



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 21, 2013**

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.

A. OPEN SESSION – CALL TO ORDER - 6:00 p.m. Page #

1. Public Communication on Closed Session Items

B. ADJOURN TO CLOSED SESSION 7

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Agency Negotiator: Karl Christensen, Assistant Superintendent
Employee Organizations: Santee Teachers Association
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organization: Classified School Employees Association
3. **Conference with Real Property Negotiator** (Govt. Code § 54956.8)
Property Address: 10335 Mission Gorge Road, Santee 92071
(formerly known as Santee School Site)
Agency Negotiator: Karl Christensen, Asst. Superintendent, Business Services

The Board reserves the right to reconvene to closed session at the end of the open session if closed session matters have not been completed prior to the convening of the open session meeting.

C. RECONVENE TO OPEN SESSION AND OPENING PROCEDURES – 7:00 p.m. 8

1. Call to Order
2. District Mission
3. Pledge of Allegiance - Club Live Students
 - Presentation of World No Tobacco Day Proclamation
4. Approval of Agenda

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

| D. | REPORTS AND PRESENTATIONS | Page # |
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| 1. | Superintendent's Report | 9 |
| 1.1. | Developer Fees Collection Report | 10 |
| 1.2. | Use of Facilities Report | 11 |
| 1.3. | Enrollment Report | 12 |
| 1.4. | Schedule of Upcoming Events | 13 |
| 2. | Spotlight on Learning: Student Recognition: | 14 |
| | • Science Field Day Participants | |
| | • Greater San Diego Science & Engineering Fair Participant | |
| 3. | Spotlight On Education: Special Student Recognition | 15 |
| 4. | Sycamore Canyon School Presentation | 16 |
| E. | PUBLIC COMMUNICATION | 17 |
| | <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> | |
| F. | CONSENT ITEMS | 18 |
| | <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> | |
| | Superintendent | |
| 1.1. | <u>Approval of Minutes</u> | 19 |
| | It is recommended that the Board of Education approve meeting minutes with any necessary modifications. | |
| 1.2. | <u>Approval to Cancel the July 16, 2013 Regularly Scheduled Meeting of the Board of Education</u> | 28 |
| | It is recommended that the Board of Education approve to cancel the July 16, 2013 regularly scheduled meeting of the Board of Education. | |
| | Business Services | |
| 2.1 | <u>Approval/Ratification of Travel Requests</u> | 29 |
| | It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item. | |
| 2.2. | <u>Approval/Ratification of Expenditure Warrants</u> | 31 |
| | It is recommended that the Board of Education approve and ratify the expenditure warrants for the month of April 2013. | |
| 2.3. | <u>Approval/Ratification of Purchase Orders</u> | 33 |
| | It is recommended that the Board of Education approve and ratify purchase orders for the month of April 2013 as presented in the item. | |

- | | Page # |
|--|--------|
| 2.4. <u>Approval/Ratification of Revolving Cash Report</u> | 42 |
| It is recommended that the Board of Education approve/ratify revolving cash checks as listed. | |
| 2.5. <u>Acceptance of Donations</u> | 44 |
| It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board. | |
| 2.6. <u>Approval of Consultants and General Service Providers</u> | 45 |
| It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented. | |
| 2.7. <u>Approval of Transportation Agreements with the Boys & Girls Club of East County and the City of Santee</u> | 47 |
| It is recommended that the Board of Education approve the transportation agreements, which include an increase in fees. for District-provided transportation services to the Santee Teen Center and the Boys and Girls Club Santee facility. | |
| 2.8. <u>Adoption of Resolutions Authorizing Specific Designated Agents</u> | 61 |
| 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. <u>Approval of Agreements with American Red Cross for Use of School Facilities to be Designated as Emergency Shelters</u> | 67 |
| It is recommended that the Board of Education approve agreements with the American Red Cross to designate all Santee School District facilities as emergency shelter facilities during disasters as mutually agreed. | |
| 2.10. <u>Renewal of Pre-Lease Agreement with Haagen Company LLC for Potential Commercial Development of the Santee School Site</u> | 71 |
| It is recommended that the Board of Education approve the extension of the Pre-Lease Agreement with Haagen Company LLC for potential commercial development of the Santee School Site through August 31, 2013. | |
| Capital Improvement Program | |
| 3.1. <u>Approval of Pepper Drive 4-Classroom LED Lighting Project Funded by SDG&E Innovations Department</u> | 72 |
| It is recommended that the Board of Education approve the pilot of new classroom lighting project at Pepper Drive School in four (4) classrooms. | |
| Educational Services | |
| 4.1. <u>Authorization to Disseminate a Request for Proposal (RFP) For Student Assessment Data Analysis System</u> | 74 |
| It is recommended that the Board of Education authorize administration to publicize and distribute an RFP for a Student Assessment Data Analysis System. | |
| 4.2. <u>Proposed Instructional Minutes for 2013-2014</u> | 77 |
| It is recommended that the Board of Education approve the instructional minutes proposal for the 2013-2014 school year. | |

| | Page # |
|--|--------|
| 4.3. <u>Approval of State Preschool Program Annual Report to California Department of Education</u> | 79 |
| It is recommended that the Board of Education approve the Annual Report of the State Preschool Program for the 2012-2013 school year. | |
| 4.4. <u>Approval of Personnel Agreement with Grossmont Union High School District for the 2013-14 Santee School District Spanish I Program</u> | 86 |
| It is recommended that the Board of Education approve the personnel agreement with the Grossmont Union High School District for the 2013-2014 school year. | |
| 4.5. <u>Approval of Extended Field Trip for Carlton Hills 7-8 Grade Students to H&M Landing in San Diego</u> | 89 |
| It is recommended that the Board of Education approve the extended field trip to H&M Landing. | |
| Human Resources/Pupil Services | |
| 5.1. <u>Personnel, Regular</u> | 91 |
| It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals. | |
| 5.2. <u>Approval of Shared Classroom Teaching Assignments for 2013-2014</u> | 93 |
| It is recommended that the Board of Education approve the shared classroom teaching assignments for 2013-14. | |
| 5.3. <u>Approval of Resolution No. 1213-31 to Amend Current Structure and Operating Needs of the Agreement between Southern California Schools Employee Benefits Association (SCSEBA) Joint Powers Authority and Santee School District</u> | 94 |
| It is recommended that the Board of Education approve resolution no. 1213-31 to amend to the structure and operating needs of the SCSEBA agreement. | |
| 5.4. <u>Approval of Agreement with Kontraband Interdiction & Detection Services, Inc. (K.I.D.S.) for the 2013-2014 School Year</u> | 110 |
| It is recommended that the Board of Education approve the agreement with K.I.D.S., Inc. for the 2013-2014 school year. | |
| 5.5. <u>Adoption of Resolution No. 1213-30 Endorsing World No Tobacco Day, May 31, 2013</u> | 113 |
| It is recommended that the Board of Education adopt resolution no. 1213-30 declaring May 31, 2013 as World No Tobacco Day for Santee School District. | |
| 5.6. <u>Approval to Submit Proposal for a Department of Defense Military Connected Local Educational Agencies for Academic and Support Programs Grant</u> | 115 |
| It is recommended that the Board of Education approve the submission of a proposal for a Department of Defense Military Connected Local Educational Agencies for Academic and Support Programs Grant. | |
| G. DISCUSSION AND/OR ACTION ITEMS | 117 |
| <i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i> | |

| | Page # |
|---|--------|
| Superintendent | |
| 1.1. <u>21st Century Innovative Grants-Round II</u> | 118 |
| Administration recommends the Board of Education approve funding \$50,000 for 21 st Century Innovative Grants for teachers for the 2013-14 school year. | |
| H. BOARD POLICIES AND BYLAWS | |
| 1.1. <u>First Reading: Board Policy Annual Review</u> | 121 |
| <ul style="list-style-type: none">▪ BP 1312.1 Complaints Concerning District Employees▪ BP 4116 Probationary/Permanent Status▪ BP 4315.1 Competence in Evaluation of Teachers▪ BP 5116.1 Intradistrict Open Enrollment▪ BP 6145 Extracurricular and Cocurricular Activities (Revised) | |
| Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the listed Board Policies. The above listed policies are submitted for a first reading with recommended revisions only to Board Policy 6145. No action is requested. | |
| I. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS | 128 |
| J. RECONVENE TO CLOSED SESSION (If Necessary) | 129 |
| The Board reserves the right to reconvene to closed session at the end of the open session if closed session matters have not been completed prior to the convening of the open session meeting. | |
| K. ADJOURNMENT | 129 |

Please note: Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting

The next regular meeting of the Board of Education is scheduled for June 4, 2013, at 7:00 p.m. in the Douglas E. Giles Educational Resource Center.

Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

OPEN SESSION –CALL TO ORDER Item A.

Members present:

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

1. Public Comments on Closed Session

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

Agenda Item A.

CLOSED SESSION Item B.

The Board will go into Closed Session to discuss:

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Agency Negotiator: Karl Christensen, Assistant Superintendent
Employee Organizations: Santee Teachers Association

2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organization: Classified School Employees Association

3. **Conference with Real Property Negotiator** (Govt. Code § 54956.8)
Property Address:
 - 10335 Mission Gorge Road, Santee 92071
*(formerly known as Santee School Site)**Agency Negotiator: Karl Christensen, Asst. Superintendent*

Agenda Item B.

RECONVENE TO OPEN SESSION ITEM C.

OPENING PROCEDURES

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

2. District Mission

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

3. Pledge of Allegiance –Club Live Students

- Presentation of Proclamation of World No Tobacco Day in Santee School District

4. Approval of Agenda for the May 21, 2013 regular meeting

Agenda Item C.

Reports and Presentations Item D.1. Superintendent's Report
Prepared by Cathy A. Pierce, Ed.D.
May 21, 2013

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 D.

DEVELOPER FEES COLLECTION REPORT
2012-13
CUMULATIVE THROUGH MAY 14, 2013

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 | | 10946 Woodside Avenue North | 06/27/12 | 3,245 | \$1,038.40 | HC |
| | X | 8780 Carlton Oaks Drive | 06/27/12 | 2,304 | \$4,561.92 | CO |
| X | | 254 Town Center Parkway (Buffalo Wild Wings) | 08/03/12 | 7,997 | \$2,559.04 | RS |
| | X | 8340 O'Connell Road | 08/16/12 | 3,216 | \$6,367.68 | PD |
| X | | 9336 Abraham Way (Scantibodies) | 09/27/12 | 5,692 | \$1,821.44 | HC |
| X | | 9418 Mission Gorge Road (Chick-Fil-A) | 10/02/12 | 4,734 | \$1,514.88 | RS |
| X | | 10350 Mission Gorge Road | 10/16/12 | 480 | \$153.60 | RS |
| | X | 1400-1415 Katie Lane, 1301-1313 Las Brisas Drive | 10/26/12 | 782 | \$1,548.36 | PA |
| | X | 9317 Pebble Beach Dr | 12/03/12 | 1,590 | \$3,148.20 | CO |
| X | | 10055, 10075, 10095 Mission Gorge Rd | 12/05/12 | 18,300 | \$5,856.00 | PA |
| | X | 9256 Galstan Dr | 12/18/12 | 803 | \$1,589.94 | SC |
| X | | 9216 Abraham Way | 01/07/13 | 248 | \$79.36 | HC |
| | X | 9450 Via Zapador | 01/08/13 | 0 | \$0.00 | PA |
| X | | 10770 Rockville St | 01/16/13 | 1,196 | \$382.72 | HC |
| | X | Lennar (Lots 152, 157-159 pd per mitig 2-2-2010) | 01/22/13 | 13,229 | \$0.00 | PD |
| | X | Lennar (Lots 119-122 pd per mitig 2-2-2010) | 01/22/13 | 13,229 | \$0.00 | PD |
| | X | 9210 Inverness Rd | 04/01/13 | 4,125 | \$8,167.50 | CO |
| | X | 2307 Nielsen St | 04/01/13 | 1,112 | \$2,201.76 | PA |
| TOTAL PAGE 1 | | | | | \$40,990.80 | |

*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 21, 2013 | | | | | | |
|---|---------------|-------------------|--------------|---------------------|------------|--------------|
| Group | Location | Date | Days | Time | Attendance | Fees Applied |
| Carlton Oaks Pickwick Players (Play Rehearsals) Pickwick Players Carlton Oaks Teachers/Parents (DC 2014 Orientation) East County Children's Choir (Children's Concert) | Classroom | 4/10/13 - 10/7/13 | Mon - Fri | 6:00 pm - 10:00 pm | 30 | |
| | Classroom | 4/10/13 - 10/7/13 | Saturday | 9:00 am - 2:00 pm | 30 | |
| | Multi-Purpose | 5/8/13 | Wednesday | 6:00 pm - 7:00 pm | 100 | |
| | Multi-Purpose | 5/31/13 | Friday | 5:00 pm - 8:30 pm | 50 - 100 | |
| Chet F. Harritt PTA (Turn Off The TV Week) PTA (Council Meeting) Project Safe (Musical Performance) | Multi-Purpose | 5/20/13 - 5/22/13 | Mon - Wed | 4:00 pm - 8:00 pm | 60 | |
| | Multi-Purpose | 5/8/13 | Wednesday | 4:30 pm - 8:30 pm | 12 | |
| | Multi-Purpose | 6/5/13 | Wednesday | 3:00 pm - 6:00 pm | 75 | |
| ERC Padre Dam MWD (Stakeholder Meeting) | Multi-Purpose | 5/1/13 | Wednesday | 8:00 am - 12:00 pm | 40 - 50 | |
| | Multi-Purpose | 5/1/13 | Saturday | 10:00 am - 12:00 pm | 50 | \$156.00 |
| PRIDE Academy (Prospect Avenue) AdvoCare (Training) | Parking Lot | 5/11/13 | Saturday | 1:00 pm - 6:00 pm | 15 | |
| | Parking Lot | 1/18/13 - 8/30/13 | Wed & Fri | 4:00 pm - 7:30 pm | 150 - 200 | |
| Rio Seco Girls Santee ASA Softball (Flower Fundraiser) Fundraiser (RS DC Trip/CP 6th Grade Camp) | Multi-Purpose | 5/7/13 - 6/13/13 | Tues & Thurs | 3:30 pm - 4:30 pm | 10 | |
| | Multi-Purpose | | | | | |

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

Santee School District
 ENROLLMENT REPORT
 5/17/2013
 Month 10 Week 1

| SCHOOL | REGULAR ED | | | | | | | | | | | SDC | | | Total All | | | | | |
|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|-------------|------------|--------------|------------|------------|------------|--------------|-------------|-------------|------------|
| | K | Gr 1 | Gr 2 | Gr 3 | Gr 4 | Gr 5 | Gr 6 | Gr 7 | Gr 8 | 05/17/13 | 05/18/12 | # Diff | % Diff | 05/17/13 | 05/18/12 | # Diff | % Diff | 05/17/13 | 05/10/13 | # Diff |
| Cajon Park | 107 | 107 | 95 | 111 | 110 | 122 | 106 | 106 | 121 | 985 | 962 | 23 | 2.4% | 62 | 67 | -5 | -7.5% | 1047 | 1050 | -3 |
| Carlton Hills | 56 | 39 | 39 | 44 | 39 | 39 | 50 | 62 | 98 | 466 | 485 | -19 | -3.9% | 30 | 28 | 2 | 7.1% | 496 | 499 | -3 |
| Carlton Oaks | 79 | 71 | 91 | 83 | 89 | 72 | 94 | 112 | 98 | 789 | 826 | -37 | -4.5% | 54 | 64 | -10 | -15.6% | 843 | 843 | 0 |
| Chet F. Harritt | 57 | 58 | 70 | 58 | 78 | 51 | 48 | 53 | 62 | 535 | 561 | -26 | -4.6% | 0 | 0 | 0 | 0.0% | 535 | 538 | -3 |
| Hill Creek | 73 | 69 | 83 | 78 | 91 | 91 | 69 | 78 | 84 | 716 | 737 | -21 | -2.8% | 16 | 19 | -3 | -15.8% | 732 | 732 | 0 |
| Pepper Drive | 95 | 95 | 89 | 85 | 74 | 78 | 68 | 80 | 89 | 753 | 753 | 0 | 0.0% | 10 | 9 | 1 | 11.1% | 763 | 763 | 0 |
| Prospect Ave | 66 | 70 | 53 | 66 | 51 | 57 | 49 | 55 | 64 | 531 | 523 | 8 | 1.5% | 0 | 0 | 0 | 0.0% | 531 | 534 | -3 |
| Rio Seco | 105 | 120 | 80 | 103 | 108 | 106 | 113 | 97 | 121 | 953 | 932 | 21 | 2.3% | 43 | 48 | -5 | -10.4% | 996 | 995 | 1 |
| Sycamore Canyon | 47 | 59 | 53 | 40 | 44 | 46 | 30 | 0 | 0 | 319 | 334 | -15 | -4.5% | 0 | 1 | -1 | -100.0% | 319 | 319 | 0 |
| SUBTOTAL | 885 | 688 | 653 | 668 | 684 | 662 | 627 | 643 | 737 | 6047 | 6113 | -66 | -1.1% | 215 | 236 | -21 | -8.9% | 6262 | 6273 | -11 |
| Alternative School | 2 | 1 | 3 | 8 | 4 | 5 | 6 | 10 | 7 | 46 | 41 | 5 | 12.2% | 0 | 0 | 0 | 0.0% | 46 | 46 | 0 |
| Santee Success | | | | | | | | | | 13 | 12 | 1 | 8.3% | 1 | 0 | 1 | 100.0% | 14 | 13 | 1 |
| TK | 47 | | | | | | | | | 47 | 0 | 47 | 0.0% | | | | | 47 | 47 | 0 |
| EAK 5 yr olds | 117 | | | | | | | | | 117 | 144 | -27 | -18.8% | | | | | 117 | 117 | 0 |
| NPS | | | | | | | | | | 0 | | | | 2 | 3 | -1 | -33.3% | 2 | 2 | 0 |
| SUBTOTAL | 166 | 1 | 3 | 8 | 4 | 5 | 6 | 15 | 15 | 223 | 197 | 26 | 13.2% | | | | | 226 | 225 | 1 |
| TOTAL | 851 | 689 | 656 | 676 | 688 | 667 | 633 | 658 | 752 | 6270 | 6310 | -40 | -0.6% | 218 | 239 | -21 | -9% | 6488 | 6498 | -10 |

Please note: PK students listed below are not reflected in the total count above because they do not receive ADA.

| | | |
|-----------------|----|------|
| PK | 3 | 1050 |
| Cajon Park | 53 | 372 |
| Sycamore Canyon | 0 | |
| EAK 4 yr olds | 56 | |
| Total PK | | |

| | |
|--------------------------------------|-------------|
| Total Enrollment Including PK | 6544 |
|--------------------------------------|-------------|

Schedule of Upcoming Events

| Date | Event |
|-------------|---|
| May 19-25 | Classified Employee Week |
| May 22 | Classroom of the Future Foundation Awards Banquet |
| May 23 | Biliteracy Symposium Awards Banquet |
| May 27 | Memorial Day Holiday Schools and Departments Closed |
| May 28 | Santee School District-Salute to Excellence 5:30-7:30 p.m. @ Carlton Oaks Country Club |
| May 30 | Strategic Action Leadership Team Meeting 6:00-8:00 p.m. @ ERC |
| June 4 | Board Meeting – 7:00 p.m. 8 th Grade Academic Achievement |
| June 17 | Foundation Meeting 6:00 p.m. @ Chamber Bldg. |
| June 17-18 | Eighth Grade Promotion Ceremonies |
| June 18 | Board Meeting – 7:00 p.m. |
| June 19 | Last Day of School |
| June 25 | Foundation Golf Classic |

Reports and Presentations Item D.2.

Spotlight on Learning: Student Recognition:

- San Diego County Science Field Day Participants
- Greater San Diego Science and Engineering Fair Participant

Prepared by Dr. Stephanie Pierce
May 21, 2013

BACKGROUND:

On May 11, 2013, sixteen Rio Seco students in grades 4 – 6 participated in the San Diego County Science Field Day under the leadership of Ms. Heather Glanz, 4th grade teacher and Mrs. Kay O’Hanlon, 6th grade teacher. The Science Field Day is an annual countywide event held each year at Lakeside Middle School in Lakeside and is open to students in the intermediate grades. Students study and prepare months in advance to ensure that they are well prepared for the competition. This year over 50 teams competed from across the County.

Tonight we would like to recognize the following Rio Seco students for their participation in the San Diego County Science Field Day.

Jordan Bockert
Amber Chung
Ryan Cummings
Ashtin Dene
McKealy Hayes
Michelle LaBarre
Emma Neumann
Marissa Olmeda

Maddie Schwendinger
Jordan Schwendinger
Sydnee Sparks
Angel Vega
Jose Vizcarra
Olivia Webb
Sarah Wilson
Hannah Wilson

At the May 7th Board meeting, the Board recognized students who had received high merit at the 2013 Greater San Diego Science and Engineering Fair. The Board of Education would like to recognize William Swanson from Cajon Park School who was not in attendance. William received a 2nd Place Award in Physics and Astronomy.

Agenda Item D.2.

Prepared by Dr. Stephanie Pierce
May 21, 2013

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 have selected these students to be acknowledged for their special accomplishments this year. 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.

Cajon Park

Emily Jacks

Carlton Hills

Eric Preciado

Carlton Oaks

Patricia McMorris

Chet F. Harritt

Jonah Cavicchioni

Hill Creek

Robert Buss

Pepper Drive

Adam McGuire

PRIDE Academy

Shanaz Rasheed

Rio Seco

Kevin Zavala

Sycamore Canyon

Sam Schmitthener

BACKGROUND:

In our quest to develop every student to their fullest potential, schools embrace a myriad of strategies to increase student learning. Inherent in those strategies are an analysis of data and its implications. Although many different strategies are employed to raise the academic abilities of our students, numerous other opportunities to develop talents, such as artistic and athletic capabilities, are available for students to experience.

Tonight Principal Jerelyn Lindsay and her team will highlight strategies they are using to increase student learning at Sycamore Canyon School and share opportunities students have to develop other abilities.

PUBLIC COMMUNICATION Item E.

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 E.

CONSENT ITEMS Item F.

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 F.

Consent Item F.1.1. Approval of Minutes
Prepared by Cathy A. Pierce, Ed.D.
May 21, 2013

BACKGROUND:

Presented for Board approval –

- May 7, 2013, regular meeting minutes
- April 23, 2013, special meeting minutes
- April 29, 2013 special meeting minutes

RECOMMENDATION:

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

Motion:

Second:

Vote:

Item F.1.1.

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

May 7, 2013
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome
President El-Hajj called the meeting to order at 7:02 p.m.
Members present:
Dianne El-Hajj, President
Ken Fox, Vice President
Dustin Burns, Clerk
Barbara Ryan, Member
Elana Levens-Craig, Member
Administration present:
Dr. Cathy Pierce, Superintendent and Secretary to the Board
Karl Christensen, Assistant Superintendent, Business Services
Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services
Dr. Stephanie Pierce, Director, Educational Services
Linda Vail, Executive Assistant and Recording Secretary
2. President El-Hajj invited the audience to recite the District Mission and then invited Caiden Neimeic, a 5th grade student at Cajon Park School, to lead the members, staff, and audience in the Pledge of Allegiance.
3. Approval of Agenda

President El-Hajj reported that Administration had requested to pull Consent Item D.2.10 from the agenda. Member Ryan moved to approve the agenda with Consent Item D.2.10 pulled.

Motion: Ryan Second: Fox Vote: 5-0

B. REPORTS AND PRESENTATIONS

1. Superintendent's Report

- 1.1. Developer Fees Collection Report
- 1.2. Use of Facilities Report
- 1.3. Enrollment Report
- 1.4. Schedule of Upcoming Events
- 1.5. Announcement of Selection for Assistant Superintendent of Human Resources and Pupil Services

Dr. Cathy Pierce announced her recommendation for Assistant Superintendent of Human Resources and Pupil Services, Mr. Tim Larson, to replace Minnie Malin who is retiring. Mr. Larson was in the audience and was introduced. He introduced his family and said he is delighted to be coming to Santee School District.

