



# 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  
AGENDA  
April 21, 2015**

**District Mission**

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

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<b>A. OPENING PROCEDURES – 7:00 p.m.</b>	<b>6</b>
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda – <i>The meeting will be adjourned in memory of Cheryl Joy Spicuzza, retired Library Media Clerk</i>	
<b>B. REPORTS AND PRESENTATIONS</b>	<b>7</b>
1. Superintendent's Report	
1.1. Developer Fees and Collection Report	8
1.2. Use of Facilities Report	9
1.3. Enrollment Report	10
1.4. Claim Against the District	11
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2. Spotlight: Pepper Drive School Presentation	13
3. Leading the Learning: Instructional Resources for English Language Arts Common Core	14
<b>C. PUBLIC COMMUNICATION</b>	<b>15</b>
<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
<b>D. PUBLIC HEARINGS</b>	<b>16</b>
1. Presentation of California School Employees Association Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA	17
2. Public Hearing for California School Employees Association Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA	19

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

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3. Presentation of Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and California School Employees Association Chapter #557 (CSEA)	20
4. Public Hearing for Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and California School Employees Association Chapter #557 (CSEA)	22
<b>E. CONSENT ITEMS</b>	<b>23</b>
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
<b>Superintendent</b>	
1.1. <b><u>Approval of Minutes</u></b>	24
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
<b>Business Services</b>	
2.1. <b><u>Approval/Ratification of Travel Requests</u></b>	31
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.	
2.2. <b><u>Approval/Ratification of Expenditure Warrants</u></b>	33
It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of March 2015.	
2.3. <b><u>Approval/Ratification of Purchase Orders</u></b>	35
It is recommended that the Board of Education approve and ratify purchase orders for the month of March 2015 as presented in the item.	
2.4. <b><u>Approval/Ratification of Revolving Cash Report</u></b>	44
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.	
2.5. <b><u>Acceptance of Donations</u></b>	46
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. <b><u>Approval of Consultants and General Service Providers</u></b>	47
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.	
2.7. <b><u>Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)</u></b>	49
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of February 2015.	
2.8. <b><u>Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement</u></b>	54
It is recommended that the Board of Education approve the quarterly report for the period ending March 31, 2015, required by the Williams Settlement.	
2.9. <b><u>Approval to Purchase Portable Toileting Kits for Classroom Use in the Event of Lockdown</u></b>	56
It is recommended that the Board of Education approve the purchase of toileting kits for approximately 300 classrooms for use in the event of lockdown.	

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<b>2.10. <u>Authorization to Conduct Farmers' Markets</u></b>	57
It is recommended that the Board of Education authorize Farmers' Markets to be conducted at three schools on May 18 & 19, 2015.	
<b>2.11. <u>Approval of Microsoft Funded Partner Services Agreement for System Center Configuration Manager Infrastructure Upgrade</u></b>	58
It is recommended that the Board of Education approve the execution of the Microsoft Funded Partner Services Agreement for System Center Configuration Manager Infrastructure Upgrade.	
<b>2.12. <u>Approval of Agreement with M. Grant Real Estate Inc. for Advance Deposit of Developer Fees for Residential Development</u></b>	61
It is recommended that the Board of Education approve the Agreement with M. Grant Real Estate Inc. for Advance Deposit of Developer Fees for Residential Development.	
<b>Capital Improvement Program</b>	
<b>3.1. <u>Acceptance of 2013-14 Fiscal Year and 2014-15 Six Month Financial and Performance Audits for General Obligation Bonds and the Building Fund</u></b>	67
It is recommended that the Board of Education accept the 2013-14 Fiscal Year and 2014-15 Six Month Financial and Performance Audits for General Obligation Bonds and the Building Fund.	
<b>Educational Services</b>	
<b>4.1. <u>Approval of Extended Field Trip for Carlton Hills 7-8 Grade Students to H&amp;M Landing in San Diego</u></b>	69
It is recommended that the Board of Education approve the Extended Field Trip for 7 <sup>th</sup> and 8 <sup>th</sup> grade students from Carlton Hills School to H&M Landing in San Diego.	
<b>Human Resource/Pupil Services</b>	
<b>5.1. <u>Personnel, Regular</u></b>	71
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.	
<b>5.2. <u>Approval of Shared Classroom Teaching Assignments for 2015-16</u></b>	73
It is recommended that the Board of Education approve the request for shared classroom teaching assignments for the 2015-16 school year.	
<b>5.3. <u>Approval of Various Short Term Positions</u></b>	74
It is recommended that the Board of Education approve the various short term positions.	
<b>5.4. <u>Adoption of Resolution No. 1415-21 to Layoff/Eliminate Classified Non-Management Positions</u></b>	76
It is recommended that the Board of Education adopt resolution no. 1415-21 to layoff/eliminate classified non-management positions.	
<b>5.5. <u>Adoption of Resolution No. 1415-22, Declaring May 13, 2015 as Santee School District's Day of the Teacher</u></b>	78
It is recommended that the Board of Education adopt resolution no. 1415-22, declaring May 13, 2015 as Santee School District's Day of the Teacher.	
<b>5.6. <u>Adoption of Resolution No. 1415-23, Declaring May 17 - 23, 2015 as Classified School Employees Week</u></b>	80
It is recommended that the Board of Education adopt resolution no. 1415-23, declaring May 17 - 23, 2015 as Santee School District's Classified School Employees Week.	

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<b>F. DISCUSSION AND/OR ACTION ITEMS</b>	<b>82</b>
<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
<b>Capital Improvement Program</b>	
1.1. <b><u>Amendment No. 17b to Lease-Leaseback Agreement with Balfour Beatty Construction, Approval of Final Guaranteed Maximum Price, and Authorization to Enter into Contracts for Pepper Drive Administration/Learning Resource Center Construction Project</u></b>	83
It is recommended that the Board of Education approve Amendment No. 17b to Lease-Leaseback Agreement with Balfour Beatty Construction with Final Guaranteed Maximum Price and Authorize BBC to Enter into Contracts for the Pepper Drive Administration/LRC Construction Project.	
<b>Educational Services</b>	
2.1. <b><u>Approval for Digital Learning Program</u></b>	96
• <b><u>Devices for Students - Grade 6 to 8</u></b>	
It is recommended that the Board of Education approve the purchase of iPad Air, case and keyboards for students in grades 6 to 8, including combination classes for the 2015-16 school year.	
2.2. <b><u>Approval for Digital Learning Program:</u></b>	99
• <b><u>Mobile Management System</u></b>	
• <b><u>Apple Onsite Deployment Services</u></b>	
It is recommended that the Board of Education approve the purchase of the mobile management software and Apple Deployment Services.	
<b>Business Services</b>	
3.1. <b><u>2014-15 Budget Revision for Purchase of iPads for Grade 6-8 Grade Students</u></b>	101
It is recommended that the Board of Education approve the revision to 2014-15 budget in the amount of \$1,189,034 for purchase of IPADs for Grades 6 through 8 students.	
3.2. <b><u>Child Nutrition Paid Lunch Equity Calculation for 2015-16</u></b>	103
This is an information item. Action, if any, is at the discretion of the Board.	
3.3. <b><u>Scope of Work for District Office Renovations and Authorization to Disseminate a Bid for Construction</u></b>	105
It is recommended that the Board of Education approve the Scope of Work for District Office Renovations and authorize staff to disseminate a bid for Construction.	
3.4. <b><u>Approval of Monthly Financial Report</u></b>	108
It is recommended that the Board of Education approve the Monthly Financial Report.	
<b>G. BOARD POLICIES AND BYLAWS</b>	<b>111</b>
1.1. <b><u>First Reading: New Board Policy 0460, Local Control Accountability Plan (LCAP)</u></b>	112
It is recommended that the Board of Education review the proposed Board Policy 0460 in a first reading. The policy will be brought back at a subsequent meeting for a second reading and adoption.	
1.2. <b><u>Second Reading: New Board Policy 3553.3, Unpaid Child Nutrition Accounts</u></b>	117
It is recommended that the Board of Education review and adopt the proposed Board Policy 3553.3.	

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<b>H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	121
<b>I. CLOSED SESSION</b>	121
1. <b><u>Conference with Labor Negotiator</u></b> (Gov. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Karl Christensen, Assistant Superintendent</i> <i>Employee Organization: Santee Teachers Association (STA)</i>	
2. <b><u>Conference with Labor Negotiator</u></b> (Gov. Code § 54956.8) <i>Purpose: Negotiations</i> <i>Agency Negotiators: Tim Larson, Assistant Superintendent</i> <i>Karl Christensen, Assistant Superintendent</i> <i>Employee Organization: Classified School Employees Association (CSEA)</i>	
3. <b><u>Conference with Real Property Negotiators</u></b> (Govt. Code § 54956.8) <i>Property:</i> <ul style="list-style-type: none"><li>• <i>Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)</i></li><li>• <i>10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)</i></li></ul> <i>Agency Negotiator: Karl Christensen, Assistant Superintendent</i>	
4. <b><u>Public Employee Performance Evaluation</u></b> (Govt. Code § 54957) <i>Superintendent</i>	
<b>J. RECONVENE TO PUBLIC SESSION</b>	121
<b>K. ADJOURNMENT</b> Adjourn in memory of Cheryl Joy Spicuzza.	121

**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 May 5, 2015, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

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

#### **ITEM A. OPENING PROCEDURES**

1. Call to Order and Welcome – 7:00 p.m.
2. District Mission  
*Santee School District assures a quality education empowering students to achieve academic excellence and to develop life skills needed for success in a diverse and changing society.*
3. Pledge of Allegiance
4. Approval of Agenda for the April 21, 2015 regular meeting

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

The following items are presented for Board information:

1. Superintendent's Report
  - 1.1. Developer Fees and Collection Report
  - 1.2. Use of Facilities Report
  - 1.3. Enrollment Report
  - 1.4. Schedule of Upcoming Events
2. Spotlight: Pepper Drive School Presentation
3. Spotlight: Special Education Program
4. Leading the Learning: Instructional Resources for English Language Arts Common Core

**DEVELOPER FEES COLLECTION REPORT**

**2014-15**

**CUMULATIVE THROUGH APRIL 7, 2015**

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

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

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

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	9415 Doheny Rd	08/07/14	740	\$1,539.20	CH
X		9120 Carlton Oaks Drive (Padre Dam- Canopy)	10/01/14	27,821	\$0.00	CO
X		9120 Carlton Oaks Drive (Padre Dam- New Building)	10/01/14	10,450	\$0.00	CO
	X	8605 Sandstone	10/22/14	781	\$1,624.48	CFH
	X	9537 Pryor Drive	11/19/14	2,348	\$4,883.84	PA
	X	9539 Pryor Drive	11/19/15	2,348	\$4,883.84	PA
	X	10150 Strathmore Drive	01/05/15	641	\$1,333.28	SC
X		310-320 & 330 Town Center Parkway (17 Carports)	02/11/15	17,100	\$0.00	RS
	X	10051 Beck Drive	03/03/15	686	\$1,426.88	RS
X		9735 Halberns Rd.****	03/18/15	289	\$0.00	SC
X		8721 N. Magnolia	03/23/15	720	\$237.60	HC
	X	10625 Susie Pl. ***	03/23/15	445	\$0.00	CP
	X	8505 Mesa Rd.	03/31/15	816	\$1,697.28	CFH
<b>TOTAL PAGE 1</b>					<b>\$17,626.40</b>	

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

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

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

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



Requests For Use Of Facilities - April 21, 2015						
Group	Location	Date	Days	Time	Attendance	Fees Applied
<b>Cajon Park</b>						
ERC (Curriculum Resource Teachers) Ed Camp	Classrooms	4/25/15	Saturday	7:30 am - 1:00 pm	150	
<b>Carlton Hills</b>						
PTA (Meeting)	Multi-Purpose	3/19/15	Thursday	6:00 pm - 7:00 pm	30	
PTA (Meeting)	Multi-Purpose	4/16/15 & 4/30/15	Thursday	5:30 pm - 8:30 pm	40	
PTA (Meetings)	Multi-Purpose	4/21/15 - 4/29/15	Mon - Wed	2:00 pm - 3:30 pm	30	
PTA (Father/Son Event)	Multi-Purpose	4/23/15	Thursday	5:30 pm - 8:30 pm	60	
<b>Pepper Drive</b>						
San Diego Elite Sportz (Basketball Practice)	Basketball Courts	3/25/15 - 6/17/15	Mon - Fri	3:15 pm - 5:15 pm	10 - 15	
PTA (Mother/Son Event)	Lunch Tables/Blacktop Area	5/2/15	Saturday	8:00 am - 1:00 pm	100 - 150	TBD
<b>PRIDE Academy (Prospect Avenue)</b>						
CSEA (Meeting)	Multi-Purpose	3/26/15	Thursday	6:00 pm - 7:00 pm	65	
PTA (Spring Fling - Carnival)	Lower Playground/Kitchen	4/18/15	Saturday	9:00 am - 3:00 pm	150	TBD
<b>Rio Seco</b>						
EL Dept (Reclassification Ceremony)	Multi-Purpose	3/26/15	Thursday	6:00 pm - 7:00 pm	300	
SSD Foundation (Aloha 5K Packets/Dist.)	Multi-Purpose/Front Curb	4/15/15 & 4/17/15	Wed & Fri	2:00 pm - 9:00 pm	10	
San Diego Sheriff's Dept/StarPal (Padres Mini Camp)	Field	7/21/15	Tuesday	9:00 am - 1:00 pm	70	
<b>Santee School Property (Mission Gorge Road)</b>						
Foothills Christian Middle School (Soccer Practice)	Field	3/23/15 - 5/18/15	Mon & Fri	2:00 pm - 5:00 pm	24	TBD

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

Santee School District  
 ENROLLMENT REPORT  
 3/27/2015  
 Month 9 Week 2  
 School Week 31

SCHOOL	REGULAR ED												SPECIAL ED								Total All											
	TK	EAK 5yo	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	03/27/15	04/04/14	# Diff	% Diff	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	03/27/15	04/04/14	# Diff	% Diff	03/27/15	03/20/15	# Diff	
Cajon Park			90	101	112	117	101	119	107	118	110	975	991	-16	-1.6%	4	4	5	5	15	5	6	5	6	55	58	-3	-5.2%	1030	1027	3	
Carlton Hills	25	25	79	60	50	46	43	44	41	81	62	556	492	64	13.0%	3	3	3	3	6	2	4	6	4	34	34	0	0.0%	590	589	1	
Carlton Oaks			72	61	89	70	96	85	93	92	98	756	797	-41	-5.1%	2	7	6	6	5	5	5	6	8	50	53	-3	-5.7%	806	808	-2	
Chet F. Harritt	24	23	82	63	58	61	76	48	63	42	50	590	561	29	5.2%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	590	590	0
Hill Creek	23	24	82	71	77	72	88	75	91	92	67	762	734	28	3.8%	0	4	1	1	4	4	1	0	0	15	14	1	7.1%	777	779	-2	
Pepper Drive	5		67	133	101	98	101	97	65	79	68	814	783	31	4.0%	0	0	0	0	0	0	1	4	0	5	6	-1	-16.7%	819	816	3	
Prospect Ave	23	23	62	67	79	59	53	57	51	46	47	567	564	3	0.5%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	567	567	0
Rio Seco			87	111	111	119	81	105	106	94	116	930	944	-14	-1.5%	1	4	6	11	6	8	8	7	10	61	53	8	15.1%	991	993	-2	
Sycamore Canyon		24	51	53	45	53	54	37	40	0	0	357	360	-3	-0.8%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	357	356	1	
<b>SUBTOTAL</b>	<b>100</b>	<b>119</b>	<b>672</b>	<b>720</b>	<b>722</b>	<b>695</b>	<b>693</b>	<b>667</b>	<b>657</b>	<b>644</b>	<b>618</b>	<b>6307</b>	<b>6226</b>	<b>81</b>	<b>1.3%</b>	<b>10</b>	<b>22</b>	<b>21</b>	<b>26</b>	<b>36</b>	<b>24</b>	<b>25</b>	<b>28</b>	<b>28</b>	<b>220</b>	<b>218</b>	<b>2</b>	<b>0.9%</b>	<b>6527</b>	<b>6,525</b>	<b>2</b>	
Alternative School			3	1	6	2	4	7	5	3	3	34	43	-9	-20.9%																	
Santee Success									2	2	4	8	12	-4	-33.3%										0	1	-1	-100.0%	8	7	1	
NPS												0	0					1		1		1	2	5	4	1	25.0%	5	5	0		
<b>SUBTOTAL</b>			<b>3</b>	<b>1</b>	<b>6</b>	<b>2</b>	<b>4</b>	<b>7</b>	<b>7</b>	<b>5</b>	<b>7</b>	<b>42</b>	<b>55</b>	<b>-13</b>	<b>-23.6%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>0.0%</b>	<b>47</b>	<b>47</b>	<b>0</b>	
<b>TOTAL</b>	<b>100</b>	<b>119</b>	<b>675</b>	<b>721</b>	<b>728</b>	<b>697</b>	<b>697</b>	<b>674</b>	<b>664</b>	<b>649</b>	<b>625</b>	<b>6349</b>	<b>6,281</b>	<b>68</b>	<b>1.1%</b>	<b>10</b>	<b>22</b>	<b>21</b>	<b>27</b>	<b>36</b>	<b>25</b>	<b>25</b>	<b>29</b>	<b>30</b>	<b>225</b>	<b>223</b>	<b>2</b>	<b>0.9%</b>	<b>6574</b>	<b>6572</b>	<b>2</b>	

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

	PK	EAK 4yo	Total All
Cajon Park	3	0	1033
Carlton Hills	0	0	590
Chet F Harritt	0	0	590
Hill Creek	0	0	777
Prospect Ave	0	0	567
Sycamore Canyon	53	0	410
<b>Total PK/EAK</b>	<b>56</b>	<b>0</b>	

Total Enrollment Including PK
<b>6630</b>

## CLAIMS AGAINST THE DISTRICT

The following claims were received by Business Services and were processed internally.

<u>SITE OF OCCURRENCE</u>	<u>DATE OF OCCURRENCE</u>	<u>DESCRIPTION/ACTION</u>
Hill Creek Road	12/26/14 – 1/4/15	Personal Property Damage

## Schedule of Upcoming Events

Date	Event
April 18	Foundation Aloha 5k Fun Run and Walk; 8:00 a.m., Town Center Community Park
April 21	Board Meeting; 7:00 p.m.
May 4	Communication Committee; 3:30 p.m., ERC
May 5	Board Meeting; 7:00 p.m.
May 11	Wellness Committee; 3:00 p.m., District Library Character Education Committee; 4:00 p.m., DO Conf. Room
May 14	District Advisory Committee (DAC); 6:00 p.m., ERC
May 19	Board Meeting; 7:00 p.m.
May 25	Memorial Day Holiday - Schools and Departments Closed
May 28	Salute to Excellence; 5:30 p.m. (Honoree Reception); 6:00 p.m. (Program) Carlton Oaks Country Club – Crest Room
	Budget Advisory Committee; 6:00 p.m., DO Conf. Room
June 2	Board Meeting; 7:00 p.m., Rio Seco Multi-purpose Room
June 3	District Facilities/Safety Committee; 3:30 p.m., ERC
June 5	DELAC; 9:00 a.m., Rio Seco Library
June 16	Board Meeting; 7:00 p.m., Rio Seco Multi-purpose Room
July 7	Board Meeting; 7:00 p.m., Rio Seco Multi-purpose Room
July 21	Board Meeting; 7:00 p.m., Rio Seco Multi-purpose Room

Reports and Presentations Item B.2.  
Prepared by Cathy A. Pierce, Ed.D.  
April 21, 2015

Spotlight on Learning: Pepper Drive School

**BACKGROUND:**

The 2014-15 school year marks our first year of full implementation of the Common Core State Standards (CCSS). Along with a change in standards comes a new assessment. This spring students in Santee School District and across the nation will take the Smarter Balanced Assessments (SBAC), our new public accountability measure.

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

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

Reports and Presentations Item B.3.  
Prepared by Dr. Stephanie Pierce  
April 23, 2015

Leading the Learning: Instructional  
Resources for English Language Arts  
Common Core

## **BACKGROUND**

Tonight Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, Dr. Eileen Moreno, Director of Curriculum and Assessments, and Curriculum Resource Teachers Tiffani Brown, Kristen Eveland, Katy Hammack and Jennifer Rolf, will be providing an overview of the English Language Arts Curriculum Guide.

**Item C. PUBLIC COMMUNICATION**

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

#### **Item D. PUBLIC HEARINGS**

1. Presentation of California School Employees Association's (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA
2. Public Hearing for California School Employees Association's (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and CSEA
3. Presentation of Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and California School Employees Association (CSEA)
4. Public Hearing for Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement between Santee School District and California School Employees Association (CSEA)



Public Hearings Item D.1.

Presentation of California School Employees Association Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and CSEA

Prepared by Tim Larson  
April 21, 2015

Tonight, the California School Employees Association's CSEA's initial proposal to modify articles of the collective bargaining agreement between the Santee School District and CSEA are presented. Copies of the attached CSEA proposal have been posted for the public to read at the Santee Chamber of Commerce, Santee City Hall, District Education Center and all District site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiations proposals. The public hearing on the proposal will be held at tonight's meeting.

# PLEASE POST UNTIL April 22, 2015

INITIAL PROPOSAL  
FROM THE  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER #557  
to the  
SANTEE SCHOOL DISTRICT  
BOARD OF EDUCATION

April 21, 2015

It is the California School Employees Association's (CSEA) intent  
to modify articles of the Collective Bargaining Agreement  
Between  
Santee School District  
and  
California School Employees Association's (CSEA)

Article 7:	Grievance Procedure	<ul style="list-style-type: none"><li>• Refine Language</li><li>• Clarify intent</li></ul>
Article 14:	Transfers	<ul style="list-style-type: none"><li>• Language for application</li><li>• Waiver for single applicant interviews</li><li>• Required forms</li></ul>
Article 17:	Compensation	<ul style="list-style-type: none"><li>• Reclassification / reallocation procedures and form</li><li>• Language for working out of classification</li><li>• Salary increase / restructure of campus aide pay scale</li></ul>
Article 18:	Health & Welfare benefits	<ul style="list-style-type: none"><li>• Increase in benefits</li><li>• Discussion / clarification of Section A (3)</li></ul>

CSEA reserves the right to add to, modify, delete from or withdraw any of the above proposals through the meet and negotiate process.

The public hearing will be held at the regular Board of  
Education meeting on April 21, 2015

Public Hearings Item D.2. Public Hearing for California School Employees Association Chapter #557 (CSEA) Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and CSEA

Prepared by Tim Larson  
April 21, 2015

Copies of the California School Employees Association's (CSEA) proposal to modify articles of the collective bargaining agreement between Santee School District and CSEA have been posted for the public to read at the Santee Chamber of Commerce, Santee City Hall, District Education Center and all District site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiation proposals. The public hearing on the CSEA proposal has been scheduled for tonight.

