



Santee School District

SCHOOLS:

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

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

BOARD OF EDUCATION REGULAR MEETING A G E N D A May 6, 2014

Member Levens-Craig
will attend via teleconference
from: 900 West Olympic Blvd.
Los Angeles, CA 90015

District Mission

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

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<i>During this time, citizens are invited to address the Board of Education about any item <u>not</u> on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
D. CONSENT ITEMS	13
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	

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

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

- 1.1. Approval of Minutes** 14
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.
- Business Services**
- 2.1. Approval/Ratification of Travel Requests** 24
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 Revolving Cash Report** 26
It is recommended that the Board of Education approve/ratify revolving cash checks as listed.
- 2.3. Acceptance of Donations** 28
It is recommended that the Board of Education accept donations as listed.
- 2.4. Approval of Consultants and General Service Providers** 29
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.
- 2.5. Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)** 31
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of March 2014.
- 2.6. Adoption of Resolution No. 1314-29 Requesting Temporary Transfer of Funds** 36
It is recommended that the Board of Education adopt Resolution No. 1314-29 requesting temporary transfer of funds for the 2014-15 school year.
- 2.7. Approval of Interdistrict Attendance Agreements** 39
It is recommended that the Board of Education approve Interdistrict Attendance Agreements with neighboring districts as listed in the item.
- 2.8. Adoption of Resolutions Authorizing Specific Designated Agents** 41
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.
- 2.9. Authorization to Bid for Replacement of Special Education Bus** 47
It is recommended that the Board of Education authorize the issuance of a bid to replace one (1) Special Education bus.
- Capital Improvement Program**
- 3.1. Authorization to File Notice of Completion Documents for the 10-Classroom Addition Project at Pepper Drive School** 48
It is recommended that the Board of Education authorize the filing of a "Notice of Completion" document for the Pepper Drive School 10-Classroom Addition Project. Administration will bring the final contract amount to the Board for approval at a subsequent meeting.

Human Resources/Pupil Services

- 4.1 Personnel, Regular** 49
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.
- 4.2. Approval of New Probationary Teachers** 52
It is recommended that the Board of Education approval probationary status for three (3) temporary teachers.
- 4.3. Approval to Increase Work Hours for an Identified Classified Non-Management Position** 53
It is recommended that the Board of Education approve work hours for the identified classified non-management position.
- 4.4. Adoption of Resolution No. 1314-28 to Eliminate and/or Reduce Work Hours for Vacant Classified Non-Management Positions** 54
It is recommended that the Board of Education adopt resolution no. 1314-28 to eliminate and/or reduce work hours for vacant classified non-management positions.
- 4.5 Approval to Renew Agreement with Frontline Technologies (Aesop) Automated Substitute Calling/Attendance System** 56
It is recommended that the Board of Education approve renewal of the agreement with Frontline Technologies for substitute calling/attendance services.
- 4.6. Approval of Short Term Positions for Out-of-School Time Programs during Summer Break and Campus Security for Registrar of Voters Facility Use** 59
It is recommended that the Board of Education approve the short term positions to be used during summer break and for campus security.

E. DISCUSSION AND/OR ACTION ITEMS

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

Superintendent

- 1.1 Board Selection of Eighth Grade Promotion Assignments** 61
The Board will select school assignments for eighth grade promotion ceremonies.
- 1.2 Approval to Cancel the July 15, 2014 Regularly Scheduled Meeting of the Board of Education** 63
It is recommended that the Board of Education approve to cancel the July 15, 2014 regularly scheduled meeting of the Board of Education.

Business Services

- 2.1 Approval of Monthly Financial Report** 64
It is recommended that the Board of Education approve the Monthly Financial Report.

Educational Services

- 3.1 Out-of-School Time Programs Project SAFE Fee Options** 67
This is an information item. Any action is at the discretion of the Board of Education.
- 3.2. Out-of-School Time Programs YALE Fee Options** 69
This is an information item. Any action is at the discretion of the Board of Education.

Human Resources/Pupil Services		
4.1	<u>Approval of Declaration of Need for Fully Qualified Educators</u> It is recommended that the Board of Education approve the declaration of need for fully qualified educators.	70
F.	BOARD POLICIES AND BYLAWS	
1.1	<u>First Reading: New Board Policy 7214, "General Obligation Bond Financing"</u> This is the first reading for New Board Policy 7214. No action is requested at this time.	75
G.	BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	82
H.	CLOSED SESSION	83
1.	<u>Conference with Labor Negotiator</u> (Gov. Code § 54956.8) <i>Purpose:</i> Negotiations <i>Agency Negotiators:</i> Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent <i>Employee Organization:</i> Santee Teachers Association (STA)	
2.	<u>Conference with Labor Negotiator</u> (Gov. Code § 54956.8) <i>Purpose:</i> Negotiations <i>Agency Negotiators:</i> Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent <i>Employee Organization:</i> Classified School Employees Association (CSEA)	
3.	<u>Conference with Real Property Negotiators</u> (Govt. Code § 54956.8) <i>Property Addresses:</i> <ul style="list-style-type: none">▪ <i>Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)</i>▪ <i>10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)</i> <i>Agency Negotiator:</i> Karl Christensen, Assistant Superintendent	
4.	<u>Public Employee Performance Evaluation</u> (Govt. Code § 54957) <i>Superintendent</i>	
I.	RECONVENE TO PUBLIC SESSION	83
J.	ADJOURNMENT	83

Please Note: Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District, located at 9625 Cuyamaca Street, Santee, CA 92071, and will be available for viewing at the meeting. Santee School District complies with the American with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, please contact the Superintendent's Office at (619) 258-2304 at least two (2) days prior to the meeting.

Members present:

Fox
 Burns
 Ryan
 Levens-Craig
 El-Hajj

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

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

2. District Mission

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

3. Presentation of the Colors and Pledge of Allegiance

4. Approval of Agenda for the May 6, 2014 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report
Prepared by Cathy A. Pierce, Ed.D.
May 6, 2014

The following items are presented for Board information:

- 1.1. Developer Fees Collection Report
- 1.2. Use of Facilities Report
- 1.3. Enrollment Report
- 1.4. Schedule of Upcoming Events

Agenda Item B.

DEVELOPER FEES COLLECTION REPORT
2013-14
CUMULATIVE THROUGH APRIL 22, 2014

Residential Rate: \$1.98 per square foot over 500 - effective 6/17/12

Commercial Rate: \$0.32 per square foot - effective 6/17/12

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

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	11539 Woodside Terrace	07/08/13	2,047	\$4,053.06	PD
X		8549 Graves Ave (Lantern Crest Senior Care Facility)	07/29/13	110,712	(\$35,427.87)	PD
X		101 Town Center Plwy (Costco Wholesale)	09/12/13	1,616	\$517.12	RS
	X	9206 Inverness Rd	10/21/13	5,279	\$10,452.42	CO
	X	9224 Maranda Dr	11/14/13	641	\$1,269.18	CH
	X	11248 Huntingride Cir	01/06/14	880	\$1,742.40	PD
	X	628 Pepper Dr	01/17/14	2,213	\$4,381.74	PD
	X	626 Pepper Dr	01/17/14	2,087	\$4,132.26	PD
	X	9128 Shadow Hill Rd	01/22/14	4,030	\$7,979.40	PD
	X	9805 Medina Dr	01/23/14	537	\$1,063.26	CO
	X	8541 Dunwoodie Rd	03/07/14	786	\$1,556.28	CO
	X	310,320,330 Town Ctr Pkwy (Intergulf - JMR Parc one)	03/28/14	151,567	\$300,102.66	RS
X		310,320,330 Town Ctr Pkwy (Intergulf - JMR Parc one)	03/28/14	3,020	\$966.40	RS
	X	10357 Cadwell Rd	04/03/14	994	\$1,968.12	SC
TOTAL PAGE 1					\$304,756.43	

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

**Fee Exempt - Senior / Elder Care Facility

***Fee Exempt - Less than 500 square feet

Requests For Use Of Facilities - May 6, 2014

Group	Location	Date	Days	Time	Attendance	Fees Applied
<u>Carlton Hills</u>						
School Counselors (Resource Fair)	Multi-Purpose	5/7/14	Wednesday	4:00 pm - 7:00 pm		
Mad Science	Classroom	5/14/14 - 6/4/14	Wednesday	1:45 pm - 2:45 pm	30	
Cub Scouts (Meetings)	Multi-Purpose	9/25/14 - 5/28/15	Thursday	6:00 pm - 8:30 pm	60	
County of San Diego Registrar of Voters (polls)	Multi-Purpose	6/3/14	Tuesday	6:00 am - 10:00 pm	varies	\$50.00
<u>Carlton Oaks</u>						
PTA (Academic Chess)	Classroom	4/28/14 - 6/23/14	Monday	2:25 pm - 3:55 pm	8-20	
PTA (Mother/Son Event)	Multi-Purpose	5/31/14	Saturday	4:00 pm - 8:00 pm	100	
<u>Chet F. Harritt</u>						
8th Grade East Coast Meeting	Classroom	3/20/14	Thursday	5:30 pm - 6:30 pm	40	
County of San Diego Registrar of Voters (polls)	Multi-Purpose	6/3/14	Tuesday	6:00 am - 10:00 pm	varies	\$50.00
<u>Hill Creek</u>						
PTA (Mother/Son Softball)	Outdoor Fields	4/27/14	Sunday	3:00 pm - 7:00 pm	50-100	\$142.00
San Marcos Writing Project (Young Writers' Camp)	LRC & Classrooms	7/14/14 - 7/24/14	Mon - Thurs	7:30 am - 12:30 pm	40	
<u>Pepper Drive</u>						
County of San Diego Registrar of Voters (polls)	Multi-Purpose	6/3/14	Tuesday	6:00 am - 10:00 pm	varies	\$50.00
<u>PRIDE Academy (Prospect Avenue)</u>						
Girl Scout Troop #6621 (Meetings)	Classroom	3/11/14 - 5/20/14	Tuesday	6:00 pm - 7:45 pm	15-20	
CSEA (Health Clerk Meeting)	Classroom	3/19/14	Wednesday	3:30 pm - 5:30 pm	20	
Walk San Diego (Parent Workshop)	Multi-Purpose	3/12/14	Wednesday	7:30 am - 10:00 am	10	
<u>Rio Seco</u>						
PTSA (Assoc. Mtg. & Family Night)	Multi-Purpose	4/3/14	Thursday	5:00 pm - 7:00 pm	30	
PTSA (Pacific Hills Chess Academy)	Multi-Purpose	4/30/14 - 6/18/14	Wednesday	2:20 pm - 3:30 pm	30	
Santee DC Trip (Meeting)	Classroom	3/27/14	Thursday	6:30 pm - 9:00 pm	65	
San Diego Sheriff's Dept. and STARPOL	Little Padres Park	6/18/14	Wednesday	2:00 pm - 6:00 pm	70	
County of San Diego Registrar of Voters (polls)	Parking Lot	6/3/14 & 11/4/14	Tuesday	7:00 pm - 11:00 pm	varies	
<u>Sycamore Canyon</u>						
County of San Diego Registrar of Voters (polls)	Multi-Purpose	6/3/14	Tuesday	6:00 am - 10:00 pm	varies	\$50.00

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

Santee School District
 ENROLLMENT REPORT
 5/2/2014
 Month 9 Week 3

SCHOOL	REGULAR ED													SPECIAL ED								Total All										
	TK	EAK 5yo	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	05/02/14	05/03/13	# Diff	% Diff	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	05/02/14	05/03/13	# Diff	% Diff	05/02/14	04/25/14	# Diff	
Cajon Park			107	117	108	97	117	110	123	111	105	995	988	7	0.7%	4	3	7	13	5	5	5	7	9	58	61	-3	-4.9%	1053	1050	3	
Carlton Hills	23	25	52	50	43	40	46	39	47	66	63	494	515	-21	-4.1%	4	4	2	5	2	4	5	4	4	34	30	4	13.3%	528	524	4	
Carlton Oaks			61	87	69	95	90	98	80	96	119	795	789	6	0.8%	8	5	6	6	5	4	4	8	7	53	54	-1	-1.9%	848	849	-1	
Chet F. Harritt	23	22	61	56	63	69	52	69	46	46	55	562	560	2	0.4%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	562	562	0
Hill Creek		24	71	75	71	83	78	90	95	68	80	735	741	-6	-0.8%	1	0	2	3	3	2	3	0	0	14	16	-2	-12.5%	749	747	2	
Pepper Drive			116	96	95	90	88	71	87	70	71	784	780	4	0.5%	0	0	0	0	0	0	0	0	6	6	10	-4	-40.0%	790	791	-1	
Prospect Ave	22	23	66	80	61	57	63	48	57	49	46	572	578	-6	-1.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	572	569	3
Rio Seco			97	107	119	84	104	114	106	117	96	944	950	-6	-0.6%	4	3	8	5	6	5	6	8	8	53	44	9	20.5%	997	995	2	
Sycamore Canyon	24		45	51	57	55	39	44	43	0	0	358	319	39	12.2%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	358	359	-1	
SUBTOTAL	68	118	676	719	686	670	677	683	684	623	635	6239	6220	19	0.3%	21	15	25	32	21	20	23	27	34	218	215	3	1.4%	6457	6,446	11	
Alternative School			1	4	1	4	7	4	5	6	12	44	46	-2	-4.3%														44	44	0	
Santee Success										7	6	13	10	3	30.0%									1	1	1			14	14	0	
NPS												0	0							1		2	3		6	2	4	200.0%	6	5	1	
SUBTOTAL			1	4	1	4	7	4	5	13	18	57	56	1	1.8%	0	0	0	0	1	0	2	3	1	7	3	4	133.3%	64	63	1	
TOTAL	68	118	677	723	687	674	684	687	689	636	653	6296	6,276	20	0.3%	21	15	25	32	22	20	25	30	35	225	218	7	3.2%	6521	6,509	12	