2. Spotlight on Learning: Student Recognition

Dr. Stephanie Pierce introduced students being recognized for placing in the District Science Fair and participating in the Greater San Diego County Science 7 Engineering Fair.

| | | |
|-----------------|-----------------------|----------------|
| Jordyn Niemiec | Joshua Tayler | Natalie Lazor |
| Jenna Killian | Sierra Raber | Joshua Gates |
| William Swanson | Clarissa Rossman | Sydney Gilbert |
| Morgan Turner | Cameron Shands-Sparks | |
| Austin Whitacre | Zach Taft | |

Dr. Pierce recognized the teachers who support student participation at the Greater San Diego County Science and Engineering Fair, Mrs. Allwyn Gazi, Mr. Larry Barbary, Mr. Bruce Jennings, and Ms. Kathryn Ducharme. Dr. Pierce introduced students Nicholas Berhalter and Tyler Wilson and recognized them for their participation in the San Diego County Spelling Bee. The Board also recognized Ms. Nancy Knudsen and Mr. Richard Mitchell for their organization of school spelling bees and support of their students in the County Spelling Bee.

Dr. Pierce introduced and acknowledges Rio Seco students Megan Korhummel and Marin Galewski for their recognition in the Barnes and Noble Essay Contest. Megan was the winner of the "My Favorite Teacher" essay contest and Marin received an honorable mention. A Book Fair was held at Barnes and Noble on April 26th and a portion of the evening's proceeds were donated to Rio Seco's book fund. Each student received a certificate of recognition from the Board President.

3. Spotlight: Cajon Park School Presentation

Principal Ted Hooks reported that Cajon Park School staff has created a powerful learning environment. Cajon Park experienced a drop in API last year and has reacted with looking at ways to do things better and not give excuses. Through discussion with staff, Cajon Park has implemented professional development and changes in practice for better learning for students. Cajon Park's greatest asset is their talented staff who are working to recreate learning experiences to reach more students. The focus is learning targets and instructional design.

The staff has refined systems, including restructuring universal access, changes in the Rtl model, and focused professional development.

Vice Principal Suzie Martin reported that Trimester 2 data has driven setting short term goals to increase student learning and final preparations for the California State Test. Instructional leadership is a theme this year with an Instructional Leadership Team, professional development, grade level leaders, and the junior high leadership class.

Stacey Roberts, the 8th grade Language Arts teacher, spoke about the Instructional Leadership Team and grade level leaders. Teachers participate in subject specific focus groups, books studies, professional development in family teams, and classroom walkthroughs.

Jordan Neimeic, an eighth grade student, shared information about the Junior High Leadership Enrichment Class. Students in this class learn about character traits and bullying and support new students who come to Cajon Park School. She shared there are many opportunities to learn and round out a student's life, including the school garden, aerobics, Girl Scouts and Boy Scouts.

Parents Arthur Whalen and Melissa Kaufman shared a presentation of the Lego League which is a unique program to Cajon Park. Mr. Whalen and Mrs. Kaufman each lead a team of students to create a Lego robot that will be of some benefit to society now or in the future. Students demonstrated their robotic projects.

4. 21st Century Grant Presentation

Dr. Stephanie Pierce said the students who were involved in the 21st Century Grants presentation were very excited to demonstrate their projects to the Board.

Dr. Laura Spencer presented information to the Board about the 21st Century Innovative Grants that were awarded earlier this school year. The generosity of the Board through these grants has allowed teachers to dream big. The grant guidelines and the call for proposals went out to all teachers. Interested teachers had to come up with a project integrating something that was not already available at their school. The grant required administrator support, accountability measures, matching professional development funds, parent involvement, innovative delivery strategies and sustainability. Nine grants were either fully funded, partially funded or received seed money. Teachers attended a variety of professional development as part of their grants. Measurable outcomes included greater IEP goal completion, increased attendance, increased student proficiency levels, greater task persistence, student independence, skills transferring to other content areas, students taking control of academic goals, and development of site technology leaders. Parent involvement included writing celebrations, blogs, class websites, and parent email blasts. Parents have expressed excitement about what these projects have made available for students and the growth they have seen in their children. The teachers were very appreciative to the Board for the opportunities for these innovative projects. Dr. Spencer shared quotes from both parents and teachers about the wonderful opportunities and growth in 21st century learning skills students received through the grants.

Dr. Stephanie Pierce closed the presentation with great appreciation for the energy and enthusiasm of students and teachers. Administration is investigating ways to provide additional grant opportunities that will

benefit teachers who are waiting for opportunities to be innovative and creative in teaching students to succeed in the global economy. President El-Hajj said the student demonstrations were awesome and the energy was incredible. She congratulated all of the teachers for their fine work. All of the Board members expressed their delight in seeing the student presentations and were very impressed with the participating students.

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

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

Member Ryan commented on Item 5.3., saying she is concerned that the revised Job Description would include PE curriculum. She believes the most important part of the job deals with student behavior and attendance. She believes that adding PE to that job is perhaps two different skills. She asked the Superintendent to assure the student services part of the job take precedent as they seek qualified candidates.

- 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 of Consultants and General Service Providers**
- 2.5. **Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)**
- 2.6. **Approval of Monthly Financial Report**
- 2.7. **Adoption of Resolution #1213-23 Requesting Temporary Transfer of Funds**
- 2.8. **Approval of Interdistrict Attendance Agreements**
- 2.9. **Approval to Contract for Asphalt Paving Projects at Various School Sites Through CUPCCAC Process**
- 2.10. **Item was pulled from the agenda.**
- 2.11. **Authorization to Declare Network Equipment as Surplus**
- 2.12. **Authorization to Distribute Request for Proposal for Purchase of New Hewlett-Packard Network Equipment and Trade-In of Surplus Cisco Network Equipment**
- 2.13. **Adoption of Resolution #1213-29 to Uncommit Fund Balance in the General Fund Originally committed for Possible Expansion of YALE Preschool at Old Cajon Park Junior High Site**
- 3.1. **Approval of Agreement with Webb-Cleff Architecture & Engineering to Provide Architectural Services for Closeout of Phase 1 and Phase 2 Capital Improvement Program Projects**
- 4.1. **Approval/Ratification to Submit San Diego Chargers Grant for Pepper Drive and Hill Creek Schools**
- 4.2. **Approval Individual Services Agreement for Nonpublic, Nonsectarian School Services**
- 5.1. **Personnel, Regular**
- 5.2. **Approval of New Job Descriptions for Director of English Language Arts and Social Studies, and Director of Mathematics and Science**
- 5.3. **Approval to Revise Title for Coordinator of Pupil Services to Coordinator of Pupil Services and Student Well-Being, and Revisions to Job Description**
- 5.4. **Approval of Revisions to Uniforms for Maintenance & Operations Personnel Side Letter Agreement between Santee School District and California School Employees Association**

It was moved and seconded to approve Consent Items.

Motion: Ryan Second: Burns Vote: 5-0

E. BOARD POLICIES AND BYLAWS

1.1. Second Reading: BP 3350, Travel Expenses

Revised Board Policy 3350 was presented for a second reading. Member Burns moved to approve the revisions to BP 3350.

Motion: Burns Second: Fox Vote: 5-0

1.2. Second Reading: BP 1330, Use of School Facilities

Revised Board Policy 1330 was presented for a second reading. Member Burns moved to approve the revisions to BP 1330.

Motion: Burns Second: Fox Vote: 5-0

F. DISCUSSION AND/OR ACTION ITEMS

1.1. Resolution # 1213-21 in Support of Proposed Local Control Funding Formula (LCFF) and Letter Addressing Education Funding Issues

Board members reviewed the correspondence created at their request regarding Local Control Funding Formula (LCCF) and the issues of concern about funding for education. Member Levens-Craig recently attended a conference and shared suggestions to include in a letter and concern that the Governor is moving too quickly to appropriately address education funding.

Member Ryan agreed that the Governor is moving quickly. She does not believe the Board should state their support of the Governor's proposed LCCF, because to move forward with this proposal quickly without adequate research and careful consideration would not be doing the schools justice. Member Burns suggested Members Ryan and Levens-Craig work together to draft a letter and bring to the Board for discussion. Board members agreed and no action was taken.

2.1. Approval of Declaration of Need for Fully Qualified Educators

Minnie Malin reported the District is required to submit the annual declaration of need to certify that a diligent search to recruit fully prepared teachers for specific teaching assignments was made and that if a suitable fully prepared teacher is not available, the District will make a reasonable effort to recruit based on the priority requirements stated in the declaration. Member Ryan moved to approve the declaration of need.

Motion: Ryan Second: Burns Vote: 5-0

3.1. Adoption of Revised Use of Facilities Rates

Karl Christensen reported a revised structure for use of facilities was presented to the Board at their last meeting. The proposed rate structure incorporates hourly rates for the Direct Cost category and increases to various other hourly rates for the Fair Market Value category. He presented a chart showing the changes in costs for non-profit agencies using District facilities. The only changes for those who qualify for free use is that if they request to use HVAC on a non-school day or need special services, such as custodial services, they would be charged the proposed fee. Mr. Christensen recommended approval of the revised rates for Use of Facilities. Member Ryan moved to approve the adoption of the revised Use of Facilities Rates for inclusion in AR 1330.

Motion: Ryan Second: Fox Vote: 5-0

3.2. Agreement with Rise City Church for Long-Term Use of Hill Creek School

Karl Christensen reported Administration was recently approached by a pastor seeking to begin a new church in Santee named Rise Church. Their request is to use the Multi-Purpose Room and 3 classrooms at Hill Creek School on Sundays. The agreement with the Church would be for a 1 year period through June 30, 2014 and the new rates as well as the rules and regulation are included. This is noted to be a temporary service while they find permanent facilities. President El-Hajj asked if they have been notified to make certain that all of their literature is removed each Sunday so nothing is left behind when teachers and students return to school on Monday. Mr. Christensen said the agreement includes a clause that all literature must be removed.

Member Burns asked how it is determined which classrooms will be used. Mr. Christensen said Administration designates classrooms and in this instance the classrooms to be used are not currently being used for students. Member Burns asked if a deposit is required. Mr. Christensen said no provisions have been made for a deposit but the agreement includes notification that late payments can require they be placed on advanced payments. Board members were concerned that since the District bills for the use the month after the facility is used, there is a possibility that the organization could default and the District could not collect the money due. Board Members agreed that it would be safer if a two-week deposit was required up front. Mr. Christensen said that would be a good idea in case of default on the payment and that he would also develop any future contracts to have payment made in advance for usage, as is usual for rental usage in routine business.

Member Burns moved to approve the agreement with Rise City Church for Use of Facilities at Hill Creek School on Sunday mornings starting July 28, 2013 and ending June 30, 2014, subject to extension upon mutual agreement. The motion also included the stipulation that the contract is followed exactly and the Board is notified immediately if there are any issues with the use of the facility or with payments.

Motion: Burns

Second: Ryan

Vote: 5-0

3.3. Discussion of Disposition of Santee School Property

Karl Christensen reported Santee School District has been in negotiations with Jim Whalen and The Haagan Company, LLC as a potential developer for the Santee School Site and execution of a possible long-term ground lease. The Pre-Lease Agreement with the Developer expired April 30, 2013 but the District and Developer continue to have on-going discussions. The developer requested an opportunity to address the Board with their perspective regarding this site and the potential for a ground lease. President El-Hajj invited Mr. Jim Whalen to address the Board.

Mr. Whalen presented the Board with the brief history of their relationship with the District. Andy Nanker, from the Haagan Company, presented information on a proposed anchor tenant for a development at the Santee School Site. He reported it has been very difficult to locate an anchor tenant during a time many retailers were closing their doors. They have an anchor tenant that is ready to sign but has an alternate site in El Cajon to consider if Santee does not work. Losing this tenant would set the developer back 3 to 5 years. The City has worked well with the developer to assist in this redevelopment. He expressed that selling the property now would create unmanageable time frames but Haagan Company would consider a lease-to-purchase arrangement. The Haagan Company is responsible for the Performa and is putting the money up front and guaranteeing the long term investment. Mr. Nanker said Karl Christensen has been very diligent in keeping the site ready. As time moves forward, there may be more issues with development regarding "footprints" and wildlife relocation. Tomorrow the storm water agency will be initiating more stringent storm water permitting requirements.

Mr. Nanker said the developer is very excited about this opportunity and is proud of their proposal. Negotiations need to be completed with the anchor tenant and based on the anchor tenant, they have located another probable tenant for the next largest pad. There are many pieces to moving forward including the need for negotiations with the City. He understands the District is requesting a more reasonable revenue sharing arrangement. The Haagan Company wishes to negotiate and execute a ground lease agreement and they have not run across any agency that does not want this to be successful.

Mr. Christensen said in order to continue working with The Haagan Company the Board would need to approve an extension to the recently expired pre-lease agreement. He asked the Board for direction as to continuing to work with The Haagan Company to get an acceptable ground lease for the site.

The developer discussed the possibility of the City sharing their tax revenue income in order to increase the income to the school district to meet the District's need. The Board shared their interest in enhancing their income to grow closer to the recent appraisal value. Mr. Whalen said there may be a way to mitigate the District's revenue through sharing income with the City and rental increases that will occur over time. They will also be asking the City for consideration to waive some of their development fees.

The Board thanked Mr. Whalen and Mr. Nanker for the information they presented. No action was taken.

G. BOARD COMMUNICATION

Member Fox visited Pepper Drive and Hill Creek and has been to four schools serving ice cream sundaes for staff appreciation.

Member Burns toured Cajon Park and had a good conversation with the Principal and Vice Principal about what they are doing to improve student achievement.

Member Levens-Craig attended the Pepper Drive 4th grade choir performance. She also attended the PTA convention. She is looking forward to Board Action Day on Friday.

President El-Hajj attended a GATE common core presentation on Saturday. Several Santee teachers also attended.

President El-Hajj mentioned discussion about a Board Goal for Communication. The Board asked that this return for further discussion in the summer.

Dr. Cathy Pierce reported the staff appreciation ice cream sundaes have been well received. The Classified Appreciation Luncheon will be held on May 21st.

Dr. Pierce shared the Retiree recognition that will be provided at Salute to Excellence. This is the first time employees have received something upon retiring. It is hoped to be an ongoing practice.

President El-Hajj reminded the Board of the City/School Board Joint Committee Meeting on May 15th.

Dr. Pierce will be recommending cancellation of the July 16th Board meeting for staff to be able to work in vacations without impacting Board meetings. Member Ryan expressed concern that there may be budget decisions needed. If needed, a special meeting would be called but it is hopefully anticipated that a budget would be signed by June 30th as prescribed by law.

Board Members were reminded of Salute to Excellence on May 28th at Carlton Oaks Country Club.

Dr. Pierce reported that at a Masonic Lodge Student Recognition, there were some harsh comments made about one of our schools that did not participate this year. Dr. Pierce met with the event organizer and shared her concerns.

H. CLOSED SESSION

President El-Hajj announced that the Board would meet in closed session for:

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Agency Negotiator: Karl Christensen, Assistant Superintendent
Employee Organizations: Santee Teachers Association
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)
Purpose: Negotiations
Agency Negotiator: Karl Christensen, Asst. Superintendent
Employee Organization: Classified School Employees Association
3. **Conference with Legal Counsel** (Subdivision (a) of Govt. Code § 54956.9)
Pending Litigation: Case # 37-2013-00034970-CU-PO-CTL
4. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property Address: 10335 Mission Gorge Road, Santee 92071
(formerly known as Santee School Site)
Agency Negotiator: Karl Christensen, Asst. Superintendent, Business Services

The Board entered Closed Session at 9:39 p.m.

I. RECONVENE TO PUBLIC SESSION

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

J. ADJOURNMENT

The May 7, 2013 regular meeting adjourned at 10:10 p.m.

SANTEE SCHOOL DISTRICT
SPECIAL MEETING
OF THE BOARD OF EDUCATION

April 23, 2013
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

President El-Hajj called the meeting to order at 6:03 p.m.

Members present:

Dianne El-Hajj, President

Ken Fox, Vice President

Dustin Burns, Clerk

Barbara Ryan, Member

Elana Levens-Craig, Member

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board

Karl Christensen, Assistant Superintendent, Business Services

Minnie Malin, Assistant Superintendent, Human Resources/Pupil Services

Dr. Stephanie Pierce, Director, Educational Services

Linda Vail, Executive Assistant and Recording Secretary

B. PUBLIC COMMUNICATION

Citizens were invited to address the Board of Education about any item on this special meeting agenda. There were no comments from the public.

C. COMMON CORE STATE STANDARD BOARD WORKSHOP

Administration provided an overview and additional information on Common Core State Standards (CCSS). Dr. Cathy Pierce shared a comparison example of the CST versus the Smarter Balance Assessment Tool. This comparison demonstrated the increased rigor and critical thinking skills needed for Smarter Balance Assessment.

Dr. Stephanie Pierce presented an overview of the Common Core State Standards in English Language Arts and Math. The P21 organization has assembled a framework for 21st century learning. She shared the Statewide implementations plans and the beginning stages of a plan for Santee School District to transition to Smarter Balanced Assessment. Smarter Balanced Assessment requires that students take the test by computer, so there will need to be enough computers and bandwidth to administer the test within the testing window.

Dr. Pierce is seeking additional positions to support the teachers in the transition to CCSS.

The presentation was followed by a question and answer session.

Some suggested from the Board included piloting the Smarter Balanced Assessment in several classrooms next year, presenting CCSS transition as a "campaign" and providing teachers with a "campaign kit" so there is consistency across the District, and inviting the high schools to participate in articulation conversations.

D. ADJOURNMENT

The April 23, 2013 meeting was adjourned at 8:25 p.m.

E. ADJOURNMENT

With no further business to be discussed, the meeting was adjourned at 8:25 p.m.

Dustin Burns, Clerk

Cathy A. Pierce, Ed.D., Secretary

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

April 29, 2013
MINUTES

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

A. OPENING PROCEDURES

1. **Call to Order and Welcome**
President El-Hajj called the meeting to order at 6:30 p.m.
Members present:
 Dianne El-Hajj, President
 Ken Fox, Vice President
 Dustin Burns, Clerk
 Barbara Ryan, Member
 Elana Levens-Craig, Member
Staff present:
 Dr. Cathy A. Pierce, Superintendent and Secretary to the Board

B. PUBLIC COMMUNICATION

There were no comments from members of the public.

C. CLOSED SESSION

The Board met in closed session to discuss the following:

1. **Public Employment Matters** (Govt. Code § 54957)
Assistant Superintendent, Human Resources and Pupil Services

D. RECONVENE TO OPEN SESSION AND ADJOURNMENT

The Board reconvened to public session. No action was reported.

The April 29, 2013 special meeting was adjourned at 8:15 p.m.

Consent Item F.1.2.

Approval to Cancel the July 16, 2013 Regularly Scheduled Meeting of the Board of Education

Prepared by Cathy A. Pierce, Ed.D.
May 21, 2013

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 16, 2013 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 2, 2013 and August 6, 2013.

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 16th 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 16, 2013 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 F.1.2.

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 \$259, 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 F.2.1. |
|---------|--|---------|--|-------|--|--------------------|

Board Travel Report - May 21, 2013

| Travel Dates | Attendees | Site or Dept. | Conference or Workshop | Location | Sub Cost | Estimated Expenses | Budget | Purpose of Travel |
|--------------------|----------------|---------------|---|-----------|----------|--------------------|----------------------------|---|
| Saturday, 05/04/13 | Lynne McCarthy | HC | GATE Strategies to Become Successful with the Common Core | San Diego | \$0 | \$60 | School/Library Improvement | This workshop provides GATE instructional strategies that support the Common Core standards. |
| Tuesday, 05/14/13 | Joe Kemery | PA | Flipped Learning | webinar | \$0 | \$199 | Title I | This webinar workshop provides instructional tools and strategies to support 21st Century Learning. |

Consent Item F.2.2. Approval/Ratification of Expenditure Warrants
 Prepared by Karl Christensen
 May 21, 2013

BACKGROUND:

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

Commercial Warrants issued for the period of April 2013:

| <u>Fund #/Name</u> | <u>Warrant #'s</u> | <u>Amount</u> |
|----------------------|------------------------|-----------------------|
| 03/06 General | 12-162863 TO 12-173728 | \$350,248.57 |
| 09 00 | N/A | \$0.00 |
| 12 06 | N/A | \$0.00 |
| 13 00 | 12-162890 TO 12-173729 | \$52,941.52 |
| 14 00 | N/A | \$0.00 |
| 21 09 | N/A | \$0.00 |
| 21 39 / 21 08 | 12-165219 TO 12-173730 | \$76,121.89 |
| 25 18 | N/A | |
| 25 38 | N/A | \$0.00 |
| 35-00 | 12-166618 | \$551,553.85 |
| 40-00 | 12-162908 TO 12-173731 | \$1,313.68 |
| 63 00 | 12-162909 TO 12-173733 | \$7,301.95 |
| | | \$1,039,481.46 |

Student Body Warrants issued for the period of April 2013:

| |
|-----------------|
| \$584.00 |
|-----------------|

Payroll Warrant #'s beginning 10-218331 through 10-218376 and 10-635551 through 10-636341:

| <u>Fund #/Name</u> | <u>Amount</u> |
|-----------------------|----------------|
| 03 00 | \$2,795,980.91 |
| 06 00 | \$771,114.96 |
| 12 06 | \$20,440.50 |
| 13 00 | \$73,365.35 |
| 25-18 | \$0.00 |
| 63 00 | \$162,840.37 |
| \$3,823,742.09 | |

RECOMMENDATION:

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

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of commercial, student body, and payroll expenditure warrants total \$4,863,807.55 and is disclosed above.

STUDENT ACHIEVEMENT IMPACT:

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

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|---------|--|---------|--|-------|--|--------------------|
| Motion: | | Second: | | Vote: | | Agenda Item F.2.2. |
|---------|--|---------|--|-------|--|--------------------|

BACKGROUND:

A numerical listing of purchase orders, including the date issued, the name of the vendor, a general description of items requested, and the anticipated cost of the purchase is attached for the review and approval of the Board of Education. Actual copies of the purchase orders are available for review upon request. As a part of the report, any payment to vendors that increases the amount of the purchase order by 10% or more, or change orders that increase the amount of the bid, will be presented for Board approval/ratification. The table below is a summary of total purchase orders by location for the month of April 2013:

| AMOUNT | LOCATION |
|----------------|------------------------------------|
| \$ 3,226.58 | PEPPER DRIVE SCHOOL |
| \$ 9,516.60 | CARLTON HILLS SCHOOL |
| \$ 1,756.61 | SYCAMORE CANYON SCH |
| \$ 4,905.92 | PROSPECT AVENUE SCH |
| \$ 2,068.12 | CAJON PARK SCHOOL |
| \$ 5,916.18 | CHET F HARRITT SCH |
| \$ 4,857.73 | CARLTON OAKS SCHOOL |
| \$ 6,222.45 | RIO SECO SCHOOL |
| \$ 3,771.00 | SUPERINTENDENT DEPT |
| \$ 11,986.42 | BUSINESS SERVICES |
| \$ 144.18 | EDUCATIONAL SERVICES |
| \$ 22,585.00 | SPECIAL EDUCATION |
| \$ 2,225.00 | EDUCATIONAL PROJECTS |
| \$ 201.17 | DISTRICT LIBRARY |
| \$ 6,765.10 | PROJECT SAFE |
| \$ 23,211.81 | MAINTENANCE |
| \$ 7,896.69 | TRANSPORTATION |
| \$2,193,056.14 | FACILITIES MODERNIZATION |
| \$ 1,145.19 | WAREHOUSE |
| \$ 1,299.00 | FOOD SERVICES |
| \$ 3,147.30 | PUBLICATIONS |
| | |
| \$2,318,443.32 | Total Purchase Orders – April 2013 |
| | |

RECOMMENDATION:

Administration recommends approval of purchase orders #121264 through #121432 issued April 1, 2013 through April 30, 2013.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact of \$2,318,443.32 is disclosed on the following pages.

