



Santee School District

SCHOOLS:

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

**BOARD OF EDUCATION
REGULAR MEETING
AGENDA
May 5, 2020**

District Mission

Providing an extraordinary education in an inspiring environment with caring people

In response to the Governor’s Order regarding COVID-19, written notice is hereby given in accordance with Government Code Section 54956 that the following special meeting of the Board of Education of the Santee School District will be conducted virtually.

TO JOIN THE MEETING

[Click this link to join from a PC, Mac, iPad, iPhone, or Android device](#) or by phone: (669) 900-6833, Webinar ID: 869 1652 1240

FOR PUBLIC COMMENTS

[Click here to submit a public comment](#). All comments will be read by the meeting facilitator during the meeting and will be limited to five minutes.

PUBLIC COMMENTS MUST BE RECEIVED BY TUESDAY, MAY 5, AT 6:30 PM

A. OPENING PROCEDURES – 7:00 p.m.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent’s Report
 - 1.1. Developer Fees and Collection Report
 - 1.2. Enrollment Report

C. PUBLIC COMMUNICATION

During this time, citizens are invited to address the Board of Education about any item not on the agenda. Requests-to-speak, were requested in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.

D. CONSENT ITEMS

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

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

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

Superintendent

1.1. Approval of Minutes

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

Business Services

2.1. Approval/Ratification of Travel Requests

It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.

2.2. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period March 1, 2020 through March 31, 2020.

2.3. Adoption of Resolution No. 1920-27 Requesting Temporary Transfer of Funds

It is recommended that the Board of Education adopt Resolution No. 1920-27 requesting temporary transfer of funds for the 2020-21 school year.

2.4. Approval of Interdistrict Attendance Agreements

It is recommended that the Board of Education approve the Interdistrict Attendance Agreements listed in the item.

2.5. Adoption of Resolutions Authorizing Specific Designated Agents

It is recommended that the Board of Education adopt the resolutions designating authorized agents to receive mail and pick up warrants at the County Office of Education, sign payroll payment orders, releasing credential held warrants to employees, sign school orders (commercial warrants), and authorizing the replacement of warrants.

2.6. Adoption of Resolution 1920-33 Designating the Assistant Superintendent, Business Services to be the District's Agent Authorized to Provide Assurances and Agreements Necessary to Apply for Federal Emergency Management Agency (FEMA) Grants through the California Office of Emergency Services

It is recommended that the Board of Education adopt Resolution 1920-33 Designating the Assistant Superintendent, Business Services to be the District's Agent Authorized to Provide Assurances and Agreements Necessary to Apply for Federal Emergency Management Agency (FEMA) Grants through the California Office of Emergency Services.

2.7. Adoption of Resolution 1920-34 Specifically Designating Public Works Project(s) of School Facilities as an Essential Critical Infrastructure Sector

It is recommended that the Board of Education adopt Resolution No. 1920-34 Specifically Designating Public Works Projects of School Facilities as an Essential Critical Infrastructure Sector.

Human Resource/Pupil Services

3.1. Personnel, Regular

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

3.2. Approval to Submit Department of Defense Military Connected Local Educational Agencies for Academic and Support Programs

It is recommended that the Board of Education approve the grant submission to the Department of Defense military connected local educational agencies for academic and support programs.

E. DISCUSSION AND/OR ACTION ITEMS

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

Superintendent

- 1.1. **Adoption of Resolution No. 1920-26, Grading During Emergency School Closures**
It is recommended that the Board of Education adopt Resolution No. 1920-26, Grading during Emergency School Closures.

Business Services

- 2.1. **Approval of Monthly Financial Report**
It is recommended that the Board approve the Monthly Financial Report for March 2020.
- 2.2. **Approval of Final Guaranteed Maximum Price and Authorization to Proceed with Revised Scope of Work for Chet F. Harritt Building Project Under Lease-Leaseback Agreement with Balfour Beatty Construction, LLC**
It is recommended that the Board of Education approve the Final Guaranteed Maximum Price and Authorize the Scope of Work for the Chet F. Harritt Capital Improvement Program Building Project.
- 2.3. **Approval of Final Guaranteed Maximum Price and Authorization to Proceed with Established Scope of Work for PRIDE Academy Building Project Under Lease-Leaseback Agreement with Balfour Beatty Construction, LLC**
It is recommended that the Board of Education approve the Final Guaranteed Maximum Price and Authorize the Scope of Work for the PRIDE Academy Capital Improvement Program Building Project.
- 2.4. **Approval of Final Guaranteed Maximum Price and Authorization to Proceed with Established Scope of Work for Sycamore Canyon Building Project Under Lease-Leaseback Agreement with Balfour Beatty Construction, LLC**
It is recommended that the Board of Education approve the Final Guaranteed Maximum Price and Authorize the Scope of Work for the Sycamore Canyon Capital Improvement Program Building Project.
- 2.5. **Selection of Commissioning Agent for Capital Improvement Program Projects**
It is recommended that the Board of Education approve contracting with Salas O'Brien to provide commissioning agent services for the Capital Improvement Program projects to be completed at Chet F. Harritt, PRIDE Academy, and Sycamore Canyon.
- 2.6. **Approval of Ninyo & Moore for Geotechnical, Special Inspection, and Materials Testing Services for Building Projects at Chet F. Harritt, PRIDE Academy And Sycamore Canyon**
It is recommended that the Board of Education approve Ninyo & Moore to provide Geotechnical, Special Inspection, and Materials Testing Services for Chet F. Harritt, PRIDE Academy, and Sycamore Canyon Building Projects.
- 2.7. **Additional General Fund Budget Reductions for 2020-21**
It is recommended that the Board of Education approve additional budget reductions to the General Fund for 2020-21.

F. BOARD POLICIES AND BYLAWS

- 1.1. Second Reading: Revised Board Policy 3513.3, Tobacco-Free Schools**
It is recommended that the Board of Education adopt revised Board Policy 3513.3, Tobacco-Free Schools, in a Second Reading as presented.
- 1.2. Second Reading: New Board Policy 3514, Environmental Safety**
It is recommended that the Board of Education adopt new Board Policy 3514, Environmental Safety, in a Second Reading as presented.
- 1.3. First Reading: New Board Policy 3515.4, Recovery for Property Loss or Damage**
New Board Policy 3515.4, Recovery for Property Loss or Damage, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.
- 1.4. First Reading: Revised Board Policy 3514.1, Hazardous Substances**
Revised Board Policy 3514.1, Hazardous Substances, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

G. EMPLOYEE ASSOCIATION COMMUNICATION

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

I. ADJOURNMENT

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. As of this posting, the next regular meeting of the Board of Education is scheduled for May 19, 2020, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center or virtually. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

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

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

1. Call to Order and Welcome

2. District Mission
Providing an extraordinary education in an inspiring environment with caring people

3. Approval of Agenda for the May 5, 2020, regular meeting

Agenda Item A.

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Developer Fees and Collection Report
 - 1.2. Enrollment Report

DEVELOPER FEES COLLECTION REPORT

2019-20

CUMULATIVE THROUGH MAY 05, 2020

Residential Rate: \$2.16 per square foot - effective 6/19/16 - 6/19/18; \$2.35 per square foot - effective 6/20/18; \$3.38 per square foot - effective 6/20/18

Commercial Rate: \$0.35 per square foot - effective 6/19/16 - 6/19/18; \$0.38 per square foot - effective 6/20/18

Self Storage Rate: \$0.15 per square foot - effective 6/19/16 - 6/19/18; \$0.07 per square foot - effective 6/20/18

COM	RES	SS	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X		8343 O'Connell Rd	07/02/19	2,678	\$6,293.30	PD
	X		8504 & 8506 Goldfield St	09/05/19	3,938	\$9,254.30	CO
	X		8735 & 8737 Scrub Oak St	09/05/19	4,162	\$9,780.70	OO
	X		8509, 8507, 8505, 8508, 8510 Goldfield St	09/05/19	9,889	\$23,239.15	CO
	X		8739 & 8741 Scrub Oak St	09/05/19	3,936	\$9,249.60	CO
	X		10226 Settle Rd	09/05/19	595	\$1,398.25	SC
X			11459 Woodside Ave	09/06/18	4,839	\$1,838.82	PD
	X		9650 Derald Rd	09/13/19	495	\$0.00	SC
X			10735 Prospect Ave	09/13/19	4,173	\$1,585.74	PD
	X		9710 Halberns Blvd	09/13/19	1,148	\$2,697.80	SC
X			9125 Carlton Hills Blvd (Mast Park)	09/17/19	647	\$0.00	CH
X			9125 Carlton Hills Blvd (Mast Park)	09/17/19	200	\$0.00	CH
X			9050 Trailmark Way	09/17/19	612	\$0.00	CO
X			172 SF (Leasing Office) 2401 SF (Clubhouse, Fitness, Re	10/07/19	2,573	\$977.74	CFH
	X		7847,7851,7859,7861,7869,7865,7895,7891,7871,7875,7				
	X		879,7889 Mission Gorge Rd	10/07/19	101,411	\$238,315.85	CFH
	X		9051, 9055, 9059, 9063, 9067, 9071, 9075, 9079, 9083,				
	X		9087, 9091, 9095, 9096, 9092, 9088, 9084, 9080				
	X		Trailmark Wy.	10/14/19	55,845	\$131,235.75	CO
	X		9100, 9108, 9097 West Bluff Pl	10/14/19	672	\$1,579.20	CO
	X		9060, 9064 Trailridge Ave.	10/14/19	(1,988)	(\$4,294.08)	CO
	X		9758 Settle Rd	10/18/19	585	\$1,374.75	SC
	X		9334 Van Andel Way	11/07/19	869	\$2,042.15	CO
	X		9316 Pebble Beach Dr	11/08/19	1,148	\$2,697.80	CO
	X		10111 Prospect Ave	12/03/19	1,440	\$100.80	PA
	X		8614 Rumson Dr	12/18/19	553	\$1,299.55	CO
	X		8695 Toyopa Ct, 9099, 9103, 9107, 9111, 9115, 9119,				
	X		9123, 9129, 9132, 9128, 9124, 9120, 9116, 9112, 9108,				
	X		9104, 9100 Trailmark Wy.	01/08/20	56,867	\$133,637.45	CO
	X		8232 Poinciana Dr ADU	01/31/20	1,199	\$2,817.65	PD
	x		9914, 9918, 9922, 9926, 9930, 9938, 9942, 9946 & 9950				
	x		Buena Vista Ave	04/06/20	51,840	\$175,219.20	PA
TOTAL PAGE 1						\$752,341.47	

- *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

Santee School District
 ENROLLMENT REPORT
 4/24/2020*
 Month 10, Week 2
 School Week 36

SCHOOL	REGULAR ED										SPECIAL ED										Total All												
	EAK	Syo	TK	K	Gr.1	Gr.2	Gr.3	Gr.4	Gr.5	Gr.6	Gr.7	Gr.8	04/24/20	4/12/2019**	% Diff	TK	K	Gr.1	Gr.2	Gr.3	Gr.4	Gr.5	Gr.6	Gr.7	Gr.8	04/24/20	4/12/2019	% Diff	04/24/20	03/19/20	# Diff		
Cajon Park	16	88	103	91	101	103	99	122	115	117	945	939	16	1.7%	0	3	1	8	11	6	6	4	10	9	58	64	-8	-9.4%	1013	1014	-1		
Carlton Hills	23	71	65	64	67	64	72	57	82	62	650	630	20	3.2%	1	8	5	3	5	2	4	5	3	36	44	-8	-18.2%	886	663	3			
Carlton Oaks	22	76	89	82	75	96	77	78	101	91	787	793	-6	-0.8%	7	5	11	6	10	6	6	9	10	70	66	4	6.1%	857	850	7			
Chief F. Harrit	23	79	77	81	69	91	63	61	46	52	642	649	-7	-1.1%	0	0	0	0	0	0	6	3	0	0	9	0	9	0.0%	651	650	1		
Hill Creek	23	24	84	81	82	85	80	76	62	64	732	747	-15	-2.0%	3	7	2	9	3	1	0	0	0	0	25	25	0	0.0%	757	759	-2		
Pepper Drive	22	73	99	102	107	99	90	133	91	98	914	952	-38	-4.0%	0	0	0	0	0	0	0	0	8	5	13	11	2	18.2%	927	926	1		
Ridge Academy	19	19	78	51	58	61	64	57	46	73	566	579	-13	-2.2%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	566	563	3		
Rio Seco	94	93	100	117	95	109	112	108	122	950	943	7	0.7%	5	3	4	7	8	5	8	13	12	65	62	3	4.8%	1015	1021	-6				
Sycamore Canyon	15	28	63	52	66	54	34	39	0	0	389	372	17	4.5%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	389	384	5		
SUBTOTAL	124	133	704	710	739	726	726	852	711	680	6843	6604	-19	-0.3%	0	19	24	30	36	32	26	25	45	39	276	272	4	1.5%	6661	6850	-11		
Alternative School																																	
Santee Success																																	
NPS																																	
SUBTOTAL	0	1	2	3	2	6	1	1	6	3	9	5	4	80.0%	0	0	0	2	2	3	3	2	3	2	15	10	5	50.0%	15	17	-2		
TOTAL	124	133	704	711	738	739	728	658	713	686	6618	6635	-19	-0.3%	0	19	24	30	36	34	29	26	47	42	291	282	9	3.2%	6607	6895	-89		

*Schools closed due to Covid-19 3/16/20 **18-19 Spring Break 4/15-4/26/19

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

SCHOOL	PK	TK	EAK	4yo	Total All
Cajon Park	0	0	0	0	1013
Carlton Hills	0	0	0	0	666
Carlton Oaks	0	1	0	0	858
Chief F Harrit	0	0	0	0	651
Hill Creek	0	1	0	0	758
Pepper Dr	0	0	0	0	927
Prospect Ave	0	0	0	0	566
Sycamore Canyon	84	9	6	6	488
Total PK/EAK	84	9	10	0	

Total Enrollment including PK
7010

Item C. PUBLIC COMMUNICATION

During Public Communication, citizens are invited to address the Board of Education about any item not on the agenda. Requests-to-speak, were requested 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. 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 D.1.1.
Prepared by Dr. Kristin Baranski
May 5, 2020

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- April 21, 2020, special meeting minutes
- April 21, 2020, regular meeting minutes

RECOMMENDATION:

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

Motion: _____

Second: _____

Vote: _____

Item D.1.1.

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

April 21, 2020
MINUTES

Via Video Conferencing

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Burns called the meeting to order at 5:30 p.m.

Members present:

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

Administration present:

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

B. PUBLIC COMMUNICATION

President Burns invited members of the audience to address the Board about any item not on the agenda. He explained that given the current circumstances with COVID-19, the public was given the opportunity to submit comments online or by phone prior to the meeting. There were no public comments.

C. CLOSED SESSION

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

1. California State of Emergency and Impact of COVID-19 Virus (Gov't. Code § 54957)

2. Conference with Labor Negotiator (Gov't. Code § 54956.8)

Purpose: Negotiations
Agency Negotiators: Tim Larson, Assistant Superintendent
Employee Organizations: Santee Teachers Association (STA); and
Classified School Employees Association (CSEA)

3. Public Employee Performance Evaluation (Gov't. Code § 54957)

Superintendent

The Board entered closed session at 5:35 p.m.

D. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 6:55 p.m., and reported no action was taken.

E. ADJOURNMENT

With no further business, the special meeting of April 21, 2020 was adjourned at 6:55 p.m.

Elana Levens-Craig, Clerk

Dr. Kristin Baranski, Secretary

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

April 21, 2020
MINUTES

Via Video Conferencing

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Burns called the meeting to order at 7:05 p.m.

Members present:

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

Administration present:

Dr. Kristin Baranski, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Assistant Superintendent, Educational Services
Lisa Arreola, Executive Assistant and Recording Secretary

2. District Mission

President Burns recited the District Mission.

3. Approval of Agenda

President Burns presented the agenda for approval. Member Fox moved approval.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

1.1. Developer Fees and Collection Report

C. PUBLIC COMMUNICATION

President Burns invited members of the audience to address the Board about any item not on the agenda. He explained that given the current circumstances with COVID-19, the public was given the opportunity so submit comments online or by phone prior to the meeting. There were no public comments.

D. CONSENT ITEMS

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

Superintendent

1.1. Approval of Minutes

2.1. Authorization to Sell/Dispose of Surplus Items

2.2. Approval/Ratification of Expenditure Warrants

2.3. Approval/Ratification of Purchase Orders

2.4. Approval/Ratification of Revolving Cash Report

2.5. Acceptance of Donations, Grants, and Bequests

2.6. Approval/Ratification of General Services Agreements

2.7. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)

- 2.8. Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement
- 2.9. Approval of Ninyo & Moore for Geotechnical Observation and Testing Services for Cajon Park Asphalt Replacement Project
- 3.1. Approval of Teacher Preparation Clinical Practice Agreement with Cal State University San Marcos
- 4.1. Personnel, Regular
- 4.2. Approval of Shared Classroom Teaching Assignments for 2020-2021
- 4.3. Adoption of Resolution No. 1920-24, Declaring May 13, 2020 as Santee School District's Day of the Teacher
- 4.4. Adoption of Resolution No. 1920-25, Declaring May 17 - 23, 2020 as Classified School Employees Week
- 4.5. Ratification of Short-Term Services Agreement

Member Ryan moved approval of consent items.

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

F. DISCUSSION AND/OR ACTION ITEMS

Business Services

1.1. Monthly Financial Report

Karl Christensen, Assistant Superintendent of Business Services, reported the monthly financial report was for cash and budget revision transactions posted through February 29, 2020; and shared the District ended the month with a cash balance in the General Fund of approximately \$13.8 million sufficient to pay all of the District's financial obligations for the fiscal year.

Mr. Christensen shared there were no changes to the budget revisions transactions but noted the changes in the projected reserve percentages were based on information from the State; and shared those would likely change again in the May Revise. Member Ryan moved approval.

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

F. BOARD POLICIES AND BYLAWS

President Burns noted items F.1.1, F.1.2., and F.1.3, were first readings and asked Board members to contact Administration if there were any questions and/or concerns.

1.1. First Reading: Revised Board Policy 3513.3, Tobacco-Free Schools

1.2. First Reading: New Board Policy 3514, Environmental Safety

Prior to the Employee Association Communication, President Burns expressed the Boards' well-being to everyone during these times. He shared missing seeing everyone and hoped everyone was healthy and safe.

G. EMPLOYEE ASSOCIATION COMMUNICATION

Melanie Hirahara, STA President, shared working with administration to develop a *frequently asked questions* list for teachers. She explained the list is ongoing and would be sent to teachers periodically. Mrs. Hirahara noted it was great to see everyone and wished everyone well.

President Burns shared the employees' health and welfare are always of concern to the Board and asked that if she knew of any employees or their families that had been diagnosed with COVID-19 to please let Superintendent Baranski know so they could offer their support.

Member Fox complimented the teachers for doing a great job. Member El-Hajj shared her grandchildren attend Lakeside schools. She explained Lakeside was doing a soft-launch of their online learning and mentioned the constant message from teachers to parents was reassurance that there would be glitches and that those would get worked out, but mainly asking them not to stress. She asked if she felt the teachers were conveying that message as well. Mrs. Hirahara shared she is hearing the same message from the Santee teachers. She mentioned speaking to several parents herself and helping them troubleshoot. But, very few and far between. Mrs. Hirahara commended the Technology department for their work; shared attending great professional development; and feels families are going great. President Burns shared that as a parent, he feels the teachers are being very conscientious about not overwhelming parents. He shared that the Board is also concerned about overwhelming the teachers and asked that she reach out to them if they needed assistance. Mrs. Hirahara commended the Principals for looking out for their staff's well-being.

H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

President Burns shared a list of upcoming events and mentioned discussion would be held on rescheduling some of them with Administration. He also noted the Day of the Teacher and Classified Week were in May and shared Administration is looking into way to show their appreciation to staff, given the circumstances. President Burns shared the end of the school year was close and the time to discuss promotions and inquired on the Board's preference to sign certificates or use electronic signatures. Upon discussion, the Board agreed to sign the certificates. Member Burns asked anyone with ideas on how to honor the 8th grade students, if schools are not allowed to return, to email Superintendent Baranski.

