



Santee School District

SCHOOLS:

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

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

BOARD OF EDUCATION REGULAR MEETING AGENDA June 7, 2016

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>
A. OPENING PROCEDURES – 7:00 p.m.	6
1. Call to Order and Welcome	
2. District Mission	
3. Pledge of Allegiance	
4. Approval of Agenda	
B. REPORTS AND PRESENTATIONS	7
1. Superintendent's Report	
1.1. Developer Fees and Collection Report	8
1.2. Use of Facilities Report	10
1.3. Claims Against the District	11
1.4. Enrollment Report	12
1.5. Schedule of Upcoming Events	13
2. Spotlight on Education: Eighth Grade Student Academic Achievement Awards	14
<i>Following the Academic Achievement Awards, the Board will take a short break for a reception honoring all of the participating students.</i>	
C. PUBLIC COMMUNICATION	15
<i>During this time, citizens are invited to address the Board of Education about any item not on the agenda. Request-to-speak cards should be submitted in advance. The Board may not take action on any item presented. The Board has a policy limiting any speaker to five minutes. Meetings are recorded.</i>	
D. PUBLIC HEARINGS	16
1. <u>2016-17 Local Control Accountability Plan (LCAP) Annual Update</u>	17
2. <u>2016-17 Adopted Budget</u>	18

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

E. CONSENT ITEMS

19

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.

Superintendent

1.1. Approval of Minutes

20

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

Business Services

2.1. Approval/Ratification of Travel Requests

30

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

2.2. Approval/Ratification of Revolving Cash Report

32

It is recommended that the Board of Education approve/ratify revolving cash checks as listed.

2.3. Acceptance of Donations

34

It is recommended that the Board of Education accept donations listed in the item and authorize letters of appreciation to be sent on behalf of the Board.

2.4. Approval of Consultants and General Service Providers

36

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

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

38

It is recommended that the Board of Education approve/ratify expenditure transactions charged to District P-Cards for the month of April 2016.

2.6. Adoption of Resolution No. 1516-34, to Establish Temporary Interfund Transfers

44

It is recommended that the Board of Education adopt Resolution No. 1516-34, as required for the 2015-16 year-end closing process and 2016-17 fiscal year.

2.7. Approval of Agreement with Grossmont Union High School District for Transportation Services

47

It is recommended that the Board of Education approve the student transportation services agreement between Grossmont Union High School District and Santee School District for the term of May 1, 2016 through April 30, 2020.

2.8. Approval of Agreement for Student Transportation Services between San Diego County School Districts

54

It is recommended that the Board of Education approve the agreement for student transportation services between San Diego County School Districts for joint services to be provided by each district on an as-needed, as-available basis for the term of July 1, 2016 through June 30, 2018.

2.9. Approval of Agreement with City of Santee for Transportation Services

62

It is recommended that the Board of Education approve the transportation agreement with the City of Santee to increase fees for District-provided transportation services to the Santee Teen Center.

- 2.10. Approval of Agreement with School Innovations and Achievement for Consulting Services Related to Mandated Costs** 71
It is recommended that the Board of Education approve the Agreement with School Innovations and Achievement for Consulting Services Related to Mandated Costs.
- 2.11. Approval of Extension of Memorandum of Understanding with Reinterpret for Use of Cajon Park Annex** 78
It is recommended that the Board of Education approve the Memorandum of Understanding with Reinterpret for Use of Facilities at Cajon Park Annex for the 2016-17 fiscal year.
- 2.12. Approval of Interdistrict Attendance Agreement** 81
It is recommended that the Board of Education approve the Interdistrict Attendance Agreement listed in the item.

Educational Services

- 3.1. Approval of Nonpublic Agency Master Contract with ABA Education Foundation for Behavioral Support** 82
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with ABA Education Foundation for behavior support for the term of July 1, 2016 through June 30, 2017.
- 3.2. Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Occupational Therapy** 83
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for a .2 FTE occupational therapist for the term of July 1, 2016 through June 30, 2017.
- 3.3. Approval of Nonpublic Agency Master Contract with Kaliko Yandall Therapy for Occupational Therapy** 84
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with Kaliko Yandall Therapy for occupational therapy for the term of July 1, 2016 through June 30, 2017.
- 3.4. Approval of Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center and GPS Services for Educationally Related Mental Health Services (ERMHS)** 85
It is recommended that the Board of Education approve the Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center and GPS Services for ERMHS services for the term of July 1, 2016 through June 30, 2017.
- 3.5. Approval of Annual Evaluation of the Alternative Education School** 87
It is recommended that the Board of Education approve the 2015-2016 Annual Evaluation of the Santee School District Alternative Education School.
- 3.6. Approval of Clinical Affiliation Agreement with Simmons College for Placement of School Social Worker Interns** 102
It is recommended that the Board of Education approve the Clinical Affiliation Agreement with Simmons College for school social worker intern placement.

Human Resources/Pupil Services

- 4.1. Personnel, Regular** 108
It is recommended that the Board of Education approve the listed personnel appointments, change of status, leave requests, resignations, and dismissals.

- 4.2. Adoption of Resolution No. 1516-33 to Layoff / Eliminate Classified Non-Management Position** 110
It is recommended that the Board of Education adopt resolution no. 1516-33 to layoff / eliminate classified non-management position.
- 4.3. Approval of Agreement with San Joaquin County Office of Education (SJCOE) to Provide Claims Administration Services for the Medi-Cal Billing Option Program** 112
It is recommended that the Board of Education approve the agreement with SJCOE to provide claims administration services for the Medi-Cal billing option program.
- 4.4. Approval of Agreement for Mandated Student Health Screenings (Vision, Hearing, and Scoliosis) with Rady Children’s Hospital, San Diego** 126
It is recommended that the Board of Education approve the agreement for mandated student health screening (vision, hearing, and scoliosis) with Rady Children’s Hospital, San Diego.
- 4.5. California Healthy Kids Survey Evaluation for Department of Defense Educational Activities Grant at Chet F. Harritt and PRIDE Academy** 130
It is recommended that the Board of Education allow a modified core module survey and military module from the California Healthy Kids Survey to be completed by 7th-8th grade students at Chet F. Harritt and PRIDE Academy.
- F. DISCUSSION AND/OR ACTION ITEMS** 137
Members of the audience wishing to address the Board about any of the following items should submit a request to speak card in advance.
- Business Services**
- 1.1. Discussion of Potential Bond Reauthorization and Next Steps** 138
This is an information item. Action, if any, is at the discretion of the Board of Education.
- 1.2. Approval of Agreement with DS&C for Advisory Services Related to Pre-Election Survey Research** 139
It is recommended that the Board of Education approve the agreement with DS&C for Advisory Services related to the Pre-Election Survey Research.
- 1.3. Approval of Monthly Financial Report** 143
It is recommended that the Board approve the Monthly Financial Report for April 2016.
- 1.4. Bus Replacement Plan** 146
This is an information item. Action, if any, is at the discretion of the Board of Education.
- 1.5. Adoption of Resolution No. 1516-35 to Authorize Piggyback on South County Support Services Agency Bid #14005 School Bus for Purchase of Three Special Education Wheelchair Capable Buses Under a 5-Year Lease Term** 148
It is recommended that the Board of Education adopt Resolution No. 1516-35 to Authorize Piggyback on South County Support Services Agency Bid #14005 School Bus for Purchase of Three Special Education Wheelchair Capable Buses.
- 1.6. Authorization to Sell/Dispose of Surplus Items** 153
It is recommended that the Board of Education declare the described items as surplus with a value of \$2,500 or less and authorize the sale or disposal of them in accordance with established procedures.
- 1.7. Adoption of Resolution No. 1516-36 to Increase the District’s Revolving Cash Fund** 157
It is recommended that the Board of Education adopt Resolution No. 1516-36 to Increase the District’s Revolving Cash Fund to its maximum allowable amount.

Superintendent	
2.1. <u>Santee School District Website Upgrade</u>	160
This is an information item. Action, if any, is at the discretion of the Board of Education.	
G. BOARD POLICIES AND BYLAWS	161
1.1. <u>First Reading: Revised Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention</u>	162
This is a First Reading. It is recommended the Board of Education review BP 6142.1 – Sexual Health and HIV/AIDS Prevention. Action is at the discretion of the Board.	
H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS	173
I. CLOSED SESSION	173
1. <u>Public Employee Discipline/Dismissal/Release</u> (Gov. Code § 54957)	
2. <u>Conference with Legal Counsel – Anticipated Litigation</u> (Gov. Code § 54956.9) - One case	
3. <u>Conference with Labor Negotiator</u> (Gov. Code § 54956.8) <i>Purpose:</i> Negotiations <i>Agency Negotiators:</i> Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent <i>Employee Organization:</i> Santee Teachers Association (STA)	
4. <u>Conference with Labor Negotiator</u> (Gov. Code § 54956.8) <i>Purpose:</i> Negotiations <i>Agency Negotiators:</i> Tim Larson, Assistant Superintendent Karl Christensen, Assistant Superintendent <i>Employee Organization:</i> Classified School Employees Association (CSEA)	
5. <u>Conference with Real Property Negotiators</u> (Govt. Code § 54956.8) <i>Property:</i> <ul style="list-style-type: none">• Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)• 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)• Property adjacent to 9219 Fenway Road, Santee, CA 92071 located at 10201 Settle Road, Santee, CA 92071 (Sycamore Canyon School) <i>Agency Negotiator:</i> Karl Christensen, Assistant Superintendent	
6. <u>Public Employee Performance Evaluation</u> (Govt. Code § 54957) <i>Superintendent</i>	
J. RECONVENE TO PUBLIC SESSION	173
K. ADJOURNMENT	173

Please note: Per SB 343, the supporting documents for this meeting agenda are available in the lobby at the Santee School District Office, located at 9625 Cuyamaca St., Santee, CA 92071 and will be available for viewing at the meeting. The next regular meeting of the Board of Education is scheduled for June 21, 2016, at 7:00 p.m., in the Douglas E. Giles Educational Resource Center. Santee School District complies with the Americans with Disabilities Act. If you require reasonable accommodations including alternate formats for this meeting, contact the Superintendent's Office at (619) 258-2304 at least two (2) days before the meeting date.

Members present:

Ryan
 Levens-Craig
 El-Hajj
 Fox
 Burns

ITEM A. OPENING PROCEDURES

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

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

3. Pledge of Allegiance

4. Approval of Agenda for the June 7, 2016, regular meeting

Item B. REPORTS AND PRESENTATIONS

The following items are presented for Board information:

1. Superintendent's Report
 - 1.1. Developer Fees and Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Claims Against the District
 - 1.4. Enrollment Report
 - 1.5. Schedule of Upcoming Events

2. Spotlight on Learning: Eighth Grade Student Academic Achievement Awards

DEVELOPER FEES COLLECTION REPORT
2015-16
CUMULATIVE THROUGH MAY 20, 2016

Residential Rate: \$2.08 per square foot - effective 5/5/14 - 6/19/16; \$2.16 per square foot effective 6/20/16
Commercial Rate: \$0.33 per square foot - effective 5/5/14 - 6/19/16; \$0.35 per square foot - effective 6/20/16
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	8514 Sandstone Drive ***	07/08/15	336	\$0.00	CFH
	X	9907, 9909, 9911 Conejo Road	07/15/15	8,556	\$17,796.48	RS
X		9261 Mission Gorge Road	07/22/15	4,980	\$1,643.40	PA
	X	10128 El Nopal	08/11/15	1,164	\$2,421.12	CP
	X	9379 Willowgrove Ave.	08/19/15	679	\$1,412.32	CH
X		9121 Mission Gorge Rd.	09/08/15	5	\$1.65	PA
X		8824 Cottonwood Ave. ****	09/24/15	1,100	\$0.00	PA
	X	9818 Medina Dr.	09/25/15	657	\$1,366.56	CO
	X	10230 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10232 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10233 Casa Ct.	10/01/15	2,234	\$4,646.72	CP
	X	10244 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10245 Casa Ct.	10/01/15	2,206	\$4,588.48	CP
	X	10248 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10252 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10256 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
	X	10257 Casa Ct.	10/01/15	2,190	\$4,555.20	CP
	X	10260 Casa Ct.	10/01/15	2,332	\$4,850.56	CP
X		1840 Joe Crosson Dr.	10/15/15	5,564	\$1,836.12	PD
X		9720 Mission Gorge Rd. Ste G	10/19/15	2,000	\$660.00	RS
	X	8554 S. Slope Dr.	10/19/15	600	\$1,248.00	CFH
	X	9902 Via Nina (Refund for remodel never done)	11/13/15	1,555	(\$2,534.65)	RS
	X	9321 Whispering Leaves Ln.	11/30/15	666	\$1,385.28	CO
X		8157 Wing Ave.	12/17/15	1,279	\$422.07	PD
	X	Bushy Hills Drive	01/05/16	10,197	\$21,209.76	CFH
	X	9253 Carita Rd.	01/06/16	753	\$1,566.24	SC
X		8840, 8860, 8870 Magnolia Ave.	01/08/16	14,670	\$4,841.10	HC
X		8712 Magnolia Ave.	02/12/16	24,800	\$8,184.00	HC
X		11322 N. Woodside Ave.	02/19/16	78,759	\$25,990.47	PD
X		Wheatlands Ave.	03/09/16	16,347	\$5,394.51	HC
	X	9324 Woodruff Rd.	03/14/16	791	\$1,645.28	CH
TOTAL PAGE 1					\$143,643.31	

*Additional square footage (total is over 500 square feet)
** Fee Exempt - Senior / Elder Care Facility
*** Fee Exempt - Less than 500 square feet
**** Fee Exempt - Religious Facility

**DEVELOPER FEES COLLECTION REPORT
 2015-16
 CUMULATIVE THROUGH MAY 20, 2016**

Residential Rate: \$2.08 per square foot - effective 5/5/14 - 6/19/16; \$2.16 per square foot effective 6/20/16
 Commercial Rate: \$0.33 per square foot - effective 5/5/14 - 6/19/16; \$0.35 per square foot - effective 6/20/16
 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	9241 Maranda Dr.	04/04/16	744	\$1,547.52	CH
	X	Bushy Hills Dr.	04/26/16	5,094	\$10,595.52	CFH
	X	Bushy Hills Dr.	04/26/16	8,455	\$17,586.40	CFH
	X	9450 Domer Rd.	05/02/16	1,218	\$2,533.44	CH
	X	11541 Woodside Terrace	05/12/16	2,093	\$4,353.44	PD
				TOTAL	\$180,259.63	

*Additional square footage (total is over 500 square feet)
 **Fee Exempt - Senior / Elder Care Facility
 ***Fee Exempt - Less than 500 square feet
 ****Fee Exempt - Non-Habitable

Requests For Use Of Facilities - June 7, 2016						
Group	Location	Date	Days	Time	Attendance	Fees Applied
<u>Cajon Park</u> PTSA (Family Fun Night)	Jr High Grass Area	5/21/16	Saturday	3:30 pm - 9:30 pm	100 - 300	\$228.00
<u>Carlton Hills</u> Tierra Del Sol Council PTA (Art Show - Reflections)	Multi-Purpose	6/2/16	Thursday	5:45 pm - 7:45 pm	125	
<u>Carlton Oaks</u> PTA (Movie Night)	Outdoor Auditorium	5/20/16	Friday	5:30 pm - 9:45 pm	100	
<u>Hill Creek</u> YALE Preschool (Promotion)	Multi-Purpose	6/7/16	Tuesday	4:00 pm - 8:00 pm	100	
<u>Sycamore Canyon</u> Birch Aquarium Tide Pool Treasures (Educational Assembly)	Classroom	6/16/16	Thursday	12:00 pm - 2:15 pm	48	

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

CLAIMS AGAINST THE DISTRICT

The following claims were received by Business Services and were rejected and referred to the District's insurance carrier by the Assistant Superintendent acting as the authorized agent of the Board of Education as reaffirmed by resolution at its April 21, 1992, meeting.