STUDENT ACHIEVEMENT IMPACT:

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

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|---------|--|---------|--|-------|--|--------------------|
| Motion: | | Second: | | Vote: | | Agenda Item F.2.3. |
|---------|--|---------|--|-------|--|--------------------|

LOCATION LIST 2012-13

| | | | |
|----|--------------------------------|-----|----------------------------|
| 01 | Santee School | 76 | Transportation |
| 02 | Pepper Drive School | 78 | Warehouse |
| 03 | Carlton Hills School | 90 | Central Kitchen |
| 04 | Sycamore Canyon School | 92 | Publications |
| 05 | Prospect Avenue School | 97 | District Wide |
| 06 | Cajon Park School | 100 | Summer School |
| 07 | Chet F. Harritt School | 108 | Carlton Oaks Summer School |
| 08 | Carlton Oaks School | 110 | Hill Creek Summer School |
| 09 | Rio Seco School | | |
| 10 | Hill Creek School | | |
| 11 | Cajon Park Annex | | |
| 12 | Prospect Avenue Annex | | |
| 26 | Cajon Park Junior High | | |
| 60 | Board of Education | | |
| 62 | Superintendent | | |
| 64 | Business Services | | |
| 65 | Personnel | | |
| 66 | Educational Services | | |
| 67 | Special Education, Centralized | | |
| 68 | Special Projects, Centralized | | |
| 69 | Professional Development | | |
| 70 | Student Support Services | | |
| 71 | Library Media Services | | |
| 72 | Project SAFE | | |
| 73 | Technology | | |
| 74 | Operations | | |
| 75 | Maintenance | | |

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|---------------------|
| M = Monthly Blanket |
| A = Annual Blanket |
| L = Lottery |

Fund Numbers

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

PURCHASE ORDER EXCEEDED BY 10%
FOR THE MONTH OF APRIL 2013

| PO NBR | DATE | FUND | VENDOR | LOC | DESCRIPTION | AMOUNT |
|--------|-----------|------|--------------------------------|-----|--|--|
| 120027 | 7/3/2012 | 03 | NEXTEL / SPRINT COMMUNICATIONS | 010 | NEXTEL CELL PHONES INCREASE ANNUAL P. O. | \$1,365.00 \$500.00 NEW TOTAL \$1,865.00 |
| 120040 | 7/5/2012 | 03 | COMPUTER PROTECTION SERVICE | 073 | ANNUAL AGREEMENT INCREASED ANNUAL AGREEMENT | \$1,610.00 \$950.00 NEW TOTAL \$2,560.00 |
| 120777 | 12/6/2012 | 03 | USS MIDWAY MUSEUM | 010 | ADMISSIONS PRICES WERE INCORRECT | \$360.00 \$263.00 NEW TOTAL \$623.00 |
| 120924 | 1/24/2013 | 03 | STAPLES ADVANTAGE | 078 | STORES SUPPLIES PRICE INCREASE | \$245.29 \$65.96 NEW TOTAL \$311.25 |
| 121207 | 3/15/2013 | 03 | SMILE MAKERS | 007 | HEALTH SUPPLY ITEMS DIDN'T CHARGE ENOUGH SHIPPING | \$31.96 \$6.09 NEW TOTAL \$38.05 |

PURCHASE ORDER LISTING - APRIL 2013
BY SITE

| PO NBR | DATE | FUND | VENDOR | DESCRIPTION | AMOUNT | LOC | LOCATION |
|--------|-----------|------|-----------------------------|------------------------------|--------------------|-----|-----------------------------|
| 121319 | 4/10/2013 | 3 | MAINTEX INC | CUSTODIAL SUPPLIES | \$ 77.08 | 002 | PEPPER DRIVE SCHOOL |
| 121320 | 4/10/2013 | 3 | AMERICAN HEART ASSOCIATION | DONATION | \$ 1,318.76 | 002 | PEPPER DRIVE SCHOOL |
| 121323 | 4/10/2013 | 3 | SCHOLASTIC CLASSROOM AND | CLASSROOM MATERIALS | \$ 538.35 | 002 | PEPPER DRIVE SCHOOL |
| 121387 | 4/24/2013 | 3 | BUENO, LAURA | CHOIR INSTRUCTOR | \$ 990.00 | 002 | PEPPER DRIVE SCHOOL |
| 121415 | 4/29/2013 | 3 | LUCKY CHINESE FOOD | FOOD FOR TEACHER'S APPR. DAY | \$ 302.39 | 002 | PEPPER DRIVE SCHOOL |
| | | | | TOTAL | \$ 3,226.58 | | PEPPER DRIVE SCHOOL |
| 121296 | 4/8/2013 | 6 | TEACHER'S COLLEGE READING | REGISTRATION FEES | \$ 700.00 | 003 | CARLTON HILLS SCHOOL |
| 121329 | 4/11/2013 | 3 | AMAZON.COM | ASB SUPPLIES | \$ 333.73 | 003 | CARLTON HILLS SCHOOL |
| 121373 | 4/19/2013 | 3 | WALT DISNEY WORLD TICKETING | ADMISSIONS | \$ 6,130.00 | 003 | CARLTON HILLS SCHOOL |
| 121389 | 4/24/2013 | 3 | AWARDS BY NAVAJO | AWARDS | \$ 98.87 | 003 | CARLTON HILLS SCHOOL |
| 121392 | 4/25/2013 | 6 | TURN AROUND SCHOOLS | REGISTRATION FEES | \$ 1,275.00 | 003 | CARLTON HILLS SCHOOL |
| 121419 | 4/30/2013 | 6 | EDMENTUM, INC | SOFTWARE LICENSE RENEWAL | \$ 979.00 | 003 | CARLTON HILLS SCHOOL |
| | | | | TOTAL | \$ 9,516.60 | | CARLTON HILLS SCHOOL |
| 121361 | 4/17/2013 | 3 | IMAGESTUFF.COM | ATTENDANCE INCENTIVE | \$ 73.60 | 004 | SYCAMORE CANYON SCH |
| 121369 | 4/18/2013 | 3 | STAPLES ADVANTAGE | OFFICE SUPPLIES | \$ 89.20 | 004 | SYCAMORE CANYON SCH |
| 121376 | 4/19/2013 | 3 | SEHI/PROCOMP COMPUTER PRODU | PROJECTOR | \$ 616.68 | 004 | SYCAMORE CANYON SCH |
| 121383 | 4/22/2013 | 3 | DELL MARKETING L.P. | PRINTER | \$ 230.09 | 004 | SYCAMORE CANYON SCH |
| 121429 | 4/30/2013 | 3 | SEHI/PROCOMP COMPUTER PRODU | COMPUTER | \$ 747.04 | 004 | SYCAMORE CANYON SCH |
| | | | | TOTAL | \$ 1,756.61 | | SYCAMORE CANYON SCH |
| 121308 | 4/8/2013 | 6 | IXL LEARNING | SOFTWARE LICENSES - PA | \$ 850.00 | 005 | PROSPECT AVENUE SCH |
| 121309 | 4/9/2013 | 3 | GSDRA | ADMISSIONS | \$ 180.00 | 005 | PROSPECT AVENUE SCH |
| 121339 | 4/15/2013 | 6 | INSIGHT SYSTEMS EXCHANGE | COMPUTER | \$ 351.00 | 005 | PROSPECT AVENUE SCH |
| 121370 | 4/18/2013 | 3 | MAINTEX INC | CUSTODIAL SUPPLIES | \$ 154.13 | 005 | PROSPECT AVENUE SCH |
| 121377 | 4/19/2013 | 3 | DAVE BANG ASSOCIATES INC | PLAY EQUIPMENT | \$ 590.45 | 005 | PROSPECT AVENUE SCH |
| 121378 | 4/19/2013 | 6 | ANSMAR PUBLISHERS INC | MATH MATERIALS | \$ 2,080.34 | 005 | PROSPECT AVENUE SCH |
| 121416 | 4/29/2013 | 6 | TEACHER'S COLLEGE READING | REGISTRATION FEES | \$ 700.00 | 005 | PROSPECT AVENUE SCH |
| | | | | TOTAL | \$ 4,905.92 | | PROSPECT AVENUE SCH |
| 121264 | 4/2/2013 | 6 | TEACHER'S COLLEGE READING | REGISTRATION FEES | \$ 700.00 | 006 | CAJON PARK SCHOOL |
| 121311 | 4/9/2013 | 3 | JONES SCHOOL SUPPLY CO INC | STUDENT INCENTIVES/AWARDS | \$ 172.28 | 006 | CAJON PARK SCHOOL |
| 121322 | 4/10/2013 | 3 | BIO CORPORATION | SCIENCE MATERIALS | \$ 180.44 | 006 | CAJON PARK SCHOOL |
| 121338 | 4/15/2013 | 3 | INSIGHT SYSTEMS EXCHANGE | COMPUTER MONITOR | \$ 1,015.40 | 006 | CAJON PARK SCHOOL |
| | | | | TOTAL | \$ 2,068.12 | | CAJON PARK SCHOOL |
| 121335 | 4/15/2013 | 6 | APPLE COMPUTER INC | TECHNOLOGY EQUIPMENT | \$ 2,603.52 | 007 | CHET F HARRITT SCH |
| 121367 | 4/18/2013 | 3 | STAPLES ADVANTAGE | OFFICE SUPPLIES | \$ 492.43 | 007 | CHET F HARRITT SCH |
| 121384 | 4/22/2013 | 6 | DELL MARKETING L.P. | KEYBOARDS | \$ 161.89 | 007 | CHET F HARRITT SCH |
| 121402 | 4/26/2013 | 3 | 6 LAKESHORE | BOOKSHELF - CFH | \$ 278.00 | 007 | CHET F HARRITT SCH |
| 121403 | 4/26/2013 | 6 | CPM EDUCATIONAL PROGRAM | CLASSROOM SUPPLIES | \$ 624.72 | 007 | CHET F HARRITT SCH |
| 121411 | 4/26/2013 | 3 | SCHOLASTIC BOOK FAIRS - 10 | BOOK FAIR - CFH | \$ 1,755.62 | 007 | CHET F HARRITT SCH |
| | | | | TOTAL | \$ 5,916.18 | | CHET F HARRITT SCH |
| 121368 | 4/18/2013 | 3 | MIXED BAG | 6TH GRADE CAMP FUNDRAISER-CO | \$ 3,051.91 | 008 | CARLTON OAKS SCHOOL |

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|--------|-----------|----|--------------------------------|------------------------------|-----------|------------------|-----|-----------------------------|
| 121372 | 4/19/2013 | 3 | ZOOLOGICAL SOCIETY OF | ADMISSIONS | \$ | 190.00 | 008 | CARLTON OAKS SCHOOL |
| 121379 | 4/19/2013 | 3 | READ NATURALLY INC | TECH SUPPORT SUBSCRIPTION | \$ | 399.00 | 008 | CARLTON OAKS SCHOOL |
| 121385 | 4/23/2013 | 3 | SEA WORLD OF CALIFORNIA | ADMISSIONS | \$ | 870.00 | 008 | CARLTON OAKS SCHOOL |
| 121388 | 4/24/2013 | 3 | SCHOLASTIC INC | CLASSROOM MATERIALS | \$ | 196.82 | 008 | CARLTON OAKS SCHOOL |
| 121413 | 4/29/2013 | 3 | ASDEG | ADMISSIONS | \$ | 150.00 | 008 | CARLTON OAKS SCHOOL |
| | | | | TOTAL | \$ | 4,857.73 | | CARLTON OAKS SCHOOL |
| 121327 | 4/11/2013 | 3 | MAINTEX INC | CUSTODIAL SUPPLIES | \$ | 260.24 | 009 | RIO SECO SCHOOL |
| 121333 | 4/12/2013 | 3 | IDENT-A-KID SERVICES OF AM | OFFICE SUPPLIES | \$ | 88.50 | 009 | RIO SECO SCHOOL |
| 121336 | 4/15/2013 | 3 | INSIGHT SYSTEMS EXCHANGE | COMPUTER MONITOR | \$ | 917.08 | 009 | RIO SECO SCHOOL |
| 121386 | 4/24/2013 | 3 | ZOOLOGICAL SOCIETY OF | ADMISSIONS | \$ | 240.00 | 009 | RIO SECO SCHOOL |
| 121404 | 4/26/2013 | 3 | BIRCH AQUARIUM AT SCRIPPS | ADMISSIONS | \$ | 1,020.00 | 009 | RIO SECO SCHOOL |
| 121405 | 4/26/2013 | 3 | TEACHER DIRECT | CLASSROOM SUPPLIES | \$ | 78.63 | 009 | RIO SECO SCHOOL |
| 121414 | 4/29/2013 | 3 | JOSTENS | DEPOSIT FOR 2014 YEARBOOKS | \$ | 836.00 | 009 | RIO SECO SCHOOL |
| 121432 | 4/30/2013 | 3 | SKEDADDLE FUNDRAISERS | FUNDRAISER - RS | \$ | 2,782.00 | 009 | RIO SECO SCHOOL |
| | | | | TOTAL | \$ | 6,222.45 | | RIO SECO SCHOOL |
| 121265 | 4/2/2013 | 3 | SAN DIEGO COUNTY SCHOOL BOARI | ADMISSIONS | \$ | 2,015.00 | 062 | SUPERINTENDENT DEPT |
| 121312 | 4/9/2013 | 3 | SAN DIEGO COUNTY SCHOOL BOARI | ADMISSIONS | \$ | 130.00 | 062 | SUPERINTENDENT DEPT |
| 121321 | 4/10/2013 | 3 | ATKINSON, ANDELSON, LOYA, RUUD | PROFESSIONAL SERVICES | \$ | 112.00 | 062 | SUPERINTENDENT DEPT |
| 121330 | 4/11/2013 | 3 | SUPERINTENDENT OF SCHOOLS | MEMBERSHIP DUES | \$ | 1,424.00 | 062 | SUPERINTENDENT DEPT |
| 121371 | 4/18/2013 | 3 | SUPERINTENDENT OF SCHOOLS | ADMISSIONS | \$ | 90.00 | 062 | SUPERINTENDENT DEPT |
| | | | | TOTAL | \$ | 3,771.00 | | SUPERINTENDENT DEPT |
| 121291 | 4/5/2013 | 3 | 6 OFFICE DEPOT INC | OFFICE SUPPLIES - ALL SITES | \$ | 3,788.25 | 064 | BUSINESS SERVICES |
| 121326 | 4/11/2013 | 3 | OFFICEMAX CONTRACT INC | OFFICE SUPPLIES - ALL SITES | \$ | 849.66 | 064 | BUSINESS SERVICES |
| 121340 | 4/17/2013 | 3 | PETERSON REPORTING VIDEO & | PROFESSIONAL SERVICES | \$ | 573.87 | 064 | BUSINESS SERVICES |
| 121341 | 4/17/2013 | 3 | CALSTRS - CENTRAL SERVICES | RETIREMENT BENEFITS | \$ | 2,960.13 | 064 | BUSINESS SERVICES |
| 121399 | 4/25/2013 | 13 | OFFICEMAX CONTRACT INC | CHAIR FOR CNS | \$ | 504.39 | 064 | BUSINESS SERVICES |
| 121407 | 4/26/2013 | 3 | FEDERAL EXPRESS CORPORATION | OVERNIGHT MAIL DELIVERY | \$ | 31.19 | 064 | BUSINESS SERVICES |
| 121408 | 4/26/2013 | 3 | KEENAN & ASSOCIATES | QTRLY P&L CLAIM ADMIN FEES | \$ | 820.85 | 064 | BUSINESS SERVICES |
| 121409 | 4/26/2013 | 40 | BEST BEST & KRIEGER LLP | SDG&E DISTR. GEN RATE | \$ | 250.78 | 064 | BUSINESS SERVICES |
| 121410 | 4/26/2013 | 3 | ACSA | MEMBERSHIP DUES 13/14 | \$ | 1,227.30 | 064 | BUSINESS SERVICES |
| 121418 | 4/30/2013 | 3 | MILLER, JAMES NORMAN | REPLACEMENT OF WARRANT | \$ | 1,000.00 | 064 | BUSINESS SERVICES |
| | | | | TOTAL | \$ | 11,986.42 | | BUSINESS SERVICES |
| 121358 | 4/17/2013 | 3 | SHARP REES-STEALY MEDICAL | EXAM | \$ | 393.75 | 065 | HUMAN RESOURCES |
| 121359 | 4/17/2013 | 3 | GINN, TIM | REIMBURSEMENT - DENTAL PYMTS | \$ | 33.60 | 065 | HUMAN RESOURCES |
| 121360 | 4/17/2013 | 3 | MARKS, GARY | REIMBURSEMENT - DENTAL PYMTS | \$ | 16.14 | 065 | HUMAN RESOURCES |
| 121396 | 4/25/2013 | 3 | KONTRABAND INTERDICTION | INSPECTION SERVICES | \$ | 1,500.00 | 065 | HUMAN RESOURCES |
| 121398 | 4/25/2013 | 3 | OFFICEMAX CONTRACT INC | CHAIR FOR CNS | \$ | 504.39 | 065 | HUMAN RESOURCES |
| 121401 | 4/26/2013 | 3 | STAPLES ADVANTAGE | TONER CARTRIDGE FOR PRINTER | \$ | 91.25 | 065 | HUMAN RESOURCES |
| | | | | TOTAL | \$ | 2,539.13 | | HUMAN RESOURCES |
| 121380 | 4/19/2013 | 3 | TROXELL COMMUNICATIONS INC | ELECTRONIC EQUIPMENT | \$ | 144.18 | 066 | EDUCATIONAL SERVICES |
| | | | | TOTAL | \$ | 144.18 | | EDUCATIONAL SERVICES |
| 121334 | 4/15/2013 | 6 | MUNOZ, DEBORA ROCHA | CONSULTANT SERVICES | \$ | 400.00 | 067 | SPECIAL EDUCATION |
| 121393 | 4/25/2013 | 6 | PPR HEALTHCARE STAFFING | CONSULTING SERVICES | \$ | 21,060.00 | 067 | SPECIAL EDUCATION |
| 121394 | 4/25/2013 | 6 | CHILDREN'S OCCUPATIONAL | CONSULTING SERVICES | \$ | 750.00 | 067 | SPECIAL EDUCATION |

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|--------|-----------|----|-------------------------------|--------------------------------|--------------|----|------------------|-----|-----------------------------|
| 121395 | 4/25/2013 | 6 | GROSSMONT UNION HIGH | TRANSPORTATION SVCS | | \$ | 375.00 | 067 | SPECIAL EDUCATION |
| | | | | | TOTAL | \$ | 22,585.00 | | SPECIAL EDUCATION |
| 121289 | 4/4/2013 | 3 | SUPERINTENDENT OF SCHOOLS | TRAINING MATERIALS | | \$ | 1,775.00 | 068 | EDUCATIONAL PROJECTS |
| 121417 | 4/30/2013 | 3 | SUPERINTENDENT OF SCHOOLS | REGISTRATION FEES | | \$ | 450.00 | 068 | EDUCATIONAL PROJECTS |
| | | | | | TOTAL | \$ | 2,225.00 | | EDUCATIONAL PROJECTS |
| 121337 | 4/15/2013 | 3 | CDW GOVERNMENT INC | TECHNOLOGY EQUIPMENT | | \$ | 201.17 | 071 | DISTRICT LIBRARY |
| | | | | | TOTAL | \$ | 201.17 | | DISTRICT LIBRARY |
| 121294 | 4/5/2013 | 63 | CARDIAC SCIENCE CORPORATION | AED BATTERIES - PROJ SAFE | | \$ | 2,341.36 | 072 | PROJECT SAFE |
| 121297 | 4/8/2013 | 6 | CARDIAC SCIENCE CORPORATION | AED BATTERIES FOR PROJ SAFE | | \$ | 670.96 | 072 | PROJECT SAFE |
| 121381 | 4/22/2013 | 63 | AMERICAN EXPRESS | PROJECT SAFE SUPPLIES | | \$ | 2,281.23 | 072 | PROJECT SAFE |
| 121382 | 4/22/2013 | 6 | AMERICAN EXPRESS | PROJECT SAFE SUPPLIES | | \$ | 119.55 | 072 | PROJECT SAFE |
| 121397 | 4/25/2013 | 63 | EAST COUNTY FAMILY YMCA | ENRICHMENT PROGRAM - PRSF | | \$ | 1,352.00 | 072 | PROJECT SAFE |
| | | | | | TOTAL | \$ | 6,765.10 | | PROJECT SAFE |
| 121266 | 4/3/2013 | 3 | MAINTEX INC | CUSTODIAL SUPPLIES | | \$ | 59.26 | 075 | MAINTENANCE |
| 121267 | 4/3/2013 | 6 | R&R CONTROLS, INC. | HVAC SUPPLIES - SC | | \$ | 16.20 | 075 | MAINTENANCE |
| 121268 | 4/3/2013 | 6 | US AIR CONDITIONING | HVAC SUPPLIES - CRJH | | \$ | 49.38 | 075 | MAINTENANCE |
| 121269 | 4/3/2013 | 6 | US AIR CONDITIONING | HVAC SUPPLIES - CP | | \$ | 99.87 | 075 | MAINTENANCE |
| 121270 | 4/3/2013 | 6 | TRANE U.S. INC. | HVAC SUPPLIES - CRJH | | \$ | 78.26 | 075 | MAINTENANCE |
| 121271 | 4/3/2013 | 6 | TRANE U.S. INC. | HVAC SUPPLIES - CP | | \$ | 405.50 | 075 | MAINTENANCE |
| 121272 | 4/3/2013 | 6 | SAFE-T-LITE | SIGNS SUPPLIES - CH | | \$ | 146.06 | 075 | MAINTENANCE |
| 121273 | 4/3/2013 | 6 | SAFE-T-LITE | PAINT SUPPLIES - RS; CH | | \$ | 139.52 | 075 | MAINTENANCE |
| 121274 | 4/3/2013 | 6 | VALLEY INDUSTRIAL SPECIALTIES | PLUMBING SUPPLIES - STOCK | | \$ | 6.83 | 075 | MAINTENANCE |
| 121275 | 4/3/2013 | 6 | JOHNSTONE SUPPLY | HVAC SUPPLIES - PUBS | | \$ | 154.07 | 075 | MAINTENANCE |
| 121276 | 4/3/2013 | 6 | JOHNSTONE SUPPLY | HVAC SUPPLIES - PD | | \$ | 88.07 | 075 | MAINTENANCE |
| 121277 | 4/3/2013 | 6 | W W GRAINGER INC | HVAC SUPPLIES - CP | | \$ | 83.56 | 075 | MAINTENANCE |
| 121278 | 4/3/2013 | 6 | DUNN EDWARDS CORPORATION | PAINTING SUPPLIES CP; CFH | | \$ | 39.15 | 075 | MAINTENANCE |
| 121279 | 4/3/2013 | 3 | EWING IRRIGATION PRODUCTS | IRRIGATION SUPPLIES - CFH | | \$ | 86.93 | 075 | MAINTENANCE |
| 121280 | 4/3/2013 | 6 | GEARY PACIFIC SUPPLY | HVAC SUPPLIES - PD | | \$ | 579.49 | 075 | MAINTENANCE |
| 121281 | 4/3/2013 | 6 | DRAIN PROS INC | PLUMBING REPAIR SVCS - CFH | | \$ | 395.00 | 075 | MAINTENANCE |
| 121282 | 4/3/2013 | 6 | DRAIN PROS INC | PLUMBING REPAIR SVCS - SC | | \$ | 395.00 | 075 | MAINTENANCE |
| 121283 | 4/3/2013 | 6 | CLIMATEC / NWK | HVAC SUPPLIES - PD | | \$ | 2,688.49 | 075 | MAINTENANCE |
| 121284 | 4/3/2013 | 6 | COMPETITIVE METALS INC | WELDING SUPPLIES - STOCK | | \$ | 180.94 | 075 | MAINTENANCE |
| 121286 | 4/4/2013 | 6 | W W GRAINGER INC | MAINT. STOCK SUPPLIES | | \$ | 50.59 | 075 | MAINTENANCE |
| 121287 | 4/4/2013 | 6 | GOULD ELECTRIC | ELECTRICAL REPAIR SVCS - CP | | \$ | 140.00 | 075 | MAINTENANCE |
| 121288 | 4/4/2013 | 6 | W W GRAINGER INC | MAINT. STOCK SUPPLIES | | \$ | 12.74 | 075 | MAINTENANCE |
| 121290 | 4/4/2013 | 6 | VALLEY INDUSTRIAL SPECIALTIES | PLUMBING SUPPLIES - HC; RS | | \$ | 203.79 | 075 | MAINTENANCE |
| 121292 | 4/5/2013 | 6 | COMPETITIVE METALS INC | MAINT. SUPPLIES - CFH | | \$ | 115.57 | 075 | MAINTENANCE |
| 121293 | 4/5/2013 | 6 | COMPETITIVE METALS INC | MAINT. SUPPLIES - STOCK | | \$ | 36.99 | 075 | MAINTENANCE |
| 121295 | 4/5/2013 | 6 | UNITED PARCEL SERVICE | SHIPPING CHGS FOR RET'D ITEMS | | \$ | 22.71 | 075 | MAINTENANCE |
| 121298 | 4/8/2013 | 3 | EWING IRRIGATION PRODUCTS | IRRIGATION SUPPLIES - CP FIELD | | \$ | 3,451.17 | 075 | MAINTENANCE |
| 121299 | 4/8/2013 | 3 | EWING IRRIGATION PRODUCTS | IRRIGATION SUPPLIES - STOCK | | \$ | 69.72 | 075 | MAINTENANCE |
| 121300 | 4/8/2013 | 6 | CLARK SECURITY PRODUCTS INC | HARDWR/DOOR LOCK SUPPLY-STK | | \$ | 174.96 | 075 | MAINTENANCE |
| 121301 | 4/8/2013 | 6 | CLARK SECURITY PRODUCTS INC | HARDWR/DOOR LOCK SUPPLY-STK | | \$ | 1,013.85 | 075 | MAINTENANCE |
| 121302 | 4/8/2013 | 6 | CLARK SECURITY PRODUCTS INC | HARDWR/DOOR LOCK SUPPLY-STK | | \$ | 515.07 | 075 | MAINTENANCE |

