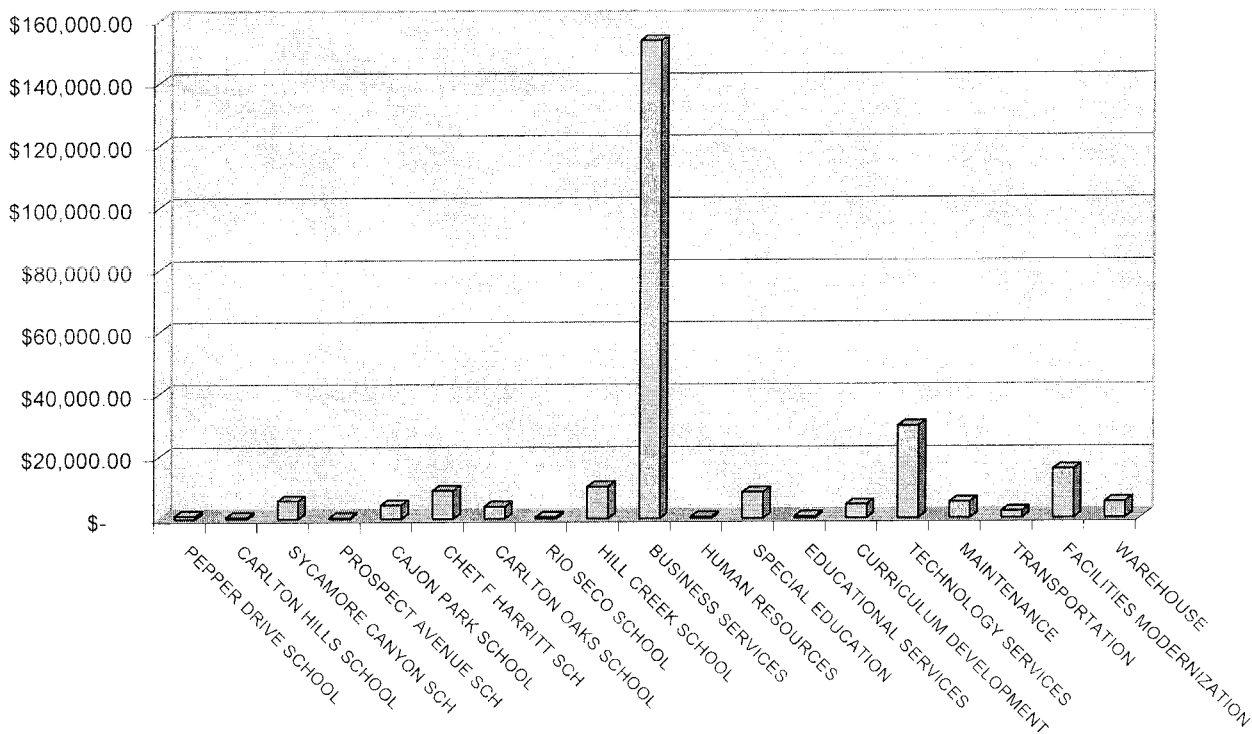
Motion:		Second:		Vote:		Agenda Item D.2.2.
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**BACKGROUND:**

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

**PURCHASE ORDER REPORT  
 FEBRUARY 2011**



*The Business Services purchase orders include payments for various professional services needed for District operations such as specialized consulting.*

**RECOMMENDATION:**

Administration recommends approval of purchase orders #100964 through #101041 issued February 1, 2011 through February 28, 2011.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The fiscal impact of \$259,952.41 is disclosed on the following pages.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item D.2.3.
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**LOCATION LIST 2010-11**

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

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

Fund Numbers

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

M = Monthly Blanket  
 A = Annual Blanket  
 L = Lottery

PURCHASE ORDER EXCEEDED BY 10%  
 FOR THE MONTH OF FEBRUARY 2011

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
100019	6/17/2010	03-00	FAGEN FRIEDMAN & FULFROST LEGAL SERVICES	065	ORIGINAL AMOUNT	\$25,000.00
					INCREASE ANNUAL PURCH. ORDER	\$24,000.00
					NEW TOTAL	\$49,000.00
100680	11/10/2010	03-00	MISSION SAN LUIS REY FIELD TRIP ADMISSIONS	009	ORIGINAL AMOUNT	\$428.00
					ADDITIONAL ADMISSIONS	\$52.00
					NEW TOTAL	\$480.00
100906	1/19/2011	03-00	USS MIDWAY FIELD TRIP ADMISSIONS	009	ORIGINAL AMOUNT	\$501.00
					ADDITIONAL ADMISSIONS	\$53.00
					NEW TOTAL	\$554.00
100804	1/26/2011	03-00	YARDAGE TOWN STORES SUPPLIES	078	ORIGINAL AMOUNT	\$172.37
					ADDED MATERIALS	\$34.34
					NEW TOTAL	\$206.71

PURCHASE ORDER LISTING - FEBRUARY 2011  
BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
100983	2/4/2011	6	VIRCO MANUFACTURING CORP	STUDENT CHAIRS	\$ 816.44	002	PEPPER DRIVE SCHOOL
101035	2/24/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 67.23	002	PEPPER DRIVE SCHOOL
				<b>TOTAL</b>	<b>\$ 883.67</b>		<b>PEPPER DRIVE SCHOOL</b>
100967	2/1/2011	3	IDEAS UNLIMITED SEMINARS, LLC	REGISTRATION FEES	\$ 199.00	003	CARLTON HILLS SCHOOL
100985	2/4/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 214.73	003	CARLTON HILLS SCHOOL
100987	2/8/2011	3	BARNES AND NOBLE BOOKSELLERS	CLASSROOM MATERIALS	\$ 100.00	003	CARLTON HILLS SCHOOL
				<b>TOTAL</b>	<b>\$ 513.73</b>		<b>CARLTON HILLS SCHOOL</b>
100981	2/4/2011	3	EDUDANCE	6TH GRADE DANCE INSTRUCTION	\$ 1,800.00	004	SYCAMORE CANYON SCH
100992	2/9/2011	3	MARITIME MUSEUM ASSOCIATION	ADMISSIONS	\$ 3,474.00	004	SYCAMORE CANYON SCH
101027	2/22/2011	3	BIRCH AQUARIUM AT SCRIPPS	ADMISSIONS	\$ 420.00	004	SYCAMORE CANYON SCH
				<b>TOTAL</b>	<b>\$ 5,694.00</b>		<b>SYCAMORE CANYON SCH</b>
101024	2/16/2011	6	FINELINE GRAFIX	DECALS	\$ 89.72	005	PROSPECT AVENUE SCH
101030	2/22/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 128.49	005	PROSPECT AVENUE SCH
101034	2/23/2011	6	CUE CONFERENCE REGISTRATION	REGISTRATION FEES	\$ 60.00	005	PROSPECT AVENUE SCH
				<b>TOTAL</b>	<b>\$ 278.21</b>		<b>PROSPECT AVENUE SCH</b>
101019	2/16/2011	3	AMERICAN THEATER ARTS FOR	ADMISSIONS	\$ 1,216.25	006	CAJON PARK SCHOOL
101028	2/22/2011	3	TROXELL COMMUNICATIONS INC	EQUIP. REPL. PARTS	\$ 2,816.95	006	CAJON PARK SCHOOL
101039	2/25/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 338.87	006	CAJON PARK SCHOOL
				<b>TOTAL</b>	<b>\$ 4,372.07</b>		<b>CAJON PARK SCHOOL</b>
100986	2/4/2011	6	APPLE COMPUTER INC	IPOD LEARNING LAB	\$ 9,014.29	007	CHET F HARRITT SCH
				<b>TOTAL</b>	<b>\$ 9,014.29</b>		<b>CHET F HARRITT SCH</b>
100964	2/1/2011	3	REUBEN H FLEET SCIENCE CENTER	ADMISSIONS	\$ 1,071.00	008	CARLTON OAKS SCHOOL
100993	2/9/2011	3	CDW GOVERNMENT INC	COMPUTER MONITOR	\$ 129.59	008	CARLTON OAKS SCHOOL
100994	2/9/2011	3	PC MALLGOV	SOFTWARE LICENSE - CO	\$ 41.59	008	CARLTON OAKS SCHOOL
100995	2/9/2011	3	DELL MARKETING L.P.	DESKTOP COMPUTER - CO	\$ 746.45	008	CARLTON OAKS SCHOOL
100996	2/9/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 495.31	008	CARLTON OAKS SCHOOL
101001	2/10/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 166.42	008	CARLTON OAKS SCHOOL
101006	2/14/2011	3	TWO WAY DIRECT	2-WAY RADIO SUPPLIES - CO	\$ 876.80	008	CARLTON OAKS SCHOOL
101010	2/14/2011	3	TROXELL COMMUNICATIONS INC	ELECTRONIC EQUIP REPL. PARTS	\$ 310.71	008	CARLTON OAKS SCHOOL
				<b>TOTAL</b>	<b>\$ 3,837.87</b>		<b>CARLTON OAKS SCHOOL</b>
100997	2/9/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 468.32	009	RIO SECO SCHOOL
				<b>TOTAL</b>	<b>\$ 468.32</b>		<b>RIO SECO SCHOOL</b>
100976	2/3/2011	3	YOUNG AUDIENCES OF SAN DIEGO	ADMISSIONS	\$ 469.00	010	HILL CREEK SCHOOL
100977	2/3/2011	3	STUDY ISLAND	CLASSROOM MATERIALS	\$ 1,023.00	010	HILL CREEK SCHOOL
100988	2/8/2011	3	SKEDADDLE FUNDRAISERS	6TH GRADE CAMP FUNDRAISER-HC	\$ 7,259.00	010	HILL CREEK SCHOOL
100990	2/9/2011	3	THE LIBRARY STORE INC	LIBRARY MATERIALS	\$ 69.68	010	HILL CREEK SCHOOL
100991	2/9/2011	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 503.51	010	HILL CREEK SCHOOL
101002	2/14/2011	3	SKEDADDLE FUNDRAISERS	6TH GRADE CAMP FUNDRAISER-HC	\$ 91.00	010	HILL CREEK SCHOOL
101011	2/14/2011	3	CHRISTIAN YOUTH THEATER	ADMISSIONS	\$ 612.00	010	HILL CREEK SCHOOL
101029	2/22/2011	3	ANDERSON'S AWARDS/RECOGNITION	STUDENT AWARDS	\$ 207.45	010	HILL CREEK SCHOOL

				<b>TOTAL</b>	<b>\$ 10,234.64</b>		<b>HILL CREEK SCHOOL</b>
100975	2/3/2011	3	MILLER, TIFFANY RAE	REPLACEMENT PAYROLL WARRANT	\$ 1,466.31	064	BUSINESS SERVICES
100998	2/10/2011	12	6 OFFICE DEPOT INC	OFFICE SUPPLIES - PRE-SCHOOL	\$ 65.29	064	BUSINESS SERVICES
100999	2/10/2011	63	6 OFFICE DEPOT INC	OFFICE SUPPLIES - PROJ. SAFE	\$ 159.04	064	BUSINESS SERVICES
101000	2/10/2011	3	6 OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	\$ 3,789.31	064	BUSINESS SERVICES
101007	2/14/2011	3	6 OFFICEMAX CONTRACT INC	OFFICE SUPPLIES - ALL SITES	\$ 3,698.25	064	BUSINESS SERVICES
101014	2/15/2011	3	SPROTTE + WATSON	FINAL PAYMENT PART B (SWAP)	\$ 125,000.00	064	BUSINESS SERVICES
101015	2/16/2011	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT MAIL DELIVERY	\$ 80.14	064	BUSINESS SERVICES
101041	2/25/2011	3	MARKS GOLIA & FINCH, LLP	PROF. LEGAL SVCS - SWAP MATTER	\$ 19,214.50	064	BUSINESS SERVICES
				<b>TOTAL</b>	<b>\$ 153,472.84</b>		<b>BUSINESS SERVICES</b>
101032	2/23/2011	3	UNION-TRIBUNE PUBLISHING CO	ADVERTISEMENT FOR EMPLOYMENT	\$ 305.89	065	HUMAN RESOURCES
101036	2/24/2011	3	DELL MARKETING L.P.	REPLACEMENT TONER CARTRIDGE	\$ 100.04	065	HUMAN RESOURCES
				<b>TOTAL</b>	<b>\$ 405.93</b>		<b>HUMAN RESOURCES</b>
100968	2/1/2011	6	HANNAMAN, DR. JOHN S.	CLASSROOM MATERIALS	\$ 187.92	067	SPECIAL EDUCATION
101012	2/14/2011	6	ASELTINE SCHOOL	NPS CHARGES	\$ 3,439.60	067	SPECIAL EDUCATION
101033	2/23/2011	6	INSTITUTE FOR EFFECTIVE	NPS CHARGES	\$ 4,677.00	067	SPECIAL EDUCATION
				<b>TOTAL</b>	<b>\$ 8,304.52</b>		<b>SPECIAL EDUCATION</b>
100966	2/1/2011	12	6 DEPARTMENT OF SOCIAL SERVICES	STATE PRE-SCHOOL LICENSE FEES	\$ 550.00	069	EDUCATIONAL SERVICES
				<b>TOTAL</b>	<b>\$ 550.00</b>		<b>EDUCATIONAL SERVICES</b>
100969	2/1/2011	3	PARADIGM HEALTHCARE SVCS, LLC	MEDI-CAL ADMIN FEES	\$ 4,387.50	070	CURRICULUM DEVELOPMENT
				<b>TOTAL</b>	<b>\$ 4,387.50</b>		<b>CURRICULUM DEVELOPMENT</b>
101021	2/16/2011	63	CDW GOVERNMENT INC	SOFTWARE LICENSES - PROJ. SAFE	\$ 67.73	073	TECHNOLOGY SERVICES
101022	2/16/2011	3	PC MALLGOV	SOFTWARE LICENSES	\$ 124.77	073	TECHNOLOGY SERVICES
101025	2/22/2011	3	UNITED PARCEL SERVICE	UPS SHIPP'G FOR RETURNS/REPRS	\$ 83.99	073	TECHNOLOGY SERVICES
101031	2/22/2011	63	DELL MARKETING L.P.	PRINTER	\$ 233.14	073	TECHNOLOGY SERVICES
101037	2/24/2011	6	DELL MARKETING L.P.	NETBOOKS	\$ 938.20	073	TECHNOLOGY SERVICES
101038	2/25/2011	63	DELL MARKETING L.P.	NETBOOKS	\$ 28,140.57	073	TECHNOLOGY SERVICES
				<b>TOTAL</b>	<b>\$ 29,588.40</b>		<b>TECHNOLOGY SERVICES</b>
100965	2/1/2011	6	STATE OF CALIFORNIA	ELEVATOR FEES - CH	\$ 675.00	075	MAINTENANCE
100970	2/2/2011	6	ON TIME STRIPING	STRIPING PARKING LOT - CO	\$ 775.00	075	MAINTENANCE
100971	2/2/2011	25	18 AMERICAN FENCE COMPANY	TEMPORARY FENCE REMOVAL - CFH	\$ 130.00	075	MAINTENANCE
101004	2/14/2011	6	GRAVEL 'N GRIT INC	GROUNDS SUPPLIES - PD	\$ 587.71	075	MAINTENANCE
101005	2/14/2011	3	MISSION VALLEY LANDSCAPE CO	SCIENCE CR BLOCK WALL - CH	\$ 1,425.00	075	MAINTENANCE
101008	2/14/2011	13	TEAL PIPE & SUPPLY INC	PLUMBING SUPPLIES - PD KITCHEN	\$ 461.86	075	MAINTENANCE
101009	2/14/2011	6	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES - PD	\$ 394.80	075	MAINTENANCE
101040	2/25/2011	6	FERGUSON ENTERPRISES INC	PLUMBING SUPPLIES - PD	\$ 647.37	075	MAINTENANCE
				<b>TOTAL</b>	<b>\$ 5,096.74</b>		<b>MAINTENANCE</b>
100972	2/3/2011	6	CUMMINS CAL PACIFIC LLC	BUS REPAIRS & MAINTENANCE	\$ 212.52	076	TRANSPORTATION
100973	2/3/2011	6	ROGER DANIELS'S ALIGN & BRAKE	BUS REPAIRS & MAINTENANCE	\$ 31.68	076	TRANSPORTATION
100974	2/3/2011	6	DREW FORD	BUS REPAIRS & MAINTENANCE	\$ 82.02	076	TRANSPORTATION
101026	2/22/2011	6	STATE BOARD OF EQUALIZATION	HAZARDOUS WASTE FEES	\$ 1,777.00	076	TRANSPORTATION
				<b>TOTAL</b>	<b>\$ 2,103.22</b>		<b>TRANSPORTATION</b>
100984	2/4/2011	21	39 LOGICAL CHOICE TECHNOLOGIES	ACTIVITY BOARDS - PA MOD	\$ 13,586.50	077	FACILITIES MODERNIZATION
101003	2/14/2011	21	39 IMAGE BLUEPRINT	PLANS FOR CFH BALL FIELDS	\$ 721.60	077	FACILITIES MODERNIZATION