Member Levens-Craig expressed her gratitude towards the Child Nutrition Department for the student meals; Technology Department for coordinating the iPad distribution; Teachers for embracing distant learning; and to everyone who made all of this possible. Member Fox shared Member Levens-Craig's sentiments and noted his appreciation for how everyone comes together to get things done. Member El-Hajj shared being impressed and proud on how hard employees work when the situation calls for it; and commended the various departments for their hard work. Member Ryan shared Member Levens-Craig's sentiments and congratulated Meredith Riffel, Community Collaborative Coordinator, for being the recipient of a 2020 Live Well San Diego Public Health Champion award. Member Ryan commended the Project SAFE staff and Administration for working to provide childcare for first-responders. She shared Santee School District was the only district in the County that offered the service before it was required. Member Ryan noted Santee is a great district and we would all pull through this. President Burns shared he also agreed with everyone's sentiments. He shared his concern for the students' mental health as the situation is prolonged and noted the importance of keeping in touch with the students. Member Burns shared he was asked to represent Board members in San Diego County on a Task Force with the San Diego County Office of Education regarding the return of students to schools, and be able to provide some assumptions to school districts in their return plan and recommendations for implementation. He mentioned he had discussed speaking to Superintendent Baranski about establishing a local task force to help with the District's return plan. Member El-Hajj shared she thought a task force was a great idea.

Superintendent Baranski shared there were a lot of good ideas discussed; and agreeing with everyone's comments and sentiments; and added how proud Executive Council is of their staff and the work they are doing to support the parents and the students.

K. ADJOURNMENT

With no further business, the regular meeting of April 21, 2020 was adjourned at 7:40 p.m.

Elana Levens-Craig, Clerk

Dr. Kristin Baranski, Secretary

BACKGROUND:

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The estimated travel expenses are \$1,645, as disclosed on the following page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.1.

Board Travel Report - May 5, 2020

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	District Goal
Thursday, 08/15/19	Dawn Minutelli	Educational Services	Slate & Federal 101 - School Site Council	SDCOE	\$0	\$25	Professional Development	Workshop on state and federal regulations for school site councils.	1, 2
Various, 09/24/19 - 03/25/20	Chastity Forster	Hill Creek	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	Stacey Rawson	Hill Creek	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	Claudia Masser	Hill Creek	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	Rebecca Nelson	Chet F. Harritt	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	John Schweller	Chet F. Harritt	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	Kathryn Prescott	Chet F. Harritt	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	Leah Saunders	Carlton Hills	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	Nancy Fonzi	Carlton Hills	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	Maria Parker	PRIDE Academy	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	Allison Holstein	PRIDE Academy	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	Shannon Byerly	PRIDE Academy	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Various, 09/24/19 - 03/25/20	Mia Morales	PRIDE Academy	Improving Chronic Absence Network	SDCOE	\$0	\$135	Attendance/Pupil Services	Workshop on strategies to improve attendance.	1, 2
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California									
			(NONE)						

District Goals:

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

Consent Item D.2.2. Approval/Ratification of Expenditure Transactions
 Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
 May 5, 2020

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 March 1, 2020 through March 31, 2020.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There were 123 transactions totaling \$12,368.28 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.2.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20200316	ABEL,CATHY	CHILD NUTRITION	DOLLARTREE	12.93	Signs & poster boards
20200322	ABEL,CATHY	CHILD NUTRITION	CHIPOTLE 1805	321.90	Food
				334.83	
20200303	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SAN DIEGO COUNTY SUPER	270.00	Attendance to Ed Gigliotti's Counselor of the Year Luncheon
20200304	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MIMIS CAFE- OFF PREMIS	122.75	Board meeting supplies
20200305	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	14.98	Board meeting supplies
20200311	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMART AND FINAL 929	112.14	LCAP Annual Review meeting supplies
20200312	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SMART AND FINAL 929	34.50	LCAP Annual Review meeting supplies
20200313	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS #1897	14.00	Special Board meeting supplies
20200315	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	GIANT PIZZA KING #10	304.76	Catering for LCAP Annual Review meeting
20200326	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BESTBUYCOM68569609372	26.93	Printer cord
				900.06	
20200305	AVILA,EVONN	BUSINESS SERVICES	EDUCATION WEEK	40.00	Business Education Periodical
				40.00	
20200316	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	6.47	Bleach for cleaning
20200316	BAKER,HOPE	OST PROGRAMS	DOLLAR TREE	22.63	Cleaning towels, bottles with triggers, noodles
				29.10	
20200318	BECKER,CHRISTINA	FACILITIES MODERNIZATION	OFFICE DEPOT #908	59.14	Thumb drive used for submission of OPSC data
				59.14	
20200302	BENEDETTO,ANGELO	CAJON PARK	DOUBLETREE	181.26	Hotel room - UDL Next Level Conference
20200302	BENEDETTO,ANGELO	CAJON PARK	DOUBLETREE	181.26	Hotel room - UDL Next Level Conference
20200302	BENEDETTO,ANGELO	CAJON PARK	DOUBLETREE	181.26	Hotel room - UDL Next Level Conference
20200302	BENEDETTO,ANGELO	CAJON PARK	DOUBLETREE	181.26	Hotel room - UDL Next Level Conference
20200302	BENEDETTO,ANGELO	CAJON PARK	DOUBLETREE	181.26	Hotel room - UDL Next Level Conference
20200302	BENEDETTO,ANGELO	CAJON PARK	DOUBLETREE	181.26	Hotel room - UDL Next Level Conference
20200305	BENEDETTO,ANGELO	CAJON PARK	SOUTHWEST AIRLINES	130.97	Airline ticket to UDL conference in Sacramento
20200305	BENEDETTO,ANGELO	CAJON PARK	SOUTHWEST AIRLINES	130.97	Airline ticket to UDL conference in Sacramento
20200305	BENEDETTO,ANGELO	CAJON PARK	SOUTHWEST AIRLINES	130.97	Airline ticket to UDL conference in Sacramento
20200313	BENEDETTO,ANGELO	CAJON PARK	SMART AND FINAL 929	8.49	Attendance incentives -popcorn
				1,932.16	
20200302	BONSER,KRISTEN	PRIDE ACADEMY	AMAZON.COM*5L6384YX3 A	26.47	Writer's Workshop supplies
20200304	BONSER,KRISTEN	PRIDE ACADEMY	WAL-MART #1917	136.25	Supplies
20200311	BONSER,KRISTEN	PRIDE ACADEMY	LEGOLAND CALIFORNIA	54.00	Admission for LEGOLAND Field Trip
20200322	BONSER,KRISTEN	PRIDE ACADEMY	LEGOLAND CALIFORNIA	(54.00)	Refund for admission to canceled trip to Legoland
				164.72	
20200312	BRASHER,PAMELA	OST PROGRAMS	AMSTERDAM PENT & LITHO	857.65	New OSTP pens for advertisement for our program
20200327	BRASHER,PAMELA	OST PROGRAMS	WAL-MART #1917	15.40	Covid-19 supplies for OSTP
20200329	BRASHER,PAMELA	OST PROGRAMS	LOWES #02461*	16.12	Supplies soil for Spring Break
				10.00	Supplies for spring break OSTP
				899.17	
20200310	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ACE PARKING 1151	27.00	Parking while attending Counselor of the Year ceremony
20200325	BROGAN-BARANSKI,KRISTIN	SUPERINTENDENT'S OFFICE	ZOOM.US	29.98	Subscription to Zoom, an online meeting platform
				56.98	
20200303	D'AGOSTINO,KRISTA	HUMAN RESOURCES	PAYPAL *CREDENTIALC	49.99	Credential Counselors and Analysis of California (CCAC) 2020 Annual Spring Regional for Lindsay Meyer
20200303	D'AGOSTINO,KRISTA	HUMAN RESOURCES	PAYPAL *CREDENTIALC	40.00	Credential Counselors and Analysis of California (CCAC) membership for Lindsay Meyer
				89.99	
20200308	DOBBINS,TIMOTHY	CAJON PARK	C&S PUBLISHING	28.32	UDL Literature
20200308	DOBBINS,TIMOTHY	CAJON PARK	AMZN MKTP US*YK02Y8PQ3	85.46	Lunch on the Lawn stickers/security
				113.78	
20200306	FORSTER,CHASITY	HILL CREEK	SMART AND FINAL 929	8.99	Student Engagement/Attendance
20200309	FORSTER,CHASITY	HILL CREEK	REI*GREENWOODHEINEMANN	27.82	Professional Learning book ebook
20200311	FORSTER,CHASITY	HILL CREEK	REI*GREENWOODHEINEMANN	(27.82)	Professional Learning book refund
20200311	FORSTER,CHASITY	HILL CREEK	AMAZON.COM*JXTJ9UB3	11.64	Professional Learning book
20200319	FORSTER,CHASITY	HILL CREEK	JONES SCHOOL SUPPLY CO	61.55	Original Bulldog 8th grade graduation medals
				82.18	
20200311	GRIFFIN,DEBRA	TRANSPORTATION	OFFICE DEPOT #908	24.77	Office supplies
				24.77	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20200304	HICKS,TYLENE	CHET F. HARRITT	WAL-MART #1917	74.30	Art Show supplies
20200308	HICKS,TYLENE	CHET F. HARRITT	CARTERS HAY & GRAIN, I	16.95	Chicken feed
20200311	HICKS,TYLENE	CHET F. HARRITT	AMZN MKTP US*4U2262Q3	63.22	Supplies to create Volunteer Gifts
20200312	HICKS,TYLENE	CHET F. HARRITT	SUPER DUPEP PUBLICATION	50.55	Supplemental curriculum for speech
20200312	HICKS,TYLENE	CHET F. HARRITT	AMAZON.COM*Z6Y95IES A	18.16	4x6 Post-it's
20200319	HICKS,TYLENE	CHET F. HARRITT	CARTERS HAY & GRAIN, I	470.71	Chicken coop for chickens
20200319	HICKS,TYLENE	CHET F. HARRITT	USPS PO 0570200071	22.00	Stamps for communication with the community, parents, staff
20200329	HICKS,TYLENE	CHET F. HARRITT	SUPER DUPEP PUBLICATION	(50.55)	Refund due to delivery not available because school was closed
				<u>665.34</u>	
20200304	HOOKS, TED A	PEPPER DRIVE	AMAZON.COM*1F8YX70M8	53.76	Professional learning text
20200310	HOOKS, TED A	PEPPER DRIVE	ACE PARKING 8006557275	10.00	Parking for conference
20200310	HOOKS, TED A	PEPPER DRIVE	SP - TFD SUPPLIES	352.50	Headphones for State Testing
20200311	HOOKS, TED A	PEPPER DRIVE	AMZN MKTP US*3M7GL7MZ3	19.38	Supplies for open house
				<u>435.64</u>	
20200315	JOHNSTON, ANDREW	CARLTON OAKS	AMZN MKTP US*1E4BB4T83	17.19	Office supplies
20200316	JOHNSTON, ANDREW	CARLTON OAKS	AMAZON.COM*351Q1N1Y3	25.85	Professional Development materials
20200322	JOHNSTON, ANDREW	CARLTON OAKS	AMZN MKTP US*YU65001W3	36.83	Professional Development materials
				<u>79.87</u>	
20200309	LOCKE, SUMMER	SYCAMORE CANYON	AMZN MKTP US*141MG2783	362.50	Problem solving materials (books, Algebra Tiles, etc)
20200309	LOCKE, SUMMER	SYCAMORE CANYON	AMAZON.COM*1I2965J3 A	197.13	Study carrels for 3rd-6th Grades
20200310	LOCKE, SUMMER	SYCAMORE CANYON	AMZN MKTP US*08V65A53	86.13	Privacy screen for school secretary computer (Safety)
20200312	LOCKE, SUMMER	SYCAMORE CANYON	AMZN MKTP US*0U0W70F73	25.30	Sound reducing headphones and pencil gripper (504 Plan)
20200312	LOCKE, SUMMER	SYCAMORE CANYON	AMAZON.COM*444A62RQ3 A	100.56	Problem solving materials (SEL Books)
20200313	LOCKE, SUMMER	SYCAMORE CANYON	HOMEDEPOT.COM	65.07	Stop signs for Safety Patrol and Teacher Duty
20200315	LOCKE, SUMMER	SYCAMORE CANYON	HOMEDEPOT.COM	27.42	Safety vests for Safety Patrol/Duty
20200316	LOCKE, SUMMER	SYCAMORE CANYON	AMZN MKTP US*586R63313	27.63	Sound reducing headphones
20200318	LOCKE, SUMMER	SYCAMORE CANYON	TRACTOR SUPPLY #2010	14.99	Chicken feed
				<u>906.73</u>	
20200302	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*W6F8IS4Y33	28.00	Outdoor Ethernet 25 ft Cat 6 cable
20200303	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AVTECH SOFTWARE INC	199.95	Audio Software
20200303	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*4V4TC3A23	35.55	4K HDMI Switch with IR wireless remote
20200306	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	MOSYLE COR* MOSYLEMAN	1,074.15	Data management system
20200311	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM*98HE3643 A	43.09	Classroom speakers
20200312	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*P2ED4063	14.00	SSD to M.2 NVME adapter card for MacBook pro
20200312	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*680CG71L3	33.16	VGA to HDMI adapter converter
20200313	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMZN MKTP US*K04428F93	40.89	196 ft HDMI extender
20200319	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE	24.99	Security system
20200322	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	SCREENCAST-O-MATIC.COM	210.00	TV digital sign display
20200331	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	DNI*GODADDY.COM	739.98	Website domain
				<u>2,443.76</u>	
20200316	MARTIN, SUZANNE	HILL CREEK	MICHAELS STORES 3256	72.03	Art supplies for art activities during extended emergency care
				<u>72.03</u>	
20200304	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*UD6F46DN3	64.54	SDC classroom supplies
20200309	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*1M2TD3YN3	37.69	OT supplies
20200311	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*VX64U5W53	41.31	OT supplies
20200313	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMZN MKTP US*AG5KX8QJ3	51.80	SDC classroom supplies
				<u>195.34</u>	
20200304	MINUTELLI, DAWN	EDUCATIONAL SERVICES	DOLLAR TREE	8.62	CREEC Grant - supplies
20200305	MINUTELLI, DAWN	EDUCATIONAL SERVICES	THE HOME DEPOT #0673	65.91	CREEC Grant - supplies
20200313	MINUTELLI, DAWN	EDUCATIONAL SERVICES	GIANT PIZZA KING #10	68.15	State Preschool - supplies/food - Parent meeting
20200313	MINUTELLI, DAWN	EDUCATIONAL SERVICES	VONS #1897	27.24	State Preschool - supplies/food - Parent meeting
20200316	MINUTELLI, DAWN	EDUCATIONAL SERVICES	AMZN MKTP US*N31G596C3	76.11	State Preschool - supplies
20200317	MINUTELLI, DAWN	EDUCATIONAL SERVICES	AMAZON.COM*R68DN0853	63.01	Prof. Dev. - supplies/books
				<u>311.04</u>	
20200305	MONTLER, BONNER M	EDUCATIONAL SERVICES	LEARNING A-Z, LLC	115.45	Learning software for primary reading program
20200305	MONTLER, BONNER M	EDUCATIONAL SERVICES	ETS*CONFERENCES	150.00	ETS Prof. Dev. Three addendees for the 2019-20 CAASPP Results are In - Now What?
20200326	MONTLER, BONNER M	EDUCATIONAL SERVICES	STAPLES 00113076	107.74	Headset for use with on-line meeting software
20200330	MONTLER, BONNER M	EDUCATIONAL SERVICES	LOGMEIN*GOTOMEETING	468.00	Online meeting application for Assessment Department
				<u>841.19</u>	
20200302	NELSON, REBECCA	CHET F. HARRITT	AMZN MKTP US*J92PWXGN3	50.58	Neon labels for "Lunch on the Lawn", toner for FAX machine
20200304	NELSON, REBECCA	CHET F. HARRITT	AMZN MKTP US*MF26U5703	71.72	Megaphones for Campus Aides
				<u>122.30</u>	
20200311	OLANDER, MICHAEL	PUPIL SERVICES	2COCOM*MOVAVI.COM	79.95	Video editing software to blur faces for confidentiality

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20200309	PARKER, HEIDI MARIA	PRIDE ACADEMY	VONS #2134	21.06	Student incentive for attendance
20200309	PARKER, HEIDI MARIA	PRIDE ACADEMY	GIANT PIZZA KING #10	97.61	Student incentive for attendance
				<u>118.67</u>	
20200306	PEZONE, MELYNDA	CARLTON OAKS	AMZN MKTP US*TW6TX6603	21.32	Playground equipment for attendance incentive
20200306	PEZONE, MELYNDA	CARLTON OAKS	AMZN MKTP US*PY3YH8D13	12.81	Playground equipment for attendance incentive
				<u>34.13</u>	
20200302	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	ADOBE STOCK	28.06	Subscription to Adobe content
20200302	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	URBANE CAFE SAN DIEGO	96.49	Meal for science textbook adoption review team
20200317	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	7 SPRINGS INN & SUITES	(349.92)	Refund for lodging in CUE Palm Springs
20200317	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	7 SPRINGS INN & SUITES	(349.92)	Refund for lodging in CUE Palm Springs
20200331	PROUTY, DANIEL J	INSTRUCTIONAL TECHNOLOGY	ADOBE STOCK	29.99	Subscription to Adobe content
				<u>(545.30)</u>	
20200305	RIFFEL, MEREDITH	PUPIL SERVICES	TRANSCRIPTIONGEAR	185.00	Transcription program
20200310	RIFFEL, MEREDITH	PUPIL SERVICES	MEDIMPEX UNITED	149.50	Cannabis-Marijuana Surface Residue/Vape Oil (Pouch) drug test
20200311	RIFFEL, MEREDITH	PUPIL SERVICES	USPS PO 0570200071	17.35	Return postage
20200322	RIFFEL, MEREDITH	PUPIL SERVICES	AMZN MKTP US	(118.47)	Return of transcription equipment
				<u>233.38</u>	
20200308	SAUNDERS, LEAH	CARLTON HILLS	AMAZON COM*432CN2093	63.04	Jr. High PBIS activity: vests for Dodge Ball Tournament
				<u>63.04</u>	
20200312	SHEEN, KRISTINA D	OST PROGRAMS	KID VENTURES	750.00	Field trip for Summer OSTP
20200320	SHEEN, KRISTINA D	OST PROGRAMS	KID VENTURES	(250.00)	Field trip refund for spring break - OSTP
				<u>500.00</u>	
20200317	SIMPSON, DEBRA	RIO SECO	OFFICE DEPOT #908	92.83	Office materials for emergency closure student care
				<u>92.83</u>	
20200310	SOUTHCOTT, STEPHANIE	CARLTON HILLS	ACE PARKING 8008557275	10.00	Parking at conference
20200310	SOUTHCOTT, STEPHANIE	CARLTON HILLS	ACE PARKING 8008557275	10.00	Parking at Conference
				<u>20.00</u>	
20200303	STARKEY, MARK	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	38.88	VGA cables to audio
20200318	STARKEY, MARK	INFORMATION TECHNOLOGY	AMZN MKTP US*66W11C43	28.00	iPad Mini 5 waterproof case
20200319	STARKEY, MARK	INFORMATION TECHNOLOGY	APPLE COMUS	876.79	VPP software/App licensing for students
20200327	STARKEY, MARK	INFORMATION TECHNOLOGY	AMZN MKTP US*L76AQ4EC3	27.79	External DVD drive
				<u>971.46</u>	
				<u>12,368.28</u>	

Consent Item D.2.3.
Prepared by Karl Christensen
May 5, 2020

Adoption of Resolution No. 1920-27 Requesting
Temporary Transfer of Funds

BACKGROUND:

Resolution No. 1920-27 provides for the temporary transfer of funds by the County Treasurer to the District's account as a tax anticipation loan if and when such a transfer is needed to meet district financial obligations.