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|--------|-----------|---|-------------------------------|--------------------------------|-----------|------------------|-----|--------------------|
| 121303 | 4/8/2013 | 6 | CLARK SECURITY PRODUCTS INC | HARDWR/DOOR LOCK SUPPLY-STK | \$ | 357.41 | 075 | MAINTENANCE |
| 121304 | 4/8/2013 | 6 | CLARK SECURITY PRODUCTS INC | HARDWR/DOOR LOCK SUPPLY-STK | \$ | 541.51 | 075 | MAINTENANCE |
| 121305 | 4/8/2013 | 6 | CLARK SECURITY PRODUCTS INC | HARDWR/DOOR LOCK SUPPLY-STK | \$ | 56.16 | 075 | MAINTENANCE |
| 121306 | 4/8/2013 | 6 | STANLEY SECURITY SOLUTIONS | HARDWR/DOOR LOCK SUPPLY-STK | \$ | 977.47 | 075 | MAINTENANCE |
| 121307 | 4/8/2013 | 6 | MONTGOMERY HARDWARE CO | HARDWR/DOOR LOCK SUPPLY-STK | \$ | 722.80 | 075 | MAINTENANCE |
| 121313 | 4/9/2013 | 3 | LAKESIDE EQUIPMENT SALES AND | EQUIPMENT RENTAL - CP FIELDS | \$ | 237.92 | 075 | MAINTENANCE |
| 121314 | 4/9/2013 | 3 | LAKESIDE LAND COMPANY | GRAVEL - CP FIELDS | \$ | 87.39 | 075 | MAINTENANCE |
| 121315 | 4/9/2013 | 6 | VALLEY INDUSTRIAL SPECIALTIES | PLUMBING SUPPLIES - CNA/STOCK | \$ | 308.80 | 075 | MAINTENANCE |
| 121316 | 4/9/2013 | 6 | MONTGOMERY HARDWARE CO | HARDWARE/DOOR LOCK SUPPLY-STK | \$ | 757.73 | 075 | MAINTENANCE |
| 121317 | 4/9/2013 | 6 | MONTGOMERY HARDWARE CO | HARDWARE/DOOR LOCK SUPPLY-STK | \$ | 1,096.34 | 075 | MAINTENANCE |
| 121318 | 4/9/2013 | 6 | MONTGOMERY HARDWARE CO | HARDWARE/DOOR LOCK SUPPLY-STK | \$ | 1,096.56 | 075 | MAINTENANCE |
| 121324 | 4/10/2013 | 3 | BARKSHIRE LASER LEVELING INC | GROUNDS SERVICE - CFH | \$ | 1,500.00 | 075 | MAINTENANCE |
| 121331 | 4/11/2013 | 6 | CLARK SECURITY PRODUCTS INC | HARDWARE/DOOR LOCK SUPPLY-STK | \$ | 800.70 | 075 | MAINTENANCE |
| 121332 | 4/11/2013 | 6 | CLARK SECURITY PRODUCTS INC | HARDWARE/DOOR LOCK SUPPLY-STK | \$ | 191.39 | 075 | MAINTENANCE |
| 121391 | 4/25/2013 | 6 | DIXIELINE LUMBER COMPANY | MAINT. SUPPLIES | \$ | 56.29 | 075 | MAINTENANCE |
| 121400 | 4/26/2013 | 6 | CLARK SECURITY PRODUCTS INC | HARDWARE/DOOR LOCK SUPPLIES | \$ | 1,109.38 | 075 | MAINTENANCE |
| 121406 | 4/26/2013 | 6 | 24-HOUR ELEVATOR, INC. | MAINT AGREEMENT - HC | \$ | 240.00 | 075 | MAINTENANCE |
| 121427 | 4/30/2013 | 6 | AIRE FILTER PRODUCTS CA | AIR FILTERS - CH | \$ | 458.53 | 075 | MAINTENANCE |
| 121428 | 4/30/2013 | 6 | AIRE FILTER PRODUCTS CA | AIR FILTERS - RS | \$ | 697.64 | 075 | MAINTENANCE |
| 121431 | 4/30/2013 | 3 | HAWTHORNE CAT RENTAL | EQUIP RENTAL - CP FIELD GRANT | \$ | 419.05 | 075 | MAINTENANCE |
| | | | | TOTAL | \$ | 23,211.81 | | MAINTENANCE |
| 121342 | 4/17/2013 | 6 | ROADONE | TOWING SERVICES | \$ | 52.80 | 076 | TRANSPORTATION |
| 121343 | 4/17/2013 | 6 | VALLEY TRACTOR & EQUIPMENT | VEHICLE PARTS FOR REPAIRS | \$ | 56.86 | 076 | TRANSPORTATION |
| 121344 | 4/17/2013 | 6 | PECK'S HEAVY FRICTION INC | BUS REPAIRS & MAINTENANCE | \$ | 867.56 | 076 | TRANSPORTATION |
| 121345 | 4/17/2013 | 6 | KIMBALL MIDWEST | SHOP SUPPLIES | \$ | 13.20 | 076 | TRANSPORTATION |
| 121346 | 4/17/2013 | 6 | CUMMINS CAL PACIFIC LLC | BUS REPAIRS & MAINTENANCE | \$ | 183.00 | 076 | TRANSPORTATION |
| 121347 | 4/17/2013 | 6 | MASON'S SAW & LAWNMOWER | BUS REPAIRS & MAINTENANCE | \$ | 169.60 | 076 | TRANSPORTATION |
| 121348 | 4/17/2013 | 6 | EXPRESS PERFORMANCE CENTER | PARTS FOR M&O TRAILER/REPAIRS | \$ | 76.31 | 076 | TRANSPORTATION |
| 121349 | 4/17/2013 | 6 | AUTO ZONE | SUPPLIES/PARTS FOR M&O & TRANS | \$ | 467.96 | 076 | TRANSPORTATION |
| 121350 | 4/17/2013 | 6 | FRAME & AXLE SERVICE OF | BUS REPAIRS & MAINTENANCE | \$ | 1,368.88 | 076 | TRANSPORTATION |
| 121351 | 4/17/2013 | 6 | BETTY'S UPHOLSTERY | BUS REPAIRS & MAINTENANCE | \$ | 220.00 | 076 | TRANSPORTATION |
| 121352 | 4/17/2013 | 6 | DREW FORD | BUS REPAIRS & MAINTENANCE | \$ | 45.89 | 076 | TRANSPORTATION |
| 121353 | 4/17/2013 | 6 | SAN DIEGO FRICTION PRODUCTS | BUS REPAIRS & MAINTENANCE | \$ | 386.22 | 076 | TRANSPORTATION |
| 121354 | 4/17/2013 | 6 | TIRE CENTERS, LLC | BUS REPAIRS & MAINTENANCE | \$ | 2,071.64 | 076 | TRANSPORTATION |
| 121355 | 4/17/2013 | 6 | A-Z BUS SALES, INC. | BUS REPAIRS & MAINTENANCE | \$ | 599.36 | 076 | TRANSPORTATION |
| 121356 | 4/17/2013 | 6 | CAJON VALLEY UNION SCHOOL | BUS & DRIVER RENTAL | \$ | 298.11 | 076 | TRANSPORTATION |
| 121357 | 4/17/2013 | 6 | UNITY SCHOOL BUS PARTS | BUS REPAIRS & MAINTENANCE | \$ | 309.44 | 076 | TRANSPORTATION |
| 121412 | 4/29/2013 | 6 | AUTO ZONE | BUS REPAIRS & MAINTENANCE | \$ | 66.07 | 076 | TRANSPORTATION |
| 121420 | 4/30/2013 | 6 | INTERSTATE BATTERY OF | BUS REPAIRS & MAINTENANCE | \$ | 192.79 | 076 | TRANSPORTATION |
| 121421 | 4/30/2013 | 6 | THE HOSE PROS | EQUIPMENT REPAIRS / PARTS | \$ | 108.35 | 076 | TRANSPORTATION |
| 121422 | 4/30/2013 | 6 | WEST AIR GASES & EQUIPMENT | SHOP SUPPLIES | \$ | 72.32 | 076 | TRANSPORTATION |
| 121423 | 4/30/2013 | 6 | AUTO ZONE | BUS REPAIRS & MAINTENANCE | \$ | 107.98 | 076 | TRANSPORTATION |
| 121424 | 4/30/2013 | 6 | COUNTY MOTOR PARTS CO INC | REPAIRS & MAINTENANCE | \$ | 38.34 | 076 | TRANSPORTATION |
| 121425 | 4/30/2013 | 6 | KIMBALL MIDWEST | SHOP SUPPLIES | \$ | 67.41 | 076 | TRANSPORTATION |

Consent Item F.2.4. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
May 21, 2013

BACKGROUND:

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

RECOMMENDATION:

Administration recommends approval of check #22297 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 \$52.50 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 F.2.4. |
|---------|--|---------|--|-------|--|--------------------|

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

| Date | Number | Name | Memo | Amount |
|----------|--------|-------------------------------|-----------------|----------------|
| 04/23/13 | 22297 | State Board of Equilaization | Diesel Fuel Tax | 42.53 |
| | | Total Checks Written | | \$42.53 |
| | | Bank Fees | | 3.56 |
| | | Bank Fees | | 6.41 |
| | | Total to be Reimbursed | | \$52.50 |

BACKGROUND:

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

| <i>Item</i> | <i>Approximate Value</i> | <i>Donated By</i> | <i>Designated For Use At</i> |
|--|--------------------------|-----------------------|------------------------------|
| Funds to Student ACE awards, 6 TH Grade Promotion, and other Student Recognition Events | \$362.62 | Boxtops for Education | Sycamore Canyon School |
| | \$96.00 | Fresh & Easy | |
| Funds to Support Purchase of Kindergarten Play Structure | \$2,000.00 | Mr. William Harvie | Carlton Oaks School |
| | \$439.31 | Rubio's Fundraiser | |
| TOTAL DONATIONS RECEIVED | \$2,897.93 | | |

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 \$2,897.93.

STUDENT ACHIEVEMENT IMPACT:

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

| | | | | | | |
|---------|--|---------|--|-------|--|--------------------|
| Motion: | | Second: | | Vote: | | Agenda Item F.2.5. |
|---------|--|---------|--|-------|--|--------------------|

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 F.2.6. |
|---------|--|---------|--|-------|--|--------------------|

Consultant / General Service Provider Report

May 21, 2013

| Vendor Name | Type (Consultant or General Service Provider) | Description of Services | Date(s) of Service | Amount | Funding | Payment Type (Independent Contractor or Employee) |
|---------------------|--|---|-----------------------|---|---------------------------------------|--|
| Cameron Family YMCA | General Service Provider | Kid Fit: Swim, Gymnastics, Dance, Cheer, Sports Enrichment Program | 7/1/13 - 6/30/14 | Not to Exceed \$15,000 | Project SAFE | Independent Contractor |
| Lisa Kenyon | Consultant | Legacy Paver Ordering and Processing | 6/1/13 - 6/30/14 | Not to Exceed \$1,500 (\$18 per hour) | SSD Foundation | Employee |
| Arturo Flores | General Service Provider | DJ Services for Spring Festival and 8th Grade Promotional Activity | 6/7/13 & 6/18/13 | \$175 (Spring Festival) / \$250 (Promotional Activity) | PTO fund / Field Trip fund - PD | Independent Contractor |

Consent Item F.2.7.
Prepared by Karl Christensen
May 21, 2013

Approval of Transportation Agreements with the
Boys & Girls Club of East County, and the City
of Santee

BACKGROUND:

Santee School District has worked with the City of Santee and the Boys and Girls Club to provide transportation services for the Santee Teen Center and the Boys and Girls Club Santee facility.

The Santee Teen Center is a valuable place to engage teenage children in a positive environment. The District and the City are mutually interested in and concerned with the provision of adequate transportation services from schools to the Santee Teen Center. At its November 21, 2006 meeting, the Board of Education approved a Transportation Services Agreement and began providing transportation services in February 2007, and renewal requests have been approved each fiscal year since that time. Administration has received a renewal request for the transportation services agreement from the City of Santee for the 2013-14 year.

Due to the increase in fuel costs over the past year, the Santee Teen Center will pay the District \$10.50 per student, per week (an increase of \$0.50 from the previous amount of \$10.00). They will also pay a mutually agreed upon rate, not to exceed the published field trip price of \$27.13 per hour and \$4.50 per mile, for field trips.

The Boys and Girls Club is a community organization that was founded in 1960. There is a viable program in East County serving Lakeside, El Cajon, and Santee. Since September 2007, the District has provided transportation services to the Boys and Girls Club Santee facility. In return for the transportation after school to the Boys and Girls Club facility, students were charged a minor fee and the District received fees for this service.

Due to the increase in fuel costs over the past year, it is recommended that the Boys & Girls Club pay the District \$10.50 per student, per week (an increase of \$0.50 from the previous amount of \$10.00), for afterschool transportation to the Boys and Girls Club. They will also pay the published field trip price. Administration has discussed this potential fee increase with the Boys and Girls Club.

RECOMMENDATION:

It is recommended that the Board of Education approve the transportation agreement to increase fees for District-provided transportation services to the Santee Teen Center and the Boys and Girls Club Santee facility. All other terms of the agreement remain in place.

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 SERVICES:

The revenue generated by the District will be determined by the number of students participating and the number of trips scheduled, and will be used to cover the cost to the District for this service. It is estimated that \$99,465 in revenue will be generated by this service.

STUDENT ACHIEVEMENT IMPACT:

This is a safety item. Safe environments foster student character and personal well-being which could impact student achievement in a positive manner.

| | | | | | | |
|---------|--|---------|--|-------|--|--------------------|
| Motion: | | Second: | | Vote: | | Agenda Item F.2.7. |
|---------|--|---------|--|-------|--|--------------------|

**TRANSPORTATION SERVICES BETWEEN THE
SANTEE SCHOOL DISTRICT AND THE CITY OF SANTEE**

AGREEMENT

THIS AGREEMENT is entered into between the Santee School District of Santee, California, hereinafter called "District" and the City of Santee, California, hereinafter called "City."

WITNESSETH

WHEREAS, the District and the City are mutually interested in and concerned with the provision of adequate transportation services from schools to the Santee Teen Center, and

WHEREAS, the District and the City are mutually interested in providing transportation services for Santee recreation programs, and

WHEREAS, the District has personnel, equipment, and other required facilities under its jurisdiction suitable for transportation services within their resources,

NOW THEREFORE, it is hereby mutually agreed as follows:

A. INSURANCE AND INDEMNITY:

1. Insurance Required. The District shall take out and maintain, during the performance of all terms of this Agreement, the following types and amounts of insurance. The term "insurance" shall be understood and agreed to include any self insurance provided to the District as a member of the San Diego County Schools Risk Management Joint Powers Authority as an authorized self-insurer.

- a. Commercial General Liability insurance with limits no less than \$2,000,000 per occurrence / \$2,000,000 aggregate, for bodily injury, personal injury, and property damage;
- b. Commercial Automobile Liability insurance (any auto) with limits of \$1,000,000 per accident for bodily injury and property damage;
- c. Employer's Liability insurance with limits of \$1,000,000 per accident for injury or disease; and
- d. Workers' Compensation insurance as required by the State of California.

2. Evidence of Insurance. The District shall file with the City evidence of insurance certifying coverage as required above. Such evidence shall include original copies of acceptable additional insured endorsements, and a Certificate of Insurance (most recent version of Acord Form 25 or equivalent). All evidence of insurance shall be

signed by a properly authorized officer, agent or qualified representative of the self-insured and/or insurer and shall certify the District as a named insured, and the type and amount of the insurance, the location and operations to which the insurance applies, and the expiration date of such insurance.

3. Policy Provisions.

- a. The District will name the City and all of its officers, employees, volunteers, and agents as additional insured on all automobile liability policies required to meet the limits stated in section A.1. above, for the term of the agreement. As an additional insured, the City shall be expressly endorsed onto the policy as a cancellation notice recipient such that the City shall receive a copy of any cancellation notice in the event a policy is cancelled.
- b. Automobile Liability insurance policies shall contain a provision stating that the District's policies are primary insurance and that the insurance of the City or any named additional insureds shall not be called upon to contribute to any loss

4. Indemnity. The District shall indemnify, defend, and hold harmless the City, its officers, employees, volunteers, and agents against any and all claims, damages, liability, loss or injury to persons and property, cost or expenses, including attorney fees, resulting from the willful acts or sole negligence of the District or its officers, employees, or agents. This hold harmless agreement shall apply to all liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by the District.

5. District Liability. The District's liability for Transportation services shall begin upon entry to District vehicles and end upon exit from District vehicles.

B. DISPUTE RESOLUTION:

Any disputes concerning terms and conditions of this Agreement or performance thereunder shall be settled by mutual desire of both parties, through amicable negotiations within ninety (90) days. In the event that amicable negotiation does not produce mutually agreeable results, the parties agree to submit the dispute to nonbinding arbitration. The arbitrator will be selected by mutual agreement within thirty (30) days of written request for arbitration by either party. If there is no agreement, an arbitrator will be selected under the rules of the American Arbitration Association, upon written request of either party.

C. TERMS AND CONDITIONS REGARDING TRANSPORTATION SERVICES FOR THE CITY OF SANTEE:

- 1. The District shall provide transportation to the City of Santee as provided on Attachments A and B, in accordance with applicable State Laws and Regulation.

- a. City shall provide District with reasonable prior notice of any change in the City's needs for transportation services under this Agreement, including any change in scheduling or pick-up locations. Notice shall be provided to:

Debbie Griffin, Director
Transportation Department.
Santee School District
9625 Cuyamaca Street
Santee, CA 92071

District shall make reasonable efforts to accommodate changes in the City's needs once it receives notice pursuant to this Subsection. Cancellation of transportation services may be effected according to Subsection D of this Agreement.

- b. The District shall provide transportation to locations within County boundaries and locations mutually agreed to by the District and City.
2. The District shall submit to the City, a bill for the transportation service on a monthly basis.

Accounts Payable
City of Santee
10601 Magnolia Avenue
Santee, CA 92071

3. The City shall pay the District on a monthly basis as follows:

Teen Center:

\$10.50 per student per week. The City shall provide the District with a weekly roster of students eligible to utilize the transportation program. The deadline for the City to submit weekly roster to the District will be agreed upon by both parties. The District shall provide the City with an invoice based on the roster submitted by the City.

Recreation Programs:

City shall pay the District on a per trip basis for field trips. Each trip will be at a mutually agreed upon cost not to exceed the published field trip price per Attachment D. The City shall submit payment to the District within 15 business days after receipt of the invoice.

4. District shall provide the same level of service and shall abide by all rules and regulations applicable to the District's normal operation of District school

buses in the operation of the transportation services provided to the City under the terms of this Agreement.

D. GENERAL PROVISIONS:

This Agreement may be modified by the parties at any time by written agreement, executed by an authorized agent of each party. It is understood that all fees for service included in this agreement may be adjusted annually for inflation by written agreement of the parties.

The employees and other agents of the District are not the employees of the City. The term of this agreement shall be from July 1, 2013 through June 30, 2014; however, either party may terminate the same at any time upon thirty (30) days notice in writing.

City of Santee

Keith Till 4-23-13
Keith Till Date
City Manager

Approved As To Form
MMA
City Attorney

Santee School District

Karl Christensen Date
Assistant Superintendent
Business Services

Approved by the Board of Education

On the _____ day of _____ 2013.
Santee School District
9625 Cuyamaca Street
Santee, CA 92071-2674

**ATTACHMENT A
TEEN CENTER**

1. The District shall provide transportation to the City of Santee Teen Center, located at, 9310 Fanita Parkway Santee, from the following school sites.

| | | |
|-----------------|---------------|--------------|
| Cajon Park | Carlton Hills | Carlton Oaks |
| Chet F Harritt | Hill Creek | Pepper Drive |
| Prospect Avenue | Rio Seco | |

2. Scheduled pick-up times will be set by mutual agreement of the Parties in August 2012. City of Santee will be notified of any time changes twenty-four (24) hours prior to the change. The District will provide notice to:

Aliah Brozowski, Recreation Program Supervisor
Community Services Department
City of Santee
10601 Magnolia Avenue
Santee, CA 92071
(619) 258-4100 ext. 120
alieras@ci.santee.ca.us

3. The City shall be responsible for providing to the District a weekly roster of students participating in the program.

Students participating in this program are subject to the Bus Rules and Regulations (Attachment C) while riding the bus.

**ATTACHMENT B
RECREATION PROGRAMS**

- A. The District shall provide transportation for recreation program field trips to the City of Santee from various City facilities to various locations within the County of San Diego as mutually agreed.

- B. Scheduled pick-up times will be set by mutual agreement of the Parties. City of Santee will be notified of any time changes twenty-four (24) hours prior to the change. The District will provide notice to:

Anne Morrison, Recreation Program Supervisor
Community Services Department
City of Santee
10601 Magnolia Avenue
Santee, CA 92071
(619) 258-4100 ext. 258
amorrison@ci.santee.ca.us

ATTACHMENT C

SANTEE SCHOOL DISTRICT BUS RULES AND REGULATIONS

To make our transportation system as safe as possible, it is mandatory for all students to comply with the following rules and regulations that were established by the Santee School District Board according to State regulations. The parent or guardian will be held responsible for the cost of repair or replacement of any damaged to district property, plus any reward offered for information leading to the identification of the student or person that caused the damage. Please discuss the following basic rules concerning school bus behavior with your child so that they may cooperate in providing a safe ride for all:

1. Only normal conversation is allowed in the bus. Rude, discourteous and annoying conduct is prohibited at all times.
2. Nothing is to be put out of the windows at any time. Objects are not to be thrown in to, out of or at the bus.
3. Students are to **remain seated** while the bus is in motion. The aisles are to remain clear and everyone is to face forward while sitting in the seats. If the bus seats are equipped with passenger restraint system (seat belts), they must be worn.
4. Preparation for boarding and departing from the bus will take place **after** the bus has come to a complete stop **and the door is opened**.
5. Emergency doors are to be used only for intended purposes. Students must keep their hands off emergency equipment as this is to be used in case of an accident or emergency.
6. Physical contact such as slapping, hitting, poking, shoving, pulling hair, etc. in the bus or while at the bus stop is unacceptable.
7. **NO** Glass articles, of any kind are not allowed on the bus.
8. Animals, reptiles or insects of any kind are prohibited.
9. All students who must cross the street on which the bus is stopped, must cross in front of the bus with the bus driver.
10. Eating, drinking, and chewing gum is not permitted on the bus.
11. All students will refrain from using profane language, vulgar gestures, taunting and teasing, etc.
12. Damage to or defacing to the bus is prohibited.
13. Students must not tamper with bus controls at any time.
14. Spitting is prohibited at all times.
15. Students are to ride the bus to/from their designated bus stop only.
16. Students are to give accurate identification when requested by the driver.
17. Tobacco, lighters, and/or matches are not allowed on the bus.
18. Cell phones must be turned off and put away while on board the bus. If it is **SEEN, USED OR HEARD** it will be confiscated.
19. Any behavior that endangers the life or limb of riders or the driver, or that creates an unsafe condition will not be tolerated.
20. The bus driver is in charge of the bus and all students will show proper respect to the driver of the bus. The bus driver may designate where students must sit on the bus.