101013	2/15/2011	21	39 DEPARTMENT OF GENERAL SERVICES	PLAN CHECK FEES - HC	\$ 1,320.00	077	FACILITIES MODERNIZATION
					<b>TOTAL \$ 15,628.10</b>		<b>FACILITIES MODERNIZATION</b>
100978	2/4/2011	3	SPIRAL BINDING CO INC	STORES SUPPLIES	\$ 85.14	078	WAREHOUSE
100979	2/4/2011	3	CLEANSOURCE	STORES SUPPLIES	\$ 313.20	078	WAREHOUSE
100980	2/4/2011	3	MOORE MEDICAL CORP	STORES SUPPLIES	\$ 570.94	078	WAREHOUSE
101016	2/16/2011	3	P&R PAPER SUPPLY CO INC	STORES SUPPLIES	\$ 105.97	078	WAREHOUSE
101017	2/16/2011	3	FERGUSON ENTERPRISES INC	STORES SUPPLIES	\$ 2,293.32	078	WAREHOUSE
101018	2/16/2011	3	MAINTEX INC	STORES SUPPLIES	\$ 117.45	078	WAREHOUSE
101020	2/16/2011	3	WAXIE SANITARY SUPPLY	STORES SUPPLIES	\$ 379.54	078	WAREHOUSE
101023	2/16/2011	3	A-DISCOUNT VACUUM	STORES SUPPLIES	\$ 1,252.80	078	WAREHOUSE
					<b>TOTAL \$ 5,118.36</b>		<b>WAREHOUSE</b>
					\$ 259,952.41		

Consent Item D.2.4. Approval/Ratification of Revolving Cash Report  
Prepared by Karl Christensen  
March 15, 2011

**BACKGROUND:**

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

**RECOMMENDATION:**

Administration recommends approval of check #22179 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The fiscal impact is \$200.00 as disclosed on the following report.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item D.2.4.
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**SANTEE SCHOOL DISTRICT  
REVOLVING CASH REPORT- \$15,000**

Date	Number Name	Memo	Amount
02/24/11	22179 Target	Lorene Foster Children's Fund	200.00
Total Checks Written			\$200.00
Total to be Reimbursed			\$200.00

Consent Item D.2.5 Acceptance of Donations  
 Prepared by Karl Christensen  
 March 15, 2011

**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 the Instructional Program and Supplement Classroom Supplies	\$127.83 \$75.00	Panda Restaurant Group, Inc. (fundraiser)	PRIDE Academy at Prospect Avenue School
Technology Equipment and Supplies (Nook eReader, All-In-One Wireless Printer, Print Cartridges, Flash Drives)	\$1,519.91	DonorChoose.org	Rio Seco School
Funds to Support the Project SAFE Out-Of-School Time Programs	\$100.00	Ms. Archer	Project Safe
Funds to Support the YALE Preschool Program	\$500.00	Lawrence Gartner	YALE Preschool
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$2,322.74</b>		

**RECOMMENDATION:**

Administration recommends acceptance of the donations listed above for the District and authorization to send letters of appreciation on behalf of the governing Board.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The donations above are valued at \$2,322.74.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item D.2.5.
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**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 goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The fiscal impact is disclosed on the attached page.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item D.2.6.
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Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Summaya Mustafa	Consultant	Bilingual Interpreter/Translations in Arabic, Kurdish, and Farsi	03/01/11 - 06/31/15	\$15.00/hour for oral translations \$20.00/hour for Testing and written translations	EIA/LEP	Independent Contractor

Consent Item D.2.7.  
Prepared by Karl Christensen  
March 15, 2011

Approval of Agreement with Eric Hall & Associates to  
Provide Financial Advisory Services for the 2011  
General Obligation Bond Issue

## **BACKGROUND:**

The District is pursuing a 2011 General Obligation Bond issue to net approximately \$4 million in accordance with Prop R in order to provide sufficient Capital Improvement Program funding to construct the 10 classroom addition at Hill Creek School. Issuance of the bond is expected in late April. It is imperative that the District maximize the amount of proceeds received by obtaining the best interest rates possible, mitigating the effects of the current volatile bond market, and minimizing issuance costs. While the Underwriter, Stone & Youngberg, coordinates the effort by structuring the debt and working with potential buyers and rating agencies to ensure a successful sale, they will eventually buy the unsold bonds for future sale and endeavor to produce a profit for their firm. To mitigate this factor, a separately contracted Financial Advisor works exclusively for the District to ensure the lowest possible overall cost. A Financial Advisor was used for both the 2009 and 2010 Bond Anticipation Note sales.

Eric Hall & Associates has been providing invaluable services to the District over the last several years pertaining to facilities planning and funding. Administration recommends contracting with Eric Hall to provide Financial Advisory Services for the 2011 General Obligation Bond sale to include the following:

- ✓ Serve in an advisory capacity only to the Santee School District
- ✓ Monitor the transaction process
- ✓ Evaluate the costs of issuance and negotiate amounts where necessary to reduce costs
- ✓ Review the official statement both preliminary and final and provide recommendations for revision to the District
- ✓ Provide financial advice to the district related to financing documents
- ✓ Review sizing and the design structure of the debt issue
- ✓ Participate as necessary in the rating agency presentation and investor briefings
- ✓ Evaluate timing and recommend market entry
- ✓ Provide pre closing and closing assistance
- ✓ Monitor document preparation
- ✓ Work closely with the underwriter and the district to schedule rating agency reviews and contribute pertinent information to tell the story about the District to secure favorable ratings and credit enhancement
- ✓ Review historical assessed values and query and analyze the data
- ✓ Evaluate bond marketing features such as Premium Bonds, Original Issue Discounts or other instruments designed to improve the net proceeds to the district
- ✓ Assist in evaluation the risk of debt and the appropriate security necessary to mitigate the risk to the district

**RECOMMENDATION:**

It is recommended that the Board of Education approve the agreement with Eric Hall & Associates for Financial Advisory Services pertaining to the 2011 General Obligation Bond issue.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.
- Provide facilities that optimize the learning environment for all students.

**FISCAL IMPACT:**

The fiscal impact of \$22,500 is to be paid from General Obligation Bond proceeds and contingent upon successful sale of the Bonds.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item D.2.7.
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**Professional Services Agreement**  
**Santee School District**

This Agreement for consulting services is entered into on February 18, 2011, by and between the Santee School District herein referred to as the "District" and Eric Hall & Associates, taxpayer Identification # 20 464 1725, herein referred to as the "Consultant," who agrees to provide fiscal advisory services to the District under the terms, conditions and scope of services as described herein.

**SCOPE OF SERVICES**

Consultant promises and agrees to furnish all labor, materials, tools, equipment, services and incidental and customary work necessary to fully and adequately supply the professional consulting services necessary for the services as more particularly described in Exhibit "A" attached hereto and incorporated herein by reference.

**TOBACCO-FREE FACILITY**

The District and its facilities are tobacco-free environments. Tobacco use is prohibited at all times on all District properties.

**FUND AVAILABILITY**

Funding of this Agreement is contingent upon appropriation and availability of funds. Work performed in advance of contract approval shall be done at the sole risk of Consultant.

**COMPENSATION/COSTS AND PAYMENT SCHEDULE**

Consultant shall receive compensation, including reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "B" attached hereto and incorporated herein by reference. With prior approval of the District, the Consultant may sub-contract with other firms for specific legal, financial, demographic or other support, as necessary.

**CONFIDENTIALITY OF SERVICES OR WORK**

All correspondence and dialogue between the parties, as well as documentation prepared by either party in conjunction with services performed under this Agreement shall remain confidential.

**OWNERSHIP OF DOCUMENTS OR WORK**

All documents prepared by Consultant pursuant to the scope of services of this Agreement shall be the property of the District. Consultant may use the content and form of such documents for other work performed by Consultant for other parties, so long as references to the District are only included upon express written consent of the District.

## CONSULTANT & DISTRICT CONTACT PERSONS' NAMES & ADDRESSES

### FOR CONSULTANT:

Eric J. Hall  
Eric Hall & Associates  
5431 Avenida Encinas  
Suite H  
Carlsbad, CA 92008  
760.602.9352  
[eric@erichallassociates.com](mailto:eric@erichallassociates.com)

### FOR DISTRICT:

Karl Christensen  
Assistant Superintendent, Business Services  
Santee School District  
69625 Cuyamaca Street  
Santee, CA 92071  
619.258.2321  
[kchristensen@santee.k12.ca.us](mailto:kchristensen@santee.k12.ca.us)

## TERMINATION

This Agreement may be terminated by either party with a thirty (30) day written notice.

## INDEPENDENT CONTRACTOR

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

## HOLD HARMLESS

The Consultant agrees to hold harmless, defend, and to indemnify the District, its officers, agents, and employees against all claims, demands and causes of action by Consultant, employees or third parties on account of personal injuries or death or on account of property damages arising out of the work to be performed by the Consultant as identified in the scope of this agreement and resulting from the negligent act or omissions of Consultant, it's agents, employees or subcontractors.

## AUDIT

The Consultant agrees to maintain and preserve, until three (3) years after termination of the Agreement with the District and to permit the State of California or any of its duly authorized representatives, to have access to and to examine and audit any pertinent financial documents, books, papers, and records related to this Agreement.

## INSURANCE REQUIREMENTS

The Consultant shall maintain and shall cause each subcontractor to maintain Public Liability and Property Damage Insurance to protect them and the District from all claims for personal injury, including accidental death, as well as from all claims for property damage arising from the



operations under this Agreement. The minimum amounts of such insurance shall be as hereinafter set forth.

Amounts of Insurance:

Commercial General Liability,	\$2,000,000 per occurrence
Auto Liability for owned and non-owned vehicles	\$2,000,000 aggregate

The Consultant shall file, with the District, Certificates of Insurance indicating a thirty-day (30) cancellation notice and naming the District as an additional insured.

GOVERNING LAW/VENUE SAN DIEGO

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

COMPLIANCE WITH LAW

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

FINAL APPROVAL

This Agreement is of no force or effect until approved by the Board of Trustees of the District and executed by a District official delegated the responsibility by the Board.

ENTIRE AGREEMENT

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

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

DISTRICT: Santee School District  
By: Karl Christensen  
Assistant Superintendent, Business Services

CONSULANT: Eric Hall & Associates  
By Eric J. Hall, President



Print Name \_\_\_\_\_

Print Name Eric J. Hall

Date \_\_\_\_\_

Date: 2/18/2011

Tax Payer Identification # 20 464 1725

*Santee School District  
General Obligation Bond, Financial Advisory Services*

*Consulting Agreement, Exhibit A  
Scope of Services*

The consultant will provide the following scope of financial advisory services in connection with the issuance of Proposition R, Series E, General Obligation Bonds as follows:

- ✓ Serve in an advisory capacity only to the Santee School District
- ✓ Monitor the transaction process
- ✓ Evaluate the costs of issuance and negotiate amounts where necessary to reduce costs
- ✓ Review with official statement both preliminary and final
- ✓ Provide financial advice to the district related to financing documents
- ✓ Review sizing and the design structure of the debt issue
- ✓ Participate as necessary in the rating agency presentation and investor briefings
- ✓ Evaluate timing and recommend market entry
- ✓ Recommend award of debt issuance
- ✓ Provide pre closing and closing assistance
- ✓ Monitor document preparation
- ✓ Work closely with the underwriter and the district to schedule rating agency reviews and contribute pertinent information to tell the story about the District to secure favorable ratings and credit enhancement
- ✓ Review historical assessed values and query and analyze the data
- ✓ Evaluate bond marketing features such as Premium Bonds, Original Issue Discounts or other instruments designed to improve the net proceeds to the district
- ✓ Assist in evaluation the risk of debt and the appropriate security necessary to mitigate the risk to the district

*Exhibit B*

*Compensation and Payment Terms*

Compensation for the above services for the Series R Bond Financing, anticipated to be accomplished in 2011 will amount to \$22,500. This contract price includes all expenses including travel as necessary and required and all materials, fax, publication, mileage and meals. The contract price is contingent upon the issuance of the debt regardless of amount and is payable at the time the debt is issued from the proceeds of Bonds.

**BACKGROUND:**

The Board of Education requested a security assessment be done of the District's school campuses. Christina Becker and the Santee Sheriff's CPTED team met on September 8, 2010 and visited all school campuses. In addition, Keenan and Associates, the District's property liability insurer, does an annual inspection of the District's sites. A report was provided and recommendations were made. The attached table shows common areas for the Board to address and review.

**RECOMMENDATION:**

It is recommended that the Board of Education review the table of security recommendations; action is at the discretion of the Board of Education.

This recommendation supports the following District goals:

- Provide facilities that optimize the learning environment for all students.

**FISCAL IMPACT:**

The fiscal impact is dependent upon actions taken which will be determined as plans solidify.