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

	PK	EAK 4yo	
Cajon Park	3	0	1056
Carlton Hills	0	0	528
Chet F. Harritt	0	0	562
Hill Creek	0	0	749

Schedule of Upcoming Events

Date	Event
May 2	Honoring Our Own 5:00-9:00 p.m. @ Sheraton Harbor Island
May 5 – 9	Employee Appreciation Week Serving Ice Cream Sundaes
May 6	Board Meeting; 7:00 p.m.
May 7	Day of the Teacher
May 8	DAC Meeting (obtain parent/community/staff input on draft LCAP) 6:00 p.m. @ ERC
May 8	Biliteracy Symposium Awards Banquet @ La Jolla Marriott Hotel
May 12	Special Board Meeting – Expulsion Hearing 6:00 p.m. @ Board Room
May 15	East County SELPA Community Advisory Community Awards Dinner 6:00 p.m. @ Ronald Reagan Community Center
May 18 – 24	Classified Employee Week 11:30 a.m. – 1:00 p.m. @ ERC
May 19	Classified Employee Appreciation Luncheon 11:30 a.m. – 1:00 p.m. @ ERC
May 19	Foundation Meeting 6:00 p.m. @ District Office Conf Room
May 20	Board Meeting; 7:00 p.m.
May 22	Pepper Drive Dedication; 5:30 p.m.
May 26	Memorial Day Holiday Schools and Departments Closed
May 27	Salute to Excellence 5:30 – 7:30 p.m. @ Carlton Oaks Country Club
June 3	Board Meeting; 7:00 p.m. (LCAP Public Hearing) 8 th Grade Achievement Academic Awards
June 17	Board Meeting; 7:00 p.m. (Adopt LCAP)
June 23	Foundation Meeting 6:00 p.m. @ District Office Conf Room
June 24-25	Eighth Grade Promotion Ceremonies
June 25	Last Day of School for Students
June 26	Foundation Golf Classic @ Carlton Oaks Country Club

Reports and Presentations Item B.2.

Spotlight on Education: Special Student Recognition

Prepared by Dr. Stephanie Pierce
May 6, 2014

BACKGROUND:

Tonight the Board of Education would like to honor a number of outstanding students in the Santee School District. Each school's teaching and administrative staff has selected these students to be acknowledged for their accomplishments. We are proud to recognize them for the excellent effort they have demonstrated this school year and the wonderful role models they have been to others.

Christyan Valdovinos
Cajon Park

Ryan Marrujo
Chet F. Harritt

Jonathan Haynes
PRIDE Academy

Suzanah Barnard
Carlton Hills

Skyler Ford
Hill Creek

Alexandra Dearie-Borquez
Rio Seco

Anthony Jordan
Carlton Oaks

Eric Patterson
Pepper Drive

Ashleigh Paschal
Sycamore Canyon

Agenda Item B.2.

PUBLIC COMMUNICATION Item C.

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

Agenda Item C.

CONSENT ITEMS Item D.

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

Agenda Item D

Consent Item D.1.1. Approval of Minutes
Prepared by Cathy A. Pierce, Ed.D.
May 6, 2014

BACKGROUND:

Presented for Board approval –

- April 1, 2014, regular meeting minutes
- April 21, 2014, special meeting minutes

RECOMMENDATION:

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

Motion: _____ Second: _____ Vote: _____ Item D.1.1.

SANTEE SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF EDUCATION

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

MINUTES
April 21, 2014

A. CALL TO ORDER

The meeting was called to order at 6:03 p.m. by President Fox.

B. PUBLIC COMMUNICATION

There were no comments from the public.

C. CLOSED SESSION

1. Consideration of Student Matter (Ed. Code S48918) Student #2-13

The Board entered Closed Session at 6:05 p.m. for a student discipline hearing for student #2-13. The matter was heard by Board President Fox, and Members Burns, Levens-Craig and Ryan. Oral and documentary evidence was received. Following the presentation of evidence, President Fox announced that the Board members would deliberate and all other persons were asked to leave the room.

D. RECONVENE TO OPEN SESSION

The Board reconvened to open session at 7:55 p.m.

ACTION TAKEN BY BOARD

It was motioned by Member Burns to expel student #2-13 from the Santee School District from April 22, 2014 to November 19, 2014, for violation of California Education Code Sections 48900 (c) Possessed, used, sold, furnished or been under the influence of alcohol, intoxicant, or controlled substance as defined in the Health & Safety Code, and Santee School District Board Policies 5144.1: Pupil Discipline: Suspension and Expulsion 5144.4: Administrative Review, and related Administrative Regulations.

This action is based on the following Findings of Fact in accordance with California Education Code Section 48915(b)(2): Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student #2-13 has attended several behavioral assemblies, signed the zero tolerance policy, and understood that it is illegal to possess and consume a controlled substance and still chose to violate school rules and penal code laws.

Education Code Section 48915(b)(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student #2-13 was in possession of and consumed a controlled substance at school, posing a safety risk for all students who attend that school.

The expulsion shall be immediately suspended herewith, and the student shall complete the following elements in a Rehabilitation Plan:

- Remain in school through November 19, 2014. Student may not return to his previous school.
- Maintain 2.0 GPA for effort and citizenship performance and attain 2.0 academic GPA by November 19, 2014.
- Receive no new suspensions.
- Attend school regularly with no unexcused absences or tardies.
- Adhere to a student behavior plan developed by school administration.
- Perform 20 hours of community service by November 19, 2014, to include mentoring of younger students.
- Complete a counseling program by November 19, 2014, for decision-making/peer pressure, drug/alcohol abuse prevention/treatment, and social/emotional adjustment.
- Remain free of illegal substances and participate in a drug testing program.
- Participate in psychological assessment to determine level of risk to self or others.
- Attend Juvenile Hall Open House on May 17, 2014, and provide verification of attendance.
- Complete all elements of this Rehabilitation Plan by November 19, 2014, and present documentation to verify completion.

A parent must meet with the Coordinator of Pupil Services by April 25, 2014, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action. Upon satisfactory completion of all activities in the rehabilitation plan, the student record will be expunged of this expulsion order.

Motion: Burns

Second: Ryan

Vote: 4-0 (Member El-Hajj not present)

E. ADJOURNMENT

The April 24, 2014 special meeting adjourned at 8:00 p.m.

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

April 1, 2014
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President Fox called the meeting to order at 7:00 p.m.

Members present:

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

Administration present:

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

2. President Fox invited the audience to recite the District Mission and then invited Girl Scout Troop 6102 to present the colors and lead the members, staff, and audience in the Pledge of Allegiance.

3. Approval of Agenda

It was moved and seconded to approve the agenda.

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

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1 Developer Fees Collection Report
- 1.2 Use of Facilities Report
- 1.3 Enrollment Report
- 1.4 Schedule of Upcoming Events
- 1.5 2013-2014 Spring Events and Open Houses

2. Spotlight on Learning: Cajon Park School Presentation

Cajon Park School principal, Ted Hooks, and several school staff members were present to share a video demonstrating 21st Century learning skills and Common Core teaching and learning in classrooms, with the goal of providing deeper and more meaningful learning experiences.

The presentation emphasized on the four "C" which stand for communication, collaboration, critical thinking, creativity; and the addition of the fifth "C" for community. Students and teachers explained the importance of communication, collaboration, critical thinking, creativity, and how the community plays a vital role in 21st century learning. Member Levens-Craig made reference to the importance of the fifth "C" as being something that makes the students feel connected and want to go to school; and makes parents feel comfortable at the school.

3. Spotlight on Learning: Hill Creek School Presentation

Hill Creek School principal, Lisa McColl, and several school staff members were present to share a video demonstrating 21st Century learning skills and Common Core teaching and learning in classrooms, with the goal of providing deeper and more meaningful learning experiences.

In the presentation, students and staff described how the use of technology has changed their way of learning, teaching, and collaborating. Member Levens-Craig mentioned she really liked the common use of “focus” and how it’s nice to see the staff, students, and teachers have that common “focus” in mind.

C. PUBLIC COMMUNICATION

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

Kimberly Shaker, introduced herself as a former student and parent of current and former students at Santee schools. She mentioned her son is bussed to Pepper Drive School; and her two daughters Hill Creek School. Ms. Shaker shared her daughter is currently in 7th grade, but taking 8th grade math. At the end of this year, she will have exhausted her math options at Hill Creek and was told she would be taking 9th grade math at Santana High School, however, it would be the parent’s responsibility to transport her and/or have her walk to Santana High School. Ms. Shaker reminded the Board of a reported attempted kidnapping a few weeks ago and expressed concern of her daughter walking alone and unsupervised to Santana High School. She asked the Board of Education for assistance in finding a resolution and allow Katelyn to continue her education in a safe manner. Member Ryan explained the process for responding to public comments for items not on the agenda and referred Ms. Shaker to work with Administration. Superintendent Pierce will follow-up with the parent.

D. CONSENT ITEMS

Items listed under Consent are considered to be routine and are all acted on by the Board with one single motion. President Fox invited comments from the public on any item listed under Consent. There were no comments.

- 1.1. **Approval of Minutes**
- 2.1. **Approval/Ratification of Travel Requests**
- 2.2. **Approval/Ratification of Revolving Cash Report**
- 2.3. **Acceptance of Donations**
- 2.4. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.5. **Approval of Uniform Complaint Quarterly Report Required by the Williams Settlement**
- 2.6. **Farmers’ Markets for Students at Cajon Park, PRIDE Academy, Pepper Drive, and Chet F. Harritt Schools**
- 2.7. **Approval of Purchase of Delivery Van for Child Nutrition Services**
- 2.8. **Approval of Agreement for Student Transportation Services between San Diego County School Districts**
- 3.1. **Personnel, Regular**
- 3.2. **Approval of Short-Term Positions**
- 3.3. **Adoption of Resolution No. 1314-25, Declaring May 7, 2014 as Santee School District’s Day of the Teacher**
- 3.4. **Adoption of Resolution No. 1314-26, Declaring May 18-24, 2014 as Classified School Employees Week**
- 3.5. **Adoption of Resolution No. 1314-27, to Eliminate Identified Classified Non-Management Positions**
- 3.6. **Approval to Submit Elementary and Secondary School Counseling Grant Application**

It was moved and seconded to approve Consent Items.

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

E. DISCUSSION AND/OR ACTION ITEMS

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

1.1 Review/Adoption of Santee School District Governance Standards

Superintendent Pierce presented the Santee School District Governance Standards and reminded the Board that these had been reviewed on a yearly basis. It is at the Board's discretion to adopt the Governance Standards. Upon review, Member Levens-Craig moved for the Adoption of the Santee School District Governance Standards.

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

2.1 Approval of Monthly Financial Report

Karl Christensen provided the financial report for cash and budget revision transactions through February 28, 2014. The month of February ended with a general fund cash balance of \$8.7 million and it is projected that the District will have sufficient internal cash to meet all of its financial obligations through June. The budget revisions report still project a deficit in the unrestricted general fund this year of approximately \$1.1 million; reducing the reserve percentage to 23%. The projected reserve percentages for 2014-15 and 2015-16 are in the 21% range using moderate revenue assumptions incorporated in the 2nd interim report. Member Ryan asked if this report included the items being considered later on the agenda. Mr. Christensen responded these figures represent assumptions for the second interim only and do not include the items being considered on this agenda. Member Ryan moved to approve the Monthly Financial Report.

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

2.2. Approval of Replacement of Kindergarten Play Structures at Carlton Hills School

Karl Christensen explained the kindergarten play structures at Carlton Hills School are the original structures installed when the school was built in 1959. Replacement of these structures was contained in the Capital Improvement Program (CIP) Master Plan but was not done during modernization of the school due to insufficient funding. Carlton Hills is the only school left that has not had playground structures replaced and recently some pieces of the old structure have weakened, disconnected, and do not conform to current code and standards. Over the last year, the school has been attempting to raise funds to replace the structures. They have accumulated \$8,000 in their donation fund for this purpose. Administration recommends using \$20,000 of CIP funds and about \$42,000 of Deferred Maintenance funds to combine with the school's donation fund to complete the project. If approved, purchase of structures would commence immediately with the project scheduled to be completed during the summer break. Member Burns inquired on the structure's location. Member Levens-Craig mentioned she had spoken to Mr. Christensen prior to the meeting to inquire on the use of the Deferred Maintenance funds and after their conversation, she felt comfortable using the funds for this project. Member Levens-Craig moved to approve the Replacement of Kindergarten Play Structures at Carlton Hills School.