<u>CLAIM IDENTIFIER</u>	<u>SITE OF OCCURRENCE</u>	<u>DATE OF OCCURRENCE</u>	<u>DESCRIPTION/ACTION</u>
05252016-1	Rio Seco	October 20, 2015	Medical costs incurred related to YMCA chemical spill

Santee School District
 ENROLLMENT REPORT
 6/3/2016
 Month 11 Week 3
 School Week 40

SCHOOL	REGULAR ED												SPECIAL ED								Total All												
	EAK 5yo	TK	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	06/03/16	05/29/15	# Diff	% Diff	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7	Gr 8	06/03/16	05/29/15	# Diff	% Diff	06/03/16	05/27/16	# Diff		
Cajon Park			97	92	102	112	110	104	110	100	112	939	975	-36	-3.7%	2	3	5	5	8	15	8	8	5	59	55	4	7.3%	998	998	0		
Carlton Hills	25	24	79	75	57	48	46	44	46	53	68	565	556	9	1.6%	2	3	3	5	4	5	1	4	6	33	35	-2	-5.7%	598	598	0		
Carlton Oaks			78	77	88	86	80	95	81	113	105	783	758	25	3.3%	5	3	4	8	10	8	5	6	5	52	52	0	0.0%	835	837	-2		
Chet F. Harritt	25	23	94	86	73	56	55	73	59	63	41	648	584	64	11.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	648	648	0	
Hill Creek	24	25	77	77	78	72	79	85	89	95	89	770	764	6	0.8%	0	1	6	3	1	2	4	0	0	17	15	2	13.3%	787	789	-2		
Pepper Drive		16	102	82	138	113	97	107	99	66	83	903	813	90	11.1%	0	0	0	0	0	0	1	1	3	5	4	1	25.0%	908	910	-2		
Prospect Ave	23	29	63	58	59	80	55	49	61	49	50	576	579	-3	-0.5%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	576	574	2	
Rio Seco			101	106	117	115	118	85	99	105	88	934	935	-1	-0.1%	1	1	4	9	11	7	11	9	7	60	59	1	1.7%	994	994	0		
Sycamore Canyon	23		49	53	49	42	48	53	32	0	0	349	359	-10	-2.8%	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	349	352	-3	
SUBTOTAL	120	117	740	706	741	724	688	695	656	644	636	6467	6323	144	2.3%	10	11	22	28	34	37	30	28	26	226	220	6	2.7%	6693	6700	-7		
Alternative School			3	2	1	3	5	4	8	3	4	33	34	-1	-2.9%																		
Santee Success									2	2	6	10	11	-1	-9.1%											0	0	0	#DIV/0!	10	10	0	
NPS																	1					2		1	4	5	-1	-20.0%	4	4	0		
SUBTOTAL			3	2	1	3	5	4	10	5	10	43	45	-2	-4.4%	0	0	1	0	0	0	2	0	1	4	5	-1	-20.0%	47	47	0		
TOTAL	120	117	743	708	742	727	693	699	666	649	646	6510	6368	142	2.2%	10	11	23	28	34	37	32	28	27	230	225	5	2.2%	6740	6747	-7		

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

	PK	EAK 4yo	Total All
Cajon Park	0	0	998
Carlton Hills	0	0	598
Chet F. Harritt	0	0	648
Hill Creek	0	0	787
Prospect Ave	0	0	576
Sycamore Canyon	63	0	412
Total PK/EAK	63	0	

Total Enrollment including PK
6803

Schedule of Upcoming Events

Date	Event
June 7	Special Board Meeting; 6:00 p.m. Board Meeting; 7:00 p.m.
June 16, 20-22	Eighth Grade Promotion Ceremonies
June 21	Board Meeting; 7:00 p.m.
June 22	Last Day of School
June 28	Foundation Golf Classic; Carlton Oaks Country Club
July 5	Board Meeting; 7:00 p.m.
July 19	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 7, 2016

BACKGROUND:

Tonight we are honoring students who were selected to compete in the Academic Achievement Award competition for the 2015-16 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 8th grade teachers in collaboration with the school principal.

The Academic Student Achievement Award is provided to 8th 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 2015-16 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 Hunter Cole Jacob Mucher	Chet F. Harritt Devin Seyfarth Hunter Worthen	PRIDE Academy Lania Hassan Joseph Mamon
Carlton Hills Christopher Gomes Madelynn Hoffman	Hill Creek Morgan Herron Karanvir Singh	Rio Seco Corrine Jones Max Pontzius
Carlton Oaks Ashlyn Buggert Chris Mello	Pepper Drive Lakaila Aquiningoc Mason Foster	

Agenda Item B.2.

Item C. PUBLIC COMMUNICATION

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

Agenda Item C.

Item D. PUBLIC HEARINGS

1. 2016-17 Local Control Accountability Plan (LCAP) Annual Update
2. 2016-17 Adopted Budget

Agenda Item D.

Public Hearings D.1.
Prepared by Karl Christensen
June 7, 2016

2016-17 Local Control Accountability Plan (LCAP)
Annual Update

BACKGROUND:

In accordance with Education Code 52062 (b) (1), the Board of Education shall hold at least one public hearing to review the District's proposed Local Control Accountability Plan (LCAP) and solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the Local Control Accountability Plan or the annual update to the Local Control Accountability Plan. Additionally, the agenda for the public hearing shall be posted at least 72 hours before the public hearing and shall include the location where the local control and accountability plan or annual update to the local control and accountability plan will be available for public inspection.

The Santee School District's proposed Local Control Accountability Plan is available for public inspection on the District's website: www.santeeisd.net. The Board of Education of Santee School District will consider the Local Control Accountability Plan for approval at the June 21, 2016 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 7, 2016

2016-17 Adopted 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.

Item E. CONSENT ITEMS

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

Consent Item E.1.1.
Prepared by Cathy A. Pierce, Ed.D.
June 7, 2016

Approval of Minutes

BACKGROUND:

Presented for Board approval –

- May 10, 2016, special meeting minutes
- May 17, 2016, regular meeting minutes
- May 25, 2016, 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
SPECIAL MEETING
OF THE BOARD OF EDUCATION**

May 25, 2016
MINUTES

Carlton Oaks Country Club
Private Dining Room
9200 Inwood Drive
Santee, California

A. OPENING PROCEDURES

1. Call to Order and Welcome
President Ryan called the meeting to order at 7:30 p.m.

Members present:

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

Administration present:

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

B. PUBLIC COMMUNICATION

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

C. CLOSED SESSION

President Ryan 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 Legal Counsel – Anticipated Litigation** (Gov. Code § 54956.9)
- One case

D. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session and announced the Board took action to create a budget line item for compensating teachers two (2) hours of planning time for every hour of presentation time at the District August Professional Development Day. Member Burns moved approval.

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

J. ADJOURNMENT

With no further business, the special meeting of May 25, 2016 was adjourned.

Dianne El-Hajj, Clerk

Cathy A. Pierce, Ed.D., Secretary

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

May 17, 2016
MINUTES

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

A. OPENING PROCEDURES

1. **Call to Order and Welcome**
President Ryan called the meeting to order at 7:00 p.m.
Members present:
 Barbara Ryan, President
 Elana Levens-Craig, Vice President
 Dianne El-Hajj, Clerk
 Ken Fox, Member
 Dustin Burns, Member
Administration present:
 Dr. Cathy Pierce, Superintendent and Secretary to the Board
 Karl Christensen, Assistant Superintendent, Business Services
 Tim Larson, Assistant Superintendent, Human Resources/Pupil Services
 Dr. Stephanie Pierce, Assistant Superintendent, Educational Services
 Lisa Arreola, Executive Assistant and Recording Secretary

2. **District Mission**
President Ryan invited the audience to recite the District Mission.

3. **Pledge of Allegiance**
President Ryan invited Cindi Shulze, 2016-17 Santee School District Teacher of the Year, to lead the members, staff, and audience in the Pledge of Allegiance.

4. **Approval of Agenda**
Member Burns moved approval.

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

B. REPORTS AND PRESENTATIONS

1. **Superintendent's Report**
 - 1.1. Developer Fees Collection Report
 - 1.2. Use of Facilities Report
 - 1.3. Enrollment Report
 - 1.4. Claims Against the District
 - 1.5. Schedule of Upcoming Events

2. Spotlight: Student Recognition

Dr. Stephanie Pierce introduced students being recognized in County-level programs: 2016 Greater San Diego County Science and Engineering Fair, 2016 PTA Reflections Art Program Competition, and STEAM Maker Fest.

2016 Greater San Diego Science and Engineering Fair

The Board of Education recognized four Carlton Hills' students for receiving high merit on their projects. In addition, the Board of Education commended staff their support of student participation at the 2016 Greater San Diego County Science and Engineering Fair.

Quinn Roelofs	2 nd Place Award	Chemistry
Joshua Simpson	3 rd Place Award	Computer Science
Rylee Reid	4 th Place Award	Consumer Science/Product Testing

PTA 2016 Reflections Winners

The Board of Education recognized four students for earning Awards of Merit and Honorable Mention in the PTA 2016 Reflections Art Program – “Let Your Imagination Fly.”

Julianne Viladiu	Award of Merit	Visual Arts
Stephen Cox Jr.	Award of Merit	Visual Arts
Drew Swaim	Award of Merit	Visual Arts
Kariza Gonzalez	Honorable Mention	Visual Arts

STEAM Maker Fest

The Board of Education recognized students from Cajon Park, Carlton Hills, PRIDE Academy, and Rio Seco for their outstanding achievement in this year’s STEAM Maker Fest.

Cajon Park	Jacob Kauffman Ricardo Rivera Alex Whipple	1st Place – MythBusters Challenge
	Gracie Whalen Kassidy O’Brien Destinee Williams	Recyclable Fashion Challenge
Carlton Hills	Kyle Jones Zander Merideth Brayden Ross Philip Revak	2 nd Place – BridgeStix Competition
	Natalie Byrne Emily Byrne Gaby Vargas Hermoso	1 st Place – Build-it Recycled Fashion Challenge
PRIDE Academy	Cameron Reyes Xander Crook Yad Mahmud Jacob Fondas Ryan Kai Palmer Tomas Miranda	Participation – Robotics Challenge
	Rayleen Gonzales Colten Borkowski Luiza Machado Arron Viner	2 nd Place – MythBusting Challenge
	Olivia Purdy Aurora Quantrell	Recyclable Fashion Challenge – Best Use of Duct Tape
	Elijah Gipson Ayden Logan Jacob Tingle	3 rd Place – BridgeStix
Rio Seco	Alyse Purdy	BeWise Program
	Jessica Farrington Lauren McClure Ayanna Rowland Kaitlyn Pang	1 st Place – Recyclable Fashion Challenge

Nichole Molitor
Ashley Davila
Sadie McAnally
Alexis Floquet
Nolan Goetz
Jacob Brady
Carter Lane
Chase Wilson
Isaac Glimka
Ryan Lerdworatawee
Katrina Loether
Nicholas Bizzarro
Tyler Phipps

Robotics Team

C. PUBLIC COMMUNICATION

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

D. CONSENT ITEMS

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

- 1.1. Approval of Minutes
- 2.1. Approval/Ratification of Travel Requests
- 2.2. Approval/Ratification of Expenditure Warrants
- 2.3. Approval/Ratification of Purchase Orders
- 2.4. Acceptance of Donations
- 2.5. Approval of Consultants and General Service Providers
- 2.6. Authorization to Contract with Commercial & Industrial Roofing for Re-Roofing the Multi-Purpose Room at Sycamore Canyon School
- 3.1. Approval of State Preschool Program Annual Report to California Department of Education
- 4.1. Personnel, Regular
- 4.2. Adoption of Resolution No. 1516-32 Endorsing World No Tobacco Day, May 31, 2016

Member Burns moved approval.

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

E. DISCUSSION AND/OR ACTION ITEMS

Business Services

1.1. May Revise and State Budget

Mr. Christensen mentioned the Governor had recently released his May Revise budget proposal and he would be providing some highlights. He went on to provide an overview of the economy and shared a comparison between the January budget proposal and the May Revise. Mr. Christensen explained State Revenues for 2016-17 were \$120.1 billion; a decrease from the January Proposal. He provided a three-year comparison of State Revenues. Mr. Christensen explained the 2014-15 State Revenue was \$111.8 billion; a half-a-billion dollar increase. The 2015-16 State Revenues were \$120.1 billion; a half-a-billion dollar decrease from January's Proposal. The 2016-17 State Revenues were \$120.1 billion and showed a half-a-billion dollar decrease from the January Proposal. He explained this was due to a 4.3% annual increase for Personal Income Tax; 2.8% annual increase for Sales and Use Tax; and a 6.6% annual increase for Corporation Tax.

Mr. Christensen shared a comparison of the Guaranteed Calculations in Prop 98 from 2014-15 to 2016-17. Over the three year period, the comparisons showed an increase of roughly 4.1% increase to Prop 98 from what was originally reflected in the January budget proposal.

The changes to the distribution in K-12 from the January proposal include a \$2.9 billion to LCFF; \$154 million higher than the January proposal. Mr. Christensen explained there were \$1.4 billion in one-time discretionary funds to reduce prior year Mandated Cost Reimbursement Claims; this was \$135 million higher than the January proposal. The 2016-17 Prop 39 Energy Efficiency funds are \$398.8 million; \$33.3 million higher than in January.

Mr. Christensen shared other provisions included proposal to consolidate \$1.6 billion in funding for various early learning programs into an Early Education Block Grant. Ten million dollars for grants to California post-secondary institutions to improve upon or develop four-year integrated teacher credential programs; \$2.5 million for the California Center on Teaching Career, a program designed to strengthen recruitment of qualified and capable individuals into the teaching profession; and \$100 million for emergency repair revolving loan program.

1.2. Adoption of Resolution No. 1516-31 Supporting the Kindergarten through Community College Public Education Facilities Bond Act of 2016

Mr. Christensen mentioned the Coalition for Adequate School Housing, or CASH, was instrumental in getting a \$9 billion State Bond on the ballot for voter consideration for the November 2016 election. He explained this bond, if approved by the voters, would provide much needed funds for the State School Facilities Program for modernization and new construction. Mr. Christensen exclaimed the District currently has remaining Capital Improvement Program projects estimated at \$24.5 million and some of those projects may qualify for State funding. The resolution would declare the Santee School District's support for the November 2016 State Bond measure. President Ryan mentioned the California School Boards Association (CSBA) was in support of the Kindergarten through Community College Public Education Facilities Bond Act of 2016. Member El-Hajj moved approval.

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

1.3. Authorization to Purchase Vans for Student Transportation

Mr. Christensen explained the Transportation Department currently operates 13 routes to provide transportation for students. Due to a severe shortage of permanent drivers and substitutes, two routes remain unfilled. In addition, driver absences make it more difficult to cover all the daily routes. In order to help address this situation, Administration was recommending purchasing two 10-passenger vans that can be driven by someone with a Class C license and a clean DMV record to transport students under limited circumstances. He mentioned administration is seeking authorization to purchase two 10-passenger vans from Encinitas Ford for a total cost of \$50,755 to be paid from the Fund 40 Bus Replacement Plan Set-Aside Funds. Member Burns mentioned it was a great idea to purchase the vans and asked to receive more information on the training the van drivers would receive. Member Levens-Craig inquired how the purchase of the vans would affect the bus replacement plan funds. Mr. Christensen explained he had been working with the Transportation Director on the bus replacement plan and they didn't foresee an impact on the bus replacement plan funds.

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

F. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Superintendent Pierce mentioned Salute to Excellence was the following week and shared the latest draft of the working agenda. Member Burns asked that Administration work with Carlton Oaks Country Club to make sure the room is air conditioned properly.

Superintendent Pierce shared a copy of the promotion schedule and a revised Declaration of Promotion. She mentioned revising the declaration of promotion to acknowledge the District's 125th Anniversary.

Superintendent Pierce mentioned the Board would be acknowledging the Academic Achievement winners at the next Board meeting. She asked if they wanted to present the winner with a proclamation from the Board. Upon discussion, the Board agreed to continue this practice.

President Ryan mentioned the Board and Superintendent were working with a consultant on a Stakeholder Feedback and Prepared Leadership Development Project. She explained the information gathered from the staff, parents, and community would provide data that would assist with enhancing the effectiveness of the Governance Team. President Ryan mentioned the Board survey would be posted on the District website and notification would be sent to staff and parents via school messenger. Upon discussion the Board agreed to move forward with the proposed suggestions.

Member Burns suggested sending correspondence to the eighth-grade students that recently participated in the Student Forum with the Board. He mentioned attending a field trip with 1st grade students to Sea World and emphasized the importance of field trips and the learning opportunity they provide for students. He asked that the District set a goal for classes to attend field trips. Member Burns expressed his gratitude towards the Transportation Department for transporting students; and he expressed his gratitude towards all the District staff for their service.

Member Fox mentioned he enjoyed serving ice cream at the schools during Staff Appreciation Week. He mentioned staff was very complimentary. However, he thought the staff were the most deserving for their all their hard work.

Member El-Hajj shared the overall experience of testing this year at her school was better than the previous year. She mentioned there were fewer technical issues.

Member Levens-Craig shared attending the School Services of California and PTA Involvement Strategies workshop with District staff; and enjoying serving ice cream at the schools during Staff Appreciation Week. Member Levens-Craig mentioned she would be attending a budget workshop presented by Kevin Gordon and would share notes with the Board.

President Ryan mentioned discussing the reimbursement for travel of employees and asked that the policy be brought back for the Board's review.

G. CLOSED SESSION

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

1. **Public Employee Discipline/Dismissal/Release** (Gov. Code § 54957)
2. **Conference with Legal Counsel – Anticipated Litigation** (Gov. Code § 54956.9)
- One Case
3. **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)
4. **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)
5. **Conference with Real Property Negotiators** (Govt. Code § 54956.8)
Property:
 - *Elliot Site #2 (Parcel #: APN 366 050 16 - east of landfill; North of West Hills High School – area commonly known as Camp Elliott)*
 - *10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)*

- *Property adjacent to 9219 Fenway Road, Santee, CA 92071 located at 10201 Settle Road, Santee, CA 92071 (Sycamore Canyon School)*
Agency Negotiator: Karl Christensen, Assistant Superintendent

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

The Board entered closed session at 7:48 p.m.

H. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session at 9:45 p.m.

I. ADJOURNMENT

With no further business, the regular meeting of May 17, 2016 adjourned at 10:15 p.m.

Dianne El-Hajj, Clerk

Cathy A. Pierce, Ed.D., Secretary

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

May 10, 2016
MINUTES

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

A. OPENING PROCEDURES

1. Call to Order and Welcome

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

Members present:

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

Administration present:

Dr. Cathy Pierce, Superintendent and Secretary to the Board
Tim Larson, Assistant Superintendent, Human Resources/Pupil Services

B. PUBLIC COMMUNICATION

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

C. CLOSED SESSION

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

1. Conference with Legal Counsel – Anticipated Litigation (Gov. Code § 54956.9)
- One case
2. Consideration of Student Matter (Ed. Code § 48918)
Student #: 5-1516

D. RECONVENE TO PUBLIC SESSION

The Board reconvened to public session and announced the following action was taken.

It was motioned by Member El-Hajj to expel student # 5-1516 from the Santee School District for violation of California Education Code Sections 48900(r) Engaged in, an act of bullying, including, but not limited to, bullying committed by means of an electronic act, 48900.3 Engaged in hate violence, and 48900(k) Disrupted school activities, and Santee School District Board Policy 5144.1: Students: Suspension and Expulsion/Due Process and Administrative Regulations 5144.1.

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 22, 2016. Student may not return to his previous school.
- Achieve and maintain a 2.0 GPA for scholarship, effort and citizenship performance.
- Receive no new suspensions.
- Attend school regularly with no unexcused absences or tardies.
- Adhere to a student behavior plan developed by school administration.
- Complete a counseling program by June 22, 2016, for decision-making/peer pressure.
- Complete a report each Friday through June 22, 2016, informing the Board of his progress during the week.
- Complete all elements of this Rehabilitation Plan by June 22, 2016 and present documentation to verify completion.

A parent must meet with the Coordinator of Pupil Services by May 13, 2016, to review and sign the Rehabilitation Plan. If the parent fails to meet within the designated time and/or does not sign the Rehabilitation Plan, the student may be expelled without further Board action.

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

E. ADJOURNMENT

The May 10, 2016 special meeting was adjourned.

Dianne El-Hajj, Clerk

Cathy A. Pierce, Ed.D., 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 \$5,580, and substitute costs of \$1,150, 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 7, 2016

Travel Dates	Attendees	Site or Dept.	Conference or Workshop	Location	Sub Cost	Estimated Expenses	Budget	Purpose of Travel
Saturday, 04/30/16	Kristen Bonser Michelle Johnson Jamie LaFuze	Cajon Park Cajon Park Cajon Park	Future Now Conference	SDCOE	\$0 \$0 \$0	\$75 \$75 \$75	LCFF Site Allocation LCFF Site Allocation LCFF Site Allocation	This conference provides information on educational innovations in a professional learning and collaborative networking environment.
Wed-Thurs, 06/15/16 - 06/16/16	Erica Edmonston Niki Torres Chasity Forster Kathleen Dubnicka Tori Bryant	Pepper Drive Pepper Drive Pepper Drive Pepper Drive Pepper Drive	Introduction to Restorative Justice Training and Using Circles	SDCOE	\$230 \$230 \$230 \$230 \$230	\$135 \$135 \$135 \$135 \$135	Title I Title I Title I Title I Title I	This 2-day workshop will provide an introduction to restorative justice training and using circles effectively.
Wednesday, 07/27/16	Mike Olander	Cajon Park	Becoming a Restorative Leader	SDCOE	\$0	\$50	LCFF Site Allocation	This workshop will focus on professional development of the restorative leader.
Travel Requests That Require Airfare, Overnight Stay, and/or Travel Outside of the State of California								
Sun-Thurs, 06/26/16 - 06/30/16	Matt Marsman	TCS	PowerSchool University	Anaheim	\$0	\$3,278	Technology	PowerSchool University provides training on advanced skills in the student information system including database structure customizations, system maintenance, and reporting capabilities.
Sat-Fri, 07/09/16 - 07/15/16	Cindi Schulze	PRIDE Academy	California Physical Education Conference	San Luis Obispo	\$0	\$1,352	LCFF Site Allocation/Title I	This conference will focus on professional development in the physical education curriculum.

Consent Item E.2.2. Approval/Ratification of Revolving Cash Report
Prepared by Karl Christensen
June 7, 2016

BACKGROUND:

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

RECOMMENDATION:

Administration recommends approval of check #22417 on the \$15,000 Revolving Cash Account.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is \$19.48 as disclosed on the following report.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.2.

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

Date	Number	Name	Memo	Amount
05/13/16	22417	Peggy Achenback	Payroll Payment	19.48

Total Checks Written

\$19.48

Total to be Reimbursed

\$19.48

BACKGROUND:

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

<i>Item</i>	<i>Approximate Value</i>	<i>Donated By</i>	<i>Designated For Use At</i>
Funds to Support the Instructional Program and Supplement School Supplies	\$555.72 \$800.00 \$600.00 \$322.80 \$500.00 \$100.00 \$600.00 \$393.16	Target – Take Charge of Education	Cajon Park School Cajon Park School Carlton Oaks School Pepper Drive School Pepper Drive School PRIDE Academy Rio Seco School Rio Seco School
Funds to Support the Instructional Program and Supplement School Supplies	\$1,200.00	Hager Photography	Cajon Park School
Funds to Support the Following Programs: Safety Patrol Junior Olympics 8 th Grade Promotion ASB	\$250.00 \$300.00 \$150.00 \$250.00	Carlton Oaks School PTA	Carlton Oaks School
Funds for Library Books	\$200.00	Target – Take Charge of Education	Hill Creek School
Funds to Support and Recognize Volunteers	\$143.11	Target – Take Charge of Education	Hill Creek School
6 th Grade Campership Awarded through Outdoor Education Essay Contest	\$345.00	William E. Van Arsdale Trust	Hill Creek School
Funds for a Classroom Project Called, "Surprise Supplies"	\$173.76	DonorsChoose.org	Rio Seco School
Funds to Support the Literacy Center	\$5,000.00	San Diego Scottish Rite Community Foundation	Rio Seco School
TOTAL DONATIONS RECEIVED	\$11,883.55		

RECOMMENDATION:

Administration recommends acceptance of the donations 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 donations listed above are valued at \$11,883.55.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.3.

BACKGROUND:

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

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

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

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

RECOMMENDATION:

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

This recommendation supports the following District goals:

Educational Achievement

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is disclosed on the attached page.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.4.

**Consultant / General Service Provider Report
June 7, 2016**

Vendor Name	Type (Consultant or General Service Provider)	Description of Services	Date(s) of Service	Amount	Funding	Payment Type (Independent Contractor or Employee)
William Fagon	General Service Provider	DJ for Dinner Dance	6/15/16	Not to Exceed \$250.00	Chet F. Harritt School	Independent Contractor
McAlister Institute	General Service Provider	Substance Testing	07/01/16 - 06/30/17	\$15.00/test; Not to Exceed \$750.00	Pupil Services	Independent Contractor
Art Flores	General Service Provider	DJ for Spring Festival	06/08/16 - 06/10/16	Not to Exceed \$200.00	Pepper Drive School	Independent Contractor
Maureen G. Mulvaney dba MGM & Associates	General Service Provider	Back-To-School Professional Standards Training	08/19/16	Not to Exceed \$4,000.00 \$1,950.00 supplemented by other vendors; Net District cost \$2,050.00	Child Nutrition Services/Donations	Independent Contractor

Consent Item E.2.5. Approval/Ratification of Expenditure Transactions
Prepared by Karl Christensen Charged to District Issued Purchasing Cards (P-Cards)
June 7, 2016

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, 2016 through April 30, 2016.

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 223 transactions totaling \$23,659.78 charged to various funds.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.5.

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160403	ABEL,CATHY	CHILD NUTRITION	TARGET 00014852	4.99	Gluten Free Food
20160404	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	104.21	Gluten Free Food
20160407	ABEL,CATHY	CHILD NUTRITION	HOBART SERVICE-CW	129.29	VCM Replacement Handle
20160407	ABEL,CATHY	CHILD NUTRITION	DELL SALES & SERVICE	126.28	Ink CNS Office
20160407	ABEL,CATHY	CHILD NUTRITION	PREMIER FOOD SAFETY	69.00	Food Manager Certificate Esther Rascon
20160408	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT 673	9.66	Maintenance Supplies
20160410	ABEL,CATHY	CHILD NUTRITION	THE WEBSTAIRANT STORE	178.00	Boz Portion Scoops
20160411	ABEL,CATHY	CHILD NUTRITION	THE HOME DEPOT 673	4.95	Maintenance Supplies
20160415	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #908	20.38	Sign Holders Salad Bars
20160417	ABEL,CATHY	CHILD NUTRITION	CALIFORNIA SCHOOL NUTR	445.00	CN & Industry Summit
20160419	ABEL,CATHY	CHILD NUTRITION	SMART AND FINA10809291	34.44	Salsa
20160422	ABEL,CATHY	CHILD NUTRITION	SMART AND FINA10809291	23.93	Almond Milk
20160428	ABEL,CATHY	CHILD NUTRITION	SMART AND FINA10809291	53.86	Staff Appreciation
20160428	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #908	39.60	Cork Board , Laminating Pouch
20160428	ABEL,CATHY	CHILD NUTRITION	OFFICE DEPOT #5125	160.51	Ink, notepads, desk calendar
20160428	ABEL,CATHY	CHILD NUTRITION	SPROUTS FARMERS MARK	60.90	Gluten Free Entrees
20160430	ABEL,CATHY	CHILD NUTRITION	SMART AND FINA10809291	30.54	BBQ Sauce
				1,497.54	
20160406	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	MICHAELS STORES 8709	130.35	Purchase of frames for student art at DO
20160407	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	11.27	Supplies for Special Board meeting
20160413	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	CALIFORNIA STATE PTA	450.00	Registration for District staff to attend SSC and PTA Involvement Strategies conference
20160413	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALS SPORT SHOP	7.55	Purchase of employee name badge
20160418	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	WWW.DICKSPORTNGGOODS	388.76	Purchase of canopies for schools
20160418	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	WWW.DICKSPORTNGGOODS	388.76	Purchase of canopies for school sites
20160419	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	RUBIO'S #249	135.00	Catering for Special Board meeting
20160419	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	ALBERTSONS #6710	9.99	Supplies for Board room
20160420	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	CALIFORNIA STATE PTA	150.00	Registration for Board member to attend SSC and PTA Involvement Strategies workshop
20160420	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	VONS STORE00018978	17.99	Purchase of supplies for Board meeting
20160421	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	SPROUTS FARMERS MARK	4.99	Purchase of supplies for Board meeting
20160422	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	GOOGLE *IDA DANIANINGS	5.60	Fraudulent purchase. To be credited by MFCU.
20160425	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	BEST BUY 00013862	32.60	Purchase of HDMI connector for Board room
20160425	ARREOLA,LISA	SUPERINTENDENT'S OFFICE	GOOGLE *SUCI CHRISTIAN	8.46	Fraudulent purchase. To be credited by MFCU.
				1,741.32	
20160408	AVILA,EVONN	BUSINESS SERVICES	SOUTHWEST AIRLINES	421.96	Airfare to Sacramento - Expenses to be Reimbursed by the San Diego Schools Coalition for Electricity Cost Reduction
20160410	AVILA,EVONN	BUSINESS SERVICES	COSTCO *DELIVERY 578	425.70	Water for Emergency Use
20160415	AVILA,EVONN	BUSINESS SERVICES	SOUTHWEST AIRLINES	474.96	Airfare to Sacramento - Expenses to be Reimbursed by the San Diego Schools Coalition for Electricity Cost Reduction
				1,322.62	
20160424	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	329.59	Classroom Supplies, Games, Bubbles,
20160424	BAKER,HOPE	OST PROGRAMS	MICHAELS STORES 3256	138.05	Craft Supplies
20160430	BAKER,HOPE	OST PROGRAMS	WAL-MART #1917	88.01	Cleaning and Classroom Supplies
				555.65	
20160403	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	BURGER KING #9988 Q07	6.50	Meals, Ontario Trip, ACSA Class
20160404	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	RNO LA BREA S	4.61	Meals, Ontario Trip, ACSA Class
20160404	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	GREAT AMERICAN30401301	4.96	Meals, Ontario Trip, ACSA Class
20160404	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	ONTARIO AIRPORT HOTEL	102.56	Hotel room for Ontario Trip, ACSA Class
20160417	BECKER,CHRISTINA	FACILITIES & MAINTENANCE	PAYPAL *1ST SOLAR	31.00	Carlton Hills butterfly garden pump for Science area pond
				149.63	
20160419	BENEDETTO,ANGELO	CARLTON HILLS	FOOD4LESS #0349	8.17	These funds were spent on the purchase of lite refreshments for our ELAC meeting.
				8.17	
20160408	BILLICK,JERI	SYCAMORE CANYON	JUICE +*TOWERGARDEN	617.00	Aquaponics garden tower. Purchased with Santee Foundation Grant dollars
20160413	BILLICK,JERI	SYCAMORE CANYON	LEARNING SCIENCES	208.75	Marzano Book set for staff Professional Learning Cognitive complexity
20160424	BILLICK,JERI	SYCAMORE CANYON	THE MASTER TEACHER	161.78	Teacher Appreciation gifts
20160425	BILLICK,JERI	SYCAMORE CANYON	AMAZON COM AMZN COM/BI	107.99	Microphone for Cougar News Broadcast
20160426	BILLICK,JERI	SYCAMORE CANYON	AMAZON MKTPLACE PMTS	266.95	Canvas to cover media center during lunch
				1,362.45	