Attachment D

| Date | Pickup time | Pickup location | Destination | Return pickup time | Dropoff | Notes/last summer pricing |
|--|-------------|---|---|---------------------|-------------|--|
| Tues, July 9 Tues, July 16 Tues, July 23 Tues, July 30 Tues, Aug 6 Tues, Aug 13 Tues, Aug 20 Tues, Aug 27 | 1:00 pm | Town Center Community Park East - next to YMCA over the bridge ** One of these dates to be determined 2:00 pick up from Santee Albertson's | Return trip from pool return trip from Albertson's @ Mast & Magnolia | N / A | Teen Center | \$80 |
| Wed, July 10 | 9:00 am | Teen Center | Coronado Tidelands Park | 2:00 pm | Teen Center | \$350 |
| Wed, July 17 | 9:00 am | Teen Center | Mission Beach | 2:00 pm | Teen Center | \$338 |
| Wed, July 24 | 9:00 am | Teen Center | Waterpark** | 2:00 pm *3:00 pm | Teen Center | *Roundabout \$675 – Aquatica* 1018-Vista |
| Wed, July 31 ** | 9:30 am | Teen Center | Pet Co Park Padres Game | **3:00 pm | Teen Center | **Late Return \$380 |
| Wed, Aug 7 | 9:00 am | Teen Center | La Jolla Shores | 2:00 pm | Teen Center | \$335 |
| Wed, Aug 14 | 9:00 am | Teen Center | Waterpark** | 2:00 pm | Teen Center | \$450- Aquatica |
| Wed, Aug 21 | 9:00 am | Teen Center | Bowling & Boardwalk | 2:15 pm | Teen Center | 560-Soak City \$155 |

** Waterpark location to be determined – either Vista Wave Waterpark or Chula Vista Aquatica (previously Knotts Soak City) will need pricing for both, trip will determine by June 2013



Once during Week of June 23-27, 2014 one field trip on one day, time location to be determined

**TRANSPORTATION SERVICES BETWEEN THE
SANTEE SCHOOL DISTRICT AND THE BOYS & GIRLS
CLUB OF EAST COUNTY**

AGREEMENT

THIS AGREEMENT entered into between the Santee School District of Santee, California, hereinafter called "District" and the Boys & Girls Club of East County of San Diego, California, hereinafter called "Boys & Girls Club."

WITNESSETH

WHEREAS, the District and Boys & Girls Club are mutually interested in and concerned with the provision of adequate transportation services, and

WHEREAS, the District has personnel, equipment, and other required facilities under its jurisdiction suitable for transportation services within their resources,

NOW THEREFORE, it is hereby mutually agreed as follows:

A. INSURANCE AND INDEMNITY:

The District shall provide proof of Comprehensive General Liability and Commercial Automobile Liability at a limit of \$1,000,000 per occurrence. The District will name Boys & Girls Club as an additional insured, for the term of the agreement.

B. DISPUTE RESOLUTION:

Any disputes concerning terms and conditions of this Agreement of performance thereunder shall be settled by mutual desire of both parties, through amicable negotiations within ninety (90) days. In the event that amicable negotiation does not produce mutually agreeable results, the parties agree to submit the dispute to arbitration. The arbitrator will be selected by mutual agreement within thirty (30) days of written request for arbitration by either party. If there is no agreement, an arbitrator will be selected under the rules of the American Arbitration Association, upon written request of either party.

C. TERMS AND CONDITIONS REGARDING TRANSPORTATION SERVICES FOR BOYS & GIRLS CLUB:

1. The District shall provide transportation each school day to the Boys & Girls Club, in accordance with applicable State Laws and Regulation,

- a. Boys & Girls Club has the responsibility to notify the District Transportation Department of all changes and/or cancellation of transportation services.

Debbie Griffin, Director
Transportation Department
Santee School District
9625 Cuyamaca Street
Santee, CA 92071

- b. The District shall provide transportation to the Boys & Girls Club, located at, Santee, from the following school sites. Scheduled pick-up times will be set in July for the upcoming school year. The Boys & Girls Club will be notified of any time changes twenty-four (24) hours prior to the change.

| | | |
|-----------------|---------------|-----------------|
| Cajon Park | Carlton Hills | Carlton Oaks |
| Chet F Harritt | Hill Creek | Pepper Drive |
| Prospect Avenue | Rio Seco | Sycamore Canyon |

- c. The District shall provide transportation to field trip locations within County boundaries and locations mutually agreed to by the District and Boys & Girls Club.

2. The District shall submit to the Boys & Girls Club, a bill for the transportation service on a monthly basis.

Accounts Payable
Boys & Girls Club
Of East County

3. Boys & Girls Club shall pay the District on a monthly basis in the amount of \$10.50 per student per week. The Boys & Girls club shall provide the District with a monthly roster of students eligible to utilize the transportation program by the 15th of each month for the next month.
The District shall provide the Boys & Girls Club with an invoice based on the roster submitted by the Boys & Girls Club.
Boys & Girls Club shall pay the District on a per trip basis for field trips. Each trip will be at a mutually agreed upon cost not to exceed the published field trip price.
The Boys & Girls Club shall submit payment to the District within 15 business days after receipt of the invoice.

4. Boys & Girls Club shall be responsible for the following:
 - a. Providing to the District a monthly roster of students participating in the program.
 - b. Bus pass for the students participating in this program.
 - c. Students participating in this program are subject to the Bus Rules and Regulations (see attached B) while riding the bus.

D. GENERAL PROVISIONS:

This Agreement may be modified by the parties at any time by written agreement, executed by an authorized agent of each party. It is understood that all fees for service included in this agreement may be adjusted annually for inflation utilizing this process.

The employees of the District are not the employees of the Boys & Girls Club. The term of this agreement shall be from July 1, 2013 through June 30, 2016; however, either party may terminate the same at any time upon thirty (30) days notice in writing.

Boys & Girls Club of East County

by [Signature]
 Chief Executive Officer

Approved by FORREST VICKINS
 On the 3 day of July 2013.

Santee School District

by _____
 Assistant Superintendent
 Business Services

Approved by the Board of Education
 On the _____ day of _____ 2013.

Santee School District
 9625 Cuyamaca Street
 Santee, CA 92071-2674

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

RESOLUTION #1213-24

Santee

School District, San Diego County ON MOTION

OF member _____, seconded by member _____

effective July 1, 2013 through June 30, 2014.

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.

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

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

PASSED AND ADOPTED by said Governing Board on May 21, 2013 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Dustin Burns, 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)

PAYMENT ORDER RESOLUTION #1213-25

Santee School District, San Diego County ON MOTION OF member _____, seconded by member _____ effective July 1, 2013 through June 30, 2014.

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 5/21/2013 by the following vote: (date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Dustin Burns, 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 AUTHORIZING THE COUNTY OFFICE OF EDUCATION CREDENTIALS
DEPARTMENT TO RELEASE CREDENTIAL HELD WARRANTS TO EMPLOYEES
RESOLUTION #1213-26

Santee School District, San Diego County ON MOTION
OF member _____, seconded by member _____
effective July 1, 2013 through June 30, 2014.

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 5/21/2013 by the following vote:
(date)

AYES: _____ MEMBERS

NOES: _____ MEMBERS

ABSENT: _____ MEMBERS

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Dustin Burns, 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 #1213-27
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, 2013 through June 30, 2014.

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 21, 2013 by the following vote:
(date)

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

STATE OF CALIFORNIA)
COUNTY OF SAN DIEGO) SS

I, Dustin Burns, 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 #1213-28 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 21, 2013.

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

I, Dustin Burns, 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

Consent Item F.2.9.
Prepared by Karl Christensen
May 21, 2013

Approval of Agreements with American Red Cross
For Use of School Facilities Designated as
Emergency Shelters

BACKGROUND:

Santee school sites have always been designated by the American Red Cross as shelters to be used as emergency facilities during disasters. All public schools and hospitals are structurally designed for such purposes. The American Red Cross generally requests to renew agreements for designation of emergency shelter facilities every 5 years. Renewal contracts were submitted by the American Red Cross for the next 5-year period.

RECOMMENDATION:

It is recommended that the Board of Education approve agreements with the American Red Cross to designate all Santee School District facilities as emergency shelter facilities during disasters as mutually agreed.

This recommendation supports the following District goals:

Learning Environment

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

FISCAL IMPACT:

There is no fiscal impact. Actual and Reasonable costs for custodial, food services, and operational utilities are reimbursed when and if facilities are used by the Red Cross.

STUDENT ACHIEVEMENT IMPACT:

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

| | | | | | | |
|---------|--|---------|--|-------|--|--------------------|
| Motion: | | Second: | | Vote: | | Agenda Item F.2.9. |
|---------|--|---------|--|-------|--|--------------------|

**American Red Cross
Shelter Agreement**

The American National Red Cross, a not-for-profit corporation chartered by the United States Congress, provides services to individuals, families and communities when disaster strikes. The disaster relief activities of the Red Cross are made possible by the American public, as the organization is supported by private donations and facility owners who permit their buildings to be used as a temporary refuge for disaster victims. This agreement is between the Red Cross and a facility owner ("Owner") so the Red Cross can use the facility as an emergency shelter during a disaster.

Facility type:

Parties and Facility

Owner:

Legal name: _____

24-Hour Point of Contact:
Name and title: _____
Work phone: _____ Cell phone/pager: _____
Address for Legal Notices:

Red Cross:

Legal name: The American National Red Cross
Chapter: SAN DIEGO/IMPERIAL COUNTIES
24-Hour Point of Contact:
Name and title: ANDY MCKELLAR DISASTER RESPONSE MANGER
Work phone: 858-309-1311 Cell phone/pager: 858-717-3786
Address for Legal Notices:
3950 CALLE FORTUNADA
SAN DIEGO, CA 92123

Copies of legal notices must also be sent to:
The American National Red Cross, Office of the General Counsel,
2025 E Street, NW, Washington DC 20006
And
The American National Red Cross, Disaster Operations,
2025 E Street NW, Washington, DC 20006.

Shelter Facility:

Terms and Conditions

1. Use of Facility: Upon request and if feasible, the Owner will permit the Red Cross to use the Facility on a temporary basis as an emergency public shelter.
2. Shelter Management: The Red Cross will have primary responsibility for the operation of the shelter and will designate a Red Cross official, the Shelter Manager, to manage the sheltering activities. The Owner will designate a Facility Coordinator to coordinate with the Shelter Manager regarding the use of the Facility by the Red Cross.
3. Condition of Facility: The Facility Coordinator and Shelter Manager (or designee) will jointly conduct a pre-occupancy survey of the Facility before it is turned over to the Red Cross. They will use the first page of the Facility/Shelter Opening/Closing Form, available on CrossNet to record any existing damage or conditions. The Facility Coordinator will identify and secure all equipment that the Red Cross should not use while sheltering in the Facility. The Red Cross will exercise reasonable care while using the Facility as a shelter and will make no modifications to the Facility without the express written approval of the Owner.
4. Food Services: Upon request by the Red Cross, and if such resources exist and are available, the Owner will make the food service resources of the Facility, including food, supplies, equipment and food service workers, available to feed the shelter occupants. The Facility Coordinator will designate a Food Service Manager to coordinate the provision of meals at the direction of and in cooperation with the Shelter Manager. The Food Service Manager will establish a feeding schedule, determine food service inventory and needs, and supervise meal planning and preparation. The Food Service Manager and Shelter Manager will jointly conduct a pre-occupancy inventory of the food and food service supplies in the Facility before it is turned over to the Red Cross.
5. Custodial Services: Upon request by the Red Cross and if such resources exist and are available, the Owner will make its custodial resources, including supplies and custodial workers, available to provide cleaning and sanitation services at the shelter. The Facility Coordinator will designate a Facility Custodian to coordinate the provision of cleaning and sanitation services at the direction of and in cooperation with the Shelter Manager.
6. Security: In coordination with the Facility Coordinator; the Shelter Manager, as he or she deems necessary and appropriate, will coordinate with law enforcement regarding any public safety issues at the Shelter.
7. Signage and Publicity: The Red Cross may post signs identifying the shelter as a Red Cross shelter in locations approved by the Facility Coordinator and will remove such signs when the shelter is closed. The Owner will not issue press releases or other publicity concerning the shelter without the express written consent of the Shelter Manager. The Owner will refer all media questions about the shelter to the Shelter Manager.
8. Closing the Shelter: The Red Cross will notify the Owner or Facility Coordinator of the closing date for the shelter. Before the Red Cross vacates the Facility, the Shelter Manager and Facility Coordinator will jointly conduct a post-occupancy survey, using the second page of the Shelter/Facility Opening/Closing Form to record any damage or conditions. The Shelter Manager and Facility Coordinator or Food Service Manager will conduct a post-occupancy inventory of the food and supplies used during the shelter operation.
9. Reimbursement: The Red Cross will reimburse the Owner for the following:
 - a. *Damage to the Facility or other property of Owner*, reasonable wear and tear excepted, resulting from the operations of the Red Cross. Reimbursement for facility damage will be based on replacement at actual cash value. The Red Cross will select from among

bids from at least three reputable contractors. The Red Cross is not responsible for storm damage or other damage caused by the disaster.

- b. *Reasonable costs associated with custodial and food service personnel* which would not have been incurred but for the Red Cross's use of the Facility for sheltering. The Red Cross will reimburse at per-hour, straight-time rate for wages actually incurred but will not reimburse for (i) overtime or (ii) costs of salaried staff.
- c. *Reasonable, actual, out-of-pocket operational costs*, including the costs of the utilities indicated below, to the extent that such costs would not have been incurred but for the Red Cross's use of the Premises (both parties must initial all utilities to be reimbursed by the Red Cross):

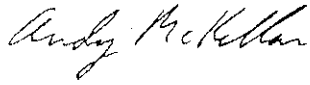
| | Owner initials | Red Cross initials |
|----------------|----------------|--------------------|
| Water | _____ | Pro-rated _____ |
| Gas | _____ | Pro-rated _____ |
| Electricity | _____ | Pro-rated _____ |
| Waste Disposal | _____ | Pro-rated _____ |

The Owner will submit any request for reimbursement to the Red Cross within 60 days after the shelter closes. Any request for reimbursement for food, supplies or operational costs must be accompanied by supporting invoices. Any request for reimbursement for personnel costs must be accompanied by a list of the personnel with the dates and hours worked at the shelter.

10. Insurance: The Red Cross shall carry insurance coverage in the amounts of at least \$1,000,000 per occurrence for Commercial General Liability and Automobile Liability. The Red Cross shall also carry Workers' Compensation coverage with statutory limits for the jurisdiction within which the facility is located and \$1,000,000 in Employers' Liability.

11. Indemnification: The Red Cross shall defend, hold harmless, and indemnify Owner against any legal liability, including reasonable attorney fees, in respect to bodily injury, death and property damage arising from the negligence of the Red Cross during the use of the Premises.

12. Term: The term of this agreement begins on the date of the last signature below and ends 30 days after written notice by either party.

| | |
|--------------------|---|
| Owner (legal name) | THE AMERICAN NATIONAL RED CROSS (legal name) |
| By (signature) |  _____ |
| Name (printed) | ANDY MCKELLAR Name (printed) |
| Title | Director, Disaster Services Title |
| Date | Date |

Consent Item F.2.10.
Prepared by Karl Christensen
May 21, 2013

Renewal of Pre-Lease Agreement
with Haagen Company LLC for Potential
Commercial Development of the Santee School Site

BACKGROUND:

On February 1, 2011, the Board selected Haagen Company LLC through an RFP process to commercially develop the Santee School site. On March 1, 2011, the District entered into a Pre-Lease Agreement with Haagen Company LLC which expired on March 29, 2012 with the expiration of the waiver through the State Board of Education. This waiver allows leasing of the land to a developer not based solely on price. On March 8, 2012 the State Board of Education extended the time period for the waiver through April 30, 2014. On April 17, 2012, the Board extended the Pre-Lease Agreement with Haagen Company LLC through April 30, 2013.

Haagen is in the process of securing commitments from two major anchor tenants and also needs to coordinate and negotiate with the City of Santee regarding entitlements, fees, and taxes. In order to continue this process, Haagen will need contractual authority from the District.

RECOMMENDATION:

It is recommended that the Board of Education approve the extension of the Pre-Lease Agreement with Haagen Company LLC for potential commercial development of the Santee School Site through August 31, 2013.

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 at this time. If Ground Lease is executed, the District can obtain an annual revenue stream of at least \$400,000.

STUDENT ACHIEVEMENT IMPACT:

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

| | | | | | | |
|---------|--|---------|--|-------|--|---------------------|
| Motion: | | Second: | | Vote: | | Agenda Item F.2.10. |
|---------|--|---------|--|-------|--|---------------------|

Consent Item F.3.1.
Prepared by Karl Christensen
May 21, 2013

Approval of Pepper Drive 4-Classroom
LED Lighting Project Funded by SDG&E
Innovations Department

BACKGROUND:

This past year, Balfour Beatty Construction, Inc., Webb-Cleff Architectural Planning, Christina Becker, and Debbie Brenner met with SDG&E and their Emerging Technologies team to strategize options for innovative electrical technologies for the Pepper Drive School future Learning Resource Center (LRC) project. The Capital Improvement Program (CIP) team continues to pursue funding and other options to construct the LRC project and bring it within budget.

The Emerging Technologies team with SDG&E requested that the District provide some existing classrooms at Pepper Drive to be a showcase model for a retrofit project with LED classroom lighting and controls called "Human Centric Lighting." This program illuminates the space mimicking natural lights, spectrum, and intensities which have been found to improve student learning and behavior. It has also been shown as a link to our natural body clocks and can help the visually impaired.

Added natural light via skylights and LED light mimicking natural light fixtures and controls will be provided and installed this summer and will be funded by SDG&E. These lights will allow teachers control of 4 levels of light spectrum and intensity relative to their classroom educational goals. (A sample video can be viewed of a classroom in Finland with "Human Centric Lighting".)

SDG&E's Emerging Technologies implements projects of this type before approving such energy solutions to be eligible for their "Energy by Design" program to move forward as an energy incentive option in the future for all SDG&E customers. The project is proposed for rooms 9, 10, 13 & 14, at Pepper Drive School and is scheduled for a Summer 2013 installation.

The team hopes this project will also create a relationship that can expand with the SDG&E Emerging Technologies team to create other possibilities such as LED lighting run over Ethernet data cabling for Pepper Drive's future LRC/Administration project to help offset construction costs.

RECOMMENDATION:

It is recommended that the Board of Education approve the pilot of new classroom lighting project at Pepper Drive School in four (4) classrooms.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The project design, engineering and construction cost is estimated at \$10,000, and is paid for and donated by SDG&E. There is no cost to the District.

STUDENT ACHIEVEMENT IMPACT:

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

| | | | | | | |
|---------|--|---------|--|-------|--|--------------------|
| Motion: | | Second: | | Vote: | | Agenda Item F.3.1. |
|---------|--|---------|--|-------|--|--------------------|

BACKGROUND:

In 2006, Santee School District purchased an annual subscription for Education Testing Service's Instructional Data Management System (IDMS). The IDMS application is a Web-based application that intends to help K-12 educators create and administer tests and manage and use data to inform instructional practices, improve student achievement and optimize learning results. The Santee School District utilized this application in conjunction with the Pearson Assessment System to manage and analyze local benchmark assessment data. In addition, this application was used to analyze state testing data at the student, class, school, and district-wide levels. In 2008, Santee School District did not renew the annual subscription due to program limitations and budget cuts applied to the Educational Resource Department.

Currently, the Santee School District relies on the California Department of Education's Standardized Testing and Reporting (STAR) program to supply standard reports for student achievement analysis. Deeper analysis of assessment data is conducted and reported to stakeholders by the Coordinator of Assessment and English Learner departments. For local assessments, most benchmark tests are managed by the Education Resource Center using the Prosper Assessment System. This assessment system requires the distribution, collection, and scanning of about 10,000 tests per trimester. All data collected from these assessments are reported on by the creation of portable document files (PDF) and distributed to teachers and site administration. Assessment data from local and state tests are permanently stored in PowerSchool, our student information system. Retrieval of data from PowerSchool is possible, although the program is very limiting on what data may be extracted and there is virtually no method of analyzing data in a meaningful way to inform instruction.

The Santee School District is in need of a data management solution to ensure all educators in the District have electronic access to accurate, timely, and current information on the academic achievement of their students. The District's ability to provide timely assessment data electronically will give teachers the information they need to make lessons valuable to every student. For administrators, the ability to continually analyze student achievement in live-time will assist the planning of activities to best support staff in making data driven instructional decisions.

The tentative schedule for this RFP process is as follows:

| | |
|--|---------------------------|
| Board Initiation of RFP Process | May 21, 2013 |
| Public Dissemination of RFP | May 23 – June 6, 2013 |
| Deadline to Submit Questions | June 10, 2013 @ 4:30 p.m. |
| Submittals Due | June 17, 2013 @ 4:30 p.m. |
| Selection of Vendors: Interviews/Presentations | July 2013 |
| Santee School Board Authorization | August 6, 2013 |

Submissions to the RFP will be evaluated by consensus by a project team consisting of the representatives from the schools, Assessment Department, Instructional Technology, and Information Systems. Areas of evaluation include, but are not limited to the following criteria:

1. Demonstrated understanding of the District's objectives and the ability to meet the specifications as described within this document;
2. Potential estimated cost(s), including life cycle cost(s);
3. Performance criteria such as, but not limited to, meeting requirements, network functionality, technical expertise, delivery, and supply of products and services and ability of company, product and services to meet the District's requirements as determined by the District, plus any other factor(s) that may be considered by the District in its sole discretion in evaluating this area of the Vendor's submission;
4. Ability to provide efficient, reliable, and expedited service for training and technical support.
5. Breadth, depth, and longevity of implementations of Vendor's systems in California public school districts and U.S. public school districts;
6. The Vendor's reputation, financial status, longevity and stability, as solely determined by the District;
7. Vendor's technical knowledge and expertise;
8. Vendor processes for technology improvement, advancement, and innovation;
9. References and proven ability to complete projects on time and on budget and to provide a solution that addresses the customer's requirements satisfactorily;
10. Clarity and presentation of submission;
11. Any other factors that the District considers relevant.

A copy of the RFP will be available at the Board meeting for public review.

RECOMMENDATION:

It is recommended that the Board of Education authorize administration to publicize and distribute a Request for Proposal for a Student Data Assessment Analysis System.

This recommendation supports the following District goals:

- Assure the highest level of educational achievement for all students.
- Implement a staff development plan as the cornerstone of employee performance and growth.

FISCAL IMPACT:

Requesting proposals from Student Assessment Data Analysis System solution companies does not require fiscal support. However, a one-time costs for a Student Assessment Data Analysis system is expected to be approximately \$15,000 with an additional annual cost of \$60,000 \$80,000 to maintain and support an online solution.

STUDENT ACHIEVEMENT IMPACT:

A Student Assessment Data Analysis System provides administrators, teachers, and students with the necessary tools for analyzing assessment data for informing instruction and establishing learning goals and targets from whole group instruction down to individual students.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.4.1.