Motion:	Levens-Craig	Fox	Aye	Levens-Craig	Aye
Second:	El-Hajj	Burns	Aye	El-Hajj	Aye
Vote:	5-0	Ryan	Aye		

2.3. Authorization to Utilize the CUPCCAC Informal Bid Process for the Sewer Line Repair and Replacement at PRIDE Academy Preschool

Karl Christensen explained that over the past two to three months, the main sewer line at PRIDE Academy Preschool has experienced several stoppages. Maintenance staff has done emergency jetting to clear the line five times. A camera was inserted into the main line which revealed damage and flat sections with no flow. There are also issues with the pipe under the building slab which may require removal of carpet and floor tile for saw-cutting concrete. Administration requests that the Board provide authorization to 1) put out an informal bid for repair and replacement of the sewer line through the CUPCCAC process; and 2) authorize Administration to award a contract for the work, up to a total project budget of \$75,000, to allow the project to be completed over Spring Break. Member Ryan moved for authorization to utilize the CUPCCAC informal bid process for the sewer line repair and replacement at PRIDE Academy Preschool using the CUPCCAC informal bid process; and authorize Administration to award a contract for the work, up to a total project budget of \$75,000.

Motion:	Ryan	Fox	Aye	Levens-Craig	Aye
Second:	Levens-Craig	Burns	Aye	El-Hajj	Aye
Vote:	5-0	Ryan	Aye		

3.1. Update on Draft of the Local Control Accountability Plan Development for 2014-15

Stephanie Pierce reviewed a full draft of the district's Local Control Accountability Plan (LCAP), the eight State priority areas, LCAP goals, actions and services; and a sample of a goal and an action. Dr. S. Pierce made reference to the State Priority Areas as follows:

<u>State Priority Area</u>	<u>Category</u>
1. Basic	Conditions and Learning
2. Implementation of State Standards	Conditions and Learning
3. Parent involvement	Engagement
4. Pupil achievement	Pupil Outcomes
5. Pupil engagement	Engagement
6. School climate	Engagement
7. Course access	Conditions of Learning
8. Other pupil outcomes	Pupil Outcomes

Dr. S. Pierce mentioned one of the requirements when developing goals, is to make sure they correlate to a State Priority Area. The district's goals are associated to the State Priority Areas as follows. Dr. S. Pierce responded the goals were displayed with letters and not numbers to disassociate any perception of ranking and/or sense of priority; and seen with equal importance.

<u>Goal</u>	<u>Associated State Priority Areas</u>
A. Improve student learning of Common Core State Standards in English Language Arts (ELA)/English Language Development (ELD) through high quality instruction with technology integration for acquisition of 21 st Century Learning Skills	1,2,4,7,8
B. Improve student learning of Common Core State Standards in Mathematics through high quality instruction with technology integration for acquisition of 21 st Century Learning skills	1,2,4,7,8
C. Improve API annually using the California Assessment of Student Performance and Progress (CAASPP) based on Smarter Balanced Assessment Consortium (SBAC)	4

- D. Engage students in relevant, personalized learning experiences that integrate critical thinking, communication, collaboration, and creativity to promote a passion for learning 5, 6
- E. Improve and/or increase services to support the social, emotional, and physical well-being of students and their families 6
- F. Improve and/or increase parent participation in their child(ren)'s learning process, including district and school committees 3

Dr. S. Pierce continued to review the district's LCAP Actions and Services and how they are associated with the goals, the State priority areas, and applicability.

<u>Action</u>	<u>Associated Goals</u>	<u>Associated State Priority Areas</u>	<u>Applicability to Supplemental</u>
1. Provide a digital device for every student to use daily for classroom instruction and to take on-line assessments	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
2. Establish and fund a technology reserve to provide sufficient funding for replenishment of teacher devices, student devices, and infrastructure equipment as they become obsolete	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
3. Improve network infrastructure to include increased bandwidth, sufficient wireless access points, scaleable and reliable equipment, and device and software management systems.	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
4. Increase technology operations staffing to improve reliability of digital network and devices	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
5. Explore and implement Digital Learning Software Systems to include Content Management, Learning Management, Student Assessment, and Instructional resources and materials	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
6. Hire Teachers on Special Assignment to provide coaching support for classroom teachers in English Language Arts, Mathematics, and Science	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
7. Develop and implement a Curriculum Leadership Team comprised of Administrators and Teachers to develop curriculum guides to support classroom instruction	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
8. Increase Professional Development opportunities for teachers and paraprofessionals to support implementation of Common Core State Standards, including English Language Development, by initiating personalized learning through release time, after school workshops, conference attendance, webinars, MOOCs, etc.	A, B, C, D	1, 2, 4, 5, 7, 8	LEA-Wide
9. Increase and realign school budget allocations to mirror the new Local Control Funding Formula by providing augmentations for schools with higher populations of low socio-economic students, English Learners, and Foster Youth	C, D, E, F	3, 4, 5, 6	School-wide
10. Provide a compensation increase that incorporates standardized school schedules across the District and overall increases to instructional minutes	A, B, C, D	1, 2, 4	LEA-Wide

11. Expand use of electronic methods for parents and students to connect and engage	E, F	3, 5, 6	LEA-Wide
12. Provide Bilingual Assistants to schools to assist English Learner students	A, B, D	2, 4, 5, 6	Specific
13. Provide instructional materials and curriculum guides for English Language Development	A, B, C, D	2, 4, 5, 6, 7	Specific
14. Create afterschool homework clubs to provide instructional assistance and wireless access to digital resources	A, B, C, D, E	2, 4, 5, 6, 7	Specific
15. Procure and implement supplemental intervention materials for ELA and Mathematics for students with lower academic achievement	A, B, C, D	2, 4, 5, 7	Specific
16. Implement apps and software systems to address the unique needs of low-socioeconomic students, English Learners, and Foster Youth	A, B, C, D	2, 4, 5, 7	Specific

As an example, Dr. S. Pierce reviewed a specific goal, and the expected and actual progress to be taken towards meeting that goal.

Karl Christensen explained the LCAP is comprised of three sections; 1) Stakeholder Engagement; 2) Goals and Progress Indicators; and 3) Actions, Services, and Expenditures. In particular, the district is asked to describe how it is using the supplemental funds district-wide, school-wide and/or for a specific population; and how the district met the proportionality percentage. He reviewed the LCAP section which refers to the use of the supplemental funding and referenced the first question regarding the LEA's increase in funds. Mr. Christensen explained that the district's percentage of unduplicated count students is 43% and the increase in revenue is expected to be \$3.6 million; with the district not generating concentration funds, only supplemental funds. The next question asked to describe how the funds will be expended district- and school-wide. Mr. Christensen explained the district-wide implementation of the digital 1:1 initiative; and the hiring of teachers on special assignment to work with classroom teachers at all schools to enhance and improve their teaching methods for all students, including unduplicated counts students in the areas of English language arts, mathematics, and science. He explained the school-wide use of funds would increase and realign school budget allocations to more closely match the LCFF methodology of providing increased funding for higher concentrations of unduplicated counts students. The last question asks to describe how the services provided are the most effective use of funds. Mr. Christensen explained the 1:1 initiative ensures every student has a digital device for their learning experience in and outside the classroom and provides economies of scale for purchase, configuration, maintenance and upkeep, and professional development and allows the district to save on the costs of printed textbooks and instructional material. Another question on the LCAP template addresses the use of the supplemental funds and the proportionality percentage to make sure the funds are being used to improve and/or increase services for unduplicated pupils as compared to the services provided to all pupils. The plan makes references to a calculation that determines what percentage of the funding is associated with targeted funds. Mr. Christensen explained the calculation does not require a dollar amount, but a description on how the proportionality percentage is met using a quantitative and/or qualitative description of the increased and/or improved services for unduplicated pupils as compared to the services provided to all pupils. For this LCAP question, the digital 1:1 initiative is described to show how technology is an important component in personalizing learning for students, how it connects with the strategic plan and the district's vision and mission, and describes the vision the district has for technology and how it can be differentiated for students in particular grade levels and populations of students. Mr. Christensen explained this working draft would be presented to DAC and DELAC and at a public hearing.

Member Ryan stressed the importance of making the section on the digital 1:1 initiative easily visible to parents.

Dr. S. Pierce reminded the Board the plan was presented for informational purpose to check to see if the goals and action steps were meeting their expectations. She explained the plan would be presented to DELAC on April 25; DAC on May 8; the public hearing at the June 3 Board meeting; and the final plan would be presented to the Board for adoption on June 17. Dr. S. Pierce mentioned the plan and timeline would be posted on the District's website for viewing; welcoming parent, community, and staff input.

Member Burns inquired if the plan required annual review and approval from the Board; as it contained budget projections for multiple years. Dr. S. Pierce clarified annual review and approval was required and there was flexibility from year-to-year to change goals, action steps, and services.

3.2. Approval for Digital Learning Initiative:

• **Devices for Certificated Personnel**

Stephanie Pierce presented the approval for the purchase of digital devices for certificated personnel. Certificated personnel will be offered staff development upon receipt of their devices, which will include use of the device, applications, content integration, and unit design. Dr. S. Pierce mentioned working with staff on developing a teacher's guide. Member Levens-Craig asked for the guide to be shared with the Board.

Member Burns inquired on the devices purchased with the innovation grants and asked if that technology would now be part of the Digital Learning Initiative. Superintendent Pierce mentioned the principals were told the existing technology at their schools would stay at their schools; and asked that it be used strategically where needed. Since part of the technology was purchased using Foundation funds, Member Burns suggested speaking with the Foundation Board on the use of the equipment.

Member Burns clarified that upon approval of this item, the district is moving forward with a 2-3 year plan. He stated that during this time he would be inquiring on the reserve fund balance and if it falls under ten percent he would not be able to continue to support going forward with the purchase of devices. Member Burns once again stressed the importance of keeping at least a ten-percent reserve and referenced that the current information shows that the reserve falls under ten percent in the third year. He shared his support of the initiative knowing there is a contingency plan if there are budget restraints. Member Ryan stated that if the district finds itself in a better financial position, with the availability of Prop 30 funds to supplement the reserve fund, that the district move forward with the Digital Learning Initiative. Member Burns asked for communication from Administration on the progress of the Digital Learning Initiative and professional development as this is a huge focus and will incur a lot of expenses. He wants to make sure the Board is apprised of the progress, the use of the devices, professional development, etc., to be able to answer any questions and communicate with the public.

Member El-Hajj made a motion for Approval of Digital Learning Initiative: Devices for Certificated Personnel.

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

Fox Aye
Burns Aye
Ryan Aye

Levens-Craig Aye
El-Hajj Aye

3.3. Approval for Digital Learning Initiative:

- **Mobile Device Management System**
- **Classroom Presentation System**

Stephanie Pierce explained the need for the mobile device management system and the classroom presentation system. The mobile device management software will allow the district to roll out, manage, and safely implement the iPad devices for learning. The MacBook Air and Apple Configurator will be the tool to configure and deploy iOS devices in the District; and the Reflector application software will be installed on all teacher and

administrator laptops to allow the user to wirelessly mirror their iPad on their laptop and projector.

Member Burns made a motion for Approval for Digital Learning Initiative: Mobile Device Management System; and Classroom Presentation System.

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

F. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce made reference to the near completion of Pepper Drive and inquired on their availability for the dedication ceremony on May 20 or 22, at 5:30 p.m. Upon discussion, the dedication ceremony will be held on May 22 at 5:30 p.m. The Board was asked to review a guests list; and asked for direction as to the type of dedication ceremony desired by the Board. It was the Board’s direction to invite everyone on the guest list.

Superintendent Pierce made reference to the new window blinds in the building; and mentioned the renovation of the Board room was a work in progress.

Superintendent Pierce mentioned that again this year, the Board and Cabinet would be serving ice cream sundaes for all employees in honor of staff appreciation weeks and asked the Board to review the schedule and check their availability. The Board was provided a copy of the promotion schedule and asked to review for their availability. A discussion and selection would be held at the May 6 meeting.

Superintendent Pierce reminded the Board of their discussion of establishing a Board Leadership Award to be given to 8th grade students and asked for direction. Upon discussion, it was determined that President Fox and Vice President Burns would develop criteria for the award and present their progress at the next meeting.

G. CLOSED SESSION

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

1. Conference with Labor Negotiator (Gov’t Code § 54956.8)
Agency Negotiators: Karl Christensen, Assistant Superintendent; and Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association
2. Conference with Labor Negotiator (Govt Code § 54956.8)
Agency Negotiators: Karl Christensen, Assistant Superintendent; and Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association
3. Public Employee Performance Evaluation (Govt Section § 54957)
Superintendent

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

H. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:15 p.m. No action was reported.

I. ADJOURNMENT

The April 1, 2014 regular meeting adjourned at 9:15 p.m.