39

37

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160403	BLOCK, STACI	CARLTON OAKS	GMSUPPLIES.COM ONLI GM	232.00	RISO copier supplies - master and ink
20160407	BLOCK, STACI	CARLTON OAKS	LEARNING A-Z, LLC	109.95	RAZ Kids - classroom 1 yr. subscription to license
20160407	BLOCK, STACI	CARLTON OAKS	LEARNING A-Z, LLC	109.95	RAZ KIDS - 1 yr. class subscription
20160408	BLOCK, STACI	CARLTON OAKS	CRUCIAL.COM	73.43	memory upgrade for teacher computer
20160408	BLOCK, STACI	CARLTON OAKS	VONS STORE00018978	33.39	Food for staff inservice
20160411	BLOCK, STACI	CARLTON OAKS	VONS STORE00018978	43.18	Student luncheon with principal
20160412	BLOCK, STACI	CARLTON OAKS	AMAZON MKTPLACE PMTS	71.24	bulb for classroom projector
20160413	BLOCK, STACI	CARLTON OAKS	AMAZON MKTPLACE PMTS	59.99	toner for library printer
20160419	BLOCK, STACI	CARLTON OAKS	ILP*INSECT LORE	211.09	Primary classes - live caterpillars for science
20160419	BLOCK, STACI	CARLTON OAKS	AMAZON.COM	37.97	Live caterpillars for classroom science
20160420	BLOCK, STACI	CARLTON OAKS	FOOD4LESS #0349	14.07	Staff Meeting food
20160421	BLOCK, STACI	CARLTON OAKS	VONS STORE00018978	56.33	Staff Meeting food
20160421	BLOCK, STACI	CARLTON OAKS	AMAZON MKTPLACE PMTS	291.30	Ear buds for students during testing - Prop 20
20160422	BLOCK, STACI	CARLTON OAKS	RUBIO'S #249	113.40	Lunch for interview panel
20160426	BLOCK, STACI	CARLTON OAKS	TEACHERSPAYTEACHERS.CO	15.50	Poetry Unit - Common Core - Teachers Pay Teachers
				1,472.79	
20160406	BRASHER, PAMELA	OST PROGRAMS	WM SUPERCENT #3084	68.08	SUMMER SUPPLIES-WATER BALLOONS
20160406	BRASHER, PAMELA	OST PROGRAMS	SMART AND FINA10809291	96.44	Balloons, Marshmallows, Forks, Pasta
20160407	BRASHER, PAMELA	OST PROGRAMS	WAL-MART #1917	58.06	PAPER PLATES, WOOD STICKS, MOD PODGE
20160407	BRASHER, PAMELA	OST PROGRAMS	MICHAELS STORES 3256	49.35	Glue, Dots, Sewing supplies
20160413	BRASHER, PAMELA	OST PROGRAMS	BOOKS ARE FUN IVR	122.00	OTHER/INSTRUCTIONL-BOOKS
20160415	BRASHER, PAMELA	OST PROGRAMS	WAL-MART #1917	20.73	Split - Split - Project SAFE Office & O/I - Tape, Marker, Dolls, Games (4.62%)
20160415	BRASHER, PAMELA	OST PROGRAMS	WAL-MART #1917	428.36	Split - Split - Project SAFE Office & O/I - Tape, Marker, Dolls, Games (95.38%)
20160415	BRASHER, PAMELA	OST PROGRAMS	WAL-MART #1917	13.82	Split - Split - Project SAFE Office & O/I - Tape, Marker, Dolls, Games (3.8%)
20160415	BRASHER, PAMELA	OST PROGRAMS	WAL-MART #1917	350.12	Split - Split - Project SAFE Office & O/I - Tape, Marker, Dolls, Games (96.2%)
20160415	BRASHER, PAMELA	OST PROGRAMS	WAL-MART #1917	204.57	Split - Project SAFE Office & O/I - Office Supplies, Popcorn, Games, Sanitizer
20160415	BRASHER, PAMELA	OST PROGRAMS	WAL-MART #1917	6.45	Split - Split - Project SAFE Office & O/I - Ice Cream Soda FR (3.08%)
20160415	BRASHER, PAMELA	OST PROGRAMS	WAL-MART #1917	203.11	Split - Split - Split - Project SAFE Office & O/I - Tape, Marker, Games (96.92%)
20160417	BRASHER, PAMELA	OST PROGRAMS	CRAYOLA.COM	80.06	Summer Supplies-Crayola's
20160424	BRASHER, PAMELA	OST PROGRAMS	WALMART.COM	69.09	Summer Supplies-Games
20160430	BRASHER, PAMELA	OST PROGRAMS	PREMIER FOOD SAFETY	71.70	Food Handler Cards
				1,841.94	
20160405	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	CPS HUMAN RESOURCE SER	4.85	Preschool - Assessment Fee/State Preschool Licensing Requirement
20160413	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN COM/BI	15.09	Lottery - Library Books/Cajon Park
20160413	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN COM/BI	66.26	Lottery - Library Books - Cajon Park
20160413	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN COM/BI	114.20	Lottery - Library Books - Cajon Park
20160413	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	8.99	Instructional Materials - Workbook - Alternative School
20160414	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	57.46	Lost/Damaged Library Books - Reading Books - Chet F. Harritt
20160415	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	21.42	Lost/Damaged Library Books - Reading Books - Chet F. Harritt
20160417	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	7.98	Instructional Materials - Workbook - Alternative School
20160417	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	16.19	Lost/Damaged Library Books - Reading Books - Chet F. Harritt
20160417	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	17.28	Lost/Damaged Library Books - Reading Books - Chet F. Harritt
20160418	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM AMZN COM/BI	78.78	Professional Development - Books
20160418	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	39.39	Professional Development - Books
20160419	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	7.97	Lost/Damaged Library Books - Reading Books - Cajon Park
20160420	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	4.00	Instructional Materials - Science-Gr.1 - Alternative School
20160420	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	4.32	Instructional Materials - Workbook - Alternative School
20160421	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON.COM	10.75	Los/Damaged Library Books - Reading Books - Pepper Drive
20160421	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	10.10	Instructional Materials - Workbook - Alternative School
20160421	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	4.00	Instructional Materials - Science-Gr.1 - Alternative School
20160421	BROGAN-BARANSKI,K	EDUCATIONAL SERVICES	AMAZON MKTPLACE PMTS	4.49	Instructional Materials - Science-Gr.1 - Alternative School
				493.52	
20160411	HECK, TERRY	PRIDE ACADEMY	STATERBROS162	13.92	Personal purchase charged in error with Pcard Check reimbursing District will be issued.
20160414	HECK, TERRY	PRIDE ACADEMY	SMART AND FINA10805810	69.66	Coffee with the Principal - Title I Meeting
20160414	HECK, TERRY	PRIDE ACADEMY	STARBUCKS #0572 POWAY	14.95	Coffee with the Principal - Title I Meeting
20160417	HECK, TERRY	PRIDE ACADEMY	PAYPAL *SWFLACAJUN	36.95	Frog eggs for 1st grade
20160418	HECK, TERRY	PRIDE ACADEMY	WALMART.COM	145.80	Storage for testing headsets.
20160428	HECK, TERRY	PRIDE ACADEMY	PAYPAL *PUREDIGITAL	80.90	Headphones (50)
				362.18	
20160406	HICKS, TYLENE	CAJON PARK	DELL SALES & SERVICE	151.18	Printer Cartridges for one of the school printers
20160406	HICKS, TYLENE	CAJON PARK	THE HOME DEPOT 673	64.79	Baby Gate for the Health Office
20160407	HICKS, TYLENE	CAJON PARK	PP*BUTTERFLYPR	270.00	Butterfly Project/Anti-Bullying Presentation/Project
20160412	HICKS, TYLENE	CAJON PARK	WAL-MART #1917	206.60	iPod & iTunes Gift Card (For music during school dismissal)
20160427	HICKS, TYLENE	CAJON PARK	DOLRTREE 3207 00032078	59.68	Tumblers (Cups Purchased for Staff Appreciation Week)
20160427	HICKS, TYLENE	CAJON PARK	SMARTNFINAL39810803989	60.11	Snacks for Staff Appreciation Week
				812.36	
20160406	HOHIMER, KAREN	HILL CREEK	MICHAELS STORES 3256	36.13	Kindness week - classroom supplies
20160410	HOHIMER, KAREN	HILL CREEK	ACCUTRAIN CORPORATION	303.48	Mean Girls Conference
20160421	HOHIMER, KAREN	HILL CREEK	PANDA EXPRESS #739	599.40	Volunteer Luncheon
				939.01	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160412	HOOKS, TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	314.65	Posters for Character Ed. (General Fund)
20160414	HOOKS, TED A	PEPPER DRIVE	AMAZON MKTPLACE PMTS	104.85	Posters for Character Ed. (General Fund)
				419.50	
20160418	JOHNSTON, ANDREW	CHET F. HARRITT	AMAZON.COM AMZN.COM/BI	33.61	Book - Poor Students, Rich Teaching: Mindsets for Change
20160421	JOHNSTON, ANDREW	CHET F. HARRITT	AMAZON MKTPLACE PMTS	820.56	Six Sphero 2.0 Robotic Balls
20160430	JOHNSTON, ANDREW	CHET F. HARRITT	SD FAIR EXHIBITS	48.00	Admission to: Best of K-6 Schools exhibit of the San Diego County Fair
				902.17	
20160412	LINDSAY, JERELYN	CARLTON HILLS	4IMPRINT	(252.14)	Student of the Month photo frames
20160414	LINDSAY, JERELYN	CARLTON HILLS	SPORTS FLAGS AND PRODU	65.40	College Flags for classrooms
20160414	LINDSAY, JERELYN	CARLTON HILLS	WALMART.COM	35.75	DJ lighting and flash drive
20160417	LINDSAY, JERELYN	CARLTON HILLS	ORIENTAL TRADING CO	44.47	Prizes for Reading Incentive program
20160422	LINDSAY, JERELYN	CARLTON HILLS	ACE CANOPY/TARPS P	899.85	Outdoor canopies for Promotion
				793.33	
20160404	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	15.50	LED desk light
20160408	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	WILLY'S ELECTRONICS	11.59	Cables
20160414	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	DISNEY RESORTS	226.98	Room reservation for PSU training
20160419	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM AMZN.COM/BI	215.75	Speakers for PA
20160419	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM	215.75	Speakers for PA
20160420	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	SIMPLISAFE.COM	24.99	Security System
20160421	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON.COM	21.70	Active USB cable for 3D printer at CFH
20160426	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	AMAZON MKTPLACE PMTS	13.99	Power for ELMO Doc Cam
20160427	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	PRINTER REPAIR DEPOT	318.92	Printer Repair for CO
20160430	MARSMAN, MATTHEW	INFORMATION TECHNOLOGY	CRUCIAL.COM	38.87	Memory Upgrade for HR
				1,104.04	
20160407	MCGINTY, MIRIAM	SPECIAL EDUCATION	OFFICE DEPOT #5125	22.67	address stamp
20160410	MCGINTY, MIRIAM	SPECIAL EDUCATION	RVRSIDE EDU *TESTING	28.80	Testing Protocols
20160410	MCGINTY, MIRIAM	SPECIAL EDUCATION	RVRSIDE EDU *TESTING	129.59	Testing Protocols
20160410	MCGINTY, MIRIAM	SPECIAL EDUCATION	RVRSIDE EDU *TESTING	129.59	Testing Protocols
20160417	MCGINTY, MIRIAM	SPECIAL EDUCATION	APL* ITUNES.COM/BILL	8.96	App for student receiving DHH services
20160424	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	74.50	Head phones for ED classroom
20160426	MCGINTY, MIRIAM	SPECIAL EDUCATION	APL* ITUNES.COM/BILL	4.99	App for iPad for student receiving DHH services
20160427	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	63.00	Various supplies for OT
20160427	MCGINTY, MIRIAM	SPECIAL EDUCATION	AMAZON MKTPLACE PMTS	13.88	Chewy lanyards
20160427	MCGINTY, MIRIAM	SPECIAL EDUCATION	RJ COOPER ASSOC INC	235.92	iPad case with long arm
				711.90	
20160427	MCKINNON, KATHY	EDUCATIONAL SERVICES	SO *EC NAMEPLATE GO	334.80	EL - Medals - Reclassification Ceremony
20160429	MCKINNON, KATHY	EDUCATIONAL SERVICES	SPROUTS FARMERS MARK	7.15	PD - Food - Instructional Leadership Team
				341.95	
20160404	MYERS, CHARLES	TRANSPORTATION	JOHNDOW INDUSTRIES	33.75	Part for an oil tank
20160426	MYERS, CHARLES	TRANSPORTATION	ESTRADAS MEXICAN FOOD	69.11	Food for training session and classified appreciation event
				102.86	
20160410	OLANDER, MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	26.95	Tripod for Video Production
20160410	OLANDER, MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	35.98	Headphones for Video Production
20160414	OLANDER, MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	18.38	Photo resistor kits
20160414	OLANDER, MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	9.98	Breadboard jumper wires for coding and robotics
20160414	OLANDER, MICHAEL	CAJON PARK	AMAZON MKTPLACE PMTS	6.99	Photo resistors for coding and robotics
20160430	OLANDER, MICHAEL	CAJON PARK	PP*SELF MATCH	120.00	Self and Match books for SPED
				218.28	
20160413	ORTEGA, KAREN	HUMAN RESOURCES	USPS 05702000734913483	6.89	Certified-return receipt postage for K. McClure letter mailed 4/12/16
20160430	ORTEGA, KAREN	HUMAN RESOURCES	USPS POSTAL ST66100207	29.45	Postage stamps for HR department
				36.34	
20160429	PIERCE, CATHY A	SUPERINTENDENT'S OFFICE	LAZ PKG SAN DIEGO 0000	10.00	Parking for conference.
20160430	PIERCE, CATHY A	SUPERINTENDENT'S OFFICE	LAZ PKG SAN DIEGO 0000	10.00	Parking for conference.
				20.00	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160407	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON MKTPLACE PMTS	16.25	Tripod mount for iPad
20160408	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	53.89	Makey Makey programming/coding tool
20160410	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM AMZN.COM/BI	53.89	Makey Makey programming/coding tool
20160413	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	WAL-MART #1917	55.25	Materials for makerspace presentation (electrical wire, masking tape, electrical tape, etc.)
20160413	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	WAL-MART #1917	3.76	Additional materials for Makerspace presentations.
20160414	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	THE HOME DEPOT 673	13.49	Painters tape and electrical wire for presentation.
20160415	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	WAL-MART #1917	7.52	Two rolls of foil for makerspace presentation
20160418	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	DRI*TECHSMITH	99.00	1 license of Camtasia software for creating screencasts, loaded into CRT laptop.
20160419	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	DRI*TECHSMITH	99.00	One copy of Camtasia software to be loaded into CRT laptop.
20160420	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	DRI*TECHSMITH	99.00	One copy of Camtasia software for CRT laptop.
20160420	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM AMZN.COM/BI	107.99	Osmo hardware and apps for iPad (primary curricular materials).
20160421	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	DRI*TECHSMITH	99.00	One copy of Camtasia software for CRT laptop.
20160424	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	WAL-MART #1917	68.08	Additional Makerspace presentation materials for PLT level event.
20160424	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	TARGET 00014852	6.11	Materials for makerspace presentation Tape.
20160424	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	APL* ITUNES.COM/BILL	10.95	App purchases to pilot for special education services
20160424	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM AMZN.COM/BI	485.28	9 Makey Makey laptop input devices
20160424	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM AMZN.COM/BI	19.34	2 bundles of electrical wire for Makerspace presentation to PLT
20160426	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON.COM	39.12	Three copies of book "Reality is Broken" for myself, CRTs, and Director of C and I.
20160426	PROUTY,DANIEL J	INSTRUCTIONAL TECHNOLOGY	AMAZON MKTPLACE PMTS	19.99	Prototype headphones with integrated mic. for primary classroom.
				1,356.91	
20160417	RIFFEL,MEREDITH	PUPIL SERVICES	PESI INC	399.96	Split- Workshop Registration (80%)
20160417	RIFFEL,MEREDITH	PUPIL SERVICES	PESI INC	99.99	Split- Workshop Registration (20%)
20160426	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	15.65	wipes for SDC class (46.87%)
20160426	RIFFEL,MEREDITH	PUPIL SERVICES	TARGET 00014852	17.74	batteries (53.13%)
				533.34	
20160408	ROSA,JIM	RIO SECO	AMAZON MKTPLACE PMTS	67.98	PE Equipment
20160408	ROSA,JIM	RIO SECO	AMAZON MKTPLACE PMTS	128.86	PE Equipment
20160411	ROSA,JIM	RIO SECO	AMAZON MKTPLACE PMTS	87.89	PE Equipment
20160412	ROSA,JIM	RIO SECO	AMAZON MKTPLACE PMTS	36.30	Fifth Grade Curriculum Supplies
20160413	ROSA,JIM	RIO SECO	AMZ*WEBSTAURANTSTORE C	136.63	Compact Digital Scales
20160414	ROSA,JIM	RIO SECO	AMAZON MKTPLACE PMTS	7.99	PE Equipment
20160414	ROSA,JIM	RIO SECO	AMAZON MKTPLACE PMTS	147.36	Fifth Grade Team Curriculum Supplies
20160415	ROSA,JIM	RIO SECO	TARGET 00014852	119.95	Gift cards for Perfect Attendance
20160415	ROSA,JIM	RIO SECO	PB/DIXIELINE #12	173.96	Umbrellas for concrete tables
20160422	ROSA,JIM	RIO SECO	AMAZON MKTPLACE PMTS	20.52	Fifth Grade Team Curriculum Supplies
				927.44	
20160406	SCHOLDER,TAMMY	PEPPER DRIVE	AMAZON.COM AMZN.COM/BI	42.56	Evacuation backpacks
20160417	SCHOLDER,TAMMY	PEPPER DRIVE	SD ZOO ADMISSIONS	210.00	Teacher/chaperone admission tickets for 2nd grade Zoo field trip
20160428	SCHOLDER,TAMMY	PEPPER DRIVE	LUCY'S PARTY TIME TACO	648.00	Title I night, Math Parent night
				900.56	
20160415	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	30.09	Materials for R. Pabis
20160415	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	171.15	Materials for R. Pabis
20160425	SCHWELLER,JOHN	PUPIL SERVICES	AMAZON MKTPLACE PMTS	70.47	Supplies for SSP
				271.71	
20160421	SHEEN,KRISTINA D	OST PROGRAMS	WALMART.COM	373.72	Summer Supplies-Books, Games, Toys
20160422	SHEEN,KRISTINA D	OST PROGRAMS	WALMART.COM	31.61	Summer Supplies, Games,
				405.33	
20160404	SIMPSON,DEBRA	RIO SECO	MICHAELS STORES 3256	82.63	Picture Frames for Think Lab
20160415	SIMPSON,DEBRA	RIO SECO	DISCOUNTMUGS.COM	136.00	Visible Thinking Curriculum materials
20160415	SIMPSON,DEBRA	RIO SECO	TEACHERSPAYTEACHERS.CO	19.99	Teacher Appreciation Day Gifts
20160429	SIMPSON,DEBRA	RIO SECO	LAKESHORE LEARNING MAT	247.68	Fifth Grade Team - Math curriculum and supplies
				486.30	

PURCHASE DATE	CARDHOLDER	DEPARTMENT	MERCHANT NAME	PURCHASE AMOUNT	PURCHASE DESCRIPTION
20160406	SOUTHCOTT,STEPHANIE	HILL CREEK	CAROLINA BIOLOGIC SUPP	77.09	Science Supplies
20160406	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	47.96	Computer toner - Office
20160407	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON COM	19.43	Nurse's office supplies
20160407	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	11.96	iPad Headphone converter
20160407	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN.COM/BI	32.67	Library book replacement
20160407	SOUTHCOTT,STEPHANIE	HILL CREEK	EINSTEIN BROS BAGELS33	30.98	Breakfast - JA Training
20160407	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	9.42	Volunteer luncheon supplies
20160408	SOUTHCOTT,STEPHANIE	HILL CREEK	WAL-MART #1917	8.15	Mirror- Nurse's office
20160413	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON COM	18.89	Teacher materials
20160417	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON COM	12.84	Teacher supplies
20160418	SOUTHCOTT,STEPHANIE	HILL CREEK	SCHOLASTIC INC KEY 6	26.71	Books for TOSA
20160420	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON MKTPLACE PMTS	42.81	Office Supplies
20160420	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON COM	46.83	Office organization supplies
20160421	SOUTHCOTT,STEPHANIE	HILL CREEK	DELL SALES & SERVICE	21.59	Office Printer Toner
20160425	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON.COM AMZN.COM/BI	22.50	PE Equipment
20160426	SOUTHCOTT,STEPHANIE	HILL CREEK	DELL SALES & SERVICE	437.37	Toner for office printer
20160430	SOUTHCOTT,STEPHANIE	HILL CREEK	ILP*INSECT LORE	83.12	Kindergarten supplies
20160430	SOUTHCOTT,STEPHANIE	HILL CREEK	AMAZON COM	7.55	Supplies for testing
				<u>957.87</u>	
20160407	STARKEY,MARK	INFORMATION TECHNOLOGY	WAL-MART #1917	21.57	USB drive to copy data from quarantined computer
20160410	STARKEY,MARK	INFORMATION TECHNOLOGY	VARIDESK	405.00	Standup desk enhancement for Angie
20160430	STARKEY,MARK	INFORMATION TECHNOLOGY	MATERIAL.FLOW&CONVEYOR	184.20	Clear containers for iPad pickup/delivery
				<u>610.77</u>	
				<u><u>23,659.78</u></u>	

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 2015-16 and incorporates any transfers needed for the 2016-17 fiscal year.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 1516-34, “Resolution to Establish Temporary Interfund Transfers of Special or Restricted Fund Moneys” (Due To/Due From), as required for the 2015-16 year-end closing process and 2016-17 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. 1516-34 will allow temporary interfund transfers of special or restricted fund moneys (due to/due from) as required for the 2015-16 year-end closing process and 2016-17 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.2.6.