Public Hearings Item D.3.

Presentation of the Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and California School Employees Association Chapter #557 (CSEA)

Prepared by Tim Larson  
April 21, 2015

Tonight, the Santee School District Board of Education's initial proposal to modify articles of the collective bargaining agreement between the Santee School District and CSEA are presented. Copies of the attached Board proposal have been posted for the public to read at the Santee Chamber of Commerce, Santee City Hall, District Education Center and all District site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiations proposals. The public hearing on the proposal will be held at tonight's meeting.

Agenda Item D.3.

**PLEASE POST UNTIL  
April 22, 2015**

**INITIAL PROPOSAL**

**FROM THE**

**SANTEE SCHOOL DISTRICT  
BOARD OF EDUCATION**

**to the**

**California School Employees Association  
Santee Chapter #557**

**April 15, 2015**

**It is the District's intention to modify articles of the  
Current Collective Bargaining Agreement  
Between  
Santee School District  
and  
California School Employees Association  
Santee Chapter #557**

**The District opens the following articles for substantive changes:**

**Article 17 – Compensation**

Salary considerations consistent with district objectives

**Article 18 – Health and Welfare Benefits**

Section G: Retired Employees' Health Benefits – restructuring language

The public hearing will be held at the regular Board of Education  
meeting on April 21, 2015

Public Hearings Item D.4. Public Hearing for Santee School District Board of Education's Initial Proposal to Modify Articles of the Collective Bargaining Agreement Between Santee School District and California School Employees Association Chapter #557 (CSEA)

Prepared by Tim Larson  
April 21, 2015

Copies of the Santee School District Board of Education's proposal to modify articles of the collective bargaining agreement between Santee School District and CSEA have been posted for the public to read at the Santee Chamber of Commerce, Santee City Hall, District Education Center and all District site offices.

Section 3547 of the Government Code requires that the District hold a public hearing in matters of employee organization negotiation proposals. The public hearing on the Santee School District Board of Education's proposal has been scheduled for tonight.

**Item E. CONSENT ITEMS**

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

Consent Item E.1.1.  
Prepared by Cathy A. Pierce, Ed.D.  
April 21, 2015

Approval of Minutes

**BACKGROUND:**

Presented for Board approval –

- March 17, 2015, regular meeting minutes
- March 17, 2015, special meeting minutes
- April 14, 2015, special meeting minutes

**RECOMMENDATION:**

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

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



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

March 17, 2015  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome  
President Burns called the meeting to order at 7:01 p.m.  
Members present:  
Dustin Burns, President  
Barbara Ryan, Vice President  
Elana Levens-Craig, Clerk  
Dianne El-Hajj, Member  
Ken Fox, Member  
Administration present:  
Dr. Cathy Pierce, Superintendent and Secretary to the Board  
Karl Christensen, Assistant Superintendent, Business Services  
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services  
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services  
Lisa Arreola, Executive Assistant and Recording Secretary
2. President Burns invited the audience to recite the District Mission and then invited Jacob Brittain and Kacy Deyoe, 8<sup>th</sup> grade students from Carlton Hills, 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.

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

**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
2. **Spotlight: Carlton Hills School Presentation**

Jerelyn Lindsey, Principal at Carlton Hills, thanked and introduced staff, students, and parents that were present. Principal Lindsey showed a video of students working collaboratively in variety of subject areas. Eighth grade students from Mrs. Ducharme's demonstrated a robot they developed as a class project. The Board extended their gratitude towards the Carlton Hills' students, parents, and staff for their attendance and for sharing all the great things happening at their school.
3. **Spotlight: Sycamore Canyon School Presentation**

Jeri Billick, Principal at Sycamore Canyon, and the Sycamore Canyon community (parents, students, staff, and community members) expressed their gratitude towards the Board for allowing them to demonstrate all the wonderful things happening at Sycamore Canyon. A video showing students participating in collaborative and project-based learning was shown. The Board extended their gratitude towards the Sycamore Canyon community for their attendance and for sharing all the great things happening at their school.

**4. Transportation Department Update**

Debbie Griffin, Director of Transportation, provided an overview of the Transportation Department. She shared in 2013-14, an average of over 400 students rode the bus daily. In 2014-15, there were approximately 210 students riding the bus to the Teen Center and Boys & Girls Club on a weekly basis. As of March 2015, the District employees 13 bus drivers (with two positions currently open); and transports students to the nine District schools, seven non-public schools, and the Boys & Girls Club and Teen Center.

Mrs. Griffin highlighted Bruce Virgilio, the Heavy Duty Diesel Mechanic. She shared Mr. Virgilio maintains 23 buses, 24 District vehicles, and numerous small engine equipment. Mrs. Griffin extended her gratitude towards the Board for approving the purchase of a new bus and shared a picture of the new bus.

Member Levens-Craig inquired on the bus driver vacancies. Mrs. Griffin explained the process of becoming a bus driver takes approximately four months. She mentioned it is not uncommon for a district to have vacancies due to the shortage.

The Board extended their gratitude towards Mrs. Griffin and the Transportation Department staff for keeping the students safe while on the bus.

**C. PUBLIC COMMUNICATION**

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

Linda Burnett and Nancy McDaniel, residents adjacent to Hill Creek School, stressed their concerns with the placement of the playground equipment adjacent to their homes. They asked that the District work with them to address their concerns. President Burns expressed his gratitude for bringing their concerns to the Board and asked administration to work with them in addressing their concerns.

**D. CONSENT ITEMS**

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

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Expenditure Warrants**
- 2.3. **Approval/Ratification of Purchase Orders**
- 2.4. **Acceptance of Donations**
- 2.5. **Approval of Consultants and General Service Providers**
- 2.6. **Approval of Agreement with County of San Diego for Neighborhood Reinvestment Program Grant for Construction of a Grass Field at Pepper Drive School**
- 2.7. **Award of Contract for Blue Pacific Engineering & Construction for the Joint Use Grass Field Project at Pepper Drive School**
- 3.1. **Authorization to Disseminate RFP/RFQ for Inspector of Record for Pepper Drive Admin/LRC Building Project**
- 3.2. **Authorization for Balfour Beatty Construction, Inc. to Procure Electrical Equipment and Materials for the Pepper Drive Administration/Learning Resource Center Addition Project**
- 4.1. **Personnel, Regular**
- 4.2. **Approval of Short Term Positions**
- 4.3. **Adoption of Resolution No. 1415-20 to Layoff/Eliminate Classified Non-Management Positions**

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

Member Ryan asked that a letter of gratitude be written to Supervisor Dianne Jacob for her assistance in obtaining the agreement with the County of San Diego for the Neighborhood Reinvestment Program Grant for construction of a grass field at Pepper Drive School.

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

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

**Superintendent**

**1.1. League Use of District Owned Fields**

Superintendent Pierce explained Administration was seeking direction on the joint-use fields. She explained that although an agreement exists with the City, it does not outline the roles and responsibilities of each party; and it does not include the sport leagues. Superintendent Pierce asked the Board for guidance on convening an annual meeting with the City and Sport League officials in the area of communication; and working with the City and the Sports Council to establish a list of roles and responsibilities so each party has a clear understanding of the parameters.

President Burns mentioned he is concerned that the community is under the impression that the school fields belong to the City. He believes this meeting would allow the District to set expectations and establish each party's roles and responsibilities. President Burns stressed the importance of including the Principals' input.

It was the Board's consensus for Administration to hold an annual meeting with the City and Sports Council to discuss the roles and responsibilities of each party.

**Business Services**

**2.1. Approval of Monthly Financial Report**

Mr. Christensen provided the financial report for cash and budget transactions through January 31, 2015. The month of January ended with a general fund cash balance of \$9.8 million and the District will be able to meet all financial obligations with internal cash this fiscal year. He explained the revised budget report contained the same data as that presented with the 2<sup>nd</sup> Interim Report.

- \$2.6 million projected deficit in the unrestricted general fund for 2014-15 with an estimated reserve percentage of 18.32%
- Based on revenue assumptions used at 2<sup>nd</sup> Interim, the reserve percentage is expected to decline over the next two subsequent fiscal years to a little over 12%

Member Ryan moved approval.

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

<i>Burns</i>	<u><i>Aye</i></u>	<i>El-Hajj</i>	<u><i>Aye</i></u>
<i>Ryan</i>	<u><i>Aye</i></u>	<i>Fox</i>	<u><i>Aye</i></u>
<i>Levens-Craig</i>	<u><i>Aye</i></u>		

**F. BOARD POLICIES AND BYLAWS**

**1.1. First Reading: New Board Policy 3553.3, Unpaid Child Nutrition Accounts**

Board Policy 3553.3, Unpaid Child Nutrition Accounts was presented to the Board of Education for a first reading. No action was taken. Board Policy 3553.3, Unpaid Child Nutrition Accounts will return for a second reading and request for adoption.

**G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

President Burns asked the Board to review the list of promotion dates. Member El-Hajj mentioned classes were still in session during the majority of the promotions and it would be difficult for her to attend. President Burns asked that the Board's past attendance history at promotions be brought to the next meeting for review. In the interim, he asked that the Board review the dates and be prepared for discussion and selection at the next meeting. President Burns mentioned the EL Reclassification ceremony was March 26. President Burns asked the Board if there was interest to hold a Long Term Debt Workshop with Dale Scott. It was the Board's consensus to schedule the workshop with Mr. Scott. The Board reviewed a draft of the article for Santee Magazine and made a few editing suggestions.

Member Ryan shared the San Diego County School Boards Association was holding a workshop providing an overview of key issues and trends impacting public education in California on March 31. She extended an invitation to the Board.

Member Levens-Craig mentioned that the republic caucus is putting forth an educational bill and Assemblyman Jones had asked that they provide feedback. Member Ryan suggested the Board wait to hear CSBA's perspective before providing any feedback. Member Levens-Craig mentioned the East County Chamber was holding their First Friday Breakfast on April 3 in Santee and inquired about speaking at the meeting to promote the great things being done in the District. Member Ryan suggested the District look into allocating more speaking time at another meeting to properly highlight the District's great work. Member Levens-Craig will work on acquiring speaking time at a future East County Chamber meeting. Member Levens-Craig expressed her gratitude for being able to attend the STEAM conference and mentioned she would be sharing her meeting notes.

Member El-Hajj mentioned enjoying the PTA President's dinner; and attending the last Independent Citizens Oversight Committee meeting. Member El-Hajj cautioned about installing the latest update on the student iPads. She mentioned it was causing conflicts with SBAC testing.

President Burns shared he enjoyed the listening to the students' comments. He asked that a letter of gratitude be sent to the students on the Board's behalf.

#### H. CLOSED SESSION

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

1. Conference with Labor Negotiator (Gov't Code § 54957.6)  
*Agency Negotiators: Karl Christensen, Assistant Superintendent; and  
Tim Larson, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association*
2. Conference with Labor Negotiator (Gov't Code § 54957.6)  
*Agency Negotiators: Karl Christensen, Assistant Superintendent; and  
Tim Larson, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association*
3. Conference with Legal Counsel – Existing Litigation (Gov't Code 54956.9)  
*One (1) Case – OAH No. 2015010321*
4. Conference with Real Property Negotiators (Gov't Code § 54956.8)  
*Property:*
  - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as Renzulli site)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*
5. Public Employee Performance Evaluation (Gov't Section § 54957)  
*Superintendent*

The Board entered closed session at 8:30 p.m.

#### I. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 10:06 p.m. President Burns reported a dispute arose regarding a student's special education program. It was moved by Member Ryan to reach a settlement in special education dispute, OAH #: 2015010321. The agreement involved a release of potential District liability.

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

#### J. ADJOURNMENT

With no further business, the regular meeting of March 17, 2015 adjourned at 10:06 p.m.

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

March 17, 2015  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome

President Burns called the meeting to order at 6:00 p.m.

Members present:

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

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board

**B. PUBLIC COMMUNICATION**

During this time, citizens are invited to address the Board of Education about any item on this special meeting agenda. There was no public communication.

**C. STUDENT FORUM**

*The Board of Education will meet with student representatives from each school to discuss the following topic:*

- *How do you feel your learning has changed over time?*

**D. ADJOURNMENT**

The March 17, 2015 meeting was adjourned.

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Elana Levens-Craig, Clerk

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Cathy A. Pierce, Ed.D., Secretary

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

April 14, 2015  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome

President Burns called the meeting to order at 6:00 p.m.

Members present:

Dustin Burns, President  
Barbara Ryan, Vice President  
Dianne El-Hajj, Member  
Ken Fox, Member

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board  
Karl Christensen, Assistant Superintendent, Business Services  
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services  
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services

**B. PUBLIC COMMUNICATION**

During this time, citizens are invited to address the Board of Education about any item on this special meeting agenda. There was no public communication.

**C. CLOSED SESSION**

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

1. **Conference with Labor Negotiator** (Gov. Code § 54956.8)

*Purpose:* Negotiations

*Agency Negotiators:* Tim Larson, Assistant Superintendent  
Karl Christensen, Assistant Superintendent

*Employee Organization:* Santee Teachers Association (STA)

2. **Conference with Labor Negotiator** (Gov. Code § 54956.8)

*Purpose:* Negotiations

*Agency Negotiators:* Tim Larson, Assistant Superintendent  
Karl Christensen, Assistant Superintendent

*Employee Organization:* Classified School Employees Association (CSEA)

**D. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session and announced no action was taken.

**E. ADJOURNMENT**

The April 14, 2015 meeting was adjourned.

Consent Item E.2.1. Approval/Ratification of Travel Requests  
Prepared by Karl Christensen  
April 21, 2015

**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.

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Staff Development**

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

**FISCAL IMPACT:**

The estimated travel expenses are \$9,868, with additional substitute costs of \$315, 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 E.2.1.

**Board Travel Report - April 21, 2015**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Wednesday, 01/14/15	Dr. Eileen Moreno Bonner Montler	Ed Services Ed Services	Getting Smarter About Common Core Assessments	USD	\$0 \$0	\$68 \$68	Professional Development Professional Development	The focus of this Common Core workshop is to design coherent systems to ensure success in high needs student groups.
Thursday, 03/26/15	David Selbe Danielle Rodriguez	Hill Creek Hill Creek	Keeping the Day Sane: Mental Health 101 for Paraeducators	SDCOE	\$105 \$105	\$34 \$34	Special Education Special Education	This workshop focuses on the basic knowledge and easy to learn strategies to handle the challenges of children with emotional difficulties.
Thurs-Fri, 03/26/15 - 03/27/15	Mike Olander Tylene Hicks Aemily Scott	Cajon Park Cajon Park Cajon Park	The Breakthrough Coach	Cajon Valley District Office	\$0 \$0 \$105	\$358 \$358 \$358	Professional Development Professional Development	This two day workshop provides training on teamwork to get the job done.
Friday, 04/10/15	Susie Reyes Mary Gatavsky Kim Rones	Pepper Drive Chet F. Harritt Sycamore Canyon	Instructional Media Resource Assistant Certificate Course of Study	SDCOE	\$0 \$0 \$0	\$183 \$183 \$183	Professional Development Professional Development Professional Development	This course provides training on effective library media service practices. (1 training day and 8 weeks of instructor-facilitated online learning)
Thurs-Fri, 04/23/15 - 04/24/15	Dr. Cathy Pierce	Superintendent	California City School Superintendents	San Diego	\$0	\$200	Superintendent's Office	This forum will provide information to assist Superintendents in navigating through continuing fiscal and accountability issues.
Thursday, 04/23/15	Rachael Pabis Laura Isaacson Katyrose Reed	Cajon Park Rio Seco Pepper Drive	Autism Spectrum Disorders: Communication Assessment and Speech/Language Pathologists	SDCOE	\$0 \$0 \$0	\$38 \$38 \$38	Special Education Special Education Special Education	This workshop will address communication assessment cognition.
Saturday, 05/02/15	Michelle McNearney Susan Larson Erica Edmonston Jennie Chonka Kathryn Pederson Chris Mowrey Sarah Mowrey Jennifer Mahoney Nikki Schult Kathleen Dubnicka Ted Hooks	Pepper Drive Pepper Drive Pepper Drive Pepper Drive Pepper Drive Pepper Drive Pepper Drive Pepper Drive Pepper Drive Pepper Drive Pepper Drive	FutureNOW! Conference	San Diego	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$65 \$65 \$65 \$65 \$65 \$65 \$65 \$65 \$65 \$65 \$65	Title I Title I Title I Title I Title I Title I Title I Title I Title I Title I Title I	This conference will focus on design thinking, growth mindset, inquiry-based learning, personalization, technology, communication & collaboration, creative confidence, and global connections.
Thursday, 05/14/15	Karl Christensen Tory Long Karen Lippert Dianne Brown	Business Services Business Services Business Services Business Services	Excel Power User Training	San Diego	\$0 \$0 \$0 \$0	\$171 \$171 \$171 *\$0	Business Services Business Services Business Services *4th person complimentary	This workshop will provide training for the Excel power user.
Tuesday, 05/19/15	Cathy Abel	Child Nutrition	Food Safety - Train the Trainer	San Diego	\$0	\$64	Child Nutrition Services	This workshop provides training strategies to train staff in food safety.
Tues-Thurs, 06/23/15 - 06/25/15	Kristen Eveland Jennifer Rolf	Ed Services Ed Services	CUE Rockstar Teacher Camp	La Jolla	\$0 \$0	\$268 \$268	Professional Development Professional Development	This multi-day training will provide practical applications on how technology integrates into the CCSS.
<b>Travel Requests That Require Airfare/Trainfare, Overnight Stay, and/or Travel Outside of the State of California</b>								
Fri-Sat, 04/24/15 - 04/25/15	Daniel Prouty	Ed Services	K-12 Alliance Cadre Training	Claremont	\$0	\$0	*Paid by K-12 Alliance	This two day conference provides K-12 Alliance Cadre Training - IDEAS 2.0
Tues-Thurs, 04/28/15 - 04/30/15	Matt Marsman Mark Starkey	TCS TCS	Interop 2015 Expo	Las Vegas	\$0 \$0	\$0 \$0	*No cost to District	Interop 2015 is the exhibition of the latest trend in information technology, network, and technological innovation.
Sat-Sun, 05/16/15 - 05/17/15	Barbara Ryan	Board	CSBA Delegate Assembly	Sacramento	\$0	\$755	Board Travel	Ms. Ryan will participate in the CSBA Delegate Assembly.
Mon-Fri, 06/22/15 - 06/26/15 or Mon-Fri, 08/03/15 -	Angelo Benedetto** Karen Hohimer***	Carlton Hills Hill Creek	Teachers' College Reading and Writing Project	New York	\$0 \$0	\$2,355 \$2,789	Title I LCFF	The Writers' Institute is designed to establish models of best practices in writing instruction. **2 attendees from Carlton Hills previously approved by the Board on 2/3/15; 1 additional attendee for a total of 3 attendees from Carlton Hills School. ***5 attendees from Hill Creek previously approved by the Board on 3/3/15; 1 additional attendee for a total of 6 attendees from Hill Creek School.



Consent Item E.2.2. Approval/Ratification of Expenditure Warrants  
 Prepared by Karl Christensen  
 April 21, 2015

**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 March 2015:

<u>Fund #/Name</u>	<u>Warrant #'s</u>	<u>Amount</u>
03/06 General	12-396496 TO 12-403594	\$530,831.04
09 00	N/A	\$0.00
12 06	N/A	\$0.00
13 00	12-396578 TO 12-403272	\$205,143.59
14 00	12-399563	\$93.27
21 09	N/A	\$0.00
21 39 / 21 08	N/A	\$0.00
25 18	12-396601 TO 12-402353	\$14,138.63
25 38	N/A	\$0.00
35 00	N/A	\$0.00
40-00	12-402354	\$1,302.20
63 00	12-396603 TO 12-403275	\$14,687.65
		<b>\$766,196.38</b>

Student Body Warrants issued for the period of March 2015

<b>\$7,129.15</b>
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Payroll Warrant #'s beginning 10-432489 through 10-432546 and 10-647791 through 10-648610 and 10-437978:

<u>Fund #/Name</u>	<u>Amount</u>
03 00	\$3,177,360.91
06 00	\$780,925.00
12 06	\$18,584.04
13 00	\$95,067.94
25 18	\$0.00
63 00	\$173,257.47
<b>\$4,245,195.36</b>	

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$5,018,520.89 and is disclosed above.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.2.

Consent Item E.2.3. Approval/Ratification of Purchase Orders  
 Prepared by Karl Christensen  
 April 21, 2015

**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. The table below is a summary of total purchase orders by location for the month of March 2015:

AMOUNT	LOCATION
\$ 19,457.32	PEPPER DRIVE SCHOOL
\$ 7,812.58	CARLTON HILLS SCHOOL
\$ 4,026.95	SYCAMORE CANYON SCH
\$ 6,965.57	PROSPECT AVENUE SCH
\$ 10,485.00	CAJON PARK SCHOOL
\$ 9,705.91	CHET F HARRITT SCH
\$ 5,784.06	CARLTON OAKS SCHOOL
\$ 10,775.00	RIO SECO SCHOOL
\$ 14,417.42	HILL CREEK SCHOOL
\$ 1,144.19	SUPERINTENDENT DEPT
\$ 10,714.89	BUSINESS SERVICES
\$ 704.22	HUMAN RESOURCES
\$ 2,694.16	EDUCATIONAL SERVICES
\$ 3,773.63	SPECIAL EDUCATION
\$ 3,646.45	SPECIAL EDUCATION
\$ 20,296.16	PROJECT SAFE
\$ 34,176.48	TECHNOLOGY SERVICES
\$ 65,442.52	MAINTENANCE
\$ 7,591.87	TRANSPORTATION
\$ 219,612.93	FACILITIES MODERNIZATION
\$ 2,140.96	WAREHOUSE
\$ 32.70	PUBLICATIONS
\$ 461,400.97	Total Purchase Orders – March 2015

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify purchase orders #141689 through #141880 issued March 1, 2015 through March 31, 2015.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of \$461,400.97 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 E.2.3.