Consent Item D.2.1. Approval/Ratification of Travel Requests
Prepared by Karl Christensen
May 6, 2014

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goal:

Staff Development

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

FISCAL IMPACT:

The estimated travel expenses are \$7,160, 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 6, 2014

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Tuesday, 05/13/14	Hope Michel	Special Education	SANDCASE Awards	San Diego	\$0	\$141	Special Education	Ms. Michel will represent the District at the 2014 San Diego Council Administrators of Special Education Awards Breakfast.
Wednesday, 05/14/14	Andrea Larkin Rachael Pabis	HC RS	Maximizing Your Language Therapy:	Buena Park	\$0 \$0	\$238 \$238	LEA LEA	This workshop will focus on instructional strategies for increasing the effectiveness of language therapy.
Wednesday, 05/21/14	Stephanie Southcott DiAnn Albert Megan Houfek Joe Kemery Dennae Lovell Gillian Ryan	PRIDE PRIDE PRIDE PRIDE PRIDE PRIDE	Innovation In Education Awards Program	San Diego	\$0 \$0 \$0 \$0 \$0 \$0	\$50 \$50 \$50 \$50 \$50 \$50	PRIDE PRIDE PRIDE PRIDE PRIDE PRIDE	This event will celebrate innovation in education.
Thursday, 05/22/14	Cathy Pierce Karl Christensen Tim Larson Stephanie Pierce Tory Long	Supt's Office Business HR/Pupil Services Ed Services Business	May Revision Workshop	San Diego	\$0 \$0 \$0 \$0 \$0	\$135 \$135 \$135 \$135 \$135	Superintendent's Office Business Services HR/Pupil Services Educational Services Business Services	This workshop will provide information on the Governor's May Revision of the State Budget.
Tuesday, 06/03/14	Eileen Moreno Bonner Montier	Ed Services Ed Services	Long Term English Learner Symposium	San Diego	\$0 \$0	\$48 \$48	EIA / LEP EIA / LEP	This workshop will focus on ways to improve EL students' linguistic and academic development.
Mon-Tues, 07/21/14 - 07/22/14	Tim Larson	HR/Pupil Services	WRIPAC Training	SDCOE	\$0	\$275	HR/Pupil Services	This workshop will provide job analysis training to identify essential job tasks and skills.
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California								
Fri-Sat, 04/25/14 - 04/26/14	Laura Spencer	Ed Services	K-12 Alliance Cadre Training IDEAS 2.0	Los Angeles	\$0	* \$0	*Expenses paid by K-12 Alliance	
Fri-Sun, 05/16/14 - 05/18/14	Barbara Ryan	Board Member	CSBA Delegate Assembly	Sacramento	\$0	\$875	Board of Education	Board Member Ryan serves as a CSBA Delegate and must attend meetings two times per year.
Sun-Mon, 06/29/14 - 06/30/14	Cathy Pierce Stephanie Pierce Ted Hooks Terry Heck Kristin Baranski Andy Johnston Lisa McColl TBD Stephanie Southcott Debra Simpson Jerelyn Lindsay Eileen Moreno Bonner Montier Laura Spencer	Supt's Office Ed Services CP CH CO CFH HC PD PRIDE RS SC Ed Services Ed Services Ed Services	Executive Briefing with Apple, Inc.	Cupertino, CA	\$0 \$0	\$481 \$481 \$280	Superintendent's Office Superintendent's Office	This is a digital learning leadership meeting.

Consent Item D.2.2. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
May 6, 2014

BACKGROUND:

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

RECOMMENDATION:

Administration recommends approval of checks #22328 through #22333 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$642.60 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.2.

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

Date	Number	Name	Memo	Amount
3/27/14	22328	Von's	Lorene Foster Children's Fund	200.00
03/31/14	22329	Wal Mart	Lorene Foster Children's Fund	100.00
03/31/14	22330	Von's	Lorene Foster Children's Fund	100.00
03/31/14	22331	Wal Mart	Lorene Foster Children's Fund	100.00
04/21/14	22332	Lakeside Middle School	6th Grade Camp Funds Transfer	93.48
04/24/14	22333	State Board of Equalization	Quarterly Fuel Tax	39.05
Total Checks Written				\$632.53
Bank Fees				7.77
Bank Fees				2.30
Total to be Reimbursed				\$642.60

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds for the Cajon Park School Lego League	\$500.00	Sentek Consulting	Cajon Park School
Funds for the Kindergarten Playground	\$301.90	Kroger	Carlton Hills School
Funds to Support the Instructional Program and Supplement Classroom Supplies	\$587.00	Chipotle Mexican Grill	Carlton Oaks School
Visa Gift Card for Classroom Supplies (Mrs. Hirahara's classroom)	\$100.00	Jennifer Love Bruce	Rio Seco School
TOTAL DONATIONS RECEIVED	\$1,488.90		

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The donations above are valued at \$1,488.90.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.3.

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is disclosed on the attached page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.4.

Consultant / General Service Provider Report
May 6, 2014

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Mad Science	General Service Provider	Science Assembly	04/07/14 - 04/14/14	\$365.00	OST Program (PRIDE; HC)	Independent Contractor

Consent Item D.2.5. Approval/Ratification of Expenditure Transactions
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
May 6, 2014

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, 2014 through March 31, 2014.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

There were 140 transactions totaling \$18,649.29 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.2.5.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20140310	ABEL,CATHY	CHILD NUTRITION	AMAZON MKTPLACE PMTS	31.06	Central Kitchen Supplies
20140313	ABEL,CATHY	CHILD NUTRITION	AMAZON MKTPLACE PMTS	62.13	Central Kitchen Supply
20140318	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	202.31	Office Supplies
20140318	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT 1135	38.87	Office Supply
20140319	ABEL,CATHY	CHILD NUTRITION	CHEF CITY	175.35	1/2 size flip lids for express carts
20140321	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	201.81	Office Supplies
20140321	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5101	44.77	Utility Knives
20140327	ABEL,CATHY	CHILD NUTRITION	KATOM RESTA	394.81	Camwarmers for Express Carts
20140327	ABEL,CATHY	CHILD NUTRITION	SONRIDGE LLC	194.97	Pan Carrier
20140328	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	0.72	Gluten Free Products
				<u>1,346.80</u>	
20140306	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	99.17	Split - OTHER/INSTRUCTIONAL (71.27%)
20140306	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	39.98	Split - FOOD SUPPLIES (28.73%)
20140317	BAKER,HOPE	OST PROGRAMS	SCHOLASTIC BOOK CLUB	74.00	OTHER/INSTRUCTIONAL
				<u>213.15</u>	
20140320	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	CSU SACRAMENTO CCEWEB	25.00	Pesticide Training Seminar - Grounds Dept.
20140320	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	CSU SACRAMENTO CCEWEB	25.00	Pesticide Training Seminar - Grounds Dept.
20140320	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	CSU SACRAMENTO CCEWEB	25.00	Pesticide Training Seminar - Grounds Dept.
20140320	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	CSU SACRAMENTO CCEWEB	25.00	Pesticide Training Seminar - Grounds Dept.
20140321	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	CSU SACRAMENTO CCEWEB	(25.00)	Credit - Pesticide Training Seminar - Grounds Dept.
				<u>100.00</u>	
20140307	BRASHER,PAMELA	OST PROGRAMS	THE HOME DEPOT 673	204.12	OTHER/INSTRUCTIONAL
				<u>204.12</u>	
20140304	BRENNER,DEBBIE	PEPPER DRIVE	LAKESHORE LEARNING #04	(30.77)	Title - manipulatives
20140325	BRENNER,DEBBIE	PEPPER DRIVE	HYATT HOTELS	533.82	Title 1 - Travel CUE Conference
				<u>503.05</u>	
20140305	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON MKTPLACE PMTS	102.99	New projector bulb for classroom projector
20140307	BROGAN-BARANSKI,K	CARLTON OAKS	PROJECTORLAMPSPWORLD	146.98	Projector bulb for classroom projector
20140310	BROGAN-BARANSKI,K	CARLTON OAKS	PROJECTORLAMPSPWORLD	146.98	Projector bulb for classroom projector
20140312	BROGAN-BARANSKI,K	CARLTON OAKS	LEARNING A-Z	58.30	Leveled reading material for LAS student use
20140312	BROGAN-BARANSKI,K	CARLTON OAKS	LEARNING A-Z	199.90	Leveled reading material for the school's RSP and LAS teachers
20140314	BROGAN-BARANSKI,K	CARLTON OAKS	AMAZON.COM	53.84	Professional development material
20140321	BROGAN-BARANSKI,K	CARLTON OAKS	SUPER DUPEP PUBLICATIO	89.17	Classroom Common Core material
20140326	BROGAN-BARANSKI,K	CARLTON OAKS	TEACHERSPAYTEACHERS	12.50	Common Core instructional materials
20140330	BROGAN-BARANSKI,K	CARLTON OAKS	SEE*SEES CANDIES MO	69.35	Additional order of candy for 6th grade camp fundraiser
				<u>880.01</u>	
20140307	GRIFFIN,DEBRA	TRANSPORTATION	PAYPAL *HUBCAPZONE	43.20	REPLACEMENT HUBCAP FOR WAREHOUSE VAN
20140309	GRIFFIN,DEBRA	TRANSPORTATION	THE HOME DEPOT 673	61.91	WINDOW CLEANER FOR BUSES AND BATTERIES FOR SHOP
20140323	GRIFFIN,DEBRA	TRANSPORTATION	WAL-MART #1917	18.32	REPLACEMENT MOP AND MOP HEAD FOR CLEANING BUSES
				<u>123.43</u>	
20140319	HECK,TERRY	CARLTON HILLS	WWW.NEWEGG.COM	286.80	Aftermarket lamps for classroom projectors
				<u>286.80</u>	
20140324	HICKS,TYLENE	CARLTON HILLS	THE HOME DEPOT 673	128.69	Acrylic Panels to cover Solar System Map in JH Bldg.
				<u>128.69</u>	
20140303	HOOKS,TED A	CAJON PARK	BEST BUY MHT 00011452	354.76	Digital Video Recorder (donations)
20140307	HOOKS,TED A	CAJON PARK	AMAZON.COM	118.42	Algebra Manipulatives (EIA)
20140307	HOOKS,TED A	CAJON PARK	AMAZON.COM	118.42	Algebra Manipulatives (EIA)
20140307	HOOKS,TED A	CAJON PARK	AMAZON.COM	118.42	Algebra Manipulatives (EIA)
20140313	HOOKS,TED A	CAJON PARK	CPM EDUCATIONAL PROGRA	241.68	Algebra Manipulatives (EIA)
				<u>951.70</u>	
20140317	JOHNSTON,ANDREW	CHEF F. HARRITT	EB *STEAMCONNECT CONFE	65.00	Registration fee for STEAM Conference
20140317	JOHNSTON,ANDREW	CHEF F. HARRITT	GIVE MORE MEDIA	15.55	Staff Development
				<u>80.55</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20140330	JOINER,KRISTIE L	PEPPER DRIVE	AMAZON MKTPLACE PMTS	24.40	Title - testing stylus
				<u>24.40</u>	
20140304	LINDSAY,JERELYN	SYCAMORE CANYON	MARIE CALLENDERS	399.50	Fundraiser pie certificates for 6th camp
20140312	LINDSAY,JERELYN	SYCAMORE CANYON	DELL SALES & SERVICE	183.59	Printer cartridge for Preschool Speech - paid by Sp. Ed.
20140318	LINDSAY,JERELYN	SYCAMORE CANYON	MARIE CALLENDERS	399.50	Pie Certificate fundraiser for 6th camp
				<u>982.59</u>	
20140303	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM	109.20	iPad cases
20140303	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM	109.20	iPad cases
20140303	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM	43.68	iPad Cases
20140304	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	PAYPAL *FAMOUSSHOES	68.98	Accidental Personal Purchase, reimbursement given to District on 04-25-14
20140309	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	DRS DATA RECOVERY SERV	1,579.99	Data recovery process.
20140309	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WWW.NEWEGGBUSINESS.COM	64.48	Split - PA - Upgrade supplies (6.25%)
20140309	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WWW.NEWEGGBUSINESS.COM	967.31	Split - - Upgrade supplies (93.75%)
20140311	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	777.41	Memory Upgrades
20140319	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	APPLE STORE #R040	268.92	BOE - iPad repair/replacement
20140319	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	APPLE STORE #R040	31.32	Adapter Cable
20140323	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	199.79	Testing lab setup supplies
20140327	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	APL*APPLE ITUNES STORE	19.99	Software
20140327	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	JOU*JOURNEYED	156.05	Tablet keyboard
				<u>4,396.32</u>	
20140310	MARTIN,SUZANNE	CAJON PARK	BRAINPOP	205.00	BrainPop- Animation Education website subscription- EIA budget
20140313	MARTIN,SUZANNE	CAJON PARK	SEE*SEES CANDIES MO	720.00	Order prepayment for 6th grade camp fundraiser- Sees candy bar sales-Donations budget
				<u>925.00</u>	
20140323	MCCOLL,LISA	HILL CREEK	KAISER 230-3355-272333	80.00	Accidental charge - will be reimbursed to District
20140325	MCCOLL,LISA	HILL CREEK	MARRIOTT	(9.00)	Accidental charge - will be reimbursed to District
20140325	MCCOLL,LISA	HILL CREEK	MARRIOTT	175.22	Accidental charge - will be reimbursed to District
20140331	MCCOLL,LISA	HILL CREEK	KLM BIOSCIENTIFIC	48.60	Frogs for dissection in science class
				<u>294.82</u>	
20140305	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	SMARTNFINAL39810803989	80.52	Food - PD - ELA & Math Workshops in March
20140307	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	PACE	40.00	State Preschool - Tune-Up Kit 2011 Manual
20140311	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	OFFICE DEPOT #908	18.40	Supplies - PD 3/11/14 Math Workshop
20140326	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	FOOD4LESS #0349	13.34	Food - PD - Instructional Team Meeting
20140330	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	TEACHERS COLLEGE	750.00	Travel - Writing Institute D. Simpson
				<u>902.26</u>	
20140307	MICHEL,HOPE	SPECIAL EDUCATION	OFFICE DEPOT #5125	45.33	Rubber Name Stamp - OT Request - 3 SDC M/S Students - MI, AC, JP
20140319	MICHEL,HOPE	SPECIAL EDUCATION	RVRSIDE EDU *TESTING	332.17	Testing Protocols - Resource
20140320	MICHEL,HOPE	SPECIAL EDUCATION	USPS 05702000734913483	17.20	Postage - Stamps and Certified Mail
20140321	MICHEL,HOPE	SPECIAL EDUCATION	PRO ED INC	232.10	Testing Protocols - Psych
				<u>626.80</u>	
20140304	MONTLER,BONNER M	EDUCATIONAL SERVICES	OFFICE DEPOT #908	16.20	Assessment Folders for Smarter Balanced site coordinators.
20140325	MONTLER,BONNER M	EDUCATIONAL SERVICES	OFFICE DEPOT #908	29.13	Smarter Balanced material prep for site coordinators.
20140328	MONTLER,BONNER M	EDUCATIONAL SERVICES	SQ *EC NAMEPLATE	162.00	Reclassification Celebration award medals for RFEP students.
				<u>207.33</u>	
20140309	ORTEGA,KAREN	HUMAN RESOURCES	ACSA	390.00	Principal Posting - Ed Cal (ACSA) 3/17/14 & 3/21/14
				<u>390.00</u>	
20140302	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	BOSTON MARKET 0735	14.58	Business Lunch
20140310	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	TARGET 00028027	86.39	Office Supplies
20140321	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	MARGARITAS RESTAURANT	18.25	Travel Expense-Meal
20140323	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	RED ROBIN 243	13.44	Travel Expense-Meal
20140324	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	RENAISSANCE HOTELS	8.00	Cue Conference-Travel Meal
20140324	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	SHERMANS DELI AND BAKE	12.36	Cue Conference-Travel Meal
20140324	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	SHERMANS DELI AND BAKE	12.46	Cue Conference Travel-Meal
				<u>165.48</u>	
20140325	PIERCE,STEPHANIE	EDUCATIONAL SERVICES	HYATT HOTELS	583.82	PD Travel (CUE Conference/Palm Springs)
				<u>583.82</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20140331	PROUTY,DANIEL J	CHET F. HARRITT	AMAZON MKTPLACE PMTS	129.69	Headphones for computers
				<u>129.69</u>	
20140313	REES,TAMMY	HILL CREEK	PAYPAL *ALLFORLESST	63.12	Trash picker uppers for a school clean up crew and for custodial use.
20140327	REES,TAMMY	HILL CREEK	AMAZON MKTPLACE PMTS	8.54	Plastic lunch tray for SPED student.
				<u>71.66</u>	
20140304	RIFFEL,MEREDITH	PUPIL SERVICES	ALBERTSONS #6727	108.00	Bus Pass for Homeless students
20140304	RIFFEL,MEREDITH	PUPIL SERVICES	OFFICE DEPOT #908	23.26	Supplies for PK Speech at SC
20140306	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	77.34	Supplies for R. Pabis
20140306	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	48.99	Software for student in A. Harper class
20140307	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	58.20	Equipment for SSP
20140307	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	10.54	Supplies for R. Pabis
20140307	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	8.98	Supplies for R. Pabis
20140307	RIFFEL,MEREDITH	PUPIL SERVICES	AMAZON MKTPLACE PMTS	5.00	Supplies for R. Pabis
20140326	RIFFEL,MEREDITH	PUPIL SERVICES	PLO*HEARTHSONG	149.00	Low incidence purchase for student at R. Habich class
				<u>489.31</u>	
20140304	SCHWELLER,JOHN	PUPIL SERVICES	NATIONAL AUTISM RESOUR	29.86	Weighted glove for SDC student
20140305	SCHWELLER,JOHN	PUPIL SERVICES	TPC*GOPHER	109.68	APE equipment per grant
20140307	SCHWELLER,JOHN	PUPIL SERVICES	DON JOHNSTON ECOMME	107.17	Low incidence equipment for sp ed student
20140310	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON.COM	77.74	APE equipment
20140311	SCHWELLER,JOHN	PUPIL SERVICES	TPC*GOPHER	66.79	APE items
20140318	SCHWELLER,JOHN	PUPIL SERVICES	APL*APPLE ITUNES STORE	1.99	App for M. Rahap ipad
20140330	SCHWELLER,JOHN	PUPIL SERVICES	APL*APPLE ITUNES STORE	9.99	iTunes App for M. Rashap
				<u>403.22</u>	
20140316	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	11.86	Split - FOOD FUNDRAISER (13.6%)
20140316	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	75.32	Split - OTHER/INSTRUCTIONAL (86.4%)
20140320	SHEEN,KRISTINA D	OST PROGRAMS	WALMART.COM	235.25	OTHER/INSTRUCTIONAL
20140320	SHEEN,KRISTINA D	OST PROGRAMS	LITTLE CAESARS 1872 00	113.02	FOOD FUNDRAISER
20140326	SHEEN,KRISTINA D	OST PROGRAMS	DOLRTREE 3194 00031948	113.40	Split - OTHER/INSTRUCTIONAL (96.33%)
20140326	SHEEN,KRISTINA D	OST PROGRAMS	DOLRTREE 3194 00031948	4.32	Split - YALE OTHER/INSTRUCTIONAL (3.67%)
20140327	SHEEN,KRISTINA D	OST PROGRAMS	MICHAELS STORES 3256	131.04	Split - OTHER/INSTRUCTIONAL (80.88%)
20140327	SHEEN,KRISTINA D	OST PROGRAMS	MICHAELS STORES 3256	30.97	Split - INSTRUCTIONAL/FUNDRAISER (19.12%)
				<u>715.18</u>	
20140318	SIMPSON,DEBRA	RIO SECO	AMAZON MKTPLACE PMTS	18.44	Profession Resources
20140318	SIMPSON,DEBRA	RIO SECO	AMAZON MKTPLACE PMTS	47.07	Professional Resources
20140318	SIMPSON,DEBRA	RIO SECO	DELL SALES & SERVICE	173.86	Ink cartridge replacement
20140321	SIMPSON,DEBRA	RIO SECO	DOLPHIN BLUE COM	97.95	2014-15 Academic Calendars
20140331	SIMPSON,DEBRA	RIO SECO	AMAZON.COM	123.37	Misc. books purchased with Stuff the Turkey funds for Boulais and Chase.
				<u>460.69</u>	
20140312	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	AMAZON.COM	38.95	Apple mini display port to VGA adapter for Freund
20140312	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	VONS STORE00018978	8.16	Health care items for student well-being. Unresponsive parent.
20140314	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	SQ *TAPIA ENTERPRISES	149.00	LCD display repair for teacher iPad (Hammack).
20140324	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	THE MONROE PALM SPRING	420.23	CUE Conference lodging for Gillian Ryan & Tina Schipke - 3 days
20140324	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	THE MONROE PALM SPRING	420.23	CUE Conference lodging for Joe Kemery - 3 days
20140324	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	ACCO BRANDS DIRECT	63.41	2014-15 planners for Albert & Southcott
20140328	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	VONS STORE00020644	9.24	Greeting Cards - Volunteer of the Year
20140331	SOUTHCOTT,STEPHANIE	PRIDE ACADEMY	VONS STORE00018978	21.59	Flowers for Volunteer of the Year
				<u>1,130.81</u>	
20140304	SPENCER,LAURA K	EDUCATIONAL SERVICES	SALES@AIRSQUIRRELS.COM	12.99	Reflector software for iPad mirroring through laptop
20140311	SPENCER,LAURA K	EDUCATIONAL SERVICES	APL*APPLE ITUNES STORE	2.99	iPad Notability app for review purposes
20140311	SPENCER,LAURA K	EDUCATIONAL SERVICES	SAN DIEGO COUNTY SUPER	50.00	iVE Movie entry costs (part of Santee PSA contest)
20140313	SPENCER,LAURA K	EDUCATIONAL SERVICES	APL*APPLE ITUNES STORE	119.76	Pixie iPad app for Barber/Boulais (Part of Innovation Grant)
20140321	SPENCER,LAURA K	EDUCATIONAL SERVICES	LENOVO GROUP	59.39	Replacement power cord for netbook
20140325	SPENCER,LAURA K	EDUCATIONAL SERVICES	HYATT HOTELS	291.91	CUE Conference Lodging CFH (50%)
20140325	SPENCER,LAURA K	EDUCATIONAL SERVICES	HYATT HOTELS	291.91	CUE Conference Lodging CH (50%)
				<u>828.95</u>	
20140306	VAIL,LINDA	SUPERINTENDENT'S OFFICE	OFFICE DEPOT #908	24.83	Rubber Stamp

