



# Santee School

## 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 June 3, 2014

### 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.*

	<u>Page #:</u>
<b>A. OPENING PROCEDURES – 7:00 p.m.</b>	<b>5</b>
1. Call to Order and Welcome	
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3. Pledge of Allegiance	
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2. Spotlight on Learning: Eighth Grade Student Academic Achievement Awards	11
<i>Following the Academic Achievement Awards, the Board will take a short break for a reception honoring all of the participating students.</i>	
<b>C. PUBLIC COMMUNICATION</b>	<b>12</b>
<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>	
<b>D. PUBLIC HEARINGS</b>	<b>13</b>
1. <u>Local Control Accountability Plan (LCAP)</u>	14
2. <u>2014-15 Santee School District Budget</u>	15

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

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

<b>E. CONSENT ITEMS</b>	16
<i>Items listed under Consent are considered to be routine and are acted on by the Board with a single motion. There is no discussion of these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be considered separately. Request to speak cards should be submitted in advance.</i>	
<b>Superintendent</b>	
1.1. <b><u>Approval of Minutes</u></b>	17
It is recommended that the Board of Education approve meeting minutes with any necessary modifications.	
<b>Business Services</b>	
2.1. <b><u>Approval/Ratification of Travel Requests</u></b>	26
It is recommended that the Board of Education ratify the authorization granted to personnel requesting out-of-district travel as listed in the item.	
2.2. <b><u>Acceptance of Donations</u></b>	28
It is recommended that the Board of Education accept donations as listed.	
2.3. <b><u>Approval of Consultants and General Service Providers</u></b>	29
It is recommended that the Board of Education approve agreements with Consultants and General Service Providers as presented.	
2.4. <b><u>Approval/Ratification of Expenditure Transactions Charged to District Issued Purchasing Cards (P-Cards)</u></b>	31
It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of April 2014.	
2.5. <b><u>Adoption of Resolution No. 1314-38, to Establish Temporary Interfund Transfers</u></b>	35
It is recommended that the Board of Education adopt Resolution No. 1314-38, as required for the 2013-14 year-end closing process and 2014-15 fiscal year.	
2.6. <b><u>Approval of 2014-15 Student Accident Insurance</u></b>	38
It is recommended that the Board of Education approve student accident insurance for the 2014-15 school year available from Guarantee Trust Life Insurance Company through Pacific Educators, Inc. Insurance Services.	
2.7. <b><u>Approval of Transportation Agreements with the Boys &amp; Girls Club of East County and the City of Santee</u></b>	43
It is recommended that the Board of Education approve the transportation agreements to increase fees for District-provided transportation services to the Santee Teen Center and the Boys and Girls Club Santee facility.	
2.8. <b><u>Approval of Long-Term Use of Facilities Agreement with Christ the King Lutheran Church for Use of Carlton Hills School for the 2014-15 Fiscal Year</u></b>	56
It is recommended that the Board of Education approve the Long-Term Use of Facilities Agreement with Christ the King Lutheran Church for use of Carlton Hills School for the 2014-15 Fiscal Year.	
<b>Educational Services</b>	
3.1. <b><u>Approval of Personnel Agreement with Grossmont Union High School District for the 2014-15 Santee School District Spanish I Program</u></b>	61
It is recommended that the Board of Education approve a personnel agreement with the Grossmont Union High School District for the Spanish I teacher.	

<b>3.2.</b>	<b><u>Ratification of Nonpublic Agency Master Contract with ProCareTherapy, Inc. for Gross Motor Services</u></b>	64
	It is recommended that the Board of Education ratify the Nonpublic Agency Master Contract with ProCare Therapy, Inc. for gross motor services for the term of May 27, 2014 through June 30, 2014.	
<b>3.3.</b>	<b><u>Approval of 2014-15 Annual Agreement with “Project Lead the Way”</u></b>	65
	It is recommended that the Board of Education approve the Agreement with Project Lead the Way for Chet F. Harritt School for the 2014-15 school year.	
	<b>Human Resources/Pupil Services</b>	
<b>4.1.</b>	<b><u>Personnel, Regular</u></b>	75
	It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations and dismissals.	
<b>4.2.</b>	<b><u>Adoption of Resolution No. 1314-37 to Eliminate a Vacant Classified Non-Management Position</u></b>	78
	It is recommended that the Board of Education adopt resolution no. 1314-37 to eliminate a vacant classified non-management position.	
<b>F.</b>	<b>DISCUSSION AND/OR ACTION ITEMS</b>	80
	<i>Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.</i>	
	<b>Business Services</b>	
<b>2.1.</b>	<b><u>Approval of Monthly Financial Report</u></b>	81
	It is recommended that the Board of Education approve the Monthly Financial Report.	
<b>G.</b>	<b>BOARD POLICIES AND BYLAWS</b>	84
<b>1.2</b>	<b><u>First Reading: Board Policy 1312.3, “Uniform Complaint Procedure”</u></b>	85
	This is the first reading for revised Board Policy 1312.3. No action is requested at this time.	
<b>H.</b>	<b>BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS</b>	88
<b>I.</b>	<b>CLOSED SESSION</b>	89
<b>1.</b>	<b><u>Conference with Labor Negotiator</u></b> (Gov. Code § 54956.8)	
	<i>Purpose: Negotiations</i>	
	<i>Agency Negotiators: Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent</i>	
	<i>Employee Organization: Santee Teachers Association (STA)</i>	

2. **Conference with Labor Negotiator** (Gov. Code § 54956.8)  
*Purpose:* Negotiations  
*Agency Negotiators:* Tim Larson, Assistant Superintendent  
Karl Christensen, Assistant Superintendent  
*Employee Organization:* Classified School Employees Association  
(CSEA)
3. **Public Employee Performance Evaluation** (Govt. Code § 54957)  
*Superintendent*

<b>J.</b>	<b>RECONVENE TO PUBLIC SESSION</b>	89
<b>K.</b>	<b>ADJOURNMENT</b>	89

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

Members present:

Fox  
 Burns  
 Ryan  
 Levens-Craig  
 El-Hajj

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

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

2. District Mission

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

3. Presentation of the Colors and Pledge of Allegiance

4. Approval of Agenda for the June 3, 2014 regular meeting

Agenda Item A.

Reports and Presentations Item B.1. Superintendent's Report  
Prepared by Cathy A. Pierce, Ed.D.  
June 3, 2014

The following items are presented for Board information:

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

Agenda Item B.

DEVELOPER FEES COLLECTION REPORT

2013-14

CUMULATIVE THROUGH MAY 20, 2014

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

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

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

COM	RES	ADDRESS	DATE OF COLLECT.	SQUARE FEET	AMOUNT	SCHOOL OF ATTENDANCE
	X	11539 Woodside Terrace	07/08/13	2,047	\$4,053.06	PD
X		8549 Graves Ave (Lantern Crest Senior Care Facility)	07/29/13	110,712	(\$35,427.87)	PD
X		101 Town Center Plwy (Costco Wholesale)	09/12/13	1,616	\$517.12	RS
	X	9206 Inverness Rd	10/21/13	5,279	\$10,452.42	CO
	X	9224 Maranda Dr	11/14/13	641	\$1,269.18	CH
	X	11248 Huntingride Cir	01/06/14	880	\$1,742.40	PD
	X	628 Pepper Dr	01/17/14	2,213	\$4,381.74	PD
	X	626 Pepper Dr	01/17/14	2,087	\$4,132.26	PD
	X	9128 Shadow Hill Rd	01/22/14	4,030	\$7,979.40	PD
	X	9805 Medina Dr	01/23/14	537	\$1,063.26	CO
	X	8541 Dunwoodie Rd	03/07/14	786	\$1,556.28	CO
	X	310,320,330 Town Ctr Pkwy (Intergulf - JMR Parc one)	03/28/14	151,567	\$300,102.66	RS
X		310,320,330 Town Ctr Pkwy (Intergulf - JMR Parc one)	03/28/14	3,020	\$966.40	RS
	X	10357 Cadwell Rd	04/03/14	994	\$1,968.12	SC
	X	8626 Dunwoodie	05/16/14	812	\$1,688.96	CO
<b>TOTAL PAGE 1</b>					\$306,445.39	

\*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 - June 3, 2014**

<b>Group</b>	<b>Location</b>	<b>Date</b>	<b>Days</b>	<b>Time</b>	<b>Attendance</b>	<b>Fees Applied</b>
<b>Cajon Park</b> Cajon Park PTSA (Father/Daughter Dance)	Courtyard Area	5/31/14	Saturday	3:30 pm - 9:00 pm	500	\$225.25

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



Santee School District  
ENROLLMENT REPORT  
5/30/2014  
Month 10 Week 3

SCHOOL	REGULAR ED														SPECIAL ED								Total All									
	TK	EAK 5yo	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	05/30/14	05/31/13	# Diff	% Diff	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	05/30/14	05/31/13	# Diff	% Diff	05/30/14	05/23/14	# Diff	
Cajon Park			107	118	108	97	116	110	122	111	105	994	984	10	1.0%	4	3	7	13	6	5	5	7	9	59	62	-3	-4.8%	1053	1054	-1	
Carlton Hills	23	25	52	50	43	41	46	39	49	66	62	496	515	-19	-3.7%	4	4	2	5	2	4	5	4	4	34	30	4	13.3%	530	529	1	
Carlton Oaks			60	86	68	95	89	98	80	95	119	790	787	3	0.4%	8	5	6	6	5	5	4	8	7	54	54	0	0.0%	844	844	0	
Chet F. Harritt	23	22	62	54	63	69	51	69	47	46	55	561	557	4	0.7%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	561	561	0
Hill Creek		24	71	76	71	83	78	90	94	68	80	735	739	-4	-0.5%	1	0	2	3	3	2	3	0	0	14	16	-2	-12.5%	749	747	2	
Pepper Drive			115	98	94	90	88	70	87	70	72	784	770	14	1.8%	0	0	0	0	0	0	0	0	6	6	10	-4	-40.0%	790	790	0	
Prospect Ave	22	23	65	81	62	56	64	47	58	47	47	572	577	-5	-0.9%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	572	574	-2
Rio Seco			97	107	120	84	103	114	104	116	96	941	954	-13	-1.4%	4	3	8	4	6	5	6	8	8	52	43	9	20.9%	993	994	-1	
Sycamore Canyon		24	45	51	57	55	38	44	44	0	0	358	318	40	12.6%	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	358	357	1	
<b>SUBTOTAL</b>	<b>68</b>	<b>118</b>	<b>674</b>	<b>721</b>	<b>686</b>	<b>670</b>	<b>673</b>	<b>681</b>	<b>685</b>	<b>619</b>	<b>636</b>	<b>6231</b>	<b>6201</b>	<b>30</b>	<b>0.5%</b>	<b>21</b>	<b>15</b>	<b>25</b>	<b>31</b>	<b>22</b>	<b>21</b>	<b>23</b>	<b>27</b>	<b>34</b>	<b>219</b>	<b>215</b>	<b>4</b>	<b>1.9%</b>	<b>6450</b>	<b>6,450</b>	<b>0</b>	
Alternative School			1	4	1	4	7	4	5	5	12	43	46	-3	-6.5%															43	43	0
Santee Success									1	7	4	12	14	-2	-14.3%									1	1	1				13	14	-1
NPS												0	0						1		2	3			6	2	4	200.0%	6	6	0	
<b>SUBTOTAL</b>			<b>1</b>	<b>4</b>	<b>1</b>	<b>4</b>	<b>7</b>	<b>4</b>	<b>6</b>	<b>12</b>	<b>16</b>	<b>55</b>	<b>60</b>	<b>-5</b>	<b>-8.3%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>7</b>	<b>3</b>	<b>4</b>	<b>133.3%</b>	<b>62</b>	<b>63</b>	<b>-1</b>	
<b>TOTAL</b>	<b>68</b>	<b>118</b>	<b>675</b>	<b>725</b>	<b>687</b>	<b>674</b>	<b>680</b>	<b>685</b>	<b>691</b>	<b>631</b>	<b>652</b>	<b>6286</b>	<b>6,261</b>	<b>25</b>	<b>0.4%</b>	<b>21</b>	<b>15</b>	<b>25</b>	<b>31</b>	<b>23</b>	<b>21</b>	<b>25</b>	<b>30</b>	<b>35</b>	<b>226</b>	<b>218</b>	<b>8</b>	<b>3.7%</b>	<b>6512</b>	<b>6,513</b>	<b>-1</b>	

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

	PK	EAK 4yo	
Cajon Park	3	0	1056
Carlton Hills	0	0	530
Chet F Harritt	0	0	561
Hill Creek	0	0	749

## Schedule of Upcoming Events

Date	Event
June 3	Board Meeting; 7:00 p.m. (LCAP Public Hearing) 8 <sup>th</sup> Grade Achievement Academic Awards
June 17	Innovation Grant Fair; 6:00 p.m. (prior to Board meeting) Board Meeting; 7:00 p.m. (Adopt LCAP)
June 23	Foundation Meeting 6:00 p.m. @ District Office Conf Room
June 24-25	Eighth Grade Promotion Ceremonies
June 25	Last Day of School for Students
June 26	Foundation Golf Classic @ Carlton Oaks Country Club
July 1	Board Meeting; 7:00 p.m.
July 4	Holiday – District Offices Closed
July 15	No Board Meeting (Cancelled)
August 5	Board Meeting; 7:00 p.m.
August 19	Board Meeting; 7:00 p.m.
August 25	First Day of School for Students
September 1	Labor Day Holiday – District Offices Closed
September 2	Board Meeting; 7:00 p.m.

Reports and Presentations Item B.2. Spotlight on Education: Eighth Grade Student Academic Achievement Awards

Prepared by Dr. Stephanie Pierce  
June 3, 2014

**BACKGROUND:**

Tonight we are honoring students who were selected to compete in the Academic Achievement Award competition for the 2013-14 school year.

Dr. Stephanie Pierce, Assistant Superintendent of Educational Services, will introduce students from each school in Santee School District who achieved academic excellence during the current school year and were chosen to participate in this competition by their 8<sup>th</sup> grade teachers in collaboration with the school principal.

The Academic Student Achievement Award is provided to 8<sup>th</sup> grade students who participate in an annual end of the year competition. This year the Academic Achievement Award Competition focused on the areas of writing, speech and mathematics. Students were required to write a literature response essay, give a speech, and take a comprehensive algebra test. For the essay, students had to read and analyze a number of short pieces of literature, develop a thematic thesis statement, and support their thesis. In the speech competition, students were provided a topic and given time to prepare a focused two minute speech. The algebra test required the students to use their math skills and problem solving techniques learned throughout their elementary and junior high school experiences.

This evening the Board of Education and Assistant Superintendent of Educational Services, Dr. Stephanie Pierce, will honor the students selected by their school who participated in this year's 2013-14 competition. The City of Santee and the Santee Chamber of Commerce will both be represented to present the top recipient awards. The names of the award winners will be announced at the Board meeting.

**Academic Achievement Participants**

Cajon Park <b>Brianna Tursellino</b> <b>Heather Willis</b>	Chet F. Harritt <b>Shane Douty</b> <b>McKinsie Erwin</b>	PRIDE Academy <b>Gracyn Rohlfs</b> <b>Angellia Sequin</b>
Carlton Hills <b>Joseph O'Malley</b> <b>April Tea</b>	Hill Creek <b>Sophie Burns</b> <b>Raquel Gassmann</b>	Rio Seco <b>Charlee Melendez</b> <b>Serene Silva</b>
Carlton Oaks <b>Christine Tran</b> <b>Brittany Woods</b>	Pepper Drive <b>Samantha Deus</b> <b>Parker Partain</b>	

Agenda Item B.2.