**STUDENT ACHIEVEMENT IMPACT:**

Strong, positive relationships exist between overall building conditions, a safe, positive learning environment, and student achievement.

Motion:		Second:		Vote:		Agenda Item D.2.8.
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**Sherriff Security Assessment**  
**September 2010**

<b><u>Issue</u></b>	<b><u>Response/Corrective Action</u></b>	<b><u>Site(s)</u></b>	<b><u>Status</u></b>
Overgrown Trees/Bushes/Overgrown Vegetation -- dark place for individuals to hide; conduct criminal activity	Trees to be trimmed up and thinned to allow light to pass through. Bushes/Vegetation to be scaled back.	Pepper Drive  Chet F. Harritt	<ul style="list-style-type: none"> <li>Trees have been trimmed.</li> </ul>
Lighting is needed, not adequate, and/or currently obstructed	Install Lighting to alleviate safety hazards, criminal activity, graffiti and/or loitering	Pepper Drive -- SE corner of building; vegetation areas; ADA ramps; Northern dirt lot  PRIDE Academy -- shade structure; Basketball hoops/wall ball courts  Carlton Hills -- large brick walls  Rio Seco -- East side of school grounds lot and brick wall; North side of campus  Cajon Park -- West end of campus, site backs up to residential properties	<ul style="list-style-type: none"> <li>District night lighting policy needs to be addressed for all dark or lighting all hours or only occupied hours.</li> <li>District wide security-type motion sensing lighting being added as needed.</li> <li>Exterior lighting being addressed and maintained.</li> <li>Bulbs out being replaced quickly.</li> </ul>
Handrails used as skateboard slides	Install skate stops on all hand rails	Pepper Drive	<ul style="list-style-type: none"> <li>Skate stops not recommended by staff on handrails due to loss of some functionality and aesthetics.</li> <li>Painting hand rails more regularly</li> <li>Will increase live on patrols</li> </ul>
Sheds and spaces between buildings provide place for criminals to lay in wait to commit crime.	Fence in gaps between buildings/sheds; remove shed.	Pepper Drive  Chet F. Harritt	<ul style="list-style-type: none"> <li>Need to relocate or remove sheds near buildings.</li> </ul>
Drainage Ditch -- gap between bridge floor and fencing provides falling hazard.	Close gap.	Pepper Drive	<ul style="list-style-type: none"> <li>Completed by M&amp;O</li> </ul>
Unlocked, Overflowing Dumpsters -- transients tend to migrate towards these areas when unsecured and poorly lit.	Dumpsters should be secured after the end of each school day.	PRIDE Academy  Carlton Hills  Rio Seco	<ul style="list-style-type: none"> <li>Waste management providing lockable units for custodial staff to lock</li> </ul>
Monitoring Campus for visitors/intruders	Surveillance cameras	Chet F. Harritt front entrance of school	<ul style="list-style-type: none"> <li>Modernization this summer will change entry so it can be visually monitored</li> </ul>

**Sherriff Security Assessment**  
**September 2010**

<b><u>Issue</u></b>	<b><u>Response/Corrective Action</u></b>	<b><u>Site(s)</u></b>	<b><u>Status</u></b>
Fencing and Gates damaged – safety and security issues; possible metal theft.	Maintain fencing and gates	Chet F. Harritt – Electrical facilities  Sycamore Canyon – several sections of fencing unsecured/broken  Rio Seco – Electrical facilities	<ul style="list-style-type: none"> <li>• Repaired by M&amp;O</li> <li>• Repair scheduled</li> <li>• Repair scheduled</li> </ul>
Open Doors and Gates	Close/Secure all doors and gates on campus	Carlton Oaks – JH C/R doors open; Gate to east end of campus open  Sycamore Canyon – front gate open  Carlton Hills – JH C/R open; Gate to east end of campus open  Rio Seco – several gates left open around campus  Hill Creek – front gate open that leads to school grounds	<ul style="list-style-type: none"> <li>• Signage added as reminder to keep gates closed</li> <li>• Operational changes to be discussed with Principals to ensure campus security is maintained throughout the school day</li> <li>• Installation of self-closing hinges on gates to be explored</li> <li>• Rio seco front fencing and admin exit to be changed once viability of Hillcreek solution determined.</li> <li>• Hillcreek entry will be corrected as part of summer mod</li> </ul>
Locked Gates – law enforcement access blocked	Install Knox box keys outside of school’s locked gates	Carlton Hills	<ul style="list-style-type: none"> <li>• Additional knox boxes for sheriff to be installed at all schools</li> </ul>

Consent Item D.3.1. Authorization to Seek Bids/Proposals for Summer Projects  
 Prepared by Karl Christensen  
 March 15, 2011

**BACKGROUND:**

The Maintenance, Operations, and Facilities Director has identified, in conjunction with school site principals, the following list of projects for completion during Summer 2011. Authorization is requested for administration to request bids/proposals for the projects below:

Site	Scope	Estimate	Funding
All Sites	Limited Pavement Patches	\$10,000	Deferred Maintenance
All Sites	Playground Structures Compliance – sand, wood chips	\$75,000	Capital Improvement Program
Various Sites	Roof Patching Repairs	\$20,000	Deferred Maintenance
District Office	Parking Lot Pavement	\$80,000	Deferred Maintenance
Pepper Drive School	Exterior Painting, Stucco/Trim	\$75,000	Capital Improvement Program
Pepper Drive School	Building Signage	\$15,000	Capital Improvement Program
Pepper Drive School (various classrooms)	Carpet	\$30,000	Capital Improvement Program
Various Sites	Storm Drain and Field Erosion Repairs	\$50,000	Routine Restricted Maintenance/FEMA Reimbursement

The number of projects awarded will depend on the funds available and the amount of the bids received. Once the bidding process is completed, the bids will be presented to the Board of Education for award to the lowest responsible, responsive bidder.

**RECOMMENDATION:**

It is recommended that the Board of Education authorize administration to seek bids/proposals for summer projects in the areas listed above. The projects will be performed during summer 2011.

This recommendation supports the following District goals:

- Provide facilities that optimize the learning environment for all students.
- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

Project estimates are listed above however, there is no fiscal impact until projects are awarded by the Board of Education.

**STUDENT ACHIEVEMENT IMPACT:**

Strong, positive relationships exist between overall building conditions, a positive learning environment, and student achievement.

Motion:		Second:		Vote:		Agenda Item E.3.1.
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Consent Item D.3.2.

Prepared by Karl Christensen  
March 15, 2011

Adoption of Resolution #1011-16 Designating  
Applicant's Agent for Federal Assistance Relating to  
Storm Flooding 2010-11 Claims

### **BACKGROUND:**

During December 2010, and continuing for several weeks, southern California had a significant storm event and flooding across the County. On December 21, 2010, flooding occurred at several Santee School District sites. Maintenance and Operations staff worked to relieve many rain and flooding problems during the winter break holiday. Flooding and damage was so significant that a claim was filed with the District's property liability insurer. Flood damages included the central kitchen, Carlton Oaks School 10 classroom addition, and the Carlton Hills School office workroom. Due to the quick response by M&O staff, and Emercom, construction flood damages were remedied over winter break. Staff met with adjusters and implemented repairs so that schools and classes were ready by January 4, 2011.

In addition to building flooding, significant flooding and damages occurred on school campuses and physical education fields. A bank slope failed at Pepper Drive School. Field damages and pavement erosion are problems that remain to be addressed at Pepper Drive and Cajon Park schools.

During the storm event period of December 21, 2010 to January 4, 2011, FEMA and CAL EMA determined that the damages to San Diego County and many other areas of Southern California met the requirements for assistance. Staff submitted an application for financial assistance for the repairs and emergency services needed due to the storm event and flooding for the costs that are not covered by our insurance carrier. The program will also cover our deductible for the property damage claim and reimbursement of District expenses related to the costs for the emergency services, repairs, and mitigation construction.

The next step required in the application process for obtaining the Office of Emergency Services settlement requires that the Board adopt a resolution to designate an authorized District representative. An Office of Emergency Services resolution is attached naming the Assistant Superintendent Business Services as the authorized agent by title. Adoption of a resolution will allow Santee School District to request reimbursement for these costs.

It is anticipated that payment for this claim will not be received for several years and that the reimbursement amount received could be less than the amount claimed by the District.



**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution #1011-16 Applicant's Agent Resolution (OES Form 130), listing the Assistant Superintendent Business Services, as the designated agent by title for submitting claims and necessary documentation.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The District may receive up to \$50,000 in reimbursement depending upon the final amount of the claim.

**STUDENT ACHIEVEMENT IMPACT:**

Not applicable. This is a fiscal item.

Motion:		Second:		Vote:		Agenda Item D.3.2.
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**DESIGNATION OF APPLICANT'S AGENT RESOLUTION  
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE SANTEE SCHOOL DISTRICT  
(Governing Body) (Name of Applicant)

THAT ASSISTANT SUPERINTENDENT,  
BUSINESS SERVICES, OR  
(Title of Authorized Agent)

\_\_\_\_\_, OR  
(Title of Authorized Agent)

\_\_\_\_\_  
(Title of Authorized Agent)

is hereby authorized to execute for and in behalf of the Santee School District, a public entity  
(Name of Applicant)  
established under the laws of the State of California, this application and to file it in the Office of Emergency Services for  
the purpose of obtaining certain federal financial assistance under P.L. 93-288 as amended by the Robert T. Stafford  
Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster  
Assistance Act.

THAT the Santee School District, a public entity established under the laws of the State of California,  
(Name of Applicant)  
hereby authorizes its agent(s) to provide to the State Office of Emergency Services for all matters pertaining to such state  
disaster assistance the assurances and agreements required.

- This is a universal resolution and is effective for all open and future disasters.
- This is a disaster specific resolution and is effective for only disaster number(s) \_\_\_\_\_.

Passed and approved this 15th day of March, 2011

\_\_\_\_\_  
(Name and Title of Governing Body Representative)

Barbara Ryan, President  
(Name and Title of Governing Body Representative)

**CERTIFICATION**

I, Dianne El-Hajj, duly appointed and Clerk of  
(Name) (Title)

Santee School District, do hereby certify that the above is a true and correct copy of a  
(Name of Applicant)

resolution passed and approved by the Board of Education of the Santee School District  
(Governing body) (Name of Applicant)

on the 15th day of March, 2011.

\_\_\_\_\_  
(Signature)

Clerk, Board of Education  
(Title)

Consent Item D.4.1.

Approval of School Accountability Report Cards for the  
2009-10 School Year

Prepared by Kristin Baranski  
March 15, 2011

### **BACKGROUND:**

The Santee School District is required to annually prepare and issue a School Accountability Report Card (SARC) for each school. A model report card was adopted by the State Department of Education to assist districts in meeting the requirements of the law.

The District may implement the model report card in whole, or in part, or develop its own format. At least once every three years, governing boards must compare their local efforts to the current version of the State model. This year, Educational Services staff prepared a SARC for every school site using the current information required by the State Department of Education.

Administration verifies that the SARC for each school addresses the State requirements. The Santee School District Board of Education has also requested an API chart be included in each school site report card. The Board of Education has received SARCs for each school site and copies will be available for public viewing at the Board meeting.

Upon approval of the School Accountability Report Cards, hard copies of the executive SARC format will be printed and made available in each school office. A sample of the executive SARC is attached. Parents and the community will be able to access the full, color version on the school's website. With the high volume of Santee School District website visits on a daily basis, web access to the SARCs is environmentally friendly and cost efficient.

### **RECOMMENDATION:**

Administration recommends approval of the School Accountability Report Cards for the 2009-10 school year.

This recommendation supports the following District goal:

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

### **FISCAL IMPACT:**

Educational Services staff designed and completed the SARCs for the 2009-10 school year saving approximately \$6,000 over past design costs. Executive copies will cost \$2.70 for all school sites and will be duplicated from Educational Services.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.4.1.

# School Accountability Report Card

Reported for School Year 2009-2010

Published During 2010-2011

Executive Summary School Accountability Report Card, 2009-2010

## Rio Seco Elementary School

Address:	9545 Cuyamaca St., Santee CA 92071-2674	Phone:	619-956-5500
Principal:	Lisa McColl	Grade Span:	K - 8

This executive summary of the School Accountability Report Card (SARC) is intended to provide parents and community members with a quick snapshot of school accountability. The data presented in this report are reported for the 2009-10 school year.

**For additional information about school accountability, parents and community members should review the entire SARC online at [www.santeesd.net](http://www.santeesd.net).**

### About this School

Rio Seco School is located in the central region of Santee and serves students in grades kindergarten through eight following a traditional calendar. In the 2009-10 school year, 902 students were enrolled, including 10% students with disabilities, 7% qualifying for English Language Learner support, and 24% qualifying for free or reduced price lunch. Rio Seco School achieved a 2010 Academic Performance Index (API) score of 886 and met all 2010 Adequate Yearly Progress criteria.

Our motto is "We Support Rising STARS". Rio Seco STAR students excel in Scholarship, Talent, Attitude, and Responsibility. Our mission is to challenge all students to reach their highest potential while supporting them on their personal journey to excellence. We provide a safe, nurturing, child centered environment dedicated to the education of the whole child. Our vision is that every child will be provided with the means and the opportunities for educational growth and personal development. to become a productive, responsible person.

### Student Performance

Subject	Students Proficient and Above on California Standards Tests
English-Language Arts	73 %
Mathematics	73 %
Science	79 %
History-Social Science	72 %

### Student Enrollment

Group	Percent
African American	1.77 %
American Indian or Alaska Native	0.44 %
Asian	2.22 %
Filipino	1.33 %
Hispanic or Latino	23.61 %
Pacific Islander	0.33 %
White (not Hispanic)	62.2 %
Multiple or No Response	6.43 %
Socioeconomically Disadvantaged	24%
English Learners	7 %
Students with Disabilities	10 %
Total Number of Students	902

### Teachers

Indicators	Teachers
Teachers with full credential	38
Teachers without full credential	0
Teachers Teaching Outside Subject Area of Competence	0
Misassignments of Teachers of English Learners	0

### Academic Progress

Indicator	Result
2010 Growth API Score (from 2010 Growth API Report)	886
Statewide Rank (from 2009 Base API Report)	9
2009-10 Program Improvement Status (PI Year)	Not in PI

## School Facilities

### Summary of Most Recent Site Inspection

The district takes great efforts to ensure that all schools are clean, safe, and functional through proper maintenance and campus supervision of facilities. Rio Seco School's original facilities were built in 1972 and modernized in 2009. A new 10-classroom junior high building was built and existing classrooms received renovations. In addition, a Learning Resource Center was added to the campus. Ongoing maintenance and campus improvements ensure facilities remain up to date and provide adequate space for students and staff. District maintenance and site custodial staff ensure that the repairs necessary to keep the school in good condition are completed in a timely manner. A work order process is used by school and district staff to communicate non-routine maintenance requests. Emergency repairs are given the highest priority.