## LOCATION LIST 2014-15

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

M = Monthly Blanket  
 A = Annual Blanket  
 L = Lottery

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

### Fund Numbers

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

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

PO NBR	DATE	FUND	VENDOR	LOC	DESCRIPTION	AMOUNT
140065	7/1/2014	03/06	SAN DIEGO CITY SCHOOLS	065	FINGERPRINTING SERVICES	\$1,500.00
					INCREASED ANNUAL AMOUNT	\$800.00
					NEW TOTAL	\$2,300.00
140170	7/7/2014	03/06	MERCURY DISPOSAL SYSTEMS INC.	075	DISTRICTWIDE HAZMAT DISPOSAL SERVICES	\$1,500.00
					OVER 10% (2 PICK-UP'S)	\$608.84
					NEW TOTAL	\$2,108.84
141611	2/17/2015	03/06	BIO CORPORATION	006	SCIENCE MATERIALS FOR CAJON PARK	\$118.80
					ADDED SHIPPING COSTS (OVER 10%)	\$14.70
					NEW TOTAL	\$133.50

PURCHASE ORDER LISTING - MARCH 2015  
BY SITE

PO NBR	DATE	FUND	VENDOR	DESCRIPTION	AMOUNT	LOC	LOCATION
141721	3/5/2015	3	CDW GOVERNMENT INC	KEYBOARDS FOR iPADS	\$ 4,804.92	002	PEPPER DRIVE SCHOOL
141729	3/5/2015	3	AMAZON.COM	SUPPLIES	\$ 98.68	002	PEPPER DRIVE SCHOOL
141757	3/9/2015	3	SCHOOL HEALTH CORPORATION	AED SUPPLIES	\$ 42.81	002	PEPPER DRIVE SCHOOL
141767	3/11/2015	3	RHYME UNIVERSITY	SUPPLIES	\$ 167.37	002	PEPPER DRIVE SCHOOL
141791	3/17/2015	3	COUNTRY MEATS.COM	FUNDRAISER - PD	\$ 1,068.00	002	PEPPER DRIVE SCHOOL
141815	3/20/2015	3	DISNEY DESTINATIONS, LLC	ADMISSIONS	\$ 8,243.00	002	PEPPER DRIVE SCHOOL
141837	3/24/2015	3	BOOMERS! EL CAJON	ADMISSIONS	\$ 1,571.57	002	PEPPER DRIVE SCHOOL
141851	3/24/2015	3	SCHOLASTIC BOOK FAIRS - 10	BOOK FAIR - FUNDRAISER	\$ 2,920.54	002	PEPPER DRIVE SCHOOL
141855	3/26/2015	3	AMAZON.COM	SUPPLIES	\$ 47.57	002	PEPPER DRIVE SCHOOL
141880	3/30/2015	3	CAPSTONE PRESS	LIBRARY BOOKS	\$ 492.86	002	PEPPER DRIVE SCHOOL
					<b>TOTAL \$</b>	<b>19,457.32</b>	<b>PEPPER DRIVE SCHOOL</b>
141691	3/2/2015	6	APPLE COMPUTER INC	KEYBOARD	\$ 74.52	003	CARLTON HILLS SCHOOL
141715	3/3/2015	3	LAKESHORE LEARNING MATERIALS	CLASSROOM SUPPLIES	\$ 171.86	003	CARLTON HILLS SCHOOL
141759	3/10/2015	6	SEHI COMPUTER PRODUCTS INC	NOTEBOOK COMPUTER	\$ 778.44	003	CARLTON HILLS SCHOOL
141763	3/10/2015	6	BOUND TO STAY BOUND BOOKS INC	LIBRARY BOOKS	\$ 282.48	003	CARLTON HILLS SCHOOL
141775	3/12/2015	3	SEE'S CANDY SHOPS INC	FUNDRAISER	\$ 1,028.85	003	CARLTON HILLS SCHOOL
141801	3/18/2015	3	DISNEY DESTINATIONS, LLC	ADMISSIONS	\$ 4,750.00	003	CARLTON HILLS SCHOOL
141862	3/26/2015	3	DELL MARKETING L.P.	TONER CARTRIDGES	\$ 600.17	003	CARLTON HILLS SCHOOL
141878	3/30/2015	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 27.69	003	CARLTON HILLS SCHOOL
141879	3/30/2015	3	AMAZON.COM	CLASSROOM SUPPLIES	\$ 98.57	003	CARLTON HILLS SCHOOL
					<b>TOTAL \$</b>	<b>7,812.58</b>	<b>CARLTON HILLS SCHOOL</b>
141693	3/2/2015	6	DELL MARKETING L.P.	PRINTER	\$ 236.36	004	SYCAMORE CANYON SCH
141694	3/2/2015	3	DELL MARKETING L.P.	TONER CARTRIDGE	\$ 92.33	004	SYCAMORE CANYON SCH
141731	3/6/2015	3	IMAGESTUFF.COM	STUDENT INCENTIVES	\$ 176.51	004	SYCAMORE CANYON SCH
141744	3/6/2015	3	INSIGHT INVESTMENTS	COMPUTER MONITOR	\$ 98.23	004	SYCAMORE CANYON SCH
141793	3/17/2015	3	IMAGESTUFF.COM	STUDENT INCENTIVES	\$ 99.28	004	SYCAMORE CANYON SCH
141868	3/26/2015	3	DATEL SYSTEMS	KEYBOARDS FOR iPADS	\$ 3,324.24	004	SYCAMORE CANYON SCH
					<b>TOTAL \$</b>	<b>4,026.95</b>	<b>SYCAMORE CANYON SCH</b>
141692	3/2/2015	3	APPLE COMPUTER INC	IPODS	\$ 859.68	005	PROSPECT AVENUE SCH
141699	3/2/2015	6	LAKESHORE LEARNING MATERIALS	CLASSROOM MATERIALS	\$ 117.76	005	PROSPECT AVENUE SCH
141700	3/2/2015	6	THE TREE HOUSE INC	TONER	\$ 385.56	005	PROSPECT AVENUE SCH
141743	3/6/2015	6	SEHI COMPUTER PRODUCTS INC	PROJECTOR BULBS	\$ 1,177.20	005	PROSPECT AVENUE SCH
141760	3/10/2015	3	BIRCH AQUARIUM AT SCRIPPS	ADMISSIONS	\$ 170.00	005	PROSPECT AVENUE SCH
141812	3/19/2015	3	DATEL SYSTEMS	KEYBOARDS	\$ 2,052.00	005	PROSPECT AVENUE SCH
141856	3/26/2015	3	MISSION JANITORIAL SUPPLIES	CUSTODIAL SUPPLIES	\$ 22.25	005	PROSPECT AVENUE SCH
141864	3/26/2015	6	APPLE COMPUTER INC	MACBOOK AIR	\$ 2,181.12	005	PROSPECT AVENUE SCH
					<b>TOTAL \$</b>	<b>6,965.57</b>	<b>PROSPECT AVENUE SCH</b>
141807	3/18/2015	3	YOUNG ACTORS' THEATRE, INC.	ADMISSIONS	\$ 700.00	006	CAJON PARK SCHOOL
141808	3/18/2015	3	DISNEY DESTINATIONS, LLC	ADMISSIONS	\$ 8,700.00	006	CAJON PARK SCHOOL
141809	3/18/2015	3	REUBEN H FLEET SCIENCE CENTER	ADMISSIONS	\$ 1,085.00	006	CAJON PARK SCHOOL

					<b>TOTAL</b>	<b>\$ 10,485.00</b>	<b>CAJON PARK SCHOOL</b>
141737	3/6/2015	3	LIFETOUCH PUBLISHING	YEARBOOKS	\$	759.90 007	CHET F HARRITT SCH
141766	3/11/2015	3	US SCHOOL SUPPLY INC	SUPPLIES	\$	1,114.00 007	CHET F HARRITT SCH
141773	3/12/2015	3	SEHI COMPUTER PRODUCTS INC	NOTEBOOK PROBOOK	\$	778.44 007	CHET F HARRITT SCH
141774	3/12/2015	3	DELL MARKETING L.P.	COMPUTER	\$	1,549.83 007	CHET F HARRITT SCH
141781	3/13/2015	3	LAKESHORE LEARNING MATERIALS	SUPPLIES	\$	565.22 007	CHET F HARRITT SCH
141782	3/13/2015	3	DORCY, BRUCE	ASSEMBLY FEES	\$	650.00 007	CHET F HARRITT SCH
141792	3/17/2015	3	FEDERAL EXPRESS CORPORATION	OVERNIGHT DELIVERY CHARGES	\$	176.24 007	CHET F HARRITT SCH
141795	3/17/2015	3	ALLTECH IMAGING TECHNOLOGIES	EQUIPMENT REPAIRS	\$	178.00 007	CHET F HARRITT SCH
141858	3/26/2015	3	DELL MARKETING L.P.	TONER CARTRIDGE	\$	92.33 007	CHET F HARRITT SCH
141872	3/26/2015	3	GUERIN MARKETING SVCS CORP	SUBSCRIPTION	\$	39.95 007	CHET F HARRITT SCH
141875	3/27/2015	3	DISNEY DESTINATIONS, LLC	FIELD TRIP	\$	3,802.00 007	CHET F HARRITT SCH
					<b>TOTAL</b>	<b>\$ 9,705.91</b>	<b>CHET F HARRITT SCH</b>
141690	3/2/2015	3	SAN DIEGO WHALE WATCH	ADMISSIONS	\$	1,490.00 008	CARLTON OAKS SCHOOL
141695	3/2/2015	3	DELL MARKETING L.P.	PRINTERS	\$	472.74 008	CARLTON OAKS SCHOOL
141725	3/5/2015	3	AMERICAN HEART ASSOCIATION	DONATION	\$	713.00 008	CARLTON OAKS SCHOOL
141726	3/5/2015	3	ELDRIDGE PLAYS AND MUSICALS	PERFORMANCE LIC. & SCRIPTS	\$	288.46 008	CARLTON OAKS SCHOOL
141788	3/16/2015	3	US GAMES	P E SUPPLIES - CO	\$	416.28 008	CARLTON OAKS SCHOOL
141789	3/16/2015	3	GOPHER SPORT	P E SUPPLIES	\$	32.02 008	CARLTON OAKS SCHOOL
141821	3/20/2015	3	SEE'S CANDY SHOPS INC	FUNDRAISER - CO	\$	2,319.66 008	CARLTON OAKS SCHOOL
141838	3/24/2015	3	CAROLINA BIOLOGICAL SUPPLY CO	SCIENCE MATERIALS	\$	51.90 008	CARLTON OAKS SCHOOL
					<b>TOTAL</b>	<b>\$ 5,784.06</b>	<b>CARLTON OAKS SCHOOL</b>
141704	3/3/2015	6	CDW GOVERNMENT INC	LICENSES	\$	900.00 009	RIO SECO SCHOOL
141764	3/11/2015	3	DISNEY DESTINATIONS, LLC	ADMISSIONS	\$	9,875.00 009	RIO SECO SCHOOL
					<b>TOTAL</b>	<b>\$ 10,775.00</b>	<b>RIO SECO SCHOOL</b>
141697	3/2/2015	3	DELL MARKETING L.P.	TONER CARTRIDGE	\$	66.68 010	HILL CREEK SCHOOL
141698	3/2/2015	3	DELL MARKETING L.P.	IMAGING DRUM FOR PRINTER	\$	153.89 010	HILL CREEK SCHOOL
141738	3/6/2015	3	CHRISTIAN YOUTH THEATER	ADMISSIONS	\$	658.00 010	HILL CREEK SCHOOL
141739	3/6/2015	3	COMPANION CORPORATION	LIBRARIAN SUPPLIES	\$	139.60 010	HILL CREEK SCHOOL
141770	3/12/2015	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$	194.89 010	HILL CREEK SCHOOL
141785	3/16/2015	3	SEHI COMPUTER PRODUCTS INC	PROJECTOR	\$	616.68 010	HILL CREEK SCHOOL
141802	3/18/2015	3	DISNEY DESTINATIONS, LLC	ADMISSIONS	\$	5,540.00 010	HILL CREEK SCHOOL
141814	3/19/2015	6	CDW GOVERNMENT INC	KEYBOARD	\$	122.81 010	HILL CREEK SCHOOL
141840	3/24/2015	3	DATTEL SYSTEMS	IPAD WIRED KEYBOARDS	\$	5,786.64 010	HILL CREEK SCHOOL
141852	3/25/2015	3	INSIGHT INVESTMENTS	COMPUTER MONITORS	\$	186.07 010	HILL CREEK SCHOOL
141859	3/26/2015	3	DISCOUNT OWL PELLETS	SUPPLIES	\$	107.04 010	HILL CREEK SCHOOL
141865	3/26/2015	3	DELL MARKETING L.P.	TONER CARTRIDGE	\$	66.68 010	HILL CREEK SCHOOL
141877	3/30/2015	3	SEHI COMPUTER PRODUCTS INC	COMPUTER NOTEBOOKS	\$	778.44 010	HILL CREEK SCHOOL
					<b>TOTAL</b>	<b>\$ 14,417.42</b>	<b>HILL CREEK SCHOOL</b>
141705	3/3/2015	3	COSTCO	SUPPLIES	\$	152.25 062	SUPERINTENDENT DEPT
141708	3/3/2015	3	GLOBALSTAR USA	SATELLITE SERVICES	\$	300.00 062	SUPERINTENDENT DEPT
141810	3/19/2015	3	CARLTON OAKS COUNTRY CLUB	SALUTE TO EXCELLENCE	\$	425.00 062	SUPERINTENDENT DEPT
141822	3/23/2015	3	CALIFORNIA CITY SCHOOL	REGISTRATION FEES	\$	150.00 062	SUPERINTENDENT DEPT
141863	3/26/2015	3	DELL MARKETING L.P.	TONER CARTRIDGE	\$	116.94 062	SUPERINTENDENT DEPT



				<b>TOTAL</b>	<b>\$ 1,144.19</b>	<b>SUPERINTENDENT DEPT</b>
141736	3/6/2015	3	6 SDCUE	REGISTRATION FEES	\$ 960.00	064 BUSINESS SERVICES
141777	3/12/2015	3	OFFICEMAX CONTRACT INC	OFFICE SUPPLIES - ALL SITES	\$ 837.96	064 BUSINESS SERVICES
141778	3/12/2015	3	6 OFFICE DEPOT INC	OFFICE SUPPLIES - ALL SITES	\$ 3,672.09	064 BUSINESS SERVICES
141779	3/12/2015	63	OFFICE DEPOT INC	OFFICE SUPPLIES - PROJ. SAFE	\$ 905.67	064 BUSINESS SERVICES
141853	3/25/2015	3	BURNETT, LINDA	VANDALISM CLAIM	\$ 339.17	064 BUSINESS SERVICES
141873	3/26/2015	3	PITNEY BOWES	POSTAGE FOR DISTRICT MAIL	\$ 4,000.00	064 BUSINESS SERVICES
				<b>TOTAL</b>	<b>\$ 10,714.89</b>	<b>BUSINESS SERVICES</b>
141718	3/4/2015	3	DELL MARKETING L.P.	COMPUTER	\$ 704.22	065 HUMAN RESOURCES
				<b>TOTAL</b>	<b>\$ 704.22</b>	<b>HUMAN RESOURCES</b>
141696	3/2/2015	3	DELL MARKETING L.P.	PRINTER	\$ 613.39	066 EDUCATIONAL SERVICES
141761	3/10/2015	3	COSTCO	SUPPLIES	\$ 101.50	066 EDUCATIONAL SERVICES
141765	3/11/2015	3	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$ 100.00	066 EDUCATIONAL SERVICES
141797	3/18/2015	3	COSTCO	SUPPLIES	\$ 121.80	066 EDUCATIONAL SERVICES
141827	3/23/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - CP	\$ 85.80	066 EDUCATIONAL SERVICES
141828	3/24/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - CO	\$ 233.80	066 EDUCATIONAL SERVICES
141829	3/24/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - CFH	\$ 60.70	066 EDUCATIONAL SERVICES
141830	3/24/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - HC	\$ 112.99	066 EDUCATIONAL SERVICES
141831	3/24/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - CP	\$ 86.05	066 EDUCATIONAL SERVICES
141832	3/24/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - CFH	\$ 244.49	066 EDUCATIONAL SERVICES
141833	3/24/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - HC	\$ 21.94	066 EDUCATIONAL SERVICES
141834	3/24/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - PA	\$ 308.58	066 EDUCATIONAL SERVICES
141835	3/24/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - RS	\$ 119.00	066 EDUCATIONAL SERVICES
141836	3/24/2015	6	BARNES AND NOBLE BOOKSELLERS	LIBRARY BOOKS - SC	\$ 484.12	066 EDUCATIONAL SERVICES
				<b>TOTAL</b>	<b>\$ 2,694.16</b>	<b>EDUCATIONAL SERVICES</b>
141713	3/3/2015	6	HANNAMAN, DR. JOHN S.	CLASSROOM MATERIALS	\$ 250.00	067 SPECIAL EDUCATION
141714	3/3/2015	3	6 PEARSON	CLASSROOM SUPPLIES	\$ 485.45	067 SPECIAL EDUCATION
141720	3/5/2015	6	SUPERINTENDENT OF SCHOOLS	AUDIOLOGICAL SERVICES	\$ 850.00	067 SPECIAL EDUCATION
141745	3/6/2015	6	CDW GOVERNMENT INC	iPAD CASES	\$ 65.99	067 SPECIAL EDUCATION
141746	3/9/2015	6	SAN DIEGO UNIFIED SCHOOL DIST	REGISTRATION FEES	\$ 100.00	067 SPECIAL EDUCATION
141771	3/12/2015	6	APPLE COMPUTER INC	iPAD MINIS	\$ 608.64	067 SPECIAL EDUCATION
141784	3/16/2015	6	MEDICAL DEVICE DEPOT	SUPPLIES	\$ 555.55	067 SPECIAL EDUCATION
141798	3/18/2015	6	COMPUCLAIM	LEA MEDI-CAL BILLING SVCS	\$ 828.00	067 SPECIAL EDUCATION
141811	3/19/2015	6	SUPERINTENDENT OF SCHOOLS	REGISTRATION FEES	\$ 30.00	067 SPECIAL EDUCATION
				<b>TOTAL</b>	<b>\$ 3,773.63</b>	<b>SPECIAL EDUCATION</b>
141730	3/5/2015	3	PEARSON	TESTING MATERIALS	\$ 3,646.45	068 EDUCATIONAL PROJECTS
				<b>TOTAL</b>	<b>\$ 3,646.45</b>	<b>SPECIAL EDUCATION</b>
141702	3/3/2015	63	CDW GOVERNMENT INC	iPAD WIRED KEYBOARDS	\$ 768.79	072 EDUCATIONAL PROJECTS
141709	3/3/2015	6	APPLE COMPUTER INC	iPAD AIR	\$ 4,128.60	072 PROJECT SAFE
141710	3/3/2015	63	APPLE COMPUTER INC	iPAD AIR	\$ 7,004.04	072 PROJECT SAFE
141719	3/5/2015	63	ORIENTAL TRADING COMPANY INC	SUPPLIES FOR PROJ. SAFE	\$ 241.92	072 PROJECT SAFE
141722	3/5/2015	3	6 CDW GOVERNMENT INC	iPAD CASES	\$ 138.28	072 PROJECT SAFE
141723	3/5/2015	63	CDW GOVERNMENT INC	iPAD CASE	\$ 69.14	072 PROJECT SAFE
141724	3/5/2015	63	DISCOUNT SCHOOL SUPPLY	SUPPLIES FOR PROJECT SAFE	\$ 114.13	072 PROJECT SAFE

141727	3/5/2015	63	SMART & FINAL	SUPPLIES FOR PROJ.SAFE - CP	\$ 75.00	072	PROJECT SAFE
141732	3/6/2015	63	SMART & FINAL	SUPPLIES FOR PROJ. SAFE	\$ 200.00	072	PROJECT SAFE
141733	3/6/2015	63	SMART & FINAL	SUPPLIES FOR PROJECT SAFE	\$ 750.00	072	PROJECT SAFE
141796	3/17/2015	63	YMCA - SANTEE	ENRICHMENT PROGRAM-CP PJSF	\$ 620.00	072	PROJECT SAFE
141823	3/23/2015	63	SEE'S CANDY SHOPS INC	FUNDRAISER - YALE PRESCHOOL	\$ 2,420.27	072	PROJECT SAFE
141854	3/26/2015	63	SAN DIEGO JUNIOR THEATER	ADMISSIONS	\$ 50.00	072	PROJECT SAFE
141866	3/26/2015	63	AMERICAN EXPRESS	SUPPLIES FOR PROJ. SAFE	\$ 2,505.40	072	PROJECT SAFE
141867	3/26/2015	6	AMERICAN EXPRESS	SUPPLIES - ASES	\$ 85.59	072	PROJECT SAFE
141871	3/26/2015	63	FOX'S PIZZA DEN	LUNCHES FOR PROJ. SAFE	\$ 1,125.00	072	PROJECT SAFE
					<b>TOTAL \$</b>	<b>20,296.16</b>	<b>PROJECT SAFE</b>
141701	3/3/2015	3	6 CDW GOVERNMENT INC	IPAD WIRED KEYBOARDS	\$ 15,183.55	073	TECHNOLOGY SERVICES
141703	3/3/2015	3	APPLE COMPUTER INC	iPAD AIRS	\$ 824.64	073	TECHNOLOGY SERVICES
141706	3/3/2015	3	APPLE COMPUTER INC	MAC MINI'S	\$ 7,310.88	073	TECHNOLOGY SERVICES
141711	3/3/2015	3	6 UZIBULL	iPAD AIR CASES	\$ 461.89	073	TECHNOLOGY SERVICES
141712	3/3/2015	63	UZIBULL	iPAD AIR CASES	\$ 671.85	073	TECHNOLOGY SERVICES
141717	3/4/2015	3	APPLE COMPUTER INC	iPAD AIR	\$ 412.32	073	TECHNOLOGY SERVICES
141772	3/12/2015	3	APPLE COMPUTER INC	MAC BOOK PRO	\$ 2,766.64	073	TECHNOLOGY SERVICES
141786	3/16/2015	3	TWOCANOES SOFTWARE INC	MAINTENANCE & SUPPORT	\$ 999.99	073	TECHNOLOGY SERVICES
141813	3/19/2015	3	INSIGHT INVESTMENTS	COMPUTERS	\$ 3,304.80	073	TECHNOLOGY SERVICES
141824	3/23/2015	6	APPLE COMPUTER INC	SUPPLIES	\$ 660.00	073	TECHNOLOGY SERVICES
141857	3/26/2015	3	DELL MARKETING L.P.	LASER PRINTERS	\$ 1,579.92	073	TECHNOLOGY SERVICES
					<b>TOTAL \$</b>	<b>34,176.48</b>	<b>TECHNOLOGY SERVICES</b>
141689	3/2/2015	6	HAWTHORNE MACHINERY CO	NEW BOBCAT	\$ 59,964.84	075	MAINTENANCE
141707	3/3/2015	3	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES FOR HILL CREEK	\$ 245.55	075	MAINTENANCE
141728	3/5/2015	6	HOUSE OF AUTOMATION, INC	REPAIRS FOR GATES - M&O YARD	\$ 125.00	075	MAINTENANCE
141735	3/6/2015	3	LOWE'S STORE #1661	PEPPER DRIVE - RM 18	\$ 13.71	075	MAINTENANCE
141740	3/6/2015	14	DUNN EDWARDS CORPORATION	ERC RESTROOM SUPPLIES	\$ 95.18	075	MAINTENANCE
141741	3/6/2015	6	LOWE'S STORE #1661	SAFETY SUPPLIES - CH YALE	\$ 287.05	075	MAINTENANCE
141742	3/6/2015	6	PACIFICA GLASS CO., INC.	REPAIRS - HC	\$ 290.00	075	MAINTENANCE
141756	3/9/2015	6	RSD - SAN DIEGO #25	HVAC SUPPLIES - ERC	\$ 41.90	075	MAINTENANCE
141776	3/12/2015	3	DUNN EDWARDS CORPORATION	PAINT SUPPLIES - HC	\$ 30.99	075	MAINTENANCE
141780	3/13/2015	6	24-HOUR ELEVATOR, INC.	ELEVATOR REPAIRS - CP	\$ 50.00	075	MAINTENANCE
141783	3/13/2015	3	HOME DEPOT COMMERCIAL ACCOUNT	SAFETY BLINDS - PA / HC PRSF	\$ 785.99	075	MAINTENANCE
141787	3/16/2015	3	EWING IRRIGATION PRODUCTS	IRRIGATION SUPPLEIS - PD	\$ 364.72	075	MAINTENANCE
141803	3/18/2015	3	VALLEY INDUSTRIAL SPECIALTIES	MATERIALS FOR PD - RMS 17-18	\$ 1,908.05	075	MAINTENANCE
141805	3/18/2015	25	18 LAKESIDE EQUIPMENT SALES AND	SUPPLIES FOR LRC/ADMIN - PD	\$ 104.80	075	MAINTENANCE
141806	3/18/2015	6	DIXIELINE LUMBER COMPANY	EQUIPMENT MAINTENANCE	\$ 20.83	075	MAINTENANCE
141817	3/20/2015	3	LOWE'S STORE #1661	SUPPLIES - PD RM 18	\$ 34.91	075	MAINTENANCE
141818	3/20/2015	3	LOWE'S STORE #1661	EMERGENCY FANS FOR PD	\$ 576.83	075	MAINTENANCE
141819	3/20/2015	3	LOWE'S STORE #1661	SUPPLIES - PD RMS 17-18	\$ 65.34	075	MAINTENANCE
141820	3/20/2015	3	HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES - PD RMS 17-18	\$ 154.35	075	MAINTENANCE
141825	3/23/2015	25	18 HOME DEPOT COMMERCIAL ACCOUNT	SUPPLIES-PD TEMP OFFICES-LRC	\$ 39.23	075	MAINTENANCE
141826	3/23/2015	25	18 HOME DEPOT COMMERCIAL ACCOUNT	PD LRC/ADMIN CONSTRUCTION	\$ 27.25	075	MAINTENANCE
141839	3/24/2015	3	MAINTEX INC	CUSTODIAL SUPPLIES	\$ 216.00	075	MAINTENANCE