The District receives a considerable amount of State apportionment which is scheduled for distribution at the end of each month. There have been times the apportionment has not been received by the last day. If this happens during a period when cash on hand is insufficient to meet a payroll, it could present a problem. Approval of this resolution will provide the flexibility to avoid cash flow problems. This is an annual concern and occurrence.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 1920-27 requesting temporary transfer of funds for the 2020-21 school year.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

If directed by the Board of Supervisors, funds will be transferred to the District by the Treasurer of the County of San Diego in sums as requested by the District Superintendent and certified by her to be necessary to provide funds for meeting the obligations incurred for maintenance purposes by the District not to exceed the maximum amount specified in the following resolution.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

RESOLUTION NO. 1920-27

RESOLUTION OF GOVERNING BOARD OF
SANTEE SCHOOL DISTRICT REQUESTING
TEMPORARY TRANSFER OF FUNDS

On motion of member _____, seconded by member _____
the following resolution is adopted:

WHEREAS, the California Constitution, Article XVI, Section 6 and Education Code section 42620 or 85220 provide that the Treasurer of the County shall have the power and it shall be his duty to make such temporary transfer from the funds in his custody as may be necessary to provide funds, meeting the obligations incurred for maintenance purposes by any district whose funds are in his custody and are paid out solely through his office; such temporary transfer of funds shall be made only upon resolution adopted by the governing board of the County to make such temporary transfer; such temporary transfer of funds shall not exceed 85% of taxes accruing to the district, shall not be made prior to the first day of the fiscal year nor after the last Monday in April of the current fiscal year, and shall be replaced from the taxes accruing to such district before any other obligation of the district is met from such taxes; and

WHEREAS, on June 16, 2020, the Board of Education will adopt a final budget.

For this District for the fiscal year 2020-21 pursuant to the provisions of the Education Code sections 42127 or 70901, and taxes accruing to the district for said fiscal year are estimated to be \$16,210,585; and

WHEREAS, taxes accrued to the District during the 2019-20 fiscal year are estimated to be \$18,033,229; and

WHEREAS, it is necessary to provide funds for meeting obligations incurred for maintenance purposes by this District; AND NOW THEREFORE

IT IS RESOLVED AND ORDERED pursuant to the provisions of the California Constitution, Article XVI, Section 6, and Education Code section 42620 or 85220 as follows:

1. The Board of Supervisors of the County of San Diego is requested to direct the Treasurer of the County of San Diego to make a temporary transfer from the funds in his custody to this District during the 2020-21 fiscal year to meet obligations incurred for maintenance purposes in the amount of:
 - a) \$2,755,799 for the period from July 1 until August 31 not to exceed 17% of the authorized limit.

- b) \$13,778,997 after August 31 but not to exceed a total of 85% of taxes accruing to the District. This amount represents the total available temporary transfer approved by the governing board for the 2020-21 fiscal year inclusive of the 17% shown in (a) above.
- 2. If directed by the Board of Supervisors, funds will be transferred to this District by the Treasurer of the County of San Diego in sums as requested by the District Superintendent and certified by him/her to be necessary to provide funds for meeting the obligations incurred for maintenance purposes by the district not to exceed the maximum amount herein specified, provided the Treasurer determines that funds in his custody are available for such transfers.
- 3. The Clerk/Secretary of this Board is directed to file a copy of this resolution with the Board of Supervisors, the County Superintendent of Schools, the County Auditor and Controller, and the County Treasurer-Tax Collector.

PASSED AND ADOPTED by the Board of Education of the Santee School District, County of San Diego, State of California, this 5th day of May, 2020 by the following votes:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

I, Elana Levens-Craig, Clerk of the Board of Education of the Santee School District, County of San Diego, State of California, do hereby certify that the foregoing is a true copy of a resolution adopted by said Board at a meeting thereof, at the time and by the vote therein stated, which original resolution is on file in the office of said Board.

Elana Levens-Craig
Clerk of the Board of Education

Date

Consent Item D.2.4. Approval of Interdistrict Attendance Agreements
 Prepared by Karl Christensen
 May 5, 2020

BACKGROUND:

Each year agreements are completed between San Diego County school districts to permit regular and special education children to make application to attend school in a district other than the district of residence. While we do enter into these agreements on a routine basis, any student requesting an interdistrict transfer must complete an individual request, which is reviewed on a case-by-case basis. Each school capacity is established separately and when the capacity is reached, the school is closed to new interdistrict transfer requests. Currently, Interdistrict Attendance Agreements are in place for the districts listed below for the term noted:

Alpine Union	7/1/16 – 6/30/21 (5yrs)	Mountain Empire Unified	7/1/16 – 6/30/21 (5yrs)
Cajon Valley Union	7/1/16 – 6/30/21 (5yrs)	Murrieta Valley Unified	7/1/16 – 6/30/21 (5yrs)
Carlsbad Unified	7/1/19 – 6/30/24 (5yrs)	Oceanside Unified	7/1/16 – 6/30/21 (5yrs)
Chula Vista Elementary	7/1/19 – 6/30/22 (3 yrs)	Poway Unified	7/1/16 – 6/30/21 (5 years)
Coronado Unified	7/1/16 – 6/30/21 (5yrs)	Ramona Unified	7/1/16 – 6/30/21 (5 years)
Dehesa	7/1/18 – 6/30/23 (5 yrs)	San Diego Unified	7/1/19 – 6/30/24 (5yrs)
Del Mar	7/1/16 – 6/30/21 (5 years)	San Dieguito Union	7/1/16 – 6/30/21 (5 yrs)
Escondido Union	7/1/16 – 6/30/21 (5yrs)	San Ysidro	7/1/16 – 6/30/21 (5yrs)
Fallbrook Union	7/1/16 – 6/30/21 (5yrs)	Sweetwater Union	7/1/19 – 6/30/24 (5yrs)
Jamul-Dulzura Union	7/1/16 – 6/30/21 (5yrs)	Temecula Valley Unified	7/1/16 – 6/30/21 (5yrs)
Julian Union	7/1/16 – 6/30/21 (5yrs)	Vista Unified	7/1/16 – 6/30/21 (5yrs)
Lakeside Union	7/1/18 – 6/30/22 (4 yrs)	Warner Unified	7/1/16 – 6/30/21 (5 yrs)
La Mesa-Spring Valley	7/1/16 – 6/30/21 (5yrs)		
Administration recommends that the Interdistrict Attendance Agreements for the Districts listed below be approved for the term noted:			
Lemon Grove	7/1/20 – 6/30/25 (5yrs)	South Bay Union	7/1/20 – 6/30/25 (5yrs)
Solana Beach	7/1/20 – 6/30/25 (5yrs)		

RECOMMENDATION:

It is recommended that the Board of Education approve the Interdistrict Attendance Agreements listed above.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The attendance shall be credited to the district of attendance with the district of attendance assuming all costs of education.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

BACKGROUND:

In order to maintain a current register of persons authorized to act on behalf of the District pursuant to various sections of the Education Code, it is necessary that the Board of Education pass a series of resolutions prior to the beginning of each fiscal year.

RECOMMENDATION:

Administration recommends adoption of the attached resolutions:

- Resolution No. 1920-28 - Resolution Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education.
- Resolution No. 1920-29 - Resolution Designating Authorized Agent to Sign Payroll Payment Order.
- Resolution No. 1920-30 - Resolution to Release Credential Held Warrants to Employees
- Resolution No. 1920-31 - Designating Authorized Agent to Sign School Orders (Commercial Warrants).
- Resolution No. 1920-32 - Resolution Authorizing the Replacement of Warrants

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact in adopting these resolutions. The purpose of adopting these resolutions is to maintain a current register of persons authorized to act on behalf of the District.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

RESOLUTION # 1920-28
RESOLUTION DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL
AND PICK UP WARRANTS AT THE COUNTY OFFICE OF EDUCATION

Santee School District, San Diego County ON MOTION

OF member _____, seconded by member _____

effective July 1, 2020 through June 30, 2021.

IT IS RESOLVED AND ORDERED that:

1. The authorized agent (**one person only**) to receive mail from the Accounting/Payroll Sections is Tory Long.
2. The authorized person(s) or district(s) to pick up warrants from the County Office (other than the mail addressee) are:

Karl Christensen, Tory Long, Karen Lippert, Dianne Brown, Kiva Quezada, Jennifer Ashburn, Nancy Stasch, Tamera Killpack, Bridget Claiborne

- | | | | | | |
|----|-----------|--------------------------|-------------------------------------|--------------------------|---|
| | mail | hold | consortium | | |
| 3. | Check one | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Monthly payroll warrants each and every month. |
| | Check one | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Daily/Hourly payroll warrants each and every month. |

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 5, 2020 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Elana Levens-Craig, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Elana Levens-Craig, Clerk, Board of Education

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

RESOLUTION # 1920-29
PAYMENT ORDER RESOLUTION

Santee School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2020 through June 30, 2021.

IT IS RESOLVED AND ORDERED that, in accordance with the provisions of Section 3100 et seq., Chapter 8, Division 4, Title I of the Government Code (**all districts**), the following person(s) be and is hereby designated to ascertain and certify that each employee of said district has taken the oath of allegiance.

Dr. Kristin Baranski or Karl Christensen, OR Tim Larson.

IT IS FURTHER RESOLVED AND ORDERED that, in accordance with the payroll procedure provided in Education Code Section 45310 (**merit system districts only**), no warrant shall be drawn by or on behalf of the governing board of this district for the payment of any salary or wage to any employee in the classified service unless the assignment bears the certification of the following person:

N/A, Personnel Director

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 5, 2020 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Elana Levens-Craig, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Elana Levens-Craig, Clerk, Board of Education

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp) Gov Code Sec. 5501

RESOLUTION # 1920-30
**RESOLUTION AUTHORIZING THE COUNTY OFFICE OF EDUCATION CREDENTIALS
DEPARTMENT TO RELEASE CREDENTIAL HELD WARRANTS TO EMPLOYEES**

Santee School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2020 through June 30, 2021.

IT IS RESOLVED AND ORDERED that, The County Office of Education Credentials Department is authorized to release credentials held warrants to employees who have provided the required credential paper work.

PASSED AND ADOPTED by said Governing Board on May 5, 2020 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Elana Levens-Craig, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Elana Levens-Craig, Clerk, Board of Education

RESOLUTION # 1920-31
RESOLUTION DESIGNATING AUTHORIZED AGENT TO SIGN SCHOOL ORDERS
(COMMERCIAL WARRANTS)

Santee School District, San Diego County ON MOTION

OF member _____, seconded by member _____

effective July 1, 2020 through June 30, 2021.

IT IS RESOLVED AND ORDERED that, pursuant to the provisions of Education Code Section 42632 or 85232, Kristin Baranski, Karl Christensen, Tim Larson be and is hereby authorized to sign any and all orders in the name of said District, drawn on the funds of said District.

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on May 5, 2020 by the following vote: (date)

AYES: _____ MEMBERS
NOES: _____ MEMBERS
ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Elana Levens-Craig, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

Elana Levens-Craig, Clerk, Board of Education

Manual signature(s) of authorized person(s):

Facsimile signature(s), if applicable:
(Rubber Stamp)

**SANTEE SCHOOL DISTRICT
RESOLUTION NO. 1920-32 AUTHORIZING THE REPLACEMENT OF WARRANTS**

On a motion of Member _____, seconded by Member _____, the resolution is adopted:

WHEREAS, during the course of business, Santee School District issues payroll and commercial warrants for the payments of goods and services received by the District; and

WHEREAS, payroll and commercial warrants are lost, stolen, mutilated, or expire upon occasion; and

WHEREAS, a petition for issuance of a new warrant may be presented by the payee pursuant to Government Code section 29802.

NOW, THEREFORE BE IT RESOLVED by the Board of Education of the Santee School District of San Diego County, California, that the following persons shall be authorized to reissue new payroll and commercial warrants upon presentation of a properly completed petition for issuance of a new warrant if such new warrant does not exceed the amount of the original warrant.

	Manual Signature	Facsimile Signature
Superintendent	_____ Dr. Kristin Baranski	_____
Assistant Superintendent Business Services	_____ Karl Christensen	_____
Assistant Superintendent Human Resources	_____ Tim Larson	_____
Assistant Superintendent Education Services	_____ Dr. Stephanie Pierce	_____
Director Fiscal Services	_____ Tory Long	_____

PASSED AND ADOPTED by said Board of Education on May 5, 2020.

AYES: ____ **NOES:** ____ **ABSENT:** ____ **ABSTAIN:** ____

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

Elana Levens-Craig, Clerk of the Board of Education

Consent Item D.2.6.
Prepared by Karl Christensen
May 5, 2020

Adoption of Resolution 1920-33 Designating the Assistant Superintendent, Business Services to be the District's Agent Authorized to Provide Assurances and Agreements Necessary to Apply for Federal Emergency Management Agency (FEMA) Grants through the California Office of Emergency Services

BACKGROUND:

The COVID19/Coronavirus crisis has caused the District to incur costs it would not have incurred under ordinary circumstances. The Federal Emergency Management Agency (FEMA) provides grants to reimburse entities for certain qualifying costs through the California Office of Emergency Services.

At this time, it is uncertain whether the District has incurred costs that would be reimbursable under the FEMA program. Nevertheless, it is prudent to do the preliminary steps necessary to apply for these funds should they be available.

This resolution authorizes the Assistant Superintendent, Business Services to be the District's designated agent for providing all assurances and agreements necessary to apply for these funds. The District would submit a claim at a future date should it be determined that its costs are reimbursable.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution 1920-33 Designating the Assistant Superintendent, Business Services to be the District's Agent Authorized to Provide Assurances and Agreements Necessary to Apply for Federal Emergency Management Agency (FEMA) Grants through the California Office of Emergency Services.

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

FISCAL IMPACT:

None at this time.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.6.

**Resolution No. 1920-33
SANTEE SCHOOL DISTRICT**

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Education OF THE Santee School District
(Governing Body) (Name of Applicant)

THAT Assistant Superintendent, Business Services OR
(Title of Authorized Agent)
_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Santee School District, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

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

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this 5th day of May, 2020

Elana Levens-Craig, Clerk of the Board of Education
(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Elana Levens-Craig, duly appointed and Clerk of the Board of Education of
(Name) (Title)
Santee School District, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Education of the Santee School District
(Governing Body) (Name of Applicant)
on the 5th day of May, 2020

(Signature) Clerk of the Board of Education
(Title)

Consent Item D.2.7.
Prepared by Karl Christensen
May 5, 2020

Adoption of Resolution 1920-34 Specifically
Designating Public Works Project(s) of School
Facilities as an Essential Critical Infrastructure
Sector

BACKGROUND:

The District plans to start three major construction projects in May while impacts of the COVID19/Coronavirus crisis are still being experienced and restrictions ordered by the County of San Diego are still in place. This order exempted certain activities “needed to maintain continuity of operations of sectors designated as Essential Critical Infrastructure Sectors”. The County Office of Education legal staff suggests that districts continuing with construction projects during the crisis adopt a resolution to formally declare construction of school facilities as an “Essential Critical Infrastructure Sector”.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 1920-34 Specifically Designating Public Works Projects of School Facilities as an Essential Critical Infrastructure Sector.

This item supports the following District goal(s):

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

FISCAL IMPACT:

None

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.7.

RESOLUTION NO. 1920-34

**RESOLUTION OF THE GOVERNING BOARD OF THE
SANTEE SCHOOL DISTRICT SPECIFICALLY DESIGNATING PUBLIC WORKS
PROJECT(S) OF SCHOOL FACILITIES AS AN ESSENTIAL CRITICAL
INFRASTRUCTURE SECTOR**

WHEREAS, on March 27, 2020, the County of San Diego (“County”) issued ORDER OF THE HEALTH OFFICER AND EMERGENCY REGULATIONS (“Order”), to be in conformance with the Executive Order N-33-20 issued by the Governor of the State of California, ordering all individuals living in the State of California to stay at home or at their place of residence, except as needed to maintain continuity of operations of sectors designated as Essential Critical Infrastructure Sectors; and

WHEREAS, section 1.a of the Order prohibits all public or private “gatherings”; and

WHEREAS, section 2.a of the Order, for purposes of the Order, defines “gathering” as any event or convening that brings 10 or more people in a single room or single space at the same time; and

WHEREAS, section 2.a.ii of the Order excludes from the definition of a “gathering” operations at businesses included in the designated critical infrastructure sectors identified by Presidential Policy Directive 21 (PPD-21), where many people are present but are able to practice social distancing; and

WHEREAS, PPD-21 identifies the Government Facilities Sector as one of the 16 critical infrastructure sectors, which includes the Education Facilities Subsector, which covers pre-kindergarten through 12th grade schools, institutions of higher education, and business and trade schools; and

WHEREAS, pursuant to section 1 of the Order, and in response to Executive Order N-33-20, the State Public Health Officer has designated “Construction Workers who support the construction, operation, inspection, and maintenance of construction sites and construction projects” as an “Essential Critical Infrastructure Worker”; and

WHEREAS, the California Constitution espouses the essential nature of education, stating, “A general diffusion of knowledge and intelligence being essential to the preservation of the rights and liberties of the people, the Legislature shall encourage by all suitable means the promotion of intellectual, scientific, moral, and agricultural improvement.” (Cal. Const., Art. IX § 1.); and

WHEREAS, the California Constitution contemplates education as a governmental function, with school districts as a public agency authorized to maintain schools within the Public School System, inclusive of kindergarten, elementary, and secondary schools (Cal. Const., Art. IX §§ 6, 14.); and

WHEREAS, pursuant to state constitutional authority, the Legislature codified school districts as local educational agencies (Education Code, §§ 35010 *et seq.*); and

WHEREAS, the California Constitution underscores the importance of ongoing public education operations, stating, “The Legislature shall provide for a system of common schools by

which a free school shall be kept up and supported in each district at least six months in every year, after the first year in which a school has been established.” (Cal. Const., Art. IX § 5.); and

WHEREAS, the California Education Code provides for school districts to be under the control of a board of trustees or a board of education (Education Code, § 35010); and

WHEREAS, Governor Newsom’s Executive Order N-26-20 issued on March 13, 2020, noted that: “schools are critical to the daily lives of many Californians;” and

WHEREAS, Santee School District (“District”) is the lead governing agency of certain public works construction projects, located at school facilities falling within the boundaries of the District; and

WHEREAS, as the District is part of the Educational Facilities Subsector within the Governmental Facilities Sector, so too are its public works construction projects deemed to be an Essential Critical Infrastructure Sector of the District, for reasons including, but not limited to, the following:

- (a) Education, including public education, is essential to the preservation of the rights and liberties of the people (Cal. Const., Art IX, §§ 1, 5, 6, 14.); and
- (b) The District is authorized by the State Constitution and Legislature as a governmental agency whose purpose and mission includes provision of public education, an essential function (*Id.*, see also Education Code §§ 35010 *et seq.*); and
- (c) Timely completion of construction projects is required to ensure continued operations, including provision of the District’s educational program, without impact to students; and
- (d) Timely completion of construction projects is critical and required for the provision of the District’s educational programs in safe, accessible, and structurally sound facilities, and to support student health and safety; and

WHEREAS, as an operation of a Federal Critical Infrastructure Sector, specifically the Subsector of Educational Facilities within the Governmental Facilities Sector, the construction projects may continue in compliance with the Order including, without limitation, compliance with Social Distancing Requirements to the greatest extent feasible.

NOW, THEREFORE, the Governing Board of the Santee School District hereby finds, determines, declares, orders, and resolves as follows:

Section 1. The foregoing recitals are true.

Section 2. The Governing Board acknowledges that facilitation of distance learning, the maintenance and development of school facilities necessary for instruction, and performance of other essential functions are considered an operation that must continue to be maintained for purposes of the Order and that its employees and contractors engaged in such efforts should continue providing and carrying out work as Essential Critical Infrastructure Workers.