SANTEE SCHOOL DISTRICT)
)
Resolution to Establish Temporary)
Interfund Transfers of Special or)
Restricted Fund Moneys (Due To/)
Due From Accounts))
)
Resolution No. 1516-34)

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 2016-17 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)

Consent Item E.2.7.
Prepared by Karl Christensen
June 7, 2016

Approval of Agreement with Grossmont Union High
School District for Transportation Services

BACKGROUND:

The agreement for student transportation services between Grossmont Union High School District and Santee School District provides for joint services by each district on an as-needed basis. Approving the student transportation services agreement would allow the District to utilize those services necessary to meet student field trip and/or regular or special education route needs as well as providing this same service to Grossmont Union High School District. The term of the agreement is May 1, 2016 through April 30, 2020.

RECOMMENDATION:

It is recommended that the Board of Education approve the student transportation services agreement between Grossmont Union High School District and Santee School District for the term of May 1, 2016 through April 30, 2020.

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:

Transportation services will be on an as-needed basis for both Santee School District as well as Grossmont Union High School District. Grossmont Union High School District's transportation fees are included with the agreement. The fiscal impact varies from year to year.

STUDENT ACHIEVEMENT IMPACT:

Approval of the agreement will allow additional options to transport students to field trip enrichment activities and/or regular or special education routes to the school site learning center.

Motion:		Second:		Vote:		Agenda Item E.2.7.
---------	--	---------	--	-------	--	--------------------

**AGREEMENT
FOR TRANSPORTATION AND VEHICLE REPAIR SERVICES
BETWEEN GROSSMONT UNION HIGH SCHOOL DISTRICT
AND SANTEE SCHOOL DISTRICT**

May 1, 2016

THIS AGREEMENT is entered into between the GROSSMONT UNION HIGH SCHOOL DISTRICT of El Cajon, California, hereinafter called "GROSSMONT" and SANTEE SCHOOL DISTRICT of Santee, California, hereinafter called "SANTEE SCHOOL DISTRICT".

1. INSURANCE AND INDEMNITY

- a. GROSSMONT shall provide proof of Comprehensive General Liability, Commercial Automobile Liability and Garage Liability at a limit of \$1,000,000 per occurrence. GROSSMONT will name SANTEE SCHOOL DISTRICT as an additional insured, for the term of the agreement.
- b. SANTEE SCHOOL DISTRICT shall provide proof of Comprehensive General Liability and Commercial Automobile Liability at a limit of \$1,000,000 per occurrence. SANTEE SCHOOL DISTRICT will name GROSSMONT as additional insured for the term of the agreement.
- c. GROSSMONT agrees to indemnify and hold harmless SANTEE SCHOOL DISTRICT from any and all claims, demands, loss, liability, cost or expenses arising out of any negligent or intentional acts or omissions of GROSSMONT, its officers, agents, or employees.
- d. SANTEE SCHOOL DISTRICT agrees to indemnify and hold harmless GROSSMONT from any and all claims, demands, loss, liability, cost or expense arising out of any negligent or intentional acts, omissions of SANTEE SCHOOL DISTRICT, its officers, agents, or employees.

2. DISPUTE RESOLUTION

- a. Any disputes concerning terms and conditions of this Agreement or performance hereunder 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.

3. TERMS AND CONDITIONS REGARDING STUDENT TRANSPORTATION SERVICES

SANTEE SCHOOL DISTRICT may request that GROSSMONT provide transportation for activity trips sponsored by SANTEE SCHOOL DISTRICT. Approval of the request shall be subject to availability of bus and driver.

A. TRIP SUPERVISOR

SANTEE SCHOOL DISTRICT shall provide a qualified trip supervisor who shall have the responsibility to ensure that the behavior of the group meets the driver's safety requirements. SANTEE SCHOOL DISTRICT shall have complete responsibility for all field trip arrangements and for all supervision of adult and minor trip participants. Supervisor qualifications will meet all legal requirements.

B. ROUTING AND EQUIPMENT

The GROSSMONT driver has the responsibility for the school bus. Collectively, the driver and trip supervisor may consult regarding the best route to take; however, the driver has the responsibility of final approval of the route.

C. TRANSPORTATION FEE

The Fee Schedule shall be as listed on Attachment A and is for the time frame indicated only. Subsequent years' fees shall be determined and agreed upon by both parties separately prior to each subsequent year.

D. INDIVIDUAL DRIVER SERVICES

SANTEE SCHOOL DISTRICT may require the services of one (1) or more driver(s) to perform activity trips using vehicles supplied by SANTEE SCHOOL DISTRICT or other entities. This agreement allows such "Driver Rental" as needed. GROSSMONT and SANTEE SCHOOL DISTRICT agree said drivers are in the employ of GROSSMONT and subject to all GROSSMONT conditions of employment, rules, and regulations. Services for Driver Rental shall be billed as outlined in the attached Fee Schedule.

E. SCHEDULING

SANTEE SCHOOL DISTRICT agrees to notify GROSSMONT no less than seventy-two (72) hours in advance of the requested departure date to schedule an activity trip. Communication must be in electronic form and shall be received by GROSSMONT via online trip request software using assigned login and password. An authorized representative of SANTEE SCHOOL DISTRICT must sign the request form. The Trip Request Form included is the preferred documentation to be used.

4. TERMS AND CONDITIONS REGARDING VEHICLE RENTAL SERVICES

- a. SANTEE SCHOOL DISTRICT may, at its option, rent from GROSSMONT vehicles on a daily, weekly, or monthly basis subject to vehicle availability. GROSSMONT shall provide such vehicle(s) to SANTEE SCHOOL DISTRICT in good condition and working order, with fire extinguisher, first aid kit, reflector triangles, and all safety equipment required by the State of California Motor Carrier and the State law.
- b. If at any time during the term of this Agreement SANTEE SCHOOL DISTRICT fails to adequately maintain the equipment or the equipment is in danger of physical damage due to strike or other conditions, GROSSMONT may repossess any or all rented vehicles under this agreement.
- c. The option to domicile vehicles at locations other than GROSSMONT shall be made at the sole discretion of GROSSMONT. Minimum requirements for this option are:
 - I. The yard is well lighted during hours of darkness;
 - II. All vehicle exit doors shall be locked and all windows secured when not in use;
 - III. Ultra-Low Sulphur Diesel Fuel shall be used exclusively in all diesel-powered vehicles;
 - IV. Unleaded 87 Octane Gasoline shall be used exclusively in all gasoline-powered vehicles.
- d. If equipment is in need of minor repairs, such as lights, clamps, etc., SANTEE SCHOOL DISTRICT shall notify GROSSMONT's Lead Mechanic as soon as possible. GROSSMONT may, at its discretion, authorize repair by another organization. If such authorization is given, GROSSMONT shall reimburse SANTEE SCHOOL DISTRICT for all approved repairs. If equipment

is need of any major repairs, it is GROSSMONT's responsibility to repair vehicle at no cost to SANTEE SCHOOL DISTRICT.

- e. If SANTEE SCHOOL DISTRICT misuses equipment, SANTEE SCHOOL DISTRICT will be responsible for all parts, materials, and labor costs at the listed mechanical rate per hour for repairs. Parts and materials will be billed at GROSSMONT's cost plus 15 percent (15%) for handling.
- f. SANTEE SCHOOL DISTRICT shall have the responsibility of checking the equipment and to maintain all fluid levels during the period of this rental agreement.
- g. SANTEE SCHOOL DISTRICT shall notify GROSSMONT of any accident or occurrence causing damage to the vehicle within twenty four (24) hours.
- h. SANTEE SCHOOL DISTRICT shall return equipment in clean condition inside and out.
- i. All fluid levels shall be correct. Fuel level shall be at the same level as when equipment left GROSSMONT premises.
- j. SANTEE SCHOOL DISTRICT agrees to ensure all persons intending to operate GROSSMONT-owned vehicles hold the required license and applicable endorsement(s) as prescribed by California law for the type vehicle rented. GROSSMONT reserves the right to have each driver furnish proof of licensing at time of equipment pickup.
- k. SANTEE SCHOOL DISTRICT agrees to ensure all persons intending to operate GROSSMONT-owned vehicles have demonstrated proficiency to the GROSSMONT Safety & Training Department for the type of vehicle rented. If SANTEE SCHOOL DISTRICT driver's need to become proficient in a vehicle type, SANTEE SCHOOL DISTRICT agrees to co-ordinate training schedules with the GROSSMONT Safety & Training Department.
- l. Proficiency training will be given during normal GROSSMONT business hours (6:00 am to 4:00 pm, Monday through Friday, District holidays excepted). SANTEE SCHOOL DISTRICT agrees to reimburse GROSSMONT for any proficiency training needed outside of normal business hours at the rates specified on the Fee Schedule.
- m. SANTEE SCHOOL DISTRICT agrees to pick up rental equipment during the hours of 8:00 am to 4:00 pm, Monday through Friday, District holidays excepted. Pickup arrangements at times/days other than those specified must be made in advance and confirmed with GROSSMONT staff.

5. TERMS AND CONDITIONS REGARDING VEHICLE REPAIR SERVICES

- A. Upon request GROSSMONT shall provide to SANTEE SCHOOL DISTRICT vehicle and equipment maintenance and repair in accordance with applicable Department of Motor Vehicle codes at GROSSMONT facilities, subject to the following:
 - 1. SANTEE SCHOOL DISTRICT has the responsibility to notify the GROSSMONT Mechanic Leadman of all repairs and maintenance services required.
 - 2. SANTEE SCHOOL DISTRICT shall be responsible for the delivery of equipment to GROSSMONT facilities for maintenance or repairs.
 - 3. GROSSMONT shall perform all minor/major repairs and maintenance upon request as follows: Vehicle inspections; Smog inspections; Tune-ups; Electrical systems; Front and Rear suspensions; Transmissions; Cooling systems; Steering systems; Front and Rear

brakes; Other as agreeable between GROSSMONT and SANTEE SCHOOL DISTRICT . This Agreement does not apply to ancillary equipment in or on the vehicles and equipment.

4. Before any major engine, transmission, or differential repairs, GROSSMONT shall notify and make recommendations to SANTEE SCHOOL DISTRICT, supplying explanations of why, with a non-binding, reasonable estimate of cost for material and labor.
5. SANTEE SCHOOL DISTRICT shall make all decisions on major repairs and has sole responsibility for those decisions.
6. GROSSMONT has the responsibility of selecting all parts and materials for SANTEE SCHOOL DISTRICT equipment. SANTEE SCHOOL DISTRICT equipment will not be treated differently than GROSSMONT equipment, unless so agreed upon by both parties.
7. GROSSMONT has the responsibility to correct all failures in repairs or maintenance due to faulty labor for a period of ninety (90) days. However, if a part is replaced or installed by GROSSMONT and is found to be defective, GROSSMONT will charge and SANTEE SCHOOL DISTRICT will pay for replacement labor costs.
8. GROSSMONT shall submit to SANTEE SCHOOL DISTRICT billing and repair work orders at the end of each month.
9. SANTEE SCHOOL DISTRICT will be charged for parts at GROSSMONT's purchase price plus a 15 percent (15%) handling fee.
10. GROSSMONT may supply gasoline and/or diesel fuel to equipment owned and/or operated by SANTEE SCHOOL DISTRICT. SANTEE SCHOOL DISTRICT will be charged at GROSSMONT's purchase price plus a 15 percent (15%) handling fee.
11. GROSSMONT can respond to emergency road service calls. The applicable hourly rate shall be charged according to the Fee Schedule, plus a mileage charge as indicated in the Fee Schedule to cover costs for GROSSMONT's service truck. Time and mileage will start at the point of departure to point of return.
12. GROSSMONT shall continue to train their shop personnel in the latest automotive and heavy duty equipment technology in order to continue to perform work for SANTEE SCHOOL DISTRICT.

6. **NON-EXCLUSIVITY:**

- A. No language in this agreement shall be construed as creating an exclusive contract for any maintenance and/or transportation services between SANTEE SCHOOL DISTRICT and GROSSMONT

7. **GENERAL PROVISIONS**

- A. Each party is responsible for complying with the Educational Employment Relations Act, to the extent it applies to any matter related to this Agreement. 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 or equipment rental included in this agreement may be adjusted annually for inflation utilizing this process.
- B. This Agreement is entered into pursuant to Government Code section 6500, et seq.; however, no separate entity is created hereby. The employees of GROSSMONT and SANTEE SCHOOL DISTRICT are not the employees of the other party, respectively.

8. TERM OF AGREEMENT

- A. The term of this Agreement shall be from May 1, 2016 through April 30, 2020 providing, however, that either party may terminate the agreement at any time upon thirty (30) day's notice in writing. Fee Schedules will be renewed annually and will require signature by both parties.

By: _____

Scott Patterson
Deputy Superintendent, Business Services
Grossmont Union High School District

By: _____

SANTEE SCHOOL DISTRICT

**GROSSMONT UNION HIGH SCHOOL DISTRICT
TRANSPORTATION DEPARTMENT
FEE SCHEDULE FOR OCTOBER 1, 2015 TO JUNE 30, 2016**

REPAIR SERVICES**

REGULAR LABOR - \$70.00 per hour.

REGULAR OVERTIME - \$105.00 per hour
(Includes Saturday and any service performed between the hours of 5:30 pm and 7:00 am)

EMERGENCY OVERTIME - \$175.00 per hour
(Includes Sundays and holidays)

MECHANICS MILEAGE RATE - \$1.95 per mile

Specialized Services:

45-Day Safety Inspection:	\$70.00 per vehicle	Annual Opacity Test:	\$45.00 per vehicle
90-Day BIT Inspection:	\$70.00 per vehicle	Smog Test:	\$55.00 per vehicle

*** please note: all inspections and/or repairs performed at locations other than GUHSD facilities will be charged round trip mileage. Only one (1) round trip mileage charge will be billed when multiple vehicles are inspected/repared on a single visit.*

BUS RENTAL (BARE RENT/NO DRIVER)

24* to 30* Passenger:	\$135/Day	+1.95 per mile
66 to 84 Passenger:	\$160/Day	+1.95 per mile

* Wheel Chair lift equipped

BUS DOMICILING-No Charge

BUS & DRIVER RENTAL (2 hour & 20 mile minimum per day Mon-Fri)

Monday through Friday:	7:00 AM to 5:00 PM	\$53.00 per hour + \$2.45 per mile
Monday through Friday:	5:01 PM to 6:59 AM	\$80.00 per hour + \$2.45 per mile
Saturday: (4 hr & 20 mile)	12:00 AM to 11:59 PM	\$80.00 per hour + \$2.45 per mile
Sunday: (4 hr & 20 mile)	12:00 AM to 11:59 PM	\$132.00 per hour + \$2.45 per mile

DRIVER-ONLY RENTAL (3 hour minimum per day Mon-Fri)

Monday through Friday:	7:00 AM to 5:00 PM	\$53.00 per hour
Monday through Friday:	5:01 pm to 6:59 AM	\$80.00 per hour
Saturday: (4 hour minimum)	12:00 AM to 11:59 PM	\$80.00 per hour
Sunday: (4 hour minimum)	12:00 AM to 11:59 PM	\$132.00 per hour

BACKGROUND:

The agreement for student transportation services between 43 San Diego County school districts for joint services to be provided by each district on an as-needed, as-available basis. Approving the student transportation services agreement would allow the District to utilize those services necessary to meet student field trip and/or regular or special education route needs as well as providing this same service to 42 San Diego County school districts.