					<b>TOTAL</b>	<b>\$ 65,442.52</b>		<b>MAINTENANCE</b>
141747	3/9/2015	3	PECK'S HEAVY FRICTION INC	BUS REPAIRS & MAINTENANCE	\$	670.18	076	TRANSPORTATION
141748	3/9/2015	3	SCHOOL BUS PARTS COMPANY	BUS REPAIRS & MAINTENANCE	\$	118.97	076	TRANSPORTATION
141749	3/9/2015	6	PENSKE FORD	M&O VEHICLE REPAIRS	\$	51.79	076	TRANSPORTATION
141750	3/9/2015	3	KIRKS RADIATOR	BUS REPAIRS & MAINTENANCE	\$	929.65	076	TRANSPORTATION
141751	3/9/2015	3	BOB STALL CHEVROLET	BUS REPAIRS & MAINTENANCE	\$	195.79	076	TRANSPORTATION
141752	3/9/2015	3	INTERSTATE BATTERY OF	SUPPLIES	\$	486.98	076	TRANSPORTATION
141753	3/9/2015	3	GROSSMONT UNION HIGH	OUTSOURCED BUS DRIVERS	\$	1,413.75	076	TRANSPORTATION
141754	3/9/2015	3	UNITY SCHOOL BUS PARTS	BUS REPAIRS & MAINTENANCE	\$	79.66	076	TRANSPORTATION
141755	3/9/2015	3	TIRE CENTERS, LLC	BUS REPAIRS & MAINTENANCE	\$	21.19	076	TRANSPORTATION
141841	3/24/2015	3	ROADONE	TOWING FOR SP. ED BUS	\$	180.00	076	TRANSPORTATION
141842	3/24/2015	3	SAN DIEGO FRICTION PRODUCTS	BUS REPAIRS & MAINTENANCE	\$	538.49	076	TRANSPORTATION
141843	3/24/2015	3	PECK'S HEAVY FRICTION INC	BUS REPAIRS & MAINTENANCE	\$	116.86	076	TRANSPORTATION
141844	3/24/2015	3	TIRE CENTERS, LLC	BUS REPAIRS & MAINTENANCE	\$	951.85	076	TRANSPORTATION
141845	3/24/2015	3	UNITY SCHOOL BUS PARTS	BUS REPAIRS & MAINTENANCE	\$	72.47	076	TRANSPORTATION
141846	3/24/2015	3	SCHOOL BUS PARTS COMPANY	BUS REPAIRS & MAINTENANCE	\$	38.88	076	TRANSPORTATION
141847	3/24/2015	3	DIESEL POLLUTION SOLUTIONS INC	BUS REPAIRS & MAINTENANCE	\$	295.00	076	TRANSPORTATION
141848	3/24/2015	3	PENSKE FORD	BUS REPAIRS & MAINTENANCE	\$	422.96	076	TRANSPORTATION
141849	3/24/2015	3	KIRKS RADIATOR	BUS REPAIRS & MAINTENANCE	\$	519.30	076	TRANSPORTATION
141850	3/24/2015	3	WESTERN GRAPHIX	OFFICE SUPPLIES	\$	488.10	076	TRANSPORTATION
					<b>TOTAL</b>	<b>\$ 7,591.87</b>		<b>TRANSPORTATION</b>
141762	3/10/2015	3	OFFICE FURNITURE 2GO	RECEPTIONIST DESK	\$	592.92	077	FACILITIES MODERNIZATION
141804	3/18/2015	6	BLUE PACIFIC ENGINEERING	CONTRACTOR - JT. USE FIELD-PD	\$	198,800.00	077	FACILITIES MODERNIZATION
141816	3/20/2015	25 18	SIMMONS & WOOD, INC.	PAINTING - PD JR.HIGH	\$	626.02	077	FACILITIES MODERNIZATION
141869	3/26/2015	25 18	COSTCO.COM	SHED FOR PEPPER DRIVE STORAGE	\$	863.99	077	FACILITIES MODERNIZATION
141870	3/26/2015	14	ADVANCE COMMUNICATIONS CABLING	DATA CABLING - DO REMODEL	\$	14,950.00	077	FACILITIES MODERNIZATION
141874	3/26/2015	25 18	ADVANCE COMMUNICATIONS CABLING	DATA CABLING-PD LRC TEMP OFF	\$	3,780.00	077	FACILITIES MODERNIZATION
					<b>TOTAL</b>	<b>\$ 219,612.93</b>		<b>FACILITIES MODERNIZATION</b>
141716	3/3/2015	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	187.40	078	WAREHOUSE
141758	3/10/2015	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	115.21	078	WAREHOUSE
141768	3/11/2015	3	MISSION JANITORIAL SUPPLIES	STORES SUPPLIES	\$	557.28	078	WAREHOUSE
141769	3/11/2015	3	MAINTEX INC	STORES SUPPLIES	\$	477.38	078	WAREHOUSE
141790	3/16/2015	3	MAINTEX INC	STORES SUPPLIES	\$	338.04	078	WAREHOUSE
141799	3/18/2015	3	A-DISCOUNT VACUUM	STORES SUPPLIES	\$	160.92	078	WAREHOUSE
141800	3/18/2015	3	SOUTHWEST SCHOOL SUPPLY	STORES SUPPLIES	\$	57.54	078	WAREHOUSE
141860	3/26/2015	3	CAMEO PAPER & JANITORIAL	STORES SUPPLIES	\$	225.99	078	WAREHOUSE
141861	3/26/2015	3	SCHOOL SPECIALTY, INC	STORES SUPPLIES	\$	21.20	078	WAREHOUSE
					<b>TOTAL</b>	<b>\$ 2,140.96</b>		<b>WAREHOUSE</b>
141794	3/17/2015	3	ECONOMY CRAFTED PRINTING	PRINTING MATERIALS	\$	32.70	092	PUBLICATIONS
					<b>TOTAL</b>	<b>\$ 32.70</b>		<b>PUBLICATIONS</b>

\$ 461,400.97

Consent Item E.2.4.  
Prepared by Karl Christensen  
April 21, 2015

Approval/Ratification of Revolving Cash Report

**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 checks #22370 through #22372 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$1,322.67 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 E.2.4.

SANTÉE SCHOOL DISTRICT  
 REVOLVING CASH REPORT- \$15,000

Date	Number	Name	Memo	Amount
03/17/15	22370	Food 4 Less	Fruit Popsicles for Carlton Oaks 6th Grade Camp Fundraiser	196.00
03/24/15	22371	Tammy Scholder	Marie Callendar's Pie Certificates Fundraiser 5th-8th grade	719.10
04/01/15	22372	Johanna Pacheco	Overpayment of Project Safe fees	404.45
Total Checks Written				<b>\$1,319.55</b>
2/28/2015	Bank Fee - February 2015			\$3.12
Total to be Reimbursed				<b>\$1,322.67</b>

Consent Item E.2.5. Acceptance of Donations  
 Prepared by Karl Christensen  
 April 21, 2015

**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 Sixth Grade Camp and Field Trips	\$144.97	Buffalo Wild Wings	Carlton Hills School
Funds to Support the Instructional Program	\$250.00	Umpqua Bank Charitable Foundation	Carlton Oaks School
Funds to Support Safe Routes to School	\$500.00	Safe Routes to School National Partnership	Carlton Oaks
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$894.97</b>		

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The donations above are valued at \$894.97.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.5.

Consent Item E.2.6. Approval of Consultants and General Service Providers  
Prepared by Karl Christensen  
April 21, 2015

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is disclosed on the attached page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.6.

**Consultant / General Service Provider Report**  
**April 21, 2015**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Amir Bajelori	Consultant	Bilingual Interpreter (English/Kurdish/Arabic)	4/9/15 - 7/1/15	\$15/hour-oral translations; \$20/hour written translations/testing	EIA-LEP	Independent Contractor
Fahima Piromari	Consultant	Bilingual Interpreter (English/Kurdish/Arabic)	4/9/15 - 7/1/15	\$15/hour-oral translations; \$20/hour written translations/testing	EIA-LEP	Independent Contractor
John Tofflemire	Consultant	Administrative Services	3/19/15 - 3/20/15	\$586/day (not to exceed 2 days)	Human Resources	Employee
Marcia Ginn-May	Consultant	Administrative Services	3/19/15 - 3/20/15	\$586/day (not to exceed 2 days)	Human Resources	Employee
Bruce Dorcy	General Service Provider	Student Assembly: Peter and the Wolf Philharmonic Wind Quintet	04/20/15	\$650.00	CFH	Independent Contractor
Coast 2 Coast Coaching	General Service Provider	Soccer Clinics for Students	4/14/15 - 6/17/15	\$2,200.00	ASES	Independent Contractor



Consent Item E.2.7. Approval/Ratification of Expenditure Transactions  
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)  
April 21, 2015

**BACKGROUND:**

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

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period February 1, 2015 through February 28, 2015.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

There were 171 transactions totaling \$20,715.98 charged to various funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.7.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20150203	ABEL,CATHY	CHILD NUTRITION	CALIFORNIA SCHOOL NUTR	345.00	CSNA Seminar
20150204	ABEL,CATHY	CHILD NUTRITION	FRESHWATER EFILTER	45.54	Water Filters
20150205	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #908	47.52	Label Boxes
20150206	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT 673	5.38	Garbage Disposal Stopper
20150219	ABEL,CATHY	CHILD NUTRITION	APPLIANCE PARTS CTR IN	34.04	Igniter for Hot Water Heater HC
20150220	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	6.49	Gluten Free Food
20150220	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	61.41	Gluten Free Food
20150224	ABEL,CATHY	CHILD NUTRITION	TARGET 00014852	17.26	Gluten Free Food
20150225	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	179.66	Toner, Paper, Velcro
20150226	ABEL,CATHY	CHILD NUTRITION	FRESHWATER EFILTER	25.64	Filters
				<u>767.94</u>	
20150203	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	34.15	Board meeting supplies
20150205	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PARTY CITY	10.79	Board meeting supplies
20150209	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BEST BUY 00013862	43.48	Purchase of charging cables
20150213	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	USPS 05702095524902264	17.64	Purchase of postage
20150217	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	WM SUPERCENTER #5684	20.59	Board meeting supplies
20150218	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	OGGI'S PIZZA & BREWING	95.69	Board meeting supplies
20150218	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	RUBIO'S #249	97.20	Board meeting supplies
20150218	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	USD EVENT REGISTRATION	65.00	Registration for Spotlight in Education series
20150218	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	10.97	Board meeting supplies
20150218	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	USD EVENT REGISTRATION	65.00	Registration for Spotlight in Education Series
20150224	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMARTNFINAL39810803989	72.48	Supplies for LCAP Annual Review meeting
20150225	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	PARTY CITY	32.29	Supplies for LCAP Annual Review meeting
20150225	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	FOOD4LESS #0349	10.00	Supplies for LCAP Annual Review meeting
20150226	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	10.00	Supplies for LCAP Annual Review meeting
				<u>585.28</u>	
20150203	BAKER,HOPE	OST PROGRAMS	OFFICE DEPOT #908	41.39	OTHER/INSTRUCTIONAL
20150203	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	56.52	OTHER/INSTRUCTIONAL
20150212	BAKER,HOPE	OST PROGRAMS	LAKESHORE LEARNING #04	373.63	OTHER/INSTRUCTIONAL
20150212	BAKER,HOPE	OST PROGRAMS	IKEA SAN DIEGO	301.60	OTHER/INSTRUCTIONAL
20150220	BAKER,HOPE	OST PROGRAMS	OFFICE DEPOT #846	97.86	OTHER/INSTRUCTIONAL
				<u>871.00</u>	
20150206	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	TAYLOR TECHNOLOGIES IN	21.75	Maintenance Supplies
20150227	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	SHERATON	423.54	CASH Conference - Sacramento California
20150228	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	WALLYPARK - SAN DIEGO	45.00	CASH Conference - Airport Parking - San Diego
				<u>490.29</u>	
20150218	BENEDETTO,ANGELO	CARLTON HILLS	VONS STORE00018978	5.00	Refreshments Title 1 Parent Mtg
				<u>5.00</u>	
20150219	BILLICK,JERI	SYCAMORE CANYON	LEARNINGHEADPHONES.COM	115.82	Headphones for learning and testing.
				<u>115.82</u>	
20150204	BRASHER,PAMELA	OST PROGRAMS	DELL SALES & SERVICE	183.59	OTHER/INSTRUCTIONAL
20150206	BRASHER,PAMELA	OST PROGRAMS	ACHIEVEMENT PRODUCTS	113.22	Split - PS OTHER/INSTRUCTIONAL (42.49%)
20150206	BRASHER,PAMELA	OST PROGRAMS	ACHIEVEMENT PRODUCTS	153.23	Split - YALE OTHER/INSTRUCTIONAL (57.51%)
20150209	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #3494	42.12	OTHER/INSTRUCTIONAL
20150211	BRASHER,PAMELA	OST PROGRAMS	BOOKS ARE FUN IVR	127.00	OTHER/INSTRUCTIONAL
20150222	BRASHER,PAMELA	OST PROGRAMS	TEACHERSPAYTEACHERS.CO	50.98	OTHER/INSTRUCTIONAL
20150223	BRASHER,PAMELA	OST PROGRAMS	THE HOME DEPOT 1053	48.55	OTHER/INSTRUCTIONAL
20150228	BRASHER,PAMELA	OST PROGRAMS	LAKESHORE LEARNING #52	62.07	OTHER/INSTRUCTIONAL
20150228	BRASHER,PAMELA	OST PROGRAMS	SCREEN IT	24.95	OTHER/INSTRUCTIONAL
				<u>805.71</u>	
20150204	BROGAN-BARANSKI,K	CARLTON OAKS	PALOS SPORTS INC	211.77	Jump ropes and hockey sticks for Jr.High P.E.
20150204	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON MKTPLACE PMTS	8.63	Book pockets for classroom books
20150204	BROGAN-BARANSKI,K	CARLTON OAKS	TEACHERSPAYTEACHERS	(36.00)	Credit for duplicate charge in January.
20150205	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON MKTPLACE PMTS	18.82	Dell toner for Health Clerk Office printer
20150206	BROGAN-BARANSKI,K	CARLTON OAKS	PAYPAL *STEAMCONNEC	95.00	Pam Mitchell 7th/8th SDC teacher admission fee to SteamConnect in-service
20150208	BROGAN-BARANSKI,K	CARLTON OAKS	THE YELLOW BOOK ROAD	123.43	8th grade literature books
20150219	BROGAN-BARANSKI,K	CARLTON OAKS	LEARNINGHEADPHONES.COM	182.45	Headphones for SBAC testing
				<u>604.10</u>	
20150209	HECK,TERRY	PRIDE ACADEMY	IVY PALM RESORT & SPA	261.75	CUE Conference Lodging 1/2 PRIDE Academy - Joe Kemery
20150212	HECK,TERRY	PRIDE ACADEMY	AMAZON MKTPLACE PMTS	68.90	10 iPod cases for TK class (Tori Bryant)
20150215	HECK,TERRY	PRIDE ACADEMY	COMPUTER USING EDUCATO	270.00	Registration Fee - Gillian Ryan
20150219	HECK,TERRY	PRIDE ACADEMY	LEARNINGHEADPHONES.COM	115.82	100 ear buds for iPads
20150227	HECK,TERRY	PRIDE ACADEMY	AMAZON MKTPLACE PMTS	22.98	One iPad case for Kdg. teacher
				<u>739.45</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20150203	HICKS,TYLENE	CAJON PARK	AMAZON MKTPLCE PMTS	109.89	Special Education-Stylus Pens for iPads
20150204	HICKS,TYLENE	CAJON PARK	WM SUPERCENTER #2253	19.96	Snacks for USD Professional Development
20150205	HICKS,TYLENE	CAJON PARK	SANDWICH BAGS	155.24	Lunch for USD Professional Development
20150209	HICKS,TYLENE	CAJON PARK	WM SUPERCENTER #2253	64.61	Totes for Jump Rope for Heart
20150209	HICKS,TYLENE	CAJON PARK	LEGOLAND CALIFORNIA	462.00	First Lego League-Tickets for Competition
20150210	HICKS,TYLENE	CAJON PARK	WAL-MART #2253	21.54	Drawers for the Safety Patrol Closet
20150212	HICKS,TYLENE	CAJON PARK	WM SUPERCENTER #2253	77.11	Totes for Keyboards and Headphones (for Testing)
20150212	HICKS,TYLENE	CAJON PARK	DOLRTREE 5543 00055434	38.88	Headphones for Testing
				<u>949.23</u>	
20150227	HOHIMER,KAREN	HILL CREEK	DISCOUNTMUGS.COM	252.00	Staff appreciation
				<u>252.00</u>	
20150219	HOOKS,TED A	PEPPER DRIVE	AMAZON.COM	286.90	Computer mice for SBAC testing (general)
				<u>286.90</u>	
20150204	JOHNSTON,ANDREW	CHET F. HARRITT	BEST BUY MHT 00011452	26.98	Dongle. Adapter for presentations.
20150206	JOHNSTON,ANDREW	CHET F. HARRITT	NGS*ONLINE STORE	80.63	T-Shirts for Geography Bee.
20150208	JOHNSTON,ANDREW	CHET F. HARRITT	AMAZON.COM	66.75	Small table for parent seating outside Principal's office.
20150219	JOHNSTON,ANDREW	CHET F. HARRITT	AMAZON MKTPLCE PMTS	315.00	Dell M0C5U0 3 Button Mouse. Quantity 35.
				<u>489.36</u>	
20150220	LINDSAY,JERELYN	CARLTON HILLS	WALMART.COM	422.84	PE hoops
				<u>422.84</u>	
20150204	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	APL* ITUNES.COM/BILL	79.99	Apple Management Software
20150204	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	APL* ITUNES.COM/BILL	0.99	Proxy testing app
20150206	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	APL*APPLEONLINESTOREUS	99.00	Developer Account Access
20150220	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WWW.SIMPLISAFE.COM	24.99	Security System
20150222	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	132.85	Cables - CFH (58.42%)
20150222	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	19.48	Cables - HC (8.57%)
20150222	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	11.18	Cables - SC (4.92%)
20150222	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	63.88	Cables - Tech (28.09%)
20150223	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	FRY'S ELECTRONICS #15	117.16	Replacement HDD
20150227	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	32.39	Memory - Tech (6.52%)
20150227	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	97.18	Memory - HC (19.56%)
20150227	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	129.58	Memory - ERC (28.09%)
20150227	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	64.79	Memory - ERC (13.04%)
20150227	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	172.78	Memory - Trans (34.78%)
				<u>1,046.24</u>	
20150210	MARTIN,SUZANNE	CHET F. HARRITT	MICHAELS STORES 3256	550.25	Frames for annual Foundation Art Show and Auction- individual student submissions for pre-pay or donations
20150212	MARTIN,SUZANNE	CHET F. HARRITT	TARGET 00018150	22.00	Tubs for iPad 1:1 keyboard class sets- General fund
20150215	MARTIN,SUZANNE	CHET F. HARRITT	ADVANTAGE PRESS	246.10	Positive discipline learning experience- CDs for learning and assignments, intermediate and middle school grades- General
20150219	MARTIN,SUZANNE	CHET F. HARRITT	AMAZON.COM	43.15	Mice for CAASPP computer lab use- lottery
20150219	MARTIN,SUZANNE	CHET F. HARRITT	AMAZON MKTPLCE PMTS	87.00	Headphones for CAASPP testing and lab use- lottery
				<u>948.50</u>	
20150215	MCKINNON,KATHY	EDUCATIONAL SERVICES	AMAZON MKTPLCE PMTS	311.26	Lost/Damaged Library Books - Reading Books, Grades 1-3
20150216	MCKINNON,KATHY	EDUCATIONAL SERVICES	LEGOLAND CALIFORNIA	694.00	Field Trip - LEGOLAND Tickets 3/2/15
20150224	MCKINNON,KATHY	EDUCATIONAL SERVICES	ALBERTSONS #6727	19.65	PD - Food - Instructional Leadership Meeting
20150227	MCKINNON,KATHY	EDUCATIONAL SERVICES	OFFICE DEPOT #908	14.68	Special Education - Supplies
20150227	MCKINNON,KATHY	EDUCATIONAL SERVICES	USPS 05702095524902264	8.82	Special Education - Postage
				<u>1,048.41</u>	
20150209	MICHEL,HOPE	SPECIAL EDUCATION	NCS PEARSON	344.59	KBIT-2 Kit, Vineland-II Teacher Record Forms (90%)
20150209	MICHEL,HOPE	SPECIAL EDUCATION	NCS PEARSON	38.29	Testing Protocol Charge to Regular Ed (10%)
20150226	MICHEL,HOPE	SPECIAL EDUCATION	AMAZON MKTPLCE PMTS	71.85	OT/Mounted Table Top Scissors
20150226	MICHEL,HOPE	SPECIAL EDUCATION	AMAZON MKTPLCE PMTS	73.94	OT/Weighted Compression Vest
20150226	MICHEL,HOPE	SPECIAL EDUCATION	NCS PEARSON	87.65	Testing Protocol/OT/PDMS-2 (60%)
20150226	MICHEL,HOPE	SPECIAL EDUCATION	NCS PEARSON	43.82	Testing Protocol/SLP/GFTA-2 (30%)
20150226	MICHEL,HOPE	SPECIAL EDUCATION	NCS PEARSON	14.61	Testing Protocol Charge to Regular Ed (10%)
20150227	MICHEL,HOPE	SPECIAL EDUCATION	WPS	181.17	OT/Test Kit/SPM-P
					OT/Readiness-Writing PK Teachers Guide
20150227	MICHEL,HOPE	SPECIAL EDUCATION	NO TEARS LEARNING INC	80.00	Get Set for School Sing-Along CD
20150227	MICHEL,HOPE	SPECIAL EDUCATION	AMAZON MKTPLCE PMTS	76.48	OT/Body Pod Sensory Socks
20150228	MICHEL,HOPE	SPECIAL EDUCATION	ACT*CSUN CONFERENCE	130.00	30th Annual International Technology & Persons w/Disabilities Conf. (50%)
20150228	MICHEL,HOPE	SPECIAL EDUCATION	ACT*CSUN CONFERENCE	130.00	30th Annual International Technology & Persons w/Disabilities Conf. (50%)
				<u>1,272.40</u>	
20150206	OLANDER,MICHAEL	CAJON PARK	AMAZONPRIME MEMBERSHIP	(106.92)	Prime Membership. Billing error reversal. Membership was charged in prior month.
20150224	OLANDER,MICHAEL	CAJON PARK	99 CENTS ONLY STORES #	49.68	Ear buds for testing.
				<u>(57.24)</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20150209	ORTEGA,KAREN	HUMAN RESOURCES	SAN JOAQUIN COUNTY OFF	20.00	EdJoin Training - Lemon Grove School District 3/23/15
20150227	ORTEGA,KAREN	HUMAN RESOURCES	DOLRTREE 3194 00031948	12.96	Office supplies
				<u>32.96</u>	
20150228	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	CONV CTR LOT 306-1150	15.00	Parking while attending AGTF Supts' and School Leaders' Forum
				<u>15.00</u>	
20150215	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	OUTBACK 0577	22.35	PD - Travel/Meal CISC Leadership Symposium
20150216	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	HYATT HOTELS	393.04	PD - Travel/Lodging CISC Leadership Symposium
20150218	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	PAYPAL *STEAMCONNEC	95.00	PD - Travel/Registration STEAM Connect Conference (J.Rolf)
20150218	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	AMAZON.COM	63.72	PD - Mathematics Books for CRTs
				<u>574.11</u>	
20150204	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	APL* ITUNES.COM/BILL	4.99	iPad app "Comic Life." Writing and desktop publishing tool.
20150213	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON MKTPLACE PMTS	15.75	"The Third Teacher," book on classroom design for 21c. learning.
20150216	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	71.55	Books on integrating technology into curricula.
20150216	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	46.35	Book on integrating technology into curricula.
20150220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	220.00	CUE Conference registration
20150220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration
20150220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150220	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150225	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	RIVIERA RESORT & SPA	275.89	CUE conference lodging. One night of two.
20150225	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	RIVIERA RESORT & SPA	275.89	CUE Conference lodging. One night of two.
20150225	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	RIVIERA RESORT & SPA	275.89	CUE Conference lodging. One night of two.
20150225	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	RIVIERA RESORT & SPA	275.89	CUE Conference lodging. One night of two.
20150225	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	RIVIERA RESORT & SPA	275.89	CUE Conference lodging. One night of two.
20150225	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	RIVIERA RESORT & SPA	275.89	CUE Conference lodging. One night of two.
20150225	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	RIVIERA RESORT & SPA	275.89	CUE Conference lodging. One night of two.
20150225	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	RIVIERA RESORT & SPA	275.89	CUE Conference lodging. One night of two.
20150228	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150228	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150228	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150228	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150228	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
20150228	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	230.00	CUE Conference registration.
20150228	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	COMPUTER USING EDUCATO	290.00	CUE Conference registration.
				<u>6,565.76</u>	
20150220	REES,TAMMY	PEPPER DRIVE	AMAZON.COM	56.66	Red report covers for emergency red books
20150223	REES,TAMMY	PEPPER DRIVE	BRAINPOP	205.00	Annual charge for subscription. Subscription has been canceled. Credit is forthcoming.
20150225	REES,TAMMY	PEPPER DRIVE	BKST-UV-OF-REDLANDS #6	45.28	College flag for "Pepper Drive is College Bound" program
				<u>306.94</u>	
20150218	ROSA,JIM	RIO SECO	AMAZONLOCAL	(10.00)	Credit for charge listed below.
20150218	ROSA,JIM	RIO SECO	AMAZONLOCAL	10.00	Charge was credited, see above.
20150227	ROSA,JIM	RIO SECO	PRINCIPALS ESSENTIALS	133.00	Posters and banners
				<u>133.00</u>	
20150205	SCHWELLER,JOHN	PUPIL SERVICES	PAYPAL *SMARTSPEECH	28.99	Manual for SLP's
20150213	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	51.51	Inst. Mat. for SSP
20150215	SCHWELLER,JOHN	PUPIL SERVICES	SUPER DUPER PUBLICATIO	39.98	SLP materials for D. Cartier
20150215	SCHWELLER,JOHN	PUPIL SERVICES	TARGET 00014852	15.65	Wipes for R. Habich class
20150216	SCHWELLER,JOHN	PUPIL SERVICES	OFFICE DEPOT #908	11.66	Supplies for SSP
20150216	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON.COM	55.63	SSP supplies
20150217	SCHWELLER,JOHN	PUPIL SERVICES	APL* ITUNES.COM/BILL	3.99	AP for Marian Rashap
20150220	SCHWELLER,JOHN	PUPIL SERVICES	SUPER DUPER PUBLICATIO	52.45	Word Flips for M. Rashap
20150225	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON.COM	132.11	Books for counselors
20150226	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON.COM	52.72	Books for counselors
20150226	SCHWELLER,JOHN	PUPIL SERVICES	APL* ITUNES.COM/BILL	15.99	AP for Marian Rashap
20150228	SCHWELLER,JOHN	PUPIL SERVICES	THINK SOCIAL PUBLISHIN	198.83	SLP materials - Bartfeld & Larkin (\$11.00)
20150228	SCHWELLER,JOHN	PUPIL SERVICES	BETTER LIFE MOBILITY C	164.67	Low Incidence Equipment for SDC student C. Morris in R. Habich class
				<u>824.18</u>	
20150223	SIMPSON,DEBRA	RIO SECO	99 CENTS ONLY STORES #	21.60	Ear buds for SBAC Testing
20150224	SIMPSON,DEBRA	RIO SECO	IN *IDENT-A-KID SRV OF	197.00	Name badge labels and replacement printer.
				<u>218.60</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20150202	SOUTHCOTT,STEPHANIE	HILL CREEK	OFFICE DEPOT #5125	55.63	Office supplies - needed to use promotion certificate only valid through website.
20150202	SOUTHCOTT,STEPHANIE	HILL CREEK	OFFICE DEPOT 1135	12.38	Office supplies - needed to use promotion certificate only valid through website.
20150211	SOUTHCOTT,STEPHANIE	HILL CREEK	PLAYTHINGSWORLD.CO	6.88	Fraudulent Charge. Reported to MFCU and will be credited.
20150213	SOUTHCOTT,STEPHANIE	HILL CREEK	WALMART.COM	28.00	Safety vests for emergency kits
20150219	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	42.99	Telephone cord for Arts Attack Room
				<u>145.88</u>	
20150211	STARKEY,MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	183.54	2 hubs, 2 camera adapters, 2 ethernet adapters for iPad configuration
20150211	STARKEY,MARK	INFORMATION TECHNOLOGY	BEST BUY MHT 00011452	53.98	Two USB file transfer cables for iPad configuration
20150226	STARKEY,MARK	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	18.80	Two Logitech PS/2 mice
				<u>256.32</u>	
				<u><u>20,715.98</u></u>	