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20140309	VAIL,LINDA	SUPERINTENDENT'S OFFICE	PARTY CITY #441	8.63	Employee Recognition
20140317	VAIL,LINDA	SUPERINTENDENT'S OFFICE	AWARDS BY NAVAJO	26.05	Employee Recognition Engraving
20140319	VAIL,LINDA	SUPERINTENDENT'S OFFICE	WAL-MART #1917	6.42	Instructional Items for SSP
20140319	VAIL,LINDA	SUPERINTENDENT'S OFFICE	THE HOME DEPOT 673	17.16	Instructional Items for SSP
20140327	VAIL,LINDA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	19.57	Meeting Supplies
				<u>102.66</u>	
				<u><u>18,649.29</u></u>	

Consent Item D.2.6.
Prepared by Karl Christensen
May 6, 2014

Adoption of Resolution No. 1314-29 Requesting
Temporary Transfer of Funds

BACKGROUND:

Resolution No. 1314-29 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. 1314-29 requesting temporary transfer of funds for the 2014-15 school year.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

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.2.6.

RESOLUTION NO. 1314-29

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 3, 2014, the Board of Education will adopt a final budget.

For this District for the fiscal year 2014-15 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 \$10,710,694; and

WHEREAS, taxes accrued to the District during the 2013-14 fiscal year were \$10,710,694; 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 2014-15 fiscal year to meet obligations incurred for maintenance purposes in the amount of:
 - a) \$1,820,818 for the period from July 1 until August 31 not to exceed 17% of the authorized limit.

b) \$9,104,090 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 2014-15 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 6th day of May, 2014 by the following votes:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO)

I, Barbara Ryan, 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.

Clerk of the Board of Education

Date

Consent Item D.2.7. Approval of Interdistrict Attendance Agreements
 Prepared by Karl Christensen
 May 6, 2014

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	7/1/11 – 6/30/16 (5yrs)	Magnolia School District	7/1/11 – 6/30/16 (5yrs)
Cajon Valley Union	7/1/11 – 6/30/16 (5yrs)	Mountain Empire Unified	7/1/11 – 6/30/16 (5yrs)
Carlsbad Unified	7/1/13 – 6/30/18 (5yrs)	Murrieta Valley Unified	7/1/11 – 6/30/16 (5yrs)
Coronado Unified	7/1/11 – 6/30/16 (5yrs)	Oceanside Unified	7/1/11 – 6/30/16 (5yrs)
Dehesa	7/1/11 – 6/30/16 (5yrs)	San Diego Unified	7/1/11 – 6/30/16 (5yrs)
Escondido Union	7/1/11 – 6/30/16 (5yrs)	San Ysidro	7/1/11 – 6/30/16 (5yrs)
Fallbrook Union	7/1/11 – 6/30/16 (5yrs)	Savanna School District	7/1/11 – 6/30/16 (5yrs)
Jamul-Dulzura Union	7/1/11 – 6/30/16 (5yrs)	Solana Beach	7/1/11 – 6/30/16 (5yrs)
Julian Union	7/1/11 – 6/30/16 (5yrs)	South Bay Union	7/1/11 – 6/30/16 (5yrs)
Lakeside Union	7/1/11 – 6/30/16 (5yrs)	Sweetwater Union	7/1/11 – 6/30/16 (5yrs)
La Mesa-Spring Valley	7/1/11 – 6/30/16 (5yrs)	Temecula Valley Unified	7/1/11 – 6/30/16 (5yrs)
Lemon Grove	7/1/11 – 6/30/16 (5yrs)	Vista Unified	7/1/11 – 6/30/16 (5yrs)

Administration recommends that the Interdistrict Attendance Agreements for the Districts listed below be approved for the term noted:

Chula Vista City	7/1/14 – 6/30/15 (1 year)	Poway Unified	7/1/14 – 6/30/15 (1 year)
Del Mar	7/1/14 – 6/30/15 (1 year)	Ramona Unified	7/1/14 – 6/30/15 (1 year)
		Warner Unified	7/1/14 – 6/30/19 (5 yrs)

RECOMMENDATION:

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

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The 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.2.7.

Consent Item D.2.8. Adoption of Resolutions Authorizing Specific
Prepared by Karl Christensen Designated Agents
May 6, 2014

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. 1314-30 - Resolution Designating Authorized Agent to Receive Mail and Pick Up Warrants at the County Office of Education.
- Resolution No. 1314-31 - Resolution Designating Authorized Agent to Sign Payroll Payment Order.
- Resolution No. 1314-32 - Resolution to Release Credential Held Warrants to Employees
- Resolution No. 1314-33 - Designating Authorized Agent to Sign School Orders (Commercial Warrants).
- Resolution No. 1314-34 - Resolution Authorizing the Replacement of Warrants

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

There is no 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.2.8.