PUBLIC COMMUNICATION Item C.

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

Agenda Item C.

PUBLIC HEARINGS Item D.

Agenda Item D.

Public Hearings D.1.  
Prepared by Karl Christensen  
June 3, 2014

Local Control Accountability Plan (LCAP)

**BACKGROUND:**

The Board of Education is required by law to conduct a Public Hearing to review the District's proposed Local Control Accountability Plan (LCAP). The proposed LCAP is available for public inspection on the District's website: [www.santeesd.net](http://www.santeesd.net). The Board of Education of Santee School District will consider the LCAP for approval at the June 17, 2014 regular Board of Education meeting to be held at:

Santee School District  
Douglas E. Giles Educational Resource Center  
9619 Cuyamaca Street  
Santee, CA 92071

The public hearing should convene and permit any interested citizens to raise questions or to provide input about the proposed Local Control Accountability Plan of the District.

Agenda Item D.1.

Public Hearings D.2.  
Prepared by Karl Christensen  
June 3, 2014

2014-15 Santee School District Budget

**BACKGROUND:**

The Board of Education is required by law to hold an official public hearing prior to discussion of the Adopted Budget. The budget document has been available for public review at:

Santee School District  
Charles E. Skidmore Administration Center  
9625 Cuyamaca Street  
Santee, CA 92071

The public hearing should convene and permit any interested citizens to raise questions or to provide input about the proposed adopted Budget of the District.

Agenda Item D.2.

CONSENT ITEMS Item E.

*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 E.



Consent Item E.1.1. Approval of Minutes  
Prepared by Cathy A. Pierce, Ed.D.  
June 3, 2014

**BACKGROUND:**

Presented for Board approval –

- May 20, 2014, regular meeting minutes
- May 29, 2014, special meeting minutes

**RECOMMENDATION:**

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

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

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

May 20, 2014  
**MINUTES**

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

**A. OPENING PROCEDURES**

1. Call to Order and Welcome

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

Members present:

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

Administration present:

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

2. President Fox invited the audience to recite the District Mission and then invited Girl Scout Troop #6091 from Rio Seco School to present the colors and lead the members, staff, and audience in the Pledge of Allegiance.

3. Approval of Agenda

It was moved and seconded to approve the agenda, with Item D.2.10. amended.

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

**B. REPORTS AND PRESENTATIONS**

1. **Superintendent's Report**

- 1.1 Developer Fees Collection Report
- 1.2 Use of Facilities
- 1.3 Enrollment Report
- 1.4 Claims Against the District
- 1.5 Schedule of Upcoming Events

Superintendent Pierce introduced Michael Olander as a new Principal. Mr. Olander comes from Poway Unified School District where he was a principal for the last two years. Mr. Olander shared his excitement on being part of the Santee School District. Board members welcomed Michael as the newest member to the Santee School District family.

2. **Spotlight on Learning: Student Recognition**

Dr. Stephanie Pierce introduced students being recognized in County-level programs: 2014 Greater San Diego County Science and Engineering Fair, 2014 San Diego County Spelling Bee, Outdoor Education Essay Contest, and San Diego County Office of Education Excellence in Prevention. The Board also recognized Santee School District students who participated in the ExploraVision Science Competition, the National Geographic Bee, the Greater San Diego Regional Botball Tournament, and the Spring Sprint Triathlon.

### **2014 Greater San Diego Science and Engineering Fair**

#### 2nd Place Award:

Cole Evans	Cajon Park	Animal Sciences
Trevor Markwell	Cajon Park	Engineering – Electrical & Mechanical
Taylor Stout	Cajon Park	Biochemistry
Ethan Ross	Carlton Hills	Physics and Astronomy
Kacey Tran	Carlton Hills	Chemistry

#### 3rd Place Awards:

Samuel Odenkirk	Cajon Park	Biochemistry
Alina Leholm	Carlton Hills	Environmental Sciences & Management
Xitlalic Vargas	Carlton Hills	Chemistry
Kylee Rebelo	Carlton Hills	Physics and Astronomy

#### 4th Place Award:

Ciera Lochtenfeld	Carlton Hills	Biochemistry
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In addition, the Board of Education commended the following teachers in their support of student participation at the 2014 Greater San Diego County Science and Engineering Fair: Mrs. Allwyn Gazi, Mr. Larry Barbary, Mr. Bruce Jennings, and Ms. Kathryn Ducharme.

### **2014 San Diego County Spelling Bee**

Dylan Seyfarth	Chet F. Harritt
Gracyn Rohlfs	PRIDE Academy

The Board of Education also recognized Mr. Richard Mitchell and Ms. Cindi Schulze for their organization of the Chet F. Harritt and PRIDE Academy Spelling Bees.

### **Outdoor Education Scholarship Contest**

Audrey West, a 5th grade student in Mrs. Stephanie Pannasch's class at Hill Creek School, and Olivia Ley, a 5th grade student in Ms. Krista Rosen's class at Pepper Drive School were recognized for being two of only 15 students throughout the County named contest winners out of over 2,500 essay entries.

### **San Diego County Office of Education Excellence in Prevention Awards**

Lindsey Wagner and David Trulson, from PRIDE Academy, were recognized for having demonstrated exceptional leadership qualities in the Club Live program.

### **ExploraVision Science Competition**

Students in Mr. Jeff Lamb's 6th grade class at Chet F. Harritt School participated in the international ExploraVision science competition. This year, two Chet F. Harritt teams received Honorable Mention which placed them in the top ten percent of all participants. The Board of Education recognized Chloe Yeager, Annika Weaver, Aidan Delong and Jacob Abernathy for their achievement.

### **National Geographic Bee**

Each year thousands of schools in the United States participate in the National Geographic Bee using materials prepared by the National Geographic Society. The Board of Education recognized Trevor Smith, as the Chet F. Harritt winner.

### **Greater San Diego Regional Botball Tournament**

On March 29, 2014, Cajon Park students participated in the Greater San Diego Regional Botball Tournament for the very first time and placed fourth. The Board of Education recognized the following students for their outstanding achievement: Derek Cantor, Rafael Casana, Brandon Harris, Shane Kirk, Cade Marchand, Zackary Stark, William Swanson, and Osiris Taylor.

### **Spring Sprint Triathlon**

Carlton Oaks 3rd and 4th grade students trained with Ms. Angela Panfili since February to participate in a triathlon. Bowen Sanford, Brendan Yost, Caleb Zimmerman, Matthew MacKenzie, Hayden McGregor and Avery Bacon practiced swimming, biking and running on the weekends. The Board recognized Ms. Panfili and the students for completing the Spring Sprint Triathlon.

**3. Spotlight: Community Helping Hands Day**

Karl Christensen recognized the Santee-Lakeside Rotary Club, Church of Jesus Christ of Latter-Day Saints, Pathways Community Church, and Rise City Church for providing over 200 volunteers to work on various projects at PRIDE Academy, Cajon Park, Carlton Hills, and Hill Creek schools on Community Helping Hands Day - April 26.

**C. PUBLIC COMMUNICATION**

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

- 1.1 Approval of Minutes
- 2.1 Approval/Ratification of Travel Requests
- 2.2 Approval/Ratification of Expenditure Warrants
- 2.3 Approval/Ratification of Purchase Orders
- 2.4 Approval/Ratification of Revolving Cash Report
- 2.5 Acceptance of Donations
- 2.6 Approval of Consultants and General Service Providers
- 2.7 Renewal of Memorandum of Understanding with Reinterpret for Long-Term Use of Facilities at Cajon Park Annex
- 2.8 Renew Agreement with Rise City Church for Long-Term Use of Facilities at Hill Creek School for the 2014-15 Fiscal Year
- 2.9 Renew Agreement with Victory Baptist Church for Long-Term Use of Facilities at Chet F. Harritt School for the 2014-15
- 2.10 Authorization to Purchase Technology Equipment and Supplies from the CALSAVE Purchasing Cooperative Contract Through the Piggyback Process
- 3.1 Approval of State Preschool Program Annual Report to California Department of Education
- 3.2 Ratification of Nonpublic Agency Master Contract with Maxim Healthcare for Nursing Services
- 3.3 Approval of Nonpublic Agency Master Contract with Excel Home Health for Nursing Services
- 3.4 Approval of Nonpublic School Master Contract with Asepline School for Nonpublic School Services
- 3.5 Approval of Nonpublic School Master Contract with Excelsior Academy for Nonpublic School Services
- 3.6 Approval of Nonpublic Agency Master Contract with Kaliko Yandall Therapy for Occupational Therapy
- 3.7 Approval of Nonpublic Agency Master Contract with LC Barnes Therapy for Occupational Therapy
- 4.1 Personnel, Regular
- 4.2 Approval of Shared Classroom Teaching Assignments for 2014-15
- 4.3 Approval of Agreement with Kontraband Interdiction and Detection Services, Inc. (K.I.D.S.) for the 2014-2015 School Year
- 4.4 Adoption of Resolution No. 1314-36 Endorsing World No Tobacco Day, May 31, 2014
- 4.5 Approval of Short Term Positions for Year-End and Summer Support
- 4.6 Approval of Title Change for Director of Language Arts and Social Studies

It was moved and seconded to approve Consent Items.

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

Fox Aye  
Burns Aye  
Ryan Aye

Levens-Craig Aye  
El-Hajj Aye

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

President Fox invited comments from the public on any item listed under Discussion and/or Action. There were no public comments.

**2.1 Opening of Bids for the Sale of the Renzulli Property**

President Fox opened the bidding process for the Renzulli Property. Karl Christensen explained he would be opening sealed bids. Upon opening sealed bids, he would ask for oral bids. He clarified an oral bid would only be accepted if it is at least 5% above the highest written bid, the bidder agrees to all terms and conditions set forth in Resolution 13/14-15 and the Purchase and Sale Contract, and the oral bid is reduced to writing and signed by the bidder. Mr. Christensen asked that each person wishing to make an oral bid, step to the podium one at a time and state their name, name of entity for whom they are making bid, and the amount of their bid. He explained each bidder can make more than one oral bid but each time a bid is made, he asked that they step to the podium and restate their name, bidding entity, and bid amount. All bids would be recorded and projected on a screen. Upon completion of the process, he explained the Board would then have the opportunity to 1) accept the highest bid, 2) reject all bids, or 3) postpone action to a reconvened meeting of this meeting to occur within 10 days; where the Board could then accept the highest bid or reject all bids.

Sealed and oral bids were as follows:

<b>Minimum Bid:</b>		<b>3,200,000.00</b>		<b>3,780,000.00</b>		
<b>High Bid:</b>		<b>3,600,000.00</b>		<b>5,275,000.00</b>		
<b>Bidder</b>	<b>Sealed Written Bid</b>	<b>Acceptable?</b>	<b>Highest</b>	<b>Oral Bid</b>	<b>Acceptable?</b>	<b>Highest</b>
Sterk Properties	3,600,000.00	Y	x			
Alegria Capital LLC	3,225,000.00	Y				
Integral Communities	3,200,000.00	Y				
M Grant Real Estate Inc	3,360,000.00	Y				
Quail Investment Group LLC	3,200,000.00	Y				
Alegria Capital LLC				3,780,000.00	Y	
Integral Communities				3,969,000.00	Y	
M Grant Real Estate Inc				4,158,000.00	Y	
Sterk Properties				4,365,900.00	Y	
Integral Communities				4,584,195.00	Y	
Sterk Properties				4,813,405.00	Y	
M Grant Real Estate Inc				5,054,075.25	Y	
Alegria Capital LLC				5,100,000.00	Y	
M Grant Real Estate Inc				5,150,000.00	Y	
Sterk Properties				5,175,000.00	Y	
M Grant Real Estate Inc				5,200,000.00	Y	
Alegria Capital LLC				5,259,000.00	Y	
M Grant Real Estate Inc				5,275,000.00	Y	x

Upon discussion, Member El-Hajj made a motion to accept the highest bid for the Sale of the Renzulli Property from M Grant Real Estate Inc., in the amount of \$5,275,000. Mr. Christensen asked for the highest oral bidder to complete a written bid form and sign off on his bid. The bidder completed and signed the form.

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

**Fox** Aye  
**Burns** Aye  
**Ryan** Aye

**Levens-Craig** Aye  
**El-Hajj** Aye

## 2.2 Update on Child Nutrition Services Fund and Meal Pricing

Karl Christensen provided the Board with an update of the child nutrition services fund and shared a budget analysis for 2012-13, 2013-14, and 2014-15. He explained the 2012-13 budget is currently being audited and the auditor found that for many years the program operated with a structural surplus resulting in an accumulated fund balance in excess of the USDA's established threshold. USDA requirements stipulate that net cash resources be no more than three months of expenditures. The Child Nutrition Department has been working with the California Department of Education to obtain approval for capital expenditures over \$5,000 in order to spend down the excess. For 2013-14, in response to another USDA requirement for Paid Lunch Entity, the District raised the paid lunch price. In addition, several one-time expenditures were planned to reduce the fund balance below the USDA threshold. Due to the convergence of several factors (salaries/benefits, increase in food costs, etc.), a structural deficit is developing in the Child Nutrition Fund. Current projections indicate an operating deficit of \$270,000 for 2013-14, portending a possible structural deficit of \$70,000. For 2014-15, the operating deficit is projected to be approximately \$188,000. If these projections materialize, the fund balance would be reduced to \$343,000 by the end of 2014-15. However, it is possible that total revenue for 2013-14 and 2014-15 could be higher than projected and total expenditures could be lower. Nonetheless, it is apparent that a structural deficit is imminent absent any corrective action.

Karl Christensen is working with Cathy Abel, Director of Child Nutrition, on a tentative plan to curtail expenditures by analyzing staffing and looking at other areas of the budget. However, a plan is needed to increase revenue. Mr. Christensen mentioned bringing an item to the next meeting asking for an increase in the price of breakfast to \$1.25. He explained the current cost of breakfast is \$1.00. The cost of food is approximately 90 cents; and labor costs are estimated to be about 23 cents per meal.

Member Ryan mentioned there is a proposal in Congress to remove some of the restrictions they placed on school lunches. If the proposal passes, there should be some savings. She shared increasing the price by 25 cents was reasonable. Member Burns expressed preferring to wait a year to analyze and re-evaluate the situation. Member Levens-Craig inquired if the price increase would cover the deficit. Mr. Christensen explained it would not and the revenue would be used in conjunction with other reductions. Member El-Hajj asked for the possibility of reviewing the idea of an increase again in three months. Member Ryan reminded the Board that if the increase was delayed it was possible a higher increase would be needed to cover the deficit. Cathy Abel shared the breakfast prices for neighboring districts.

Member Levens-Craig motioned for a 25 cent increase in the price for breakfast in 2014-15.