Consent Item E.2.8.  
Prepared by Karl Christensen  
April 21, 2015

Approval of Uniform Complaint Quarterly Report  
Required by the Williams Settlement

**BACKGROUND:**

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

<b>SANTEE SCHOOL DISTRICT</b>			
<b>Uniform Complaint Quarterly Report</b>			
<b>January 1, 2015 through March 31, 2015</b>			
	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Mis-assignment	0	0	0
Total	0	0	0

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Uniform Complaint Report for the quarter ending March 31, 2015 and authorize administration to submit the report to SDCOE.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.8.

Consent Item E.2.9.  
Prepared by Karl Christensen  
April 21, 2015

Approval to Purchase Portable Toileting Kits for  
Classroom Use in the Event of Lockdown

**BACKGROUND:**

Over the last year, there has been an increasing number of incidents at schools requiring lockdowns of extended duration. In some cases, these incidents have highlighted the lack of access to restrooms during the lockdown and improvised methods are often deficient in providing adequate privacy and sanitation.

Staff obtained quotes from 3 companies selling a self-contained toileting kit for classrooms that consists of necessary items packaged in a 5 gallon bucket. The lowest cost quote is from SOS Survival Products and includes the following items:

- Toilet Seat Lid
- 100 Wet Wipes
- 25 Waste Bags
- 10 Pair of Vinyl Gloves
- 1 Bag of Cat Litter (4 1/2lbs)
- 1 Toilet Paper Roll
- 1 Blue Poly Tarp (5' x 7')
- 1 Duct Tape Roll

**RECOMMENDATION:**

It is recommended that the Board of Education approve the purchase of toileting kits for approximately 300 classrooms for use in the event of lockdown.

This recommendation supports the following District goal:

**Learning Environment**

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

**FISCAL IMPACT:**

The estimated cost is \$9,200 for 300 classrooms.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.9.



**BACKGROUND:**

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

Food For Thought is a company that works with small growers to get locally grown produce into schools. They offer farmers markets on campus and provide nutrition education lessons for students in Grades K-5. These sessions are fun, engaging, and educational and introduce students to new, healthy food choices for themselves and their families. In addition, the program teaches students about the value of money as they buy healthy foods.

Each child will be provided School Bucks to purchase fresh, in season, fruits and vegetables to take home. Over the last three years this program has been conducted at all nine district schools. Parents, staff, and students have made many positive comments about the farmers markets. In addition, Principals have requested farmers markets as an annual event.

**RECOMMENDATION:**

It is recommended that the Board of Education authorize Farmers' Markets to be conducted at three schools on May 18 & 19, 2015.

This recommendation supports the following District goal:

**Learning Environment**

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

**FISCAL IMPACT:**

The fiscal impact is approximately \$ 6,000 paid from the Child Nutrition Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

Consent Item E.2.11.  
Prepared by Karl Christensen  
April 21, 2015

Approval of Microsoft Funded Partner Services  
Agreement for System Center Configuration  
Manager Infrastructure Upgrade

### **BACKGROUND:**

The District maintains a System Center Configuration Manager (SCCM) on a server which allows hard drive images, operating system/driver updates, and applications to be pushed out to Windows PC devices. In an effort to update and add functionality the SCCM server, the Technology Department approached Microsoft for assistance. The District's Microsoft Representative was able to secure Microsoft 1:1 Program Funding for the service of a Microsoft Partner thereby eliminating any cost to the District for upgrading the SCCM server.

Under the Microsoft 1:1 Program, Microsoft will fund the service of CORNELL SANDERS TECHNOLOGY (CST), a Microsoft Partner, to assist the District in the updating and enhancement of the District's 2012 SCCM Server, for an amount not exceeding \$15,000. Microsoft will pay this amount directly to CST upon completion of the work and receipt of a signed Proof of Execution.

The Scope of Work for CST includes:

- a. Assessment, Planning and Design – estimate duration: 3 days
  - a. Assess current state process and procedures
  - b. SCCM server upgrade planning
  - c. Configuration design in relation to OS deployment and application delivery
  - d. Review of current deployment and key component
- b. Deployment, Configuration and Operation – estimate duration: 12 days
  - a. Installation of base Server OS (Windows Server 2012 R2) to all role server
  - b. SQL 2012 installation
  - c. SCCM 2012 R2 upgrade Site Server and Database Component installation
  - d. Upgrade existing server to SCCM 2012 R2
  - e. SCCM 2012 R2 deployment testing and capabilities configuration
  - f. Overview of operational best practice and knowledge transfer

### **RECOMMENDATION:**

It is recommended that the Board of Education approve the execution of the Microsoft Funded Partner Services Agreement for System Center Configuration Manager Infrastructure Upgrade.

### **Learning Environment**

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

**Fiscal Accountability**

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

**Fiscal Impact**

There is no fiscal impact.

**Student Achievement Impact**

This is a fiscal item related to technology. All fiscal resources impact student achievement.

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



SANTEE SCHOOL DISTRICT  
9625 Cuyamaca St, Santee  
CA 92071

**NOTICE AND CONSENT AGREEMENT FOR MICROSOFT-FUNDED PARTNER SERVICES**

Microsoft Corporation recommends that SANTEE SCHOOL DISTRICT obtain design and implementation of the Operating System Deployment capability (OSD) utilizing zero-touch installation (ZTI) of their existing System Center 2012 Configuration Manager infrastructure (SCCM) to enhance the benefits of Microsoft technology in its environment. Therefore, upon your execution and our acceptance of this agreement, you may obtain such services, at no charge to you, from **CORNELL SANDERS INC** or any Microsoft certified partner you may select, in an amount not to exceed **\$15,000.00**. Microsoft will pay the partner directly for the services upon our receipt of a signed Proof of Execution from you in a form provided by Microsoft, confirming the work is performed in accordance with the statement of work between partner and you. In such Proof of Execution, please cite "Reference 1547088" to help us match the services provided with this agreement. All services obtained by you under this agreement must be fully rendered by partner on or before May 5, 2015.

Microsoft waives any and all entitlement to compensation from CORNELL SANDERS INC for the services provided to you by the partner pursuant to this letter agreement. Microsoft intends that these services and associated terms be in compliance with applicable laws and regulations with respect to gratuitous services. It is specifically understood that all services and services deliverables provided are for the sole benefit and use CORNELL SANDERS INC and are not provided for personal use or benefit of any individual government employee.

**ACCEPTED AND AGREED:**

SANTEE SCHOOL DISTRICT	Microsoft Corporation
Signature:	Signature: <i>Kristin Rhodes</i>
Date:	Date: 4/8/2015
Typed Name: Bernard Yeo	Typed Name: Kristin Rhodes

Consent Item E.2.12.  
Prepared by Karl Christensen  
April 21, 2015

Approval of Agreement with M. Grant Real Estate Inc.  
for Advance Deposit of Developer Fees for  
Residential Development

**BACKGROUND:**

In order to maximize the amount of cash the District receives for the Renzulli Property, M. Grant Real Estate Inc. (Developer) has agreed to provide an advance deposit of Developer Fees in the amount of \$300,000 for eventual residential development on the property. At the current Level 1 rate of \$2.08 per square foot, it is estimated that Developer Fees for the planned project on Renzulli would total approximately \$350,000.

The Agreement for consideration by the Board includes the following provisions related to advancing developer fees:

- Payment of \$300,000 to the District by September 30, 2015 (“Advance Deposit”)
  - If payment is not received by this date, the Agreement would automatically terminate
- Advance Deposit is non-refundable
- Provision allowing transfer or assignment of Advance Deposit, adjusted for use, to another developer with written notice to District
- The Advance Deposit is credited towards permits for any residential development undertaken by the Developer or assignees as follows:
  - Up to 144,231 square feet of residential development for permits presented to the District within two (2) years of execution date of Agreement (“Square Footage Credit”)
    - This locks in a per square foot rate of \$2.08 for this time period
  - For permits presented to the District after two (2) years of execution date of Agreement, \$300,000 minus the dollar value of Square Footage Credit used at \$2.08 per square foot (“Dollar Value Credit”)
    - The Dollar Value Credit would be applied to the Developer Fees calculated using the residential rate in effect at the time of application to the District until fully depleted

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Agreement with M. Grant Real Estate Inc. for Advance Deposit of Developer Fees for Residential Development.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is approximately \$300,000.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.12.

**AGREEMENT BETWEEN SANTEE SCHOOL DISTRICT  
AND M GRANT REAL ESTATE, INC.  
TO PREPAY STATUTORY SCHOOL FEES  
FOR FUTURE DEVELOPMENT PROJECTS**

This Agreement Between Santee School District and M Grant Real Estate, Inc. to Prepay Statutory School Fees for Future Development Projects ("Agreement"), is entered into this 21st day of April, 2015, between Santee School District ("District"), a California public school district, and M Grant Real Estate, Inc. ("Developer") (each a "Party," and, collectively, "Parties").

**RECITALS**

A. Developer intends to develop certain real property identified as Assessor Parcel Nos. 383-112-05 and 383-112-28, which are described in Exhibit "A" ("Property"), with single-family detached dwelling units as part of a proposed residential development project ("Project"). The District and Developer have estimated the school fees which would be paid for development of the Project based upon an assumption of 83-single family detached residential dwelling units at 2,000 square feet per dwelling unit for a total square footage of 166,000. Based upon the District's current residential school fee amount of \$2.08 per square foot, the total school fee amount for the Project would be \$345,280.

B. Developer is willing to pay the District a portion of the estimated school fee obligation of the Project prior to obtaining building permits in consideration for the District agreeing to "freeze" the District's school fee amount per square foot for a period of time.

**NOW THEREFORE**, in consideration of the foregoing facts, and the rights and obligations hereinafter set forth, the Parties agree as follows:

1. ***Incorporation of Recitals.*** All of the foregoing Recitals are correct and incorporated into this Agreement.

2. ***Prepayment.*** Developer will prepay a portion of the estimated residential school fee obligation the District would be authorized to collect in connection with the Project, pursuant to Education Code Section 17620 et seq. and Government Code Section 65995, 65995.5, 65995.6, and 65995.7, in the amount of \$300,000 ("Prepayment Amount"). Developer understands that the District will be utilizing the Prepayment Amount for school facilities for the District and, once paid to the District, the Prepayment Amount shall be non-refundable to the Developer. Developer will be entitled to receive a credit for the Prepayment Amount as set forth herein. Developer shall pay Prepayment Amount to District on or before September 30, 2015 ("Prepayment Date").

3. ***Credit for Prepayment.*** Upon payment by Developer of the Prepayment Amount, the District shall issue Developer a credit ("Prepayment Credit") against the payment of future residential school fees for 144,231 square feet ("Square Footage Credit") at the rate of \$2.08 per square foot ("Prepayment Rate"). The Prepayment Rate shall remain in effect for a period of

two (2) years following execution of this Agreement. Thereafter, the residential school fee applicable to the Project shall be calculated based upon the then-current residential school fee amount in effect for the District. Any remaining Prepayment Credit shall thereafter apply only as a dollar for dollar credit against the residential school fee obligation without regard to the Prepayment Rate or the Square Footage Credit amount.

4. ***Use of Prepayment Credit.*** Developer may use the Prepayment Credit for payment of the residential school fees levied upon the Project or for any other residential development the Developer may undertake in the future. In the event the Project results in residential school fees in excess of the Prepayment Amount, Developer shall pay the additional residential school fees to the District at the time, and at the rate then in effect, when Developer requests its certificates of compliance. Developer may utilize any remaining Prepayment Credit on a different project of Developer or may assign such remaining Prepayment Credit to another developer.

5. ***School Facility Funding Modifications.*** In the event the existing statutory structure for funding school facilities, as set forth in Education Code Section 17620 and Government Code Section 65995 *et seq.* is subsequently modified, following the execution of this Agreement, Developer shall be required to pay whatever fee may then be required or imposed on new residential development to fund impacts on school facilities created by such development, with a credit for the Prepayment Credit paid pursuant to this Agreement.

6. ***Amendments Must Be In Writing.*** This Agreement may not be amended, except by a writing signed by both the District and Developer.

7. ***Due Authority of Signatories.*** Each individual signing this Agreement warrants and represents that he or she has been authorized by appropriate action of the "Party," which he or she represents, to enter into this Agreement on behalf of such Party.

8. ***Termination.*** In the event the Prepayment Amount is not paid to the District by the Prepayment Date, this Agreement shall automatically terminate.

9. ***Notices.*** All notices, demands, and communications between the Parties shall be given by personal delivery, registered or certified mail, postage prepaid, return receipt requested, Federal Express, or other reliable private express delivery, or by facsimile transmission or electronic mail transmission (provided that for facsimile and electronic mail transmissions an original is sent on the same day via U.S. mail). Such notices, demands, or communications shall be deemed received upon delivery, if personally served or sent by facsimile or electronic mail, or after three (3) business days if given by other approved means as specified above. Notices, demands, and communications shall be sent:

To District:

Santee School District  
9625 Cuyamaca Street  
Santee, CA 92071  
Attention: Karl Christensen,  
Assistant Superintendent



To Developer:

M Grant Real Estate, Inc.  
110 Town Center Pkwy  
Santee, CA 92071  
Attention: Michael Grant

10. **Captions.** The captions by which the sections and subsections of this Agreement are identified are for convenience only and shall have no effect on its interpretation.

11. **Counterparts.** This Agreement may be signed in one or more counterparts which, taken together, shall constitute one original document.

12. **Exhibits.** All Exhibits attached hereto are incorporated into this Agreement.

13. **Attorneys Fees.** As to any dispute between the Parties relating to the provisions of this Agreement, each Party shall bear all of its own costs, including attorney fees.

14. **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the Parties hereto.

15. **Cooperation.** The District and Developer each agree to execute any other and further instruments and documents and to take such other actions as may be reasonably necessary or proper in order to accomplish the intent of this Agreement.

16. **California Law.** This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced and governed under the laws of that State.

**IN WITNESS WHEREOF**, the District and Developer have executed this Agreement, on the day and year first written above.

**SANTEE SCHOOL DISTRICT**

**M GRANT REAL ESTATE, INC.**

By: \_\_\_\_\_  
Karl Christensen, Assistant  
Superintendent

By: \_\_\_\_\_  
Michael Grant

**EXHIBIT "A"**

**LEGAL DESCRIPTION**

**Parcel I**

All of Lot 13 and the Southerly 174.50 feet (measured along the Westerly line) of Lot 4, Block "C" of Fanita Rancho, according to Revised Map of a part of said Rancho No. 688, filed in the Office of the County Recorder of San Diego County, October 22, 1891.