BACKGROUND:

Every school year, site administration and school staff review instructional minutes and modified day proposals for the following school year. Staff determines if any changes to their current instructional minutes should be made based on a particular instructional and/or professional development need. Instructional minute proposals, including modified days and kindergarten instructional minutes, are brought forward to the Board annually for review and implementation. A copy of each school's 2013-14 instructional minutes proposal will be available at the Board meeting for review.

In addition, administration is also providing the Board a summary of the mandates required by the Santee School Board for schools with modified days and extended kindergarten instructional minutes. Materials are provided with site proposals and are presented to the Board to assure that procedures will be followed in 2013-14. These materials are as follows:

1. A proposed schedule with daily instructional minutes calculations,
2. Specific days desired for modified days,
3. Assurance that core curriculum including language arts, math and if applicable, ELD will be taught on modified days,
4. Assurance that non-instructional activities will not occur on modified days, and
5. Assurance that teachers were involved in the decision-making process as required.

The attached chart shows the comparison in current instructional minutes for 2012-13 and proposed instructional minutes for 2013-14, with the proposed changes for Chet F. Harritt, Cajon Park, and Rio Seco Schools highlighted.

RECOMMENDATION:

It is the recommendation of Administration that the Board approve the instructional minutes proposals for the 2013-14 school year.

FISCAL IMPACT:

Administration has determined that multiple start and end times does have a financial impact for the school district due the need for two additional bus routes, costing approximately \$90,000 annually.

STUDENT ACHIEVEMENT:

A commitment to quality instructional time and site professional development enhances student learning.

Santee School District
Annual Instructional Minutes (Grade Spans)
2012-2013 and 2013-2014

| | Kinder | Kinder | Grades 1-3 | Grades 1-3 | Grades 4-6 | Grades 4-6 | Grades 4-6 | Grades 4-6 | Grade 6 CFH & PD | Grade 6 CFH & PD | Grades 7-8 | Grades 7-8 |
|-------------------------|-----------|-----------|------------|------------|------------|------------|------------|------------|------------------|------------------|------------|------------|
| Required Annual Minutes | 2012-2013 | 2013-2014 | 2012-2013 | 2013-2014 | 2012-2013 | 2013-2014 | 2012-2013 | 2013-2014 | 2012-2013 | 2013-2014 | 2012-2013 | 2013-2014 |
| **Cajon Park | 42,840 | 42,840 | 51,540 | 51,540 | 55,890 | 55,890 | 55,890 | 55,890* | 55,890* | 55,890* | 58,500 | 58,500 |
| Carlton Hills | 50,570 | 50,570 | 51,810 | 51,810 | 55,910 | 55,984 | NA | NA | NA | NA | 58,594 | 58,594 |
| Carlton Oaks | 54,420 | 54,420 | 51,720 | 51,720 | 56,070 | 56,070 | 56,070 | NA | NA | NA | 58,884 | 58,884 |
| **Chet F. Harritt | 45,930 | 45,930 | 51,720 | 51,720 | 56,070 | 56,070 | 56,070 | NA | NA | NA | 58,698 | 58,698 |
| Hill Creek | 55,630 | 54,470 | 52,030 | 52,030 | 57,590 | 57,590 | 57,590 | 59,595 | 59,595 | 59,595 | 59,595 | 59,595 |
| Pepper Drive | 55,314 | 55,314 | 51,714 | 51,714 | 56,064 | 56,064 | 56,064 | NA | NA | NA | 60,474 | 60,474 |
| PRIDE Academy | 45,120 | 45,120 | 51,600 | 51,600 | 56,130 | 56,130 | 56,130 | 59,730 | 59,730 | 59,730 | 59,730 | 59,730 |
| **Rio Seco | 52,420 | 52,420 | 51,845 | 51,905 | 56,075 | 56,165 | 56,165 | NA | NA | NA | 58,700 | 58,700 |
| Sycamore Canyon | 45,470 | 45,090 | 52,572 | 52,192 | 56,832 | 56,452 | 56,452 | NA | NA | NA | 58,962 | 58,962 |
| | 51,660 | 51,660 | 51,570 | 51,570 | 55,920 | 55,920 | 55,920 | NA | NA | NA | NA | NA |

*Sixth grade students at Chet F. Harritt and Pepper Drive follow the junior high schedule and therefore have the same instructional minutes as grades 7 – 8 at those two sites.

Changes:

** Cajon Park – Grades 4-6 – Adding 1 Minimum day per month and extending the regular school day by 5 minutes.

** Chet F. Harritt – Grade K –Special Modified day for the first 2 ½ weeks of school.

** Rio Seco – Grades K-6 – Minimum and Modified Day lunch changed from 30 to 40 minutes.

Consent Item F.4.3.

Approval of State Preschool Program Annual Report to California Department of Education

Prepared by Dr. Stephanie Pierce
May 21, 2013

BACKGROUND:

Santee School District is required to submit an annual report to the California Department of Education for the State Preschool Program housed at PRIDE Academy at Prospect Avenue School. The annual report is a self-evaluation process. In this self-evaluation, staff determines areas of strength and need, and utilizes the information gathered during the self-evaluation process to make program improvements for the following school year.

Each year the preschool director, site administrator, and classroom teachers use an Environmental Rating Scale for program evaluation and the classroom teachers assess three- and four-year old students on numerous developmental aspects. Administration compiles these findings to submit an annual report of the program. This year's Annual Report consists of only the self-review process and key findings from the classroom assessments. The report is attached for Board review.

RECOMMENDATION:

Administration recommends that the Board of Education approve the Annual Report of the State Preschool Program for the 2012-2013 school year.

FISCAL IMPACT:

The submission of the annual report allows Santee School District to maintain funding of approximately \$215,000 toward the State Preschool Program. There is no fiscal impact for submission of this report.

STUDENT ACHIEVEMENT IMPACT:

Annual self-evaluation continues to increase our capacity to improve student development for three- and four-year old children in the State Preschool Program.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.4.3.

**Fiscal Year 2012–13 Program Self-Evaluation
Forms**

**All Forms Due:
Monday, June 3, 2013, 5 p.m.**

Desired Results Program Action Plan – Reflection on Action Steps

| | |
|---|--|
| Contractor Name: Santee School District | |
| Contract Type, Education Network, and/or Cal-SAFE CSPP | Age Group (Infant/Toddler, Preschool, School-Age) Preschool Ages 3 - 4 |
| Planning Date April 26, 2013 | Lead Planner's Name and Position Stephanie Pierce (Director) and Stephanie Southcott (Principal) |
| Follow-up Date(s) May 6, 2013 | Lead Planner's Name and Position Stephanie Pierce (Director) |

This form can be expanded and is not limited to a single page.

Reflection: Review each Program Action Plan (CD 4001A) submitted in the FY 2011–12 Program Self-Evaluation Report. Below, provide a narrative summarizing the outcome of each action step. Record how each action step was successfully accomplished. If there were modifications or revisions to the action steps, reflect on and record the outcome of those changes.

Teachers labeled more classroom objects and students were able to match written words to picture cards and objects. Teachers organized a letter per week with supporting activities as well as sight words. Teachers incorporated a reading time where children choose a book to preview and work on acquired reading skills. Teacher model concepts of print through many activities such as read alouds, shared reading activities with big books, and when meeting with individual students. Teachers added tools of measurement around the classrooms (e.g. measuring tape on the wall to check student heights, rulers and scales in manipulative area to compare and contrast the height and weight of objects). Through group modeling and hands-on experiences children supported student learning in the area of mathematics by comparing objects and using vocabulary to express differences (shorter, taller, heavier, smaller, etc.). Teachers integrated rhyming activities into many learning opportunities within the day. Teachers identified new center activities to support learning in English Language Arts and Mathematics. Teachers integrated life skills, hygiene, manners, kindness, friendship, and being a good audience at the beginning of the year instead of spreading out throughout the year and will review continuously throughout the year instead.

Program Self-Evaluation Annual Report

| | | |
|--|---|---|
| Contractor's Legal Name Santee School District | | |
| Vendor Number 6836 | | <input type="checkbox"/> Cal-SAFE CDS Code |
| Contract and Age | <input checked="" type="checkbox"/> CSPP <input type="checkbox"/> CCTR – (Infant/Toddler) <input type="checkbox"/> CCTR – (School Age) <input type="checkbox"/> Education Network (Infant/Toddler) <input type="checkbox"/> Education Network (Preschool) <input type="checkbox"/> CHAN <input type="checkbox"/> CMIG - (Infant/Toddler) <input type="checkbox"/> CMIG - (Preschool) | |
| Date Program Self-Evaluation Completed | | May 10, 2013 |
| Number of Classrooms | 3 | Number of Family Child Care Homes |
| Describe the Program Self-Evaluation Process (Note: This area expands as necessary.) | | |
| <ul style="list-style-type: none"> • Staff reviewed all sections of the monitoring instrument for areas of need and or evidence of compliance. • Student attendance reports and eligibility/termination reports were reviewed for accuracy. Student/staff ratios continue to be within compliance. • Student assessment results from Desired Results Development Profile were reviewed with parents; teachers reviewed for determining future program needs. • The Environmental Rating Scale was performed and a summary report was shared with staff. • Parents were formally surveyed as part of the program review and parent meetings. • Director maintains current site licensure. | | |
| A copy of the Program Self-Evaluation will be/has been presented to the Governing Board. | | Date 5/21/2013 |
| A copy of the Program Self-Evaluation will be/has been presented to teaching/program staff. | | Date 5/10/2013 |
| A copy of the Program Self-Evaluation will be/has been presented to parents. | | Date 5/10/2013 |
| Statement of Completion I certify that a Program Self-Evaluation was completed. | Signature Name, Title, and Phone Number Dr. Stephanie Pierce, Director 619-258-2351 | Date 5/13/2013 |

**Desired Results Developmental Profile Summary of Findings
And Program Action Plan – Program or Network Level**

| | | |
|---|---|--|
| Contractor Name Santee School District | | |
| Contract Type, Education Network, and/or Cal-SAFE CSPP | Age Group (Infant/Toddler, Preschool, School-Age) Preschool Ages 3 - 4 | |
| Planning Date April 26, 2013 | Lead Planner's Name and Position Stephanie Pierce (Director) Stephanie Southcott (Principal) | |
| Follow-up Date(s) May 6, 2013 | Lead Planner's Name and Position Stephanie Pierce (Director) | |
| <p>Key Findings from Developmental Profiles And Educational Goal (What will be accomplished for children?)</p> <p>Teachers will encourage age appropriate awareness of diversity.</p> <p>Children will attend to and share opinions about their own and others' artwork.</p> | <p>Action Steps (Including materials and training needed, schedule, space and supervision changes)</p> <p>Have child explain to another child who did not understand what teacher said. Repeat directions to other students with prompting and oral language sentence structure supports.</p> <p>Work as partners to accomplish school work or art projects. Learn skills of communication and collaboration. Enjoy and engage with displays of visual art. May expand critical assessments of visual art to include preferences for types of artwork.</p> | <p>Expected Completion Date and Persons Responsible</p> <p>Ms. Spencer and Ms. Judd May/June 2014 Ms. Spencer and Ms. Judd May/June 2014 Ms. Spencer and Ms. Judd May 2014 Ms. Spencer and Ms. Judd May 2014</p> |

| Key Findings from Developmental Profiles And Educational Goal (What will be accomplished for children?) | Action Steps (Including materials and training needed, schedule, space and supervision changes) | Expected Completion Date and Persons Responsible |
|--|--|--|
| <p>Teachers will increase understanding of cause and effect relations.</p> | <p>Teachers will provide weekly activities to promote cause/effect relationships, through various mediums, examples include mixing paints, moving water from a bucket to a water table, visual pictures of objects that have been altered by nature or human interaction, relating to emotions/behaviors to our classroom and classmates.</p> | <p>Ms. Spencer and Ms. Judd May/June 2014</p> |
| <p>Teachers will encourage comprehension of meaning</p> | <p>After read aloud, teachers encourage students to revisit a book independently. Children will find letters, numbers, and words in a big book or other read alouds. Children will retell favorite part of a story and retell the story through picture walks in a book. Children will predict what might happen in the story from its cover and teacher generated questions. Use daily calendar activities to sound out days of the week and the month of the year.</p> | <p>Ms. Spencer and Ms. Judd May 2014 Ms. Spencer and Ms. Judd May 2014 Ms. Spencer and Ms. Judd May 2014 Ms. Spencer and Ms. Judd May 2014 Ms. Spencer and Ms. Judd May 2014</p> |
| <p>Teachers will encourage the understanding of blends segmentation, and phonemic awareness.</p> | <p>Use alphabet cards to practice the sounds. Use the beginning sounds of classmates names and identifies the associated letter or uses familiar objects</p> | <p>Ms. Spencer and Ms. Judd May 2014</p> |

Consent Item F.4.4.

Approval of Personnel Agreement with Grossmont Union High School District for the 2013-14 Santee School District Spanish I Program

Prepared by Dr. Stephanie Pierce
May 21, 2013

BACKGROUND

Since the 2007-08 school year, the Santee School District and the Grossmont Union High School District have offered an eighth grade Spanish I class during a zero period. Grossmont Union High School District contracts with a credentialed Spanish teacher and Santee School District funds the teacher's salary for this class. Students successfully completing this class may enroll in Spanish 2 as freshmen.

For the 2013-14 school year, Santee School District will be able to offer one Spanish class at PRIDE Academy. All incoming eighth grade students with at least a 2.5 scholastic GPA in their 7th grade year are invited to enroll. Enrollment will be capped at 40 students. Parents are responsible for their child's transportation to and from the class.

RECOMMENDATION

Administration requests approval to enter into a personnel agreement with the Grossmont Union High School District not to exceed \$20,795.33 for the Spanish I teacher. Offering a junior high Spanish class addresses the strategic planning area of educational opportunities.

This recommendation supports the following District goal:

- Assure the highest level of educational achievement for all students

FISCAL IMPACT

The cost of the Spanish classes will not exceed \$20,795.33, the cost of the teacher's salary. Current funding sources available for the Spanish class include \$2,000 from the PRIDE ASES Program and \$18,795.33 from the general fund.

STUDENT ACHIEVEMENT

Research shows that the study of a second language increases the potential for learning in the first language and in the area of mathematics. Additionally, students enrolled in the Spanish I class will have the possibility of accelerating their educational opportunities for advanced study in high school.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.4.4.

PERSONNEL AGREEMENT

THIS AGREEMENT, is entered into on this 1st day of JULY, 2013, by and between the Santee School District, herein called "Santee," and the Grossmont Union High School District, herein called "Grossmont."

WHEREAS, Santee is in need of the professional services of an employee of Grossmont to work at Prospect Avenue Elementary School to teach Spanish for high school credit for the 2013-14 school year, for one period per day;

AND, WHEREAS, the District is agreeable to assigning Danny Martinez, herein referred to as "Employee" to give his professional services to Santee in the above assignment and to provide high school credit for this class.

NOW THEREFORE, the parties to this agreement do mutually agree as follows:

1. Grossmont agrees during the term of this agreement to assign Employee to Santee and to perform those duties assigned by Santee and to require Employee in the performance of such services to Santee to conform to the rules and regulations applicable to certificated personnel of Santee including but not limited to performance of work in Santee.

2. Santee agrees to pay Grossmont in consideration of the services performed by Employee as herein specified and Grossmont agrees to accept in full payment hereof a sum not to exceed

\$ 20,795.33 computed as follows:

(a) \$ 16,358.01 salary payment.

(b) \$ 4,437.32 fringe benefits' cost including teachers' retirement, worker's compensation, unemployment insurance.

(c) Santee agrees to adjust the amount specified above to provide complete reimbursement to Grossmont for actual cost based on Grossmont negotiated increases. Actual cost increases that exceed the state approved COLA plus 2 percent shall require an amendment to this agreement. The amendment must be approved by mutual consent of both parties.

(d) The agreement provides for 185 days of service by the Employee at an hourly rate of

\$ 88.42 excluding fringe benefits.

(e) The sum called for herein shall become due and payable to Grossmont within (15) days after the date of submission of an itemized claim by Grossmont. Grossmont may submit claims on a semi-annual basis.

* Salary & benefit costs will be automatically increased once the 2013-14 costs are known.

3. Grossmont agrees that Santee may pay directly to the Employee, during the term of this agreement, reimbursement for assigned mileage and travel expenses in accordance with and subject to the policies of Santee.
4. The work time under this agreement shall be in accordance with the normal workday for employment by Santee.
5. This agreement may be amended at the request of either party by mutual consent of both parties by the addition of an addendum to the agreement signed by a representative of Grossmont and Santee.
6. The term of this agreement shall commence JULY 1, 2013 and end on JUNE 30, 2014 inclusive unless terminated sooner by the mutual consent of both parties.
7. This agreement contains the entire agreement between the parties and shall not be modified except in writing signed by a representative of Santee and/or Grossmont.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first written above:

Approved by the Governing Board
Grossmont Union High School District:

Approved by the Governing Board
Santee School District:

By: _____

By: _____

Date: _____

Date: _____

CONSENT OF EMPLOYEE

The undersigned Employee hereby acknowledges that he/she has read the foregoing agreement between Santee and Grossmont and consents to serve as described in this agreement.

Signature

Date

Consent Item F.4.5.

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

Prepared by Dr. Stephanie Pierce
May 21, 2013

BACKGROUND:

Mr. Chris Stanley, junior high teacher at Carlton Hills School, requests Board approval to take approximately 50 seventh and eighth grade students on an extended field trip to H&M Landing in San Diego, California, on June 10, 2013. The trip will begin at 11:00 a.m. at Carlton Hills School. This fishing trip is a reward field trip for seventh and eighth grade honor roll students and an end of year activity. Students will travel by district bus, returning to school at approximately 7:30 p.m.

The extended travel request form is attached for review.

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.4.5.

SANTEE SCHOOL DISTRICT

EXTENDED FIELD TRIP REQUEST FORM

SCHOOL SITE(S): Carlton Hills School

DATE: May 15, 2013

TEACHER(S): Chris Stanley-teacher in charge

GRADE(S): 7/8

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

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

Itinerary: Leave school at 11:00 a.m., arrive at H&M Landing by 11:30 p.m. Depart for return trip to school at 6:30 p.m., with an expected arrival to school by 7:00 p.m.

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

Specific Dates: June 10, 2013

Mode of Travel: District Bus

Number of Student Participants: Approx. 50

Cost Per Student: Approx. \$15.00

Insurance Coverage: District

Supervision: Junior High Teachers

Number of Substitute Days Required: None

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

Provisions for Financial Hardship Cases: ASB


Principal Approval

5-14-13
Date

Director II, Educational Services

Board Approval Date

Consent Item F.5.2.

Approval of Shared Classroom Teaching Assignments for 2013-14

Prepared by Minnie Malin
May 21, 2013

BACKGROUND:

The following employees request shared classroom teaching assignments for the 2012-13 school year pursuant to Article XIV, of the Successor Agreement between Santee School District and Santee Teachers Association:

| Employees | School Site |
|--|------------------------|
| Trisha Best / Marlena Sanders 80% / 20% | Chet F. Harritt |
| Lori Zurmuhle / Anissa Bailey 50% / 50% | Chet F. Harritt |
| Lori Powell / Alison Azzarella 50% / 50% | Cajon Park |
| Kelly Snyder / Shawna Rosa 50% / 50% | PRIDE Academy |
| Jennie Chonka / TBD 50% / 50% | Pepper Drive |
| Susan Larson / Erica Edmonston 50% / 50% | Pepper Drive |
| Wendy Dunnigan / Michelle Meyer 50% / 50% | Pepper Drive |

RECOMMENDATION:

Administration recommends approval of requested shared classroom teaching assignments for the 2013-14 school year.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.5.2.

Consent Item F.5.3. Approval of Resolution No. 1213-31 to Amend Current Structure and Operating Needs of the Agreement between Southern California School Employee Benefits Association (SCSEBA) Joint Powers Authority and Santee School District

Prepared by Minnie Malin
May 21, 2013

BACKGROUND:

The Southern California Schools Employee Benefits Association (SCSEBA) Joint Powers Authority is recommending changes to its Agreement and current structure and operating needs. Upon approval by their Executive Committee, the following changes have been made to the Agreement:

1. Changed the reference for the Southern California Schools Employee Benefits Association (SCSEBA) to remove the word "Southern" (CSEBA);
2. Amended the language throughout the agreement to add "joint power authorities" so that JPA's as a whole can join the pool as an entity;
3. Amended Article III to read "3/4" of the current governing board must adopt the terms of the agreement instead of 2/3, to be consistent with other governing documents;
4. Amended Article IV to add language stating that each Member JPA will be entitled to appoint a primary and alternate representative to the Board of Directors;
5. Amended Article V to allow "emergency meetings";
6. Amended Article VI to change the language on election of officers by the Executive Committee;
7. Updated Article VII to reflect the membership of JPA's and their role on the Board;
8. Updated Article IX to state that the Board of Directors may also appoint or employ CSEBA staff;
9. Updated Article XI to reflect authority to disburse funds; and include Treasurer-"Tax Collector" to be consistent with other JPA governing documents, and reflect insurance requirements;
10. Updated Article XIII, item C to reflect if an entity was no longer a public educational agency or joint powers authority, they would not be eligible for membership in CSEBA;
11. Amended Article XIV to reflect withdrawal or termination language and calculation of any cumulative deficit as of the end of any Plan year in which the member was a participant; and
12. Amended Article XIX to add language on Amendments or Amended Agreement. The SCSEBA Board of Directors have approved these changes to the Agreement and are now forwarding to your district for the required governing board action.

Changes to the Agreement will require a 3/4 approval of the member districts. Therefore, District Board action is needed by May 31, 2013. Once approved, the changes will take effect on July 1, 2013.

RECOMMENDATION:

Administration recommends that the Board approve resolution no. 1213-31 to amend the current structure and operating needs of the agreement between Southern California School Employee Benefit Association (SCSEBA) Joint Powers Authority and Santee School District effective July 1, 2013.

FISCAL IMPACT:

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

STUDENT IMPACT:

This is no student impact as a result of this item.

Motion: _____ Second: _____ Vote: _____

Agenda Item F.5.3.

SANTEE SCHOOL DISTRICT
Resolution No. 1213-31

TO AMEND THE
SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSOCIATION
(SCSEBA) AGREEMENT

WHEREAS, the public educational agencies in the State of California have determined there is a continuing need for self-funding and risk sharing employee benefit plans/programs; and

WHEREAS, public educational agencies in the Southern California Schools Employee Benefits Association (SCSEBA) desire to combine and continue their efforts to operate and maintain self-funded and risk sharing employee benefit plans/programs (Medical, Dental, Vision, Life, Ancillary and Voluntary) or any other benefit plans/programs authorized by law; and

WHEREAS, Title I, Division 7, Chapter 5 of Government Code and Sections 17566, 35214, 81602 and 81603 of the Education Code authorized school and community college districts to establish these types of plans/programs for benefits or any other benefit plans/programs authorized by law; and

WHEREAS, it has become appropriate to transfer text previously found in the Bylaws to the Agreement; move up the date that SCSEBA rates are released to February of each year therefore, moving up the final notification date to 90 days; reward membership by paying out equity distributions annually to eligible, active members; and, lastly, change the name of the Agency of the JPA to an Administrative Agent; and,

WHEREAS, the SCSEBA Board of Directors approved the changes in the Agreement in their Board meeting of February 25, 2013, and the Agreement requires the approval of 3/4 member districts,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Santee School District, that the District hereby approve the amendments to the Joint Powers Agreement, known as and designated "SCSEBA" to provide for the changes to Southern California Schools Employee Benefits Association as recommended by the SCSEBA Board of Directors.

PASSED AND ADOPTED by the Governing Board of Education of the Santee School District at Santee, California, this 21st day of May, 2013, by the following vote:

AYES: _____
NOES: _____

ABSENT: _____
ABSTENTIONS: _____

STATE OF CALIFORNIA, COUNTY OF SAN DIEGO

I, Dustin Burns, Clerk of the Governing Board of the Santee School District, San Diego County, California, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by said Board at the regular meeting thereof at the time and place and by vote stated, which resolution is on file and of record in the office of said Board.