### Repairs Needed

The district's maintenance department inspects Rio Seco School on an annual basis in accordance with Education Code §17592.72(c)(1). Rio Seco uses a school site inspection survey to identify unsafe or hazardous conditions and facility improvement needs. The most recent school inspection took place in 2009. No emergency repairs were needed and no unsafe conditions were found.

## Curriculum and Instructional Materials

Core Curriculum Areas	Pupils Who Lack Textbooks and Instructional Materials
Reading/Language Arts	0%
Mathematics	0%
Science	0%
History-Social Science	0%
Foreign Language	N/A
Health	N/A
Visual and Performing Arts	N/A

### Data Quest

DataQuest is an online data tool located on the CDE DataQuest Web page that contains additional information about this school and comparisons of the school to the district, the county, and the state. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., Academic Performance Index [API], Adequate Yearly Progress [AYP]), test data, enrollment, graduates, dropouts, course enrollments, staffing, and data regarding English learners).

### School Finances

Level	Expenditures Per Pupil (Unrestricted Sources Only)
School Site	\$3,346
District	\$3,754
State	\$5,681

## School District API Scores

School	2006	2007	2008	2009	2010
Cajon Park	840	834	859	869	860
Carlton Hills	822	819	833	859	878
Carlton Oaks	835	842	852	874	874
Chet F. Harritt	820	827	835	844	854
Hill Creek	818	821	810	835	830
Pepper Drive	808	807	816	846	867
Prospect Avenue	769	779	814	801	805
Rio Seco	855	849	872	882	886
Sycamore Canyon	853	886	892	898	874
Alternative School	744	756	763	843	832

Consent Item D.4.2.

Approval of Student Teaching Agreement with Dordt College

Prepared by Kristin Baranski  
March 15, 2011

**BACKGROUND:**

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers and interns. Santee School District has received a Student Teaching Agreement with Dordt College for this purpose. The terms of the agreement shall commence on September 6, 2011 through December 15, 2011.

**RECOMMENDATION:**

Administration recommends that the Student Teaching Agreement with Dordt College for teacher education fieldwork be approved by the Board of Education.

This recommendation supports the following District goal:

- Establish a staff development program as the cornerstone of effective instructional programs and employee performance.

**FISCAL IMPACT:**

Dordt College shall pay the District for field laboratory classroom placement of student teachers at the rate of \$100.00 per half session (1/2 semester). These amounts are transferred to the school site budget for the master teacher's instructional budget.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item D.4.2.

## AGREEMENT: INTERNSHIPS

March, 2011

for Fall 2011; (Sept. 6 through Dec. 15, 2011 [70 school days])

This agreement is between **DORDT COLLEGE** and **Santee School District**

To facilitate internships, pre-student teaching and student teaching, Dordt College and each participating school, through its teachers, have certain roles and obligations which must be understood and accepted. Below is a brief list of procedural policies and practices related to internships (A and B below.) followed by a series of stated assumptions which underlie program development (C below.)

A. DORDT COLLEGE AGREES TO:

1. Determine eligibility for internships when specific program requirements are met by students.
2. Arrange all internship assignments in consultation with administrators of participating schools.
3. Provide handbooks and evaluation forms to the cooperating teachers.
4. Help the cooperating teachers understand the internship programs and its expectations.
5. Arrange for supervision of interns by qualified staff: hired locally (Pt. Loma Nazarene Univ.) and 1 visit from a Dordt faculty supervisor
6. Conduct an annual group meeting for all teachers who agree to accept student teachers.
7. Pay honorariums of \$100 per session (1/2 semester) to all cooperating teachers when the student teaching assignment is completed.
8. Comply with all Iowa state requirements regarding the preparation of teachers.

B. PARTICIPATING SCHOOLS AGREE TO:

1. Assign interns to experienced and licensed teachers who agree to work with the interns.
2. Encourage staff participation in the internship program.
3. Follow the procedures as presented in college publications.
4. Provide opportunity for interns to develop their own skills and styles within the framework of the school and under supervision.
5. Extend to interns their staff policies regarding liabilities.
6. Make materials and appropriate professional resources available to facilitate interns.
7. Promptly submit evaluations and references for the students' files of credentials.

C. ASSUMPTIONS THAT UNDERLIE PROGRAM DEVELOPMENT

1. Participating institutions comply with the national, state, and local standards regarding pre-service and in-service roles in teacher training.
2. Participating institutions respect the contributions made to teacher training by professional organizations.
3. Vitality in teacher education is enhanced by a diversity of settings for internships.
4. Responsibility for internships is shared by the Education Department of the college, college subject matter specialists, and the teachers in the participating schools.
5. All internships should be curriculum driven.
6. Internships should be developmental and sequential.

SIGNED: \_\_\_\_\_

Dordt College, Director of Teacher Education

\_\_\_\_\_  
Participating School, Principal/Superintendent

DATE: \_\_\_\_\_



**BACKGROUND:**

California Education Code requires districts to limit the number of temporary teaching contracts to the number of teachers on leave of absence or special assignments. In order to bring this number into balance with current assignments, 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 one (1) temporary teacher.

The District currently has 13.5 (FTE) employees on leave of absence or special assignments. After this one (1) probationary position has been approved, there will be a total of 13.5 (FTE) temporary positions.

Administration would like to request that this teacher be introduced to the Board.

**RECOMMENDATION:**

This evening, administration recommends approval of probationary status to one (1) temporary teacher.

<u>Name</u>	<u>Location</u>
Kathleen Dubnicka	Hill Creek

This recommendation supports the following district goals:

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

**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.5.2.

DISCUSSION AND/OR ACTION ITEMS Item E.

*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

**BACKGROUND:**

Annually, Board members are honored to present certificates to eighth grade students being promoted from Santee School District. The chart below is provided to assist Board members in selecting the promotion ceremony they wish to attend. A schedule of dates and times for the 2010-11 promotion ceremonies is attached. Promotion certificates will be available for signatures by the first Board meeting in May.

HISTORY OF BOARD MEMBER ASSIGNMENTS  
 2000 to 2010

Schools	Bartholomew	Burns	El-Hajj	Fox	Ryan
Alternative	2008	2004 2006	2007 2010		2003 2005
Cajon Park	2008	2003 2005 2006 2010			2001 2007 2009
Carlton Hills	2009	2007 2010			2000
Carlton Oaks	2005 2007	2004	2000 2003 2006 2008 2010		2002 2010
Chet F. Harritt	2006 2009	2004			2003 2005
Hill Creek	2006 2010	2007	2000 2001 2003 2004 2009		2008
Pepper Drive	2010	2009	2002 2005 2007 2008		2006
Prospect Avenue	2005	2008	2001 2004		2002 2007 2009
Rio Seco	2007	2005 2006 2008 2009	2002 2010		2000 2004

**RECOMMENDATION:**

Board members will select assignments for presentation of promotion certificates.

Motion:		Second:		Vote:		Agenda Item E.1.1.
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**Santee School District**  
**PROMOTION SCHEDULE**  
**June 2011**

SCHOOL	DATE	TIME	LOCATION	BOARD MEMBER
Alternative School	Wednesday June 23	11:00 a.m.	Alternative School	
Cajon Park	Wednesday June 22	8:30 a.m.	Front Patio of Junior High Building	
Carlton Hills	Tuesday June 21	8:30 a.m.	Carlton Hills Lower Field (Junior High).	
Carlton Oaks	Tuesday June 21	9:00 a.m.	Carlton Oaks Upper Field (JH)	
Chet F. Harritt	Tuesday June 21	9:00 am.	Chet F. Harritt <i>Tentatively - Big Rock Park</i>	
Hill Creek	Monday June 20	9:00 a.m.	Hill Creek Amphitheater	
Pepper Drive	Tuesday June 21	9:00 a.m.	Pepper Drive Upper Field	
PRIDE Academy at Prospect Avenue	Wednesday June 22	8:30 a.m.	Santee Trolley Square (Next to Panda Express)	
Rio Seco	Wednesday June 22	9:00 a.m.	Rio Seco Amphitheater	
Santee Success Academy	Wednesday June 22	12:30 p.m.	SSP	

FYI-Sycamore Canyon-Wednesday, June 22 @ 8:45 a.m.

Area High Schools				
Santana High	Tuesday June 15	6:00 p.m.	Santana Stadium	
West Hills High	Wednesday June 16	9:00 a.m.	West Hills Football Field	

Discussion and/or Action Item E.2.1. Authorization to Seek Proposals for Lighting Retrofit of District Office and Educational Resource Center

Prepared by Karl Christensen  
 March 15, 2011

**BACKGROUND:**

In August of last year, the District was approached by an individual representing American Lighting proposing a retrofit of outdated T12 and T8 lamps and ballasts with new 25 watt T8 ones at Pepper Drive School, the District Office, and the Educational Resource Center (ERC). The proposal incorporated the following financial terms:

<b><u>Measure</u></b>	<b><u>PD</u></b>	<b><u>DO</u></b>	<b><u>ERC</u></b>
# of lamps	606	131	113
Project Cost	\$15,315	\$3,468	\$3,978
Less: Utility Rebate	\$2,316	\$758	\$644
Net Cost	\$12,999	\$2,710	\$3,334
Projected Annual Savings	\$4,963	\$1,623	\$1,381
Payback Period	31 months	20 months	29 months

The District has done lighting retrofits before and often these come around every few years, reducing the amount of savings that can be realized. In addition, there are several factors other than usage that go into the overall cost of energy including demand charges (cost for “reserving” power based on last 12-month need), time of day energy is used (peak vs. non-peak), and user behavior patterns. As a result, it is difficult to quantify the exact amount of savings to be obtained from any energy conservation project, including lighting retrofits. Nonetheless, there can be benefits and the District has implemented the most energy efficient lighting in modernization and new construction projects, and will continue to do so.

After review of the proposal from American Lighting, administration took a two pronged approach to the sites contemplated in the proposal:

- 1) Pepper Drive School is being completed by Maintenance staff and is approximately 2/3 complete. The entire site will be completed by summer.
- 2) The District Office and ERC projects were submitted to the recently formed Energy JPA (EJPA) at the County Office which the District joined last year. The thought was that a combined effort among multiple districts could produce additional savings. The EJPA formed a more comprehensive approach by first recommending an assessment of district lighting needs and a user behavior analysis with formulation of a lighting retrofit proposal only after these other studies were conducted. This would require an up-front cost of \$3,605 for the Lighting Retrofit Criteria study and \$3,916 if the District decided to also add an Energy Behavior Analysis. Staff has already reviewed the lighting needs at the

District Office and ERC and determined that lighting retrofits would be beneficial. As a result, there is not a need for these intermediate steps in order to move forward with lighting retrofits.

Although the District is not required to solicit proposals for this type of work, administration recommends doing so in order to ensure a competitive process and procurement of the services for the lowest possible cost.

Administration recommends seeking proposals from American Lighting and at least two (2) other qualified vendors for lighting retrofit of the District Office and ERC.

**RECOMMENDATION:**

It is recommended that the Board of Education authorize administration to seek proposals for lighting retrofit of the District Office and ERC. Selection of a proposal would be brought back to a subsequent Board meeting for approval to contract.

This recommendation supports the following District goal:

- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.
- Provide facilities that optimize the learning environment for all students.

**FISCAL IMPACT:**

The fiscal impact is estimated at a net cost of \$6,000 and 20 to 30 months before payback through energy savings.

**STUDENT ACHIEVEMENT IMPACT:**

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

Motion:		Second:		Vote:		Agenda Item E.2.1.
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Discussion and/or Action Item E.3.1.  
Prepared by Karl Christensen  
March 1, 2011

Approval of Amendment No. 2 to Tenth  
Amendment (Phase IV – Chet F. Harritt  
School Modernization) to Construction  
Services Agreement for Lease-Leaseback,  
Site Lease, and Sublease Agreement

**BACKGROUND:**

On February 2, 2008, the Santee School District Board of Education adopted Resolution No. 0708-16, approving and authorizing the execution of a Site Lease, Sublease Agreement, and Lease-Leaseback Construction agreement between the District and Douglas E. Barnhart, Inc., in order to provide for the modernization of existing school facilities, at nine school sites within the District (the “Project”). On April 1, 2008, the Board approved Amendment No. 1 for the Guaranteed Maximum Price (GMP) of the Cajon Park classroom addition. On June 3, 2008, the Board approved Amendments Nos. 2 - 6 for the GMP for five school modernizations. On September 2, 2008, the Board approved Amendments Nos. 7 - 9 for the ten-classroom additions at Carlton Hills, Rio Seco, and Carlton Oaks. On May 9, 2009, the Board approved Amendments Nos. 10 - 13 for the GMP for three school modernizations at Chet F. Harritt, Hill Creek, Prospect Avenue, and the Chet F. Harritt ball fields. In June 2009, the Board suspended work and amended the contracts for infrastructure only and partial scope at the Chet F. Harritt ball field project.

This action is for the Amendment No. 2 of the Tenth Amendment to the Lease-Leaseback Construction Agreement to complete the modernization work at Chet F. Harritt School. This will establish the final GMP and will also add a five percent (5%) Owner’s contingency within the GMP to be used with District approval, with the remainder reverting to the District at the end of the construction.

**RECOMMENDATION:**

It is recommended that the Board of Education approve Amendment No. 2 to the Tenth Amendment to the Lease-Leaseback Construction Agreement with a Guaranteed Maximum Price of \$6,108,054.

This recommendation supports the following District goals:

- Provide facilities that optimize the learning environment for all students.
- Pursue actively the funding and resources to fulfill our mission and maintain fiscal solvency.

**FISCAL IMPACT:**

The fiscal impact of Amendment No. 2 to the Tenth Amendment is \$6,108,054 to be funded from the District’s Revised Capital Improvement Program budget with CIP funds, Prop R bond proceeds, and State modernization matching funds.

**STUDENT ACHIEVEMENT IMPACT:**

Strong, positive relationships exist between overall building conditions, a positive learning environment, and student achievement.