**Parcel II**

An easement and right of way for utilities including sewer, water, gas, and electric line purposes over, under, along and across the Easterly 10 feet of Lot 4 in Block "C" of Fanita Rancho, in County of San Diego, State of California, according to revised Map of a part of said Rancho No. 688, filed in the Office of the County Recorder of San Diego County, October 22, 1891.

The easement herein described is hereby declared to be appurtenant to and for the use and benefit of the present and future owners of all or any portion of Parcel I above described.

**EXCEPTING THEREFROM** that portion lying within Parcel I above described.

Consent Item E.3.1.  
Prepared by Karl Christensen  
April 21, 2015

Acceptance of 2013-14 Fiscal Year and 2014-15 Six  
Month Financial and Performance Audits for General  
Obligation Bonds and the Building Fund

**BACKGROUND:**

In November 2006, Proposition R was passed by the voters of Santee authorizing \$60 million in General Obligation Bonds (GO Bonds) to be issued to finance a portion of the District's Capital Improvement Program (CIP), currently valued at \$143 million. The District's GO Bond is subject to the regulations of Proposition 39 (Prop 39) which was passed by California voters November 7, 2000. Prop 39 allows passage of a local GO Bond with 55% approval of the voters and requires operation of an Independent Citizen's Oversight Committee (ICOC) and preparation of annual financial and performance audits.

Until January of 2011, the performance audit component of Prop 39 requirements lacked specificity of standards for the audit. On September 24, 2010 then Governor of California, Arnold Schwarzenegger, signed into law Senate Bill 1473 (SB1473) which took effect January 1, 2011. SB1473 stipulates that performance audits for Prop 39 bonds must be conducted in accordance with Government Auditing Standards (also known as "Yellow Book Standards") issued by the Comptroller of the United States of America. Prior to SB1473, auditors elected to perform what is known as a review, which has a broad scope and lacks the depth of an audit. Generally, a review is a process where the auditors limit their procedures to inquiries of the local educational agency's (LEA's) management. In addition, procedures are reviewed and object code balances for the current year and the prior year are compared and all material differences are investigated. SB1473 now requires a more thorough process to satisfy the requirements of an audit.

For 2013-14, the District's Prop 39 Financial and Performance Audits were conducted by Vavrinek, Trine, Day & Co., LLP. In order to provide a closeout audit for the Independent Citizens Oversight Committee (ICOC) with exhaustion of the GO Bond funds, two audit periods were covered. One audit covers the 2013-14 fiscal year and a second audit was conducted for the six month period ending December 31, 2014.

There were no findings or restatements required for the financial component and the performance audit concluded that "in all significant respects, the Santee School District has properly accounted for the expenditures held in the Building Fund (Election 2006) and that such expenditures were made for authorized Bond projects".

The ICOC reviewed and accepted these audit reports at their March 11, 2015 meeting.

**RECOMMENDATION:**

It is recommended that the Board of Education accept the 2013-14 Fiscal Year and 2014-15 Six Month Financial and Performance Audits for General Obligation Bonds and the Building Fund.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

<b><u>Component</u></b>	<b><u>2013-14 Fiscal Year Audit</u></b>	<b><u>6 Month Audit Ending 12-31-14</u></b>
Beginning Fund Balance	\$4,586,266	\$0
Revenue and Other Sources	\$75,691	\$9,000
Expenditures and Other Outgo	\$4,661,957	\$9,000
Ending Fund Balance	\$0	\$0

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.3.1.

Consent Item E.4.1.

Approval of Extended Field Trip for Carlton Hills 7-8 Grade Students to H&M Landing in San Diego

Prepared by Dr. Stephanie Pierce  
April 21, 2015

**BACKGROUND:**

Mr. Chris Stanley, junior high teacher at Carlton Hills School, requests Board approval to take approximately 40 seventh and eighth grade students on an extended field trip to H&M Landing in San Diego, California, on June 8, 2015. The trip will begin at 11:45 a.m. at Carlton Hills School. This fishing trip is a reward field trip for seventh and eighth grade honor roll students and an end of year activity. Students will travel by district bus, returning to school at approximately 7:30 p.m.

The extended travel request form is attached for review.

**RECOMMENDATION:**

Administration recommends approval of the extended field trips to H&M Landing in San Diego, California.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The \$15.00 cost of the trip to H&M Landing will be paid for by student donations and is supported by the "Friends of Rollo". ASB will provide funds for financial hardships.

**STUDENT ACHIEVEMENT IMPACT:**

The trip to H&M Landing is an incentive for students to maintain good scholarship and citizenship grades.

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

Agenda Item E.4.1.

# SANTEE SCHOOL DISTRICT

## EXTENDED FIELD TRIP REQUEST FORM

**SCHOOL SITE(S):** Carlton Hills School

**DATE:** March 27, 2015

**TEACHER(S):** Chris Stanley-teacher in charge

**GRADE(S):** 7/8

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

**DESTINATION OF TRIP:** H&M Landing, San Diego, CA

**Itinerary:** Leave school at 11:45 a.m., arrive at H&M Landing by 12:15 p.m. Depart for return trip to school at 6:30 p.m., with an expected arrival to school by 7:30 p.m.

**Educational Objectives of the Trip:** Honor Roll reward fishing trip for Junior High. Also supported by "Friends of Rollo".

**Specific Dates:** June 8, 2015

**Mode of Travel:** District Bus

**Number of Student Participants:** Approx. 40

**Cost Per Student:** Approx. \$15.00

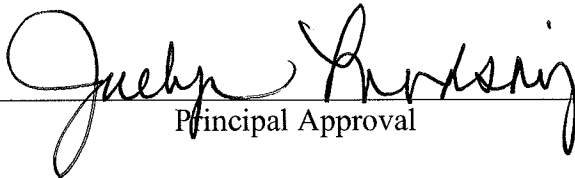
**Insurance Coverage:** District

**Supervision:** Junior High Teachers

**Number of Substitute Days Required:** None

**Money will be Raised or Provided to Cover Costs by:** Student donations/ASB

**Provisions for Financial Hardship Cases:** ASB

  
Principal Approval

3/27/15

Date

Director II, Educational Services

Board Approval Date

Consent Item E.5.2.

Approval of Shared Classroom Teaching Assignments for 2015-16

Prepared by Tim Larson  
April 21, 2015

**BACKGROUND:**

The following employees request shared classroom teaching assignments for the 2015-16 school year pursuant to Article XIV, of the Successor Agreement between Santee School District and Santee Teachers Association:

<b>Employees</b>	<b>School Site</b>
<b>Lori Powell / Alison Azzarella 50% / 50%</b>	<b>Cajon Park</b>
<b>Diane Pace / Kasey Rutherford 50% / 50%</b>	<b>Cajon Park</b>
<b>Trisha Best / Marlena Sanders 80% / 20%</b>	<b>Chet F. Harritt</b>
<b>Lori Zurmuhle / Anissa Bailey 50% / 50%</b>	<b>Chet F. Harritt</b>
<b>Erica Edmonston / Susan Larson 50% / 50%</b>	<b>Pepper Drive</b>
<b>Tara O'Connell / Shawna Rosa 80% / 20%</b>	<b>PRIDE Academy</b>
<b>Summer Tracy / Candace Ginn 50% / 50%</b>	<b>Sycamore Canyon</b>
<b>Jennie Chonka / Shani Poirier 60% / 40%</b>	<b>Sycamore Canyon</b>

**RECOMMENDATION:**

It is recommended that the Board of Education approve the shared classroom teaching assignments for the 2015-16 school year.

**FISCAL IMPACT:**

Shared contracts may minimize the annual cost to the general fund by reducing full-time employees currently paid on the high end of the salary schedule.

**STUDENT ACHIEVEMENT IMPACT:**

There can be many benefits to having two teachers in a classroom who consistently plan instruction for students.

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

Agenda Item E.5.2.

Consent Item E.5.3.  
Prepared by Tim Larson  
April 21, 2015

## Approval of Various Short Term Positions

### **BACKGROUND:**

Administration has determined that an additional 3.5 hours per day of assistance by an Instructional Assistant, Special Education II is necessary to support the program at Sycamore Canyon through the remainder of the 2014-15 school year.

Implementation of the Digital Learning Initiative and anticipated distribution of iPads to students for the 2015-16 school year will require additional clerical support for the technology department to compile, assemble, organize, record and process a variety of departmental forms. For this purpose, administration is requesting up to eight (8) clerk typist positions as needed for up to 8.0 hours per day, per position, from May 11 – November 13, 2015.

Each year during promotion week, the maintenance and operations department provides support to all sites for the setup of chairs, bleachers, stages, and sound systems. The sites also require additional grounds work be completed. Due to the volume of duties that increase during this limited period of time, hiring of short term positions will be necessary June 11 – 18, 2015.

In addition, at the end of the 2014-15 school year, and possibly at the beginning of the 2015-16 school year, there are times when teachers will need to move classrooms due to enrollment fluctuation and grade level changes. At the same time, the Out-of-School Time Programs downsize and relocate to specific sites during the summer months; construction will be taking place at the District Office and Pepper Drive School; and additional support in the warehouse will be necessary to move items from and to sites and departments. Therefore, short term positions for movers will be necessary as needed June 17 - September 18, 2015.

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

### **RECOMMENDATION:**

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

- One (1) Instructional Assistant, Special Education II position for 3.5 hours per day, April 22 – June 17, 2015 at Sycamore Canyon School.



- Eight (8) clerk typist positions for up to eight (8) hours per day;  
May 11 – November 13, 2015
- Up to four (4) mover and two (2) grounds maintenance worker I positions for  
up to eight (8) hours per day, per position; June 11 – 18, 2015
- Up to six (6) mover positions for up to eight (8) hours per day, per person;  
June 17 – September 18, 2015

**FISCAL IMPACT:**

The estimated cost to employ a 3.5 hour per day Instructional Assistant, Special Education II position will be \$2,800; and the estimated cost to employ clerk typist positions will be \$19,000.

The cost to employ a short term mover / grounds maintenance worker position will be approximately \$149 per person, per day, and will be paid from the General Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.5.3.

Consent Item E.5.4. Adoption of Resolution No. 1415-21 to Layoff / Eliminate  
Classified Non-Management Positions

Prepared by Tim Larson  
April 21, 2015

**BACKGROUND:**

Due to the lack of a secured funding source at PRIDE Academy School, administration is recommending the elimination of two (2) Instructional Assistant I positions.

Employees affected by this action will receive a 60-day notice of layoff and be placed on a reemployment list for no less than 39-months.

Administration has brought forward the following recommendations to the Board.

**RECOMMENDATION:**

It is recommended that the Board of Education approve elimination of the following positions effective June 18, 2015:

- Two (2) Instructional Assistant I positions
  - 3.5 FTE / 9-month

**FISCAL IMPACT:**

Encroachment to PRIDE Academy School's Title I and SLIB funding will be decreased by \$22,115 by eliminating two (2) Instructional Assistant I positions.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.5.4.

**SANTEE SCHOOL DISTRICT**  
**Resolution No. 1415-21**

ELIMINATION OF  
CLASSIFIED NON-MANAGEMENT POSITIONS

**WHEREAS**, administration is recommending that two (2) Instructional Assistant I positions be eliminated due to the lack of a secured funding source at PRIDE Academy School; and

**WHEREAS**, the Governing Board has determined that elimination of positions are necessary;

**NOW, THEREFORE, BE IT RESOLVED** that as of the 21<sup>st</sup> day of April 2015, the Governing Board of Santee School District approved the elimination of the following positions effective June 18, 2015:

- Two (2) Instructional Assistant I positions
  - 3.5 FTE / 9-month

**BE IT FURTHER RESOLVED** that the Board authorizes the District Superintendent to give notice to the affected classified employees that their position will be eliminated and/or reduced in work hours/year pursuant to applicable provisions of the Education Code of the State of California, such notice to be given sixty (60) days prior to the effective date of reduction/layoff as set forth above.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 21<sup>st</sup> day of April 2015, by the following vote:

**AYES:** \_\_\_\_\_

**NOES:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

Dated 4/21/15

\_\_\_\_\_  
Clerk, Board of Education

Consent Item E.5.5. Adoption of Resolution No. 1415-22, Declaring May 13, 2015 as Santee School District's Day of the Teacher

Prepared by Tim Larson  
April 21, 2015

**BACKGROUND:**

Certificated employees who we fondly refer to as teachers, provide instruction to students and create a learning environment supported by caring, warmth, empathy, and understanding. Therefore, these employees deserve recognition for their dedication, tenacity, and creativity in the delivery of instruction to best meet the needs of all learners.

**RECOMMENDATION:**

It is recommended that the Board of Education recognize certificated employees by declaring May 13, 2015 as Santee School District's "Day of the Teacher."

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

Teachers are the foundation of student achievement.

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

Agenda Item E.5.5.

# SANTEE SCHOOL DISTRICT

Resolution # 1415-22

## Resolution of the Santee School District Board of Education Declaring May 13, 2015 as the Day of the Teacher in Santee School District

**WHEREAS**, education is the most vital activity we as a society undertake to ensure the well-being of the nation;

**WHEREAS**, education is dependent in large part on the talent and commitment of teachers;

**WHEREAS**, teaching is a profession characterized by skill, knowledge, discipline, tenacity and creativity in the delivery of instruction;

**WHEREAS**, teachers are a source of caring, concern, understanding, empathy and warmth;

**WHEREAS**, teachers deserve widespread recognition and gratitude for their performance;

**WHEREAS**, teachers in the Santee School District exemplify all of these qualities;

**WHEREAS**, teachers in the Santee School District educate and motivate students who have not succeeded in other educational settings or have special needs that require unique skills and compassion; and

**WHEREAS**, teachers at the Santee School District have made a crucial difference in the lives of all students:

**NOW, THEREFORE, BE IT RESOLVED** that the Santee School District Board of Education and District Superintendent declare May 13, 2015 as the "Day of the Teacher" in Santee School District; and

**BE IT FURTHER RESOLVED** that the Santee School District Board of Education and County Superintendent of Schools encourage the community of Santee to recognize and honor Santee School District teachers on this day.

**PASSED AND ADOPTED** this 21<sup>st</sup> day of April, 2015 at a regular meeting of the Santee School District Board of Education.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 21<sup>st</sup> day of April, 2015 by the following vote:

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_

Dated April 21, 2015

\_\_\_\_\_  
Clerk, Board of Education

Consent Item E.5.6. Adoption of Resolution No. 1415-23, Declaring May 17 - 23, 2015 as Classified School Employees Week

Prepared by Tim Larson  
April 21, 2015

**BACKGROUND:**

Classified employees serve, assist, and provide support to children and fellow employees of the Santee School District. Classified employees deserve recognition and public celebration of their caring deeds and contributions.

**RECOMMENDATION:**

Administration recommends that the Board recognize classified employees and commend all classified employees for their service by declaring May 17 - 23, 2015 as Santee School District's "Classified School Employees Week."

**FISCAL IMPACT:**

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

**STUDENT ACHIEVEMENT IMPACT:**

Classified employees provide support to staff and students.

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

Agenda Item E.5.6.

# SANTEE SCHOOL DISTRICT

Resolution # 1415-23

## Resolution of the Santee School District Board of Education Declaring May 17 – 23, 2015 as Classified School Employees Week in Santee School District

**WHEREAS**, education is the most vital activity we as a society undertake to ensure the well-being of the nation;

**WHEREAS**, classified school employees assist the Santee School District in its commitment to provide quality educational programs and services to the children of the Santee community;

**WHEREAS**, classified school employees, individually and collectively, set an exemplary standard of performance and commitment;

**WHEREAS**, classified school employees provide knowledge, skills and expertise that are relied upon throughout the organization; and

**WHEREAS**, classified school employees deserve rightful recognition and public celebration of their caring, their deeds, and their incalculable contributions to the children of the Santee School District:

**NOW, THEREFORE, BE IT RESOLVED** that the Santee School District Board of Education and District Superintendent hereby express their gratitude and commend all classified employees for their service to the Santee School District by declaring the week of May 17 - 23, 2015 as "Classified School Employees Week" in Santee School District.

**PASSED AND ADOPTED** this 21<sup>st</sup> day of April, 2015 at a regular meeting of the Santee School District Board of Education.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 21<sup>st</sup> day of April, 2015 by the following vote:

**AYES:** \_\_\_\_\_  
**NOES:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_

Dated April 21, 2015

\_\_\_\_\_  
Clerk, Board of Education

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

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



Discussion and/or Action Item F.1.1.  
Prepared by Karl Christensen  
April 21, 2015

Amendment No. 17b to Lease-Leaseback Agreement with Balfour Beatty Construction, Approval of Final Guaranteed Maximum Price, and Authorization to Enter Into Contracts for Pepper Drive Administration/Learning Resource Center Construction Project

## **BACKGROUND:**

On December 16, 2014, the Board of Education approved Amendment No. 17 to the Lease-Leaseback Agreement with Balfour Beatty Construction (BBC) for the Pepper Drive School Administration/Learning Resource Center construction project with a preliminary guaranteed maximum price (PGMP) of \$3,098,008 (LLB Amendment 17).

LLB Amendment 17 contained conditional provisions for the project since funding had not yet been secured. Since that time, escrow on the Renzulli property has closed and the State Joint-Use Grant for \$1,063,026 was received on February 18, 2015.

Over the course of the last few months, the project team has worked diligently on planning and refining the project. The project was put out to bid and results were reviewed by BBC and District staff. With this information, the Final Guaranteed Maximum Price (GMP) for the project has been developed and includes the following components:

- Sub-Contractor costs = \$2,701,783
- General Conditions for staffing and oversight as well as Bond and Insurance costs = \$307,197
- Contractor Fee of 3.5% = \$108,624
- Pre-Construction Services = \$40,942
- Shared Contingency of 3.5% = \$94,562 (any remaining balance at the end of the project reverts to District [2/3] and Contractor [1/3])
- Owner's Contingency of 3.5% = \$94,562 (any remaining balance at the end of the project reverts to the District)
- Less: 1/3 share of Builders Risk Insurance = \$1,980
- Final Guaranteed Maximum Price = \$3,345,691

## **RECOMMENDATION:**

It is recommended that the Board of Education approve Amendment No. 17b to Lease-Leaseback Agreement with Balfour Beatty Construction with Final Guaranteed Maximum Price and Authorize BBC to Enter into Contracts for the Pepper Drive School Administration/LRC Construction Project.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is \$3,345,691 for construction with a total project cost, including soft costs, estimated at \$3,762,116.

**STUDENT ACHIEVEMENT IMPACT:**

This is a fiscal item related to facilities. All fiscal resources impact student achievement.

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

Agenda Item F.1.1.

**SEVENTEENTH AMENDMENT, PART B  
(PHASE VII – PEPPER DRIVE SCHOOL LEARNING RESOURCE  
CENTER/ADMINISTRATION BUILDING ADDITION) TO  
CONSTRUCTION SERVICES AGREEMENT FOR LEASE-LEASEBACK**

This Seventeenth Amendment, Part B (Phase VII – Pepper Drive School – Learning Resource Center/Administration Building Addition) to Construction Services Agreement for Lease-Leaseback is made and entered into this 21<sup>st</sup> day of April, 2015, by and between the SANTEE SCHOOL DISTRICT (the "District") and Balfour Beatty Construction, LLC (the "Builder") as follows:

WHEREAS, the governing board of the District adopted a Seventeenth Amendment at its meeting on December 16, 2014, in order to contract with Builder for the construction of the Pepper Drive School Learning Resource Center/Administration Building (the "Project"); and

WHEREAS, the District issued a Notice to Proceed concurrent with the adoption of the Seventeenth Amendment with a start date of June 19, 2015; and

WHEREAS, since adoption of the Seventeenth Amendment, the District has secured the necessary funding to enable it to finalize contracts with subcontractors or trade contractors for the Project; and

WHEREAS, pursuant to the terms of the Seventeenth Amendment, the governing board of the District now intends to finalize the Guaranteed Maximum Price for the Project and to issue Builder an Authorization to Enter into Contracts in order for work on the Project to commence by the Start Date of June 19, 2015; and

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

1. All sections of the Seventeenth Amendment shall be incorporated into this Seventeenth Amendment, Part B and shall remain in full force and effect, except as specifically set forth below.

2. Section 6 of the Lease-Leaseback Agreement for the Phase VII – Pepper Drive School Learning Resource Center/Administration Building Addition Phase of the Project shall be as follows:

6. The Guaranteed Maximum Price (GMP) for the Phase VII – Pepper Drive School Learning Resource Center/Administration Building Addition Phase of the Project shall be Three Million Three Hundred Forty Five Thousand Six Hundred Ninety One and 00/100 (\$3,345,691), based upon the Construction and Scope of Work set forth in Exhibit A of this Agreement. The GMP is based upon DSA approved plans and specifications defined in "Exhibit A-Lease-Leaseback Agreement

Seventeenth Amendment (Phase VII – Pepper Drive School Learning Resource Center/Administration Building Addition)” and includes 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 B 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 (3.5%) on Construction Costs, subject to increase through Owner accepted Project savings.

The GMP also includes the general conditions listed in Exhibit C hereof, except for those listed as Owner or Reimbursable 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 April 21<sup>st</sup>, 2015, based upon final plans and specifications for the Phase VII – Pepper Drive School Learning Resource Center/Administration Building Addition phase of the Project. Once approved by the District, the Builder’s proposal for the GMP for Phase VII – Pepper Drive School Learning Resource Center/Administration Building Addition and subsequent phases of the Project shall constitute amendments to this Agreement. The District will also maintain its own contingency of three and one half percent (3.5%) (“Owner contingency”) which is included in the Builder’s GMP. Value engineered items after the GMP shall go one hundred percent (100%) to the Builder’s contingency. The Builder shall assume the risk of cost overruns which were 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 this Agreement and the Sublease shall be commensurate with the GMP. Unused allowances for the Learning Resource Center/Administration Building Addition SWPPP Implementation, Monitoring, Maintenance & Removal will revert direct to Owner contingency. Savings or increase on buyout of allowances will revert to or be funded from Owner contingency.

The District will issue its Authorization to Enter Into Contracts at its April 21<sup>st</sup>, 2015 meeting which will authorize Builder to finalize contracts with subcontractors/trade contractors or otherwise to bind the District to contracts for the Learning Resource Center/Administration Building Addition.

The remaining provisions of Section 6 of the Lease-Leaseback Agreement shall be as set forth in the Lease-Leaseback Agreement.

*IN WITNESS WHEREOF*, the parties have, by their duly authorized representatives, executed this Seventeenth Amendment Part B (Phase VII – Pepper Drive School Learning Resource Center/Administration Building Addition), in duplicate, as of the day and year first above written and agree that this Amendment, Part B shall constitute binding modifications to the Lease-Leaseback Documents.