<b>Motion:</b>	<b>Levens-Craig</b>	<b>Fox</b>	<b>Aye</b>	<b>Levens-Craig</b>	<b>Aye</b>
<b>Second:</b>	<b>Ryan</b>	<b>Burns</b>	<b>No</b>	<b>El-Hajj</b>	<b>No</b>
<b>Vote:</b>	<b>3-2</b>	<b>Ryan</b>	<b>Aye</b>		

## 2.3 Governor's May Revise and State Budget Update

Karl Christensen mentioned the Governor's May Revise had very little change for K-12 education except for the funding of the unfunded liability for CalSTRS, known as shared responsibility. Mr. Christensen made reference to a publication by the Legislative Analyst's Office (LAO) depicting their forecast for the budget. He stressed this article might be a point of contention and create discussion within Legislature. Mr. Christensen explained the LAO is projecting \$2.2 billion more in revenue than what is in the Governor's budget, most of it coming through Prop 98.

Mr. Christensen shared a STRS Unfunded Liability table showing the Governor's proposed percent increases for the next eight years. Currently, the state contributes 3.04% and would increase to 6.33% in 2016-17. Employees currently pay 8%; it would increase to 8.15% in 2014-15; and continue increasing until reaching a high of 10.20% in 2016-17. Employers currently pay 8.25%. The proposal currently shows an increase in 2014-15 of 1.25%; and increases every year thereafter until reaching 19.10% in 2020-21.

Under the Governor's plan, that would be an increase of \$335,289 to the district. Dropping the reserve to 16.07%. Mr. Christensen explained these projections would be included in the adopted budget. In 2015-16, when the contribution is at 11.10%, the reserve decreases to 10.70%. In 2016-17, the reserve decreases to 5.25%. He noted that if there were no changes, in 2016-17, the reserve would be 9.61%. Mr. Christensen noted this was informational purposes only, and required no action from the Board.

**2.4 Authorization to Utilize the CUPCAAC Informal Bidding Process Deferred Maintenance Projects**

Karl Christensen explained that part of the 2014-15 Adopted Budget included a transfer of \$535,000 to the Deferred Maintenance fund and planned for each subsequent year. A tentative five-year Deferred Maintenance Plan was shared. Mr. Christensen shared the CUPCAAC information bid process was for various sites for fiscal year 2014-15.

Member Levens-Craig moved to motion.

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

**F. BOARD POLICIES AND BYLAWS**

**1.1 Second Reading: New Board Policy 7214, “General Obligation Bond Financing”**

New Board Policy 7214 General Obligation Bond Financing was presented for a second reading. Member Burns motioned to adopt Board Policy 7214.

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

**G. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS**

Superintendent Pierce reported another case of whooping cough at Pepper Drive and mentioned proper notification has been provided to parents and staff. Superintendent Pierce shared a copy of the program for the Pepper Drive dedication; and Salute to Excellence for the Board’s review.

The Board was provided a copy of AR 1350 and a discussion was held on draft language for a promotion declaration. Member El-Hajj stressed the promotion declaration be specific to 8<sup>th</sup> grade promotions only.

Member Ryan shared information from the Delegate Assembly. She shared CSBA opposes the change to the Medical Injury Compensation Reform Act (MICRA) Act of 1975. The change would increase medical malpractice awards from \$250,000 to \$1,000,000 and impose costs on school districts. Member Ryan mentioned Delegate Assembly was held on the 60<sup>th</sup> anniversary of Brown vs the Board of Education and one of the students from Little Rock Central High School was present as a guest speaker. Member Ryan shared information on CSBA’s agenda online.

Member Levens-Craig shared she would participating in a webinar by the Legislative Analyst’s Office on the budget. She would be attending a STEAM event and inquiring about afterschool programs. Member Levens-Craig discussed how the district’s Facebook page served as a reference for parents during the fires. She discussed receiving a letter from the Santana PTA referencing the availability of the LCAP and suggested that the district consider using the PTA as a resource to get LCAP information to parents. Member Levens-Craig inquired on obtaining follow-up information on students who undergo expulsion hearings.

Member Burns expressed the Board’s need to make contact with the new city manager via correspondence.

President Fox mentioned being present at almost every school during the staff appreciation week and assisting with serving ice cream sundaes. He also attended the classified employee luncheon at the district compound and shared the staff’s appreciation.

**H. CLOSED SESSION**

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

1. Conference with Labor Negotiator (Gov. Code § 54956.8)  
Purpose: Negotiations  
Agency Negotiators: Tim Larson, Assistant Superintendent  
Karl Christensen, Assistant Superintendent  
Employee Organization: Santee Teachers Association (STA)
2. Conference with Labor Negotiator (Gov. Code § 54956.8)  
Purpose: Negotiations  
Agency Negotiators: Tim Larson, Assistant Superintendent  
Karl Christensen, Assistant Superintendent  
Employee Organization: Classified School Employees Association (CSEA)
3. Conference with Real Property Negotiators (Govt. Code § 54956.8)  
Property Addresses:
  - Parcels 383-112-05 and 383-112-28 located on the north side of Prospect Avenue east of Marrokal Lane (known as the Renzulli Site)
  - 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)Agency Negotiator: Karl Christensen, Assistant Superintendent
4. Public Employee Performance Evaluation (Govt. Code § 54957)  
Superintendent

The Board entered closed session at 7:55 p.m.

**J. RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 9:30 p.m. No action was reported.

**K. ADJOURNMENT**

The May 20, 2014 regular meeting adjourned at 9:30 p.m.

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Barbara Ryan, Clerk

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Cathy A. Pierce, Ed.D., Secretary



SANTEE SCHOOL DISTRICT  
SPECIAL MEETING OF THE BOARD OF EDUCATION

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

**MINUTES**  
May 29, 2014

**A. CALL TO ORDER**

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

**B. PUBLIC COMMUNICATION**

There were no comments from the public.

**C. CLOSED SESSION**

**1. Consideration of Student Matter (Ed. Code S48918) Student #4-13**

The Board entered Closed Session at 6:20 p.m. for a student discipline hearing for student #4-13. The matter was heard by Board President Fox, Member Burns, and Member Ryan. Oral and documentary evidence was received. Following the presentation of evidence, President Fox announced that the Board members would deliberate and all other persons were asked to leave the room.

**D. RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 7:30 p.m.

**ACTION TAKEN BY BOARD**

It was motioned by Member Ryan to expel student # 4-13 from the Santee School District from May 29, 2014 to November 19, 2014, for violation of California Education Code Sections 48900 (A)(1) Caused, attempted to cause, threatened to cause physical injury; 48900 (.7) Made terroristic threats against school officials/school property; 48900 (k) Disrupted school activities, and Santee School District Board Policy 5144.1: Students: Suspension and Expulsion/Due Process and Administrative Regulations 5144.1.

This action is based on the following Findings of Fact in accordance with California Education Code Section 48915(b)(2): Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student # 4-13 has attended multiple behavioral assemblies and signed the zero tolerance policy.

Education Code Section 48915(b)(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. The facts that support this conclusion are: Student # 4-13 made a terrorist threat against staff and school property in direct violation of the zero tolerance policy.

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

- Remain at the Santee Success Program through June 25, 2014. The student may not return to previous school upon completion of her Rehabilitation Plan. For the 2014-2015 school year, student will transfer to another school determined by administration.
- Maintain 3.0 for academic, effort, and citizenship performance
- Receive no new suspensions
- Regularly attend school with no unexcused absences or tardies
- Perform 20 hours of community service by August 1, 2014
- Complete by November 19, 2014, a counseling program for: Decision-making and peer pressure and anger management
- Complete all elements of the Rehabilitation Plan by November 19, 2014, and present documentation to verify completion

Parent/Guardian must meet with the Coordinator of Pupil Services by June 5, 2014, to review and sign the Rehabilitation Plan. If parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student shall be expelled without further Board action.

The board will receive a weekly progress report from the Santee Success Program.

Upon satisfactory completion of all activities in this Rehabilitation Plan, the student record will be expunged of this expulsion order.

**Motion: Ryan      Second: Burns      Vote: 3-0 (Members El-Hajj and Levens-Craig not present)**

**E. ADJOURNMENT**

The May 29, 2014 special meeting adjourned at 7:40 p.m.

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Barbara Ryan, Clerk

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Dr. Cathy A. Pierce, Secretary

**BACKGROUND:**

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

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 \$1,812 as disclosed on the following page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.1.

**Board Travel Report - June 3, 2014**

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel	
Various Dates	07/30/14 - 02/03/15	Tammy Marble	CO	Principal Leadership Institute	SDCOE	\$0	\$375	SLIB	Administrative Professional Development focused on the leadership skills required in the role of Principal.
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California									
Sun-Mon,	06/29/14 - 06/30/14	Ted Hooks Terry Heck Kristin Baranski Andy Johnston Lisa McColl Stephanie Southcott Debra Simpson Jerelyn Lindsay Michael Olander Bonner Montler Laura Spencer	CP CH CO CFH HC PRIDE RS SC PD Ed Services Ed Services	Executive Briefing with Apple, Inc.	Cupertino, CA	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	*\$115 *\$115 *\$115 *\$115 *\$115 *\$115 *\$115 *\$115 *\$115 *\$201 *\$201	Superintendent's Office	This is a digital learning leadership meeting. *Original travel request was approved on 5/6/14 with estimated expenses of \$280/person. The amounts listed represent the difference in actual travel costs.

**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 donation has been offered to the District:

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Palate of Soil Amendments for Garden at Cajon Park School	\$55.00	Wal-Mart	Cajon Park School
<b>TOTAL DONATIONS RECEIVED</b>	<b>\$55.00</b>		

**RECOMMENDATION:**

Administration recommends acceptance of the donation listed above for the District and authorization to send a letter 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 donation above is valued at \$55.00.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

**BACKGROUND:**

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

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

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

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

**RECOMMENDATION:**

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

This recommendation supports the following District goals:

**Educational Achievement**

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

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is disclosed on the attached page.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.3.

Consultant / General Service Provider Report  
June 3, 2014

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
Paula Philpotts	Consultant	LVN Specialized Healthcare Provider	7/1/14 - 6/30/15	\$30.00/hour (not to exceed \$2,000.00)	Special Education	Employee
Jennifer Shaw	General Service Provider	Physical Therapy Assessments	7/1/14 - 6/30/15	\$80.00/hour (not to exceed \$3,000.00)	Special Education	Independent Contractor
Camfel Productions	General Service Provider	Anti-Bullying Presentation: Quest For Respect	9/16/14 - 9/19/14	\$3,800.00 (for 8 Presentations District-wide)	CP, CH, CO, HC, PD, PA, RS, SC	Independent Contractor
Debora Rocha Munoz	Consultant	Bilingual Evaluations	7/1/14 - 6/30/15	\$80.00/hour (not to exceed \$2,000.00)	Special Education	Employee

Agreements Below Were Approved by the Board of Education and Have Exceeded Original Budgeted Amount

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Original Amount and Approval Date	Requested Increase/ Contract Total	Funding	Payment Type (Independent Contractor or Employee)
Laura Smith	Consultant	Writing Support	7/1/13 - 6/30/14	\$31.17/hour (not to exceed \$5,000.00)	\$1,025 (not to exceed \$6,025.00)	Alternative School	Employee

**BACKGROUND:**

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

**RECOMMENDATION:**

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the period April 1, 2014 through April 30, 2014.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

There were 113 transactions totaling \$17,173.91 charged to various funds.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.4.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20140402	ABEL,CATHY	CHILD NUTRITION	ALBERTSONS #6727	13.74	Frosting
20140403	ABEL,CATHY	CHILD NUTRITION	CALIFORNIA SCHOOL NUTR	445.00	Industry Seminar CSNA
20140406	ABEL,CATHY	CHILD NUTRITION	CHEF CITY	1,677.72	Electric Can Openers, Pans & Pump
20140406	ABEL,CATHY	CHILD NUTRITION	CHEF CITY	135.82	Kitchen Supplies, Shears, Pump, Pan
20140415	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	107.99	Desk Organizer
20140429	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	160.86	Office Supplies
				<u>2,541.13</u>	
20140425	AVILA,EVONN	BUSINESS SERVICES	SCHOOL SERVICES OF CAL	135.00	May Revision Workshop- T. Long
20140425	AVILA,EVONN	BUSINESS SERVICES	SCHOOL SERVICES OF CAL	135.00	May Revision Workshop- K. Christensen
20140425	AVILA,EVONN	BUSINESS SERVICES	SCHOOL SERVICES OF CAL	135.00	May Revision Workshop- C. Pierce
20140425	AVILA,EVONN	BUSINESS SERVICES	SCHOOL SERVICES OF CAL	135.00	May Revision Workshop- S. Pierce
20140425	AVILA,EVONN	BUSINESS SERVICES	SCHOOL SERVICES OF CAL	135.00	May Revision Workshop- T. Larson
				<u>675.00</u>	
20140414	BAKER,HOPE	OST PROGRAMS	WAL-MART #1700	135.35	OTHER/INSTRUCTIONAL
				<u>135.35</u>	
20140411	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	HOMEDEPOT.COM	377.84	Raised Garden- ASES (71.43%)
20140411	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	HOMEDEPOT.COM	151.13	Raised Garden- CH Project SAFE (28.57%)
20140428	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	ABABA BOLT - EL CAJON	309.13	Maintenance Supplies HC Volunteer Day
20140428	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	APPLIANCE PARTS CTR IN	32.57	Carlton Oaks On-Site Maintenance Supplies
				<u>870.67</u>	
20140409	BRASHER,PAMELA	OST PROGRAMS	SKATE SAN DIEGO	200.00	ADMISSIONS/ENTRANCE FEES
20140410	BRASHER,PAMELA	OST PROGRAMS	LEGOLAND-ADMISSIONS	440.00	ADMISSION/ENTRANCE FEES
20140410	BRASHER,PAMELA	OST PROGRAMS	LEGOLAND-ADMISSIONS	112.00	ADMISSIONS/ENTRANCE FEES
20140415	BRASHER,PAMELA	OST PROGRAMS	TARGET 00002741	21.15	OTHER/INSTRUCTIONAL
20140417	BRASHER,PAMELA	OST PROGRAMS	SEES CANDY 415	62.40	YALE FUNDRAISER
				<u>835.55</u>	
20140402	BRENNER,DEBBIE	PEPPER DRIVE	CHEVRON 0094236	10.00	Donations - Gas for U Haul to move furniture
20140402	BRENNER,DEBBIE	PEPPER DRIVE	U-HAUL CTR EL CAJON	63.48	Donations - U haul to pick up furniture for Middle School
20140404	BRENNER,DEBBIE	PEPPER DRIVE	CHRISTYS DONUTS	22.50	Donations - Staff meeting
20140404	BRENNER,DEBBIE	PEPPER DRIVE	VONS STORE00023671	19.95	Donations - Character Counts rewards
20140407	BRENNER,DEBBIE	PEPPER DRIVE	AMAZON MKTPLACE PMTS	44.24	Title I- Covers for iPads
20140407	BRENNER,DEBBIE	PEPPER DRIVE	VONS STORE00023671	28.33	Donations - Flowers for Peter Pan Play
20140425	BRENNER,DEBBIE	PEPPER DRIVE	DELTA	566.00	Title I - Travel to New York airline tickets
20140425	BRENNER,DEBBIE	PEPPER DRIVE	DELTA	606.00	Title - Travel airline tickets for New York
20140429	BRENNER,DEBBIE	PEPPER DRIVE	JAGUAR EDUCATIONAL	534.10	Donations - Pictures for middle school
				<u>1,894.60</u>	
20140406	BROGAN-BARANSKI,K	CARLTON OAKS	SSI*EPSGCC	67.72	Wordly Wise - Literature instructional materials
20140418	BROGAN-BARANSKI,K	CARLTON OAKS	DELTA	481.00	Airline tickets for Julie Venolia to attend Teacher's Writing Inst. over summer
20140418	BROGAN-BARANSKI,K	CARLTON OAKS	DELTA	481.00	Airline tickets for Marci Gross to attend Teacher's Writing Inst. over summer
20140425	BROGAN-BARANSKI,K	CARLTON OAKS	ILP*INSECT LORE	75.20	Live caterpillars for student's science class
20140425	BROGAN-BARANSKI,K	CARLTON OAKS	TEACHERSPAYTEACHERS	16.00	Teachers Pay Teachers - Common Core Math Lessons
20140427	BROGAN-BARANSKI,K	CARLTON OAKS	TEACHERSPAYTEACHERS	23.24	Teachers pay Teachers - Common math and government/civics unit
				<u>1,144.16</u>	
20140430	GRIFFIN,DEBRA	TRANSPORTATION	AUTOZONE #3347	215.99	OBD II CODE READER FOR CHECKING ENGINE CODES
20140430	GRIFFIN,DEBRA	TRANSPORTATION	THE HOME DEPOT 673	23.18	SHOP TOWELS FOR CHECKING OIL LEVEL, REPLACEMENT NUMBERS FOR VEHICLE
				<u>239.17</u>	
20140425	HECK,TERRY	CARLTON HILLS	SHOW ME CABLES	32.49	SVGA Laptop Cable w/ Audio for MPR Presentations
20140425	HECK,TERRY	CARLTON HILLS	DBC*BLICK ART MATERIAL	147.42	Canvases for Arts Attack
				<u>179.91</u>	
20140414	HOOKS,TED A	CAJON PARK	SCHOOLSIN.COM	141.55	Headphones for Special Day Classroom computers (Donations)
20140424	HOOKS,TED A	CAJON PARK	AMAZON.COM	226.50	Computer mice for SBAC testing (General)
20140424	HOOKS,TED A	CAJON PARK	AMAZON.COM	226.50	Computer mice for SBAC testing (General)
20140424	HOOKS,TED A	CAJON PARK	AMAZON.COM	227.15	Computer mice for SBAC testing (General)
20140425	HOOKS,TED A	CAJON PARK	LAKESHORE LEARNING MAT	16.87	Classroom poster materials-pocket chart (General)
				<u>838.57</u>	



PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20140403	JOHNSTON,ANDREW	CHET F. HARRITT	MODOMED	98.20	Probe covers for thermometer.
20140429	JOHNSTON,ANDREW	CHET F. HARRITT	HEART PRODUCTIONS AND	175.05	(24) "I Am a Teacher" wall posters.
				<u>273.25</u>	
20140403	JOINER,KRISTIE L	PEPPER DRIVE	LUCKY CHINESE FOOD	598.00	Donations - Honor Roll Luncheon
20140403	JOINER,KRISTIE L	PEPPER DRIVE	MIXED BAG DESIGNS INC	37.19	Fundraiser
				<u>635.19</u>	
20140407	LINDSAY,JERELYN	SYCAMORE CANYON	AMAZON MKTPLACE PMTS	176.85	Headphones for testing
20140407	LINDSAY,JERELYN	SYCAMORE CANYON	IMAGESTUFF.COM	133.43	Attendance incentive tags
20140409	LINDSAY,JERELYN	SYCAMORE CANYON	WWW.NEWEGG.COM	13.96	Power strip
20140418	LINDSAY,JERELYN	SYCAMORE CANYON	TARGET 00009977	61.05	Student drawing rewards for green cards
20140420	LINDSAY,JERELYN	SYCAMORE CANYON	WWW.NEWEGG.COM	(13.96)	Refund
20140421	LINDSAY,JERELYN	SYCAMORE CANYON	WAL-MART #5140	17.37	Power strip for EAK classroom
20140425	LINDSAY,JERELYN	SYCAMORE CANYON	MICHAELS STORES 8709	(45.45)	Refund clerk error
20140425	LINDSAY,JERELYN	SYCAMORE CANYON	MICHAELS STORES 8709	38.63	Honor Roll Activity Frisbees with discount
20140425	LINDSAY,JERELYN	SYCAMORE CANYON	MICHAELS STORES 8709	45.45	Honor Roll activity Frisbees
				<u>427.33</u>	
20140401	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	FRY'S ELECTRONICS #15	107.98	SBAC lab setup supplies
20140401	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	58.02	SBAC lab setup supplies
20140403	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	226.80	SBAC lab setup supplies
20140403	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	FRY'S ELECTRONICS #27	21.61	Portable router
20140407	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WAL-MART #1917	10.77	First Aid Kit
20140409	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	232.15	SBAC lab setup supplies
20140409	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	92.85	SBAC lab setup supplies
20140411	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	92.86	SBAC lab setup supplies
20140418	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	THE HOME DEPOT 673	38.48	Extension Cords
20140424	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM	19.43	Replacement Keyboard
20140428	MARSMAN,MATTHEW	INFORMATION TECHNOLOGY	WAL-MART #1917	10.67	Phone Case
				<u>911.62</u>	
20140415	MARTIN,SUZANNE	CAJON PARK	ORIENTAL TRADING CO	64.49	Trimester 1 Intermediate Honor Roll recognition- 4th grade- SLIB
20140417	MARTIN,SUZANNE	CAJON PARK	SEE*SEES CANDIES MO	720.00	6th grade camp fundraising- Sees candy bar sales- DONATIONS
				<u>784.49</u>	
20140403	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	VONS STORE00018978	5.00	Food - ERC Admin - Board/Student Forum
20140416	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	SMARTNFINAL39810803989	75.92	Food - PD - Workshops in April/May
20140425	MCKINNON,KATHLEEN A	EDUCATIONAL SERVICES	ALBERTSONS #6727	14.21	Food - ERC Admin- Inst. Tech. Team Meeting w/Apple
				<u>95.13</u>	
20140430	MICHEL,HOPE	SPECIAL EDUCATION	NCS PEARSON	40.81	Psych Test Protocols
20140430	MICHEL,HOPE	SPECIAL EDUCATION	NCS PEARSON	153.21	Speech Protocols
20140430	MICHEL,HOPE	SPECIAL EDUCATION	NCS PEARSON	214.10	Psych Test Protocols
				<u>408.12</u>	
20140402	ORTEGA,KAREN	HUMAN RESOURCES	CAREERBUILDER	419.00	Systems Administrator posting 3/31/14
20140403	ORTEGA,KAREN	HUMAN RESOURCES	ALBERTSONS #6727	17.83	Benefits/Risk Management Specialist interviews 4/2/14
20140424	ORTEGA,KAREN	HUMAN RESOURCES	PAYPAL *WESTERNREGI	275.00	WRIPAC Training (job analysis)
				<u>711.83</u>	
20140411	PIERCE,CATHY A	SUPERINTENDENT'S OFFICE	APPLE STORE #R203	43.65	Computer Case
				<u>43.65</u>	
20140402	PROUTY,DANIEL J	CHET F. HARRITT	AMAZON MKTPLACE PMTS	165.06	Headphones for computers.
20140407	PROUTY,DANIEL J	CHET F. HARRITT	FOX'S PIZZA DEN - SANT	73.86	Food for honor roll (4-5) on food non-compliant day.
				<u>238.92</u>	
20140403	REES,TAMMY	HILL CREEK	DMI* DELL BUS ONLINE	100.38	Printer cartridge for Patty Wilber, teacher
				<u>100.38</u>	
20140429	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	15.65	Supplies for R. Habich class
				<u>15.65</u>	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20140403	SCHWELLER,JOHN	PUPIL SERVICES	APL*APPLE ITUNES STORE	19.99	Autism app for M. Rashap
20140403	SCHWELLER,JOHN	PUPIL SERVICES	APL*APPLE ITUNES STORE	12.99	App for M. Rashap
20140404	SCHWELLER,JOHN	PUPIL SERVICES	APL*APPLE ITUNES STORE	12.99	App for M. Rashap
20140404	SCHWELLER,JOHN	PUPIL SERVICES	APL*APPLE ITUNES STORE	20.98	App for M. Rashap
20140407	SCHWELLER,JOHN	PUPIL SERVICES	APL*APPLE ITUNES STORE	0.99	App for M. Rashap
20140411	SCHWELLER,JOHN	PUPIL SERVICES	SHOPTRN*GAMEWRGHT	17.33	Speech tool for M. Rashap
20140427	SCHWELLER,JOHN	PUPIL SERVICES	SSS	83.00	Book for A. Ryan-SSP
20140428	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON.COM	38.65	Counseling materials for E. Gigliotti
20140428	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	34.67	Materials for SSP
20140429	SCHWELLER,JOHN	PUPIL SERVICES	PAYPAL *RYUUEENDEAVO	60.00	Materials for E. Gigliotti
				<u>301.59</u>	
20140402	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	147.15	OTHER/INSTRUCTIONAL
20140429	SHEEN,KRISTINA D	OST PROGRAMS	DOLRTREE 3194 00031948	79.60	OTHER/INSTRUCTIONAL
20140429	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	128.66	OTHER/INSTRUCTIONAL
20140429	SHEEN,KRISTINA D	OST PROGRAMS	WAL-MART #1917	245.01	OTHER/INSTRUCTIONAL
				<u>600.42</u>	
20140408	SIMPSON,DEBRA	RIO SECO	AMAZON MKTPLACE PMTS	13.61	Misc. supplies from Stuff the Turkey Fund
20140423	SIMPSON,DEBRA	RIO SECO	DELTA	481.00	Airfare for 2014 Summer Institute for J. Meier
20140423	SIMPSON,DEBRA	RIO SECO	DELTA	481.00	Airfare for 2014 Summer Institute for D. Simpson (being paid by Educational Services Dept.)
20140423	SIMPSON,DEBRA	RIO SECO	DELTA	481.00	Airfare for 2014 Summer Institute for H. Glanz
20140424	SIMPSON,DEBRA	RIO SECO	BEST BUY MHT 00011452	21.59	Monitor Cleaner
				<u>1,478.20</u>	
20140402	SPENCER,LAURA K	EDUCATIONAL SERVICES	APL*APPLE ITUNES STORE	3.99	iPad Level It Books app for review
20140415	SPENCER,LAURA K	EDUCATIONAL SERVICES	APL*APPLE ITUNES STORE	0.99	iPad IMAG-N-O-TRON Augmented Reality app for review
20140424	SPENCER,LAURA K	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	7.99	Teaching the iGeneration book to support Digital Learning Initiative
20140425	SPENCER,LAURA K	EDUCATIONAL SERVICES	BEST BUY MHT 00011452	64.77	Replacement iPad cords
20140428	SPENCER,LAURA K	EDUCATIONAL SERVICES	HYATT HOTELS	243.49	CUE Conference lodging
20140429	SPENCER,LAURA K	EDUCATIONAL SERVICES	ALBERTSONS #6727	6.99	Refreshments for meeting with Apple representatives
				<u>328.22</u>	
20140413	VAIL,LINDA	SUPERINTENDENT'S OFFICE	SOUTHWEST AIRLINES	360.00	Board Travel-Air Fare
20140414	VAIL,LINDA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	94.98	ERC Update-Frames
20140430	VAIL,LINDA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 3256	10.83	Supplies
				<u>465.81</u>	
				<u><u>17,173.91</u></u>	

Consent Item E.2.5.  
Prepared by Karl Christensen  
June 3, 2014

Adoption of Resolution No. 1314-38 to Establish  
Temporary Interfund Transfers

**BACKGROUND:**

At certain times of the year, because of the State’s reliance on apportionment deferrals and other timing circumstances, it becomes necessary for some funds to temporarily borrow monies from other funds to pay bills. These temporary loans are known as “Due To/Due From” accounts. These account transfers must conform with Education Code Section 42603 which states “The governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations.” In order to comply with adopted procedures by the San Diego County Office of Education, the Santee School District Board of Education must annually adopt a resolution to allow for Temporary Interfund Transfers of Special or Restricted Funds. This resolution approves all such transfers as needed to close the books for fiscal year 2013-14 and incorporates any transfers needed for the 2014-15 fiscal year.

**RECOMMENDATION:**

It is recommended that the Board of Education adopt Resolution No. 1314-38, “Resolution to Establish Temporary Interfund Transfers of Special or Restricted Fund Moneys” (Due To/Due From), as required for the 2013-14 year-end closing process and 2014-15 fiscal year.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

Resolution No. 1314-38 will allow temporary interfund transfers of special or restricted fund moneys (due to/due from) as required for the 2013-14 year-end closing process and 2014-15 fiscal year. The anticipated fiscal amount of the transfers is not to exceed \$5,000,000.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.5.

**SANTEE SCHOOL DISTRICT** )  
 )  
**Resolution to Establish Temporary** )  
**Interfund Transfers of Special or** )  
**Restricted Fund Moneys (Due To/** )  
**Due From Accounts)** )  
 )  
**Resolution No. 1314-38** )

On Motion of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, the following resolution is hereby adopted:

WHEREAS, the Governing Board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code Section 42603, and

WHEREAS, the transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account, and

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final one hundred twenty (120) calendar days of a fiscal year,

THEREFORE, BE IT RESOLVED that the Board of Education of the Santee School District in accordance with the provisions of the Education Code Section 42603 adopts the following authorization for fiscal year 2014-15 to temporarily transfer funds not to exceed \$5,000,000 between the following funds provided that all transfers are approved by the Superintendent or designee:

- General Fund (03/06)
- Child Development (12)
- Cafeteria (13)
- Deferred Maintenance (14)
- Special Reserve (17)
- Other Building Fund (21)
- Capital Facilities (25)
- State School Building (30)



**BACKGROUND:**

Each year the District offers to parents a medical insurance plan for students. This plan is voluntary and is generally used by parents who do not have insurance plans that cover their children.

**RECOMMENDATION:**

Administration recommends approval of offering student accident insurance for the 2014-15 school year, available from Guarantee Trust Life Insurance Company through Pacific Educators, Inc. Insurance Services. The premiums are listed below:

RATE SCHEDULE

	Standard Benefit Option	High Benefit Option
School Time Coverage	\$11.00	\$25.00
24-Hour Coverage	\$75.00	\$161.00

Administration also recommends that Pacific Educators, Inc. serve as the servicing broker. This broker handles all claims and referrals from parents of students who are involved in injuries.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

The District does not pay any of the premiums for this coverage.