Section 3. The Governing Board specifically designates construction projects as an operation of a Federal Critical Infrastructure Sector, specifically the Subsector of Educational

Facilities within the Governmental Facilities Sector and are critical to the continued and further operation of schools.

Section 4. The Governing Board determines that the Construction Workers, engaged in work on the Projects, as explicitly identified as Essential Critical Infrastructure Workers, should continue providing and carrying out their work.

Section 5. The District's Superintendent, or designee, is authorized to take all steps and perform all actions necessary to carry out, give effect to, and comply with the terms and intent of this Resolution.

Section 6. To the extent actions in Section 4 have been undertaken, the Governing Board hereby ratifies such actions as operations of a federal Critical Infrastructure Sector.

PASSED AND ADOPTED this 5th day of May 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Dustin Burns, President
Board of Education
Santee School District

Consent Item D.3.1. Personnel, Regular
 Prepared by Tim Larson
 May 5, 2020

BACKGROUND:

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

Certificated Staff

A. New Appointments:

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

B. Temporary Rehires:

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

C. Change of Status/Location:

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

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date
1. Brodeen, Rebecca	Rio Seco	VI-30	Retirement	06-11-20
2. Gibson, Cynthia	Rio Seco	VI-30	Retirement	06-11-20
3. Journeay, John	Hill Creek	VI-30	Retirement	06-11-20
4. Knoll, Barbarie	Pepper Drive	VI-30	Retirement	06-11-20
5. Rashap, Marian	Carlton Hills	VI-25	Retirement	06-11-20
6. Roach, Michael	Pepper Drive	VI-24	Retirement	06-11-20
7. Sanders, Marlana	Chet F. Harritt	IV-26	Retirement	06-11-20
8. Spradlin, Julie	Carlton Hills	VI-22	Retirement	06-11-20
9. Sprofera, Barbara	Cajon Park	V-28	Retirement	06-11-20

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

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

I. Rehires:

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

Classified Staff continued

J. Change of Status/Location:

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

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Abshire, Jeanne	Hill Creek	Instructional Media Technician	Retirement	07-31-20
2. Brasher, Pamela	Out-of-School Time Programs	Director, Out-of-School Time Programs	Retirement	07-03-20
3. Brent, Janet	Cajon Park	Instructional Assistant, Special Ed I	Retirement	06-11-20
4. Buckel, Carla	Human Resources	Personnel Assistant / Substitutes	Retirement	07-01-20
5. Cutler, Judith	Rio Seco	Instructional Assistant, Special Ed I	Retirement	06-11-20
6. Emery, Kathleen	Educational Services	Program Secretary / Student Enrollment	Retirement	07-01-20
7. Flynn, Drusilla	Carlton Oaks	Health Clerk	Retirement	06-11-20
8. Gerrard, Cindy	Out-of-School Time Programs	Secretary II- Department	Retirement	07-01-20
9. Malott, Homer	Carlton Oaks	Custodian II	Retirement	07-01-20
10. McKinnon, Kathleen	Educational Services	Administrative Secretary	Retirement	07-01-20
11. Nevarez, Amanda	Chet F. Harritt	Student Support Assistant	Moving out of state	06-11-20
12. Noriega, Emma	PRIDE Academy	Food Service Worker I-A & Food Service Worker III-A	Retirement	06-11-20
13. Wolf, Cindy	Cajon Park	Food Service Worker I-A	Moving	06-11-20

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

Consent Item D.3.2.

Approval to submit Department of Defense Military Connected Local Educational Agencies for Academic and Support Programs

Prepared by Tim Larson
May 5, 2020

BACKGROUND

The US Department of Defense Education Activity (DODEA) has issued a request for proposal for Military-Connected Local Educational Agencies for Academic and Support Programs (MCASP). This grant provides resources to military-connected school districts to ease the challenges military students face, support the social and emotional needs of students, or improve academics. It is available to schools who have at least 10% military dependent enrollment. Santee School District currently has a grant for Chet F. Harritt, PRIDE Academy and Sycamore Canyon. Twenty million dollars are set aside this year to fund these grants this year. Santee School District has 10.1% documented military connected students and three additional school sites have over 10% military connected students. Because there are over 300 military connected students at these three sites, Santee is eligible to apply for a \$500,000 grant.

There are two program priorities for this grant: building strong foundations for STEM literacy and preparing the future workforce for work life balance through practice. In meeting with site administrators, we selected the work-life balance priority. There is also a competitive preference priority tying this work to health sciences focusing on the study of the human body's ability to improve, maintain or restore health and well-being. The first year of the grant is to be a planning year with an additional 3.5 years for implementation. The proposed grant is called Project Resilience

The proposed project for Carlton Oaks, Carlton Hills and Rio Seco has three goal areas

1. Project Resilience will improve the critical thinking skills of all military students in grades 6-8 aimed support mastery of problem solving leading to overall college readiness and productive workforce and solutions-based leaders in a complex world environment.
 - a. By February 2025 65% of military dependent students in Grades 6th-8th will meet or be above standard for problem solving/critical thinking math claim at all three sites as measured by interim assessments.
2. Project Resilience will address the social emotional needs of military students to mitigate stressors that impact a positive well-being and healthy mindset.
 - a. By February 2025, at least 75% of all military students in grades 4-8th will show social emotional competence, internal motivation and resilience as measured by the Panorama Survey conducted in Fall and Spring of each semester.
3. Project Resilience will improve the physical wellness of all military students in grades 5th-7th so students experience increases in self-confidence, self-esteem, and endurance to managing academics, homelife, and individual goals.

- a. By February, 2025 at least 65% of all military students in grades 5th-8th will be able to demonstrate increased fitness habits using obstacle courses and tracking devices in school fitness testing.

Military dependent students have specific challenges at school. They change schools more frequently than other students and may miss the critical thinking and social structure offered at the school.

The goals for Project Resilience are designed to focus on developing strategies to teach and support military students. They teach students to become aware of their social emotional needs, increase motivation/grit, and apply problem-solving strategies both in and out of the classroom.

Here are some of the activities and strategies included in

- Professional development for teachers on teaching Cognitive Guided Instruction, social emotional support and brain development to students
- Teacher stipends to develop additional resources and training for instructional aides, volunteers and parents to augment curriculum and provide other ways to support critical thinking, self-regulation and problem solving
- Materials and equipment to enhance the learning environment including materials for counting kits for CGI, iReady for older students, materials for differentiated instruction
- Materials to create obstacle courses for students or improve fitness options at each site. Fitness Trackers to enhance ability to track fitness gains and inspire students.
- Field trips that expose students to college and health care career such as SDSU, USD, Qualcomm, Navy Base San Diego, Kaiser etc.
- Enrichment in and out of school to increase connection to college and career
- Portion of the Panorama Survey contract to track social emotional learning, motivation, self-regulation and awareness
- Required outside evaluation
- Required travel for DODEA

The program will be administered by the District military liaison and school principals.

RECOMMENDATION

Administration recommends that the Board of Education submit a DODEA MCASP grant for Carlton Hills, Carlton Oaks and Rio Seco.

This recommendation supports the following district goals:

- Achieves the highest level of educational achievement for all students

FISCAL IMPACT

This grant provides \$500,000 for the planning and implementation the program for five years. The grant does not allow any funding to be spent on an indirect or administration. The grant requires that no more than 25% be spent on full-time staff salaries. Construction costs for PE materials in not allowed with this grant.

STUDENT ACHIEVEMENT

By linking support and services to parents, schools will be able to more effectively provide education and support for all students.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.2.

Santee School District: Grant Application Checklist

Date	School/Department	Responsible Staff Member	Grantor (Entity Providing Grant)	Grant Title	Deadline for Application	Total Grant Amount
2/20/20	Pupil Services	Meredith Riffel	DoDEA	MCASP	April 24, 2020	\$500,000

Category	Factor	Question	Response
FISCAL	Budget Impact	If multiple year grant, how much is to be distributed each year?	First year is planning and then distributed about evenly for the next 3.5 years
		When will the grant start and when will it end?	October 1, 2020- February 28, 2025
		When must the grant funds be fully expended?	February 28, 2025
		What percentage of the total grant amount will be used to pay for existing expenditures already budgeted or planned for, if any?	None, the Coordinators' portion would be available @ \$5,000 per year to offset previously budgeted expenditures
		What percentage of the total grant amount will be used to pay for new expenditures not previously budgeted or planned for? What change in services will be necessary for the expenditures?	Most
		Will the grant require hiring additional staff? Describe the staffing requirements.	No, but it might change percentage of counselor's time at a site
		How much of the grant budget is paying for on-going expenditures (those that will continue over more than 1 year)?	The budget may pay for a portion of the program coordinator and a portion of counselor if desired.
		What is the amount/percentage of matching funds or in-kind services that must be provided by the District, if any?	None, but something is expected
		What is the amount/percentage of matching funds or in-kind services that will require new expenditures not previously budgeted or planned for? Describe.	None
		Are there requirements or expectations for the school or District to continue the services, program, or project paid for by the grant after the grant expires? If so, describe and quantify the potential costs to be continued past the grant period.	We need to talk about sustainability in the grant. Teachers and counselors are trained to deliver services in a new way that is sustainable after the grant is completed
Indirect Costs		Does the grant allow indirect costs to be charged? If so, at what rate?	Yes, less than 10%

Santee School District: Grant Application Checklist

Category	Factor	Question	Response
	Cash Flow	How are grant funds paid to the school or District: up-front, pre-determined apportionment schedule, reimbursement for costs incurred, other method (describe)?	It is the same process it has been in the past with quarterly invoicing by SSD.
	Structure	Is the school or District planning to apply as a single applicant or combined with other entities in a consortium type arrangement?	Single applicant
	Fiscal Oversight	If multiple entities are applying together, will the District be the fiscal agent responsible for distributing funds and obtaining necessary expenditure reports from other entities? Describe the duties and requirements of the fiscal agent and benefits derived by the District.	N/A
ADMINISTRATION	Program Oversight	If multiple entities are applying together, will the District be responsible for overseeing program implementation and obtaining reports from other entities? Describe the duties and requirements of the program agent and benefits derived by the District.	N/A
	Expenditure Reports	What are the types, frequency, depth, and content of expenditure reports required to be submitted?	Yearly in October
	Program Reports	What are the types, frequency, depth, and content of program reports required to be submitted?	Program reports are required 3 times a year with an outside evaluator to complete annual report as well
	Purpose of Grant Funds	What are the grant funds to be used for? Describe the services, project, additional staff, and/or program(s) to be provided by the grant funds.	Address work/life balance, prepare students for careers in health science, STEAM focus
	Vision and Goal Alignment	How will the grant align with the District's or school's vision and goals?	Improves the safety on campus and increases well-being with increases in problem solving
PROGRAM IMPLEMENTATION AND MONITORING	Interest	What efforts have been made to inform the recipient schools and groups of the grant and services or goods to be provided and what is their level of interest and enthusiasm?	Met with principals and CRT's. Conducting student interviews to gather military student voice.

Santee School District: Grant Application Checklist

Category	Factor	Question	Response
	Outcomes	What are the outcomes or results expected by the grantor and/or District?	Students will be better prepared for career and college, improve their problem solving skills and increase physical well-being and develop goal setting/ SEL competence
	Program Evaluation	How will the program, project or services be evaluated for implementation and effectiveness by the grantor and/or District?	Project requires an outside evaluator, uses problem solving pre/post questions and Panorama results
	Other Impacts and Benefits	What other impacts to the District's operations and programs are probable and what other benefits will be derived by the District?	Provides a way to focus on military connected students and support ongoing district and school initiatives

Executive Council Member Approval	Approval Date	Board Authorization Date

6 INSTRUCTIONS:

- 1) Complete the Grant Application Checklist and Checklist for Donations, Gifts, Grants, and Bequests (Board Policy 3290 Exhibit) and submit both to Business Services prior to submitting application. Enter N/A for any questions that are not applicable.
- 2) Grants of \$10,000 or more require Board authorization prior to submission. Allow at least 3 weeks to complete this process.
- 3) Do not apply until approval is received from Executive Council.
- 4) Grants received with a value over \$50 must be accepted by the Board prior to expenditure/use.

Item E. DISCUSSION AND/OR ACTION ITEMS

Agenda Item E.

Discussion and/or Action Item E.1.1.
Prepared by Dr. Kristin Baranski
May 5, 2020

Adoption of Resolution #1920-26,
Resolution for Grading during Emergency
School Closures

BACKGROUND:

On March 4, 2020, the Governor of California declared a State of Emergency due to the outbreak and spread of the Novel Coronavirus (COVID-19), and on March 19, 2020, the Governor of California issued an executive order directing all individuals living in the State of California to stay home or at their place of residence, with limited exception, until further notice. Santee School District closed its schools on March 16, 2020.

During the COVID-19 school closure and the implementation of distance learning, adoption of this resolution, incorporates grading alternatives as options for use during the school closures period of March 16 – June 10. These grading options are consistent with the recent guidance issued by the California Department of Education.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution Adoption of Resolution #1920-26, Resolution for Grading during Emergency School Closures.

Motion: _____ Second _____ Vote: _____

Agenda Item E.1.1.



SANTEE SCHOOL DISTRICT

Resolution #1920-26

Resolution for Grading during Emergency School Closures

WHEREAS, on March 4, 2020, the Governor of California declared a State of Emergency due to the outbreak and spread of a novel coronavirus (COVID-19); and

WHEREAS, on March 19, 2020, the Governor of California issued an executive order directing all individuals living in the State of California to stay home or at their place of residence, with limited exception, until further notice; and

WHEREAS, on March 16, 2020 the Santee School District closed schools to protect students and staff against the spread of COVID-19; and

WHEREAS, due to safety concerns and the need for ongoing social distancing, the State Superintendent of Public Instruction stated it appears students will not return to school campuses before the end of the 2019-2020 school year; and

WHEREAS, it is necessary to ensure the continuation of public education, to the greatest extent possible, while maintaining the health and safety of the students and staff; and

WHEREAS, the Board is committed to continued teaching and learning, including feedback of student work, through alternative means during this prolonged period of school closure; and

WHEREAS, it is imperative that the Superintendent have the tools to ensure the health, safety and well-being of students, staff and families on and off campuses, and to ensure the educational needs of all students are addressed through remote learning environments;

NOW, THEREFORE BE IT RESOLVED, that during this time of school closures in Santee School District, March 16 – June 10, 2020:

1. Teachers shall continue to provide instruction, assignments and assessments using remote learning tools and resources.
2. The Superintendent or designee shall collaborate with school administrators and teachers to develop and regularly review guidelines for daily work completion through remote learning.
3. Students shall be held harmless for their Spring 2020 Trimester 3 grades during remote learning.
4. Board Policy and Administrative Regulation 5121 - Grades/Evaluation of Student Achievement shall be temporarily suspended during the period of school closure.
5. Teachers shall provide a narrative description of student progress and achievement toward grade level, standard-based skills and subcategories of achievement for the Spring 2020 Trimester 3.
6. Students shall not be required to submit graded work for the remainder of the school year and shall receive a pass for all enrolled courses.

Discussion and/or Action Item E.2.1. Approval of Monthly Financial Report
 Prepared by Karl Christensen
 May 5, 2020

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period March 1, 2020 through March 31, 2020 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:

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

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$13,820,227; cash receipts of \$6,472,522; and disbursements of \$7,871,824 are reflected for the period of March 1, through March 31, 2020 resulting in an ending cash balance of \$12,420,925 as of March 31, 2020.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.1.

Monthly Financial Report - March

1

CASH REPORT FOR MARCH

	Actual	Projected*	Difference
Beginning Cash Balance as of March 1, 2020	\$13,820,227	\$13,780,860	\$ 39,367
INCOME			
A. Local Control Funding Formula			
State Aid	2,971,236	2,942,622	\$ 28,614
Property Taxes	-	-	\$ -
B. Federal Income			
Federal Funding	3,065	6,843	\$ (3,778)
C. State Income			
Lottery	334,991	-	\$ 334,991
Other State Funding	34,430	44,048	\$ (9,618)
EPA Funding	2,779,208	2,730,710	\$ 48,498
D. Local Income			
Other Local Income	30,066	53,964	\$ (23,898)
Spec Ed	285,469	570,711	\$ (285,242)
Interest	34,057	-	\$ 34,057
E. Due to/Due from other funds	-	55,271.00	\$ (55,271)
F. Debt Proceeds	-	-	\$ -
TOTAL INCOME	\$6,472,522	\$6,404,169	\$ 68,353
Beginning Balance Plus Income	\$20,292,749	\$20,185,029	\$ 107,720
DISBURSEMENTS			
G. Commercial Warrants	\$ 667,483	\$ 275,889	\$ 391,594
H. Salary and Benefits	6,693,549	5,634,940	\$ 1,058,609
I. Other Outgo	74,165	27,395	\$ 46,770
J. Interfund Transfers Out	-	-	\$ -
K. Debt Service	436,627	-	\$ 436,627
TOTAL DISBURSEMENTS	\$7,871,824	\$5,938,224	\$ 1,933,600
Ending Cash Balance as of March 31, 2020	\$12,420,925	\$14,246,805	\$ (1,825,880)

* Based on Cash Flow Projection at Second Interim FY 2019-20

**Budget Revisions
Through March 31, 2020
2019-20 Revised Budget**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	16,171,701	532,236	16,703,937
Estimated Income	51,257,715	21,733,655	72,991,370
Estimated Expenditures	53,795,568	21,747,204	75,542,772
Change in Fund Balance	(2,537,853)	(13,549)	(2,551,402)
Projected Ending Fund Balance	13,633,848	518,687	14,152,535
Less: Restricted Program Carryovers	-	518,687	518,687
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	20,000	-	20,000
Stores Inventory	119,583	-	119,583
Less: Assigned Vacation Carryover	332,772	-	332,772
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	2,266,283	-	2,266,283
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	10,519,340	-	10,519,340
Fund 17 Projected End of Year Balance	3,080,843	-	3,080,843
Projected Reserves	15,866,466	-	15,866,466
	<u>March</u>	<u>February</u>	
Projected Reserve % 2019-20¹	21.00%	21.08%	
Projected Reserve % 2020-21²	14.08%	14.08%	
Projected Reserve % 2021-22²	9.71%	9.71%	

As a % of the Estimated Expense Total¹

Based on Multi-Year Projection at 2nd Interim- January 2020²

Discussion and/or Action Item E.2.2.
Prepared by Karl Christensen
May 5, 2020

Approval of Final Guaranteed Maximum Price and Authorization to Proceed with Revised Scope of Work for Chet F. Harritt Building Project Under Lease-Leaseback Agreement with Balfour Beatty Construction, LLC

BACKGROUND:

At the November 19, 2019 Board meeting, the Board of Education approved a preliminary Guaranteed Maximum Price of \$11,883,000 for the Chet F. Harritt Capital Improvement Program building project. This was done in order to authorize Balfour Beatty Construction, LLC (BBC) to begin procuring materials and trade sub-contractors with long lead times before obtaining final Division of State Architect (DSA) approval of the plans.

Plans have now been approved by DSA and trade sub-contractors submitted bids for this project on April 16, 2020. BBC worked diligently to qualify bids and obtain the lowest possible prices. Bids were received for the Base Bid: Classroom/Learning Resource Center building, Alternate #1: Project SAFE Modular Building, and Alternate #2: Canopy Between Buildings. These bids are used to calculate the final Guaranteed Maximum Price which includes allowances, contingencies, general conditions costs, contractor fee, and bonds and insurance.