**BUILDER/CORPORATION:**

**BALFOUR BEATTY CONSTRUCTION, LLC**

BY: \_\_\_\_\_  
Brian Cahill, President

Dated: \_\_\_\_\_

**DISTRICT:**

**SANTEE SCHOOL DISTRICT**

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

Dated: \_\_\_\_\_

**SANTEE SCHOOL DISTRICT  
PEPPER DRIVE SCHOOL - ADMIN/LRC BUILDING  
GUARANTEED MAXIMUM PRICE (GMP)**

	DESCRIPTION	April 2015 CURRENT GMP	NOTES FROM 2015 PGMP
1	BID PACKAGE #1 - SURVEY & STAKING	\$7,000	
2	BID PACKAGE #2 - DEMOLITION/ABATEMENT	\$32,711	
3	BID PACKAGE #3 - GRADING	\$36,800	
4	NO BID PACKAGE - ASPHALT	\$0	
5	BID PACKAGE #4 - LANDSCAPE & IRRIGATION	\$132,525	
6	BID PACKAGE #5 - CONCRETE	\$368,432	
7	BID PACKAGE #6 - STEEL	\$73,654	
8	BID PACKAGE #7 - ROUGH CARPENTRY	\$319,000	
9	BID PACKAGE #8 - FINISH CARPENTRY	\$58,750	
10	BID PACKAGE #9 - SHEET METAL	\$63,000	
11	BID PACKAGE #10 - ROOFING	\$49,200	
12	BID PACKAGE #11 - DOORS	\$133,400	
13	BID PACKAGE #12 - GLAZING	\$31,800	
14	BID PACKAGE #13 - FINISHES	\$439,200	
15	BID PACKAGE #14 - PAINT	\$23,485	
16	BID PACKAGE #15 - FLOOR COVERINGS	\$43,168	
17	BID PACKAGE #16 - SPECIALTIES	\$41,800	
18	BID PACKAGE #17 - FIRE SPRINKLERS	\$38,888	
19	BID PACKAGE #18 - PLUMBING	\$188,000	
20	BID PACKAGE #19 - HVAC	\$189,300	
21	BID PACKAGE #20 - ELECTRICAL	\$399,065	
22	EXTERIOR SOLAR LIGHTS (ALLOWANCE)	\$32,605	Owner Allowance
23	SWPPP (ALLOWANCE)	\$0	(From Owner's Contingency if required.)
24	MISC. NOT IN TRADE SCOPE	\$0	(From Owner's Contingency if required.)
25	MOISTURE BARRIER - FLOORING (ALLOWANCE)	\$0	(From Owner's Contingency if required.)
26	<b>SUBTOTAL CONSTRUCTION HARD COSTS</b>	<b>\$2,701,783</b>	
27	<b>CONTRACTORS CONTINGENCY @ 3.5% OF HARD COSTS</b>	<b>\$94,562</b>	
28	<b>SUBTOTAL CONSTRUCTION HARD COSTS W/CONTRACTORS CONTINGENCY</b>	<b>\$2,796,345</b>	
29	<b>GENERAL CONDITIONS WITH BONDS &amp; INSURANCE</b>	<b>\$307,197</b>	
30	<b>SUBTOTAL CONSTRUCTION HARD COSTS, CONTRACTORS CONTINGENCY &amp; GENERAL CONDITIONS</b>	<b>\$3,103,542</b>	
31	<b>FEE @ 3.5%</b>	<b>\$108,624</b>	
32	<b>SUBTOTAL GMP (OWNER'S CONTINGENCY NIC)</b>	<b>\$3,212,166</b>	
33	<b>COC INSURANCE - CONTRACTOR'S SHARE AT 1/3 OF ACTUAL COC COST</b>	<b>(\$1,980)</b>	-1/3 Based on quote from BBT 4/2 for \$5,940
34	<b>SUBTOTAL GMP (OWNER'S CONTINGENCY NIC)</b>	<b>\$3,210,186</b>	
35	<b>OWNER CONTINGENCY @ 3.5% OF HARD COSTS</b>	<b>\$94,562</b>	
36	<b>PRECONSTRUCTION SERVICES</b>	<b>\$40,942</b>	
37	<b>TOTAL GUARANTEED MAXIMUM PRICE INCLUDING OWNER CONTINGENCY **</b>	<b>\$3,345,691</b>	

## **Attachment "1" to Seventeenth Amendment**

### **EXHIBIT A-LEASE-LEASEBACK AGREEMENT SEVENTEENTH AMENDMENT (PHASE VI)**

#### **SCOPE OF WORK**

#### **PHASE VI- PEPPER DRIVE SCHOOL LEARNING RESOURCE CENTER/ADMINISTRATION BUILDING**

This project consists of the construction of a new single story building – the new Administration/Teacher Training and Learning Resource Center and associated site work at the existing Pepper Drive School campus located at 1935 Marlinda Way, El Cajon, CA 92021.

#### **New Construction**

The project consists of building a new Administration/Teacher Training and Learning Resource Center with approximately 6,500 sq. ft. of new construction. Work to include wood-stud framing in addition to structural steel supports: complete with all new ceilings, flooring, tack panel, paint, exterior stucco, electrical/data, plumbing, new rooftop HVAC package units, concrete site work, landscaping and irrigation; all as shown per the contract documents indicated on "Attachment 1-continued", as modified by this Amendment and the Construction Service Agreement for Lease Lease-Back dated 2/2/08.

#### **Work not included in Guaranteed Maximum Price (GMP):**

1. Division 1 requirements other than as modified by the Construction Services Agreement for Lease Lease-Back Services.
2. Any errors or omissions in the contract documents.
3. Demolition, hazmat abatement and removal not indicated in the contract documents not included.
4. Removal and replacement of finishes, hard scape and landscape other than as shown on plans. Repair of damage caused by construction shall be included.
5. Repair to any existing conditions not expressly shown on the contract documents. Repair of damage caused by construction shall be included.
6. Balfour Beatty Construction shall not be responsible for any schedule and/or financial impacts as a result of untimely deletion or addition of work.
7. Balfour Beatty Construction 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, notice to proceeds, etc.
8. Demolition, removal and patch back of any double layer of asphalt and petro mats not shown in contract documents.
9. Any costs, delays or additional work, or repairs or damages caused by District Vendors, City Services or Utilities. Including but not limited to Helix Water District, SDGE, COX, AT&T.
10. Any costs, delays or additional requirements caused by Owner and/or Architect due to inadequate coordination with outside entities, (ie. Local Fire Marshall, Architect, Consultants, SDG&E, Helix Water District, District's Moving Company, FAA, etc).
11. Excludes unforeseen soils conditions not identified in the soils report.
12. Relocation of utilities due to over excavation exceeding the soils report recommendation.
13. Costs and/or delays for re-procuring or rebidding work due to subcontractors, vendors, suppliers, etc., not maintaining or holding their bid price from bid day up to the point of acceptance of a fully executed subcontract agreement and or change orders, inclusive of 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 (at end of construction) until fully expended, then owner's contingency will be used for any remaining amount.
14. Relocation of irrigation work not shown and repair to existing irrigation and control wiring not shown in the documents are not included. BBC shall provide due diligence to locate and protect existing irrigation and control wiring.
15. Installation of owner furnished equipment, including projectors, smart boards, etc., that are not identified within the contract documents.
16. DSA closeout requirements to be managed and submitted by the Inspector of Record and Architect of Record.
17. All Ornamental Fencing and Gates, Chain Link Fencing and Gates, and all Hardware for Fencing, to be provided and installed by District.
18. Offsite work for utilities including SDG&E, Cox, AT&T, City of El Cajon, Helix Water District, etc.
19. Installation of new new water line that is shown on the drawings. This water line was already installed with Ten Classroom project.

**Attachment "1" to Seventeenth Amendment**

EXHIBIT A-LEASE-LEASEBACK AGREEMENT  
SEVENTEENTH AMENDMENT (PHASE VI)

SCOPE OF WORK

PHASE VI- PEPPER DRIVE SCHOOL LEARNING RESOURCE CENTER/ADMINISTRATION BUILDING

20. Book stacks in the library are to be provided and installed by the District.
21. Any required improvements or temporary utilities for the relocation of the temporary administration and/or health office.
22. Bells and clocks, to be provided and installed by the District.
23. No costs have been added for moisture protection for the flooring.
24. Any work in the existing parking lot previously completed in the ten classroom addition project.

**Qualifications/Clarifications to Guaranteed Maximum Price (GMP):**

1. District to relocate current administration and health offices temporary locations, including provide all renovations and temporary electrical, data, etc.
2. All work pertaining to SWPPP, SWPPP Implementation, Maintenance, Monitoring, Removal and Weather Protection shall be paid out of the Owner Contingency.
3. There is no fencing shown for the Keystone retaining wall and is not included in the GMP



**Attachment "1" - continued**

**EXHIBIT A-LEASE-LEASEBACK AGREEMENT  
SEVENTEENTH AMENDMENT (PHASE VI)**

**CONTRACT DOCUMENTS, SPECIFICATIONS AND DRAWING LIST**

<b>Sheet</b>	<b>Description</b>	<b>Date</b>
SPEC BOOK	Specifications for Pepper Drive School Administration/LRC/Teacher Training prepared by Webb Cleff Architecture and Engineering, Inc.	11/30/2012
HAZMAT REPORT	Pepper Drive School prepared by Western Environmental & Safety Technologies LLC	11/30/2012
GEOTECHNICAL EVALUATION	Pepper Drive School prepared by Ninyo & Moore	10/26/2012
ADDENDUM No. 1	Admin/LRC Teacher Training. Prepared by Webb Cleff Architecture and Engineering, Inc.	3/9/2015
ADDENDUM No. 5	Admin/LRC Teacher Training. Prepared by Webb Cleff Architecture and Engineering, Inc.	3/26/2015

<b>Sheet</b>	<b>Description</b>	<b>Date</b>
<u>Title Sheets</u>		
T-1	Title Sheet	5/29/2013
<u>Civil Sheets</u>		
C-0	Civil Title Sheet	5/29/2013
C-1	Demo	5/29/2013
C-2	Grading Plan	5/29/2013
C-3.1	Utility Plan-Demo	5/29/2013
C3.2	Utility Plan-New Work	5/29/2013
C-5	Details	5/29/2013
<u>Landscape</u>		
L-1	Irrigation Plan	5/29/2013
L-2	Irrigation Notes & Details	5/29/2013
L-3	Planting Plan	5/29/2013
<u>Architectural</u>		
A-0.1	Code Analysis / Access Site Plan	5/29/2013
A-0.2	Fire Access Site Plan	5/29/2013

Attachment "1" - continued

EXHIBIT A-LEASE-LEASEBACK AGREEMENT  
SEVENTEENTH AMENDMENT (PHASE VI)

CONTRACT DOCUMENTS, SPECIFICATIONS AND DRAWING LIST

Sheet	Description	Date
A-0.3	Exiting / Sinage Plan / Wall Types	5/29/2013
A-1.0	Enlarged Site Plan	5/29/2013
A-2.0	Floorplan	5/29/2013
A-2.1	Dimensioned Floorplan	5/29/2013
A-2.2	Enlarged Plans	5/29/2013
A-3.0	Reflected Ceiling Plan	5/29/2013
A-4.0	Roof Plan	5/29/2013
A-5.0	Exterior Elevations	5/29/2013
A-6.0	Building Sections	5/29/2013
A-7.0	Interior Elevations	5/29/2013
A-7.1	Interior Elevations	5/29/2013
A-7.2	Interior Elevations	5/29/2013
A-8.0	Door / Window Schedules	5/29/2013
A-9.0	Room Finishes	5/29/2013
A-10.0	Site details	5/29/2013
A-20.0	Wall Types & Details	5/29/2013
A-20.1	Plan Details	5/29/2013
A-30.0	Reflected Ceiling Plan Details	5/29/2013
A-40.0	Roof details	5/29/2013
A-50.0	Exterior Building Details	5/29/2013
A-60.0	Wall Sections	5/29/2013
A-60.1	Wall Sections	5/29/2013
A-60.2	Wall Sections	5/29/2013
A-60.3	Wall Sections	5/29/2013
A-60.4	Wall Sections	5/29/2013
A-70.0	Cabiinet Details	5/29/2013
A-80.0	Jamb/Head/Sill Details	5/29/2013
<u>Structural</u>		
S-0.1	General Notes	5/29/2013
S-0.2	General Notes	5/29/2013
S-1.1	Typical Details - Foundation	5/29/2013
S-1.2	Typical Details	5/29/2013
S-1.3	Typical Details	5/29/2013
S-1.4	Typical Details	5/29/2013
S-2.1	Foundation Plan	5/29/2013
S-2.2	Roof Framing Plan	5/29/2013

Attachment "1" - continued

EXHIBIT A-LEASE-LEASEBACK AGREEMENT  
SEVENTEENTH AMENDMENT (PHASE VI)

CONTRACT DOCUMENTS, SPECIFICATIONS AND DRAWING LIST

Sheet	Description	Date
S-4.1	Foundation Details	5/29/2013
S-5.1	Framing Details	5/29/2013
S-5.2	Structural Details	5/29/2013
S-5.3	Structural Details	5/29/2013
<u>Plumbing</u>		
P-1.0	Plumbing Schedule and Calculations	5/29/2013
P-1.1	Plumbing Details	5/29/2013
P-1.2	Plumbing Details	5/29/2013
P-2.0	Plumbing Demolition Site Gas plan	5/29/2013
P-2.1	Plumbing New Site Gas Plan	5/29/2013
P-2.2	Plumbing Sewer and Vent Floor Plan	5/29/2013
P-2.3	Plumbing CW and HW Floor Plan	5/29/2013
P-2.4	Plumbing Gas, CD & RD Floor Plan	5/29/2013
P-3.0	Plumbing Roof Plan	5/29/2013
<u>Mechanical</u>		
M-1.0	Mechanical Schedule and Legend	5/29/2013
M-1.1	Mechanical Notes & Details	5/29/2013
M-1.2	Mechanical Details	5/29/2013
M-1.3	Mechanical Details	5/29/2013
M-1.4	Mechanical Controls	5/29/2013
M-1.5	Mechanical Controls	5/29/2013
M-2.0	Mechanical New Floorplan	5/29/2013
M-3.0	Mechanical Roof Plan	5/29/2013
<u>Electrical</u>		
E-0.1	Electrical Symbols and Notes	5/29/2013
E-0.2	Title 24 Calculations	5/29/2013
E-0.3	Title 24 Calculations and Fixture Schedule	5/29/2013
E-1.1	Site Electrical Demolition Plan	5/29/2013
E-1.2	Site Electrical Plan	5/29/2013
E-2.1	Single Line Diagram	5/29/2013
E-2.2	Panel Schedules	5/29/2013
E-3.1	Lighting Plan	5/29/2013
E-3.2	Power Plan	5/29/2013
E-3.3	Roof Electrical Plan	5/29/2013

Attachment "1" - continued

EXHIBIT A-LEASE-LEASEBACK AGREEMENT  
SEVENTEENTH AMENDMENT (PHASE VI)

CONTRACT DOCUMENTS, SPECIFICATIONS AND DRAWING LIST

Sheet	Description	Date
E-3.4	Communications Plan	5/29/2013
E-4.1	Enlarged Electrical Plans and Details	5/29/2013
E-4.2	Electrical Details	5/29/2013
E-4.3	Electrical Details	5/29/2013
E-4.4	Electrical Details	5/29/2013
E-5.1	Communications Diagrams	5/29/2013
FA-0.1	Fire Alarm Symbols & Notes	5/29/2013
FA-0.2	Fire Alarm Riser Diagram	5/29/2013
FA-0.3	New Fire Alarm Riser Diagram	5/29/2013
FA-1.1	Fire Alarm Site Plan	5/29/2013
FA-2.1	Fire Alarm Plan	5/29/2013
<u>Fire Spinklers</u>		
FS-0.1	Site Plan - Notes	5/29/2013
FS-0.2	Fire Sprinkler Piping Plan	5/29/2013
FS-0.3	Reflected Ceiling Plan	5/29/2013
FS-0.4	Detail Sheet	5/29/2013
<u>Title 24</u>		
T24.1	Title 24 Calculations	5/29/2013
T24.2	Title 24 Calculations	5/29/2013
T24.3	Title 24 Calculations	5/29/2013

**AUTHORIZATION**  
**TO ENTER INTO CONTRACTS**

**School District:** Santee School District  
9625 Cuyamaca Street  
Santee, California 92071  
Attn: Cathy A. Pierce, Ed. D., Superintendent  
Phone Number:  
Fax Number:

**Project:** Phase VII – Pepper Drive School – Learning Resource Center/Administration  
Building Addition

**Date:** April 21, 2015

**Contractor Name & Address:** Balfour Beatty Construction  
10620 Trenea Street, Suite 300  
San Diego, CA 92131  
Attn: Brian Cahill, President  
Phone Number:  
Fax Number:

**Start Date:** June 19, 2015 Time: \_\_\_\_\_ a.m.

**Other Special Notices or Instructions:** This Authorization to Enter Into Contracts Notice to Proceed has been issued in conjunction with the Notice to Proceed issued December 16, 2014 and authorizes Contractor to enter into contracts with trade/subcontractors in order to commence work on the Start Date set forth above.

**SANTEE SCHOOL DISTRICT:**

By \_\_\_\_\_ Date: 4/21/15  
Cathy A. Pierce Ed.D.  
Its Superintendent

**CONTRACTOR'S ACKNOWLEDGMENT**

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

- Devices for Students - Grade 6 to 8

Prepared by Dr. Stephanie Pierce  
April 21, 2015

## **BACKGROUND:**

The 1:1 Digital Learning Program is an opportunity for learners to engage in a purposeful academic environment with challenging curriculum. The District has already provided iPad Air to teachers, vice-principals, principals, technology staff and district curriculum leaders. In 2014-15, we provided iPad Air devices to all 3<sup>rd</sup> through 5<sup>th</sup> grade students. We recommended the iPad Air for 3<sup>rd</sup> through 5<sup>th</sup> grade students given the creative tools, interactive books, and wealth of educational apps and content.

The iPad provides endless learning possibilities aligned to Common Core State Standards. For the 2015-16 school year, we have several decision points for selecting iPads as devices for grades 6-8 students:

### **1. Student Learning:**

- a. iPads can access an extensive amount of diverse, robust, and creative instructional apps that empower, enhance, and engage students with their learning
  - i. High-quality instructional apps for Windows devices are more limited
- b. iPads can run Office Suite: Word, PowerPoint, and Excel

### **2. Device Durability and Quality:**

- a. The durability and quality of the iPad has been tested in numerous large-scale deployments across the US as well as in Santee; their durability and quality has been unsurpassed
- b. Large-scale deployments of Windows devices in classroom environments are largely untested and continue to evolve as new products hit the market

### **3. Protective Cover:**

- a. We have identified and purchased specially-created covers to protect the iPad from damage
- b. A similar cover for Windows devices has not been identified or tested

### **4. Costs:**

- a. The LCAP budget includes cost of iPads and apps
- b. The Surface Pro is several hundred dollars more expensive than the iPad and the cost of apps would add additional costs not currently budgeted

### **5. Combo Classes:**

- a. One of the main LCAP goals is to provide students a device to access instructional resources and various District-wide apps; having two different devices as the core device could be more difficult for a combo teacher

### **6. Parents/Guardians:**

- a. Having children in different grade levels with different devices could create undue stress on some parents/guardians when trying to assess their children's progress and assist with classroom work

7. **Enrollment Shifts:**
  - a. Having the same device K-8 allows for easy movement of devices between grade levels when grade level enrollment shifts
8. **Device Management and Standardization:**
  - a. District infrastructure is currently set up to manage iPads and Apps through the content filter and the Mobile Device Management System
  - b. Technology Operations Staff and Curriculum Resource Teachers are equipped and trained to support and manage student IPADS
  - c. Adding a different device would require support staff reconfiguration, division of workflow assignments, changes to infrastructure equipment and systems, and possibly additional support staff members
    - i. The benefits of economies of scale would erode
9. **Company Commitment and Support:**
  - a. Apple has demonstrated their unwavering commitment and support for our implementation of iPads
  - b. We are still trying to reconcile and recoup the purchase of a small quantity of Unobooks (Windows devices)
10. **Future Considerations:**
  - a. Although we hope to get a longer lifespan from the iPads, currently they are on a 4 year refresh cycle; the lifespan of Windows devices are often shorter
  - b. As other devices become available, we will assess and evaluate their feasibility

## **RECOMMENDATION:**

Administration recommends approval of the purchase of iPad Air, case, and keyboard for students in grades 6 -8, including combination classes for the 2015-16 school year not to exceed the amount budgeted.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students
- Provide a safe, engaging environment that promotes creativity, innovation and personalized learning.

## **FISCAL IMPACT:**

Funding for these devices, up to \$1,189,034 will come from Base Grant and Supplemental Grant portions of the Local Control Funding Formula (LCFF).

**Current Estimate**

<b>Description</b>	<b>Qty.</b>	<b>Price</b>	<b>Sub-Total</b>	<b>Sales Tax</b>	<b>Total</b>
iPad Air 16GB Wi-Fi - Space Grey (10 Pack)	225	\$3,740.00	\$841,500.00	\$67,320.00	\$908,820.00
UZBL Shockwave Case - Black	2250	\$33.00	\$74,250.00	\$5,940.00	\$80,190.00
Belkin Wired iPad Keyboard	2250	\$38.00	\$85,500.00	\$6,840.00	\$92,340.00
					\$1,081,350.00
CA Recycle Fee (iPad)					\$6,750.00
<b>TOTAL</b>					<b>\$1,088,100.00</b>

**STUDENT ACHIEVEMENT IMPACT:**

These devices will serve as an integral component of daily instruction, providing students a purposeful academic environment with challenging curriculum that is student-centered and focused on inquiry-based learning.

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

Agenda Item F.2.1.



Discussion and/or Action Item F.2.2.

Approval for Digital Learning Program:

- Mobile Management System
- Apple Onsite Deployment Services

Prepared by Dr. Stephanie Pierce  
April 21, 2015

## **BACKGROUND:**

The 1:1 Digital Learning Program is an opportunity for learners to engage in a purposeful academic environment with challenging curriculum. The District has already provided iPad Air to teachers, vice-principals, principals, technology staff and district curriculum leaders. In 2014-15, we provided iPad Air devices to all 3<sup>rd</sup> through 5<sup>th</sup> grade students. We recommended the iPad Air for 3<sup>rd</sup> through 5<sup>th</sup> grade students given the creative tools, interactive books, and wealth of educational apps and content. The iPad provided endless learning possibilities aligned to Common Core State Standards.

Distribution of the iPad Airs to students will be carried out in three (3) phases.

<b>Phase</b>	<b>School Year</b>	<b>Grade Levels</b>
One	2014-15	3-5 *
Two	2015-16	6-8
Three	2016-17	K-2

\* includes 2/3 and 5/6  
combination classes

As with the purchase of iPad Air devices in Phase One for grades 3 - 5, we purchased the LightSpeed Mobile Device Management (MDM) Software License for each device. With this phase two for grades 6- 8, there is a need to have additional MDM licenses for these devices and the following deployment services for this next deployment.