RESOLUTION NO. 1314-30

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, 2014 through June 30, 2015.

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, Faith Mitchell, Joy Burchard, Lorie Schmitz, Nancy Stasch

- 3. Check one mail hold consortium. Monthly payroll warrants each and every month. 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 6, 2014 by the following vote: (date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Barbara Ryan, 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.

Secretary/Clerk of the Governing Board

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

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

RESOLUTION NO. 1314-31

PAYMENT ORDER RESOLUTION

Santee _____ School District, San Diego County ON MOTION OF member _____, seconded by member _____ effective July 1, 2014 through June 30, 2015.

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. Cathy Pierce _____ 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 6, 2014 by the following vote: (date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Barbara Ryan _____, 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.

Secretary/Clerk of the Governing Board

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

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

RESOLUTION NO. 1314-32

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, 2014 through June 30, 2015.

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 6, 2014 by the following vote: (date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Barbara Ryan _____, 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.

Secretary/Clerk of the Governing Board

RESOLUTION NO. 1314-33

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, 2014 through June 30, 2015.

IT IS RESOLVED AND ORDERED that, pursuant to the provisions of Education Code Section 42632 or 85232, Dr. Cathy Pierce, 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 6, 2014 by the following vote: _____ (date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Barbara Ryan, 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.

Secretary/Clerk of the Governing Board

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

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

**SANTEE SCHOOL DISTRICT
RESOLUTION #1314-34 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. Cathy Pierce	_____
Assistant Superintendent Business Services	_____ Karl Christensen	_____
Assistant Superintendent Human Resources	_____ Tim Larson	_____
Director Education Services	_____ Dr. Stephanie Pierce	_____
Business Services Coordinator	_____ Tory Long	_____

PASSED AND ADOPTED by said Board of Education on May 6, 2014.

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

I, Barbara Ryan, 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.

Clerk of the Board of Education

BACKGROUND:

The Transportation Department currently has nine Special Education (20-passenger) busses with over 200,000 miles and one with more than 300,000 miles. At the Budget Workshop conducted February 3, 2014, the Board of Education established priorities for various budget augmentation items. Replacement of one bus was established as a Priority 1 for 2014-15.

In order to procure a replacement bus, it will be necessary to conduct a formal bid process.

RECOMMENDATION:

It is recommended that the Board of Education authorize the issuance of a bid to replace one (1) Special Education bus.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is estimated at \$100,000 to be charged to the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Consent Item D.3.1.
Prepared by Karl Christensen
May 6, 2014

Authorization to File Notice of Completion
Documents for the 10-Classroom Addition
Project at Pepper Drive School

BACKGROUND:

The Pepper Drive School 10-Classroom Addition has been substantially completed and the District took occupancy at the end of April. Notice of Completion documents are to be filed with the County Recorder. Retention amounts withheld from progress payments will be released after 30 days from the date of recording the Notice of Completion.

PROJECT	CONTRACT AMOUNT	CONTRACTOR
Pepper Drive School 10-Classroom Addition	Awarded \$6,626,000 on February 19, 2013. Final Contract To Be Determined	Balfour Beatty Construction

RECOMMENDATION:

It is recommended that the Board of Education authorize the filing of a “Notice of Completion” document for the Pepper Drive School 10-Classroom Addition Project. Administration will bring the final contract amount to the Board for approval at a subsequent meeting.

This item supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact at this time.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.3.1.

BACKGROUND:

Administration has reviewed the performance of various temporary certificated employees with the possibility of offering probationary contracts. At tonight's meeting, administration recommends the Board approve probationary status to three (2.5 FTE) temporary teachers.

Administration would like to request that these teachers be introduced to the Board.

RECOMMENDATION:

It is recommended that the Board of Education approve probationary status to three (2.5 FTE) temporary teachers.

<u>Name</u>	<u>Location</u>	<u>FTE</u>
Stephen Whittaker	Carlton Hills	1.0
Anissa Bailey	Chet F. Harritt	5.0
Renee Steel	Special Education	1.0

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.2.

Consent Item D.4.3. Approval to Increase Work Hours for an Identified Classified Non-Management Position

Prepared by Tim Larson
May 6, 2014

BACKGROUND:

After many attempts to fill a 2.0 hour per day Instructional Assistant, Special Education I position at Sycamore Canyon School vacated as a result of a promotion opportunity, this position remains unfilled since October 2013.

Currently, the District provides 5.0 hours per day of instructional assistance support for the resource program at Sycamore Canyon School split between two (2) positions. At this time, administration has determined that increasing work hours for the position currently filled at 3.0 hours to 5.0 hours per day would satisfy the required support and provide a more stable work force.

If approved, the 5.0 hour position will be filled in accordance with Article 14 of the California School Employees Association (CSEA) collective bargaining agreement. At that time, administration will recommend the elimination of the vacant 2.0 hour per day position.

RECOMMENDATION:

It is recommended that the Board of Education approve to increase work hours for the following position effective May 7, 2014:

- Increase one (1) Instructional Assistant, Special Education I position at Sycamore Canyon School from 3.0 to 5.0 hours per day.

FISCAL IMPACT:

The annual cost to increase work hours for the instructional assistant, special education I position will be \$8,972; and the savings to eliminate the 2.0 hour position will be \$6,176.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.3.

Consent Item D.4.4.
Prepared by Tim Larson
May 6, 2014

Adoption of Resolution No. 1314-28 to Eliminate
and/or Reduce Work Hours for Vacant Classified
Non- Management Positions

BACKGROUND:

Administration has determined that a classified non-management position vacated through attrition will no longer be required. In addition, a position in the Out of School Time (OST) Programs that will be vacated on June 30, 2014 will need to be reduced in work hours due to enrollment fluctuation.

If at some point enrollment or working conditions within the District require additional classified non-management positions or work hours, administration will post the positions in accordance with the collective bargaining agreement.

Because the positions are currently vacant or will become vacant, no employees will be affected as a result of the elimination and/or reduction. Administration has brought forward the following recommendations to the Board.

RECOMMENDATION:

It is recommended that the Board of Education approve the elimination and/or reduction of the following vacant positions:

- Eliminate one (1) vacant 8.0 FTE Craftworker III position effective May 7, 2014
- Reduce one (1) vacant Project SAFE Assistant position at Rio Seco from 5.0 FTE / 12 months to 3.75 FTE / 12 months effective July 1, 2014

FISCAL IMPACT:

The annual savings to the General Fund as a result of eliminating the vacant Craftworker III position will be \$91,803. The annual savings to the OST fee-based program as a result of the reduction of the Project SAFE Assistant position will be \$10,545.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.4.

**SANTEE SCHOOL DISTRICT
Resolution No. 1314-28**

**ELIMINATE VACANT
CLASSIFIED NON-MANAGEMENT POSITION**

WHEREAS, administration has determined that a classified non-management position currently vacant or will become vacant through attrition will no longer be required and/or will need to be reduced in work hours; and

WHEREAS, the Governing Board has determined that elimination and/or reduction in work hours of the vacant positions is necessary.

NOW, THEREFORE, BE IT RESOLVED that as of the 6th day of May 2014, the Governing Board of Santee School District approved to eliminate and/or reduce work hours for the following vacant positions:

- Eliminate one (1) vacant 8.0 FTE Craftworker III position effective May 7, 2014
- Reduce one (1) vacant Project SAFE Assistant position at Rio Seco from 5.0 FTE / 12 months to 3.75 FTE / 12 months effective July 1, 2014

BE IT FURTHER RESOLVED that the Governing Board has determined that because the position is currently vacant and no employees will be affected as a result of the elimination, notification of this action will not be necessary.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 6th day of May 2014, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated 5/6/14

Clerk, Board of Education

Consent Item D.4.5. Approval to Renew Agreement with Frontline Technologies (Aesop) Automated Substitute Calling / Attendance System

Prepared by Tim Larson
May 6, 2014

BACKGROUND:

The Aesop automated sub calling / attendance system was Board approved on September 2, 2008 and implemented on January 1, 2009. Aesop allows District administrators to stay informed through extensive reporting using skill-matching identifiers; includes a custom report writer; and allows preference lists to ensure quality substitute placements. Substitutes can search for and accept jobs through the phone or internet, plus receive electronic notifications of open jobs. Aesop's hardware and software is maintained at an off-site, secure, climate-controlled facility, with 7-day power back-up; provides free on-going upgrades; and 24-hour customer service.

Due to rising costs, Frontline has presented a minimal rate increase. Rates are based on the number of current employees in the system at the end of each fiscal year and are calculated over a 10-month period (September through June). Rates for employees requiring a substitute will increase from \$1.31 to \$1.36; and rates for employees not requiring a substitute will increase from \$.53 to \$.55. The increase will take effect at the beginning of the 2014-2015 school year.

RECOMMENDATION:

It is recommended that the Board approve the renewal of the agreement with Frontline Technologies effective at the beginning of the 2014-2015 school year.

FISCAL IMPACT:

The annual estimated cost for the 2014-2015 service agreement will be \$8,356 and will be paid from the General Fund.

STUDENT IMPACT:

Implementation of Aesop has enabled the District to provide an automated telephone and internet system taking advantage of new technology as a way to provide quality substitutes to meet student instructional needs.

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.5.



397 Eagleview Blvd. Exton, PA 19341

Aesop Customer Agreement

PRPUS2494365

05/01/2014

P: 610-722-9745 | F: 888-492-0337

Customer:

Karen Ortega
Santee School District
9625 Cuymaca Street
Santee CA 92071

Contact: Karen Ortega
Title:
Phone:
Email:

Agreement Details:

Pricing Expiration:07/30/2014
Account Manager: David Black

Initial Term: 2013-2014 / 2014-2015
Subscription Billing Terms: Annually, based on 10 Months
One-Time Startup Cost Billing Terms: One-Time, Invoiced after signing
Cancellation Terms: 30 Days Written Notice

Pricing Overview:

Year 1: Annual Subscription and One-Time Startup Costs	\$8,349.00
Year 2: Annual Subscription Items	\$8,349.00

Itemized Description	Unit Price	Qty	Mths	Total
Aesop Subscription - Employees needing replacement	\$1.36	495	10	\$6,732.00
Aesop Subscription - Employees not needing replacement	\$0.55	294	10	\$1,617.00

Amount Due at Signing (One-Time Setup Cost)	\$0.00
--	---------------

BY SIGNING BELOW, CUSTOMER CERTIFIES THAT IT HAS READ AND AGREES WITH THE ADDITIONAL TERMS ATTACHED HERETO AND INCORPORATED HEREIN AND SHALL BE BOUND BY THE SAME. Customer also agrees that the terms and conditions of this Agreement and the Additional Terms are confidential information of Frontline Technologies Group, LLC. ("Frontline") and are not to be shared with any third party without the prior written consent of Frontline.

Customer: Santee School District

Name:

Signature:

Title:

Date:

Frontline Technologies Group, LLC

Name:

Signature:

Title:

Date:

Special Instructions and Additional Terms: None

ADDITIONAL TERMS:

1. **Subscription.** Customer is purchasing a non-exclusive, non-transferable, non-assignable, terminable subscription ("Subscription") for use of Frontline's employee replacement system ("Aesop®") by Customer and those employees Customer registers on Aesop® as "Designated Employees."
2. **Term.** The Subscription shall begin upon the execution of this Agreement and continue through the Initial Term, set forth on the first page of this Agreement. If neither party has given the other at least thirty (30) days written notice of its intent not to renew prior to the end of the Initial Term or any Renewal Term, the Subscription shall automatically renew for the next year (each, a "Renewal Term").
3. **Payment.**
 1. The Implementation and System(s) Integration Setup fees set forth on the first page of this Agreement will be invoiced to Customer by Frontline upon execution of this Agreement; but if Customer terminates this Agreement before completion of the implementation process, Frontline will refund the Implementation and System(s) Integration Setup fees on a pro-rata basis, based on a six (6) week setup schedule. If for any reason Frontline's personnel travel to Customer's facility, Customer shall be responsible for the reasonable costs of transportation, lodging, meals and the like for Frontline's personnel.
 2. The Estimated Annual Subscription and the Estimated Monthly Investment set forth on the first page of this Agreement are merely illustrative and are based on Customer's usage estimates. At the end of the month that Aesop® is fully functional for Customer, Frontline will render a detailed invoice, showing the number of Customer employees entered into Aesop®, multiplied by the applicable Employees Requiring a Substitute Rate and Employees Not Requiring a Substitute Rate (collectively, the "Employee Rates") as set forth on the first page of this Agreement, to yield the actual monthly investment (the "Actual Monthly Investment"). This will be multiplied by the number of months remaining in Customer's school year, prorating any partial months, to yield the actual annual subscription (the "Actual Annual Subscription"). There will be no charge for summer usage. Should the number of employees on Aesop® change significantly during the school year, Frontline will recalculate the Actual Annual Subscription and render an invoice, or present a refund, for the difference.
 3. The System(s) Integration Subscription set forth on the first page of this Agreement will be invoiced to Customer by Frontline, at the end of the month that the System(s) Integration is fully functional for Customer.
 4. Before the start of the school year, Frontline will calculate the Actual Monthly Investment by multiplying the actual employees entered into Aesop® by the applicable Employee Rates, as amended from time to time, to yield the Actual Monthly Investment. This will be multiplied by the ten (10) month school year to yield the Actual Annual Subscription plus any System(s) Integration Subscription. Should the number of employees on Aesop® change significantly during any school year, Frontline will recalculate the Actual Annual Subscription and render an invoice, or present a refund, for the difference.
 5. Frontline reserves the right to increase any of the fees after the Initial Term, by providing at least thirty (30) days prior written notice of same to Customer.
4. **Aesop® Assistance.** Frontline shall provide Customer with commercially reasonable: (a) assistance in the initial installation and setup of Aesop®, and (b) ongoing telephone assistance regarding the use of Aesop® during the Initial Term and any Renewal Term during normal EST business hours Monday through Friday; but: (i) all telephone assistance rendered by Frontline shall only be to Customer's Aesop® Administrator; and (ii) Frontline shall not be required to provide "help desk" support for any questions or assistance that is not directly related to Aesop®.
5. **Aesop® Operation.** Customer acknowledges and agrees that it must properly enter data and information onto Aesop® in order for Aesop® to operate properly. Customer shall be responsible to verify the accuracy of any of Customer's data entered on Aesop®. Frontline makes no representation or warranty of any kind as to the availability, promptness, or reliability of any substitute employee actually contacted by Aesop®.
6. **Aesop® Administrator.** At all times, Customer must have an employee who has obtained Aesop® administrator certification training from Frontline and who is certified by Frontline as an Aesop® administrator ("Aesop® Administrator"). If the Aesop® Administrator ceases to serve as such, Customer shall promptly and at its expense have a new employee obtain Frontline Aesop® administrator certification and be designated as an Aesop® Administrator.
7. **Vacancies.** Customer may use Aesop® to obtain temporary employee when there is no absent employee (a "Vacancy"). Filling a Vacancy is treated by Aesop® as if it was a regular replacement for an absent employee and is billed at the Employee Rates.
8. **Subscription Restrictions.**
 1. Customer shall not assign, transfer, pledge, sub-license or otherwise encumber or dispose of any of Customer's rights or obligations under this Agreement.
 2. The Subscription does not extend to any individual or entity not a party to this Agreement, any employees of Customer who are not either the Designated Employees or the Aesop® Administrator, or any business, school or operation acquired by Customer by merger, consolidation, purchase, operation of law or otherwise, unless Frontline agrees in writing to the extension or assignment of the Subscription. No right is granted for the use or access of Aesop® by any third party. A transfer of control or ownership of Customer shall be considered a prohibited transfer of Customer's Subscription.
 3. Frontline may assign this Agreement to any third party acquiring all or substantially all of Frontline's assets or stock.
 4. Information regarding Customer's employees acquired by Frontline shall be confidential. Aggregated data not relating to individual employees of Customer acquired by Frontline in the course of performing this Agreement will be the sole property of Frontline.
9. **Integration.** In the event Customer purchases setup and/or subscription to Frontline's integration services, Customer understands and agrees: (a) that Frontline is authorized to provide Customer data to a specified third party or permit such third party to have access to Customer's data, as required to accomplish the integration services; and (b) Frontline is not responsible for, does not warrant, support, or make any representations regarding: (i) third-party products or services, (ii) Customer's data in the possession of third parties, including, without limitation, a third party's storage, use or misuse of Customer data, or (iii) Customer's uninterrupted access to a third party's services due to circumstances outside of the control of Frontline.
10. **Limitation of Liability.**
 1. **THE MAXIMUM LIABILITY OF FRONTLINE, ITS EMPLOYEES, AGENTS, REPRESENTATIVES, ATTORNEYS, OFFICERS AND DIRECTORS, FOR ALL DAMAGES, CLAIMS OR LOSSES WHATSOEVER, INCLUDING THOSE RELATING TO ANY ERROR, FAILURE, MALFUNCTION, OR DEFECT OF Aesop®, ANY BREACH OF THIS AGREEMENT AND ANY NEGLIGENCE OR OTHER MALFEASANCE BY FRONTLINE SHALL NOT EXCEED THE AMOUNT OF FEES ACTUALLY PAID BY CUSTOMER TO FRONTLINE DURING THE PAST TWELVE (12) MONTH PERIOD.**
 2. Upon termination of this Agreement for any reason, the provisions of this Section shall survive termination and continue in full force and effect.
11. **Termination.**
 1. Customer may terminate this Agreement at any time, for any reason or no reason, on thirty (30) days prior written notice to Frontline. In the event Customer terminates this Agreement pursuant to this Section, Frontline shall be entitled to retain all monies received from Customer pursuant to this Agreement, to be paid for fees due up to the termination; and shall be relieved of further obligations to Customer. Frontline shall promptly return to Customer any data, confidential information, materials, records and other information furnished to Frontline by Customer. Frontline shall return to Customer, on a pro-rata basis, any fees paid in advance by Customer that were not earned as of the date of termination.
 2. Frontline may terminate this Agreement for any breach by Customer.
12. **Public Disclosure.** Customer grants to Frontline the right to publicly disclose the fact that Customer is using Aesop®, for Frontline's advertising and other promotional purposes.
13. **Copyright and Trademarks.** All intellectual property pertaining to Aesop®, including trademarks and copyrights, is and shall remain the sole property of Frontline and its affiliated companies.
14. **Entire Agreement.** This Agreement states the entire understanding reached between the parties hereto with respect to the subject matter contained herein and supersedes all prior or contemporaneous agreements, understandings, representations and warranties between the parties, and may not be amended except by written instrument executed by the parties hereto.

BACKGROUND:

Each year during summer break, the Out-of-School Time (OST) Programs extend their hours of operation to 11.5 hours of care each day to accommodate the needs of our students and community. Included as part of the program are multiple field trips. Therefore, as a safety precaution, there is the need for additional staff to supervise student field trips during the period of June 30 – August 22, 2014.

In addition, the Registrar of Voters has requested to use one (1) school site on June 3, 2014 as a voting poll. Because the site does not have direct access and the public will walk through common areas shared by students, administration recommends that the District hire two (2) campus supervisors for crowd control and to ensure a safe environment for students.

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

RECOMMENDATION:

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

- Up to ten (10) Project SAFE Assistant positions for up to eight (8) hours per day, to cover field trips during the period of June 30 – August 22, 2014
- Up to six (6) mover positions for up to eight (8) hours per day on June 27, 2014
- Up to three (3) mover positions for up to eight (8) hours per day on August 7 and August 8, 2014
- Two (2) campus supervisor positions up to six (6) hours per day on June 3, 2014

FISCAL IMPACT:

The cost to employ the short term positions for the OST a fee-based program will be approximately \$98 per person, per day. The cost to employ the short term campus supervisor positions will be approximately \$128 and will be paid from the General Fund.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item D.4.6.

DISCUSSION AND/OR ACTION ITEMS Item E.

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

Agenda Item E.

BACKGROUND:

Annually, Board members are honored to present certificates to eighth grade students being promoted from Santee School District. The chart below is provided to assist Board members in selecting the promotion ceremony they wish to attend. A schedule of dates and times for the 2014 promotion ceremonies is attached. Promotion certificates will be available for signatures in May.

HISTORY OF BOARD MEMBER ASSIGNMENTS
 2000 to 2013

Schools	Burns	El-Hajj	Fox	Levens-Craig	Ryan
Alternative	2004 2006	2007 2010 2011	2013		2003 2005
Cajon Park	2003 2005 2006 2010 2011	2012		2013	2001 2007 2009
Carlton Hills	2007 2010	2013			2000 2012
Carlton Oaks	2004 2013	2000 2003 2006 2008 2010 2011 2012			2002 2010
Chet F. Harritt	2004 2012		2013		2003 2005 2011
Hill Creek	2007	2000 2001 2003 2004 2009 2013	2012		2008
Pepper Drive	2009 2011 2013	2002 2005 2007 2008			2006
PRIDE Academy at Prospect Avenue	2008 2012	2001 2004 2011			2002 2007 2009 2013
Rio Seco	2005 2006 2008 2009	2002 2010	2011 2013		2000 2004 2012
Santee Success		2012		2013	

RECOMMENDATION:

Board members will select assignments for presentation of promotion certificates.

Motion: _____ Second: _____ Vote: _____



Santee School District PROMOTION SCHEDULE June 2014

SCHOOL	DATE	TIME	LOCATION	Board Assignments
Alternative School	June 20	11:00 a.m.	ERC	
*Sycamore Canyon	June 23	9:00 a.m.	Sycamore Canyon	
Carlton Hills	June 24	8:30 a.m.	Carlton Hills Amphitheater	
Carlton Oaks	June 24	9:00 a.m.	Carlton Oaks Upper Field (JH)	
Chet F. Harritt	June 24	9:00 am.	Chet F. Harritt Big Rock Park	
Hill Creek	June 24	9:00 a.m.	Hill Creek Amphitheater	
Santee Success	June 24	12:30 p.m.	Santee Success	
Cajon Park	June 25	8:30 a.m.	Grass Field	
PRIDE Academy at Prospect Avenue	June 25	8:30 a.m.	Santee Trolley Square (Next to Panda Express)	
Pepper Drive	June 25	9:00 a.m.	Pepper Drive	
Rio Seco	June 25	9:00 a.m.	Rio Seco Amphitheater	

**A Board representative will be needed at Sycamore Canyon this year to present the Student Special Leadership Award*

Area High Schools			
Santana High	June 17	6:00 p.m.	Santana Stadium
West Hills High	June 18	9:00 a.m.	West Hills Football Field

Consent Item E.1.2.

Approval to Cancel the July 15, 2014 Regularly Scheduled Meeting of the Board of Education

Prepared by Cathy A. Pierce, Ed.D.
May 6, 2014

BACKGROUND:

The regular meetings of the Board of Education are scheduled for the first and third Tuesdays of each month. The regular meeting date of July 15, 2014 falls during a time when many parents and staff will be traveling. As there are no pressing District and school business needs known at this time, it is recommended that the Board cancel the scheduled meeting. Regularly scheduled meetings will be held on July 1, 2014 and August 5, 2014.

Administration does not believe cancellation of the meeting will have a negative impact on district operations and any routine business of the District will be brought to the Board at meetings directly preceding or following the July 15th meeting. Rescheduling of the meeting will be unnecessary. The cancellation of this meeting would be properly noticed at the standard locations and on the District web site.

Administration will notify the Board President for consideration if the need arises to schedule a special meeting.

RECOMMENDATION:

Administration recommends cancellation of the July 15, 2014 Board of Education meeting. It is determined at this time that it will be unnecessary to reschedule the meeting.

FISCAL IMPACT:

There would be no fiscal impact from the cancellation of the meeting.

Motion: _____ Second: _____ Vote: _____ Agenda Item E.1.2.

Discussion and/or Action Item E.2.1. Approval of Monthly Financial Report
Prepared by Karl Christensen
May 6, 2014

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period March 1, 2014 through March 31, 2014 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

RECOMMENDATION:

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

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The Monthly Financial Report shows a beginning cash balance of \$8,686,336; cash receipts of \$4,485,840; and disbursements of \$4,650,008 are reflected for the period of March 1, through March 31, 2014 resulting in an ending cash balance of \$8,522,165 as of March 31, 2014.

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*
Beginning Cash Balance as of March 1, 2014		\$8,686,336	\$8,432,694
INCOME			
<hr/>			
A. Local Control Funding Formula			
State Aid	\$ 3,123,197		
Categoricals	\$ 483,388		
Property Taxes	\$ 328,260		
		3,934,845	
B. Federal Income			
Federal Funding	150,710		
		150,710	
C. State Income			
Unrestricted State Funding	-		
		-	
D. Local Income			
Other Local Income	109,552		
Spec Ed	253,403		
		362,955	
E. Due to/Due from other funds		37,330	
F. Debt Proceeds		-	
TOTAL INCOME		\$4,485,840	\$4,643,221
Beginning Balance Plus Income		\$13,172,176	\$13,075,915
DISBURSEMENTS			
<hr/>			
G. Commercial Warrants	\$ 305,528		
H. Payroll Warrants	3,039,035		
I. Statutory Employee Benefits	458,702		
J. Health & Welfare	218,096		
K. Other Outgo	628,647		
L. Interfund Borrowing Out	-		
M. Budget Adjustments	-		
TOTAL DISBURSEMENTS		\$4,650,008	\$4,268,520
Ending Cash Balance as of March 31, 2014		\$8,522,165	\$8,807,395

* Based on Cash Flow Projection updated for Second Interim FY 2013-14

Budget Revisions
Through March 31, 2014
2013-14 Revised Budget

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	9,850,255	383,099	10,233,355
Estimated Income	35,079,113	12,988,160	48,067,273
Estimated Expenditures	36,410,130	11,824,238	48,234,368
Change in Fund Balance	(1,331,017)	1,163,922	(167,095)
Projected Ending Fund Balance	8,519,238	1,547,021	10,066,260
Less: Restricted Program Carryovers	-	1,547,021	1,547,021
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	15,000	-	15,000
Stores Inventory	28,440	-	28,440
Less: Assigned Vacation Carryover	190,538	-	190,538
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	1,447,031	-	1,447,031
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	6,462,360	-	6,462,360
Fund 17 Projected End of Year Balance	<u>2,871,006</u>	<u>-</u>	<u>2,871,006</u>
Projected Reserves	<u>10,780,397</u>	<u>-</u>	<u>10,780,397</u>
As a % Estimated Expense Total	22.35%		
* Projected Reserve % 2014-15	21.06%		
* Projected Reserve % 2015-16	21.87%		

* Based on most recent Multi-Year Projection at Second Interim FY 2013-14

BACKGROUND:

The Out-of-School Time Parent Advisory Council (OSTPAC) was informed of the need to consider a fee increase due to negotiated staff salary raises at the March 31, 2014 OSTPAC meeting. Project SAFE will experience an expected increase of \$57,000 in expenses due to the 4% negotiated salary increase. This expected increase includes Step and Column and the 4% raise. Project SAFE does not expect to bring in enough revenue to cover the additional salary increase. Project SAFE administration has adjusted operating expenses and held fees consistent over the past year.