**STUDENT ACHIEVEMENT IMPACT:**

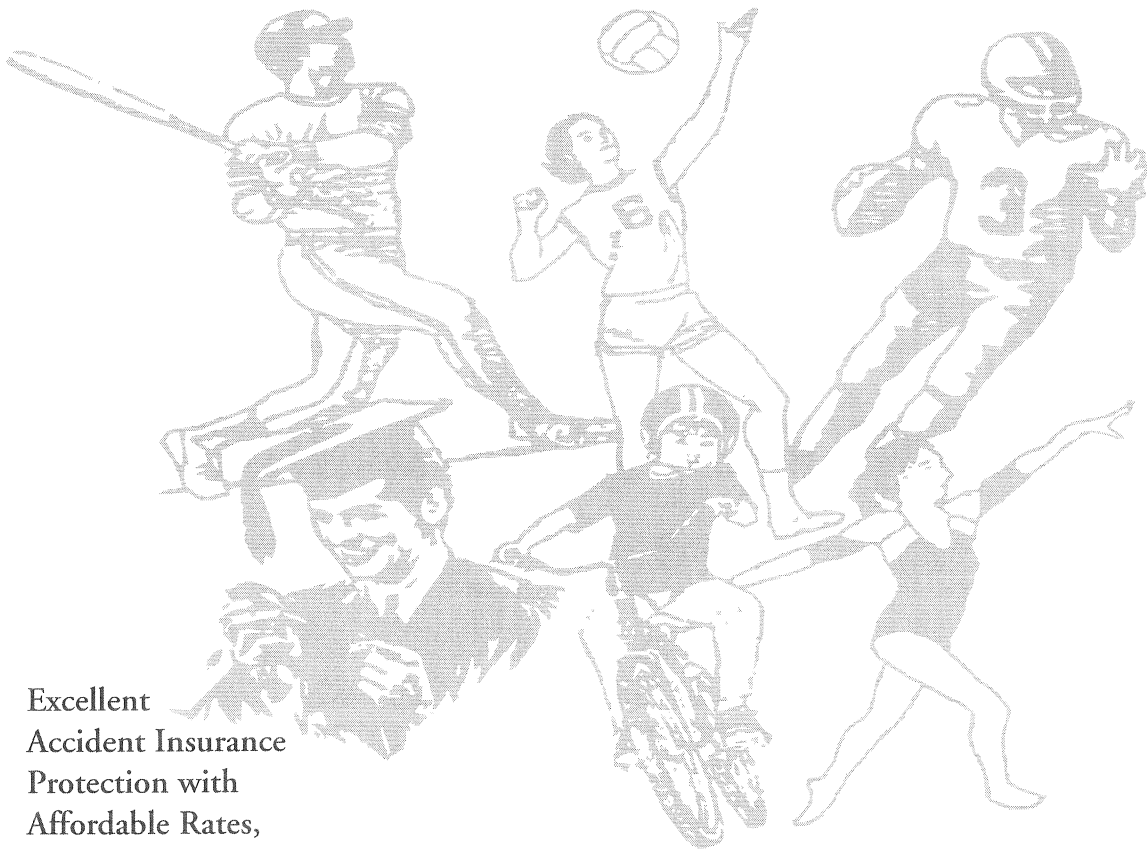
This is a fiscal item. All fiscal resources impact student achievement.

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

Agenda Item E.2.6.

# CALIFORNIA STUDENT AND ATHLETIC ACCIDENT INSURANCE

PROGRAM 2014-2015



Excellent  
Accident Insurance  
Protection with  
Affordable Rates,  
Providing:

*FOR THE STUDENT* ... sound,  
guaranteed coverage with a selection of  
Plans and Benefit Options

*FOR THE PARENT* ... additional financial security in these  
times of increasing medical costs

*FOR YOU* ... the fulfillment of an administrative service and responsibility

*Designed Especially For:*

**Students of Public  
and Private Schools  
in California**

**TOLL FREE  
CLAIMS SERVICE**

# COVERAGE AND BENEFITS

The 1st \$500.00 of covered expense will be paid regardless of any other insurance.

If the Insured Person receives treatment by a Doctor or other provider covered by the policy because of injury, the Company will pay for expenses as listed below for any one accident. Covered medical expense must begin within 120 days of the accident and be incurred within 52 weeks of the first medical or hospital treatment. Covered expenses may not exceed the reasonable and customary expense for services, supplies and treatments normally charged within the State in which the expenses were incurred.

		HIGH BENEFIT OPTION	STANDARD BENEFIT OPTION
HOSPITAL ROOM & BOARD AND GENERAL NURSING CARE		Up to the semiprivate room rate	Up to \$300/day
INTENSIVE CARE		Up to \$1,200/day	Up to \$600/day
HOSPITAL MISCELLANEOUS EXPENSE	During Hospital confinement or for outpatient surgery under general anesthetic, such as the cost of the operating room, laboratory tests, x-ray examinations, anesthesia, drugs (excluding take-home drugs) or medicines, therapeutic services and supplies	Up to \$3,000	Up to \$1,500
HOSPITAL EMERGENCY CARE		Up to \$300	Up to \$150
DOCTOR'S FEES FOR SURGERY	In accordance with the surgical schedule	\$270 unit value	\$175 unit value
ANESTHESIA SERVICES	Percent of the surgical fee	25%	25%
ASSISTANT SURGEON	Percent of surgeon's fee	25%	25%
DOCTOR'S VISITS	Including Physical Therapy, limited to one visit per day; does not apply when related to surgery; Physical Therapy is limited to 9 visits: First Visit Subsequent Visits	Up to \$120 Up to \$60	Up to \$60 Up to \$30
CASTS, NON-SURGICAL		Up to \$100	Up to \$50
OUTPATIENT IMAGING PROCEDURES	Including x-rays and interpretation: Fracture or Dislocation No Fracture or Dislocation MRI/CAT scan	Up to \$500 Up to \$100 Up to \$900	Up to \$250 Up to \$50 Up to \$500
ORTHOPEDIC APPLIANCES	Including braces and crutches	Up to \$100	Up to \$50
AMBULANCE EXPENSE		100% of R&C	Up to \$250
PRESCRIPTION DRUGS		100% of R&C	Up to \$50
EYEGLOSS REPLACEMENT EXPENSE	For broken eyeglasses or lenses resulting from an Injury requiring medical treatment.	Up to \$150	Up to \$100
RE-AGGRAVATION OR REINJURY OF A PRE-EXISTING CONDITION		Up to \$500	Up to \$500
DENTAL TREATMENT	For Injury to Teeth, per tooth	Up to \$300	Up to \$150
ACCIDENTAL DEATH	Caused by an injury and occurring within 365 days of covered accident*	\$5,000.00	\$5,000.00
DISEMEMBERMENT	Caused by an injury and occurring within 365 days of covered accident*: One hand, foot or eye Both hands, feet or eyes	\$5,000.00 \$10,000.00	\$5,000.00 \$10,000.00

\*Only one of the amounts above-named, the largest, will be paid for loss resulting from any one accident. Loss shall mean in regard to hand or hands or foot or feet, actual severance at or above wrist or wrists, or ankle joint, and loss of sight of eye or eyes shall mean the total, permanent loss of the eye.

## EXTENDED DENTAL BENEFIT OPTION

For an additional premium the Dental Treatment Benefit will be increased to pay all Reasonable and Customary charges for: examination, diagnoses and x-ray; restorative treatment; endodontics; and oral surgery (not to include periodontics or orthodontics); up to \$250 for dental prostheses toward the cost of a bridge, partial denture or denture, or for replacement in kind of previous dental repairs. If during the Benefit Period, the Insured's dentist certifies that treatment must be deferred, the Insurance Company will pay up to a maximum of \$100 in lieu of all other dental benefits.



## POLICY BENEFIT MAXIMUMS

	HIGH BENEFIT OPTION	STANDARD BENEFIT OPTION
School-Time.....	\$50,000	\$25,000
24-Hour .....	\$50,000	\$50,000
Interscholastic Tackle Football .....	\$25,000	\$25,000

## PREMIUM RATES

*Single one time payment  
No refunds are available*

### School-Time Accident Coverage

Students		
Grades P-8.....	\$25.00	\$11.00
Grades 9-12.....	\$54.00	\$24.00

### 24-Hour Accident Coverage

Students		
Grades P - 8 .....	\$161.00	\$75.00
Grades 9 - 12.....	\$192.00	\$92.00

### Interscholastic Tackle Football Coverage

Football Players		
Grade 9.....	\$80.00	\$36.00
Grades 10-12.....	\$177.00	\$84.00

### Extended Dental Benefit Option ..... \$6.00 \$6.00

### ALL-SCHOOL PLAN

Covers all students under the combined School-Time "Standard Benefit Option" Plan.

*Premium: \$11.00 Per Student x Total Enrollment grades P-12.*

*Premium: \$7.00 Per Student x Total Enrollment for Elementary Districts only with no interscholastic tackle football participation.*

*Premium: \$15.00 Per Student x Total Enrollment for High School Districts (9-12) only.*

*Premium: \$54.00 Per Student for 24-Hour Coverage.*

Interscholastic tackle football

*Premium: \$3,450 per high school per season.*

*Other blanket type coverages are available, please call (800) 722-3365 for details.*

## FREE COVERAGE TO THE DISTRICT

The following Other Accident coverages may be provided to your District in consideration of your District's diligent efforts to distribute the Voluntary Student Accident Coverage materials to the parents/guardians of every student in the district and acceptance of a proper system of written waivers of student insurance. These coverages are designed to assist compliance with California Education Code where applicable.

### INTERSCHOLASTIC SPORTS OVERSIGHT COVERAGE

We cover injuries to your District interscholastic athletes who: 1) did not purchase student accident insurance because District personnel failed to provide the student accident insurance plan to the injured athletes as required by the California Education Code and 2) did not file a Waiver of Student Insurance, and 3) participated in interscholastic athletics without coverage. Benefits are paid under the "Standard Benefit Option" plan schedule up to a maximum of \$1,500.

### NON-COMPETING PARTICIPANTS COVERAGE

Students will be covered while traveling in school-provided vehicles to and from athletic events for which they have been designated by the school district to directly assist in the noncompetitive activities associated with the events, e.g. members of school bands, cheerleaders, pompom girls and team managers. Benefits are paid under the "High Benefit Option" plan schedule up to a maximum of \$1,500.

### ONE-DAY FIELD TRIP COVERAGE

We cover all accidents which occur while your students are participating in school-sponsored and directly supervised one-day field trips. A bona fide "Field Trip", is when the school district is fully responsible for the students while they are participating in the trip. Benefits are paid under the "High Benefit Option" plan schedule up to a maximum of \$1,500.

## INSTALLATION PROCEDURES

1. Complete Master Application as soon as possible, indicating plan desired, and forward to Pacific Educators, Inc. This will serve as a requisition for your supplies and will authorize the issuance of your Master Policy Contract, and assignments of its effective date.
2. Distribute the enrollment forms to each student. Ask them to take the envelope home for their parents consideration and return to Pacific Educators with payment.
3. We provide training for the athletic director, and a computer listing of all your students who have purchased the coverage. Listings include names, grade, effective date and type of coverage, for ease of administration at claim time.
4. Brochures are packaged by school and delivered when and where requested. Mail-back envelopes come directly to us, therefore alleviating any inconvenience to the district.
5. No listing of names required for 100% all school plans.
6. Any eligible student may enroll at any time by submitting the appropriate total premium in a completed enrollment form to Pacific Educators, Inc. address below.
7. For claims, an "800" number to help answer insured students' parents' questions.

Underwritten by  
**GUARANTEE TRUST LIFE INSURANCE COMPANY**  
 1275 Milwaukee Avenue - Glenview, Illinois 60025  
*your guarantee of protection ... founded and serving since 1936*

## OPTIONAL COVERAGE TO THE DISTRICT

The following Other Accident coverages are available to the district for an additional premium.

### ELEMENTARY COMPETITORS COVERAGE

We will cover students who participate in school sponsored and supervised interscholastic sports. No coverage is provided for tackle football. Coverage includes interscholastic sports contests, including school furnished transportation to practice and contests. Benefits payable under the "Standard Benefit Option" Plan to a maximum of \$1,500. The first \$500.00 of covered expenses will be paid regardless of other insurance. Grades K-8: Rate \$1.50 per student. Minimum Premium \$25.00.

### POWDER PUFF FOOTBALL

Benefits payable under the "Standard Benefit Option" plan, up to the \$25,000 maximum with the first \$500.00 of covered expenses paid regardless of other insurance. All participants must be covered. The rate is \$2.00 per student. Minimum Premium \$50.00.

### TRAVEL ACCIDENT COVERAGE

This is a Per Trip Coverage for school district sponsored trips on a twenty-four hour basis. Benefits payable under the "Standard Benefit Option" Plan to a maximum of \$25,000. The first \$500.00 of covered expenses will be paid regardless of other insurance. This coverage is provided for students and chaperones at a per person rate of \$3.00 per day for snowskiing; and a per person rate of \$1.00 per day for all other trips. Minimum Premium per trip \$50.00.

### INTERSCHOLASTIC TACKLE FOOTBALL "TRY-OUT" ACCIDENT INSURANCE PLAN

Covers injuries caused by accidents during practice for high school interscholastic football. Also covers injuries caused by accidents occurring while traveling in a school-provided vehicle to and from practice. Coverage commences the first official day of practice, terminating fourteen (14) days later. Benefits are provided under the "Standard Benefit Option" structure up to \$1,500 per injury. The rate is \$5.00 per player. Please see Application Request for enrollment. All players must be covered.

# ACCIDENT INSURANCE PLAN FOR ALL STUDENTS – ALL ATHLETES

## SCHOOL-TIME ACCIDENT COVERAGE

### PROTECTS YOUR STUDENTS WHILE –

1. AT SCHOOL during the hours and on the days when school is in regular session.
2. TRAVELING directly to or from the student's residence and the school for regular sessions, for such travel time as is required, but not to exceed one hour before regular school classes begin, and not more than one hour after regular classes are dismissed, or if additional travel time on the school bus is required, coverage hereunder shall extend for such additional travel time that might be necessary.
3. SCHOOL SPONSORED ACTIVITIES: participating in or attending exclusively organized, sponsored and solely supervised by the School and School Employees, including travel directly to or from such an activity in a vehicle furnished by the School and supervised solely by School Employees. Optional Coverage is required for school sponsored interscholastic tackle football, grades 9-12.

### EXTENDED 24-HOUR ACCIDENT COVERAGE ALSO AVAILABLE

Provide full 24-hour a day protection, not limited to school connected accidents but also covers accidents at home or away – at play – at camp – on vacation and weekends – scouting – sports, except those specifically excluded in the policy or school sponsored interscholastic tackle football, grades 9-12, for which optional coverage is required – youth group activities – at picnics – or just playing in the neighborhood – ANY COVERED ACTIVITY – ANYTIME – ANYWHERE. Continuous protection from the effective date to the opening of the next school term.

### EFFECTIVE AND EXPIRATION DATE

Applicants applying for coverage shall be effective as of noon, local time, on the date they apply but not prior to the opening day of school. The expiration date of coverage (except those applying for 24-Hour Accident coverage) shall be the earlier of the close of the regular nine month school term, the date the policy terminates, or the end of the period for which any applicable premium has been paid, except while the insured is attending academic classroom sessions during the Summer exclusively and solely supervised by the School.

## INTERSCHOLASTIC TACKLE FOOTBALL COVERAGE

SAME BENEFITS AS PROVIDED IN THE SCHOOL-TIME ACCIDENT COVERAGE.

PROVIDES PROTECTION while practicing for, participating in, or traveling as a team member (under the school's direct adult supervision) to or from "away from home" games.

Only those persons whose names are submitted to the Insurance Company in the prescribed manner will be eligible for benefits under this Policy as a result of Injury sustained while engaged in the practice or play of Interscholastic Tackle Football, and such Injury must be incurred DURING REGULARLY SCHOOL SPONSORED AND SUPERVISED PRACTICE, GAMES, OR TRAVEL TO AND FROM THESE ACTIVITIES.

Coverage shall become effective for individual participants on the first day of scheduled football practice, provided the list of players to be insured is SUBMITTED TO THE INSURANCE COMPANY WITHIN THREE DAYS AFTER THE DATE OF THE FIRST PRACTICE.