RECOMMENDATION:

It is recommended that the Board of Education approve the agreement for student transportation services between San Diego County School Districts for joint services to be provided by each district on an as-needed, as-available basis for the term of July 1, 2016 through June 30, 2018.

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 varies from year to year. Transportation services will be on an as-needed, as-available basis for all 43 school districts. Transportation fees will be as follows:

- Fees will be charged only for those days that a student is in attendance.
- For the transportation of students with disabilities, each district agrees to pay the transporting district's current daily rate.
- For field trip transportation, the districts mutually agree to pay the transporting district's published field trip rate.

STUDENT ACHIEVEMENT IMPACT:

Approval of the agreement will allow additional options to transport students to field trip enrichment activities and/or regular or special education routes to the school site learning center.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.8.

**AGREEMENT FOR STUDENT TRANSPORTATION SERVICES
BETWEEN
SAN DIEGO COUNTY SCHOOL DISTRICTS**

This agreement is entered into between the SAN DIEGO COUNTY SCHOOL DISTRICTS of San Diego, California, as listed below, hereinafter called THE DISTRICTS.

This agreement is between the following school districts:

1. Alpine Union School District
2. Bonsall Union School District
3. Borrego Springs Unified School District
4. Cajon Valley Union School District
5. Cardiff School District
6. Carlsbad Unified School District
7. Chula Vista Elementary School District
8. Coronado Unified School District
9. Dehesa School District
10. Del Mar Union School District
11. Encinitas Union School District
12. Escondido Union School District
13. Escondido Union High School District
14. Fallbrook Union Elementary School District
15. Fallbrook Union High School District
16. Grossmont Union High School District
17. Jamul-Dulzura Union School District
18. Julian Union High School District
19. Julian Union School District
20. La Mesa/Spring Valley School District
21. Lakeside Union School District
22. Lemon Grove School District
23. Mountain Empire Unified School District
24. National School District
25. Oceanside Unified School District
26. Poway Unified School District
27. Rancho Santa Fe School District
28. Ramona Unified School District
29. San Diego County Office of Education (Foster, Youth, and Homeless Education Program)
30. San Diego Unified School District
31. San Dieguito Union High School District
32. San Marcos Unified School District
33. San Pasqual Union School District
34. San Ysidro School District
35. Santee School District
36. Solana Beach School District
37. South Bay Union School District
38. Spencer Valley Elementary School District

39. Sweetwater Union High School District
40. Vallecitos School District
41. Valley Center-Pauma Unified School District
42. Vista Unified School District
43. Warner Unified School District

WITNESSETH

WHEREAS, THE DISTRICTS are mutually interested in and concerned with provision of adequate student transportation services, and

WHEREAS, THE DISTRICTS have personnel, equipment and other required facilities under its jurisdiction suitable for such student transportation services;

NOW THEREFORE, in order to continue and to improve the cooperative efforts of THE DISTRICTS it is hereby mutually agreed as follows:

TERMS AND CONDITIONS REGARDING STUDENT TRANSPORTATION SERVICES

1. TRANSPORTING STUDENTS

At the request of any of THE DISTRICTS, THE DISTRICTS may transport students between public and non-public schools and field trip locations located with County boundaries and locations mutually agreed to by both DISTRICTS.

Neither DISTRICT shall be compelled by this agreement to create new transportation routes to service the other District's students.

2. STUDENT BEHAVIOR CODE

THE DISTRICTS agree to the behavior codes for transporting Special Education students (Education Code Section 44807 attached as Exhibit A). Before THE DISTRICTS may suspend or terminate riding privileges, THE DISTRICTS must notify the administration or administration's designee. THE DISTRICTS shall provide each other with any information on behavior problems, to ensure the safety of the student(s) and driver(s).

3. MEDICAL RECORDS

THE DISTRICTS shall provide all medical history that is pertinent to the safety of the student(s) and driver(s) as permitted by state and federal law.

4. INSURANCE

THE DISTRICTS shall exchange Certificates of Insurance and shall name each other as additional insured for the term of this agreement, for \$1,000,000 per occurrence. THE DISTRICTS shall exchange copies of the certificates to show compliance.

Each DISTRICT agrees to indemnify and hold the other party harmless from all liability for damage, actual or alleged, to persons or property arising out of or resulting from negligent acts or omissions of the indemnifying party.

5. INDEMNIFICATION

Each DISTRICT agrees to mutually defend, indemnify, and save free and harmless each other DISTRICT, its officers, agents, and employees against any loss, injuries, claims, actions, causes of action, judgments, or liens arising from, or alleged to have arisen from, the intentional or negligent acts or omissions of the DISTRICT, its officers, agents, or employees.

6. TRANSPORTATION FEE

For the transportation of students with disabilities, THE DISTRICTS mutually agree to the current providing District's daily rate.

Fees will be charged only for those days that a student is in attendance.

For field trip transportation, THE DISTRICTS mutually agree to pay the District's published field trip rate.

7. TIME SCHEDULE

THE DISTRICTS shall mutually agree upon transportation schedules prior to implementation of service for each student.

EXHIBIT A

EDUCATION CODE SECTION 44807 provides:

Every teacher in the public schools shall hold pupils to a strict account for their conduct on the way to and from school, on the playgrounds, or during recess. A teacher, vice principal, principal, or any other certificated employee of that school district, shall not be subject to criminal prosecution or criminal penalties for the exercise, during the performance of their duties, of the same degree of physical control over a pupil that a parent would be legally privileged to exercise but which in no event shall exceed the amount of physical control reasonably necessary to maintain order, protect property, or protect the health and safety of pupils, or to maintain proper and appropriate conditions conducive to learning.

The term of this agreement shall be from July 1, 2016 to June 30, 2018, providing that any DISTRICT may terminate the same at any time upon ten (10) days notice in writing. Transportation directors of all participating DISTRICTS will be notified when any DISTRICT chooses to terminate their participation.

Alpine Union School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Bonsall Union School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Borrego Springs Unified School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Cajon Valley Union School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Cardiff School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Carlsbad Unified School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Chula Vista Elementary School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Coronado Unified School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Dehesa School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Del Mar Union School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Encinitas Union School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Escondido Union School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Escondido Union High School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Fallbrook Union Elementary School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Fallbrook Union High School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Grossmont Union High School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Jamul-Dulzura Union School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Julian Union High School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Julian Union School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

La Mesa/Spring Valley School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Lakeside Union School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Lemon Grove School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Mountain Empire Unified School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Oceanside Unified School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Rancho Santa Fe School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

San Diego County Office of Education
(Foster, Youth, and Homeless Education Program)

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

San Dieguito Union High School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

San Pasqual Union School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

National School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Poway Unified School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Ramona Unified School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

San Diego Unified School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

San Marcos Unified School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

San Ysidro School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Santee School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Solana Beach School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

South Bay Union School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Spencer Valley Elementary School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Sweetwater Union High School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Vallecitos School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Valley Center-Pauma Unified School District

by _____
Name / Title

Approved by _____
On the ____ day of _____ 2016.

Vista Unified School District

by _____
Name / Title

Approved by the Governing Board
On the ____ day of _____ 2016.

Warner Unified School District

Name / Title

Approved by _____
On the ____ day of _____ 2016.

Consent Item E.2.9.
Prepared by Karl Christensen
June 7, 2016

Approval of Agreement with the City of Santee
for Transportation Services

BACKGROUND:

Santee School District has worked with the City of Santee to provide transportation services for the Santee Teen Center. 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. 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 2016-17 year.

Due to the increase in transportation costs over the past year, the Santee Teen Center will pay the District \$12.15 per student, per week (an increase of approximately 5% from the previous amount of \$11.55. They will also pay for field trips at \$31.00 per hour plus \$4.50 per mile.

RECOMMENDATION:

It is recommended that the Board of Education approve the transportation agreement with the City of Santee to increase fees for District-provided transportation services to the Santee Teen Center.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is estimated at \$90,000 in revenue. Actual revenue generated by the District will be determined by the number of students participating and the number of trips scheduled.

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.2.9.

**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:
Charles Myers, Director
Transportation Department.
Santee School District
9625 Cuyamaca Street
Santee, CA 92071
(619) 258-2337
Debbie.griffin@santeesd.net

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.

Community Services Department
Attn: Anne Morrison
City of Santee
10601 Magnolia Avenue
Santee, CA 92071

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

Teen Center:

\$12.15 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, 2016 through June 30, 2017; however, either party may terminate the same at any time upon thirty (30) days notice in writing.

City of Santee

Marlene Best Date
City Manager

Approved As To Form

City Attorney

Santee School District

Karl Christensen Date
Assistant Superintendent
Business Services

Approved by the Board of Education

On the _____ day of _____ 2016.
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
Chet F Harritt
Prospect Avenue

Carlton Hills
Hill Creek
Rio Seco

Carlton Oaks
Pepper Drive

2. Scheduled pick-up times will be set by mutual agreement of the Parties in August 2015. 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@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@cityofsanteeca.gov

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.

Date	Pickup time	Pickup location	Destination	Return pickup time	Dropoff	Notes
Tues, July 5 Tues, July 12 Tues, July 19 Tues, July 26 Tues, Aug 2* Tues, Aug 9 Tues, Aug 16	1:00 pm *9:00am	Town Center Community Park East - next to YMCA over the bridge YMCA	Return trip from pool Big Rock Park	N/A 12:00pm	Teen Center Town Center Park East	
Wed, July 13	9:00 am	Teen Center	Coronado Tidelands Park & Hotel Del Coronado	2:00 pm	Teen Center	
Wed, July 20	9:00 am	Teen Center	Aquatica	3:30 pm	Teen Center	Late Return
Thurs, July 27	9:00 am	Teen Center	Mission Beach	2:00 pm	Teen Center	
Wed, Aug 3	9:30 am	Teen Center	Padres Game	3:30 pm	Teen Center	Late Return
Wed, Aug 10	9:00 am	Teen Center	Bowling & Boardwalk	2:15 pm	Teen Center	
June 2017 – To be determined pending SSD last day of school & camp programming						

Consent Item E.2.10.
Prepared by Karl Christensen
June 7, 2016

Approval of Agreement with School Innovations and
Achievement for Consulting Services Related to
Mandated Costs

BACKGROUND:

The District currently participates in the Mandated Cost Block Grant program and receives approximately \$180,000 per year in lieu of submitting reimbursement claims. Nonetheless, the District must ensure it is engaging in the activities that are required under each mandated cost program within the block grant. There are also several mandates that the District engages in that are outside the Block Grant and must, therefore, be submitted through the reimbursement claim process.

For several years, School Innovations and Achievement has provided consulting services related to Mandated Costs. Specifically, these services include reviewing District practices and procedures to ensure procedural compliance with mandates within the Block Grant; and collecting and submitting data for reimbursement claims outside of the Block Grant.

RECOMMENDATION:

It is recommended that the Board of Education approve the Agreement with School Innovations and Achievement for Consulting Services Related to Mandated Costs.

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 \$10,200 annually for 2016-17, 2017-18, and 2018-19 with option to terminate for the subsequent year with 30 days advance notice before end of the current year.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.10.



GOOD GOVERNANCE AND PROGRAM ADVISORY SERVICES AGREEMENT

**Between
SCHOOL INNOVATIONS & ACHIEVEMENT, INC.
And
SANTEE ELEMENTARY SCHOOL DISTRICT**

THIS AGREEMENT, dated _____, 2016, (the “Agreement”) is made by and between Santee Elementary School District (“District”), and School Innovations & Achievement, Inc., a California corporation (“SI&A”), each being a “Party” and collectively the “Parties.”

RECITALS

WHEREAS, District is authorized to retain consulting services to assist District in the preparation and filing of reimbursement claims for the costs of the Mandate Reimbursement Process Program, legislatively mandated by the State of California (“State”), as well as an assessment of compliance practices in place as it relates to the Mandated Block Grant Program, and SI&A is qualified to perform such services;

WHEREAS, services related to the Mandate Reimbursement Process Program are referred to herein as “MandatePrep® Services”; and

WHEREAS, it is necessary and desirable that SI&A be retained by District for the purpose of performing consulting services;

AGREEMENT

NOW, THEREFORE, the Parties agree as follows:

1. **Agreement Period.** The Agreement period begins July 1, 2016 (the “Effective Date”) and will automatically expire on June 30, 2019 (the “Expiration Date”). The Agreement period consists of three (3) District fiscal years: July 1, 2016 through June 30, 2017; July 1, 2017 through June 30, 2018; and July 1, 2018 through June 30, 2019 (the “Agreement Period”). Each fiscal year within the Agreement Period is an “Agreement Year.”
2. **Base Services.** SI&A agrees to provide District the following consulting services (“Services”) during the Agreement Period:
 - (a) Prepare and file (based on the District’s Participation Status in the Mandate Block Grant Program, with information provided by the District):
 - (1) Any applicable prior year reimbursement claims based on program participation;
 - (2) Late and amended reimbursement claims, based on program participation; and
 - (3) Newly claimable programs approved by the Commission on State Mandates (“Commission”) if the filing deadline is within the Agreement Period.

- (b) Hold training sessions for District’s staff during the Agreement Period, as necessary or appropriate (as reasonably determined by SI&A);
- (c) Provide access to interactive professional development training sessions for District and school site staff on a variety of essential programs via a web-based training platform;
- (d) Conduct interviews with District staff and document processes regarding mandate programs;
- (e) Provide interim and annual reports on:
 - (1) Program performance;
 - (2) Claim performance for all applicable claims; and
 - (3) Analysis comparing Mandated Program options in preparation for the Districts yearly program election decision.
- (f) Monitor District’s mandated cost tracking systems;
- (g) Research and assist District with data collection for test claims approved by the Commission during the Agreement Period;
- (h) Serve as a liaison with the State Controller’s Office and Commission regarding
 - (i) statewide cost estimate request responses, and
 - (ii) general questions from the State Controller’s Office;
- (i) Provide representation of District with respect to any State audit of mandate reimbursement claims that were prepared and submitted with SI&A’s assistance pursuant to this Agreement, unless prior to claim submission SI&A advised District that SI&A would not provide audit assistance, due to potentially unresolved audit issues (such as documentation or data problems) or claim rejection concerns; and
- (j) Free access to Cabinet Report. Cabinet Report is an online education-news publication that provides news coverage critical to education practices and administration, our reporting is aimed at an audience of educators, school administrators and policy-makers.

3. **Optional Services.**

SiteServSM (SiteServ) Services

In addition to the Software and Services outlined in the Base Program above, District may elect to include SiteServ services listed on Exhibit B. District will be responsible for paying the Base Program fee plus the cost of SiteServ as defined in Exhibit B.

4. **District’s Obligations.**

4.1 **District Responsibilities and Obligations.** District shall be responsible for the following:

- (a) ensuring District has record retention policies sufficient to maintain original documentation used in support of claims (for audit or examination by any State or regulatory agency); and
- (b) maintaining original supporting documents for a period of four (4) years after the State’s

first payment of the claim; and (c) District shall provide SI&A all records and information relevant to any claim in a timely manner and contact information for District's personnel to whom SI&A may direct inquiries. District understands and agrees that the results of SI&A's inquiries, the documentation obtained from District and other corroborating information may be used by SI&A for filing and/or supporting the reimbursement claims, or responding to audits or investigations.

4.2 **Claim Approval.** Upon presentation of a claim for District's approval, District agrees to review the claim and respond to SI&A by either: (a) certifying to SI&A, under penalties of perjury, that the time, costs and other data collected by District and furnished to SI&A in support of the claim are true and correct; or (b) provide SI&A with notice specifying why the foregoing certification may not be true. All notices and certifications must comply with the requirements of Section 4 of the Standard Terms and Conditions.

4.3 **For Districts that elect the Mandate Block Grant.** The District acknowledges and agrees that the Good Governance and Program Advisory Services, provided by SI&A, in connection with potential audit matters, consists of providing recommendations and support with forms and back-up documentation collected. It is the District's responsibility to ensure the District's compliance with all mandate block grant requirements.