Clerk to the Board



Southern California Schools
Employee Benefits Association

**SOUTHERN CALIFORNIA SCHOOLS
EMPLOYEE BENEFITS ASSOCIATION**

AGREEMENT

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~~JOINT POWERS AUTHORITY (JPA) AMENDED AND RESTATED JOINT POWERS
AUTHORITY AGREEMENT
FOR THE
SOUTHERN CALIFORNIA SCHOOLS EMPLOYEE BENEFITS ASSOCIATION~~

THIS AMENDED AND RESTATED AGREEMENT, herein referred to as (Agreement) –is entered into pursuant to the provisions of Title 1, Division 7, Chapter 5, Article 1 (Sections 6500, et seq.) of the California Government Code, relating to the joint exercise of powers, between the public educational agencies and joint power authorities signatory hereto, and also those which may hereafter become signatory hereto, for the purpose of operating an agency to be known and designated as the ~~Southern~~ California Schools Employee Benefits Association, hereinafter designated (**SCSEBA**).

WITNESSETH:

WHEREAS, it is to the mutual benefit of the parties herein subscribed and in the best public interest of said parties to join together to establish this Agreement to accomplish the purpose hereinafter set forth: and

WHEREAS, the development, organization and implementation of ~~SCSEBA~~SCSEBA is of such magnitude that it is desirable for aforesaid parties to join together in this Agreement in order to accomplish the purposes hereinafter set forth; and

WHEREAS, it has been determined by the signatories hereto that risk pooling for employee benefit plans can adequately serve the needs of all such signatories; and

WHEREAS, Title 1, Division 7, Chapter 5, Article 1, of the California Government Code Sections 6500, et seq. (“the Act”) authorizes joint exercise by two or more public agencies of any power common to them; and

WHEREAS, it is the desire of the signatories hereto to jointly provide for risk pooling of employee benefit plans for their mutual advantage or concern;

NOW, THEREFORE, for, and in consideration of, the mutual advantages to be derived therefrom, and in consideration of the execution of this Agreement by other public educational agencies, directly or through other joint power authorities, each of the parties hereto does agree as follows:

Members

ARTICLE I

CREATION OF THE EMPLOYEE BENEFITS ~~RISK-POOL~~JPA

A public agency, separate and apart from the public educational agencies and joint power authorities signatory hereto, shall be and is hereby created and shall hereafter be designated as the ~~Southern~~ California Schools Employee Benefits Association, hereinafter referred to as SCSEBACSEBA.

A. PURPOSE OF SCSEBACSEBA

SCSEBACSEBA is established for providing the services and other items necessary and appropriate for the establishment, operation and maintenance of employee benefit plans and related and ancillary programs for employees and officers of the public educational agencies which are Members thereof or through other joint power authorities (JPAs) which are Members in CSEBA; to provide for the establishment and maintenance of a fund or funds for the purpose of paying claims and associated operating expenses and other administrative or related costs; and to provide a forum for discussion, study, development and implementation of recommendations of mutual interest regarding employee benefit plans and programs.

B. POWERS OF SCSEBACSEBA

SCSEBACSEBA shall have all of the powers common to its ~~members~~Members and all powers as set forth in the Act, and it is hereby authorized to do all acts necessary to the accomplishment of its purpose and in the exercise ~~and of~~ said powers. Such powers included, but are not limited to the following:

- a. To make and enter into contracts;
- b. To employ ~~ee~~ agents and employees;
- c. To incur debts, liabilities and obligations, provided that no such debt, liability or obligation shall constitute a debt, liability, or obligation of its Members;
- d. To acquire, hold, or dispose of real, personal and intangible property and property rights, contributions and donations of property, funds, services and other forms of assistance from persons, firms, corporations and public agencies;
- e. To sue and be sued in its own name and to settle any claim against it;
- f. To receive and use contributions and advances from Members as provided in the Government Code Section 6504, including contributions or advances of personnel, equipment or property;
- g. To apply for, accept, receive, and disburse grants, loans, and other funds from any agency of the United States or of the State;
- h. To invest any money that is not required for its immediate necessities, pursuant to Government Code Section 6509.5; ~~and~~
- i. To carry out all provisions of this Agreement; and
- i.j. To exercise such powers of joint powers authorities and to take such actions as permitted under California law.-

The exercise of the aforesaid powers of SCSEBACSEBA shall be subject to the same restrictions in exercising its powers as is a public school district except as otherwise provided in the Agreement and available under the Government Code.

ARTICLE II MEMBERSHIP

Each party to the Agreement must be a pPublic eEducational aAgency within the State of California to be eligible for membership in SCSEBACSEBA, or a qualifying JPAs compromised of public educational agencies, and shall become a member of SCSEBACSEBA on the effective date of this Agreement, except as provided elsewhere in this Agreement or the Bylaws. Each member of SCSEBACSEBA shall be entitled to the rights and privileges of, and shall be subject to the obligations of membership as provided in this Agreement and in the Bylaws. New Members may be added upon recommendation of the Executive Committee, approval of the Board of Directors, and execution of this Agreement.

ARTICLE III TERM OF AGREEMENT

This Agreement shall become effective at 12:01 a.m. the first day subsequent to the day that 2/3three-fourths ~~(two-thirds)~~ two-thirds (2/3rd) of the current SCSEBACSEBA Members governing Boards adopt a resolution approving this Agreement, and continues in effect until lawfully terminated as provided herein. This Agreement, when approved, replaces any prior SCSEBACSEBA Agreement and any subsequent amendments thereto. SCSEBACSEBA shall promptly notify all Members in writing of the effective date of this Agreement.

ARTICLE IV BOARD OF DIRECTORS

SCSEBACSEBA shall be governed by a Board of Directors, which shall direct and manage SCSEBACSEBA pursuant to the terms of this Agreement and the Bylaws. Each party to this Agreement shall appoint a primary and an alternate management representative and a primary and an alternate labor representative to the Board of Directors. Each Member JPA shall be entitled to appoint a primary and alternate representative to the Board of Directors. Each representative must be a current full time employee or a member of the governing board of the ~~member~~ Member or Member JPA, and each primary or alternate representative shall have a separate and equal vote on the SCSEBACSEBA Board of Directors.

ARTICLE V MEETINGS OF THE BOARD OF DIRECTORS

The Board of Directors may conduct regular, adjourned regular, special and adjourned special meetings, and emergency meetings, ~~and~~ provided however, that it will hold at least one regular meeting each year.

The date, time and place for the annual meeting shall be fixed by adoption of the Board of Directors and filed with each Member of ~~SCSEBACSEBA~~. The Board of Directors may hold additional meetings as called by the Executive Committee or upon the request of a majority of the Board of Directors.

All meetings of the Board of Directors shall be called, held, and conducted in accordance with the terms and provisions of the Ralph M. Brown Act of the California Government Code, as said Chapter may be modified by subsequent legislation and by applicable sections of the California Education Code, and as augmented by the rules of the Board of Directors not inconsistent therewith, and in compliance with California law. Except as otherwise provided or permitted by law, all meetings of the Board of Directors, whether at a physical location, telephonic or web based, shall be open and made available to the public.

The Board of Directors shall cause to be kept minutes of its meetings, and shall promptly transmit to the Members of ~~SCSEBACSEBA~~ true and correct copies of the minutes of such meetings.

ARTICLE VI

BOARD OFFICERS

The ~~officers of SCSEBA shall be elected by and from the~~ Board of Directors shall elect its own officers. The ~~principal~~ officers shall be a President, Vice President, Secretary and Treasurer, and shall serve a term of office concurrent with their term as representatives on the ~~Executive Committee, Board of Directors~~ or such other term as is determined by the Board of Directors. Any person elected or appointed as an officer may be removed at any time, with or without cause, and all vacancies, however arising, may be filled at any time by the affirmative vote of a majority of the Board of Directors. The Board of Directors in their election of the offices of President and Vice President will strive to exercise reasonable efforts to have a balance of labor and management representatives serve in these positions.

- A. The President provides general supervision and direction over the business of ~~SCSEBACSEBA~~, sees that all orders and resolutions of the Board of Directors are carried into effect, ~~and may be a member of all committees appointed by the Board of Directors~~. The President shall have such other powers and perform such other duties as may be prescribed from time to time by the Board of Directors.
- B. The Vice President shall have such powers and perform such duties as may be prescribed from time to time by the Board of Directors or the President. In the absence or disability of the President, the Vice President shall be vested with all the powers and authorized to perform all the duties of the President.
- C. The Secretary, or its designee, shall ensure that recording of all votes and minutes of all proceedings; shall give, or cause to be given, notice of all meetings of the Board of Directors and of the Executive Committee, when notice is required by law; and shall have such other powers and perform such other duties as may be prescribed from time to time by the Board of Directors or the President.
- D. The Treasurer, or its designee, shall ensure that all financial reports are provided; and have such powers and perform such duties as may be prescribed from time to time by the Board of Directors or the President.

ARTICLE VII
EXECUTIVE COMMITTEE

An Executive Committee of ten (10) Members shall be elected by the Board of Directors to provide direction to the Chief Administrative Officer for the day-to-day business of the SCSEBACSEBA and to exercise those powers and have such authority as delegated to it by the Board of Directors, the Agreement and these Bylaws. The ~~SCSEBA~~ officers, ~~elected by of~~ the Board of Directors, shall be Members of the Executive Committee. The President or the Vice President, the Secretary and the Treasurer of the Executive Committee shall be elected from among any of the representatives of Members participating in the medical pPlans. Additionally, the Board of Directors shall elect six (6) Members at large to the Executive Committee. The Executive Committee shall consist of five (5) Members elected from management representatives and five (5) Members elected from labor representatives. In total, four (4) officers and two (2) additional representatives must be from Members of the medical plans. The Board shall also elect two (2) non-voting Members who are employed as professional and/or benefits technicians. JPA Members in CSEBA, if any, shall be entitled to appoint one Member to the Executive Committee, at which point the Executive Committee shall be deemed to be comprised of eleven (11) Members. To the extent there are no JPA Members, the Executive Committee will remain comprised of (10) Members. The Executive Committee shall elect its own officers.

The Executive Committee shall establish a written investment policy and shall have the power to invest or cause to be invested, in compliance with such policy and with Section 6509.5 of the California Government Code, such Reserve surplus monies as are not necessary for the immediate operations of SCSEBACSEBA and its Plans in such securities as allowed by Section 53601 of the California Government Code.

ARTICLE VIII
COMMITTEES

The Board of Directors may establish committees, as it deems appropriate to conduct the business of SCSEBACSEBA. The committees will investigate, study and make recommendations to the Board of Directors or the Executive Committee, as appropriate.

ARTICLE IX
ADMINISTRATIVE AGENT

The Board of Directors may enter into ~~one (1)~~an Administrative Agent Agreement with a public agency, which may be a Member, to provide support for the day-to-day operations of SCSEBACSEBA, as directed by the Board of Directors.

~~Unless an Administrative Agent Agreement is in force that provides staff support to SCSEBA,~~ The Board of Directors may also appoint or employ ~~necessary~~CSEBA staff in accordance with this Agreement and Bylaws.

ARTICLE X
ACCOUNTS AND RECORDS

SCSEBACSEBA, pursuant to Government Code Section 6505, shall provide for strict accountability for all funds and report of all receipts and disbursements:

- A. Books and records shall be open to inspection at all reasonable times by representatives of the Members.
- B. As soon as practical after the close of each Fiscal Year, a complete written report of all financial activities for such Fiscal Year for each Plan shall be given to each Member.
- C. The Auditor-Controller/Recorder of the Administrative Agent shall draw warrants to pay demands against SCSEBACSEBA when such demands have been duly approved in accordance with the rules and procedures established by SCSEBACSEBA.
- D. An annual audit of SCSEBACSEBA's accounts, records, and financial affairs shall be made by an independent Certified Public Accounting firm. The minimum requirement of such audits shall be those prescribed by the State Controller for Special Districts pursuant to Section 265909 of the California Government Code and shall conform to generally accepted auditing standards and accounting principles. Reports of such audits shall be filed as a public record with each Member and with the Auditor-Controller/Recorder of the Administrative Agent.

ARTICLE XI
RESPONSIBILITIES FOR FUNDS AND PROPERTY

Unless otherwise directed by the Board of Directors, tThe Treasurer-Tax Collector of the Administrative Agent shall have the custody of, authority to, -and disburse SCSEBACSEBA funds. The Treasurer-Tax Collector shall receive and receipt for all money of SCSEBACSEBA and place it in the treasury of the Treasurer-Tax Collector to the credit of SCSEBACSEBA; be responsible, upon his or her official bond, for the safekeeping and disbursement of all SCSEBACSEBA money so held by him or her; and pay any sums due, out of money of SCSEBACSEBA, as approved for payment by the Board of Directors or by any body or person to whom the Board of directors has delegated approval authority making such payment from SCSEBACSEBA funds upon warrants drawn by the Treasurer-Tax Collector. The Treasurer-Tax Collector shall have all rights and responsibilities in under Government Code Section 6505.5 or any successor statute.

Pursuant to Government Code Section 6505.1, the Administrative Agent, and such other persons as the Board of Directors may designate shall have charge of, handle, and have access to the property of SCSEBACSEBA for such purposes as may be defined in the Agreement, Policy Manual or Bylaws.

SCSEBACSEBA shall secure and pay for a Blanket Performance Bond or other acceptable insurance in accordance with California law, in an amount or amounts and in the form specified by the Board of Directors, covering all Officers of SCSEBACSEBA, and all staff of SCSEBACSEBA and the Administrative Agent who are authorized to have charge of, handle, and have access to property of SCSEBACSEBA.

ARTICLE XII
WITHDRAWAL OF MEMBER

Any Member having completed two (2) consecutive years as a Member of SCSEBACSEBA may withdraw as a Member of SCSEBACSEBA or, after having completed two (2) consecutive years in any Plan, may withdraw from such Plan at the end of any Plan year by first notifying the Board of Directors in writing prior to December 31st that withdrawal is being considered at the end of the current Plan year. Members may consider Plan participation for the Plan year immediately prior to the assumption of responsibility by SCSEBACSEBA for the Plans of SCSEBACSEBA to determine compliance with the two-year requirement.

Such notice shall be considered preliminary and non-binding and may be signed by the Member's representative on the Board of Directors.

Not later than ninety (90) days prior to the end of the current Plan year, any Member having given preliminary notice shall reaffirm its withdrawal by submitting to the Board of Directors a resolution adopted by its governing board giving final notice of such withdrawal. Such notice shall be final and binding. Failure to submit the resolution as required by this provision shall have the effect of voiding the preliminary notice as though it were not given.

ARTICLE XIII
TERMINATION OF MEMBERSHIP

A Member may be involuntarily terminated from SCSEBACSEBA or from any Plan at any time upon recommendation of the Executive Committee and vote of two-thirds (2/3) of the Member representatives in attendance at a regularly called meeting of the Board of Directors. Involuntary termination from SCSEBACSEBA shall have the effect of eliminating the Member as a signatory to the Agreement and as a Member of SCSEBACSEBA, effective at the end of the Fiscal Year in which the action is taken or upon such other date as the Board of Directors may specify.

Grounds for involuntary termination include, but are not limited to, the following:

- A. Failure or refusal of a Member to abide by the Agreement or Bylaws and any amendments thereto.
- B. Failure or refusal to pay Contributions or Assessments to SCSEBACSEBA.
- C. Failure of the Member to continue to be a public educational agency or joint powers authority eligible for membership in CSEBA.
- ~~C. Persistent failure by a Member's representative(s) to attend meeting of the Board of Directors.~~

ARTICLE XIV

EFFECT OF WITHDRAWAL OR TERMINATION

~~Upon the withdrawal of any Member from SCSEBACSEBA, or from any Plan, the withdrawing Member's Equity or Deficit position while a participant in each such Plan will continue to be reflected in the records and reports required by the Bylaws. Under the Joint Powers Agreement, if a mMember withdraws or is terminated from the authorityCSEBAy, a calculation shall occurs-be undertaken by CSEBA to make-sure-determine that there is-no-any cumulative deficit as of the end of any Plan year in which the member was a participant. The term deficit for purposes of an assessment means that the year-end Audited Financial Statements show negative net assets or other accounting as directed by the Board of Directors or Executive Committee. The Executive Committee shall cause an assessment to be made of a withdrawing or terminating Member for its Pro Rata Share of any Plan Deficit for any Plan year during which the withdrawing or terminating Member was a participant. Participation in each CSEBA benefit program will be maintained independently. Active Membership is defined as any group within a Member district. The term deficit for purposes of an assessment means that the year-end Audited Financial Statements show negative net assets. The risk of a Plan deficit is a risk shared by all members in any given Plan and Plan year. However, where surplus funds are available after a full accounting for any Plan year, SCSEBACSEBA's Board of Directors has discretion under Article IX (F) to provide a dividend to eligible members. Members withdrawing or terminated on or after July 1, 2007 shall not share in any Equity distributions after their termination date. The Executive Committee shall cause an assessment to be made of a withdrawing or terminating Member for its Pro Rata Share of any Plan Deficit for any Plan year during which the withdrawing or terminating Member was a participant. Participation in each SCSEBA benefit program will be maintained independently. Active Membership is defined as any group within a Member district.~~

ARTICLE XV

DISSOLUTION OF SCSEBACSEBA AND DISPOSITION OF PEROPERTY AND FUNDS

Should all parties to this Agreement terminate their membership or be removed from membership in SCSEBACSEBA, this Agreement shall continue to exist for the purpose of disposing of all claims, distribution of assets, and all other functions necessary to conclude the affairs of SCSEBACSEBA. All property interest, surplus monies, or other assets remaining in SCSEBACSEBA following a discharge of all obligations shall be disposed of by returning to each Member on a Pro Rata basis for each year during which the Member was a participant at the time such distribution or assessment is declared by the Board of Directors.

From the effective date of dissolution, no Member shall be accountable to any other Member with regard to liability for any claim arising from SCSEBACSEBA. Any claims that arise from any Member's actions after the effective date of dissolution shall be the responsibility of that Member-and-that Member's governing body.

The obligation survives the termination of this Agreement, or dissolution of SCSEBACSEBA.

ARTICLE XVI

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Revised SCSEBA Agreement

LIABILITY AND INDEMNIFICATION

- A. Pursuant to the provisions of Section 895 et seq. of the California Government Code, each ~~M~~member hereto agrees to defend, indemnify and hold harmless each other ~~M~~member from any liability, claim or judgment for injury or damages caused by a negligent or wrongful act or omission of an agent, officer, and/or employee of the indemnifying ~~M~~member which occurs or arises out of performance of this Agreement.
- B. ~~SCSEBACSEBA~~ does hereby agree to defend, indemnify and hold harmless each of its Members and their authorized officers, employees, agents and volunteers free from any and all claims, expenses, demands, penalties, fines, forfeitures, judgments, settlements, attorney fees, and any other amounts whatsoever actually and reasonably incurred or threatened by reason of or as a result of their official participation and action in pursuance of the execution and administration of this Agreement and the operation of ~~SCSEBACSEBA~~ created hereunder, including but not limited to amounts arising out of or by reason of any judicial or quasi-judicial action or proceeding, whether civil, criminal, administrative or investigative, provided that it appears to the satisfaction of the Board of Directors that the indemnitee acted in good faith and in a manner reasonably believed by him or her to be in the best interest of ~~SCSEBACSEBA~~ and that there is no reasonable cause to believe that the conduct was civilly or criminally unlawful, and subject to California law. The termination of any proceeding by judgment, order, settlement, conviction, or plea of nolo contendere or its equivalent shall not for purposes of this Agreement in and of itself create any presumption that the indemnitee did not act in good faith and in a manner which he or she reasonably believed to be in the best interest of ~~SCSEBACSEBA~~ or that such person had reasonable cause to believe that his or her conduct under the circumstances was unlawful. This provision of indemnity shall not be construed to obligate ~~SCSEBACSEBA~~ to pay any liability, including but not limited to punitive damages, which by law would be contrary to public policy or itself unlawful. The Board of Directors in its discretion may provide for errors and omissions insurance policy coverage or other coverage for the directors and officers and employees of ~~SCSEBACSEBA~~ at the administrative expense of ~~SCSEBACSEBA~~.
- C. The debts, liabilities and obligations of ~~SCSEBACSEBA~~ do not constitute the debts, liabilities and/or obligations of any ~~member~~Member.

ARTICLE XVII BYLAWS

The Board of Directors may adopt Bylaws consistent with this Agreement, which shall provide for the operation, governance and administration of ~~SCSEBACSEBA~~.

ARTICLE XVIII NOTICE AND SERVICE THEREOF

~~SCSEBACSEBA~~ shall address notices and other communications to a Member as directed by the Member. Each Member shall provide ~~SCSEBACSEBA~~ with the address to which communications are to be sent. Members shall address notices and other communications to ~~SCSEBACSEBA~~, to the Chief Administrative Officers or Secretary at the office address of record as set forth in the Bylaws.

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Revised SCSEBA Agreement

**ARTICLE XIX
AMENDMENTS**

This Agreement may be amended upon recommendation by the Board of Directors and approval by three-fourths (3/4) of the Members' governing Bboards, at which time any Amendment or Amended Agreement shall be effective unless otherwise stated. Such amendments shall be binding upon all Members of SCSEBACSEBA. Any Members in opposition to an amendment after approval by three-fourths of the Members' governing Bboards shall be given the opportunity to withdraw from SCSEBACSEBA prior to the effective date of the amendmentAmendment. The effective date of any amendment will be on July 1 following adoption, unless otherwise stated.

**ARTICLE XX
PROHIBITION AGAINST ASSIGNMENT**

No Member may assign any right, claim or interest it may have under this Agreement, and no creditor, assignee or third party beneficiary of any Member shall have any right, claim or title to any part, share, interest, fund, premium or asset of SCSEBACSEBA.

**ARTICLE XXI
SEVERABILITY**

Should any portion, term, condition, or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions, and provisions shall not be affected thereby.

**ARTICLE XXII
MISCELLANEOUS**

The section headings herein are for convenience only and are not to be construed as modifying or governing the language in the section referred to.

**ARTICLE XXIII
ENFORCEMENT**

SCSEBACSEBA is hereby given authority to enforce this Agreement. In the event suit is brought by SCSEBACSEBA and judgment is awarded against a Mmember, the Mmember shall pay all costs incurred by SCSEBACSEBA, including reasonable attorney's fees as fixed by the court.

**ARTICLE XXIV
EXECUTION**

This Agreement may be executed by each party on a separate copy thereof with the same force and effect as though all parties executing separate copies had executed a single original copy. The collection of such separately executed copies shall be treated as a single copy executed by all such executing agencies. Each executing agency shall promptly transmit three (3) executed copies of this Agreement to the Board of Directors.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their authorized officers thereunto duly authorized as set forth herein below:

DATE _____ BY: _____
_____ MEMBER

Revised and Approved: _____ March 14, 2003
Effective: July 1, 2003
Revised: October 9, 2007
Approved: December 21, 2007
Effective: January 1, 2008
Revised:

I:\SCSEBA\CSEBA\AGREEMENT.Approved 12-21-07.doc

Consent Item F.5.4.

Approval of Agreement with Kontraband Interdiction and Detection Services, Inc. (K.I.D.S.) for the 2013-2014 School Year

Prepared by Minnie Malin
May 21, 2013

BACKGROUND

On August 7, 2012, the Board of Education approved to use Kontraband Interdiction and Detection Services, Inc. (K.I.D.S.) for the 2012-2013 school year to address the increasing number of student incidents involving illegal drugs, alcohol, and tobacco and drug paraphernalia. The primary purpose of their program is to provide another tool to minimize the potential of contraband being brought onto school sites.

K.I.D.S. has worked with administrators during random visits throughout the 2012-2013 school year providing 3-4 visits per site. Inspections are performed on an unannounced basis to protect the integrity of the program. K.I.D.S. excludes the use of their canines to "sniff" individuals under any circumstance(s). K.I.D.S. also has consultants with extensive backgrounds enabling them to provide education on topics such as drug awareness, substance abuse, gangs and prevention. This complements the overall objective of assuring a safe and healthy learning environment both on and off school grounds.