No refunds or credits can be allowed for covered persons.

IMPORTANT - All covered persons MUST pay the full premium.

Coverage for additional players is effective subject to receipt of premiums, the day AFTER the postmark on the envelope in which such additions are forwarded to your Administrating Agent.

NOTE: Only schools applying for and offering the School-Time Accident Coverage to ALL students in the School District or Systems are eligible to apply for Interscholastic Tackle Football Coverage.

(THIS IS AN ILLUSTRATIVE BROCHURE. NOT A POLICY)  
(Plan subject to insurance department approval.)

## POLICY BENEFITS PROVISION

### LIMITATIONS

The intention of the policy is to help parents toward payment of UNEXPECTED MEDICAL EXPENSES due to accidents during the described exposure. In order to insure continuance of the same low premium thereby bringing the benefits within the reach of all parents, the policy pays benefits on a non-duplicating basis when other insurance or plan is involved on all claims over \$500.00. (The 1st \$500.00 OF COVERED EXPENSE WILL BE PAID REGARDLESS OF ANY OTHER INSURANCE.)

### EXCLUSIONS

This policy does not provide benefits for: (a) Treatment, services or supplies which: are not medically necessary; are not prescribed by a doctor as necessary to treat an Injury; are determined to be experimental/investigational in nature; are received without charge or legal obligation to pay; are received from persons employed or retained by the school or any family member unless otherwise specified; or are not specifically

listed as covered charges in the Policy. (b) Intentionally self-inflicted Injury, violating or attempting to violate any duly enacted law. Injury by acts of war, whether declared or not. (c) Hernia or slipped femoral capital epiphysis. (d) Injury covered by Workers' Compensation or the Occupational Disease Law. (e) Injury sustained fighting or brawling, except as an innocent victim. (f) Injury sustained while participating in or practicing for interscholastic tackle football in grades 9 through 12, including travel, unless optional coverage has been purchased. (g) Re-injury or complications of an Injury which occurred prior to the Policy's effective date. (h) Treatment of sickness or disease in any form, blisters, insect bites, frostbite, heat exhaustion or sunstroke. (i) Treatment of vegetation or ptomaine poisoning or bacterial infections, except pyogenic infections due to accidental open cuts. (j) Injury sustained while operating, riding in or upon, mounting or alighting from, any two-, three- or four-wheeled recreational motor/engine driven vehicle or snowmobile or all terrain vehicle (ATV).

Administered in  
California by:

Pacific  Educators  
Insurance Services

2808 East Katella Avenue Suite 101 . Orange, CA 92867 (800) 722-3365

Lic.# 0429928

Associate Member – CASBO

GB-845

Consent Item E.2.7.  
Prepared by Karl Christensen  
June 3, 2014

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 2014-15 year.

Due to the increase in fuel costs over the past year, the Santee Teen Center will pay the District \$11.00 per student, per week (an increase of \$0.50 from the previous amount of \$10.50). 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 \$11.00 per student, per week (an increase of \$0.50 from the previous amount of \$10.50), for afterschool transportation to the Boys and Girls Club. They will also pay the published field trip price. Administration has discussed this proposed fee increase with the Boys and Girls Club.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the transportation agreements 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 agreements 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 E.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:**

**\$11.00 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, 2014 through June 30, 2015; however, either party may terminate the same at any time upon thirty (30) days' notice in writing.

**City of Santee**

**Santee School District**

\_\_\_\_\_  
City Manager                      Date

\_\_\_\_\_  
Karl Christensen                      Date  
Assistant Superintendent  
Business Services

Approved As To Form

Approved by the Board of Education

\_\_\_\_\_  
City Attorney

On the 3rd day of June 2014  
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:

Sue Richardson, Recreation Services Manager  
Community Services Department  
City of Santee  
10601 Magnolia Avenue  
Santee, CA 92071  
(619) 258-4100 ext. 120  
[SRichardson@cityofsanteeca.gov](mailto:SRichardson@cityofsanteeca.gov)

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](mailto: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
July 9,10 or 11	1-2 possible local pick/up drop off in Santee – to be determined, will call to arrange times & locations					
Tues, July 1(pending) Tues, July 8 Tues, July 15 Tues, July 22 Tues, July 29 Tues, Aug 5 Tues, Aug 12 Tues, Aug 19 Tues, Aug 26	1:00 pm	Town Center Community Park East - next to YMCA over the bridge	Return trip from pool	N / A	Teen Center	<b>\$80</b>
Wed, July 9	9:00 am	Teen Center	Coronado Tidelands Park	2:00 pm	Teen Center	<b>\$350</b>
Wed, July 16	9:00 am	Teen Center	Mission Beach	2:00 pm	Teen Center	<b>\$338</b>
Wed, July 23	9:00 am	Teen Center	Aquatica	2:00 pm	Teen Center	<b>\$450</b>
Thurs, July 31	9:30 am	Teen Center	Padres Game	3:00 pm	Teen Center	<b>Late Return \$380</b>
Wed, Aug 6	9:00 am	Teen Center	La Jolla Shores	2:00 pm	Teen Center	<b>\$335</b>
Wed, Aug 13	9:00 am	Teen Center	Aquatica	2:00 pm 3:00 pm	Teen Center	<b>*Roundabout \$675</b>
Wed, Aug 20	9:00 am	Teen Center	Bowling & Boardwalk	2:15 pm	Teen Center	<b>\$165</b>

**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 \$11.00 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 15<sup>th</sup> 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 \_\_\_\_\_  
Chief Executive Officer

Approved by \_\_\_\_\_  
On the \_\_\_\_\_ day of \_\_\_\_\_ 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

Consent Item E.2.8.  
Prepared by Karl Christensen  
June 3, 2014

Approval of Long-Term Use of Facilities Agreement  
with Christ the King Lutheran Church for Use of  
Carlton Hills School for the 2014-15 Fiscal Year

**BACKGROUND:**

Christ the King Lutheran Church has been using Carlton Hills School to conduct services on Sunday mornings under a Use of Facilities Agreement. Christ the King Lutheran Church would like to continue use of the site under a Long-Term Use Agreement for another year.

**RECOMMENDATION:**

It is recommended that the Board of Education approve the Long-Term Use of Facilities Agreement with Christ the King Lutheran Church for use of Carlton Hills School for the 2014-15 Fiscal Year.

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The fiscal impact is approximately \$9,828 in revenue for the Unrestricted General Fund.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.2.8.



## AGREEMENT FOR EXTENDED USE OF FACILITIES

This AGREEMENT is executed and entered into this 3rd day of June, 2014, by and between the Santee School District (“DISTRICT”) and Christ the King Lutheran Church (“TENANT”), collectively referred to as the “PARTIES.”

### RECITALS

**WHEREAS**, TENANT is a church operating in the city of Santee and needing a facility to host its services; and,

**WHEREAS**, TENANT has expressed a desire to use a DISTRICT School to conduct its services and events; and,

**WHEREAS**, TENANT has expressed need for a Multi-Purpose Room and one (1) classroom; and,

**WHEREAS**, TENANT expects up to 30 attendees in one (1) service to be scheduled on Sundays; and,

**WHEREAS**, DISTRICT has identified Carlton Hills School (“Site”) as available and most conducive to fitting the needs of TENANT and constraints of DISTRICT; and,

**WHEREAS**, DISTRICT can make the Multi-Purpose Room, one (1) classroom, and sufficient bathrooms (“District Facilities”) at the Site available for TENANT’s use on Sundays; and,

**WHEREAS**, the DISTRICT’s Governing Board has determined that churches qualify for use of facilities at the “Direct Costs” level of fee assessment in accordance with Board Policy 1330; and

**WHEREAS**, the PARTIES wish to ensure that each organization’s roles and responsibilities in reference to use of District Facilities are clearly defined;

The PARTIES hereby agree as follows:

### TERMS

1. DISTRICT shall make District Facilities available for TENANT to use each Sunday beginning July 1, 2014 and ending June 30, 2015, unless the PARTIES agree in writing to extend this AGREEMENT.

TENANT shall have use of District Facilities from 7:30 a.m. to 11:30 a.m. on Sundays. Any use beyond this time shall require prior written notice to, and approval of, DISTRICT.

2. TENANT shall pay for the Direct Costs reasonably assumed to be incurred by DISTRICT for the use of District Facilities using the following methodology:
  - a. Hourly rates, with a two (2) hour minimum per day, expected to be as follows (“Use of Facilities Rates”):
    - i. Multi-Purpose Room at \$27.00 per hour

- ii. Classrooms at \$5.00 per hour per classroom
    - iii. Custodial Service Costs at \$35.50 per hour
  - b. Applied to expected usage by TENANT of District Facilities as follows (“TENANT Usage”):
    - i. Multi-Purpose Room: From 7:30 am to 11:30 am = 4.0 hours
    - ii. One (1) Classroom: From 9:30am to 11:30am = 2.0 hours (minimum)
    - iii. Custodial Service Costs: Minimum hours for opening, setup, and closing between 7:30am and 12:00pm = 2.0 hours (minimum)
  - c. Use of Facilities Rates multiplied by TENANT Usage is estimated to be \$189.00 per week.
  - d. DISTRICT shall invoice TENANT at least ten (10) calendar days prior to the end of each calendar month for TENANT Usage expected for the following calendar month. In the event that actual usage on particular Sundays exceeds that billed, DISTRICT may bill for actual usage for those weeks as an adjustment to the following month’s invoice.
  - e. TENANT may alter TENANT Usage, either temporarily or permanently, by notifying DISTRICT, in writing, at least 72 hours in advance of the change. Any requested increase to TENANT Usage shall require written approval of DISTRICT.
  - f. TENANT shall pay invoice within 10 calendar days of receipt.
    - i. In the event that TENANT is late with a payment, DISTRICT may change payment arrangements to require TENANT to pay past due amounts in full and for each upcoming week of facility use in advance before allowing use for the upcoming week (“Weekly Pay in Advance”).
    - ii. In the event that amounts due by TENANT remain outstanding after the DISTRICT changes to the Weekly Pay in Advance system, DISTRICT may terminate this AGREEMENT and TENANT’s use of District Facilities with no further advance notice.
- 3. TENANT understands that Use of Facilities Rates are subject to change. DISTRICT shall notify TENANT, in writing, of changes to Use of Facilities Rates at least thirty (30) calendar days before application to TENANT’s use of District Facilities.
- 4. TENANT shall provide DISTRICT with at least 72 hours advance notice if District Facilities will not be used on an upcoming Sunday to allow time for cancellation of the assigned custodian. In the event that TENANT fails to provide 72 hours advance notice, TENANT shall pay Custodial Service Costs for the expected usage for that week.
- 5. TENANT shall provide DISTRICT with a copy of a valid liability insurance policy naming DISTRICT as additional insured with minimum coverage of \$1,000,000 per incident and \$2,000,000 in the aggregate prior to first use.
- 6. TENANT shall not borrow, consume, or use any DISTRICT materials, furniture, equipment, or supplies except for chairs in the multi-purpose room; and tables, desks, or chairs within classrooms. All chair setups in multipurpose room shall be done by TENANT and returned to chair storage in multipurpose room. All desks and chairs must be kept in place in classrooms.

7. TENANT shall take reasonable steps to leave District Facilities in the same or better condition each week as they were in when TENANT arrived. This includes the position of all furniture and other items in classrooms and the Multi-Purpose Room as well as the general cleanliness of bathrooms and the grounds of the Site.
8. TENANT shall be responsible for payment to DISTRICT to replace or repair any damage/loss to furniture, equipment, facilities, or personal items of staff members in classrooms caused by TENANT.
9. TENANT shall notify DISTRICT immediately of any damage/loss to DISTRICT equipment, furniture, or facilities.
10. TENANT shall ensure that food and drinks are kept and consumed outside and not brought into or consumed in District Facilities. TENANT shall ensure that all outside areas are cleaned up after any food and drink service/consumption and all trash is put in proper trash receptacles.
11. TENANT agrees to be aware of and comply with all sound noise ordinances and fire, safety, and access codes and regulations regarding maximum occupancies and paths of travel. TENANT understands that the maximum occupancy of the Multi-Purpose Room is 514.
  - a. TENANT shall not use any candles at any time.
12. TENANT shall not put any signage on the school marquee and comply with City sign ordinances and DISTRICT sign policies. TENANT shall remove all equipment, signage, and materials distributed/installed by TENANT from the Site each week.
13. TENANT shall not distribute or cause to be distributed any materials advertising or announcing church services or events at the Site before, during, or after school.
14. TENANT shall not conduct any special events other than the church services outlined above without prior written approval of DISTRICT.
15. TENANT shall not erect or use any recreational devices or equipment; including but not limited to, inflatable structures, trampolines, climbing walls, or rides, on the Site without prior written approval of DISTRICT.
16. TENANT shall take reasonable steps to ensure that attendees park vehicles only in designated paved parking stalls or allowed street parking areas. TENANT shall arrange for adequate traffic control at parking lots. TENANT understands that parking and vehicles are not allowed on the school campus or play areas.
17. TENANT understands that school business takes priority over use of facilities by outside entities. DISTRICT reserves the right to cancel use of District Facilities by TENANT for a week or weeks if a school event is scheduled for Sunday or an emergency situation arises. DISTRICT shall make every attempt to provide at least 72 hours advance notice to TENANT if possible and practical.

18. TENANT understands that classrooms provided by DISTRICT may not be configured or suitable for certain age groups and will take reasonable steps to ensure the safety of children in those classrooms at all times through adequate adult supervision and temporary safeguards.
19. TENANT shall comply with all other policies and guidelines contained within DISTRICT Administrative Regulation 1330 not specifically delineated in this Agreement, a copy of which has been provided to TENANT.
20. TENANT understands that the City of Santee ("CITY") may require a Conditional Use Permit for TENANT to conduct church services in the CITY. TENANT shall work cooperatively with the CITY to obtain any and all required permits to the full satisfaction of the CITY.
21. Except as specified in other Terms above, DISTRICT or TENANT may terminate this Agreement for convenience with fifteen (15) days advance written notice to the other party.
22. All written notices required or specified by this AGREEMENT may be provided via e-mail to the signatories for the PARTIES, receipt of which shall be evidenced by reply e-mail.

In witness thereof, the PARTIES have caused this AGREEMENT to be executed and to be effective and operative upon the fixing of the last signature hereto.

Signatures of the PARTIES:

**DISTRICT:**

\_\_\_\_\_  
 Karl Christensen  
 Assistant Superintendent Business Services

\_\_\_\_\_  
 Date

**TENANT:**

*Wally Kuma*  
 \_\_\_\_\_  
 Wally \_\_\_\_\_  
 Pastor, Christ the King Lutheran Church

*5/23/14*  
 \_\_\_\_\_  
 Date

Consent Item E.3.1.

Approval of Personnel Agreement with Grossmont Union High School District for the 2014-15 Santee School District Spanish I Program

Prepared by Dr. Stephanie Pierce  
June 3, 2014

**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 2014-15 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 7<sup>th</sup> grade year are invited to enroll. Enrollment will be capped at 40 students. Based on District budgetary reductions, students will not be provided District 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 \$21,028.00 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 come from the general fund and will not exceed \$21,028.00, the cost of the teacher’s salary.

**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 E.3.1.

PERSONNEL AGREEMENT

THIS AGREEMENT, is entered into on this 1st day of JULY, 2014, 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 2014-15 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

\$ 21,028.00 computed as follows:

(a) \$ 16,753.00 salary payment.