RECOMMENDATION:

It is recommended that the Board of Education approve the Final Guaranteed Maximum Price and Authorize the Scope of Work for the Chet F. Harritt Capital Improvement Program Building Project.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The fiscal impact of \$11,861,740 is to be paid from Capital Improvement Program Funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

**SANTEE SCHOOL DISTRICT
CHET F. HARRITT SCHOOL
LEARNING RESOURCE CENTER & CLASSROOM ADDITION
GUARANTEED MAXIMUM PRICE
APRIL 28, 2020**

BID PKG #	BID PACKAGE NAME		BASE BID	ALTERNATE #1 MODULARS	ALTERNATE #2 CANOPY	TOTAL
01	DEMOLITION & GRADING		\$ 613,000	\$ 12,648	\$ -	\$ 625,648
02	CONCRETE AND SITE FURNISHINGS		\$ 1,385,590	\$ 96,500	\$ 5,900	\$ 1,487,990
03	FINISH CARPENTRY		\$ 74,187	\$ -	\$ -	\$ 74,187
04	ROUGH CARPENTRY		\$ 1,055,000	\$ -	\$ 40,000	\$ 1,095,000
05	ROOFING		\$ 122,099	\$ -	\$ -	\$ 122,099
06	SHEET METAL		\$ 317,000	\$ -	\$ 337,000	\$ 654,000
07	FINISHES, DOORS, FRAMES, SPECIALTIES COMBINATION		\$ 1,772,200	\$ 10,666	\$ -	\$ 1,782,866
08	GLASS & GLAZING		\$ 345,960	\$ -	\$ -	\$ 345,960
09	FLOOR COVERINGS		\$ 186,475	\$ -	\$ -	\$ 186,475
10	CERAMIC TILE		\$ 73,199	\$ -	\$ -	\$ 73,199
11	PAINT, WALLCOVERINGS & COATINGS		\$ 73,491	\$ -	\$ 1,705	\$ 75,196
12	SPECIALTIES (COMBINED WITH BID PACKAGE 7)		\$ -	\$ -	\$ -	\$ -
13	FIRE SPRINKLERS		\$ 115,500	\$ -	\$ -	\$ 115,500
14	PLUMBING		\$ 750,000	\$ 12,700	\$ -	\$ 762,700
15	HVAC & CONTROLS		\$ 332,550	\$ -	\$ -	\$ 332,550
16	ELECTRICAL & LOW VOLTAGE		\$ 862,000	\$ 54,000	\$ -	\$ 916,000
17	LANDSCAPE		\$ 271,708	\$ -	\$ -	\$ 271,708
18	ASPHALT		\$ 109,500	\$ -	\$ -	\$ 109,500
19	SURVEY & STAKING		\$ 38,100	\$ -	\$ 1,800	\$ 39,900
	ALLOWANCE #1 - SWPPP		\$ 20,000	\$ -	\$ -	\$ 20,000
	ALLOWANCE #2 - DSA CANOPY		\$ -	\$ -	\$ 10,000	\$ 10,000
	ALLOWANCE #3 - UNDERGROUND UTILITIES		\$ 50,000	\$ -	\$ -	\$ 50,000
	ALLOWANCE #4 - SITE AND SOILS		\$ 50,000	\$ -	\$ -	\$ 50,000
	ALLOWANCE #5 - MODULARS		\$ -	\$ 10,000	\$ -	\$ 10,000
	ALLOWANCE #6 - FRONT ENTRANCE		\$ 300,000	\$ -	\$ -	\$ 300,000
	HARD COST SUBTOTAL		\$ 8,917,559	\$ 196,514	\$ 396,405	\$ 9,510,478
	ERRORS & OMISSIONS CONTINGENCY	3.00%	\$ 267,527	\$ 5,895	\$ 11,892	\$ 285,314
	CONTRACTOR CONTINGENCY	3.00%	\$ 267,527	\$ 5,895	\$ 11,892	\$ 285,314
	GENERAL CONDITIONS		\$ 984,451			\$ 984,451
	GUARANTEED MAXIMUM PRICE SUBTOTAL		\$ 10,437,064	\$ 208,305	\$ 420,189	\$ 11,065,558
	FEE	3.99%	\$ 416,439	\$ 8,311	\$ 16,766	\$ 441,516
	PAYMENT & PERFORMANCE BONDS	1.00%	\$ 111,880	\$ 2,233	\$ 4,504	\$ 118,617
	GENERAL LIABILITY INSURANCE	1.04%	\$ 116,355	\$ 2,322	\$ 4,684	\$ 123,362
	COURSE OF CONST. INSURANCE/BUILDER'S RISK	0.95%	\$ 106,286	\$ 2,121	\$ 4,279	\$ 112,687
	GUARANTEED MAXIMUM PRICE GRAND TOTAL		\$ 11,188,025	\$ 223,293	\$ 450,422	\$ 11,861,740

Discussion and/or Action Item E.2.3.
Prepared by Karl Christensen
May 5, 2020

Approval of Final Guaranteed Maximum Price and Authorization to Proceed with Established Scope of Work for PRIDE Academy Building Project Under Lease-Leaseback Agreement with Balfour Beatty Construction, LLC

BACKGROUND:

With plans now approved by the Division of State Architect (DSA), trade sub-contractors submitted bids for the PRIDE Academy Learning Resource Center construction project on March 24, 2020. Balfour Beatty Construction, LLC worked diligently to qualify bids and obtain the lowest possible prices. Bids were received for only a Base Bid: Learning Resource Center building. These bids are used to calculate the final Guaranteed Maximum Price which includes allowances, contingencies, general conditions costs, contractor fee, and bonds and insurance.

RECOMMENDATION:

It is recommended that the Board of Education approve the Final Guaranteed Maximum Price and Authorize the Scope of Work for the PRIDE Academy Capital Improvement Program Building Project.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The fiscal impact is \$4,472,010 to be paid from Capital Improvement Program Funds

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.3.



SANTEE SCHOOL DISTRICT
PRIDE ACADEMY & SYCAMORE CANYON SCHOOLS
LEARNING RESOURCE CENTER
GUARANTEED MAXIMUM PRICE
APRIL 28, 2020

BID PKG #	BID PACKAGE NAME		PRIDE BASE BID	SYCAMORE BASE BID	SYCAMORE ALTERNATE #1	TOTAL
01	DEMOLITION & HAZARDOUS ABATEMENT		\$ 49,819	\$ 159,000	\$ 25,000	\$ 233,819
02	CONCRETE AND SITE FURNISHINGS		\$ 516,950	\$ 556,600	\$ 300,150	\$ 1,373,700
03	FINISH CARPENTRY		\$ 40,790	\$ 38,590	\$ -	\$ 79,380
04	ROUGH CARPENTRY		\$ 558,000	\$ 565,000	\$ -	\$ 1,123,000
05	ROOFING		\$ 45,000	\$ 45,000	\$ -	\$ 90,000
06	SHEET METAL		\$ 131,000	\$ 135,000	\$ -	\$ 266,000
07	GLASS & GLAZING		\$ 140,202	\$ 161,761	\$ -	\$ 301,963
08	FINISHES, DOORS, FRAMES, SPECIALTIES COMBINATION		\$ 671,678	\$ 669,207	\$ 14,195	\$ 1,355,080
09	FLOOR COVERINGS		\$ 66,500	\$ 66,500	\$ -	\$ 133,000
10	CERAMIC TILE		\$ 17,975	\$ 17,000	\$ -	\$ 34,975
11	PAINT, WALLCOVERINGS & COATINGS		\$ 43,815	\$ 39,383	\$ -	\$ 83,198
12	SPECIALTIES (COMBINED WITH BID PACKAGE 8)		\$ -	\$ -	\$ -	\$ -
13	PLUMBING		\$ 182,700	\$ 212,000	\$ 51,400	\$ 446,100
14	HVAC & CONTROLS		\$ 197,400	\$ 197,400	\$ -	\$ 394,800
15	ELECTRICAL & LOW VOLTAGE		\$ 478,000	\$ 443,000	\$ 85,000	\$ 1,006,000
16	GRADING		\$ 135,500	\$ 191,500	\$ 36,000	\$ 363,000
17	LANDSCAPE		\$ 81,500	\$ 103,500	\$ -	\$ 185,000
18	ASPHALT		\$ 36,540	\$ 77,350	\$ -	\$ 113,890
19	SURVEY & STAKING		\$ 18,000	\$ 26,000	\$ 5,000	\$ 49,000
	ALLOWANCE #1 - SWPPP		\$ 5,000	\$ 5,000	\$ -	\$ 10,000
	ALLOWANCE #2 - PETROMAT		\$ -	\$ 5,000	\$ -	\$ 5,000
	ALLOWANCE #3 - MODULARS		\$ -	\$ -	\$ 15,000	\$ 15,000
	HARD COST SUBTOTAL		\$ 3,416,369	\$ 3,713,791	\$ 531,745	\$ 7,661,905
	ERRORS & OMISSIONS CONTINGENCY	4.00%	\$ 136,655	\$ 148,552	\$ 21,270	\$ 306,476
	CONTRACTOR CONTINGENCY	4.00%	\$ 136,655	\$ 148,552	\$ 21,270	\$ 306,476
	GENERAL CONDITIONS		\$ 482,162	\$ 482,162		\$ 964,324
	GUARANTEED MAXIMUM PRICE SUBTOTAL		\$ 4,171,840	\$ 4,493,056	\$ 574,285	\$ 9,239,181
	FEE	3.99%	\$ 166,456	\$ 179,273	\$ 22,914	\$ 368,643
	PAYMENT & PERFORMANCE BONDS	1.00%	\$ 44,720	\$ 48,163	\$ 6,156	\$ 99,040
	GENERAL LIABILITY INSURANCE	1.04%	\$ 46,509	\$ 50,090	\$ 6,402	\$ 103,001
	COURSE OF CONST. INSURANCE/BUILDER'S RISK	0.95%	\$ 42,484	\$ 45,755	\$ 5,848	\$ 94,088
	GUARANTEED MAXIMUM PRICE GRAND TOTAL		\$ 4,472,010	\$ 4,816,337	\$ 615,605	\$ 9,903,952

Discussion and/or Action Item E.2.4.
Prepared by Karl Christensen
May 5, 2020

Approval of Final Guaranteed Maximum Price and Authorization to Proceed with Established Scope of Work for Sycamore Canyon Building Project Under Lease-Leaseback Agreement with Balfour Beatty Construction, LLC

BACKGROUND:

With plans now approved by the Division of State Architect (DSA), trade sub-contractors submitted bids for the Sycamore Canyon Learning Resource Center construction project on March 24, 2020. Balfour Beatty Construction, LLC worked diligently to qualify bids and obtain the lowest possible prices. Bids were received for the Base Bid: Learning Resource Center building and Alternate #1: Project SAFE Modular Building, These bids are used to calculate the final Guaranteed Maximum Price which includes allowances, contingencies, general conditions costs, contractor fee, and bonds and insurance.

RECOMMENDATION:

It is recommended that the Board of Education approve the Final Guaranteed Maximum Price and Authorize the Scope of Work for the Sycamore Canyon Capital Improvement Program Building Project.

This recommendation supports the following District goals:

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

FISCAL IMPACT:

The fiscal impact is \$5,431,942 to be paid from Capital Improvement Program Funds

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.4.



SANTEE SCHOOL DISTRICT
PRIDE ACADEMY & SYCAMORE CANYON SCHOOLS
LEARNING RESOURCE CENTER
GUARANTEED MAXIMUM PRICE
APRIL 28, 2020

BID PKG #	BID PACKAGE NAME		PRIDE BASE BID	SYCAMORE BASE BID	SYCAMORE ALTERNATE #1	TOTAL
01	DEMOLITION & HAZARDOUS ABATEMENT		\$ 49,819	\$ 159,000	\$ 25,000	\$ 233,819
02	CONCRETE AND SITE FURNISHINGS		\$ 516,950	\$ 556,600	\$ 300,150	\$ 1,373,700
03	FINISH CARPENTRY		\$ 40,790	\$ 38,590	\$ -	\$ 79,380
04	ROUGH CARPENTRY		\$ 558,000	\$ 565,000	\$ -	\$ 1,123,000
05	ROOFING		\$ 45,000	\$ 45,000	\$ -	\$ 90,000
06	SHEET METAL		\$ 131,000	\$ 135,000	\$ -	\$ 266,000
07	GLASS & GLAZING		\$ 140,202	\$ 161,761	\$ -	\$ 301,963
08	FINISHES, DOORS, FRAMES, SPECIALTIES COMBINATION		\$ 671,678	\$ 669,207	\$ 14,195	\$ 1,355,080
09	FLOOR COVERINGS		\$ 66,500	\$ 66,500	\$ -	\$ 133,000
10	CERAMIC TILE		\$ 17,975	\$ 17,000	\$ -	\$ 34,975
11	PAINT, WALLCOVERINGS & COATINGS		\$ 43,815	\$ 39,383	\$ -	\$ 83,198
12	SPECIALTIES (COMBINED WITH BID PACKAGE 8)		\$ -	\$ -	\$ -	\$ -
13	PLUMBING		\$ 182,700	\$ 212,000	\$ 51,400	\$ 446,100
14	HVAC & CONTROLS		\$ 197,400	\$ 197,400	\$ -	\$ 394,800
15	ELECTRICAL & LOW VOLTAGE		\$ 478,000	\$ 443,000	\$ 85,000	\$ 1,006,000
16	GRADING		\$ 135,500	\$ 191,500	\$ 36,000	\$ 363,000
17	LANDSCAPE		\$ 81,500	\$ 103,500	\$ -	\$ 185,000
18	ASPHALT		\$ 36,540	\$ 77,350	\$ -	\$ 113,890
19	SURVEY & STAKING		\$ 18,000	\$ 26,000	\$ 5,000	\$ 49,000
	ALLOWANCE #1 - SWPPP		\$ 5,000	\$ 5,000	\$ -	\$ 10,000
	ALLOWANCE #2 - PETROMAT		\$ -	\$ 5,000	\$ -	\$ 5,000
	ALLOWANCE #3 - MODULARS		\$ -	\$ -	\$ 15,000	\$ 15,000
	HARD COST SUBTOTAL		\$ 3,416,369	\$ 3,713,791	\$ 531,745	\$ 7,661,905
	ERRORS & OMISSIONS CONTINGENCY	4.00%	\$ 136,655	\$ 148,552	\$ 21,270	\$ 306,476
	CONTRACTOR CONTINGENCY	4.00%	\$ 136,655	\$ 148,552	\$ 21,270	\$ 306,476
	GENERAL CONDITIONS		\$ 482,162	\$ 482,162		\$ 964,324
	GUARANTEED MAXIMUM PRICE SUBTOTAL		\$ 4,171,840	\$ 4,493,056	\$ 574,285	\$ 9,239,181
	FEE	3.99%	\$ 166,456	\$ 179,273	\$ 22,914	\$ 368,643
	PAYMENT & PERFORMANCE BONDS	1.00%	\$ 44,720	\$ 48,163	\$ 6,156	\$ 99,040
	GENERAL LIABILITY INSURANCE	1.04%	\$ 46,509	\$ 50,090	\$ 6,402	\$ 103,001
	COURSE OF CONST. INSURANCE/BUILDER'S RISK	0.95%	\$ 42,484	\$ 45,755	\$ 5,848	\$ 94,088
	GUARANTEED MAXIMUM PRICE GRAND TOTAL		\$ 4,472,010	\$ 4,816,337	\$ 615,605	\$ 9,903,952

BACKGROUND:

The District will be constructing three new buildings as part of its Capital Improvement Program. Building codes require the District to procure the services of a qualified commissioning agent to analyze and confirm proper settings for new HVAC systems in new buildings over 10,000 square feet. Consequently, a commissioning agent is required for the new building at Chet F. Harritt.

Although a commissioning agent would not be required for the new buildings at PRIDE Academy and Sycamore Canyon, staff recommends procuring these services for these projects as well since the benefits clearly outweigh the costs. Proper settings on new HVAC systems ensure that the systems operate at optimal levels and provide the best performance possible, thereby saving on energy costs for the full lifespan of the equipment.

The District disseminated a Request for Proposal/Qualifications (RFP/Q) to qualified vendors and two responses were received. The RFP/Q evaluation and scoring committee, comprised of the Director II, Facilities Planning & Construction and the Director Facilities/Maintenance/Operations scored the RFP/Qs based on the following established criteria:

1. Ability to follow guidelines for RFP/Q selection criteria
2. Thoroughness and completeness of RFP/Q presentation
3. Price

RECOMMENDATION:

It is recommended that the Board of Education approve contracting with Salas O'Brien to provide commissioning agent services for the Capital Improvement Program projects to be completed at Chet F. Harritt, PRIDE Academy, and Sycamore Canyon.

This recommendation support the following District goal(s);

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

FISCAL IMPACT:

The total lump sum fees for the services in the scope of work to be funded by Capital Improvement Program funds are:

Chet F. Harritt Elementary School	\$16,000.00
Prospect Ave. Elementary School	\$11,700.00
Sycamore Canyon Elementary School	\$11,700.00
Total	\$39,400.00

STUDENT ACHIEVEMENT IMPACT:

The additional learning spaces and welcoming environment will foster student learning and student achievement. This is a fiscal item. All fiscal resources impact student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.5.

Discussion and/or Action Item E.2.6.
 Prepared by Karl Christensen
 May 5, 2020

Approval of Ninyo & Moore for Geotechnical, Special Inspection, and Materials Testing for Building Projects at Chet F. Harritt, PRIDE Academy, and Sycamore Canyon

BACKGROUND:

The Division of State Architect (DSA) reviews and approves all school construction projects. Part of the construction process requires Geotechnical, Special Inspection and Materials Testing Services. These entities must be DSA-qualification approved.

Ninyo & Moore has served the District since the inception of the CIP program. Staff recommends continuation of Ninyo & Moore for these services for the Chet F. Harritt modular building, and the Learning Resource Center building additions at PRIDE Academy and Sycamore Canyon.

RECOMMENDATION:

It is recommended that the Board of Education approve Ninyo & Moore to provide Geotechnical, Special Inspection, and Materials Testing Services for Chet F. Harritt, PRIDE Academy, and Sycamore Canyon Building Projects.

This recommendation supports the following District goal(s):

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

FISCAL IMPACT:

Chet F. Harritt Modular	\$18,572
PRIDE Academy LRC	\$75,168
Sycamore Canyon LRC	\$79,296
Sycamore Canyon Modular	<u>\$30,182</u>
Total	<u>\$203,218</u>

The fiscal impact of \$203,218 is to be funded from Capital Improvement Program funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.6.



Geotechnical & Environmental Sciences Consultants

March 19, 2020
Project No. 108774001

Ms. Christina Becker
Santee School District
9625 Cuyamaca Street
Santee, California 92071

Subject: Budget Amendment Request for Purchase Order 9422
Geotechnical Observation, Special Inspection, and Materials Testing Services
Chet F. Harritt – Learning Resource Center & Classroom Addition
8120 Arlette Street
Santee, California

Dear Ms. Becker:

In accordance with your request, we have prepared this budget amendment request to our existing purchase order (P.O.) to provide geotechnical observation, special inspection, and materials testing services for the subject project. Based on our correspondence with you, we understand that a childcare and preschool building is to be added to the project. The addition includes the construction of a 40-foot by 48-foot, single-story, modular building. Accordingly, we have prepared this budget amendment request for additional funds in excess of our original estimate and our approved P.O. 9422.

ADDITIONAL SERVICES

As noted above, the project has added the construction of a modular building to provide childcare and preschool services. Our additional geotechnical observation, special inspection, and materials testing services for this building are anticipated to include the following:

- Providing geologic/engineering field services to evaluate foundation excavations.
- Performing field observation and in-place density testing during subgrade preparation and utility trench backfill associated with the modular building.
- Coordinating with a third-party consultant to provide in-plant inspection services during the fabrication of the modular classroom building.