RECOMMENDATION

Administration recommends that the Board of Education approve the agreement to continue using (K.I.D.S.) for canine drug detection services for the 2013-2014 school year.

This recommendation supports the following District goal:

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

FISCAL IMPACT

The agreement with Kontraband Interdiction and Detection Services, Inc. (K.I.D.S.), is for (14) full-day visits at \$500 per day (which is a 2% discount, if payment is prepaid by July 12, 2013). A team typically visits 2-3 schools in one day. Total cost is \$7,000 paid from the General Fund.

STUDENT ACHIEVEMENT

Providing students with a safe and healthy campus enhances student learning.

| | | | | | | |
|---------|--|---------|--|-------|--|--------------------|
| Motion: | | Second: | | Vote: | | Agenda Item F.5.4. |
|---------|--|---------|--|-------|--|--------------------|



CONTRABAND INTERDICTION & DETECTION SERVICES, INC.

California Corporate Headquarters:

1550 Mchenry Avenue ~ Modesto, California 95350

Kontraband Interdiction & Detection Services, Inc.

(CONTRACTOR)

&

SANTEE SCHOOL DISTRICT

(DISTRICT)

2%EARLY PAYMENT AGREEMENT- PAID IN FULL BY JULY 12, 2013/ 5:00 PM-PST

This shall serve as an agreement by and between the (CONTRACTOR) and the (DISTRICT) for substance awareness, consulting and detection services for the period of 08/01/2013 thru 06/30/2014. It is understood that the (DISTRICT) has established a written and communicated policy clearly defining all weapons and drugs of abuse, (in the broadest terms), i.e.; illicit drugs, alcoholic beverages, firearms, pyrotechnics, weapons and tobacco as prohibited contraband. This policy has been dispersed throughout the (DISTRICT)'s locations where (CONTRACTOR)'s service will be utilized. Violations are considered detrimental to the welfare of all students, employees, visitors and contrary to the (DISTRICT)'s desire to maintain a safe and healthy learning environment.

(CONTRACTOR) will provide contraband detection canines, inspections and consulting services using non-aggressive detection canines certified as a reliable team to detect (Illicit drugs – Alcoholic beverages – Pyrotechnics) and qualified professionally trained personnel. Such services may be conducted on an unannounced basis under the auspices and direction of the (DISTRICT) administration with (CONTRACTOR) acting on behalf of the (DISTRICT) while conducting such services. Common areas, lockers, automobiles, vacant classrooms and grounds shall be subject to inspections at the (DISTRICT)'s sole discretion. Contraband seized on the (DISTRICT)'s property is the responsibility of the (DISTRICT). Suspected illicit drugs of abuse may be field tested to provide the (DISTRICT) with a preliminary or presumptive identification of the suspected drug. (DISTRICT) and their personnel understand such test are not conclusive and should be further tested by a qualified agency in the event the (DISTRICT) decides to declare and/or act on such suspected evidence. (CONTRACTOR)'s policy and procedures prohibits the use of detection canines to "sniff" individuals under any and all circumstances. (DISTRICT) agrees only the certified handler can determine an alert/indication by the canine. (CONTRACTOR)'s policy precludes discriminating against a single item.

(CONTRACTOR) agrees to provide (14) FULL day visits during the term of the above referenced contract period. Additional visits may be scheduled upon mutual agreement between (CONTRACTOR) and the (DISTRICT). A FULL DAY visit shall be defined as the normal hours of operation of DISTRICT schools. The fee for a FULL day visit will be (\$500.00) per team. Multiple teams will be charged on a per team basis. (CONTRACTOR) will invoice for services on a monthly basis whereas the (DISTRICT) agrees to pay in full for services within (30) calendar days of receipt of such invoice. In the event an invoice remains unpaid for more than (30) calendar days, (DISTRICT) agrees to pay a late fee not to exceed (10%) of the amount due per month. The unpaid invoice(s) and late fees will accumulate per month until the balance and late fees are paid in full. (CONTRACTOR) will coordinate schedules with the designated (DISTRICT) administrator concerning inappropriate days. (DISTRICT) agrees to provide a calendar of inappropriate days not to visit the month prior to service. (DISTRICT) agrees that all other days on which students are in attendance are acceptable and visits "NOT" previously scheduled as inappropriate will be charged at the above rate unless (CONTRACTOR) visits a neighboring district on that day. CONTRACTOR and DISTRICT agree to make reasonable efforts to replace a declined visit at a DISTRICT school not previously scheduled as inappropriate with another DISTRICT school on that same day.

Insurance: CONTRACTOR shall maintain in full force and effect during the entire term of this Agreement liability insurance with a minimum coverage limit of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. CONTRACTOR shall name DISTRICT as an additional insured on their policy and provide a copy of said policy to the DISTRICT upon request. CONTRACTOR shall also maintain in full force and effect during the entire term of this Agreement workers compensation insurance for all of its employees with the minimum coverage limits required by law.



Kontraband Interdiction & Detection Services, Inc.

California Corporate Headquarters:
1550 Mchenry Avenue ~ Modesto, California 95350

Indemnification: CONTRACTOR agrees to indemnify and hold harmless DISTRICT from any and all claims, damages, liabilities, or costs, including reasonable attorney's fees and defense costs, directly relating to the acts, errors, or omissions of officers, employees, or agents of the CONTRACTOR.

Independent Contractor: CONTRACTOR shall be and remain an Independent Contractor with respect to all services performed under the contract. CONTRACTOR accepts full and exclusive liability for the payment of any and all contributions of taxes for social security, workers compensation insurance, Medicare, unemployment insurance, or retirement benefits, pensions or annuities, now or hereafter imposed under the State and Federal law, salaries or other remuneration paid to persons hired, including deposits of income tax withholding amount due, and it agrees to indemnify and hold harmless DISTRICT from any claims for contributions, taxes or liabilities thereof.

All persons performing work hereunder shall, at all times, be recognized as CONTRACTOR's employees and work under CONTRACTOR's control and supervision. CONTRACTOR's employees shall not be deemed employees of DISTRICT for any purpose, and shall not acquire any rights or benefits provided for employees of DISTRICT.

Termination: Either party may terminate this AGREEMENT for any reason by providing the other party with thirty (30) calendar day's advance written notice. In the event of termination, CONTRACTOR shall be paid for any services rendered up to the effective date of termination at the rate per FULL DAY visit per team specified above.

*Contract is only valid if signed by CEO or GM & only for (30) days from the date of CEO' or GM signature. (CONTRACTOR) is registered by the D.E.A. and the appropriate California regulatory agencies during the full term of this agreement.

Kontraband Interdiction & Detection Services, Inc. (K.I.D.S)

FOR THE DISTRICT: Date: ___/___/___

Authorized Only If Signed By: Date
Steven K. Essler, President & CEO or
Sue Coelho, General Manager

SIGNATURE TITLE

PRINT NAME

"Distinguished by Our Professional Standards, Nationwide!"

KONTRABAND INTERDICTION & DETECTION SERVICES, INC. ACCEPTS RESPONSIBILITY

PLEASE RETURN THE COPY OF THE EXECUTED AGREEMENT, VIA MAIL. RETAIN THIS ONE FOR YOUR FILES

Consent Item F.5.5. Adoption of Resolution No. 1213-30 Endorsing World No Tobacco Day, May 31, 2013

Prepared by Minnie Malin
May 21, 2013

BACKGROUND:

A major education goal of the Santee School District is to provide students with the knowledge, skills, and attitudes needed for a drug free life. To support this, the Santee Collaborative, Santee Solutions Coalition, and Communities Against Substance Abuse are requesting the Santee Board of Education adopt a resolution that supports World No Tobacco Day. This resolution is part of our commitment to help educate our students about the effects of Tobacco as part of the Tobacco Use Prevention and Education Grant.

RECOMMENDATION:

The administration recommends that the Board of Education approve the resolution to promote World No Tobacco Day and for a safer and healthier Santee Community.

This recommendation supports the following district goal(s):

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT:

This resolution promotes the belief that a drug-free life is a necessary component for a safe and healthy community and contributes to academic achievement.

| | | | | | | |
|---------|--|---------|--|-------|--|--------------------|
| Motion: | | Second: | | Vote: | | Agenda Item F.5.5. |
|---------|--|---------|--|-------|--|--------------------|

**Santee School District
World No Tobacco Day
Resolution No. 1213-30
May 31, 2013**

WHEREAS, May 31st of every year was set aside in 1987 by Member States of the World Health Organization to be observed as "World No Tobacco Day"; and

WHEREAS, the purpose for the observance of the day is to create awareness and draw global attention of the risk tobacco smoking poses to the health, wellbeing and welfare of the human race; and

WHEREAS, the tobacco epidemic kills nearly 6 million people each year; and

WHEREAS, after high blood pressure, tobacco is the biggest contributor to non-communicable diseases, which account for 64% of deaths worldwide; and

WHEREAS, tobacco killed 100 million people in the 20th century; and

WHEREAS, according to the most recent California Health Kids Survey (CHKS), the District show that 8% of 7th grader students, an unusually high number, smoked in the past month; and

WHEREAS, Santee School District is working to promote global understanding and 21st century learning skills for all students;

NOW, THEREFORE, BE IT RESOLVED that the Santee School District hereby declares May 31, 2013 World No Tobacco Day for the Santee School District.

PASSED AND ADOPTED this 21st day of May, 2013, by the Governing Board of the Santee School District in Santee, California by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

I, Dustin Burns, Clerk of the Governing Board of the Santee School District in Santee, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Governing Board at a regularly called and conducted meeting held on said date.

Clerk, Santee Board of Education

Consent Item F.5.6. Approval to Submit Proposal for a Department of Defense Military Connected Local Educational Agencies for Academic and Support Programs Grant

Prepared by Minnie Malin
May 21, 2013

BACKGROUND:

The US Department of Defense Education Activity (DODEA) has issued a request for proposal for Military Connected Local Educational Agencies for Academic and Support Programs (MCASP). This grant will provide resources to military connected school districts to ease the challenges faced by military students; support the social and emotional needs of students; encourage family, school, and community engagement; and improve educator professional development. It is available to districts who have more than a 5% military population in the District, and when at least 15% of a particular school enrollment is military dependent. Thirty-five million dollars are set aside to fund these grants this year. Santee School District has 9.6% documented military connected students and two school sites that meet the 15% enrollment requirement. Those schools are Chet F. Harritt and PRIDE Academy. Because there are over 200 students at these two sites, Santee is eligible to apply for a \$400,000 grant for those two sites.

There are four (4) potential priorities for this grant: 1) Science, Technology, Engineering and Math (STEM); 2) strategic foreign languages; 3) parent, family and community engagement; and 4) community health and physical education programs. In meeting with administrators of Chet F. Harritt and PRIDE Academy, we selected the parent family and community engagement priority to help fund school counseling and school social work programs at those sites. The grant does not allow LEA to fund indirect or administrative costs. It also requests that grants try to limit salaries for full-time staff to 25% of the total grant.

The proposed project for Chet F. Harritt and PRIDE Academy has two goals: 1) decrease the number of discipline infractions for 6-8th graders by 15%; and 2) increase parent feelings of connection to school. The activities to achieve this include:

- Professional development for teachers on school connectedness, military culture, and working with families on Common Core.
- .5 FTE counselor and .5 FTE social worker (contracted) to support students with risk of being involved with discipline.
- Parent education and training.
- Support services with other organizations like Fleet and Family Services and Family Forces.
- Stipends for Junior Student to Student groups to support new students on campus.
- Required outside evaluation.
- Required travel to DODEA.

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

RECOMMENDATION:

Administration recommends that the Board of Education submit a proposal for a DODEA MCASP grant for Chet F. Harritt and PRIDE Academy school sites.

This recommendation supports the following District goals:

- Provide social, emotional, and health service programs, integrated with community resources, to foster student character and personal well-being.
- Provide a safe, engaging environment that promotes creativity, innovation, and personalized learning.

FISCAL IMPACT:

This grant provides \$400,000 for implementing the program for three (3) years. The grant does not allow any funding to be spent on indirect or administration costs. The grant prefers that no more than 25% be spent on full-time staff salaries.

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.5.6.

DISCUSSION AND/OR ACTION ITEMS Item G.

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 G.

BACKGROUND:

During the 2012-2013 school year, Santee School District allocated approximately \$100,000 dollars of Capital Improvement Funds for technology innovation in the form of competitive 21st Century Learning Grants. The purpose of these grants was to spark innovation in learning with the use of technology and the grant opportunity was open to all teachers in the Santee School District

At the May 7th Board meeting, students presented grant funded innovative projects and demonstrated 21st Century skills used in learning. These student learning experiences would not have been possible without the grant opportunity provided by the Board.

Administration would like to continue to motivate and inspire teachers, who will in turn motivate and inspire students, through additional 21st Century Innovation Grant opportunities. Administration believes that \$50,000 can be allocated to fund innovative grants for teachers in the 2013-14 school year. The grant application and selection process will remain similar to last year and grant proposals may be fully or partially funded.

In addition, with the implementation of Smart Balanced Assessment and Common Core State Standards, as well as the increase in 21st Century learning, the District will have significant ongoing technology needs. In order to achieve a 2:1 student to computer ratio there is an estimated cost of \$775,000 for devices alone. For 2013-14 Administration proposes to set aside \$102,000 for the purchase of up to 255 netbooks*, as was discussed with the Board at the January Board workshop. This proposal is to allocate \$50,000 for a second round of 21st Century Innovative Grants that may incorporate and supplement the purchase of some of the netbooks toward the 2:1 ratio.

*These netbooks are 11 ½ inch Lenovo laptop computers are compatible with Smarter Balance testing requirements while being a solid device for students learning the Common Core State Standards.

RECOMMENDATION:

Administration recommends the Board of Education approve funding \$50,000 to be used for 21st Century Innovative Grants for teachers for the 2013-14 school year.

This recommendation supports the following district goal:

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

FISCAL IMPACT:

The \$50,000 funding for the Technology Grants will come from Unrestricted General Funds

STUDENT ACHEIVEMENT IMPACT:

Students will use 21st Century Skills to access, analyze, and synthesize information while learning the Common Core State Standards. Use of technology will enhance, broaden, and deepen student learning and better prepare students for the world in which they will live.

Motion:

Second:

Vote:

Agenda Item F.1.1.

BOARD POLICIES AND BYLAWS Item H.

Agenda Item H.

BACKGROUND:

Board Bylaw 9310, Board Policies, and Education Code 35160.5 require that the Board annually review the Board Policies listed below. These Board Policies have been reviewed by Administration and are submitted to the Board for a first reading. Board Policy and Administrative Regulation 6145 have been updated to clarify that fees may not be charged to students for participation in extracurricular and cocurricular activities related to the educational program, unless specifically authorized by law. Also, eligibility to participate in Eighth Grade Excursion Activities has been referenced to AR 5127 which addressed the requirements.

| Policy | Policy Title |
|--------------------|---|
| BP 1312.1 | Complaints Concerning District Employees |
| BP 4116 | Probationary/Permanent Status |
| BP 4315.1 | Certification of Competence in Evaluation and Instructional Methodologies |
| BP 5116.1 | Intradistrict Open Enrollment |
| BP 6145 AR 6145 | Extracurricular and Cocurricular Activities (Revised) |

The listed Board Policies were last reviewed on June 6, 2012.

RECOMMENDATION:

It is recommended that the Board of Education review the listed Board Policies submitted for a first reading with the recommended revisions to Board Policy 6145. The other listed Board Policies have not revisions. These Board Policies will return for a second reading and request for approval.

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

Effective governance has a positive impact on student achievement.

| | | | | | | |
|---------|--|---------|--|-------|--|-------------|
| Motion: | | Second: | | Vote: | | Item H.1.1. |
|---------|--|---------|--|-------|--|-------------|

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES

The Governing Board recognizes that extracurricular and cocurricular activities enrich the educational and social development and experiences of students. The district shall encourage and support student participation in extracurricular and cocurricular activities without compromising the integrity and purpose of the educational program.

No extracurricular or cocurricular program or activity shall be provided or conducted separately, and no district student's participation in extracurricular and cocurricular activities shall be required or refused, based on the student's sex, gender, sexual orientation, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability. Requirements for participation in extracurricular and cocurricular activities shall be limited to those that are essential to the success of the activity. (5 CCR 4925)

Any complaint regarding the district's extracurricular and cocurricular programs or activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

No student shall be prohibited from participating in extracurricular and cocurricular activities related to the educational program because of inability to pay fees associated with the activity.

Unless specifically authorized by law, no fee shall be charged to students for participation in extracurricular and cocurricular activities related to the educational program, including materials or equipment related to the activity.

Eligibility Requirements

Junior High social activities and eighth grade excursion day are subject to academic, effort, and citizenship requirements as specified in AR 6145.

Any decision regarding the eligibility of any child in foster care or a child of an active duty military family for extracurricular or cocurricular activities shall be made by the Superintendent or designee in accordance with California Education Codes 48850 and 49701.

Student Conduct at Extracurricular/Cocurricular Events

When attending or participating in extracurricular and/or cocurricular activities on or off campus, district students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. When appropriate, the Superintendent or designee shall notify local law enforcement.

Supervision

Extracurricular activities shall be under the general supervision of school authorities and certificated employees whenever they are conducted by the district.

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

The Superintendent or designee shall:

1. Determine which activities and programs are affected by this policy.
2. Ensure districtwide uniformity.

Annual Policy Review

The Board shall annually review this policy and implementing regulations.

Legal Reference:

EDUCATION CODE

35145 Public meetings

35160.5 District policy rules and regulations; requirements; matters subject to regulation

35179 Interscholastic athletics; associations or consortia

35181 Students' responsibilities

48850 Participation of foster youth in extracurricular activities and interscholastic sports

48930-48938 Student organizations

49700-49704 Education of children of military families

CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

5531 Supervision of extracurricular activities of pupils

UNITED STATES CODE, TITLE 42

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

COURT DECISIONS

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE

Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009

WEB SITES

California Association of Directors of Activities: <http://www.cadal.org>

California Department of Education, Educational Options Office: <http://www.cde.ca.gov/ls/pf/mc>

California Department of Education, Foster Youth Services: <http://www.cde.ca.gov/ls/pf/fy/>

Policy adopted: August 17, 2010

reviewed: May 3, 2011

revised:

SANTEE SCHOOL DISTRICT
Santee, California

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES**DEFINITIONS**

Extracurricular activities are those programs that have all of the following characteristics: (Education Code 35160.5)

1. The program is supervised or financed by the school district.
2. Students participating in the program represent the school district.
3. Students exercise some degree of freedom in the selection, planning or control of the program.

Extracurricular activities are not part of the regular school curriculum, are not graded, do not offer credit and do not take place during classroom time. (Education Code 35160.5)

Cocurricular activities are programs that may be associated with the curriculum in a regular classroom. (Education Code 35160.5)

An activity is not an extracurricular or cocurricular activity if it is a program that has as its primary goal the improvement of academic or educational achievement of students. (Education Code 35160.5)

ELIGIBILITY REQUIREMENTS

In order to be eligible for participation in extracurricular activities, a student in grades 7 and 8 shall have earned a minimum 2.0 or "C" grade point average (GPA) in academics, citizenship, and effort.

1. Each junior high/middle school staff shall plan appropriate social activities, i.e., dances, skating parties, for junior high/middle school students. The plan shall reflect input from students, teachers and parents/guardians. The activities planned shall reflect a balance in number and types of activities suitable for junior high/middle school students.
2. An activity plan shall be developed at the beginning of the school year; subject to change depending upon the needs of the students, as determined by the principal and junior high/middle school staff and approved by the principal.
3. Evening activities are to be held in compliance with curfew regulations.
4. The principal shall insure that adequate adult supervision is provided and that appropriate safety and security measures are observed.

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

EIGHTH GRADE EXCURSION DAY

Annually, eighth grade students in the district participate in an Excursion Day which is scheduled towards the end of the school year and is considered to be a regular part of student activities.

Under the direction of the principal, the ~~junior high/middle school~~ staff will assume the primary responsibility for the Excursion Day activity. If a parent/guardian organization (PTA) wishes to assist/sponsor this activity, it may do so if it has approval of the principal.

The Excursion Day activity may include a visit to Disneyland, Knott's Berry Farm, or other recreational attractions in the vicinity. In planning the Excursion Day, each school is to adhere to the following procedure:

Excursion Day Plan

An Excursion Day plan shall be submitted to the ~~Office of~~ Assistant Superintendent/Director, Educational Services. The plan is to be submitted at least 30 calendar days prior to the activity.

The plan is to include the following information:

- Date (A regular school day may be utilized.)
- Place to be visited.
- Time, length of activity, and return time.
- Student cost, if any.

Transportation

~~Business Services~~ The Transportation Department is to be made aware of transportation needs by the principal at least 30 calendar days in advance. All transportation arrangements will be made through the Transportation Department. ~~by Business Services.~~

Supervision

Each school shall be responsible for providing adequate adult supervision. All extracurricular activities conducted under the name or auspices of a district school or any class or organization of the school, regardless of where the activities are held, shall be under the direct supervision of certificated employees. The principal or designee shall accompany the students.

Any non-certificated person working with directly supervising students in a district-sponsored extracurricular student activity program shall possess an Activity Supervisor Clearance Certificate

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

from the Commission on Teacher Credentialing or shall have cleared a Department of Justice and Federal Bureau of Investigation criminal background check prior to beginning his/her duties, in accordance with Education Code 49024.

Admission Fees

Each school shall be responsible for ~~collection of any or all~~ admission fees. Ticket orders are to be processed through Business Services. If district funds are being requested for payment of fees for teachers, a travel request form is to be submitted to Business Services ~~then~~ at least 10 working days in advance.

Student Participation in Eighth Grade Excursion Activity

District standards for participation in the promotion excursion activity ~~shall be:~~ are addressed in Board Policy (BP) 5127 and Administrative Regulation (AR) 5127.

1. ~~A child must achieve a cumulative GPA of 2.00 for the first and second trimester and the first six weeks of the third trimester of the 8th grade. This cumulative GPA will be computed in the following areas in order for a child to be eligible:~~
 - a. ~~Academic cumulative GPA of 2.00~~
 - b. ~~Effort cumulative GPA of 2.00~~
 - c. ~~Citizenship cumulative GPA of 2.00~~
2. ~~The cumulative GPA shall be obtained from the district approved report cards for the first two trimesters and the third trimester progress report of the 8th grade year.~~
3. ~~Parents/Guardians of the 8th grade student who does not meet anyone or more of the minimum requirements will be notified after each report card by mail. The parent/guardian letter will review the student's academic, effort, and citizenship GPA's, recommend additional intervention, and make clear the consequences if improvement is not made.~~
4. ~~If a student does not qualify to participate in 8th grade excursion activity at the third trimester progress report of eighth grade, he/she may petition the principal or designee for a school appeal during the third trimester. If enough progress has been made and demonstrated by the date of the appeal, the principal or designee may recommend the student participate in the excursion activity.~~
5. ~~Any student transferring into a district school from another school in the district shall transfer his/her grades/effort/citizenship with him/her. Any student transferring into the district from outside the district will be required to meet the minimum district promotion~~

EXTRACURRICULAR AND COCURRICULAR ACTIVITIES (continued)

~~standards of a 2.0 GPA in academics, effort, and citizenship from the date of enrollment in the district in order to be eligible to participate in the excursion activity.~~

- ~~6. Any student with more than three out of school suspensions during his/her 8th grade year will not be eligible to participate in the excursion activity. There will be no appeal process privilege.~~

~~When a student becomes ineligible to participate in the upcoming school year, or when he/she is subject to probation, the principal or designee shall provide written notice to the student and his/her parents/guardians. The principal shall also consult with the student's teacher(s) in deciding on a program of remediation to improve the student's academic progress.~~

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item I.

Agenda Item I.

CLOSED SESSION Item J.

The Board reserves the right to reconvene to closed session at the end of the open session if closed session matters have not been completed prior to the convening of the open session meeting.

RECONVENE TO PUBLIC SESSION AND ADJOURNMENT Item K.