Motion:		Second:		Vote:		Agenda Item E.3.1.
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**AMENDMENT NO. 2 TO TENTH AMENDMENT  
(PHASE IV – CHET F. HARRITT SCHOOL MODERNIZATION) TO  
CONSTRUCTION SERVICES AGREEMENT FOR LEASE-LEASEBACK,  
SITE LEASE, AND SUBLEASE AGREEMENT**

This Amendment No. 2 to Tenth Amendment (Phase IV – Chet F. Harritt School Modernization) to Construction Services for Lease-Leaseback (herein “Lease-Leaseback Agreement”), Site Lease, and Sublease Agreement (collectively, the “Lease-Leaseback Documents”) is made and entered into this 1st day of March, 2011, by and between the SANTEE SCHOOL DISTRICT (the "District") and Barnhart-Balfour Beatty, Inc. (the "Builder") as follows:

WHEREAS, on May 2, 2009, the Governing Board of the District adopted the Tenth Amendment (Phase IV – Chet F. Harritt School Modernization) (the “Tenth Amendment”); and

WHEREAS, the Tenth Amendment modified the Lease-Leaseback Documents and Guaranteed Maximum Price (“GMP”) for the work described therein at Chet F. Harritt School; and

WHEREAS, the Board issued a Notice to Proceed dated April 27, 2009 for the work described in the Tenth Amendment; and

WHEREAS, on June 22, 2009, the District adopted Resolution 0809-57, suspending construction due to difficulties in securing funding to continue modernization work more particularly described in that Resolution; and

WHEREAS, on July 7, 2009, the Board issued a Notice to Proceed with a revised Scope of Work for the Chet F. Harritt School modernization; and

WHEREAS, on July 10, 2009, representatives of the District and Builder negotiated a Memorandum of Understanding regarding the revised Scope of Work and revised Guaranteed Maximum Price on the Chet F. Harritt School modernization; and

WHEREAS, on July 21, 2009, the District and Builder entered into Amendment No. 1 to Tenth Amendment (Phase IV – Chet F. Harritt School Modernization) to reflect the revised Scope of Work and approve the Memorandum of Understanding; and

WHEREAS, on September 14, 2009, the District and Builder entered into Contract Change Order #001 to Amendment No. 1 to Tenth Amendment (Phase IV – Chet F. Harritt School Modernization) to reflect the final completed cost of Summer Site Infrastructure Work & Committed Costs of \$1,131,898, to increase the price of uncompleted Option 4 to \$543,063.; and



WHEREAS, on or about September 14, 2009, the District suspended Options 1, 2, 3 & 4 of Amendment No. 1 to Tenth Amendment (Phase IV – Chet F. Harritt School Modernization) due to funding constraints; and

WHEREAS, the Governing Board of the District now wishes to continue with the suspended work, Options 1, 2, 3 & 4, remaining from the original Scope of Work; and

WHEREAS, District and Builder now wish to further modify the Tenth Amendment (Phase IV – Chet F. Harritt School Modernization) to reflect the revised Scope of Work.

NOW, THEREFORE, DISTRICT AND BUILDER HEREBY AGREE AS FOLLOWS:

1. Section 6 of the Lease-Leaseback Agreement for the Phase IV – Chet F. Harritt School Modernization phase of the Project as amended by Amendment No. 1 to Tenth Amendment shall be deleted and replaced with the following:

“The GMP for Options 1, 2, 3 & 4 of the work of the Phase IV – Chet F. Harritt School Modernization shall be Six Million One Hundred Eight Thousand Fifty-Four and No/100 Dollars, (\$6,108,054.00), and shall be based upon the Construction and Scope of Work set forth in Exhibit A of this Agreement, as amended.” Summer Site Infrastructure Work & Committed Costs per Exhibit A to Amendment No. 1 to Tenth Amendment are not included in GMP. The GMP is based upon DSA approved plans and specifications defined in “Exhibit A-Lease-Leaseback Agreement Tenth Amendment (Phase IV – Chet F. Harritt School Modernization),” Options 1, 2, 3 & 4 only, and include the prevailing wage rates described in Section 13 in effect at the time the work is bid pursuant to Section 4 herein. The GMP includes the cost of construction pursuant to Exhibit A hereof for Builder’s Fee, General Conditions, Bonds and Insurance Costs as further defined in Exhibit C hereof and the GMP includes a Builder’s contingency, as described in Section 8 hereof, of three and one-half percent on Construction Costs, subject to increase through Owner accepted project savings.

The GMP for Options 1, 2, 3 & 4 only, also includes the general conditions listed in Exhibit C hereof, except for those listed as Owner or Reimbursables in Exhibit C. The final GMP shall be presented by Builder to the Board of Trustees of the District for approval at on or about the Board’s March 1, 2011 meeting, based upon final plans and specifications for the Phase IV – Chet F. Harritt School Modernization phase of the project. Once approved by the District, the Builder’s proposal for the final GMP for Options 1, 2, 3 & 4 of Phase IV – Chet F. Harritt School Modernization and subsequent phases of the Project shall constitute amendments to this Agreement. The District will also maintain its own contingency of 5% (\$290,860), which is included in the Builder’s GMP. Value Engineered items after the GMP shall go to one hundred percent (100%) to the Builder’s contingency. The Builder shall assume the risk of cost overruns which is foreseeable at the time this Agreement is entered into and the final GMP determined, except for unforeseen conditions, design error or omissions and events as set forth in Section 29 hereof. Changes to the scope of the Project not contemplated in the Scope of

Work (Exhibit A) shall be deemed Extra Work/Modifications pursuant to the procedures set forth in Section 10 of this Agreement. Builder acknowledges that the GMP constitutes sufficient consideration for the assumption of risk of costs by Builder. The GMP is a fee to Builder and Builder shall be entitled to any unused portions of it. The GMP shall include, but not be limited to, increases in labor and materials. Sublease payments and Construction Progress Payments by the District to Builder pursuant to Section 18 of this Agreement and the Sublease shall be commensurate with the GMP. Unused allowances for Moving District Furniture, Library, Multipurpose Room and Classroom Changes and the Electrical Re-feed at Relocatables will revert direct to owner contingency or be funded from owner contingency. Savings from buyout of Ceramic Tile will revert to owner contingency.

Other provisions of Section 6 of the Lease-Leaseback Agreement shall remain as modified the Tenth Amendment.

2. Exhibit A of the Lease-Leaseback Agreement shall be amended to reflect the final plans and specifications, as modified for Phase IV – Chet F. Harritt School Modernization. Exhibit A of the Lease-Leaseback Agreement for the Phase IV – Chet F. Harritt School Modernization shall be deleted and replaced with the revised Scope of Work Amendment No. 2 for Phase IV – Chet F. Harritt School Modernization, set forth as “Attachment 1” hereto. Summer Site Infrastructure Work and Committed Costs are not included, but shown only for reference.

3. A new Exhibit B of the Lease-Leaseback Agreement set forth as “Attachment 2” hereof entitled “Exhibit B Construction Services Agreement for Lease-Leaseback Amendment No. 2 to Tenth Amendment (Phase IV – Chet F. Harritt School Modernization)-GMP Breakdown” shall be added for Phase IV of the Project.

4. A new Exhibit C of the Lease-Leaseback Agreement set forth as “Attachment 3” hereof entitled “Exhibit C Construction Services Agreement for Lease-Leaseback Amendment No. 2 to Tenth Amendment (Phase IV – Chet F. Harritt School Modernization) – General Conditions Breakdown” shall be added for Phase IV of the Project.

5. Exhibit A of the Sublease Agreement for Phase IV – Chet F. Harritt School Modernization shall be in the form attached hereto as “Attachment 4.” All other provisions of the Sublease Agreement shall remain in full force and effect for Phase IV of the Project, including the timelines for completion and payment, except that those provisions shall only be applicable to the Scope of Work listed in Exhibit A to the Lease-Leaseback Agreement Phase IV – Chet F. Harritt School, as amended, and to the Chet F. Harritt site in the Site Lease as of the date of this Amendment No. 2 to Tenth Amendment.

6. The provisions of the Site Lease and Lease-Leaseback Agreement, as amended, shall remain in full force and effect for Phase IV – Chet F. Harritt School Modernization even though the originals of those documents refer only to the “Phase I”

construction of twenty classrooms at Cajon Park School. All prior amendments and this Amendment No. 2 to Tenth Amendment - Phase IV – Chet F. Harritt School Modernization shall be part of the validated Lease-Leaseback Documents, and changes in prior amendments not specifically applicable to a particular phase of the Project, shall be applicable to all phases and amendments. Each Amendment shall stand alone from each other for the specific phase of work contemplated by each; and each may be subject to further amendments as required.

*IN WITNESS WHEREOF*, the parties have, by their duly authorized representatives, executed this Amendment No. 2 to Tenth Amendment (Phase IV – Chet F. Harritt School Modernization), in duplicate, as of the day and year first above written and agree that this Amendment shall constitute a binding modification to the Construction Services Agreement for Lease-Leaseback.

BUILDER/CORPORATION:

BARNHART-BALFOUR BEATTY, INC.

BY: \_\_\_\_\_ Dated: \_\_\_\_\_  
Eric Stenman, President

DISTRICT:

SANTEE SCHOOL DISTRICT

Approved by the Board 3-15-11

BY: \_\_\_\_\_ Dated: \_\_\_\_\_  
Karl Christensen,  
Assistant Superintendent, Business Services

**EXHIBIT A-LEASE-LEASEBACK AGREEMENT**  
**AMENDMENT NO. 2 TO TENTH AMENDMENT(PHASE IV)**

**SCOPE OF WORK**  
**PHASE IV-CHET F. HARRITT MODERNIZATION**

This project consists of base bid summer site infrastructure work (previously completed and closed) and Options 1 through 4 that comprise the modernization of the existing Chet F. Harritt School campus located at 8120 Arlette Street, Santee, CA 92071.

All as modified by Change Order #001, dated September 14, 2011 and including all RFI's, Architect's Supplemental Instructions and Bulletins 1 through 4, approved Change Orders including those utilizing both owner and contractor contingencies that apply to the Summer Site Infrastructure Work and Committed Costs work scope previously completed and closed.

Allowances Included: Allowance #1 for \$50,000 for moving district furniture out of work areas to storage on site, storage costs on site and returning back to building.  
Allowance #2 for \$75,000 for construction modifications to Library/Technology buildings, Multi-Purpose Building and Classrooms.  
Allowance #3 for \$35,000 for electrical re-feed to junior high and project safe portables.

**Summer Site Infrastructure Work & Committed Costs (included for reference only, work previously completed and closed out):**

Work to include underground site MEP underground infrastructure up to the most feasible point outside of the building and related concrete and asphalt patching of trenching required for MEP work as shown on the contract documents indicated on “Attachment 1-continued”, and as further defined below as modified by Amendment No. 1 to Tenth Amendment and the Construction Service Agreement for Lease Lease-Back dated 2/2/08.

- |  |  |
|--|--|
| 1) Electrical:   | Installation of underground electrical conduit and piping to within 5 feet outside of the building or to the edge of the most adjacent concrete sidewalk where the electrical equipment is to be located. This package includes the coordination with SDG&E for the installation of the transformer and new switchgear that will be energized to backfeed the existing switchgear. |
| 2) Plumbing:   | Installation of underground plumbing piping to within 5 feet outside of the building or to the edge of the most adjacent concrete sidewalk where the domestic water, gas and sewer lines are to be located.  |
| 3) Landscape/Irrigation:   | Installation of irrigation sleeving in areas where trenches occur. Landscape and irrigation repairs as related to electrical and plumbing site work installation.  |
| 4) Demolition:   | Demolition as related to electrical, plumbing and landscape site trenching.  |
| 5) Asphalt:  | Asphalt patching as related to electrical, plumbing and landscape site trenching.  |
| 6) Concrete:   | Concrete patching as related to electrical, plumbing and landscape site trenching.   |
| 7) Metals:   | Submittals for site work and buildings.  |
| 8) Rough Carpentry:  | Submittals for building work   |
| 9) Finish Carpentry:   | Submittals for building work   |
| 10) Roofing, Sheet Metal &<br>Skylights:   | Submittals for building work   |
| 11) Glazing:   | Submittals for building work   |
| 12) Doors, Frames & Hardware:  | Submittals for building work   |
| 13) Drywall, Paint, Insulation,<br>Plaster, FRP,<br>Tackable Panels,<br>Specialties: | Submittals for building work. Administrative costs due to coordination and pricing negotiations with tiers, vendors associated scheduling of work  |
| 14) Ceramic Tile:  | Submittals for building work   |
| 15) Terrazzo:  | Submittals for building work   |
| 16) HVAC & Controls:   | Submittals for building work. Administrative costs due to coordination and pricing negotiations with tiers, vendors associated scheduling of work  |
| 17) Surveying:   | Surveying & Layout costs   |

**Specific Work not included in the Base Bid Guaranteed Maximum Price (GMP):**

## “Attachment 1”

1. Excludes any ADA upgrades, site lighting, parking lot upgrades, landscape planting, permanent fencing, path of knowledge, all work scope on plans provided by the following trades: metals, rough carpentry, finish carpentry, roofing/sheet metal & skylight, glazing, doors/frames & hardware, drywall/paint/insulation/plaster/FRP/Tackable Panels/Specialties, Ceramic Tile, Terrazzo, Carpet/Resilient Floor, HVAC/Controls, Grading and Surveying.
2. Any and all scope modifications not shown on bid documents, including bulletins issued after bid.
3. Wire and cable for electrical, except for the switchgear.

**Summer Site Infrastructure Work & Committed Costs: GMP revised upon completion and close out of work from \$1,243,399 to \$1,131,898 per Change Order #001 to Amendment No. 1 to Tenth Amendment (Phase IV – Chet F. Harritt School Modernization) and not included in revised GMP for Amendment No. 2 to Tenth Amendment (Phase IV – Chet F. Harritt Modernization).**

### **\*SCOPE OF WORK-AMENDMENT NO. 2 TO TENTH AMENDMENT\***

#### **Option 1 - Building A Modernization:**

Work to include bringing the underground site MEP infrastructure from outside of the building where terminated per site infrastructure work phase into the building and all Building A related work as shown on the contract documents indicated on “Attachment 1-continued”, and as further defined below as modified by this Amendment and the Construction Service Agreement for Lease Lease-Back dated 2/2/08. Option 1 Building A work to occur per the REVISED Phasing schedule.

- |   |   |
|---|---|
| 1) Electrical:  | Installation of underground electrical conduit and piping from outside the building where terminated in the prior phase to the interior of the building where the electrical equipment is to be located. Includes all Building A related work as shown on the contract documents.   |
| 2) Plumbing:  | Installation of underground plumbing piping from outside the building where terminated in the prior phase to the interior of the building where the domestic water, gas and sewer lines are to be located. Includes all Building A related work as shown on the contract documents.   |
| 3) Landscape/Irrigation:  | No work this phase.   |
| 4) Demolition:  | Site demolition as related to bringing electrical and plumbing from outside the building where terminated in the prior phase to the interior of the building. Includes all Building A related work as shown on the contract documents.  |
| 5) Asphalt:   | Asphalt patching as related to bringing electrical and plumbing from outside the building where terminated in the prior phase to the interior of the building.  |
| 6) Concrete:  | Concrete patching as related to bringing electrical and plumbing from outside the building where terminated in the prior phase to the interior of the building. Includes all Building A related work as shown on the contract documents. This scope also includes concrete related to access requirements at doorways and restrooms at Building A as shown on the contract documents. |
| 7) Metals:  | Includes all Building A related work as shown on the contract documents.  |
| 8) Rough Carpentry:   | Includes all Building A related work as shown on the contract documents.  |
| 9) Finish Carpentry:  | Includes all Building A related work as shown on the contract documents.  |
| 10) Roofing, Sheet Metal & Skylights:                                       | Includes all Building A related work as shown on the contract documents.  |
| 11) Glazing:  | Includes all Building A related work as shown on the contract documents.  |
| 12) Doors, Frames & Hardware:   | Includes all Building A related work as shown on the contract documents.  |
| 13) Drywall, Paint, Insulation, Plaster, FRP, Tackable Panels, Specialties: | Includes all Building A related work as shown on the contract documents.  |
| 14) Ceramic Tile:   | Includes all Building A related work as shown on the contract documents.  |
| 15) Terrazzo:   | Includes all Building A related work as shown on the contract documents.  |
| 16) Carpet & Resilient Flooring:  | Includes all Building A related work as shown on the contract documents.  |
| 17) HVAC & Controls:  | Includes all Building A related work as shown on the contract documents.  |
| 18) Grading:  | No work this phase.   |
| 19) Surveying:  | No work this phase.   |

## “Attachment 1”

### **Option 2 - Building B Modernization:**

Work to include bringing the underground site MEP infrastructure from outside of the building where terminated per site infrastructure work phase into the building and all Building B related work as shown on the contract documents indicated on “Attachment 1-continued”, and as further defined below as modified by this Amendment and the Construction Service Agreement for Lease Lease-Back dated 2/2/08. Option 2 Building B work to occur per the REVISED Phasing schedule.