Project SAFE administration discussed with OSTPAC the possibility of an increase for the school break rates comparable with neighboring districts. The OSTPAC suggested that the increase be spread out across all programs, not just during breaks. In light of these suggestions, two options are listed below for the Board's consideration.

- Option A
 - A 2% increase across all fees when school is in session
 - A 4% increase in fees during school breaks
 - An additional \$4.00 per week increase during school breaks to cover the increased cost in transportation
 - Total increase would be approximately \$57,000

- Option B
 - Increase school break fees by \$15.00 per week
 - Total increase would be approximately \$57,000

RECOMMENDATION:

This is an information item. Any action is at the discretion of the Board.

This recommendation supports the following District goal:

- 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:

Impact on families would vary based on when the program was used. The increases range from \$.50 to \$9.00 per week. Fees proposed with both options are in line with surrounding school district programs.

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.

BACKGROUND:

The Out-of-School Time Parent Advisory Council (OSTPAC) was informed of the need to consider a fee increase due to negotiated staff raises at the March 31, 2014 OSTPAC meeting. Given the 2.5% salary increase this year, YALE Preschool will be ending the year with limited reserves. Next year the total increase including Step and Column and the 4% raise is estimated to be \$35,000 for YALE Preschool. YALE Preschool maintains very competitive fees and only charges enough to cover expenses.

YALE Preschool administration discussed with OSTPAC the possibility of a fee increase of 6.5% to cover salary increases. This increase still keeps the YALE Preschool program fees comparable with other preschool providers.

RECOMMENDATION:

This is an information item. Any action is at the discretion of the Board.

This recommendation supports the following District goal:

- 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:

Impact on families would vary based on when the program was used. The increases range from \$3.00 to \$11.25 per week. Fees proposed are comparable with other preschool providers.

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.2.

Discussion and/or Action Item E.4.1.

Approval of Declaration of Need for Fully Qualified Educators

Prepared by Tim Larson
May 6, 2014

BACKGROUND:

In the past, requests for emergency certification required individual statements of need which were signed by the Superintendent and approved by the Commission on Teacher Credentialing. Effective July 1, 1994, legislation altered the method by which districts declare the need for utilization of individuals on emergency certification. By submitting an annual declaration, the district is certifying that a diligent search to recruit a fully prepared teacher for the assignment(s) was made, and that if a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority requirements stated in the declaration. Approval of the attached declaration will meet this requirement.

RECOMMENDATION:

It is recommended that the Board of Education approve the Declaration of Need for Fully Qualified Educators.

FISCAL IMPACT:

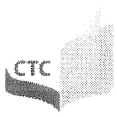
This is a personnel item and does not have an impact on the general fund.

STUDENT ACHIEVEMENT IMPACT:

Providing qualified educators is essential for student achievement.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.1.



DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2014-2015
 Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Santee School District District CDS Code: 37-68361
 Name of County: San Diego County CDS Code: _____

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 06 / 14 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2015.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Tim Larson</u>	<u>Signature</u>	<u>Asst. Supt. Human Resources</u>
<small>Name</small>		<small>Title</small>
<u>(619) 258-2305</u>	<u>(619) 258-2311</u>	<u>May 7, 2014</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>9625 Cuyamaca Street. Santee. CA 92071</u>		
<small>Mailing Address</small>		
<u>tim.larson@santeesd.net</u>		
<small>E-Mail Address</small>		

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____
 Name of State Agency _____
 Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____ / ____ / ____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
_____ <i>Mailing Address</i>		
_____ <i>E-Mail Address</i>		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	<u>2</u>
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	_____
List target language(s) for bilingual authorization:	_____
_____	_____
<input type="checkbox"/> Resource Specialist	_____
<input type="checkbox"/> Teacher Librarian Services	_____
<input type="checkbox"/> Visiting Faculty Permit	_____

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	0
Single Subject	2
Special Education	3
TOTAL	5

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved intern program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

Yes

No

If no, explain. _____

Does your agency participate in a Commission-approved college or university intern program?

Yes

No

If yes, how many interns do you expect to have this year? ¹ _____

If yes, list each college or university with which you participate in an intern program.

National University

Brandman University

If no, explain why you do not participate in an intern program.

BOARD POLICIES AND BYLAWS Item F.

Agenda Item F.

Board Policies and Bylaws Item F.1.1.
Prepared by Karl Christensen
May 6, 2014

First Reading: New Board Policy 7214,
“General Obligation Bond Financing”

BACKGROUND:

On October 2, 2013, Governor Brown signed into law Assembly Bill 182 (AB182) which made changes to regulations governing the issuance of General Obligation Bonds and Capital Appreciation Bonds by school districts.

New Board Policy 7214 contains all the necessary provisions for compliance with AB182. It is in conformance with the sample Board Policy provided by the California School Boards Associations including the data to be provided to the Board of Education whenever a General Obligation Bond issue is being considered.

RECOMMENDATION:

This is the First Reading for Board Policy 7214. No action is requested at this time.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

There is no fiscal impact at this time.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

GENERAL OBLIGATION BONDS

The Governing Board recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. When the Board determines that it is in the best interest of district students, it may order an election on the question of whether bonds shall be issued to pay for school facilities.

The Board shall determine the appropriate amount of the bonds in accordance with law.

When any project to be funded by bonds will require state matching funds for any phase of the project, the ballot for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed.

Bonds Requiring 55 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 55 percent majority of the voters pursuant to Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution. If two-thirds of the Board agrees to such an election, the Board shall vote to adopt a resolution to incur bonded indebtedness if approved by a 55 percent majority of the voters.

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the district are entitled to vote.

Bonded indebtedness incurred by the district shall be used only for the following purposes: (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities
2. The acquisition or lease of real property for school facilities
3. The refunding of any outstanding debt issuance used for the purposes specified in items #1-2 above

The proposition approved by the voters shall include the following accountability requirements: (California Constitution Article 13A, Section 1(b)(3))

1. A requirement that proceeds from the sale of the bonds be used only for the purposes specified in items #1-2 above, and not for any other purposes including teacher and administrative salaries and other school operating expenses

2. A list of specific school facilities projects to be funded and certification that the Board has evaluated safety, class size reduction, and information technology needs in developing that list
3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed
4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects

If a district general obligation bond requiring a 55 percent majority is approved by the voters, the Board shall appoint an independent citizens' oversight committee to inform the public concerning the expenditure of bond revenues as specified in Education Code 15278 and the accompanying administrative regulation. This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274.

The Board shall provide the citizens' oversight committee with responses to all findings, recommendations, and concerns addressed in the performance and financial audits within three months of receiving the audits.

The Board may disband the citizens' oversight committee when the committee has completed its review of the final performance and financial audits.

Bonds Requiring 66.67 Percent Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 66.67 percent majority of the voters pursuant to Education Code 15100 and Article 13A, Section 1(b)(2) of the California Constitution. If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded indebtedness if approved by a 66.67 percent majority of the voters.

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500.

Bonds shall be sold to raise money for any of the following purposes:

1. Purchasing school lots
2. Building or purchasing school buildings
3. Making alterations or additions to school building(s) other than as may be necessary for current maintenance, operation, or repairs

4. Repairing, restoring, or rebuilding any school building damaged, injured, or destroyed by fire or other public calamity
5. Supplying school buildings and grounds with furniture, equipment, or necessary apparatus of a permanent nature
6. Permanently improving school grounds
7. Refunding any outstanding valid indebtedness of the district, evidenced by bonds or state school building aid loans
8. Carrying out sewer or drain projects or purposes authorized in Education Code 17577
9. Purchasing school buses with a useful life of at least 20 years
10. Demolishing or razing any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by order of the Board and entered into the minutes.

Certificate of Results

If the certificate of election results received by the Board shows that the appropriate majority of the voters is in favor of issuing the bonds, the Board shall record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results.

Resolutions Regarding Sale of Bonds

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a resolution directing the issuance and sale of bonds. In accordance with law, the resolution shall prescribe the total amount of bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable.

In passing the resolution, the Board shall consider each available funding instrument, including, but not limited to, the costs associated with each and their relative suitability for the project to be financed.

Prior to the sale of bonds, the Board shall disclose, as an agenda item at a public meeting, either in the bond issuance resolution or a separate resolution, available funding instruments, the costs and suitability of each, and all of the following information:

1. Express approval of the method of sale (i.e., competitive, negotiated, or hybrid)
2. Statement of the reasons for the method of sale selected

3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial adviser if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected
4. Estimates of the costs associated with the bond issuance, including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds
5. *The annual and total amounts of debt service required and the ratio of total debt service to principal*
6. *Assumptions and analysis used for projections of Assessed Valuations and growth rates for the entire term of the proposed bonds.*

When the sale involves bonds that allow for the compounding of interest, such as a capital appreciation bond (CAB), items #1-6 above and the financing term and time of maturity, repayment ratio, and the estimated change in the assessed value of taxable property within the district over the term of the bonds shall be included in the resolution to be adopted by the Board. The resolution shall be publicly noticed on at least two consecutive meeting agendas, first as an information item and second as an action item. The agendas shall identify that bonds that allow for the compounding of interest are proposed.

Prior to adopting a resolution for the sale of bonds that allow for the compounding of interest, the Board shall be presented with the following:

1. An analysis containing the total overall cost of the bonds that allow for the compounding of interest
2. A comparison to the overall cost of current interest bonds
3. The reason bonds that allow for the compounding of interest are being recommended
4. A copy of the disclosure made by the underwriter in compliance with Rule G-17 adopted by the federal Municipal Securities Rulemaking Board

After the sale, the Board shall be presented with the actual issuance cost information *and final sale details, including interest rates and total debt service*, and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the California Debt and Investment Advisory Commission. (Education Code 15146; Government Code 53509.5)

Bond Anticipation Notes

Whenever the Board determines that it is in the best interest of the district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be used only for a purpose authorized by a bond that has been approved by the voters of the district in accordance with law.

Payment of principal and interest on any bond anticipation note shall be made at note maturity, not to exceed five years, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source lawfully available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met:

1. A resolution of the Board authorizes the property tax for that purpose.
2. The principal amount of the bond anticipation note does not exceed the remaining principal amount of the authorized but unissued bonds.

A bond anticipation note may be issued only if the tax rate levied to pay interest on the note would not cause the district to exceed the tax rate limitation set forth in Education Code 15268 or 15270, as applicable.

Legal Reference:

EDUCATION CODE

7054 *Use of district property, campaign purposes*

15100-15254 *Bonds for school districts and community college districts*

15264-15288 *Strict Accountability in Local School Construction Bonds Act of 2000*

17577 *Sewers and drains*

47614 *Charter school facilities*

ELECTIONS CODE

324 *General election*

328 *Local election*

341 *Primary election*

348 *Regular election*

356 *Special election*

357 *Statewide election*

1302 *School district election*

15372 *Elections official certificate*

GOVERNMENT CODE

1090-1099 *Prohibitions applicable to specified officers*

1125-1129 *Incompatible activities*

8855 *California Debt and Investment Advisory Commission*

53506-53509.5 *General obligation bonds*

53580-53595.5 *Bonds*

54952 *Definition of legislative body, Brown Act*

CALIFORNIA CONSTITUTION

Article 13A, Section 1 *Tax limitation*

Article 16, Section 18 *Debt limit*

COURT DECISIONS

San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District (2006) 139 Cal.App.4th 1356

ATTORNEY GENERAL OPINIONS

88 *Ops. Cal. Atty. Gen. 46 (2005)*

87 *Ops. Cal. Atty. Gen. 157 (2004)*

Management Resources:

CSBA PUBLICATIONS

Bond Sales - Questions and Considerations for Districts, Governance Brief, December 2012

Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011

WEB SITES

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

California Debt and Investment Advisory Commission: <http://www.treasurer.ca.gov/ediac>

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

California Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item G.

Agenda Item G.

CLOSED SESSION Item H.

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

The Board will go into Closed Session to discuss:

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Karl Christensen, Assistant Superintendent and Tim Larson, Assistant Superintendent
Employee Organization: Santee Teachers Association (STA)

2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiators: Karl Christensen, Assistant Superintendent and Tim Larson, Assistant Superintendent
Employee Organization: Classified School Employees Association (CSEA)

3. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property Addresses:
 - *Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)*
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Assistant Superintendent*

4. **Public Employee Performance Evaluation** (Govt. Code § 54957)
Superintendent

RECONVENE TO PUBLIC SESSION Item I.

ADJOURNMENT Item J.