(b) \$ 4,275.00 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

\$ 90.56 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 2014-15 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, 2014       and end on       JUNE 30, 2015       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 E.3.2.

Ratification of Nonpublic Agency Master Contract with ProCareTherapy, Inc. for Gross Motor Services

Prepared by Dr. Stephanie Pierce  
June 3, 2014

**BACKGROUND:**

As part of a student’s Individual Education Program (IEP), physical therapy (PT) is necessary for some students with disabilities to demonstrate educational progress related to gross motor needs. The District requires 1.50 FTE Adapted PE (APE) Specialists to meet the gross motor needs of our students. At this time, the District employs a 1.0 FTE APE Specialist only. After an exhaustive search, the District has been unable to locate and hire a .50 FTE APE Specialist to provide gross motor services to students at one school site. After careful review of each student’s gross motor needs, and consultation with the East County SELPA Director, the District determined a PT would be able to provide appropriate gross motor services until the end of this school year.

**RECOMMENDATION:**

Administration recommends the Board of Education ratify the Nonpublic Agency Master Contract with ProCare Therapy, Inc. for gross motor services for the term of May 27, 2014 through June 30, 2014. The Nonpublic Agency Master Contract will be available at the Board Meeting for review.

This recommendation supports the following District goal:

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

**FISCAL IMPACT:**

Days Per Year	Hourly Rate	Hours Per Day	Total
22	\$75	6.5	\$10,725

**STUDENT ACHIEVEMENT:**

Gross motor services are necessary for some students with disabilities to demonstrate educational progress.

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

Agenda Item E.3.2.



Prepared by Dr. Stephanie Pierce  
June 3, 2014

## **BACKGROUND**

Chet F. Harritt School requests approval to enter into an annual agreement with the non-profit organization "Project Lead the Way".

As a part of Chet F. Harritt's STEAM initiative, the school would like to join a network of STEM schools that partner with Project Lead the Way (PLTW) to deliver high quality problem based curriculum and high quality teacher training. PLTW (<http://www.pltw.org/>) is one of the nation's leaders in STEM programming and STEM based educational curricula. As a 501(c)(3) nonprofit organization, PLTW delivers programs to more than 5,000 elementary, middle, and high schools in all 50 states and the District of Columbia.

The PLTW programs of interest include:

1. Launch Curriculum for K-5 which is aligned to the Common Core Standards for Mathematics and English Language Arts, and the Next Generation Standards. Launch includes 24 modules. PLTW Launch teachers participate in a three-phase professional development model. (<http://www.pltw.org/our-programs/launch>)
2. Gateway Curriculum for middle school provides engineering and biomedical science curriculum which challenges students to solve real-world problems using the same advanced software and tools as those used by the world's leading companies. Gateway curriculum includes eight independent, nine-week units. PLTW Gateway teachers participate in a three-phase professional development model. (<http://www.pltw.org/our-programs/gateway>)

## **RECOMMENDATION**

Administration recommends the Board of Education approve the Agreement with Project Lead the Way for Chet F. Harritt School for the 2014-15 school year.

The recommendation supports the following District goal:

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

## FISCAL IMPACT

There is an annual fee of \$750 for each of these two programs. The \$1500 total will be funded by the school site. This provides unlimited access to the entire PLTW curriculum for all faculty members. This fee also entitles the school to register for further cost-based trainings as well as free web-based teacher trainings throughout the year. There will be an additional \$650 one-time cost to train one elementary teacher and an additional \$2000 one-time cost to train one middle school teacher also funded by the school site.

## STUDENT ACHIEVEMENT

Participation in this program supports the core strategy of designing and delivering curriculum to meet the demands of the 21st Century. Further, this program will help Chet F. Harritt to provide problem-based STEAM learning experiences that are aligned with the Next Generation Science Standards and the Common Core Standards for English Language Arts and Mathematics.

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

Agenda Item E.3.3.



# **PLTW AGREEMENT**

3939 Priority Way South Drive, Suite 200  
Indianapolis, IN 46240

## PLTW Agreement

AGREEMENT by and between SANTEE ELEMENTARY (the “Entity”), located in SANTEE, CA and **PROJECT LEAD THE WAY, INC.**, a New York charitable not-for-profit corporation having an address at 3939 Priority Way South Drive, Suite 200, Indianapolis, IN 46240 (“PLTW, INC.” and, collectively with the Entity, the “parties”).

### WITNESSETH:

*WHEREAS*, PLTW, INC. has established a comprehensive program and curricula for STEM education (the “**PLTW Program**”) and supports a network of school districts, colleges, universities, and private sector collaborators (the “**PLTW Network**”); and

*WHEREAS*, the Entity desires to implement the **PLTW Program**; which consists of various curricular programs (the “**PLTW Curricular Program(s)**”) and

*WHEREAS*, the Entity shall have access to all **PLTW Program** curricula and annual updates as well as access to the **PLTW** electronic communication network, online systematic assessment and evaluation, online on-going training, online program support and additional benefits; and

*WHEREAS*, the parties desire to work together to maximize the benefit of the **PLTW Program** to students by maintaining the quality standards and practices necessary to ensure the efficient and effective delivery of the **PLTW Program**.

NOW, THEREFORE, the parties agree as follows:

1. Registration and Information.

The Entity has registered online with PLTW, INC. on May 12, 2014 for one or more schools or sites, and identified which **PLTW Curricular Program** it wishes to implement. The Entity represents that the information contained in the registration remains accurate as of the date of this Agreement. In the event that Entity elects to have additional schools or sites added, or elects to make other material changes such as additional **PLTW Curricular Programs**, the Entity must first complete the necessary data entry and/or information reasonably required by PLTW, INC. The registration or site add-on data/information may be amended by PLTW, INC. from time to time in its discretion.

2. PLTW Requirements for Implementation.

The Entity agrees to implement the **PLTW Program** according to the program and implementation requirements established by PLTW, INC. (“**PLTW Program Requirements**” or “**Program Requirements**”), which shall include, but not be limited to, Program Requirements governing, participation fees, sequencing, courses, training, certification or maintenance of program standards, and other aspects of a successful implementation of the **PLTW Program** and **PLTW** courses by participating entities. Program Requirements are available on the PLTW, INC. website and may be modified from time to time by PLTW, INC. in its reasonable discretion.

3. PLTW Curricular Programs.

The Entity agrees to follow the **PLTW** curricula and to meet **PLTW** quality standards and practices including any concurrent student course requirements as reasonably established by PLTW, INC. for students to be successful in the **PLTW** Program. Curricula, including concepts and objectives, must be taught in its entirety without interruption or any unauthorized modification. Additional information is found in the Program Requirements.

4. PLTW Software.

The **PLTW** curricula are supported by certain software programs that align with the **PLTW** curricula to provide students with rigorous and relevant application of skills. The Entity must obtain or purchase annual or other available rights to the software programs which are integrated into the **PLTW** Program courses in that academic year. These rights may be subject to limitations established by the owner of the software, which may include school or site restrictions, as outlined in the Program Requirements. If the right to use the software is on an annual basis, then the term for the rights is the then current academic year of this Agreement, after which the Entity must cease the use of the software unless this Agreement is renewed for additional terms. All software shall be subject to the standard end-user license agreement from the software vendor, a copy of which is included with the software, and copyright for each software package remains with its owner and is protected by applicable copyright law. The Entity agrees to maintain reasonable security measures to protect the software, and to prohibit its unlawful use. When not in actual use, the Entity agrees to secure the software. Additional information is found in the Program Requirements.

5. PLTW Curricular Program Participation Fee.

**PLTW** Curricula are provided at no charge to participating schools. For other **PLTW** Program benefits, the Entity will be assessed an annual participation fee for each school or site participating in the **PLTW** Program. The participation fee(s) shall be due and payable no later than August 31<sup>st</sup> of each year this Agreement is in effect. Current participation fees are set forth in the Program Requirements. The participation fee covers required software rights, program support features to the curriculum for which a school has trained teachers, as well as the associated support systems such as end of course assessments and teacher online on-demand professional development offered by PLTW, INC. A full list can be found in the Program Requirements. PLTW, INC. may adjust any participation fees on an annual basis in the sole discretion of PLTW, INC., provided, however, that PLTW, INC. shall provide notice no later than March 1 of each year of any such increases or decreases for the following academic year. Additional information is found in the Program Requirements.

6. PLTW Partnership Team.

The objective of the **PLTW** Partnership Team is to provide optimal support and to facilitate the operation of the entire **PLTW** Program, while building community support and advocacy. By the end of the second year, the Entity shall establish and operate a **PLTW** Partnership Team and is responsible for selecting all members. Additional information is found in the Program Requirements.

7. Required Training.

A. PLTW Teacher Training. Teachers are required to successfully complete course specific **PLTW** Teacher Training for each **PLTW** course they will instruct. The Entity will select each teacher for participation in the **PLTW** Teacher Training program. It is the sole responsibility of the Entity to ensure that every teacher meets all Federal, State and local requirements to teach each respective **PLTW** course. The Entity shall register each teacher being selected for training with PLTW, INC. by the date required under the Program Requirements. PLTW, INC. reserves the right to accept or reject any training candidate. Additional information is found in the Program Requirements.

B. PLTW Counselor Training. Counselors/Advisors are required to successfully complete **PLTW** Counselor Training. Additional information is found in the Program Requirements.

8. Equipment Used in the PLTW Program.

A. Equipment. To assure that the Entity's school or site facilities properly support the **PLTW** Program, and to provide special purchase or license agreements and other costs savings practices negotiated by PLTW, INC., the **PLTW** Purchasing Manual includes details on equipment, supplies and other items (collectively referred to as "equipment" in this Agreement) that are required to implement the **PLTW** Program. In some instances, it is required that specific equipment (including software), be used due to curricular requirements. Unless specific equipment is required by PLTW, INC., the Entity may implement the **PLTW** Program using equipment purchased from vendors not listed in the **PLTW** Purchasing Manual, provided such equipment meets or exceeds program specifications and adequately supports the **PLTW** Program. The Entity shall be responsible for ensuring that equipment will meet or exceed Program Requirements and adequately support the **PLTW** Program. Additional information is found in the Program Requirements.

B. Safety. The Entity is solely responsible for the safe and proper implementation of the **PLTW** Program at its sites and schools. The Entity hereby covenants and agrees that any facility used to teach the **PLTW** Program shall be adequately equipped to operate the equipment safely and properly and that such facility and any equipment used thereon shall at all times comply with applicable standards and/or customary practices relating to safety and reasonable use. The Entity shall be solely responsible for providing its faculty with appropriate safety training relating to the implementation of the **PLTW** Program.

9. Assessment and Evaluation of Results.

PLTW, INC. assists and supports participating entities and the quality of the **PLTW** Program through studying and evaluating the effectiveness of the **PLTW** Program on an ongoing basis in order to update instructional, curricular and assessment materials and otherwise improve the instruction that **PLTW** participating entities provide to students. These efforts include the development, validation, and administration of assessments, examinations, surveys and/or other measurement tools on behalf of entities during their participation in the **PLTW** Program. PLTW, INC.'s ongoing studies review longitudinal student achievement data. PLTW, INC. retains data for four to six academic years after a student's estimated matriculation date, after which time the data is destroyed; at the request of the Entity, a copy of the data will be returned to the Entity prior to destruction. In support

of these efforts, Entity acknowledges its participation annually in the **PLTW** systematic assessment and evaluation process. PLTW, INC. will provide, and the Entity will participate in, the **PLTW** online systematic assessment and evaluation process conducted by PLTW, INC. and/or its designated representatives, which includes online teacher registration, online student rostering/registration, and full participation in various assessments, examinations, surveys and/or other measurement tools using technology and other support services provided by PLTW, INC. The Entity and PLTW, INC. acknowledge and agree that the personally identifiable data is confidential, and shall be used, shared and maintained for the purposes set forth above and only in accordance with reasonable privacy/security measures, proper professional practices, student confidentiality and applicable laws, including FERPA. Use or access to any protected data obtained as a result of these studies will be limited to representatives with a legitimate interest in accessing this data and re-disclosure of any personally identifiable information will be done in limited instances only, and only as allowed by, and consistent with, applicable laws. The Entity shall be responsible for implementing annual notifications, record-keeping and other such privacy requirements relating to these services.

#### 10. Delivery of Materials and Communication.

In order to facilitate the delivery of the **PLTW** curricula and other **PLTW** Program materials to the Entity, and to facilitate communication for the **PLTW** Network, PLTW, INC. will use various internet applications and systems. PLTW, INC. shall determine which systems and applications will be used, in its sole discretion, and will implement reasonable security measures to safeguard sensitive data. Schools will implement appropriate measures to facilitate communication with these applications and systems. Additional information is found in the Program Requirements.

#### 11. License.

A. Scope. The Entity acknowledges that PLTW, INC. retains all rights and title to its marks, curricula, framework, methodologies, processes, information, materials and other intellectual property (collectively referred to in this Agreement as “materials”). PLTW, INC. grants to the Entity a non-exclusive, non-transferable license to reproduce and use, to the extent authorized herein, printed or electronic materials developed and/or used in connection with the **PLTW** Program, for the sole purpose of instruction to students at registered schools or sites that are actively providing **PLTW** instruction, and appropriate training for authorized faculty. Any other use, reproduction, disclosure or distribution of such materials, including but not limited to commercial use, shall be strictly prohibited.

B. Program Identification. **Project Lead The Way, PLTW**, the **PLTW** “atom” logos, **Gateway To Technology, Innovation Portal** and other marks used in the **PLTW** Program are service/trademarks of PLTW, INC. During the term of this Agreement, the Entity shall use the appropriate logos, marks and other identifying materials on all **PLTW** Program materials and communications with faculty, students, officials and community constituents. PLTW, INC. will supply the Entity with appropriate instructions and labels relating to such identifying material to facilitate the proper promotion of the **PLTW** Program. Upon termination of this Agreement, the Entity shall cease using any such identifying material and shall make no representations linking any of its own educational programs to the **PLTW** Program without the prior written consent of PLTW, INC. All press releases and other public pronouncements involving the **PLTW** Program shall be subject to the advance approval of PLTW, INC. through PLTW, INC.’s designated representative. The Entity agrees to reasonably promote and publicize the **PLTW** Program in order to encourage student participation, and to retain

its distinct character.

C. Termination. The license granted hereunder shall cease upon the earliest to occur of: (i) the termination of this Agreement; or (ii) PLTW, INC. providing sixty (60) days written notice to the Entity of its election to revoke the license. Upon termination of the license all material shall cease to be used and, at the election of PLTW, INC., all materials, including any reproductions thereof, shall be immediately returned to PLTW, INC., and in no event later than fifteen (15) days after the effective date of termination.

12. Representations and Warranties of the Entity.

The Entity hereby makes the following representations and warranties: (a) This Agreement has been duly approved by the governing authority of the Entity, and the person executing this Agreement on behalf of the Entity has been duly authorized to so act by such Entity; (b) This Agreement is a legally binding agreement whose rights and obligations run only between the Entity and PLTW, INC. and the Entity's execution of this Agreement does not create rights in any other party; and (c) The terms of this Agreement do not violate or conflict with the Entity's charter or any other of its rules of governance, the laws of the Entity's State or any subdivision thereof, or any other agreement to which the Entity is a party.