- |  |   |
|--|---|
| 1) Electrical:   | Installation of underground electrical conduit and piping from outside the building where terminated in the prior phase to the interior of the building where the electrical equipment is to be located. Includes all Building B related work as shown on the contract documents.   |
| 2) Plumbing:   | Installation of underground plumbing piping from outside the building where terminated in the prior phase to the interior of the building where the domestic water, gas and sewer lines are to be located. Includes all Building B related work as shown on the contract documents.   |
| 3) Landscape/Irrigation:   | No work this phase.   |
| 4) Demolition:   | Site demolition as related to bringing electrical and plumbing from outside the building where terminated in the prior phase to the interior of the building. Includes all Building B related work as shown on the contract documents.  |
| 5) Asphalt:  | Asphalt patching as related to bringing electrical and plumbing from outside the building where terminated in the prior phase to the interior of the building.  |
| 6) Concrete:   | Concrete patching as related to bringing electrical and plumbing from outside the building where terminated in the prior phase to the interior of the building. Includes all Building B related work as shown on the contract documents. This scope also includes concrete related to access requirements at doorways and restrooms at Building B as shown on the contract documents. |
| 7) Metals:   | Includes all Building B related work as shown on the contract documents.  |
| 8) Rough Carpentry:  | Includes all Building B related work as shown on the contract documents.  |
| 9) Finish Carpentry:   | Includes all Building B related work as shown on the contract documents.  |
| 10) Roofing, Sheet Metal &<br>Skylights:   | Includes all Building B related work as shown on the contract documents.  |
| 11) Glazing:   | Includes all Building B related work as shown on the contract documents.  |
| 12) Doors, Frames & Hardware:  | Includes all Building B related work as shown on the contract documents.  |
| 13) Drywall, Paint, Insulation,<br>Plaster, FRP,<br>Tackable Panels,<br>Specialties: | Includes all Building B related work as shown on the contract documents.  |
| 14) Ceramic Tile:  | Includes all Building B related work as shown on the contract documents.  |
| 15) Terrazzo:  | Includes all Building B related work as shown on the contract documents.  |
| 16) Carpet & Resilient Flooring:   | Includes all Building B related work as shown on the contract documents.  |
| 17) HVAC & Controls:   | Includes all Building B related work as shown on the contract documents.  |
| 18) Grading:   | No work this phase.   |
| 19) Surveying:   | No work this phase.   |

### **Option 3 - Building C Modernization:**

Work to include bringing the underground site MEP infrastructure from outside of the building where terminated per site infrastructure work phase into the building and all Building C related work as shown on the contract documents indicated on “Attachment 1-continued”, and as further defined below as modified by this Amendment and the Construction Service Agreement for Lease Lease-Back dated 2/2/08. Option 3 Building C work to occur per the REVISED Phasing schedule.

- |                          |   |
|--------------------------|---|
| 1) Electrical:           | Installation of underground electrical conduit and piping from outside the building where terminated in the prior phase to the interior of the building where the electrical equipment is to be located. Includes all Building C related work as shown on the contract documents.   |
| 2) Plumbing:             | Installation of underground plumbing piping from outside the building where terminated in the prior phase to the interior of the building where the domestic water, gas and sewer lines are to be located. Includes all Building C related work as shown on the contract documents. |
| 3) Landscape/Irrigation: | No work this phase.   |

## “Attachment I”

- |   |   |
|---|---|
| 4) Demolition:  | Site demolition as related to bringing electrical and plumbing from outside the building where terminated in the prior phase to the interior of the building. Includes all Building C related work as shown on the contract documents.  |
| 5) Asphalt:   | Asphalt patching as related to bringing electrical and plumbing from outside the building where terminated in the prior phase to the interior of the building.  |
| 6) Concrete:  | Concrete patching as related to bringing electrical and plumbing from outside the building where terminated in the prior phase to the interior of the building. Includes all Building C related work as shown on the contract documents. This scope also includes concrete related to access requirements at doorways and restrooms at Building C as shown on the contract documents. |
| 7) Metals:  | Includes all Building C related work as shown on the contract documents.  |
| 8) Rough Carpentry:   | Includes all Building C related work as shown on the contract documents.  |
| 9) Finish Carpentry:  | Includes all Building C related work as shown on the contract documents.  |
| 10) Roofing, Sheet Metal & Skylights:                                       | Includes all Building C related work as shown on the contract documents.  |
| 11) Glazing:  | Includes all Building C related work as shown on the contract documents.  |
| 12) Doors, Frames & Hardware:   | Includes all Building C related work as shown on the contract documents.  |
| 13) Drywall, Paint, Insulation, Plaster, FRP, Tackable Panels, Specialties: | Includes all Building C related work as shown on the contract documents.  |
| 14) Ceramic Tile:   | Includes all Building C related work as shown on the contract documents.  |
| 15) Terrazzo:   | Includes all Building C related work as shown on the contract documents.  |
| 16) Carpet & Resilient Flooring:  | Includes all Building C related work as shown on the contract documents.  |
| 17) HVAC & Controls:  | Includes all Building C related work as shown on the contract documents.  |
| 18) Grading:  | No work this phase.   |
| 19) Surveying:  | No work this phase.   |

### **Option 4 - Remaining Modernization Site Work:**

Work to include completion of remaining site work including restriping and resealing existing playground areas, new Kindergarten playground, Path of Knowledge, landscaping and irrigation, galvanized fencing, site furnishings, building signage, site signage, total renovation of parking lots but not limited to ADA upgrades at parking lot and front entrance as shown on the contract documents indicated on “Attachment I-continued”, and as further defined below as modified by this Amendment and the Construction Service Agreement for Lease Lease-Back dated 2/2/08. Option 4 Remaining Site Work to occur per the REVISED Phasing schedule.

- |                          |   |
|--------------------------|---|
| 1) Electrical:           | Completing the change over from the existing switchgear to the new switchgear. Electrical as related to the existing playground areas, new Kindergarten playground, ADA upgrades at parking lot and front entrance, the installation of parking lot lighting. |
| 2) Landscape/Irrigation: | Installation of landscaping and irrigation work as shown on the contract documents.   |
| 3) Demolition:           | Demolition as related to completing the electrical and mechanical change over, existing playground areas, new Kindergarten playground, Path of Knowledge, New parking lot upgrades, ADA upgrades at parking lot and front entrance.                           |
| 4) Asphalt:              | Asphalt as related to restriping and resealing existing playground areas, new Kindergarten playground, Path of Knowledge, new parking lot, ADA upgrades at parking lot and front entrance renovations.  |
| 5) Concrete:             | ADA upgrades, site furnishings, site signage, installation of Path of Knowledge and sidewalks as shown on the contract documents, including any and all items not installed or replaced during the prior phases that are indicated on the contract documents. |
| 6) Metals:               | Installation of galvanized fencing as shown on the contract documents.  |
| 7) Grading:              | Grading for Path of Knowledge and Kindergarten Playground   |
| 8) Surveying:            | Surveying & Layout for Path of Knowledge and Kindergarten Playground all site hardscapes not completed during prior phases, including but not limited to the parking lot renovation.  |

**General Work not included in all of the Guaranteed Maximum Prices (GMP):**

1. Any work or cost incurred due to Constructability review comments, Phase I School Documents including Bulletins, Addenda, RFI's or plan coordination not being incorporated into contract documents, including constructability reviews dated 9/28/08, 12/2/08, 1/27/09, 4/9/09 and 4/14/09.
2. Any errors or omissions in the contract documents, includes ADA compliance work not graphically shown on the drawings.
3. Hazmat not indicated in the contract documents.
4. Removal and replacement of finishes, roofing, or concrete for structural upgrades, other than as shown on plans.
5. Repair to any existing conditions not expressly shown on the contract documents.
6. Roof demo/replacement in excess of original 3-ply roof system.
7. Evacuation and disposal of existing hydronic piping liquid if other than water filled system, excluding Freon in chillers.
8. All interior wall demo figured to be without plywood on walls, unless noted on plans as a shear wall.
9. Shading and security devices at skylights.
10. Any cost or delays due to concurrent work by District that is not shown on phasing schedule.
11. Removal and replacement of any deteriorated building components and not code compliant existing work of any kind including MEP, roof/wall plywood and framing, not specifically shown on documents.
12. Barnhart-Balfour Beatty, Inc., shall not be responsible for any schedule and/or financial impacts as a result of untimely deletion or addition of work.
13. Barnhart-Balfour Beatty, Inc., shall not be responsible for any schedule and/or financial impacts as a result of changes to or errors in the documents including delays in the responses to requests for information, the issuance of clarifications, architects supplemental information, color changes, bulletins, etc.
14. Double layer of asphalt and petro mats not shown in contract documents.
15. Any costs, delays or additional work, or repairs or damages caused by District Vendors, City Services of Utilities. Including but not limit to Padre Dam, SDG&E, Cox and AT&T.
16. Doors and hardware shown to remain that are in disrepair, faulty or are not functioning per the latest building codes will be brought to the District's attention for their maintenance department's action.
17. Not responsible to dispose or protect desks, tables, boxes, books, etc., that are not evacuated in a timely manner; removal will be a change in work scope.
18. Any costs, delays or additional requirements caused by the Owner and/or Architect due to inadequate coordination with outside entities, (Local Fire Marshall, Architect, Consultants, SDG&E, Padre Dam, District's Moving Company, etc.)
19. Excludes unforeseen soil conditions not identified in the soils report.
20. Relocation of utilities due to over excavation requirements.
21. The Contractor does not take responsibility of MEP Systems operability due to the phasing of work, or temporary tie-ins and/or crossovers.
22. Costs and/or delays for re-procuring or rebidding work due to subcontractors, vendors, suppliers, etc., not maintaining or holding their bid price, up to the point of acceptance of a fully executed subcontract agreement, bonds and insurance for the work; this includes delays and costs due to owner rejection of revised subcontractor and contractor pricing. All costs for replacement, not covered by sub bonds, of subcontractors that go out of business during the course of construction to be taken from final remaining contractor's contingency until fully expended, then owner's contingency will be used for any remaining amount.
23. Removal, storage, protection and reinstallation of technology including all miscellaneous appurtenances; work will be performed by District.
24. Damaged or missing material procured during Phase I, including stored items by District.



**EXHIBIT A-LEASE-LEASEBACK AGREEMENT  
AMENDMENT NO. 2 TO TENTH AMENDMENT**

**CONTRACT DOCUMENTS, SPECIFICATIONS, AND DRAWING LIST**

	<b>Description</b>	<b>Date</b>
SPEC BOOK	Specifications for Modernization at Chet Harritt School prepared by Sprotte + Watson Architecture and Planning	06/23/08
HAZMAT REPORT	Chet Harritt School prepared by Western Environmental & Safety Technologies LLC	01/28/09
GEO-TECH REPORT	Chet Harritt School prepared by Ninyo & Moore Geotechnical & Environmental Sciences Consultants	07/05/07
Addendum #1	Chet Harritt Elementary School Modernization Prepared by Trittipio Architecture and Planning	02/17/09
Addendum #2	Chet Harritt Elementary School Modernization Prepared by Trittipio Architecture and Planning	02/24/09
Addendum #3	Chet Harritt Elementary School Modernization Prepared by Trittipio Architecture and Planning	03/18/09
Addendum #4	Chet Harritt Elementary School Modernization Prepared by Trittipio Architecture and Planning.	03/25/09

<b>Sheet</b>	<b>Description</b>	<b>Date</b>
<u>Title Sheets</u>		
T-1	Title Sheet	06/23/08
T-2	Notes, Abbreviations & Materials	06/23/08
		06/23/08
<u>Civil Sheets</u>		
C-100	Demolition Plan	06/23/08
C-200	Fire Site Plan	06/23/08
C-300	Grading Plan	06/23/08
C-301	Grading Plan	06/23/08
C-302	Grading Details	06/23/08
C-400	Erosion Control Plan	06/23/08
C-401	Erosion Control Details	06/23/08
C-500	Utility Plan	06/23/08
C-600	Horizontal Control Plan	06/23/08
		06/23/08
<u>Landscaping</u>		
L-1	Landscape Irrigation Plan	06/23/08
L-2	Irrigation Notes & Details	06/23/08
L-3	Landscape Planting Plan	06/23/08
L-4	Planting Notes & Details	06/23/08
		06/23/08
<u>Architectural</u>		