- Performing nondestructive testing of welds during the fabrication of the modular classroom building for childcare and preschool services.
- Sampling by our American Concrete Institute (ACI) technician during the placement of lightweight concrete at the modular building's manufacturing facility in Perris, California. Our technician will test the sampled material for temperature, air content, and slump, as well as cast one set of four concrete cylinders for every 50 cubic yards, or fraction thereof, poured per day.
- Sampling and tagging of reinforcing steel at the supplier's facility. Per the DSA Interpretation of Regulations Document (IR) 17-10, samples of the reinforcing steel will be obtained from bundles or coils identified by the manufacturer's mill and returned to our laboratory for conformance testing. After laboratory testing, the fabricated reinforcing steel will be tagged for shipment to the site. This will result in two trips to the fabricator for each shipment of steel. It is anticipated that the supplier's facility will be located within the County of San Diego.
- Sampling by our ACI technician during the placement of structural concrete in the field. Our technician will test the sampled material for temperature, air content, and slump, as well as cast one set of four concrete cylinders for every 50 cubic yards of structural concrete, or fraction thereof, poured per day.
- Providing special inspection by our certified inspector of the field welding operations. Welding inspection will include review of project plans and shop drawings, welding procedures, welder qualifications, and proper fit-up, preheat, weld length, and weld quality.
- Laboratory material conformance testing at our in-house laboratory of steel reinforcement, lightweight concrete, and structural concrete.
- Providing additional engineering consultation and project management, including distribution of test reports and daily field reports.

CONTRACT SUMMARY

Due to the additional services described above, the fee for our geotechnical observation, special inspection, and materials testing services will be increased beyond approved contract amount. Accordingly, we have prepared this budget amendment request for an additional \$18,572 (Eighteen Thousand Five Hundred Seventy-Two Dollars). A breakdown of these additional fees are presented in the attached Table 1. The contract history for this project is as follows:

Purchase Order P.O. 9422	\$	128,100
This Budget Amendment Request	\$	18,572
New Requested Amount	\$	146,672

This request is based on a review of our original proposal, the approved P.O., and the anticipated additional services associated with the modular building for childcare and preschool services.

We appreciate this opportunity to be of service and anticipate our continued working relationship with the Santee School District.

Respectfully submitted,
NINYO & MOORE



Christine M. Kuhns, PE
Project Engineer



Jeffrey T. Kent, PE, GE
Principal Engineer

JH/CAT/JTK/gg

Attachment: Table 1 – Breakdown of Additional Fees

Distribution: (1) Addressee (via e-mail)

Table 1 – Breakdown of Additional Fees**Field Services**

Senior Staff Engineer/Geologist	4 hours	\$141.00 /hour	\$	564.00
Field Technician	24 hours	\$102.00 /hour	\$	2,448.00
Concrete/Asphalt Batch Plant Inspector	4 hours	\$102.00 /hour	\$	408.00
ACI Concrete Technician, In-Plant	16 hours	\$102.00 /hour	\$	1,632.00
ACI Concrete Technician, Field	4 hours	\$102.00 /hour	\$	408.00
Structural Steel/Welding, Special Inspector, Shop	20 hours	\$102.00 /hour	\$	2,040.00
Structural Steel/Welding, Special Inspector, Field	16 hours	\$102.00 /hour	\$	1,632.00
Nondestructive Testing Technician, In-Plant	12 hours	\$112.00 /hour	\$	1,344.00
In-Plant Inspection of Modular Classrooms, Field		Estimated	\$	6,000.00
		Subtotal	\$	16,476.00

Laboratory Testing

Reinforcing Tensile or Bend up to No. 11	4 tests	\$75.00 /test	\$	300.00
Lightweight Concrete Fill, Compression	8 tests	\$45.00 /test	\$	360.00
Concrete Compression Tests	4 tests	\$35.00 /test	\$	140.00
		Subtotal	\$	800.00

Project Management and Lab Testing Review

Principal Engineer/Geologist	4 hours	\$168.00 /hour	\$	672.00
Project Engineer/Geologist	4 hours	\$156.00 /hour	\$	624.00
		Subtotal	\$	1,296.00

TOTAL ESTIMATED ADDITIONAL FEE			\$	18,572.00
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Geotechnical & Environmental Sciences Consultants

November 15, 2019
Project No. 108775001

Ms. Christina Becker
Santee School District
9625 Cuyamaca Street
Santee, California 92071

Subject: Proposal for Geotechnical, Special Inspection, and Materials Testing Services
Pride Academy at Prospect Avenue School - Learning Resource Center
9303 Prospect Avenue
Santee, California

Dear Ms. Becker:

In accordance with your request, we are pleased to submit this proposal to provide geotechnical observation, special inspection, and materials testing services during construction of the subject project. Based on our review of the available project documents, we understand that the project includes the construction of an approximately 5,980 square-foot (sf), single-story building and associated site work within the central portion of the school campus. The structure will be constructed of wood framed walls and hollow steel columns to support glulam beams and a wood joist roofing system. Foundational support for the structure will be provided by continuous wall footings, spread footings, grade beams, and a concrete slab-on-grade. Additional improvements include the construction of an all-weather gravel fire lane, concrete flatwork, ADA upgrades, underground utilities, and landscaping.

A geotechnical evaluation report (dated July 11, 2019) was prepared by our firm and indicates that the project site is underlain by undocumented fill over older alluvium and granitic rock materials. The report recommends that the building pad be overexcavated to a depth of 5 feet and replaced with engineered fill that possesses a low potential for expansion.

Our estimated fee and scope of services is based on our review of the project plans and specifications dated October 14 and November 5, 2019, respectively. Our proposal was prepared without the benefit of a project construction schedule or a Division of the State Architect (DSA) Form 103. After the formulation of a project schedule and approval of DSA documents, our hours may be reevaluated.

SCOPE OF SERVICES

We propose to provide geotechnical observation, special inspection, and materials testing services during the construction of the planned improvements. We anticipate our scope of services for this project to include:

- Attending preconstruction and site meetings, as requested.
- Geologic/engineering field services to observe the bottom of removal excavations and foundation excavations.
- Field observation and in-place density testing during building pad and subgrade preparation, site grading, and utility trench backfill.
- Performing geotechnical laboratory testing of the soils used for earthwork operations, including proposed import soils. The tests to be performed are anticipated to include Proctor density/optimum moisture content determination, sieve analysis, expansion index, and soil corrosivity. Additional tests may be performed, as appropriate.
- Review of concrete mix designs for structural concrete.
- Sampling and tagging of reinforcing steel at the supplier's facility. It is anticipated that the supplier's facility will be located within the County of San Diego. Per the DSA Interpretation of Regulations Document IR 17-10, samples of the reinforcing steel will be obtained from bundles or coils identified by the manufacturer's mill certificate and returned to our laboratory for conformance testing. After laboratory testing, the fabricated reinforcing steel will be tagged for shipment to the site. This will result in two trips to the fabricator for each shipment of steel.
- Batch plant inspection during the production of structural concrete for use at the site. The batch plant inspector may be utilized as the American Concrete Institute (ACI) technician for sampling when a single load is batched (batch and follow).
- Sampling of structural concrete placed at the project site. Our ACI technician will sample the fresh material and measure its temperature, air content, and slump, as well as cast one set of four concrete cylinders for every 50 cubic yards of concrete placed, or fraction thereof, during a day's placement per project specifications.
- Special inspection by our certified inspector during shop fabrication of structural steel components. Welding inspection will include review of project plans and shop drawings, welding procedures, welder qualifications, proper fit-up, preheat, weld length, and weld quality. It is anticipated that the fabrication shop will be located within the County of San Diego.
- Special inspection by our certified inspector of the field welding. Welding inspection will include review of project plans and shop drawings, welding procedures, welder qualifications, proper fit-up, preheat, weld length, and weld quality.
- Coordinating with our subconsultant to provide to provide in-plant inspection during the fabrication of glulam beams. The services would be to contact, coordinate, and subcontract with a third-party to provide in-plant inspection services.
- Nondestructive testing of complete joint penetration (CJP) welds.

- Sampling of non-shrink grout.
- Special inspection of post-installed anchors.
- Pull testing of post-installed anchors and shot-pins.
- Laboratory testing for material conformance of reinforcing steel, non-shrink grout, and structural concrete.
- Project coordination and project management, including distribution of test reports and DSA Final Verified Reports.
- Reviewing for and preparing the Laboratory Verified (DSA 291) and Geotechnical Verified (DSA 293) Report for submittal to DSA and the project team.

ASSUMPTIONS

Our fee estimate is based upon the following assumptions:

- The project is subject to San Diego's Prevailing Wage Determination 2019-1D.
- Work will be performed during normal business days (Monday through Friday) and during normal business hours.
- The contractor will provide results of the environmental analytical tests for proposed import sources. Testing will be in accordance with California Department of Toxic Substances Control (DTSC) Standards.
- Special inspection and testing will be coordinated by the project inspector or the District's authorized representative.

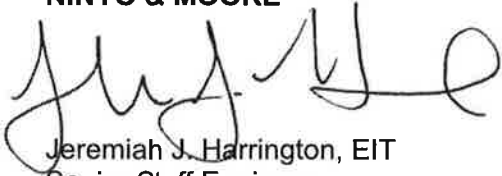
FEE ESTIMATE

The geotechnical observation, special inspection, and materials testing services described above will be provided on a time-and-materials basis accrued in accordance with the attached Schedule of Fees. We estimate that the fees for the services described above will be \$75,168 (Seventy-Five Thousand One Hundred Sixty-Eight Dollars). A breakdown of the fee for our services are presented in the attached Table 1.

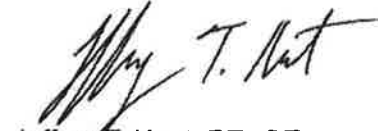
Estimated costs are based on our assumptions of the anticipated services and it should be noted that the performance of the subcontractors can substantially affect the duration of our service. Requested engineering, special inspection, and field and laboratory testing not within the specified scope of services will be provided on a time and materials basis. Our fee does not include time to review drawings, preparation of construction specifications, preparation of final reports, meetings and other activities requested that are not presented in our scope of services.

If our proposal meets your approval, please forward your contract documents or notice to proceed. We appreciate the opportunity to submit this proposal and look forward to working with you on this project.

Respectfully submitted,
NINYO & MOORE



Jeremiah J. Harrington, EIT
Senior Staff Engineer



Jeffrey T. Kent, PE, GE
Principal Engineer

JH/JTK/gg

Attachments: Table 1 – Breakdown of Estimated Fee
Schedule of Fees

Distribution: (1) Addressee (via e-mail)

Table 1 – Breakdown of Estimated Fee**Field Services**

Project Engineer/Geologist	12 hours @	\$156.00 /hour	\$	1,872.00
Senior Field Technician	200 hours @	\$102.00 /hour	\$	20,400.00
Senior Field Technician - Tagging & Sampling	24 hours @	\$102.00 /hour	\$	2,448.00
Concrete/Asphalt Batch Plant Inspector	28 hours @	\$102.00 /hour	\$	2,856.00
ACI Concrete Technician	28 hours @	\$102.00 /hour	\$	2,856.00
Structural Steel/Welding, Special Inspector - Shop	80 hours @	\$102.00 /hour	\$	8,160.00
Structural Steel/Welding, Special Inspector - Field	80 hours @	\$102.00 /hour	\$	8,160.00
Nondestructive Testing Technician - Shop	8 hours @	\$102.00 /hour	\$	816.00
Post Installed Anchor, Special Inspector	20 hours @	\$102.00 /hour	\$	2,040.00
Pull Test Technician and Equipment	20 hours @	\$190.00 /hour	\$	3,800.00
In-Plant Inspection Glulam Beams (Third-Party Subcontractor)		Estimate	\$	5,000.00
		Subtotal	\$	58,408.00

Laboratory Analyses

Senior Field Technician	20 hours @	\$102.00 /hour	\$	2,040.00
Proctor Density	5 tests @	\$220.00 /test	\$	1,100.00
Expansion Index	4 tests @	\$190.00 /test	\$	760.00
Sieve Analysis	2 tests @	\$145.00 /test	\$	290.00
pH and Resistivity	2 tests @	\$175.00 /test	\$	350.00
Chloride and Sulfate Content	2 tests @	\$175.00 /test	\$	350.00
Reinforcing Tensile or Bend up to No. 11	12 tests @	\$75.00 /test	\$	900.00
Non-Shrink Grout, 2x2x2 Cube	6 tests @	\$55.00 /test	\$	330.00
Compression Tests, 6x12 Cylinder	32 tests @	\$35.00 /test	\$	1,120.00
		Subtotal	\$	7,240.00

Project Management, Technical Support, and Report Preparation

Principal Engineer/Geologist	20 hours @	\$178.00 /hour	\$	3,560.00
Project Engineer/Geologist	20 hours @	\$156.00 /hour	\$	3,120.00
Senior Staff Engineer/Geologist	20 hours @	\$142.00 /hour	\$	2,840.00
		Subtotal	\$	9,520.00

TOTAL ESTIMATED FEE			\$	75,168.00
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Schedule of Fees

Hourly Charges for Personnel

Professional Staff

Principal Engineer/Geologist/Environmental Scientist/Certified Industrial Hygienist	\$ 178
Senior Engineer/Geologist/Environmental Scientist	\$ 168
Senior Project Engineer/Geologist/Environmental Scientist	\$ 163
Project Engineer/Geologist/Environmental Scientist	\$ 156
Senior Staff Engineer/Geologist/Environmental Scientist	\$ 142
Staff Engineer/Geologist/Environmental Scientist	\$ 126
GIS Analyst	\$ 116
Technical Illustrator/CAD Operator	\$ 92

Field Staff

Field Operations Manager	\$ 102
Nondestructive Examination Technician (UT, MT, LP)	\$ 102
Supervisory Technician	\$ 102
Senior Technician	\$ 102
Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	\$ 102
Technician	\$ 102

Administrative Staff

Information Specialist	\$ 68
Geotechnical/Environmental/Laboratory Assistant	\$ 68
Data Processor	\$ 68

Other Charges

Concrete Coring Equipment (includes technician)	\$ 190/hr
Anchor Load Test Equipment (includes technician)	\$ 190/hr
Nuclear Density Gauge	\$ 12/hr
Field Vehicle	\$ 15/hr
Expert Witness Testimony	\$ 450/hr
Direct Expenses	Cost plus 15 %
Special equipment charges will be provided upon request.	

Notes

For field and laboratory technicians and special inspectors, overtime rates at 1.5 times the regular rates will be charged for work performed in excess of 8 hours in one day Monday through Friday and all day on Saturday. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day, all day Sunday and on holidays.

Field technician and special inspection hours are charged at a 4-hour minimum, and 8-hour minimum for hours exceeding 4 hours.

Invoices are payable upon receipt. A service charge of 1.5 percent per month may be charged on accounts not paid within 30 days.

Our rates will be adjusted in conjunction with the increase in the Prevailing Wage Determination during the life of the project, as applicable.

The terms and conditions are included in Ninyo & Moore's Work Authorization and Agreement form.

Schedule of Fees for Laboratory Testing

SOILS

Atterberg Limits, D 4318, CT 204	\$ 170
California Bearing Ratio (CBR), D 1883	\$ 550
Chloride and Sulfate Content, CT 417 & CT 422	\$ 175
Consolidation, D 2435, CT 219	\$ 300
Consolidation, Hydro-Collapse only, D 2435	\$ 150
Consolidation – Time Rate, D 2435, CT 219	\$ 200
Direct Shear – Remolded, D 3080	\$ 350
Direct Shear – Undisturbed, D 3080	\$ 300
Durability Index, CT 229	\$ 175
Expansion Index, D 4829, IBC 18-3	\$ 190
Expansion Potential (Method A), D 4546	\$ 170
Geofabric Tensile and Elongation Test, D 4632	\$ 200
Hydraulic Conductivity, D 5084	\$ 350
Hydrometer Analysis, D 422, CT 203	\$ 220
Moisture, Ash, & Organic Matter of Peat/Organic Soils	\$ 120
Moisture Only, D 2216, CT 226	\$ 35
Moisture and Density, D 2937	\$ 45
Permeability, CH, D 2434, CT 220	\$ 300
pH and Resistivity, CT 643	\$ 175
Proctor Density D1557, D 698, CT 216, AASHTO T-180	\$ 220
Proctor Density with Rock Correction D 1557	\$ 340
R-value, D 2844, CT 301	\$ 375
Sand Equivalent, D 2419, CT 217	\$ 125
Sieve Analysis, D 422, CT 202	\$ 145
Sieve Analysis, 200 Wash, D 1140, CT 202	\$ 100
Specific Gravity, D 854	\$ 125
Thermal Resistivity (ASTM 5334, IEEE 442)	\$ 925
Triaxial Shear, C.D., D 4767, T 297	\$ 550
Triaxial Shear, C.U., w/pore pressure, D 4767, T 2297 per pt	\$ 450
Triaxial Shear, C.U., w/o pore pressure, D 4767, T 2297 per pt	\$ 350
Triaxial Shear, U.U., D 2850	\$ 250
Unconfined Compression, D 2166, T 208	\$ 180

MASONRY

Brick Absorption, 24-hour submersion, 5-hr boiling, 7-day, C 67	\$ 70
Brick Compression Test, C 67	\$ 55
Brick Efflorescence, C 67	\$ 55
Brick Modulus of Rupture, C 67	\$ 50
Brick Moisture as received, C 67	\$ 45
Brick Saturation Coefficient, C 67	\$ 60
Concrete Block Compression Test, 8x8x16, C 140	\$ 70
Concrete Block Conformance Package, C 90	\$ 500
Concrete Block Linear Shrinkage, C 426	\$ 200
Concrete Block Unit Weight and Absorption, C 140	\$ 70
Cores, Compression or Shear Bond, CA Code	\$ 70
Masonry Grout, 3x3x6 prism compression, C 39	\$ 45
Masonry Mortar, 2x4 cylinder compression, C 109	\$ 35
Masonry Prism, half size, compression, C 1019	\$ 120
Masonry Prism, Full size, compression, C 1019	\$ 200

REINFORCING AND STRUCTURAL STEEL

Chemical Analysis, A 36, A 615	\$ 135
Fireproofing Density Test, UBC 7-6	\$ 90
Hardness Test, Rockwell, A 370	\$ 80
High Strength Bolt, Nut & Washer Conformance, per assembly, A 325	\$ 150
Mechanically Spliced Reinforcing Tensile Test, ACI	\$ 175
Pre-Stress Strand (7 wire), A 416	\$ 170
Reinforcing Tensile or Bend up to No. 11, A 615 & A 706	\$ 75
Structural Steel Tensile Test: Up to 200,000 lbs., A 370	\$ 90
Welded Reinforcing Tensile Test: Up to No. 11 bars, ACI	\$ 80

CONCRETE

Compression Tests, 6x12 Cylinder, C 39	\$ 35
Concrete Mix Design Review, Job Spec	\$ 300
Concrete Mix Design, per Trial Batch, 6 cylinder, ACI	\$ 850
Concrete Cores, Compression (excludes sampling), C 42	\$ 120
Drying Shrinkage, C 157	\$ 400
Flexural Test, C 78	\$ 85
Flexural Test, C 293	\$ 85
Flexural Test, CT 523	\$ 95
Gunite/Shotcrete, Panels, 3 cut cores per panel and test, ACI	\$ 275
Lightweight Concrete Fill, Compression, C 495	\$ 80
Petrographic Analysis, C 856	\$ 2,000
Restrained Expansion of Shrinkage Compensation	\$ 450
Splitting Tensile Strength, C 496	\$ 100
3x6 Grout, (CLSM), C 39	\$ 55
2x2x2 Non-Shrink Grout, C 109	\$ 55

ASPHALT

Air Voids, T 269	\$ 85
Asphalt Mix Design, Caltrans (incl. Aggregate Quality)	\$ 4,500
Asphalt Mix Design Review, Job Spec	\$ 180
Dust Proportioning, CT LP-4	\$ 85
Extraction, % Asphalt, including Gradation, D 2172, CT 382	\$ 250
Extraction, % Asphalt without Gradation, D 2172, CT 382	\$ 150
Film Stripping, CT 302	\$ 120
Hveem Stability and Unit Weight D 1560, T 246, CT 366	\$ 225
Marshall Stability, Flow and Unit Weight, T 245	\$ 240
Maximum Theoretical Unit Weight, D 2041, CT 309	\$ 150
Moisture Content, CT 370	\$ 95
Moisture Susceptibility and Tensile Stress Ratio, T 238, CT 371	\$ 1,000
Slurry Wet Track Abrasion, D 3910	\$ 150
Superpave, Asphalt Mix Verification (incl. Aggregate Quality)	\$ 4,900
Superpave, Gyration Unit Wt., T 312	\$ 100
Superpave, Hamburg Wheel, 20,000 passes, T 324	\$ 1,000
Unit Weight sample or core, D 2726, CT 308	\$ 100
Voids in Mineral Aggregate, (VMA) CT LP-2	\$ 90
Voids filled with Asphalt, (VFA) CT LP-3	\$ 90
Wax Density, D 1188	\$ 140

AGGREGATES

Clay Lumps and Friable Particles, C 142	\$ 180
Cleaness Value, CT 227	\$ 180
Crushed Particles, CT 205	\$ 175
Durability, Coarse or Fine, CT 229	\$ 205
Fine Aggregate Angularity, ASTM C 1252, T 304, CT 234	\$ 180
Flat and Elongated Particle, D 4791	\$ 220
Lightweight Particles, C 123	\$ 180
Los Angeles Abrasion, C 131 or C 535	\$ 200
Material Finer than No. 200 Sieve by Washing, C 117	\$ 90
Organic Impurities, C 40	\$ 90
Potential Alkali Reactivity, Mortar Bar Method, Coarse, C 1260	\$ 1,250
Potential Alkali Reactivity, Mortar Bar Method, Fine, C 1260	\$ 950
Potential Reactivity of Aggregate (Chemical Method), C 289	\$ 475
Sand Equivalent, T 176, CT 217	\$ 125
Sieve Analysis, Coarse Aggregate, T 27, C 136	\$ 120
Sieve Analysis, Fine Aggregate (including wash), T 27, C 136	\$ 145
Sodium Sulfate Soundness, C 88	\$ 450
Specific Gravity and Absorption, Coarse, C 127, CT 206	\$ 115
Specific Gravity and Absorption, Fine, C 128, CT 207	\$ 175

ROOFING

Roofing Tile Absorption, (set of 5), C 67	\$ 250
Roofing Tile Strength Test, (set of 5), C 67	\$ 250

Special preparation of standard test specimens will be charged at the technician's hourly rate.