5. **California False Claims Act.** District acknowledges that reimbursement claims filed under this Agreement constitute "claims" under the California False Claims Act (California Government Code Section 12650, et seq.) ("False Claims Act") and consequently, District, its employees, contractors and other persons acting on its behalf, may be subject to the provisions of the False Claims Act. Among other things, the False Claims Act imposes liability for treble damages, penalties and costs of civil recovery actions upon persons who "knowingly" present or cause to be presented false claims, or who "knowingly" make or cause to be made false records or statements in support of a claim. Under the False Claims Act, "knowingly" means that a person, with respect to information, has actual knowledge of the information or acts in deliberate ignorance or reckless disregard of the truth or falsity of the information.

6. **Payment of Fees.**

6.1 **Fees.** For Services provided pursuant to the terms of this Agreement, as outlined in Section 2, District agrees to pay SI&A **\$10,200**, annually, for the fiscal years 2016/17, 2017/18, and 2018/19 (the "Fee").

6.2 **Payment Plan.** The Fee is payable in annual or semi-annual installments as indicated below. District must clearly mark one payment plan below. If a plan is not clearly identifiable by SI&A, then District agrees to pay the Fee on an annual basis.

3 annual payments due July 1, 2016, 2017 and 2018.

6 semi-annual payments due July 1, 2016, 2017 and 2018, and January 1, 2017, 2018 and 2019.

6.3 Travel; Lodging Expenses. If SI&A reasonably determines that travel to District's site is necessary, SI&A and District shall schedule mutually convenient dates and times for such meetings. All travel and lodging expenses incurred by SI&A in connection with the Initial Scope of Services are included in the Fee.

- 7. Entire Agreement. This Agreement, including, without limitation, the Standard Terms and Conditions attached hereto as Exhibit A is the final expression of, and contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.
- 8. Exhibits. All exhibits referred to in this Agreement are attached and incorporated herein by this reference.
- 9. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, including copies sent to a party by facsimile transmission or in portable document format (pdf), as against the party signing such counterpart, but which together shall constitute one and the same instrument.


IN WITNESS WHEREOF, the District and SI&A have made and executed this Agreement as set forth below.

SI&A:

DISTRICT:

**SCHOOL INNOVATIONS
& ACHIEVEMENT, INC.**

**SANTEE ELEMENTARY SCHOOL
DISTRICT**

Signature: 
Date Signed: 2/18/2016
Print Name: Jeffrey C. Williams
Title: Chief Executive Officer
Company: School Innovations & Achievement
Address: 5200 Golden Foothill Parkway
El Dorado Hills, CA 95762
Phone: (800) 487-9234
Fax: (888) 487-6441

Signature: _____
Date Signed: _____
Print Name: _____
Title: _____
Address: _____
Phone: _____
Fax: _____
Email: _____

EXHIBIT A - STANDARD TERMS AND CONDITIONS

- 1 **Scope of Services; Independent Contractor.** SI&A's services described in the Agreement (the "Services") detail the initial scope of services anticipated by SI&A as of the effective date of the Agreement ("Initial Scope of Services"). District acknowledges that the Fee is based on this Initial Scope of Services. If SI&A determines that the Initial Scope of Services may be or has been increased anytime during the Agreement Period, SI&A reserves the right to increase the Fee to compensate for the unanticipated or additional services as mutually agreed upon in writing by both Parties. This Agreement is not for lobbying services and SI&A is not being retained to provide lobbying services to District. The Parties agree that School Innovations & Achievement is an independent contractor and the Agreement shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, association or any other relationship.
- 2 **Termination.** Either Party may terminate the Agreement, with or without cause, by delivering written notice of termination to the other Party not later than thirty (30) days prior to expiration of the current Agreement Year within the Agreement Period. The effective date of termination shall be the expiration of such current year of the Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. Except as set forth in this Section 2, neither Party shall have any liability to the other for damages resulting solely from a Party's termination of this Agreement in accordance with this Section 2.
- 3 **Termination Due to Changes in State Law.** If Legislation is enacted that eliminates or suspends K-12 education mandates, thereby making the filing of mandate reimbursement claims impossible or futile, District may immediately terminate this Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. All other terminations shall be subject to the terms and conditions set forth in Section 2, above.
- 4 **Notice.** All Agreement notices must be in writing, directed to the Party's address set forth below such Party's signature in the Agreement and shall be deemed to be received in accordance with the following: (a) in the case of personal delivery, on the date of such delivery; (b) in the case of facsimile transmission, on the date upon which the sender receives confirmation by facsimile transmission that such notice was received by the addressee, provided that a copy of such transmission is additionally sent by mail as set forth in (d) below; (c) in the case of overnight courier, on the second business day following the day such notice was sent, with receipt confirmed by the courier; and (d) in the case of mailing by first class certified mail, postage prepaid, return receipt requested, on the fifth business day following such mailing. A Party may change the address stated in the Agreement by giving notice to the other Party.
- 5 **District's General Responsibilities; District Acknowledgment.** During the Agreement Period, in addition to the obligations set forth in the Agreement, District is responsible for the following: (a) ensuring that District, its employees and contractors properly identify and comply with laws and regulations applicable to District's activities; (b) completing any documents required by SI&A for any service obtained by District; (c) importing only data that reflects student performance to the grade level into the school site plan to ensure confidentiality and consistency with FERPA guidelines; and (d) monitoring assignments of login and passwords to assure FERPA compliance. District acknowledges that SI&A's full, accurate and timely performance under this Agreement is materially dependent upon District's reasonable cooperation and assistance. District further acknowledges that SI&A's Initial Scope of Services and Fee presume a reasonable amount of cooperation and assistance from District, such as District's timely provision of certain information, documentation and personnel. SI&A has explained its requirements in this regard to District and District agrees to meet these requirements.
- 6 **Further Assurances.** Upon request of the other Party, SI&A or District shall execute and deliver additional instruments and take additional actions as may be necessary or appropriate to perform the Agreement.
- 7 **Assignment Prohibited.** Neither Party may assign any rights or obligations under this Agreement without the prior written consent of the other Party. Any purported assignment in violation of the provisions of this Section 7 shall be null and void.
- 8 **Family Educational Rights and Privacy Act ("FERPA"); California Education Code.** SI&A may have limited access to student information only for purposes of providing the legally required notification services, if any, specified in this Agreement. SI&A performs the Services as an agent of District and has no right to access or utilize student information for any other purpose. SI&A, its officers and employees, shall comply with the Family Educational Rights and Privacy Act and California Education Code sections 49073 et seq. and/or sections 76240 et seq. at all times.
- 9 **Confidential and Proprietary Materials of SI&A.** During performance of the Agreement, SI&A may provide materials or disclose information to District that SI&A considers proprietary or confidential including, but not limited to SI&A's training handbooks, policy manuals, instructions, copyrighted checklists and forms ("SI&A's Materials"). District agrees that District acquires no interest of any kind in SI&A's Materials. At all times during and after the Agreement Period, District agrees (a) to keep SI&A's Materials in confidence and trust for SI&A; (b) not to disclose, duplicate or otherwise use SI&A's Materials, except in furtherance of SI&A's performance per the Agreement; (c) to limit access to SI&A's Materials to District's employees and/or contractors who have a "need to know;" and (d) to promptly return all copies of SI&A's Materials to SI&A after a request is made.
- 10 **Limitation of Liability; Indemnification.** In no event shall SI&A's liability to District, for any reason arising out of this Agreement, exceed the amount of the Fee actually received by SI&A under this Agreement. SI&A shall not be liable for any consequential damages. Each Party agrees to defend, hold harmless, and indemnify the other Party (and its officers, employees, trustees, agents, successors, and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs, and liability whether in contract, tort, or strict liability (including but not limited to personal injury, death at any time, and property damage) arising out of or made necessary by the indemnifying Party's breach of the terms of this Agreement. In the event that any action or proceeding is brought against a Party by reason of any claim or demand discussed in this Section 10, upon notice from the Party, the indemnifying Party shall defend the action or proceeding at the indemnifying Party's expense, through counsel reasonably satisfactory to the other Party. The obligations to indemnify set forth in this Section 10 shall include reasonable attorney's fees and investigation costs and all other reasonable costs, expenses, and liabilities from the time of giving the first notice of any claim or demand. The indemnifying Party's obligations under this Section 10 shall apply regardless of whether the other Party (or any of its officers, employees, trustees, or agents) is actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost, or damage caused solely by the active negligence or by the willful misconduct of the other Party.
- 11 **Governing Law; Enforcement Costs.** The Agreement shall be governed by and construed in accordance with the substantive laws of California. If any legal action (including arbitration) is commenced to enforce the Agreement's terms or a Party's rights or obligations under this Agreement, then the prevailing Party shall be entitled to recover all fees and costs incurred by the action, including reasonable attorneys' fees and arbitrators' fees, in addition to any other relief to which the Party may be entitled.
- 12 **Judicial Reference.** In the event a dispute is not resolved through discussions and negotiations among the Parties, the dispute shall be decided by general reference procedures pursuant to Code of Civil Procedure Section 638 et seq., as modified by the provisions of this Section 12, and any subsequent provisions mutually agreed upon in writing by the Parties. The reference shall be conducted in accordance with California law, including, but not limited to, the Code of Civil Procedure and the Evidence Code. The Parties shall be allowed to conduct discovery in the manner provided by Code of Civil Procedure Section 2017 et seq. BOTH PARTIES HEREBY WAIVE A JURY TRIAL OR PROCEEDING IN CONNECTION WITH ANY DISPUTE ARISING OUT OF THIS AGREEMENT. All general reference proceedings hereunder shall, unless all Parties hereto otherwise agree, be conducted in a mutually agreeable location in the County of Sacramento, State of California.
- 13 **Modification; Interpretation; Severability; Construction.** No modification or supplement to any provision of the Agreement shall be valid, unless executed in writing by both Parties. No provision of the Agreement shall be construed to require the commission of any act contrary to law. If any term, provision, covenant or condition of the Agreement is held to be invalid or otherwise unenforceable, the rest of the Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated. The headings preceding each Section and subsection of this Agreement are solely for convenience of reference only, are not part of the Agreement, and shall be disregarded in the interpretation of any portion of the Agreement. Whenever required by the context of the Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. The Agreement shall not be construed as if it had been prepared by one of the Parties, but rather as if both Parties had prepared the same. Unless otherwise indicated, all references to paragraphs, Sections, subparagraphs and subsections are to the Agreement.
- 14 **Waiver.** Either Party's failure at any time to enforce any default or right reserved to it, or to require performance of any of the Agreement's terms, covenants, provisions by the other Party at the time designated, shall not be a waiver of any such default or right to which the Party is entitled, nor shall it in any way affect the right of the Party to enforce such provisions thereafter.
- 15 **Force Majeure.** A Party shall not be liable under the Agreement as a result of any delay, failure or interruption caused by the other Party or third parties, an act of God, acts or orders of governmental authorities, acts of civil or military authorities, catastrophes or other cause (other than financial) beyond the Party's reasonable control, and such nonperformance will not be a default hereunder or a ground for termination of the Agreement.

EXHIBIT B – OPTIONAL SERVICES

Accept Decline

 SiteServSM (SiteServ) Services

Optional SiteServ services include the development of a site service plan for **Eleven (11)** school sites (Sites) and provides District the following services during the Agreement Period:

- (a) One (1) on-site visit for training and advisory sessions at each Site each Agreement Year;
- (b) Coordinate between District and Sites for data collection;
- (c) Advise and assist each Site and its personnel to (1) develop a more in-depth understanding of reimbursable costs under the State’s mandates, (2) determine the documentation required to substantiate such costs, and (3) meet the school’s documentation completion deadlines to enable SI&A to prepare claims for timely submission to the State Controller’s Office;
- (d) Expanded training sessions with SI&A and District which may be held concurrently with District or other Site training sessions. A mutually acceptable schedule will be developed specifying the dates when the training sessions will occur. Since new State mandates not in effect on the Effective Date (“New Mandates”) may be authorized during an Agreement Year, SI&A shall incorporate training for New Mandates into SiteServ services if the New Mandates are approved by the State Controller’s Office and the filing deadline falls within the Agreement Period; and
- (e) Include milestones to be achieved by each Site in the site service plan and prepare a district level summary status report showing each Site’s progress regarding its ability to remain current on documentation requirements for site based claims at the end of each milestone. SI&A’s resources for addressing issues identified in the summary status report are beyond the Initial Scope of Services.

For SiteServ services provided pursuant to the terms of this Agreement, and as an amount added to the Fee set forth in Section 6 of this Agreement (which collectively shall be referred to as the “Fee”), District agrees to pay SI&A **\$6,600** annually, for the fiscal years 2016/17, 2017/18, and 2018/19. The Fee is payable as set forth in Section 6 of the Agreement.

Consent Item E.2.11.
Prepared by Karl Christensen
June 7, 2016

Approval of Extension of Memorandum of
Understanding with Reinterpret for Use of
Cajon Park Annex

BACKGROUND:

Reinterpret is a non-profit entity organized for the purpose of collecting, organizing, and distributing discarded materials for use by teachers and students for art projects and conducting workshops for teachers on the uses of these resources. Reinterpret has been using Room 38 and the center meeting room at the Cajon Park Annex for approximately 3 years. In exchange for free use of District facilities, Reinterpret provides Santee School District teachers with membership in Reinterpret free of charge.

This Memorandum of Understanding extends the current arrangement with Reinterpret for the 2016-17 fiscal year.

RECOMMENDATION:

It is recommended that the Board of Education approve the Memorandum of Understanding with Reinterpret for Use of Facilities at Cajon Park Annex for the 2016-17 fiscal year.

This recommendation supports the following District goal:

Learning Environment

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

FISCAL IMPACT:

None.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.11.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
SANTEE SCHOOL DISTRICT
AND
REINTERPRET**

This Memorandum of Understanding (“MOU”) is entered into this 17th day of May, 2016, by and between SANTEE SCHOOL DISTRICT (“DISTRICT”) and REINTERPRET (“ENTITY”) (collectively referred to as “the Parties”).

RECITALS

WHEREAS, ENTITY operates a non-profit organization under IRS code section 501(c)(3) for the purposes of collecting, organizing, and distributing discarded materials for use by teachers and students for art projects and conducting workshops for teachers on the uses of these resources; and

WHEREAS, ENTITY has been utilizing Room 38 and the center meeting room at the Cajon Park Annex (“Facilities”) since August 2011 under a Use of Facilities Agreement and/or a Memorandum of Understanding in a partnership arrangement; and

WHEREAS, the Parties desire to continue the partnership arrangement.

AGREEMENT

The Parties, in consideration of the promises made herein, agree as follows:

Recitals. The recitals set forth above are true and correct.

2. Term. This MOU shall be in effect for the period from July 1, 2016 through June 30, 2017, unless an extension is agreed to, in writing, by both Parties.

Use of Facilities. ENTITY may use room 38 of the Facilities for storage and distribution of materials and have access to the room from 8am to 9pm, Monday through Saturday. ENTITY may periodically and temporarily use the center meeting room of the Facilities for conducting workshops for teachers at times when it does not conflict with use by other DISTRICT programs and services or other outside entities using the room under a Use of Facilities agreement with the DISTRICT. ENTITY may charge nominal fees or collect monetary donations for participation in workshops in accordance with their established fee schedule.

3. Other Terms and Conditions. DISTRICT shall waive any and all Use of Facilities fees that would normally be charged in exchange for the following:

- a. DISTRICT teachers shall be provided membership in ENTITY free of charge.
- b. ENTITY shall maintain the Facilities in a neat, clean, and orderly fashion at all times.

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

5. Indemnification. ENTITY agrees to indemnify and hold harmless DISTRICT from any and all claims, damages, liabilities, or costs, including reasonable attorney's fees and defense costs, arising or allegedly arising from the acts, errors, or omissions of the officers, employees, or agents of ENTITY.
6. Termination for Convenience. Either party may terminate this MOU for convenience by providing written notice to the other party at least ten (10) working days prior to the termination date.

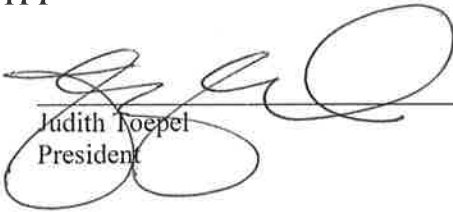
AGREED:

SANTEE SCHOOL DISTRICT

By: _____
Karl Christensen
Assistant Superintendent, Business Services

Date: _____

ENTITY

By:  _____
Judith Hoepel
President

Date: 5.6.16

BACKGROUND:

Each year agreements are completed between San Diego County school districts to permit regular and special education children to make application to attend school in a district other than the district of residence. While we do enter into these agreements on a routine basis, any student requesting an interdistrict transfer must complete an individual request, which is reviewed on a case-by-case basis. Each school capacity is established separately and when the capacity is reached, the school is closed to new interdistrict transfer requests. At its May 3, 2016 meeting, the Board of Education approved agreements with 29 Districts. An additional agreement has been requested with Saddleback Valley Unified School District of Mission Viejo, California.