**EXHIBIT A-LEASE-LEASEBACK AGREEMENT**  
**AMENDMENT NO. 2 TO TENTH AMENDMENT**

**CONTRACT DOCUMENTS, SPECIFICATIONS, AND DRAWING LIST**

A-1.1	Demolition Site Plan	06/23/08
A-1.2	New Work Siteplan	06/23/08
A-1.2.A	Fire Marshal	06/23/08
A-1.3	Enlarged Site Plan	06/23/08
A-1.4	Enlarged Siteplan	06/23/08
A-2.1	Demolition Plan, Building A	06/23/08
A-2.2	New Work Plan, Building A	06/23/08
A-2.3	Demolition Plan, Building B	06/23/08
A-2.4	New Work Plan, Building B	06/23/08
A-2.5	Demolition Plan, Building C	06/23/08
A-2.6	New Work Plan, Building C	06/23/08
A-2.7	Enlarged New Work Floor Plans	06/23/08
A-2.8	Enlarged New Work Floor Plans	06/23/08
A-3.1	Demolition Reflected Ceiling Plan, Building A	06/23/08
A-3.2	New Work Reflected Ceiling Plan, Building A	06/23/08
A-3.3	Demolition Reflected Ceiling Plan, Building B	06/23/08
A-3.4	New Work Reflected Ceiling Plan, Building B	06/23/08
A-3.5	Demolition Reflected Ceiling Plan, Building C	06/23/08
A-3.6	New Work Reflected Ceiling Plan, Building C	06/23/08
A-4.1	Demolition Roof Plan, Building A	06/23/08
A-4.2	New Work Roof Plan, Building A	06/23/08
A-4.3	Demolition Roof Plan, Building B	06/23/08
A-4.4	New Work Roof Plan, Building B	06/23/08
A-4.5	Demolition Roof Plan, Building C	06/23/08
A-4.6	New Work Roof Plan, Building C	06/23/08
A-5.1	Exterior Elevations, Building A	06/23/08
A-5.2	Exterior Elevations, Building B	06/23/08
A-5.3	Exterior Elevations, Building C	06/23/08
A-6.1	Building Sections, Building A	06/23/08
A-6.2	Building Sections, Building B	06/23/08
A-6.3	Building Sections, Building C	06/23/08
A-8.1	Window Schedule	06/23/08
A-8.2	Door Opening Schedule	06/23/08
A-8.2.1	Door Opening Schedule	06/23/08
A-8.3	Finish Schedule	06/23/08
A-9.1	Interior Elevations, Building A	06/23/08
A-9.1.1	Interior Elevations, Building A	06/23/08
A-9.1.2	Interior Elevations, Building A	06/23/08
A-9.2	Interior Elevations, Building B	06/23/08
A-9.2.1	Interior Elevations, Building B	06/23/08
A-9.2.2	Interior Elevations, Building B	06/23/08
A-9.2.3	Interior Elevations, Building B	06/23/08
A-9.2.4	Interior Elevations, Building B	06/23/08
A-9.3	Interior Elevations, Building C	06/23/08
A-9.3.1	Interior Elevations, Building C	06/23/08
A-9.3.2	Interior Elevations, Building C	06/23/08
A-9.3.3	Interior Elevations, Building C	06/23/08
A-10.1	Site Details	06/23/08

**EXHIBIT A-LEASE-LEASEBACK AGREEMENT  
AMENDMENT NO. 2 TO TENTH AMENDMENT**

**CONTRACT DOCUMENTS, SPECIFICATIONS, AND DRAWING LIST**

A-10.1.1	Site Details	06/23/08
A-10.1.2	Site Details	06/23/08
A-10.2	Plan Details	06/23/08
A-10.2.1	Plan Details	06/23/08
A-10.3	RCP Details	06/23/08
A-10.4	Wall Details	06/23/08
A-10.5	Roof Details	06/23/08
A-10.6.2	Casework Details	06/23/08
		06/23/08
	<u>Structural</u>	06/23/08
S-1	General Notes & Typical Details	06/23/08
S-1.1	Typical Details	06/23/08
S-2A	Existing Foundation Plan, Building A	06/23/08
S-2B	Existing Foundation Plan, Building B	06/23/08
S-2C	Existing Foundation Plan, Building C	06/23/08
S-3A	Existing Roof Framing Plan, Building A	06/23/08
S-3B	Existing Roof Framing Plan, Building B	06/23/08
S-3C	Existing Roof Framing Plan, Building C	06/23/08
SD-1	Structural Details	06/23/08
SD-2	Structural Details	06/23/08
SD-3	Structural Details	06/23/08
SD-4	Structural Details	06/23/08
		06/23/08
	<u>Mechanical</u>	06/23/08
T24-1	Title 24	06/23/08
T24-2	Title 24	06/23/08
M-1.0	Mechanical Schedule	06/23/08
M-1.1	Mechanical Legend and Notes	06/23/08
M-1.2	Mechanical Details	06/23/08
M-1.3	Mechanical Details	06/23/08
M-1.4	Mechanical Details	06/23/08
M-1.5	Mechanical Controls	06/23/08
M-1.6	Mechanical Controls	06/23/08
M-2.1	Building A, Mechanical Demolition Floor Plan	06/23/08
M-2.2	Building A, Mechanical New Floor Plan	06/23/08
M-2.3	Building B, Mechanical Demolition Floor Plan	06/23/08
M-2.4	Building B, Mechanical New Floor Plan	06/23/08
M-2.5	Building C, Mechanical Demolition Floor Plan	06/23/08
M-2.6	Building C, Mechanical New Floor Plan	06/23/08
M-4.1	Building A, Mechanical Demolition Roof Plan	06/23/08
M-4.2	Building A, Mechanical New Roof Plan	06/23/08
M-4.3	Building B, Mechanical Demolition Roof Plan	06/23/08
M-4.4	Building B, Mechanical New Roof Plan	06/23/08
M-4.5	Building C, Mechanical Demolition Roof Plan	06/23/08
M-4.6	Building C, Mechanical New Roof Plan	06/23/08
		06/23/08
	<u>Plumbing</u>	06/23/08
P-1.0	Plumbing Schedule	06/23/08
P-1.1	Plumbing Schedule & Notes	06/23/08

**EXHIBIT A-LEASE-LEASEBACK AGREEMENT**  
**AMENDMENT NO. 2 TO TENTH AMENDMENT**

**CONTRACT DOCUMENTS, SPECIFICATIONS, AND DRAWING LIST**

P-1.2	Plumbing Details	06/23/08
P-1.3	Plumbing Details	06/23/08
P-1.4	Plumbing Details	06/23/08
P-1.5	Plumbing Medium Pressure Site Gas Plan	06/23/08
P-2.1	Building A, Plumbing Demolition Floor Plans	06/23/08
P-2.2A	Building A, Plumbing New Sewer & Vent Floor Plans	06/23/08
P-2.2B	Building A, Plumbing New Cold & Hot Water Floor Plans	06/23/08
P-2.2C	Building A, Plumbing New Gas, Condensate & Roof Drains Floor Plans	06/23/08
P-2.3	Building B, Plumbing Demolition Floor Plans	06/23/08
P-2.4A	Building B, Plumbing New Sewer & Vent Floor Plans	06/23/08
P-2.4B	Building B, Plumbing New Cold & Hot Water Floor Plans	06/23/08
P-2.4C	Building B, Plumbing New Gas, Condensate & Roof Drains Floor Plans	06/23/08
P-2.5	Building C, Plumbing Demolition Floor Plans	06/23/08
P-2.6A	Building C, Plumbing New Sewer & Vent Floor Plans	06/23/08
P-2.6B	Building C, Plumbing New Cold & Hot Water Floor Plans	06/23/08
P-2.6C	Building C, Plumbing New Gas, Condensate & Roof Drains Floor Plans	06/23/08
P-4.1	Building A, Plumbing Demolition Roof Plans	06/23/08
P-4.2	Building A, Plumbing New Roof Plans	06/23/08
P-4.3	Building B, Plumbing Demolition Roof Plans	06/23/08
P-4.4	Building B, Plumbing New Roof Plans	06/23/08
P-4.5	Building C, Plumbing Demolition Roof Plans	06/23/08
P-4.6	Building C, Plumbing New Roof Plans	06/23/08
		06/23/08
<u>Electrical</u>		06/23/08
E-0.1	Electrical Symbols, Abbreviations & Notes	06/23/08
E-0.2	Luminaire Schedule	06/23/08
E-0.3	Title 24 Lighting Forms	06/23/08
E-0.4	Demolition Single Line Digram	06/23/08
E-0.5	Single Line Diagram	06/23/08
E-0.6	Power Distribution Calculations	06/23/08
E-0.7	Signal Systems Riser Diagrams	06/23/08
E-1.1	Existing Site Plan	06/23/08
E-1.2	Electrical Site Plan	06/23/08
E-2.1	Building A – Demolition Plan	06/23/08
E-2.2	Building A – Lighting Plan	06/23/08
E-2.3	Building A – Power & Signal Plan	06/23/08
E-2.4	Building A – Roof Plan	06/23/08
E-3.1	Building B – Demolition Plan	06/23/08
E-3.2	Building B – Lighting Plan	06/23/08
E-3.3	Building B – Power & Signal Plan	06/23/08
E-3.4	Building B – Roof Plan	06/23/08
E-4.1	Building C – Demolition Plan	06/23/08
E-4.2	Building C – Lighting Plan	06/23/08
E-4.3	Building C – Power & Signal Plan	06/23/08
E-4.4	Building C – Roof Plan	06/23/08
E-5.1	Relocatables Power & Signal Plan	06/23/08

**EXHIBIT A-LEASE-LEASEBACK AGREEMENT**  
**AMENDMENT NO. 2 TO TENTH AMENDMENT**

**CONTRACT DOCUMENTS, SPECIFICATIONS, AND DRAWING LIST**

E-6.1	Panel Schedules	06/23/08
E-6.2	Panel Schedules	06/23/08
E-7.1	Electrical Details	06/23/08
E-7.2	Electrical Details	06/23/08
E-7.3	Electrical Details	06/23/08
EF-0.1	Fire Alarm Symbols, Details & Notes	06/23/08
EF-0.2	Fire Alarm Calculations	06/23/08
EF-0.3	Fire Alarm Riser Diagram	06/23/08
EF-1.1	Fire Alarm Site Plan	06/23/08
EF-2.1	Building A – Fire Alarm Plan	06/23/08
EF-3.1	Building B – Fire Alarm Plan	06/23/08
EF-4.1	Building C – Fire Alarm Plan	06/23/08
EF-5.1	Relocatables – Fire Alarm Plan	06/23/08

**SANTEE SCHOOL DISTRICT  
 GUARANTEED MAXIMUM PRICE (GMP)  
 COST SUMMARY**

DESCRIPTION	REMAINING COSTS	REVISED COSTS	DIFFERENCE	REMARKS
SUBTOTAL CONSTRUCTION HARD COSTS	\$4,577,216	\$4,920,618	\$343,402	
CONTRACTORS CONTINGENCY 3.5%	\$160,203	\$172,222	\$12,019	
SUBTOTAL CONSTRUCTION COST W/ CONTRACTORS CONTINGENCY	\$4,737,419	\$5,092,840	\$355,421	
BUILDERS FEE (4.5% of Line 29)	\$213,184	\$229,178	\$15,994	
GENERAL CONDITIONS, BONDS, AND INSURANCE	\$498,562	\$498,562	\$0	
SUBTOTAL CONSTRUCTION COST WITH GC'S, BONDS, INSURANCE:	\$5,449,165	\$5,820,579	\$371,415	
COC INSURANCE - CONTRACTORS SHARE 1/3rd OF ACTUAL COC COST (of line 27)	-\$887	(\$3,385)	(\$2,498)	
COC INSURANCE - SCHOOL DISTRICT SHARE 2/3rd OF ACTUAL COC COST (of line 27)				
SUBTOTAL GMP	\$5,450,585	\$5,817,194	\$368,916	
5% OWNER CONTINGENCY	\$272,529	\$290,860	\$18,446	
TOTAL GMP	\$5,723,114	\$6,108,054	\$387,362	

Attachment "3"  
EXHIBIT C LEASE-LEASEBACK AGREEMENT  
AMENDMENT NO. 2 TO TENTH AMENDMENT (PHASE IV)  
General Condition Breakdown

	Contractor	Subcontractor	Owner or Reimbursible
<b>Miscellaneous Project Costs</b>	GC's	Work	
SUPERVISION-Superintendent	X		
FIELD OFFICE MOB/DEMOB/SETUP	X		
FIELD OFFICE TRAILER RENTAL (1 for every 2 projects)	X		
CLERK full time per office trailer	X		
OFFICE SUPPLIES	X		
TELEPHONE and DATA SERVICE	X		
MISCELLANEOUS SUPPLIES	X		
FIELD TOILETS SMALL JOBS	X		
PROJECT GAS & DIESEL	X		
SAFETY EQUIPMENT	X		
TEMPORARY FENCE (add for windscreen)	X		
TEMPORARY FENCE WINDSCREEN	X		
FIELD STORAGE SHED - MOB/DEMOB	X		
PROJECT MANAGER 1/2 time per project	X		
SAFETY TRAINING	X		
ONSITE SCHEDULER	X		
PROJECT ENGINEER 1/2 time per project	X		
COORDINATING GENERAL SUPER	X		
DEB EQUIPMENT MAINTENANCE	X		
EQUIPMENT/VEHICLE DEPRECIATION	X		
BUILDER'S COPIER	X		
MISC PRINTING COSTS (plans, specs, and adenda by owner)	X		
DEB COMPUTER/PRINTER	X		
DRAWING AND SPEC DISTRIBUTION	X		
(fex ex addendum, courier etc.)	X		
CONTRACT CLOSEOUT	X		
AS BUILT'S-PLAN REPRODUCTION	X		
JOBSITE SIGNAGE	X		
DUMPSTERS FOR GC ONLY	X		
DAILY CLEAN	X		
TEMPORARY ELEC USAGE (by owner)			X
TEMPORARY WATER USAGE (by owner)			X
COC INSURANCE (Builder's Risk)	33%		67%
SECURITY SYSTEM FOR TRAILERS ONLY	X		
JOBSITE SECURITY (if required)			X
PERMITS (by owner)			X
INSPECTOR OWNER FURNISHINGS			X
INSPECTOR TRAILER- (2) SMALL TRAILERS TOTAL PER PHASE IV - SITE TO BE DETERMINED	X		
INSPECTOR OFFICE CLEANING			X
LABOR COMPLIANCE SERVICE			X
PERMITS AND DEVELOPER FEES			X
TESTING, INSPECTIONS, AND SOILS CONSULTANT			X
OFFSITE IMPROVEMENT BOND			X
FINGERPRINTING COSTS (IF REQUIRED)	X		
PRINTING OF PLANS, SPECIFICATIONS, AND ADDENDUM			X

Attachment "3"  
 EXHIBIT C LEASE-LEASEBACK AGREEMENT  
 AMENDMENT NO. 2 TO TENTH AMENDMENT (PHASE IV)  
 General Condition Breakdown

			Contractor	Subcontractor	Owner or
<b>Miscellaneous Project Costs</b>			GC's	Work	Reimbursible
FINAL CLEAN				X	
HAZ MAT ABATEMENT NOT QUANTIFIED IN HAZMAT REPORT					X
EQUIPMENT RENTAL				X	
SWPPPS COMPLIANCE				X	
HOISTING/CRANING				X	
INDEPENDENT SURVEYOR				X	
TEMPORARY ELEC CONNECTION				X	
TEMPORARY WATER CONNECTION				X	
TRAFFIC CONTROL				X	
DUST CONTROL				X	
TEMPORARY BARRICADES, WOOD FENCES, AND BARRIERS				X	
TEMPORARY HANDRAILS				X	
TEMPORARY SITE ACCESS-TEMP SIDEWALKS				X	
DEWATERING				X	
OVERTIME FOR ACCELERATED MODERNIZATION/SUMMERMODS				X	
<b>Note: Self performed work has it's own General Conditions that are not included in this breakdown.</b>					



**Attachment 4 to Amendment 2 of Tenth Amendment  
Chet F. Harritt School Modernization (Phase IV)**

EXHIBIT A – SUBLEASE AGREEMENT, AMENDED

SCHEDULE OF SUBLEASE PAYMENTS

The term of this sublease for Phase IV – Chet F Harritt School Modernization of the Project shall commence on the date the term of the Site Lease commences for Phase IV – Chet F. Harritt School modernization pursuant to section 2 thereof and Amendment No. 2 to Tenth Amendment – Chet F. Harritt School Modernization (Phase IV). Sublease payments shall be paid monthly and the total Sublease Payments made shall not exceed the amount of the GMP as defined in Section 6 of the Construction Services Agreement for Phase IV – Chet F. Harritt School Modernization of the Project. Each month Builder shall provide District with an invoice reflecting the percentage of work performed and itemized on a Site by Site basis, or in the case of Amendment No. 2 to Tenth Amendment (Phase IV – Chet F. Harritt School Modernization) for the Chet F. Harritt School Site, and signed off on by the District’s DSA Inspector, Project Architect, and other designated employee. The Sublease Payments and Construction Progress Payments pursuant to section 18 of the Construction Services Agreement for Lease-Leaseback shall be commensurate with the amount of work performed, invoiced and signed off by the DSA Inspector to date, but in no event less than one thousand dollars per month (\$1,000/month) for a period of Seven (7) months, commencing on the date of issuance of the Notice to Proceed for Amendment No. 2 to Tenth Amendment (Phase IV - Chet F. Harritt School Modernization), unless the District exercises its purchase option pursuant to section 25 of the Sublease Agreement. The minimum sublease payments shall be offset against invoiced payments so that the total Sublease Payments do not exceed the GMP.