13. Default.

A. Material Breach and Cure Period. Upon a material breach of this Agreement by either party which is not cured within fifteen (15) days after written notice is mailed to the defaulting party, this Agreement shall terminate effective upon the completion of the then-current academic year.

B. Non-payment or Failure to Implement Program. If the Entity fails to make prompt payment of the participation fee in accordance with the terms of this Agreement or to implement the **PLTW** Program for the academic year immediately following the date of this Agreement, then this Agreement may immediately terminate, at the option of PLTW, INC. In the event that Entity implements one or more courses, but fails to timely and properly implement the courses required for the Entity's **PLTW** Curricular Program(s), then, this Agreement may immediately terminate, at the option of PLTW, INC.

C. Other Remedies. In addition to the right to terminate the Agreement upon a breach thereof, the parties shall also have the right to exercise all of their respective remedies, both legal and equitable, as a result of the breach.

14. Term: Annual Renewal of Agreement.

The initial term of this Agreement shall begin as of the date of signing and shall end on June 30<sup>th</sup> of the following year; this Agreement shall be automatically renewed for additional contract years (July 1 – June 30) unless a party terminates the Agreement by notice to the other party in writing no later than April 1 preceding the commencement of the next Contract Year.



15. Protection of Intellectual Property.

The Entity agrees to adhere to any and all restrictions in connection with equipment, software and other intellectual property use agreements between PLTW, INC. and software producers, vendors or other such entities, and to take proactive measures to protect intellectual property used or available under such agreements, as shall be requested by PLTW, INC. or the owner of the intellectual property. Upon a termination of this Agreement, the Entity shall discontinue use of all software or other intellectual property provided to them pursuant to this Agreement or through special agreements relating to the Entity's participation in the **PLTW** Program. PLTW, INC. assumes no liability for the non-performance of the software or other intellectual property but will provide reasonable assistance to resolve non-performance issues with the owner of the software or other intellectual property. The Entity agrees that if it materially breaches these restrictions, its right to use such software or other intellectual property will be terminated and all software or other intellectual property shall be immediately returned to PLTW, INC. or the owner. The Entity shall solely be responsible for any remedies sought by the owner relating to the Entity's breach of these provisions, and PLTW, INC. shall not be liable in any way for such breach.

16. Responsibility of Parties.

To the extent permitted by law, the Entity hereby agrees to indemnify, defend and hold harmless PLTW, INC. from and against, and in respect to, any and all losses, expenses, costs, obligations, liabilities and damages, including interest, penalties and reasonable attorney's fees and expenses, that PLTW, INC. may incur as a result of any negligent or willful act of the Entity or any of its agents or employees or the failure by such Entity to perform any of its representations, warranties, commitments, or covenants under this Agreement.

To the extent permitted by law, PLTW, INC. hereby agrees to indemnify, defend and hold harmless the Entity from and against, and in respect to, any and all losses, expenses, costs, obligations, liabilities and damages, including interest, penalties and reasonable attorney's fees and expenses, that the Entity may incur as a result of any negligent or willful act of PLTW, INC. or any of its agents or employees or the failure by PLTW, INC. to perform any of its representations, warranties, commitments, or covenants under this Agreement.

17. Miscellaneous Provisions.

A. Assignment. The Entity is prohibited from assigning to or in any other way enabling any of its rights under this Agreement to inure to any third party without the prior written consent of PLTW, INC. This prohibition on assignment shall be a material term of this Agreement and any violation of this Section shall be a material breach of this Agreement, which shall allow PLTW, INC. to terminate this Agreement.

B. Notices. Legal notices or communications required under this Agreement shall be in writing and shall be sent by registered or certified mail, return receipt requested, or by overnight delivery, as follows:

**If to the Entity:**

SANTEE ELEMENTARY  
9625 CUYAMACA ST  
SANTEE, CA  
92071

**If to PLTW, INC.:**

Project Lead The Way, Inc.  
Attn: PLTW Agreements  
3939 Priority Way South Dr, Ste 200  
Indianapolis, IN 46240  
ph: 877-335-7589

Other notices or communications permitted under this agreement shall be sent via the PLTW electronic communication network.

C. Benefit. This Agreement shall be binding upon, and shall inure to the benefit of, the parties and their respective successors and permitted assigns.

D. Entire Agreement. This Agreement, including any instruments of agreements attached hereto as exhibits or incorporated herein by reference, contains the entire understanding of the parties with respect to the subject matter hereof. This Agreement supersedes all prior agreements and understandings between the parties with respect to such subject matter.

IN WITNESS WHEREOF, the parties have each executed this Agreement on the dates indicated below.

**SANTEE ELEMENTARY**

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Entity Superintendent or School Board  
President/Chairperson, or their legally  
authorized designee

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Project Lead The Way, Inc.**

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Andrea E. Croslyn, Ph.D.  
Executive VP, Chief Operating Officer

Consent Item E.4.2.  
Prepared by Tim Larson  
June 3, 2014

Adoption of Resolution No. 1314-37 to Eliminate  
a Vacant Classified Non- Management Position

**BACKGROUND:**

On May 6, 2014, the Board of Education approved to increase work hours for an Instructional Assistant, Special Education I position currently filled at 3.0 hours to 5.0 hours per day to provide a more stable work force and satisfy the required support at Sycamore Canyon School. As a result, a vacant 2.0 hour per day Instructional Assistant, Special Education I position will no longer be required.

**RECOMMENDATION:**

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

- Eliminate one (1) vacant 2.0 FTE Instructional Assistant, Special Education I position effective June 4, 2014

**FISCAL IMPACT:**

The annual savings to eliminate the 2.0 hour position will be \$6,176.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item E.4.2.

**SANTEE SCHOOL DISTRICT  
Resolution No. 1314-37**

**ELIMINATE VACANT  
CLASSIFIED NON-MANAGEMENT POSITION**

**WHEREAS**, administration has determined that a classified non-management position currently vacant through attrition will no longer be required; and

**WHEREAS**, the Governing Board has determined that elimination of the vacant positions is necessary.

**NOW, THEREFORE, BE IT RESOLVED** that as of the 3<sup>rd</sup> day of June 2014, the Governing Board of Santee School District approved to eliminate the following vacant position:

- Eliminate one (1) vacant 2.0 FTE Instructional Assistant, Special Education I position effective June 4, 2014

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

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 3<sup>rd</sup> day of June 2014, by the following vote:

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

Dated 6/3/14

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

DISCUSSION AND/OR ACTION ITEMS Item F.

*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 F.

Discussion and/or Action Item F.2.1. Approval of Monthly Financial Report  
Prepared by Karl Christensen  
June 3, 2014

**BACKGROUND:**

Administration has prepared the accompanying Monthly Financial Report covering the period April 1, 2014 through April 30, 2014 prepared on a cash and modified accrual basis and include the District's revenue, expenditure, and cash activities.

**RECOMMENDATION:**

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

This recommendation supports the following District goal:

**Fiscal Accountability**

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

**FISCAL IMPACT:**

The Monthly Financial Report shows a beginning cash balance of \$8,522,163; cash receipts of \$4,176,149; and disbursements of \$4,191,209 are reflected for the period of April 1, through April 30, 2014 resulting in an ending cash balance of \$8,507,102 as of April 30, 2014.

**STUDENT ACHIEVEMENT IMPACT:**

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

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

Agenda Item F.2.2.

# Monthly Financial Report - April

1

## CASH REPORT FOR APRIL

		Actual	Projected*
Beginning Cash Balance as of April 1, 2014		\$8,522,163	\$8,522,163
<b>INCOME</b>			
<hr/>			
A. Local Control Funding Formula			
State Aid	\$ 943,619		
Categoricals	\$ 279,351		
Property Taxes	\$ 2,318,988		
		3,541,958	
B. Federal Income			
Federal Funding	36,868		
		36,868	
C. State Income			
Lottery	277,786		
		277,786	
D. Local Income			
Other Local Income	120,961		
Spec Ed	169,683		
Interest	9,031		
		299,675	
E. Due to/Due from other funds		19,862	
F. Debt Proceeds		-	
<b>TOTAL INCOME</b>		<b>\$4,176,149</b>	<b>\$4,176,149</b>
Beginning Balance Plus Income		<b>\$12,698,312</b>	<b>\$12,698,312</b>
<b>DISBURSEMENTS</b>			
<hr/>			
G. Commercial Warrants	\$ 533,239		
H. Payroll Warrants	2,951,828		
I. Statutory Employee Benefits	452,751		
J. Health & Welfare	217,878		
K. Other Outgo	35,512		
L. Interfund Borrowing Out	-		
M. Budget Adjustments	-		
<b>TOTAL DISBURSEMENTS</b>		<b>\$4,191,209</b>	<b>\$4,191,209</b>
Ending Cash Balance as of April 30, 2014		<b>\$8,507,102</b>	<b>\$8,507,102</b>

\* Based on Cash Flow Projection updated for Estimated Actuals FY 2013-14

Budget Revisions  
Through April 30, 2014  
2013-14 Revised Budget

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	9,850,255	383,099	10,233,355
Estimated Income	35,249,389	12,948,141	48,197,530
Estimated Expenditures	36,092,743	12,130,057	48,222,800
<b>Change in Fund Balance</b>	<b>(843,354)</b>	<b>818,084</b>	<b>(25,270)</b>
Projected Ending Fund Balance	9,006,901	1,201,183	10,208,085
Less: Restricted Program Carryovers	-	1,201,183	1,201,183
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	15,000	-	15,000
Stores Inventory	28,440	-	28,440
Less: Assigned Vacation Carryover	190,538	-	190,538
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	1,446,684	-	1,446,684
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	6,950,370	-	6,950,370
Fund 17 Projected End of Year Balance	<u>2,871,006</u>	<u>-</u>	<u>2,871,006</u>
Projected Reserves	<u>11,268,060</u>	<u>-</u>	<u>11,268,060</u>
As a % Estimated Expense Total	23.37%		
* Projected Reserve % 2014-15	16.07%		
* Projected Reserve % 2015-16	10.78%		

\* Based on most recent Multi-Year Projection at Estimated Actuals FY 2013-14



BOARD POLICIES AND BYLAWS Item G.

Agenda Item G.

**BACKGROUND:**

Revised Board Policy 1312.3, Uniform Complaint Procedures, is presented to the Board of Education in a first reading. The revision was required by Education Code §52075 (f), which requires school districts to establish local policies and procedures to implement provisions for a complaint process for Local Control Funding Formula programs and the LCAP implementation process, pursuant to the Uniform Complaint Procedures set forth in Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations. Therefore, the revised Board Policy 1312.3 now includes Local Control Funding Formula programs and the LCAP implementation process in the list of programs where complaints are addressed by the Uniform Complaint Procedure Policy and Administrative Regulation.

The draft of revised Administration Regulation 1312.3 is attached for Board review.

**RECOMMENDATION:**

Revised Board Policy 1312.3 Uniform Complaint Procedures is presented for a first reading. No action is requested at this time.

**FISCAL IMPACT:**

This is a policy item. There is no fiscal impact to this item.

**STUDENT ACHIEVEMENT:**

Effective governance has a positive impact on student achievement.

## UNIFORM COMPLAINT PROCEDURES

**DRAFT**

The Governing Board recognizes that the district is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. The district shall investigate complaints alleging failure to comply with such laws and/or alleging unlawful discrimination, harassment, intimidation, or bullying and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures. (5 CCR 4620)

The district shall follow uniform complaint procedures to resolve any complaints alleging unlawful discrimination, harassment, intimidation, or bullying in district programs and activities based on actual or perceived characteristics of any protected group as identified under Education Code 200 and 220 and Government Code 11135. (5 CCR 4610) or based on association with a person or group of a protected group.

Uniform complaint procedures shall also be used when addressing complaints alleging the district's failure to comply with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities, the requirements for the development and adoption of a school safety plan, and state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and career technical and technical training programs, child care and development programs, child nutrition programs, *Local Control Funding Formula programs*, *the LCAP implementation process*, and special education programs. (5 CCR 4610)

Complaints related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, and teacher vacancies and mis-assignments shall be investigated pursuant to the district's Williams uniform complaint procedure (AR 1312.4).

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

The Board acknowledges and respects every individual's right to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of all parties and the integrity of the process. As appropriate for any complaint alleging discrimination, harassment, intimidation, or bullying, the Superintendent or designee may keep the identity of the complainant confidential, to the extent that the investigation of the complaint is not obstructed.

The Board prohibits any form of retaliation against any complainant in the complaint process. Participation in the complaint process shall not in any way affect the status, grades, or work assignments of the complainant.

The Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures,

whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate that process. The Superintendent or designee shall ensure that the results are consistent with state and federal laws and regulations.

*Legal Reference:*

EDUCATION CODE

200-262.4 *Prohibition of discrimination*  
8200-8498 *Child care and development programs*  
8500-8538 *Adult basic education*  
18100-18203 *School libraries*  
32289 *School safety plan, uniform complaint procedure*  
35186 *Williams uniform complaint procedure*  
41500-41513 *Categorical education block grants*  
48985 *Notices in language other than English*  
49010-49013 *Student Fees*  
49060-49079 *Student records*  
49490-49590 *Child nutrition programs*  
52160-52178 *Bilingual education programs*  
52300-52490 *Career-technical education*  
52500-52616.24 *Adult schools*  
52800-52870 *School-based coordinated programs*  
54000-54028 *Economic impact aid programs*  
54100-54145 *Miller-Unruh Basic Reading Act*  
54400-54425 *Compensatory education programs*  
54440-54445 *Migrant education*  
54460-54529 *Compensatory education programs*  
56000-56867 *Special education programs*  
59000-59300 *Special schools and centers*  
64000-64001 *Consolidated application process*

GOVERNMENT CODE

11135 *Nondiscrimination in programs or activities funded by state*  
12900-12996 *Fair Employment and Housing Act*

PENAL CODE

422.55 *Hate crime; definition*  
422.6 *Interference with constitutional right or privilege*

CODE OF REGULATIONS, TITLE 5

3080 *Application of section*  
4600-4687 *Uniform complaint procedures*  
4900-4965 *Nondiscrimination in elementary and secondary education programs*

UNITED STATES CODE, TITLE 20

6301-6577 *Title I basic programs*  
6601-6777 *Title II preparing and recruiting high quality teachers and principals*  
6801-6871 *Title III language instruction for limited English proficient and immigrant students*  
7101-7184 *Safe and Drug-Free Schools and Communities Act*  
7201-7283g *Title V promoting informed parental choice and innovative programs*  
7301-7372 *Title V rural and low-income school programs*

Policy adopted: February 17, 2009  
Revised: March 19, 2013

**SANTEE SCHOOL DISTRICT**  
Santee, California

BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS Item H.

Agenda Item H.

CLOSED SESSION Item I.

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

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

1. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Karl Christensen, Assistant Superintendent and Tim Larson, Assistant Superintendent*  
*Employee Organization: Santee Teachers Association (STA)*
  
2. **Conference with Labor Negotiator** (Govt. Code § 54956.8)  
*Purpose: Negotiations*  
*Agency Negotiators: Karl Christensen, Assistant Superintendent and Tim Larson, Assistant Superintendent*  
*Employee Organization: Classified School Employees Association (CSEA)*
  
3. **Public Employee Performance Evaluation** (Govt. Code § 54957)  
*Superintendent*

RECONVENE TO PUBLIC SESSION Item J.

ADJOURNMENT Item K.