Ninyo & Moore is accredited to perform the AASHTO equivalent of many ASTM test procedures.



Geotechnical & Environmental Sciences Consultants

March 19, 2020
Project No. 108773001

Ms. Christina Becker
Santee School District
9625 Cuyamaca Street
Santee, California 92071

Subject: Updated Proposal for Geotechnical, Special Inspection, and Testing Services
Sycamore Canyon School - Learning Resource Center
10201 Settle Road
Santee, California

Dear Ms. Becker:

In accordance with your request, we are pleased to submit this updated proposal to provide geotechnical observation, special inspection, and materials testing services during construction of the subject project. Based on our review of the available project documents, we understand that the project includes the construction of an approximately 5,980 square-foot (sf), single-story Learning Resource Center (LRC) building, a 40-foot by 108-foot modular childcare and preschool building, and associated site work within the central portion of the school campus. The LRC structure will be constructed of wood framed walls and hollow steel columns to support glulam beams and a wood joist roofing system. Foundational support for the structure will be provided by continuous wall footings, spread footings, grade beams, and a concrete slab-on-grade. The modular building is anticipated to be constructed of light gauge metal framing and a lightweight concrete slab. Foundational support for the modular building is anticipated to be provided by spread footings and continuous footings. Additional improvements include the construction of concrete flatwork, ADA upgrades, underground utilities, and landscaping.

A geotechnical evaluation report (dated July 11, 2019) was prepared by our firm and indicates that the project site is underlain by undocumented fill and materials of the Friars Formation. The report recommends that the building pad be overexcavated to 2 feet below the bottom of footings and replaced with engineered fill that possesses a low potential for expansion.

Our estimated fee and scope of services is based on our review of the project plans and specifications dated October 18 and November 6, 2019, respectively. Our proposal was prepared without the benefit of a project construction schedule or a Division of the State Architect (DSA) Form 103. After the formulation of a project schedule and approval of DSA documents, our hours may be reevaluated.

SCOPE OF SERVICES

We propose to provide geotechnical observation, special inspection, and materials testing services during the construction of the planned improvements. We anticipate our scope of services for this project to include:

- Attending preconstruction and site meetings, as requested.
- Geologic/engineering field services to observe the bottom of removal excavations and foundation excavations.
- Field observation and in-place density testing during building pad and subgrade preparation, site grading, and utility trench backfill.
- Performing geotechnical laboratory testing of the soils used for earthwork operations, including proposed import soils. The tests to be performed are anticipated to include Proctor density/optimum moisture content determination, sieve analysis, expansion index, and soil corrosivity. Additional tests may be performed, as appropriate.
- Coordinating with a third-party consultant to provide in-plant inspection services during the fabrication of the modular classroom building.
- Performing nondestructive testing of welds during the fabrication of the modular classroom building.
- Special inspection by our certified inspector during shop fabrication of structural steel components. Welding inspection will include review of project plans and shop drawings, welding procedures, welder qualifications, proper fit-up, preheat, weld length, and weld quality. It is anticipated that the fabrication shop will be located within the County of San Diego.
- Coordinating with our subconsultant to provide in-plant inspection during the fabrication of glulam beams. The services would be to contact, coordinate, and subcontract with a third-party to provide in-plant inspection services.
- Reviewing concrete mix designs for structural concrete.
- Sampling and tagging of reinforcing steel at the supplier's facility. It is anticipated that the supplier's facility will be located within the County of San Diego. Per the DSA Interpretation of Regulations Document IR 17-10, samples of the reinforcing steel will be obtained from bundles or coils identified by the manufacturer's mill certificate and returned to our laboratory for conformance testing. After laboratory testing, the fabricated reinforcing steel will be tagged for shipment to the site. This will result in two trips to the fabricator for each shipment of steel.
- Batch plant inspection during the production of structural and lightweight concrete for use at the site and during in-plant fabrication of the modular building. The batch plant inspector may be utilized as the American Concrete Institute (ACI) technician for sampling when a single load is batched (batch and follow).

- Sampling by our American Concrete Institute (ACI) technician during the placement of lightweight concrete at the modular building's manufacturing facility located in Perris, California. Our technician will test the sampled material for temperature, air content, and slump, as well as cast on set of four concrete cylinders for every 50 cubic yards of lightweight concrete, of fraction thereof, poured per day.
- Sampling of structural concrete placed at the project site. Our ACI technician will sample the fresh material and measure its temperature, air content, and slump, as well as cast one set of four concrete cylinders for every 50 cubic yards of concrete placed, or fraction thereof, during a day's placement per project specifications.
- Special inspection by our certified inspector of the field welding. Welding inspection will include review of project plans and shop drawings, welding procedures, welder qualifications, proper fit-up, preheat, weld length, and weld quality.
- Nondestructive testing of complete joint penetration (CJP) welds.
- Sampling of non-shrink grout.
- Special inspection of post-installed anchors.
- Pull testing of post-installed anchors and shot-pins.
- Laboratory testing for material conformance of reinforcing steel, non-shrink grout, lightweight concrete, and structural concrete.
- Project coordination and project management, including distribution of test reports and DSA Final Verified Reports.
- Reviewing for and preparing the Laboratory Verified (DSA 291) and Geotechnical Verified (DSA 293) Report for submittal to DSA and the project team.

ASSUMPTIONS

Our fee estimate is based upon the following assumptions:

- The project is subject to San Diego's Prevailing Wage Determination 2019-1D.
- Work will be performed during normal business days (Monday through Friday) and during normal business hours.
- The contractor will provide results of the environmental analytical tests for proposed import sources. Testing will be in accordance with California Department of Toxic Substances Control (DTSC) Standards.
- Special inspection and testing will be coordinated by the project inspector or the District's authorized representative.
- Fabrication of the modular classroom building will be performed at Class Leasing's fabrication facility located in Perris, California. In the event that fabrication is performed elsewhere, additional fees may apply.

FEE ESTIMATE

The geotechnical observation, special inspection, and materials testing services described above will be provided on a time-and-materials basis accrued in accordance with the attached Schedule of Fees. We estimate that the fees for the services described above will be \$109,478 (One Hundred Nine Thousand Four Hundred Seventy-Eight Dollars). A breakdown of the fee for our services are presented in the attached Table 1.


Estimated costs are based on our assumptions of the anticipated services and it should be noted that the performance of the subcontractors can substantially affect the duration of our service. Requested engineering, special inspection, and field and laboratory testing not within the specified scope of services will be provided on a time and materials basis. Our fee does not include time to review drawings, preparation of construction specifications, preparation of final reports, meetings and other activities requested that are not presented in our scope of services.

If our proposal meets your approval, please forward your contract documents or notice to proceed. We appreciate the opportunity to submit this proposal and look forward to working with you on this project.

Respectfully submitted,
NINYO & MOORE



Jeremiah J. Harrington, EIT
Senior Staff Engineer



Jeffrey T. Kent, PE, GE
Principal Engineer

JH/JTK/gg

Attachments: Table 1 – Breakdown of Estimated Fee
Schedule of Fees

Distribution: (1) Addressee (via e-mail)

Table 1 – Breakdown of Estimated Fee**Field Services**

Project Engineer/Geologist	16 hours @	\$156.00 /hour	\$	2,496.00
Senior Field Technician	260 hours @	\$102.00 /hour	\$	26,520.00
Senior Field Technician - Tagging & Sampling	28 hours @	\$102.00 /hour	\$	2,856.00
Concrete/Asphalt Batch Plant Inspector	32 hours @	\$102.00 /hour	\$	3,264.00
ACI Concrete Technician - Shop	32 hours @	\$102.00 /hour	\$	3,264.00
ACI Concrete Technician - Field	32 hours @	\$102.00 /hour	\$	3,264.00
Structural Steel/Welding, Special Inspector - Shop	120 hours @	\$102.00 /hour	\$	12,240.00
Structural Steel/Welding, Special Inspector - Field	100 hours @	\$102.00 /hour	\$	10,200.00
Nondestructive Testing Technician - Shop	20 hours @	\$108.00 /hour	\$	2,160.00
Post Installed Anchor, Special Inspector	20 hours @	\$102.00 /hour	\$	2,040.00
Pull Test Technician and Equipment	20 hours @	\$190.00 /hour	\$	3,800.00
In-Plant Inspection of Modular Building		Estimate	\$	12,150.00
In-Plant Inspection Glulam Beams (Third-Party Subcontractor)		Estimate	\$	5,000.00
		Subtotal	\$	89,254.00

Laboratory Analyses

Senior Field Technician	24 hours @	\$102.00 /hour	\$	2,448.00
Proctor Density	5 tests @	\$220.00 /test	\$	1,100.00
Expansion Index	4 tests @	\$190.00 /test	\$	760.00
Sieve Analysis	2 tests @	\$145.00 /test	\$	290.00
pH and Resistivity	2 tests @	\$175.00 /test	\$	350.00
Chloride and Sulfate Content	2 tests @	\$175.00 /test	\$	350.00
Reinforcing Tensile or Bend up to No. 11	16 tests @	\$75.00 /test	\$	1,200.00
Non-Shrink Grout, 2x2x2 Cube	6 tests @	\$55.00 /test	\$	330.00
Lightweight Concrete Fill, Compression, C 495	16 tests @	\$80.00 /test	\$	1,280.00
Compression Tests, 6x12 Cylinder	36 tests @	\$35.00 /test	\$	1,260.00
		Subtotal	\$	9,368.00

Project Management, Technical Support, and Report Preparation

Principal Engineer/Geologist	24 hours @	\$178.00 /hour	\$	4,272.00
Project Engineer/Geologist	24 hours @	\$156.00 /hour	\$	3,744.00
Senior Staff Engineer/Geologist	20 hours @	\$142.00 /hour	\$	2,840.00
		Subtotal	\$	10,856.00

TOTAL ESTIMATED FEE**\$ 109,478.00**

Schedule of Fees

Hourly Charges for Personnel

Professional Staff

Principal Engineer/Geologist/Environmental Scientist/Certified Industrial Hygienist	\$ 178
Senior Engineer/Geologist/Environmental Scientist	\$ 168
Senior Project Engineer/Geologist/Environmental Scientist	\$ 163
Project Engineer/Geologist/Environmental Scientist	\$ 156
Senior Staff Engineer/Geologist/Environmental Scientist	\$ 142
Staff Engineer/Geologist/Environmental Scientist	\$ 126
GIS Analyst	\$ 116
Technical Illustrator/CAD Operator	\$ 92

Field Staff

Field Operations Manager	\$ 112
Nondestructive Examination Technician (UT, MT, LP)	\$ 102
Supervisory Technician	\$ 102
Senior Technician	\$ 102
Special Inspector (Concrete, Masonry, Structural Steel, Welding, and Fireproofing)	\$ 102
Technician	\$ 102

Administrative Staff

Information Specialist	\$ 78
Geotechnical/Environmental/Laboratory Assistant	\$ 76
Data Processor	\$ 73

Other Charges

Concrete Coring Equipment (includes technician)	\$ 190/hr
Anchor Load Test Equipment (includes technician)	\$ 190/hr
Nuclear Density Gauge	\$ 12/hr
Field Vehicle	\$ 15/hr
Expert Witness Testimony	\$ 450/hr
Direct Expenses	Cost plus 15 %
Special equipment charges will be provided upon request.	

Notes

For field and laboratory technicians and special inspectors, overtime rates at 1.5 times the regular rates will be charged for work performed in excess of 8 hours in one day Monday through Friday and all day on Saturday. Rates at twice the regular rates will be charged for all work in excess of 12 hours in one day, all day Sunday and on holidays.

Field technician and special inspection hours are charged at a 4-hour minimum, and 8-hour minimum for hours exceeding 4 hours.

Invoices are payable upon receipt. A service charge of 1.5 percent per month may be charged on accounts not paid within 30 days.

Our rates will be adjusted in conjunction with the increase in the Prevailing Wage Determination during the life of the project, as applicable.

The terms and conditions are included in Ninyo & Moore's Work Authorization and Agreement form.

Schedule of Fees for Laboratory Testing

SOILS

Atterberg Limits, D 4318, CT 204	\$ 170
California Bearing Ratio (CBR), D 1883	\$ 550
Chloride and Sulfate Content, CT 417 & CT 422	\$ 175
Consolidation, D 2435, CT 219	\$ 300
Consolidation, Hydro-Collapse only, D 2435	\$ 150
Consolidation – Time Rate, D 2435, CT 219	\$ 200
Direct Shear – Remolded, D 3080	\$ 350
Direct Shear – Undisturbed, D 3080	\$ 300
Durability Index, CT 229	\$ 175
Expansion Index, D 4829, IBC 18-3	\$ 190
Expansion Potential (Method A), D 4546	\$ 170
Geofabric Tensile and Elongation Test, D 4632	\$ 200
Hydraulic Conductivity, D 5084	\$ 350
Hydrometer Analysis, D 422, CT 203	\$ 220
Moisture, Ash, & Organic Matter of Peat/Organic Soils	\$ 120
Moisture Only, D 2216, CT 226	\$ 35
Moisture and Density, D 2937	\$ 45
Permeability, CH, D 2434, CT 220	\$ 300
pH and Resistivity, CT 643	\$ 175
Proctor Density D1557, D 698, CT 216, AASHTO T-180	\$ 220
Proctor Density with Rock Correction D 1557	\$ 340
R-value, D 2844, CT 301	\$ 375
Sand Equivalent, D 2419, CT 217	\$ 125
Sieve Analysis, D 422, CT 202	\$ 145
Sieve Analysis, 200 Wash, D 1140, CT 202	\$ 100
Specific Gravity, D 854	\$ 125
Thermal Resistivity (ASTM 5334, IEEE 442)	\$ 925
Triaxial Shear, C.D., D 4767, T 297	\$ 550
Triaxial Shear, C.U., w/pore pressure, D 4767, T 2297 per pt	\$ 450
Triaxial Shear, C.U., w/o pore pressure, D 4767, T 2297 per pt	\$ 350
Triaxial Shear, U.U., D 2850	\$ 250
Unconfined Compression, D 2166, T 208	\$ 180

MASONRY

Brick Absorption, 24-hour submersion, 5-hr boiling, 7-day, C 67	\$ 70
Brick Compression Test, C 67	\$ 55
Brick Efflorescence, C 67	\$ 55
Brick Modulus of Rupture, C 67	\$ 50
Brick Moisture as received, C 67	\$ 45
Brick Saturation Coefficient, C 67	\$ 60
Concrete Block Compression Test, 8x8x16, C 140	\$ 70
Concrete Block Conformance Package, C 90	\$ 500
Concrete Block Linear Shrinkage, C 426	\$ 200
Concrete Block Unit Weight and Absorption, C 140	\$ 70
Cores, Compression or Shear Bond, CA Code	\$ 70
Masonry Grout, 3x3x6 prism compression, C 39	\$ 45
Masonry Mortar, 2x4 cylinder compression, C 109	\$ 35
Masonry Prism, half size, compression, C 1019	\$ 120
Masonry Prism, Full size, compression, C 1019	\$ 200

REINFORCING AND STRUCTURAL STEEL

Chemical Analysis, A 36, A 615	\$ 135
Fireproofing Density Test, UBC 7-6	\$ 90
Hardness Test, Rockwell, A 370	\$ 80
High Strength Bolt, Nut & Washer Conformance, per assembly, A 325	\$ 150
Mechanically Spliced Reinforcing Tensile Test, ACI	\$ 175
Pre-Stress Strand (7 wire), A 416	\$ 170
Reinforcing Tensile or Bend up to No. 11, A 615 & A 706	\$ 75
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2x2x2 Non-Shrink Grout, C 109	\$ 55

ASPHALT

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Film Stripping, CT 302	\$ 120
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Marshall Stability, Flow and Unit Weight, T 245	\$ 240
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Moisture Content, CT 370	\$ 95
Moisture Susceptibility and Tensile Stress Ratio, T 238, CT 371	\$ 1,000
Slurry Wet Track Abrasion, D 3910	\$ 150
Superpave, Asphalt Mix Verification (incl. Aggregate Quality)	\$ 4,900
Superpave, Gyrotory Unit Wt., T 312	\$ 100
Superpave, Hamburg Wheel, 20,000 passes, T 324	\$ 1,000
Unit Weight sample or core, D 2726, CT 308	\$ 100
Voids in Mineral Aggregate, (VMA) CT LP-2	\$ 90
Voids filled with Asphalt, (VFA) CT LP-3	\$ 90
Wax Density, D 1188	\$ 140

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Cleanliness Value, CT 227	\$ 180
Crushed Particles, CT 205	\$ 175
Durability, Coarse or Fine, CT 229	\$ 205
Fine Aggregate Angularity, ASTM C 1252, T 304, CT 234	\$ 180
Flat and Elongated Particle, D 4791	\$ 220
Lightweight Particles, C 123	\$ 180
Los Angeles Abrasion, C 131 or C 535	\$ 200
Material Finer than No. 200 Sieve by Washing, C 117	\$ 90
Organic Impurities, C 40	\$ 90
Potential Alkali Reactivity, Mortar Bar Method, Coarse, C 1260	\$ 1,250
Potential Alkali Reactivity, Mortar Bar Method, Fine, C 1260	\$ 950
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Sieve Analysis, Fine Aggregate (including wash), T 27, C 136	\$ 145
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Specific Gravity and Absorption, Coarse, C 127, CT 206	\$ 115
Specific Gravity and Absorption, Fine, C 128, CT 207	\$ 175

ROOFING

Roofing Tile Absorption, (set of 5), C 67	\$ 250
Roofing Tile Strength Test, (set of 5), C 67	\$ 250

Special preparation of standard test specimens will be charged at the technician's hourly rate.
Ninyo & Moore is accredited to perform the AASHTO equivalent of many ASTM test procedures.

BACKGROUND:

In response to the Governor's January Budget Proposal in which a COLA only increase was proposed for the Local Control Funding Formula (LCFF) for 2020-21, at the March 17, 2020 meeting, the Board of Education enacted \$1.1 million of on-going reductions and \$850,000 of one-time reductions to the General Fund to reduce the anticipated structural deficit for 2020-21. These reductions were insufficient to completely eliminate the structural deficit but under the assumptions of the Governor's January Budget Proposal, the structural deficit would have been reduced to approximately \$1 million.