Notwithstanding the foregoing, the term of this Sublease may be extended and payment options may be modified by written agreement of the parties hereto.

CHET F. HARRITT SCHOOL MODERNIZATION  
 REVISED ESTIMATED PHASING SCHEDULE

		2011												2012																																																																																																																														
		June				July				August				September				October				November				December				January				June				July				August																																																																																																		
		5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25	1	7	14	21	53	54	55	56	57	58	59	60	61	62	63	64	65	66																																																																																											
Description	Days																																																																																																																																											
<b>Chet F. Harritt School Modernization</b>																																																																																																																																												
Last Day of School - 6/22	* Milestone	*																																																																																																																																										
Bldg A, B & C - Move Furniture Out - 6/22 - 6/25	3.5 Days	M																																																																																																																																										
Bldgs A, B & Site - Construction	62 Days	←	6/25/11 - 8/26/11																																																																→																																																																									
Bldgs A & B - Move Furniture In - 8/27 - 8/28	2 Days												M	M																																																																																																																														
Teachers Return - 8/29	* Milestone												*																																																																																																																															
Labor Day - 9/5	* Milestone												*																																																																																																																															
Students Return - 9/6	* Milestone												*																																																																																																																															
Bldg C - Construction	73 Days												←	9/6/11 - 11/18/11																																																													→																																																																	
Bldgs C - Move Furniture In - 11/21 - 11/23	3 Days																M																																																																																																																											
Bldgs C - District Moves In - 11/28	* Milestone																*																																																																																																																											
<b>H = Breaks in School Schedule</b>																																																																																																																																												

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Discussion/Action Item E.4.1. Approval of Memorandum of Understanding Between California Healthy Kids Regional Center and Santee School District and Implementation Plan 2011

Prepared by Kristin Baranski  
March 15, 2011

**BACKGROUND:**

Beginning in the 2010-2011 school year, Santee School District received a three-year Federal counseling grant. Part of grant requirements includes an evaluation of the program through multiple measures. The California Healthy Kids Survey (CHKS) was administered throughout the State when districts received Safe and Drug Free Schools funding. This funding is no longer available to school districts; however, the survey instrument is still available for district use and data has been valuable to District personnel. The District's Federal counseling grant includes CHKS administration as an evaluation tool.

Administration supports the continuance of past question modules to provide for comparative data to grant evaluators. Administration will also present locally designed questions, Module G, for Board input and approval.

The following are key elements of the implementation plan for survey administration:

1. The CHKS will be administered the week of June 6 – 10, 2011.
2. Written parental permission will be required for each 5<sup>th</sup> and 7<sup>th</sup> grade student to participate. Parents will be informed that student participation is voluntary and that CHKS questions may be viewed in the school office and on the District website.
3. Individual student responses recorded on the answer sheet are anonymous; no student names are recorded on survey documents and no student names are submitted to the scoring service.
4. The entire 5<sup>th</sup> grade CHKS will be administered to 5<sup>th</sup> graders. These questions relate to resiliency and youth development.
5. Sections A, B, C, E, and G (locally designed questions) will be administered to 7<sup>th</sup> graders. These sections survey students about resiliency; alcohol, tobacco, other drugs; violence and school safety; suicide; and physical wellness.

**RECOMMENDATION:**

Administration recommends that the Board of Education approve the Memorandum of Understanding with California Healthy Kids Regional Center to support valuable data collection for federal grant requirements as well as the questions and modules included in the implementation plan.

This recommendation supports the following District goal:

- Develop social, emotional and health service programs to foster student character and personal well-being.

**FISCAL IMPACT:**

WestEd, the federal grant evaluator, will pay for administration and reports at the following grant schools: Cajon Park, Chet F. Harritt, Hill Creek, PRIDE Academy at Prospect Avenue and Pepper Drive. The State TUPE grant will pay expenses at Carlton Hills, Carlton Oaks, Rio Seco, Sycamore Canyon, and the Santee Success Program. The approximate cost for all school reports will be \$1,000. No general fund dollars will be used in the administration of this survey.

**STUDENT ACHIEVEMENT:**

The California Healthy Kids Survey will yield important data about student knowledge and beliefs concerning personal health and resiliency for use in policy and program development. Student data from CHKS has been used in writing and securing past Federal and State grants.

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

Agenda Item E.4.1.

MEMORANDUM OF UNDERSTANDING · 2010-2011 SCHOOL YEAR

DISTRICT NAME: \_\_\_\_\_

This agreement outlines conditions to be met by the above named district and the California Healthy Kids Survey (CHKS) Regional Center as they relate to the administration of the CHKS. *The answer sheets will not be sent until a signed copy (or fax) of this Memorandum of Understanding (MOU) is received.*

DISTRICT AGREES TO THE FOLLOWING CONDITIONS:

**SURVEY ADMINISTRATION**

- » **Grades and Schools.** Survey grades 5, 7, 9 and 11 as appropriate within the district, as well as all continuation and community day school students, regardless of grade. This includes locally-funded charter schools that receive Safe and Drug Free Schools and Communities (SDFSC) or Tobacco Use Prevention Education (TUPE) funding through the district. Districts may stagger administration of the 5th grade and survey this grade at a different time than the middle/high schools.
- » Provide private schools that choose to receive SDFSC services from the district with the opportunity to participate in the survey.
- » **Parent Consent.** Use the active parental consent process with grades below seven, and either active or passive parental consent with grade seven and above (model consent forms will be provided).
- » Adopt a written school board policy for active and/or passive consent, and provide beginning of the year notification to parents of the approximate date(s) of survey administration and the availability of survey instruments for review at school and/or district offices. This is required regardless of consent type.
- » **Coordination.** Provide one, district-level contact person.
- » **Surveys.** Administer the Elementary survey to elementary students, and the Core Module for secondary students.
- » Use only the most recent, current version of the survey and the answer sheet. This is H14 & M14 for High School and Middle School, E14 for Elementary, and their bilingual counterparts. Elementary answer sheets are brown, and secondary answer sheets are green.
- » Use of incorrect version of the survey or answer sheet will result in a substantial delay and increased cost of report production. If students use a photocopy of an answer sheet or answer on the questionnaire, the district is responsible for transferring the data to an appropriate CHKS answer sheet.

**SAMPLING**

Larger districts may request that CHKS staff develop a sampling plan; however, sampling is not required and

districts may choose to survey all students in the required grades, particularly if they would like school-level reports. Eligibility for sampling is based on the following criteria:

- » **Number of students.** If a district has 900 or fewer regular students enrolled per grade level, all students must be surveyed, regardless of the number of schools. (Note: this is total enrollment, not the number who consented to the survey.) If grade-level enrollment is more than 900, the district may choose to sample. CHKS staff will randomly select classrooms across all schools to reach the target sample of 900. *However, we recommend that sampling be done only if the district has 1600 or more students per grade.* This is recommended as enrollments below 1600 tend to leave out just a few classes per school, which could lead to possible resentment on the part of teachers and/or inability to easily schedule a “grade-wide” survey day.
- » **Number of schools.** If a district has ten or fewer schools at a surveyed grade level, all schools must be surveyed. A random sample of schools can be selected for districts with more than ten schools with the grades involved AND more than 900 students per grade.

These are minimum requirements; districts can always survey more students, grade levels, and schools.

#### PAYMENT

- » Pay the 30 cents per student Basic Fee based on the approved sampling plan as outlined above.
- » CHKS will not refund money for unused answer sheets.
- » Postage and handling will be added to the total amount charged.
- » Additional fees apply for answer sheet rush orders.
- » The district must provide a purchase order or check prior to receipt of report.
- » *Note: Higher fees apply to any survey conducted in addition to the required, on-cycle, biennial surveys. Please see [chks.wested.org](http://chks.wested.org) for all fees.*

#### DATA SUBMISSION AND REPORT PREPARATION

*If the following conditions are not met, there will be a delay in data processing and report generation.*

- » Provide complete information on the transmittal envelopes.
- » Complete and return the Answer Sheet Return Checklist.
- » Submit completed answer sheets to your Regional Center by June 15, 2011.

#### RESPONSE RATES

In order for the CHKS data to be representative of the students in your district, minimally meet standards A through C and either standard D or E as listed below.

- A. 100% of all district schools participated, or 100% of all selected schools participated in an approved sampling plan.
- B. An appropriate class subject or class period was identified and used.

- C. 100% of selected classrooms participated.
- D. The number of completed, usable answer forms obtained per grade was 60% or more of the selected sample, or
- E. If active parental consent is used, 70% or more parents within each grade's selected sample returned signed permission forms, either consenting or not consenting to their child's participation.

If active consent is used and less than 60 percent of parents have not consented to their child's participation two days before the scheduled administration date, the survey should be postponed until either condition D or E can be met. *Note: If less than 25 students take the survey in a specific grade, the district may not be eligible for a report in that grade.*

#### CALIFORNIA SCHOOL CLIMATE SURVEY FOR STAFF

- » Conduct the online California School Climate Survey (CSCS) at each school participating in the district's CHKS. To facilitate planning and administration, this should be done around the same time the students are taking the CHKS.
- » The survey must be anonymous and should minimally be given to **all certificated staff working with grades five through twelve**, as well as by all staff involved in health, safety, and prevention. It may also be completed by other school staff at the district's discretion.
- » Staff participation is voluntary. Staff who do not wish to participate shall not be required to do so.
- » There are no additional fees for the basic administration of the CSCS. Additional fees will be charged for special requests (such as paper surveys) and custom work.

#### OTHER MISCELLANEOUS CONDITIONS

- » Read the *Guidebook for the California Healthy Kids Survey, Part I: Administration*, paying special attention to the section on active and passive consent procedures. In BOTH cases, specific tasks MUST be completed to insure that the rights of parents and pupils are protected.
- » Read the *Guidebook for the California Healthy Kids Survey, Part III: School Climate Survey for Teachers and Other Staff*.
- » Provide current student enrollment figures (or target sample if you are sampling) for all schools by grade level, and provide accurate staff counts by school.
- » Download the master copy of the survey and produce the number of questionnaires needed.
- » Provide survey proctors for each classroom.
- » Have all surveyors (teachers or proctors) sign the Assurance of Confidentiality Agreement and read the Introductory Script to students. These are provided in the Proctor Instructions. (available online)
- » Notify the County Office of Education of intent to administer the survey.
- » Send a copy of the district-level *Key Findings* report to the County Office of Education.
- » Contribute district's data to the aggregated CHKS dataset for statewide analysis.
- » Agree to keep confidential any information about an individual student's responses that might be inadvertently revealed from the printed report provided at the district or school level.

THE CHKS REGIONAL CENTER AGREES TO THE FOLLOWING CONDITIONS:

FOR THE BASIC FEE

- » Ongoing technical assistance including phone consultation on module selection, sampling, and parent consent strategies.
- » Training at CHKS Regional Offices or via the Internet on the administration of the CHKS and CSCS.
- » Master copy of elementary, middle & high school surveys (all modules), and access to the CSCS online system.
- » One *CHKS Guidebook* for the district coordinator and stand-alone instructions for school-level contacts, classroom teachers and proctors. Additional copies can be downloaded from the website.
- » Access to the CHKS Website and Announcements (Listserv).
- » Answer sheets, transmittal envelopes, and school-specific CSCS logins and passwords.
- » Scanning services.
- » District-level reports (Includes CHKS *Main Report* and *Key Findings* summary, and the results of the staff School Climate Survey).

FOR ADDITIONAL FEES, UPON REQUEST

- » School-level reports, if a district has surveyed enough students at their school.
- » School-level breakdowns for the CSCS, if enough staff took the survey.
- » Paper and electronic (pdf) copies of the reports.
- » Assistance in adding custom questions to your CHKS or CSCS.
- » Evaluation services and custom data analysis.
- » On-site training for your district or schools.
- » Raw datasets, pending a Memorandum of Understanding specific to data release.
- » Other services by request.

CONFIDENTIALITY AGREEMENT

CDE requires local CHKS results be publicly reported in compliance with the No Child Left Behind Act of 2001 (NCLB). District data on the California state-identified Performance Indicators will be available through the California Department of Education's (CDE) Safe and Healthy Kids Program Office Annual Reports. District *Key Findings* will be posted on the CHKS website. In addition, under the Public Records Act, any outside agency (for example, the media) can request already-produced district or school reports from CDE. Raw data will be provided to public and research agencies for analyses only under conditions of strict confidentiality in compliance with state and federal regulations.



By signing this document the LEA and CHKS Regional Center staff signify that each party understands and will comply with the conditions stated above.

LEA Representative:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Date

\_\_\_\_\_  
CHKS Contact Person *(if different from above)*

\_\_\_\_\_  
Contact person telephone

\_\_\_\_\_  
Contact person email

CHKS Regional Center Staff: _____ Signature _____ Printed name _____ Date <i>For office use only</i>
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Southern Region  
Office: LA  
WestEd  
Fax 562.799.5151

Northern Coast/Bay Area Region  
Office: Oakland  
WestEd  
Fax 510.302.4354

North Central Region  
Office: Chico  
Duerr Evaluation  
Fax 530.893.0409

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item F.

Agenda Item F.

CLOSED SESSION Item G.

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

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

1.     **CONFERENCE WITH LABOR NEGOTIATOR (Govt. Code § 54956.8)**  
*Purpose: Negotiations*  
*Agency Negotiator: Karl Christensen, Asst. Superintendent*  
*Employee Organization: Santee Teachers Association*
  
2.     **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**  
*Initiation of litigation pursuant to subdivision (c) of Government Code Section 54956.9 (One potential case)*

RECONVENE TO PUBLIC SESSION Item H.

ADJOURNMENT Item I.