- **LightSpeed Mobile Device Management (MDM) Software License:** The MDM Software will allow the District to roll out, manage, and safely implement the iPad devices to the students. Using the MDM software, the District can set device management and configuration policies at multiple levels (district, school, classroom, group, and device). It will also centralize device inventory, remote lock, device wipe, and also force user authentication. When paired with Apple's Device Enrollment Program (DEP), it will ensure both student and device safety.

LightSpeed MDM is used by school districts that have deployed student iPads including San Diego Unified and Fullerton Unified School District.

- **Apple Onsite Deployment Services:** Apple Professional Services (APS) will provide Santee School District with the deployment services for up to 2,500 iPad devices in accordance with the Apple iPad Deployment Services Scope of Work.

Scope of Work will include device unboxing, asset tagging, casing, iOS update and app installation. Deployment service is expected to be completed in six (6) working days but no more than eight (8) working days.

**RECOMMENDATION:**

Administration recommends approval of the mobile management software and Apple Deployment Services listed above.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Provide a safe, engaging environment that promotes creativity, innovation and personalized learning.

**FISCAL IMPACT:**

Funding for these software and services will come from Local Control Funding Formula (LCFF).

Description	Qty.	Price	Sub-Total	Sales Tax	Total
LightSpeed MDM Licenses	2250	\$12.00	\$27,000.00	\$0.00	\$27,000.00
Apple Onsite Deployment Services	2250	\$10.75	\$24,187.50	\$1,935.00	\$26,122.50
<b>TOTAL</b>					<b>\$53,122.50</b>

**STUDENT ACHIEVEMENT IMPACT:**

These devices will provide student with a 1:1 digital learning environment. The Digital Learning Program will support students in a purposeful academic environment with challenging curriculum that is student-centered and focused on inquiry-based learning.

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

**BACKGROUND:**

The District’s Local Control Accountability Plan and multi-year budget anticipated that IPADs for Grades 6 through 8 would be purchased in the 2015-16 fiscal year. In order to provide sufficient time for staff to configure and deploy these IPADs for use by students during the first trimester of the 2015-16 school year, it is necessary to purchase the IPADs prior to July 1.

Administration recommends revising the 2014-15 Budget to include this purchase. This revision will have minimal impact to the Multi-Year Projection as it merely shifts one-time costs from 2015-16 into 2014-15. Details of the proposed budget revision are as follows:

<b>Description</b>	<b>Quantity</b>	<b>Per Unit</b>	<b>Extended Cost</b>
IPADs	2,250	\$374.00	\$841,500.00
Cases	2,250	\$33.00	\$74,250.00
Keyboards	2,250	\$38.00	\$85,500.00
Sales Tax on Above	0.08		\$80,100.00
IOS Support	1	\$15,996.00	\$15,996.00
Software, Configuration, and Deployment Support from Apple	2,250	\$10.75	\$24,187.50
Recycling Fee	2,250	\$3.00	\$6,750.00
Instructional APPs	2,250	\$15.00	\$33,750.00
Mobile Device Management System	2,250	\$12.00	\$27,000.00
<b>Total Estimated Cost and 2014-15 Budget Revision</b>			<b>\$1,189,033.50</b>

**RECOMMENDATION:**

It is recommended that the Board of Education approve the revision to 2014-15 budget in the amount of \$1,189,034 for purchase of IPADs for Grades 6 through 8 students.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact of \$1,189,034 shifted as a cost from 2015-16 budget to 2014-15 budget.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.3.1.

**BACKGROUND:**

On December 13, 2010 the President signed reauthorization legislation that governs all Child Nutrition Programs. The legislation includes a regulation requiring School Food Authorities to adjust their average lunch pricing using a multiplier of 2% plus an inflation factor. The purpose of this new regulation is to ensure that Federal Reimbursements for free and reduced priced meals are not subsidizing other Child Nutrition programs, including the Full Price meal program.

In response to this new regulation, the Board approved increasing the paid lunch price from \$2.25 to \$2.50 at the March 19, 2013 meeting to be effective at the beginning of the 2013-14 school year. Below is a summary of reimbursements received and amounts currently paid by students for each meal price category:

<u>Meal</u>	<u>Category</u>	<u>Federal Reimbursement Per Meal</u>	<u>State Reimbursement Per Meal</u>	<u>Student Paid Amount per Meal</u>
<i>Breakfast</i>	Free	\$1.93	\$0.2248	\$0.00
	Reduced Price	\$1.63	\$0.2248	\$0.25
	Paid	\$0.28	\$0.00	\$1.25
<i>Lunch</i>	Free	\$3.00	\$0.2248	\$0.00
	Reduced Price	\$2.60	\$0.2248	\$0.40
	Paid	\$0.30	\$0.00	\$2.50

To conform to USDA regulations, school districts are required to perform a calculation each year to determine whether paid lunch prices are below the standard and, if so, to calculate the minimum amount by which prices must be increased. The Paid Lunch Equity Calculator, as it is called, is provided by the USDA as an Excel spreadsheet.

Staff recently updated this calculation and the results reveal that the District is \$0.20 below the required price of \$2.70. The minimum annual increase is capped at \$0.10, thereby requiring an increase to at least \$2.60 for the 2015-16 school year. However, providing change for increments less than \$0.25 complicates meal service and can slow down the line.

Administration would like the Board to engage in a discussion regarding full pay lunch prices for 2015-16. If direction is provided to increase the price, an action item would be brought back for consideration at a subsequent Board meeting.

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

None at this time.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.3.2.

Discussion and/or Action Item F.3.3.  
Prepared by Karl Christensen  
April 21, 2015

Scope of Work for District Office Renovations  
and Authorization To Disseminate a Bid for  
Construction

**BACKGROUND:**

Over the last year, Administration and staff have been formulating plans for various renovations for the District Office (DO) Administration Building. Replacement of the HVAC system is included in the district's Prop 39 Expenditure Plan recently approved by the California Energy Commission and the District's Deferred Maintenance Plan includes allocations for re-carpeting of the DO. At the February 17, 2015 Board meeting, the bid for HVAC replacement was rejected due to it being substantially higher than the budget.

Since that time, staff has been working to refine scope and plan the most efficient method for completion of the HVAC project. While planning this project, other facility needs at the DO have been identified. The recommended scope of work for the DO renovation project now includes the following:

- HVAC Replacement (Funded with Prop 39 allocations and SDG&E rebates up to \$178,203)
- Ceiling Replacement
- Lighting Replacement
- Roof Replacement
- Asbestos Abatement and Removal
- Flooring/Carpet Replacement in all areas except Conference Room and Lobby (these areas were recently re-carpeted)
- Data and Phone Cabling Upgrade
- Office and Wall Reconfiguration for Superintendent and Human Resources Areas
- Installation of ADA Accessibility Ramp from side parking lot to front door
- Purchase and Installation of New Systems Furniture for Fiscal Services and Human Resources areas (Separate procurement process)

Given the extensive scope of District Office renovations, Administration recommends combining the above work, except for furniture and cabling, into one project for coordination and bidding. Construction is planned for this summer to begin in late May and completion is expected by the first week of August.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Scope of Work for District Office Renovations and authorize staff to disseminate a bid for Construction.

This recommendation supports the following District goals:

**Learning Environment**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The project is estimated to cost between \$400,000 to \$500,000 funded through deferred maintenance and Proposition 39 funds.

**STUDENT ACHIEVEMENT IMPACT:**

This is a fiscal item related to facilities. All fiscal resources impact student achievement.

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

Agenda Item F.3.3.



# District Office Summer Schedule

**DRAFT**

4/21/2015	Approval to Bid All Work
4/22/2015 & 4/29/2015	Advertisement dates for Formal Bid Requests
5/7/2015	Open Bids
5/8/2015	Send Letter of Intent to Award
5/19/2015	Board Approval to Award Contract
5/20/2015	Issue Notice to Proceed
5/21/15 thru 5/22/15	Packing Offices for moves (HR & Supt.)
5/21/15 thru 5/22/15	Relocate Computers and Phones to Board Room in ERC (HR & Supt.)
5/26/2015	Offices Open at ERC Board Room
5/26/15 thru 5/27/15	Remove Workstations in District Offices (HR & Supt.)
6/1/15 thru 6/3/15	Packing Offices for moves (Business Services)
6/1/15 thru 6/3/15	Relocate Computers and Phones to Board Room in ERC (Business Services)
6/2/2015	Board meeting moved to Rio Seco MPR
6/4/2015	Begin Demolition/Abatement/Demo Flooring & Ceilings/Demo Roof/Demo Boiler & Airhandler
6/8/2015	Construction Week 1
6/15/2015	Construction Week 2
6/16/2015	Board meeting moved to Rio Seco MPR
6/22/2015	Construction Week 3
6/29/2015	Construction Week 4
7/6/2015	Finish Construction Work
7/3/15 thru 7/7/15	Reroof with HVAC Curbs
7/7/2015	Board meeting moved to Rio Seco MPR (SE ESY also using space)
7/8/15 thru 7/19/15	Add HVAC
7/22/15 thru 7/23/15	Add New Lighting
7/25/15 thru 7/26/15	Add New Data Wiring
7/26/2015	New Carpet
7/29/15 thru 7/30/15	New Work Stations
7/29/15 thru 7/31/15	Test & Balance HVAC Units
8/1/15 thru 8/3/15	Phones / Computers to be relocated back to D.O.
8/1/15 thru 8/3/15	Staff to move back to departments
8/3/2015	District Offices re-opened for Public Access

Discussion and/or Action Item F.3.4. Approval of Monthly Financial Report  
Prepared by Karl Christensen  
April 21, 2015

**BACKGROUND:**

Administration has prepared the accompanying Monthly Financial Report covering the period February 1, 2015 through February 28, 2015 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The Monthly Financial Report shows a beginning cash balance of \$9,830,676; cash receipts of \$3,404,850; and disbursements of \$4,713,945 are reflected for the period of February 1, through February 28, 2015 resulting in an ending cash balance of \$8,521,581 as of February 28, 2015.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.3.4.

# Monthly Financial Report - February

1

## CASH REPORT FOR FEBRUARY

		Actual	Projected*
Beginning Cash Balance as of February 1, 2015		\$9,830,676	\$8,009,328
<b>INCOME</b>			
<hr/>			
A. Local Control Funding Formula			
State Aid	\$ 2,146,941		
Property Taxes	\$ 304,359		
		2,451,300	
B. Federal Income			
Federal Funding	92,792		
		92,792	
C. State Income			
Unrestricted State Funding	-		
		-	
D. Local Income			
Other Local Income	129,026		
Spec Ed	627,954		
Interest	231		
		757,211	
E. Due to/Due from other funds		103,547	
F. Debt Proceeds			
TOTAL INCOME		\$3,404,850	\$2,645,617
Beginning Balance Plus Income		\$13,235,526	\$10,654,945
<b>DISBURSEMENTS</b>			
<hr/>			
G. Commercial Warrants	\$ 530,550		
H. Payroll Warrants	3,272,814		
I. Statutory Employee Benefits	630,239		
J. Health & Welfare	221,391		
K. Other Outgo	58,950		
L. Interfund Borrowing Out	-		
M. Budget Adjustments	-		
TOTAL DISBURSEMENTS		\$4,713,945	\$4,720,187
Ending Cash Balance as of February 28, 2015		\$8,521,581	\$5,934,758

\* Based on Cash Flow Projection updated for Second Interim FY 2014-15

**Budget Revisions  
Through February 28, 2015  
2014-15 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
<b>Beginning Fund Balance</b>	10,456,554	1,350,410	11,806,964
<b>Estimated Income</b>	39,523,972	11,524,860	51,048,832
<b>Estimated Expenditures</b>	42,158,096	12,677,370	54,835,466
<b>Change in Fund Balance</b>	(2,634,124)	(1,152,510)	(3,786,634)
<b>Projected Ending Fund Balance</b>	7,822,430	197,900	8,020,330
<b>Less: Restricted Program Carryovers</b>	-	197,900	197,900
<b>Less: Non-Spendable</b>			
<b>Prepaid Expenses</b>	375,869	-	375,869
<b>Revolving Cash Fund</b>	15,000	-	15,000
<b>Stores Inventory</b>	53,344	-	53,344
<b>Less: Assigned Vacation Carryover</b>	224,718	-	224,718
<b>Assigned Site Carryover Balances</b>	-	-	-
<b>Less: Economic Uncertainty Reserve</b>	1,645,064	-	1,645,064
<b>Less: Reserve for State Budget Uncertainty</b>	-	-	-
<b>Uncommitted/Unassigned/Unappropriated Fund Balance</b>	5,508,435	-	5,508,435
<b>Fund 17 Projected End of Year Balance</b>	2,885,713	-	2,885,713
<b>Projected Reserves</b>	10,039,212	-	10,039,212
<b>As a % Estimated Expense Total</b>	18.31%		
<b>* Projected Reserve % 2015-16</b>	16.87%		
<b>* Projected Reserve % 2016-17</b>	12.39%		

\* Based on most recent Multi-Year Projection at Second Interim FY 2014-15

**Item G. BOARD POLICIES AND BYLAWS**

Board Policies Item G.1.1.  
Prepared by Karl Christensen  
April 21, 2015

First Reading: New Board Policy 0460 – Local Control  
Accountability Plan

**BACKGROUND:**

New Board Policy 0460 codifies the laws, regulations, and procedures related to development, adoption, revision, and monitoring of the Local Control Accountability Plan. This policy is consistent with the template provided by the California School Boards Association and with the District's current practices.

**RECOMMENDATION:**

This is a First Reading. The policy will be brought back at a subsequent meeting for Second Reading and adoption.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

None.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item G.1.1.

**LOCAL CONTROL AND ACCOUNTABILITY PLAN**

The Governing Board desires to ensure the most effective use of available state funding to improve outcomes for all students. A community-based, comprehensive, data-driven planning process shall be used to identify annual goals and specific actions aligned with state and local priorities and to facilitate continuous improvement of district practices.

The Board shall adopt a districtwide local control and accountability plan (LCAP), using the template provided by the State Board of Education, which addresses the state priorities specified in Education Code 52060. The LCAP shall be effective for three years and shall be updated on or before July 1 of each year. (Education Code 52060)

In addition, the LCAP shall address any local priorities adopted by the Board.

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" and other underperforming students.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth and are counted only once for purposes of the local control funding formula. (Education Code 42238.02)

To minimize duplication of effort and provide clear direction for program implementation, the LCAP and other district and school plans shall be aligned to the extent possible.

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP or the annual update are consistent with strategies included in the SPSA. (Education Code 52062)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

**Plan Development**

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the numbers of students in various student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. (Education Code 52060)

## LOCAL CONTROL AND ACCOUNTABILITY PLAN

### Public Review and Input

The Board shall establish the following committee(s) to review and comment on the LCAP: (Education Code 52063)

1. A parent advisory committee including at least one parent/guardian of unduplicated students as defined above.
2. An English learner parent advisory committee whenever district enrollment includes at least 15 percent English learners and at least 50 students who are English learners.

The Superintendent or designee shall present the LCAP or the annual update to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update to the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP or the annual update shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP or the annual update. The public hearing shall be held at the same meeting as the public hearing required prior to the adoption of the district budget in accordance with Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

### Adoption of the Plan

Prior to adopting the district budget, but at the same public meeting, the Board shall adopt the LCAP or the annual update. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

### Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP or the annual update to the LCAP, the Board shall file the LCAP or the annual update with the County Superintendent of Schools. (Education Code 52070)



## LOCAL CONTROL AND ACCOUNTABILITY PLAN

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP or the annual update, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

### **Monitoring Progress**

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

### **Technical Assistance/Intervention**

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities and review of effective, evidence-based programs that apply to the district's goals.
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups, or
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074.

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the Superintendent of Public Instruction (SPI) identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP,
2. Revision of the district's budget in accordance with changes in the LCAP, and/or
3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement.

**LOCAL CONTROL AND ACCOUNTABILITY PLAN**

Legal Reference:

**EDUCATION CODE**

- 17002 State School Building Lease-Purchase Law, including definition of good repair
  - 41020 Audits
  - 42127 Public hearing on budget adoption
  - 42238.01-42238.07 Local control funding formula
  - 44258.9 County superintendent review of teacher assignment
  - 48985 Parental notices in languages other than English
  - 51210 Course of study for grades 1-6
  - 51220 Course of study for grades 7-12
  - 52052 Academic Performance Index; numerically significant student subgroups
  - 52060-52077 Local control and accountability plan
  - 52302 Regional occupational centers and programs
  - 52372.5 Linked learning pilot program
  - 54692 Partnership academies
  - 60119 Sufficiency of textbooks and instructional materials; hearing and resolution
  - 60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission
  - 60811.3 Assessment of language development
  - 64001 Single plan for student achievement
  - 99300-99301 Early Assessment Program
- UNITED STATES CODE, TITLE 20**
- 6312 Local educational agency plan
  - 6826 Title III funds, local plans

Management Resources:

**CSBA PUBLICATIONS**

- Impact of Local Control Funding Formula on Board Policies, November 2013
- Local Control Funding Formula 2013, Governance Brief, August 2013
- State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

California School Accounting Manual

**WEB SITES**

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

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

Policy adopted:

**SANTEE SCHOOL DISTRICT**  
Santee, California

Board Policies and Bylaws Item G.1.2.  
Prepared by Karl Christensen  
April 21, 2015

Second Reading: New Board Policy 3553.3, Unpaid  
Child Nutrition Accounts

**BACKGROUND:**

At the March 3, 2015 meeting, Administration presented a set of recommendations for dealing with the growing amount of unpaid Child Nutrition accounts. The First Reading of Board Policy 3553.3 was presented to the Board at its March 17, 2015 meeting. This new Board policy will formalize procedures and processes for managing low and negative balance accounts as well as minimizing amounts owed by parents/guardians to the Child Nutrition program.

The attached matrix summarizes the progressive action steps contained in the new Board Policy.

**RECOMMENDATION:**

It is recommended that the Board of Education review and adopt the proposed Board Policy 3553.3.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The balance of unpaid CNS accounts as of February 27, 2015 was \$9,135.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item G.1.2.

**UNPAID ACCOUNTS FOR CHILD NUTRITION PROGRAM**

The Board of Education believes that the provision of healthy and nutritious meals in the Child Nutrition Program is an essential element for maximizing classroom instruction and student learning. Procedures and processes shall be developed to ensure parents/guardians of students are informed of the availability of free and reduced price meals, meal service opportunities in school cafeterias, and methods for meal prepayment.

The Child Nutrition Program shall operate in a self-sufficient manner generating sufficient revenue to cover all its operating expenditures, including direct and indirect costs. Procedures and processes shall be developed to maximize qualification for, and receipt of, Federal and State revenue in conformance with established laws and regulations. In addition, adequate and appropriate procedures and processes shall be developed and consistently followed to ensure collection of all amounts owed by parents/guardians for reduced price and full pay meals and a la carte food items.

**Procedures for Low and Negative Balance Accounts**

The process for managing and following up on low and negative balance accounts shall include the following progressive actions:

- Written notice provided to student/parent/guardian whenever the balance on a student's account falls below an amount equivalent to two (2) full price lunches
- Email and/or phone call communication from Child Nutrition Department, at least weekly, to urge payment when an account has a balance at or below \$0
- *For students who are in full pay status only*, additional charging to an account of meals on the regular menu shall be disallowed whenever the account has an amount owed equivalent to three (3) or more full price lunches.. In this case, regular menu meals may continue to be served to the student as long as sufficient cash payment is provided for each meal at the time of service. If cash payment is not made for a regular menu meal, an alternate meal shall be substituted consisting of food items with bread/grain, protein, and dairy components. The parents/guardian shall have been given advance notice of these pending actions before invoking for a student.
- Personal contact from school Principal or Vice Principal, at least weekly, to urge payment when an account has an amount owed equivalent to at least four (4) full price lunches
- Letter of Delinquency mailed to home address of parent/guardian to urge payment and provide notification of pending restrictive actions to occur within five (5) school days when an account has an amount owed equivalent to six (6) full price lunches. Restrictive actions shall include:
  - Suspension of discretionary recreational activities sponsored by the school, ASB, or PTA
- Suspension of discretionary recreational activities for students whose accounts have an amount owed equivalent to six (6) or more full price lunches and no payments are received in response to the Letter of Delinquency within five (5) school days of it being sent

- Discretionary recreational activities include, but are not limited to; trips to Disneyland, school dances, carnivals, ASB sponsored events, or sports activities not associated with the Physical Education program. This action shall not include any curricular or extra-curricular educational field trips or activities.
- Referral to a collection agency, or similar method, for collecting on delinquent accounts with an unpaid balance of \$50.00 or more for which no payments have been received for at least thirty (30) calendar days subject to the following provisions:
  - The cost to the District for referral to a collection agency shall be added to the unpaid balance of the account
  - In the event an account is paid in full through a collection agency and a parent/guardian subsequently requests reinstatement of a Child Nutrition account for student meal service, to maintain the account in good standing, a deposit of at least four (4) meals (breakfast and lunch combined if both are accessed) shall be maintained on the account at all times.
  - In the event a reinstated account for full price meals has no balance remaining, the alternate meal provision shall be immediately invoked.

*Legal Reference:*

Education Code Sections: 49516, 49530, 49557  
California Department of Education Management Bulletin USDA-SNP-01-2008  
Title 7 Code of Federal Regulations Section 210.10

Unpaid Child Nutrition Accounts Process Matrix

ACTION -->		Written Notice of Low Balance Issued	Weekly Phone Call and/or Email from Child Nutrition	Student Provided Alternate Meal - No Additional Credit Extended	Weekly Personal Contact by Principal or Vice Principal	Assertive Letter of Delinquency Notifying of Pending Action to Withhold Discretionary Activities	Discretionary Activities Withheld from Student Until Paid in Full	Account Sent to Collection Agency
Meal Category	Grade Span							
<b>Reduced</b>	K-2		Balance at or below \$0 <i>[Establishing a payment plan and applying for free/reduced priced meals, if applicable, to be emphasized]</i>	N/A	Amount Owed >=\$10.00 <i>[Establishing a payment plan and applying for free/reduced priced meals, if applicable, to be emphasized]</i>	Amount Owed >=\$15.00	If no payment received after 5 working days of sending Assertive Letter of Delinquency	Amount Owed >=\$50.00 and No Payments Received for at Least 30 Calendar Days
	3-5							
	6-8	Balance <\$5.00 and >\$0.00						
<b>Paid</b>	K-2			Amount Owed >=\$7.50				
	3-5							
	6-8							

## Item H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

### Item I. CLOSED SESSION

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

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

1. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA)*
2. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)  
*Purpose: Negotiations*  
*Agency Negotiators: Tim Larson, Assistant Superintendent*  
*Karl Christensen, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
3. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)  
*Property Addresses:*
  - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
  - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*
4. **Public Employee Performance Evaluation** (Gov. Code § 54957)  
*Superintendent*

### Item J. RECONVENE TO PUBLIC SESSION

### Item K. ADJOURNMENT

Agenda Items H, I, J and K.