Since March, the condition and outlook for the State's budget has substantially worsened as restrictions on business and commerce were enacted to curtail the spread of the coronavirus. The Governor's office has indicated that a "workload only budget" would characterize the May Revise, thereby portending elimination of any augmentations to revenues for school districts contained in his January proposal. With State revenues declining precipitously, the Proposition 98 formula which determines the minimum funding level for K-14 education, will decline commensurately.

This condition signals enactment of a zero or negative COLA for the LCFF and postponement of the new Special Education funding formula to replace AB602 with an accompanying augmentation. Should these conditions materialize, they will substantially increase the District's structural deficit and jeopardize its ability to meet the 3% minimum reserve requirement in the 3rd year of the Multi-Year projection for the Adopted Budget. Consequently, the District must enact additional, on-going budget reductions.

Below are a second set of General Fund expenditure reductions recommended for enactment:

Action	Category	Amount		Year Invoked	LCFF
		One-Time	On-Going		
Reduce Technology Reserve Transfer to 50% of Normal	Protection	0	90,000	2020-21	Supplemental
Reduce Deferred Maintenance Transfer/RRMA to the Minimum Allowed	Places	0	19,000	2020-21	Base
Reduce Weekly Release Time for Hill Creek Teachers to 50% of 2019-20 Budget	Programs	0	18,573	2020-21	Supplemental
Eliminate Algebra 1 Zero Period	Programs	0	35,062	2020-21	Base
Eliminate Interim Comprehensive Assessment (ICA) Stipends	Programs	0	91,493	2020-21	Supplemental
Eliminate Principal Coaching Contract with SDCOE	Programs	0	25,000	2020-21	Supplemental
Suspend Summer Bridge Program	Programs	53,764	0	2020-21	Supplemental
Eliminate 2 Admin Intern Positions	People	0	175,157	2020-21	Base
Reduce Work Year for 3 ERC Directors	People	0	24,693	2020-21	Base
Total All:		53,764	478,979		

RECOMMENDATION:

It is recommended that the Board of Education approve additional budget reductions to the General Fund for 2020-21.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact is \$479,000 in on-going, and \$53,800 in one-time, expenditure reductions to the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.7.

Item F. BOARD POLICIES AND BYLAWS

Agenda Item F.

Board Policies and Bylaws F.1.1. Second Reading: Revised Board Policy 3513.3,
Prepared by Karl Christensen Tobacco-Free Schools
May 5, 2020

BACKGROUND:

Revised Board Policy 3513.3, Tobacco-Free Schools, prohibits smoking and/or the use of tobacco products in District-owned or leased buildings, on District property, and in District vehicles, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

It is recommended that the Board of Education adopt revised Board Policy 3513.3, Tobacco-Free Schools, in a Second Reading as presented.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

TOBACCO-FREE SCHOOLS

The Governing Board recognizes ~~the health hazards associated with~~ that smoking and ~~the other~~ uses of tobacco and nicotine products, including the breathing of second-hand smoke, and desires to constitute a serious public health hazard and are inconsistent with district goals to provide a healthy environment for students and staff.

The Board prohibits smoking and/or the use of tobacco products at any time in district-owned or leased buildings, on district property and in district vehicles. (Health and Safety Code 104420, 104559; ~~Labor Code 6404.5; 20 USC 6083~~)

These prohibitions apply to all employees, students and visitors at any school sponsored instructional program, activity or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.

~~Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. (Health and Safety Code 104495)~~

Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form, and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking. (Business and Professions Code 22950.5; Education Code 48901)

Tobacco products include: (Business and Professions Code 22950.5; Education Code 48901)

1. Any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff
2. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah
3. Any component, part, or accessory of a tobacco product, whether or not sold separately

This policy does not prohibit the use or possession of prescription products and other cessation aids that have been approved by the U.S. Department of Health and Human Services, Food and Drug Administration, such as nicotine patch or gum.

Smoking or use of any tobacco-related product or disposal of any tobacco-related waste is prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. In addition, any form of intimidation, threat, or retaliation against a person for attempting to enforce this policy is prohibited. (Health and Safety Code 104495)

TOBACCO-FREE SCHOOLS

~~In addition, any form of intimidation, threat, or retaliation against a person for attempting to enforce this policy is prohibited. (Health and Safety Code 104495)~~

Legal Reference:

EDUCATION CODE

48900 *Grounds for suspension/expulsion*

48901 *Prohibition against tobacco use by students*

BUSINESS AND PROFESSIONS CODE

22950.5 *Stop Tobacco Access to Kids Enforcement Act; definitions*

HEALTH AND SAFETY CODE

39002 *Control of air pollution from nonvehicular sources*

104350-104495 *Tobacco use prevention, especially:*

104495 *Prohibition of smoking and tobacco waste on playgrounds*

104559 *Tobacco use prohibition*

119405 *Unlawful to sell or furnish electronic cigarettes to minors*

LABOR CODE

3300 *Employer, definition*

6304 *Safe and healthful workplace*

6404.5 *Occupational safety and health: use of tobacco products*

UNITED STATES CODE, TITLE 20

6083 *Nonsmoking policy for children's services*

7111-711722 *Safe and Drug-Free Schools and Communities Act Student :Support and Academic Enrichment Grants*

CODE OF FEDERAL REGULATIONS, TITLE 21

1140.1-1140.34 *Unlawful sale of cigarettes and smokeless tobacco to minors*

PUBLIC EMPLOYMENT AND RELATIONS BOARD RULINGS

Eureka Teachers Assn v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147) Management Resources:

Management Resources:

WEB SITES

CDE: <http://www.cde.ca.gov>

California Department of Education, Alcohol, Tobacco and Other Drug Prevention: <http://www.cde.ca.gov/ls/he/at>

California Department of Education, Tobacco-Free School District Certification: <http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp>

California Department of Public Health Services, Tobacco Control: <http://www.dhs.ca.gov>

Occupational Safety and Health Standards Board: <http://www.dir.ca.gov/OSHSB/oshsb.html> U.S. Environmental Protection Agency: <http://www.epa.gov>

Policy adopted: March 3, 2009

Revised: March 20, 2018

SANTEE SCHOOL DISTRICT

Santee, California

Board Policies and Bylaws F.1.2. Second Reading: New Board Policy 3514,
Prepared by Karl Christensen Environmental Safety
May 5, 2020

BACKGROUND:

New Board Policy 3514, Environmental Safety, addresses safe and healthy environments at school facilities for students, staff, and community members, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

It is recommended that the Board of Education adopt new Board Policy 3514, Environmental Safety, in a Second Reading as presented.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.2.

Environmental Safety

The Governing Board recognizes its obligation to provide a safe and healthy environment at school facilities for students, staff, and community members. The Superintendent or designee shall regularly assess school facilities to identify environmental health risks and shall develop strategies to prevent and/or mitigate environmental hazards. He/she shall consider the proven effectiveness of various options, anticipated short-term and long-term costs and/or savings to the district, and the potential impact on staff and students, including the impact on student achievement and attendance.

Such strategies shall focus on maximizing healthy indoor air quality; monitoring the quality of outdoor air and adjusting outdoor activities as necessary; reducing exposure to vehicle emissions; minimizing exposure to lead and mercury; reducing the risk of unsafe drinking water; inspecting and properly abating asbestos; appropriately storing, using, and disposing of potentially hazardous substances; using effective least toxic pest management practices; reducing the risk of foodborne illness; and addressing any other environmental hazards identified during facilities inspections.

In developing strategies to promote healthy school environments, the Superintendent or designee may consult and collaborate with local environmental protection agencies, health agencies, water boards, and other community organizations.

The Superintendent or designee shall provide the district's maintenance and facilities staff, bus drivers, food services staff, teachers, and other staff as appropriate with professional development regarding their responsibilities in implementing strategies to improve and maintain environmentally safe and healthy schools.

The Superintendent or designee shall notify the Board, staff, parents/guardians, students, and/or governmental agencies, as appropriate, if an environmental hazard is discovered at a school site. The notification shall provide information about the district's actions to remedy the hazard and may recommend health screening of staff and students.

Legal References (on the following page):

Environmental Safety

Legal References:

EDUCATION CODE

17002 Definition of "good repair"

17070.75 Facilities inspection

17582 Deferred maintenance fund

17590 Asbestos abatement fund

17608-17614 Healthy Schools Act of 2000, least toxic pest management practices

32080-32081 Carbon monoxide devices

32240-32245 Lead-Safe Schools Protection Act

48980.3 Notification of pesticides

49410-49410.7 Asbestos materials containment or removal

FOOD AND AGRICULTURAL CODE

11401-12408 Pest control operations and agricultural chemicals

13180-13188 Healthy Schools Act of 2000, least toxic pest management practices

GOVERNMENT CODE

3543.2 Scope of representation; right to negotiate safety conditions

HEALTH AND SAFETY CODE

105400-105430 Indoor environmental quality

113700-114437 California Retail Food Code, sanitation and safety requirements

116277 Lead testing of potable water at schools and requirements to remedy

CODE OF REGULATIONS, TITLE 5

14010 Standards for school site selection

CODE OF REGULATIONS, TITLE 8

337-339 Hazardous substances list

340-340.2 Occupational safety and health, rights of employees

1528-1537 Construction safety orders; exposure to hazards

5139-5223 Control of hazardous substances

CODE OF REGULATIONS, TITLE 13

2025 Retrofitting of diesel school buses

2480 Vehicle idling

CODE OF REGULATIONS, TITLE 17

35001-36100 Lead abatement services

CODE OF REGULATIONS, TITLE 22

64670-64679 Lead and copper in drinking water

CODE OF REGULATIONS, TITLE 24

915.1-915.7 California Building Standards Code; carbon monoxide devices

UNITED STATES CODE, TITLE 7

136-136y Use of pesticides

UNITED STATES CODE, TITLE 15

2601-2629 Control of toxic substances

2641-2656 Asbestos Hazard Emergency Response Act

UNITED STATES CODE, TITLE 42

1758 Food safety and inspections

CODE OF FEDERAL REGULATIONS, TITLE 40

141.1-141.723 Drinking water standards

745.61-745.339 Lead-based paint standards

763.80-763.99 Asbestos-containing materials in schools

763.120-763.123 Asbestos worker protections

Environmental Safety

Management Resources:

CSBA PUBLICATIONS

Indoor Air Quality: Governing Board Actions for Creating Healthy School Environments, Policy Brief, July 2008

Asthma Management in the Schools, Policy Brief, March 2008

Food Safety Requirements, Fact Sheet, October 2007

Sun Safety in Schools, Policy Brief, July 2006

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Site Selection and Approval Guide, 2000

Indoor Air Quality, A Guide for Educators, 1995

CALIFORNIA DEPARTMENT OF HEALTH SERVICES PUBLICATIONS

Report to the Legislature: Lead Hazards in California's Public Elementary Schools and Child Care Facilities, April 1998

CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY: AIR RESOURCES BOARD PUBLICATIONS

Facts about Truck and Bus Regulation School Bus Provisions, rev. March 22, 2011

CALIFORNIA STATE WATER RESOURCES CONTROL BOARD PUBLICATIONS

Frequently Asked Questions about Lead Testing of Drinking Water in California Schools; Updated for Assembly Bill 746/Health and Safety Code 116277, December 15, 2017

DIVISION OF THE STATE ARCHITECT PUBLICATIONS

K-12 Occupancy Classification and Load Factors, IR A-26, rev. April 18, 2012

U.S. ENVIRONMENTAL PROTECTION AGENCY PUBLICATIONS

A Citizen's Guide to Radon: The Guide to Protecting Yourself and Your Family from Radon, 2016

Healthy School Environments Assessment Tool, rev. 2015

Indoor Air Quality Tools for Schools, rev. 2009

Mold Remediation in Schools and Commercial Buildings, September 2008

The ABCs of Asbestos in Schools, rev. August 2003

How to Manage Asbestos in School Buildings: AHERA Designated Person's Self-Study Guide, 1996

WEB SITES

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

AirNow: <http://www.airnow.gov>

American Association of School Administrators: <http://www.aasa.org>

California Air Resources Board: <http://www.arb.ca.gov>

California Building Standards: <http://www.bsc.ca.gov/codes.aspx>

California Department of Education, Health and Safety: <http://www.cde.ca.gov/ls/fa/hs>

California Department of Pesticide Regulation: <http://www.cdpr.ca.gov>

California Department of Public Health: <http://www.cdph.ca.gov>

California State Water Resources Control Board: <http://www.waterboards.ca.gov>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

Consumer Product Safety Commission: <http://www.cpsc.gov>

National Center for Environmental Health: <http://www.cdc.gov/nceh>

Occupational Safety and Health Administration: <http://www.osha.gov>

U.S. Environmental Protection Agency: <http://www.epa.gov>

Policy
Adopted:

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws F.1.3. First Reading: New Board Policy 3515.4,
Prepared by Karl Christensen Recovery for Property Loss or Damage
May 5, 2020

BACKGROUND:

New Board Policy 3515.4, Recovery for Property Loss or Damage, addresses the loss or damage of District property due to the willful misconduct of a student or other person, and the actions the District shall seek, within the limitations specified in law, from the parent/guardian of a minor child or from any other responsible individual. The policy presented is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

New Board Policy 3515.4, Recovery for Property Loss or Damage, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.3.

RECOVERY FOR PROPERTY LOSS OR DAMAGE

The Governing Board desires to create a safe and secure learning environment and to minimize acts of vandalism and damage to school property. When district property is damaged due to the willful misconduct of a student or other person, the district shall seek reimbursement of damages, within the limitations specified in law, from the parent/guardian of a minor child or from any other responsible individual.

The district may collect debt owed by a student or former student as a result of vandalism or to cover the replacement cost of district books, supplies, or property loaned to a student that the student willfully fails to return or that is willfully cut, defaced, or otherwise injured. However, this policy shall not apply to a student who is a current or former homeless or foster child or youth. (Education Code 48904, 49014)

Rewards

The Board may offer and pay a reward for information leading to the determination of the identity of, and the apprehension of, any person who willfully damages or destroys any district property. (Government Code 53069.5)

The Board authorizes the Superintendent or designee to offer a reward in any amount deemed appropriate, not exceeding \$1,000. A reward in excess of \$1,000 shall be authorized in advance by the Board.

The Superintendent or designee shall disburse the reward when the guilt of the person responsible for the act has been established by a criminal conviction or other appropriate judicial procedure. If more than one person provides information, the reward shall be divided among them as appropriate.

Legal Reference:EDUCATION CODE19910 Libraries, malicious cutting, tearing, defacing, breaking or injuring19911 Libraries, willful detention of property44810 Willful interference with classroom conduct48904 Liability of parent/guardian for willful misconduct49014 Public School Fair Debt Collection ActCIVIL CODE1714.1 Liability of parent or guardian for act of willful misconduct by a minorGOVERNMENT CODE53069.5 Reward for information concerning person causing death, injury, or property damage53069.6 Actions to recover damages54951 Local agency, definitionPENAL CODE484 Theft defined594 Vandalism594.1 Aerosol paint and etching cream640.5 Graffiti; facilities or vehicles of governmental entity640.6 GraffitiManagement Resources:WEB SITESCSBA: <http://www.csba.org>California Department of Education: <http://www.cde.ca.gov>Judicial Council of California: <http://www.courts.ca.gov>

Policy Adopted:

SANTEE SCHOOL DISTRICT
Santee, California

Board Policies and Bylaws F.1.4. First Reading: Revised Board Policy 3514.1,
Prepared by Karl Christensen Hazardous Substances
May 5, 2020

BACKGROUND:

Revised Board Policy 3514.1, Hazardous Substances, addresses providing a safe school environment that protects students and employees from exposure to any potentially hazardous substances used in the District's educational program and in the maintenance and operation of District facilities and equipment, and it is consistent with the version promulgated by the California School Boards Association (CSBA).

RECOMMENDATION:

Revised Board Policy 3514.1, Hazardous Substances, is presented for a First Reading. Action, if any, is at the discretion of the Board of Education.

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.4.

HAZARDOUS SUBSTANCES

~~The Governing Board recognizes that potentially hazardous substances are used in the daily operations of our schools. The Superintendent or designee shall ensure these substances are inventoried, used, stored and regularly disposed of in a safe and legal manner.~~ desires to provide a safe school environment that protects students and employees from exposure to any potentially hazardous substances used in the district's educational program and in the maintenance and operation of district facilities and equipment.

Insofar as reasonably possible, the Superintendent or designee shall minimize the quantities of hazardous substances stored and used on school property. When hazardous substances must be used, the Superintendent or designee and shall give preference to substitute less dangerous materials for hazardous substances that cause the least risk to people and the environment.

The Superintendent or designee shall ensure that all potentially hazardous substances on district properties are inventoried, used, stored, and regularly disposed of in a safe and legal manner.

Hazard Communication Program

The Superintendent or designee shall develop, implement and ~~monitor~~maintain a written hazard communication program in accordance with ~~state law~~8 CCR 5194. ~~As part of this program, he/she and shall ensure that employees, students, and others as necessary are fully informed about the properties and potential hazards of substances to which they may be exposed and that material safety data sheets are readily accessible to them.~~

The Superintendent or designee shall develop specific measures to ensure the safety of students and staff in school laboratories where hazardous chemicals are used. Such measures shall include the development and implementation of a chemical hygiene plan in accordance with 8 CCR 5191. Teachers shall and instruction to students about the importance of proper handling, storage, disposal and protection when using any potentially of hazardous substances.

The Superintendent or designee shall not order or purchase for use in grades K-6 any arts and crafts materials containing a substance determined by the California Office of Environmental Health Hazard Assessment to be toxic. The Superintendent or designee shall not purchase any such toxic material for use in grades 7-12 unless it includes a warning label as specified in Education Code 32065 that identifies any toxic ingredients, warns of potential adverse health effects, and describes procedures for safe use and storage. (Education Code 32064)

Legal Reference (next page):

Legal Reference:

EDUCATION CODE

32060-32066 Toxic art supplies in schools

49340-49341 ~~Legislative findings~~ Hazardous substances education

49401.5 Legislative intent; consultation services

49411 Chemical listing; compounds used in school programs; determination of shelf life; disposal

FOOD AND AGRICULTURAL CODE

12981 Regulations re pesticides and worker safety

HEALTH AND SAFETY CODE

25163 Transportation of hazardous wastes; registration; exemptions; inspection

25500-25520 Hazardous materials release response plans; inventory

108100-108515 California Hazardous Substances Act

LABOR CODE

6360-6363 Hazardous Substances Information and Training Act

6380-6386 List of hazardous substances

CODE OF REGULATIONS, TITLE 8

339 List of hazardous substances

3203 Illness and injury prevention program

3204 Records of employee exposure to toxic or harmful substances

5139-5230 Control of hazardous substances, especially

5154.1-5154.2 Ventilation

5161 Definitions

5162 Emergency eyewash and shower equipment

5163 Control of spills

5164 Storage of hazardous substances

5191 Occupational exposure to hazardous chemicals in laboratories; chemical hygiene plan

5194 Hazard communication

CODE OF REGULATIONS, TITLE 22

67450.40-67450.49 School hazardous waste collection, consolidation, and accumulation facilities

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Science Safety Handbook for California Public Schools, 2012

CALIFORNIA OFFICE OF ENVIRONMENTAL HEALTH HAZARD ASSESSMENT PUBLICATIONS

Art and Craft Materials in Schools: Guidelines for Purchasing and Safe Use, September 17, 2016

WEB SITES

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

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

California Office of Environmental Health Hazard Assessment: <http://www.oehha.ca.gov>

Department of Industrial Relations, Cal/OSHA: <http://www.dir.ca.gov/dosh>

Item G. EMPLOYEE ASSOCIATION COMMUNICATION

Item H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item I. ADJOURNMENT

Agenda Items G, H, and I.