RECOMMENDATION:

It is recommended that the Board of Education approve the Interdistrict Attendance Agreement with Saddleback Valley Unified School District.

This recommendation supports the following District goal:

Fiscal Accountability

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

FISCAL IMPACT:

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

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.2.12.

Consent Item E.3.1.

Approval of Nonpublic Agency Master Contract with
ABA Education Foundation for Behavioral Support

Prepared by Dr. Stephanie Pierce
June 7, 2016

BACKGROUND:

At times, students with disabilities require behavioral support to demonstrate educational progress at school. ABA Education Foundation provides behavioral support to students with developmental disabilities, autism, other pervasive developmental disorders, and behavior challenges based on the principles of Applied Behavior Analysis (ABA). We contracted with this agency for behavioral support services in the 2015-2016 school year.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with ABA Education Foundation for behavioral support for the term of July 1, 2016 through June 30, 2017. 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:

The estimated cost for behavioral support through ABA Education Foundation for the 2016-17 school year should not exceed \$40,000. The hourly rate is \$75 per hour.

STUDENT ACHIEVEMENT:

Some students require behavioral support to increase student learning and appropriate interpersonal relationships.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.1.

Consent Item E.3.2.

Approval of Nonpublic Agency Master Contract with SPOT Kids Therapy for Occupational Therapy

Prepared by Dr. Stephanie Pierce
June 7, 2016

BACKGROUND:

As part of a student’s Individual Education Program (IEP), occupational therapy is necessary for some students with disabilities to demonstrate educational progress. Since the 2015-16 school year, the number of students who require occupational therapy has increased and it is necessary to add a .2 FTE occupational therapist for the regular school year and 1.0 for the extended school year (ESY).

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with SPOT Kids Therapy for a .2 FTE occupational therapist for the term of July 1, 2016 through June 30, 2017. 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:

FTE	Hourly Rate	Hours Per Day	Days Per Year	Total
1.0 (ESY)	\$75	4.0	19	\$5,700
.2	\$75	8.0	72	\$43,200

STUDENT ACHIEVEMENT:

Occupational therapy is necessary for some students with disabilities to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.2.

Consent Item E.3.3.

Approval of Nonpublic Agency Master Contract with Kaliko Yandall Therapy for Occupational Therapy

Prepared by Dr. Stephanie Pierce
June 7, 2016

BACKGROUND:

As part of a student’s Individual Education Program (IEP), occupational therapy (OT) is necessary for some students with disabilities to demonstrate educational progress. Currently, there are Santee School District postings for Occupational Therapists; however, in the interim we must provide OT. Until permanent employees are hired, Kaliko Yandall Therapy is able to provide the services needed. We have contracted with Kaliko Yandall Therapy for OT services since the 2013-2014 school year.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with Kaliko Yandall Therapy for occupational therapy for the term of July 1, 2016 through June 30, 2017. 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:

Term	Days Per Year	Hourly Rate	Hours Per Day	Total
Regular SY	184	\$67.50	8	\$99,360

STUDENT ACHIEVEMENT:

Occupational therapy is necessary for some students with disabilities to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.3.

Consent Item E.3.4. Approval of Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center and GPS Services for Educationally Related Mental Health Services (ERMHS)

Prepared by Dr. Stephanie Pierce
June 21, 2016

BACKGROUND:

In an effort to reduce costs associated with day treatment placements for students with mental health needs, and educate these students in Programs for Students with Emotional Disturbance (ED) located in the Santee School District, Vista Hill Learning Assistance Center and GPS Services is able to provide mental health support through assessments and therapy provided by a licensed therapist for the 2016-17 school year. The licensed therapist will provide group and individual therapy to students as prescribed by their IEPs in the three ED programs (primary and intermediate ED programs at Hill Creek School; junior high ED program at Pepper Drive School). Mental health assessments are required to determine the level of mental health support each student requires to demonstrate educational progress. We contracted with this agency for Educationally Related Mental Health Services (ERMHS) services in the 2015-16 school year.

RECOMMENDATION:

Administration recommends the Board of Education approve the Nonpublic Agency Master Contract with Vista Hill Learning Assistance Center and GPS Services for ERMHS services for the term of July 1, 2016 through June 30, 2017. 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:

The terms of the Master Contract are as follows:

Nonpublic Agency	Term of Service	ERMHS	Total Cost
GPS Services	7/1/16-6/30/17	20 Mental Health Assessments (\$1545 per assessment)	\$30,900
Learning Assistance Center	7/1/16-6/30/17	.60 FTE* Licensed Therapist 132 days including ESY, 8 hours per day	\$56,400
		TOTAL	\$87,300

*Vista Hill endorses a 220 day work calendar.

Based on East County SELPA funding priorities for students with mental health needs, the estimated ERMHS costs are anticipated to be covered in full through Prop 98 and Federal IDEA mental health funding sources.

STUDENT ACHIEVEMENT:

Some students require mental health support to demonstrate educational progress.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.4.

Consent Item E.3.5.

Approval of Annual Evaluation of the Alternative Education School

Prepared by Dr. Stephanie Pierce
June 7, 2016

BACKGROUND:

Each district operating an alternative school must complete an annual evaluation for the school. The annual evaluation and report pursuant to Education Code Section 58510 must include testing of basic skills for student participants and identifying variables that may affect student academic achievement. The evaluation process must also include teacher, parent, and student input from the Alternative School. The report is to be forwarded to the State Superintendent of Public Education.

The 2015-2016 annual evaluation report of the Santee School District Alternative Education School is attached for Board review and approval.

RECOMMENDATION:

Administration recommends the Board of Education approve the 2015-2016 Annual Evaluation of the Santee School District Alternative Education School.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The Alternative School program is self-supporting, collecting ADA through independent study contracts completed by the parent and child. The Alternative School has a student enrollment of approximately 34 students.

STUDENT ACHIEVEMENT:

The Alternative Education program (Home School) provides parents and students a high degree of supports for those who wish to home school their children.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.3.5.

SANTEE SCHOOL DISTRICT
ALTERNATIVE EDUCATION SCHOOL

ANNUAL EVALUATION REPORT
2015-2016

- I. Introduction by Alternative Education Director**
 - Background Information
 - Program Descriptions
 - School Mission/School Goals

- II. Enrollment Statistical Data for the Year**
 - Annual Enrollment/Withdrawal Report
 - Annual Monthly Student Enrollment Report

- III. Student Profile Data**

- IV. Overview of Year**
 - The School-Wide Surveys
 - Parent Survey Results
 - Student Survey Results

- V. Highlights of Activities and Accomplishments**

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

I. Introduction by Alternative Education Director
2015-16

This is an evaluation summary pursuant to Section 58510 of the California Education Code. It is intended to provide information on the background, description, goals, activities, and statistical information. This information may be used in the ongoing process towards the betterment of the Santee Alternative School.

In October 1988, the Santee School District joined with the Lakeside School District to operate an alternative education school for Lakeside/Santee parents. At that time, neither district had enough home school students to support its own program. On July 1, 1991, Santee separated from Lakeside and began a program with 30 students. By the end of the school year enrollment had increased to approximately 65 students.

The Santee Alternative School just completed its 25th year of operation, and the 2015-2016 school year saw an enrollment high of 34 students. Over the course of the school year we have served 43 students. In line with the Santee School Board Policy, the Santee Alternative School (under Independent Study) is an optional alternative instructional strategy by which enrolled students may achieve curriculum objectives and fulfill promotion requirements. Independent Study offers a means of individualizing the education plan for students whose needs may best be met through study outside of the regular classroom setting.

The mission of the Santee Alternative School is to provide the best educational opportunity for all students. Parents choose an alternative educational mode to meet the individual needs of their children. Our staff is responsible to support instruction and monitor students' educational growth to meet the district and state requirements. The Santee Alternative School provides guidance and support while monitoring student progress.

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

II. Enrollment Data for the Year 2015-2016

Annual Enrollment/Withdrawal Report

Total Served 2015-2016	43	Program Initiated Withdrawals	0
Total Withdrawals 2015-2016	9	Parent Initiated Withdrawals	9

Number and Percentage of Students Transferring from the Santee Alternative School

	Transfers to...	Transfers Within District to...	Transfers Out of District to...
Public School	9 students	6 students	3 students
Private School	0 students	0 students	0 students
Home School	0 students	0 students	0 students

Annual Monthly Student Enrollment Report

ENDING DATE	ADDED	DROPPED	TOTAL ENROLLED
2015			
August	0	0	28
September	2	1	29
October	3	0	32
November	1	1	32
December	1	1	32
2016			
January	1	3	30
February	3	0	33
March	1	2	32
April	2	1	33
May	0	0	33
June	0	0	33

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

III. Student Profile Data

A student who may benefit from independent study for one or more of the following reasons:

- Inability to succeed in a large-group setting
- Member of a family committed to educating its own children
- Marriage or child-rearing conflict
- Financial need
- Mobility/travel/traveling artistic performers and athletes
- Recurring physical illness that does not warrant home or hospital instruction
- Psychological problem or family/personal crisis
- Difficulty in school placement because of age
- Military families who transfer frequently
- Administrative Review Temporary Recommendation

Placement in independent study is based on:

- Evidence that the student can work at grade level with minimal certificated supervision when directly supervised by a parent
- Evidence that the proposed program will be pursued
- Availability of the certificated staff to supervise the student effectively
- Assessment results

The success rate of Kindergarten through grade eight independent study pupils increases when parents exhibit:

- Ability to be responsible for the supervision of the pupil while he/she is completing the assigned work and for submitting all completed assignments necessary for evaluation
- Ability to encourage him/her to do more than the minimum study requirements in order for the pupil to complete school consistent with the traditional school
- Willingness to attend independent study curriculum in-service meetings for parents

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
School-Wide Student/Parent Survey

During the third trimester of the 2015-2016 school year, in an effort to collect information that might be useful in the ongoing improvement of the Santee Alternative School, surveys were given to enrolled students and their parents. 95% of the school-wide surveys were completed.

Parent Survey Results

1. The Santee Alternative School is meeting or exceeding the expectation I had prior to enrolling in the program.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
87.5%	12.5%			

2. The Santee Alternative School Resource Teachers are meeting my curricular needs as they arise.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
87.5%	12.5%			

3. The Teachers provide remedial, extra practice or enrichment materials when necessary.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
87.5%	12.5%			

4. The Teachers are timely in assisting me and carry out their responsibilities efficiently.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
87.5%	12.5%			

5. The Santee Alternative School is supplying curriculum, materials and support for me to do a good job teaching.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
79.2%	20.8%			

6. The Teachers' evaluation of my child's progress is consistent with my evaluation.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
87.5%	12.5%			

7. The Santee Alternative School field trips and in-service programs are a positive addition to the program.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
79.2%	20.8%			

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
Parent Survey Results (continued)

8. The Santee School District Administration is supportive of my efforts at the Santee Alternative School.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
66.7%	16.7%	12.5%	4.2	

9. I would recommend the Santee Alternative School.

Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
87.5%	12.5%			

10. In addition to the field trips and in-service programs already provided, what others would you like to have next year?

- Legoland
- Reuben H. Fleet
- Balboa Park Museums: Reuben H. Fleet, Model Railroad Museum
- Birch Aquarium
- San Diego Zoo/Safari Park
- Mission Trails
- Old Town
- Santee Historical Society/Barn
- TaylorMade Guitar
- Microsoft Store
- San Diego Mission
- Suggestions: *Humane Society, * Camel Dairy, *Recycling Facility,
- *Farm

11. Please provide any positive comments or concerns you have regarding the Santee Alternative School's Program.

- You all are awesome
- I am absolutely thankful with how great this home school is. I'm always referring to friends and family considering home schooling their children here locally. Thank you Mrs. Noujaim and all the lovely ladies in the office as well.
- Great job
- I believe the home school program would benefit by having more support than main teacher & very part time teacher.
- I wish there were no iPads and more choice in curriculum.
- All are great!
- So glad that we decided home school for Jr as a family. Amazing.
- Everyone is amazing. I just wish I could tailor the program a bit to my individual student's needs.

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
Parent Survey Results (continued)

- This program was our saving grace while our family was in crisis due to medical issues not being taken care of in the public school setting. The staff could not have been more accommodating, caring and supportive and we are forever grateful for their understanding. This program has allowed my child to soar over educational goals and challenge him with materials that match his needs and education levels. We have been encouraged every step of the way to challenge him and support him in his changing educational levels. I am most grateful for the flexibility this program allows our family. Medical issues can be addressed and dealt with before school curriculum and learning is impacted. I have watched and marveled all year at the amazing growth my child has achieved and I am so thankful this program exists.

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
Student Survey Results

1. I have been at the Santee Alternative School.

Less than 6 months	18.2%
6 months to a year	21.2%
1-2 years	24.2%
More than 2 years	36.4%

2. Who decided you would attend the Santee Alternative School?

You	6.1%
Your parents	30.3%
You and your parents	63.3%

3. How well were you doing academically before coming to the Santee Alternative School?

Above average	24.2%
Average	42.4%
Below average	15.2%
I was not in school	18.2%

4. My school work now is:

Difficult	9.1%
Easy	12.1%
Just right	78.8%

5. I am aware of how I am doing in all subject areas

Agree	100%
Disagree	0%

6. The Santee Alternative School Staff shows respect and a caring attitude toward me.

Agree	100%
Disagree	0%

7. The Santee Alternative School Teachers are willing and available to meet with me and or my parents.

Always	66.7%
Almost always	33.3%
Never	0%

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

IV. Overview of the Year
Student Survey Results (continued)

8. I usually enjoy school.

Agree	93.9%
Disagree	6.1%

9. What do you like the best about the Santee Alternative School?

The flexible hours	24.2%
The book learning only	9.1%
One-to-one learning	15.2%
Learning in different ways	18.2%
Learning at my own pace	33.3%

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

V: Highlights of Activities and Accomplishments

During the 2015-2016 school year, the Santee Alternative School was involved in the following:

- A Planning Committee of two parents, met monthly to help plan the Alternative Education School's calendar of activities. Each member took responsibility for the planning and coordinating various activities.
- The 2015-2016 school year we did administer to grades 3-8 the CAASPP Interim SBAC Testing in ELA and Math in November and March for both the non-performance task and the performance task. In addition, we administered to grades 3-8 the SBAC Summative Tests, both non-performance task and the performance task of ELA and math in the month of May. Grades 5 and 8 took the CAT Science state test also in May. Grades 5 and 7 completed the Physical Fitness indoor and outdoor tests.
- Continued this year were math and pre-algebra weekly classes. In addition, individual math tutoring was available to grades three to eight on a weekly basis to support both students and parents as teachers. The technology used this year began with “Digital Citizenship” classes to teach students about online rules, safety and respect. Grades Kinder -2 began their first Digital Citizenship classes in January of 2016 and then received their first iPads. All students k-2 used the online component of the math program Envision. “Edmodo” was used by students and parents as teachers to communicate with staff and collaborate with peers. This was also a paper saving tool as staff would post math and writing assignments. The Edmodo network enabled our staff to share content, distribute quizzes, assignments, and manage communication with students, colleagues, and parents. In addition, Mrs. Valine posted for the 7th and 8th grade students, video tutorials by Prentice Hall and The Khan Academy by specific chapter. We continued with our writing focus and made available both writing classes to attend and teacher supported editing via e-mail and/or by individual meetings. Grades 3-5 received iPads to enhance their learning. They attended iPad classes led by the CRT (Curriculum Resource Teachers) and used their iPads with Raz Kids online (Learning A-Z app), DreamBox math, and Achieve 3000, in addition to the social studies new component, OLE (Online Learning Experience). Many other apps were used to accomplish writing and other assignments.
- A School Site Council composed of two parents and one staff member met monthly to monitor and evaluate the program.
- For the 25th year in a row, the Santee Alternative School arranged for families to have a school picture day.
- A variety of educational field-trips were offered including: YMCA gymnastic classes and swimming, educational excursions to Balboa Park’s Model Railroad Museum, Sea World, the San Diego Zoo, and Legoland’s Mindstorm Robotic Class. In addition, students and families attended a science hands-on workshop at both The Birch Aquarium and Reuben H. Fleet Science Center.

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

V: Highlights of Activities and Accomplishments (continued)

- The Santee Alternative School continued our YMCA beginning and end of school year P.E. swim gathering to encourage students and parents to get to know each other and exchange instructional organization and tips. This addition continued to be a huge success encouraging peer friendships and exercise with the YMCA facility.
- The Santee Alternative School Staff offered individual tutoring to meet student needs in various curricular areas.
- Online Common Core aligned DreamBox Math Program was required to use 3 times a week for a minimum of 30 minutes online from home for grades kindergarten through grade eight. Also, students were also required to log into Achieve 3000 and complete 3 articles each week minimally.
- The Santee Alternative School parents and staff took responsibility for a variety of on-going cooperative activities.
- An open computer lab was offered Monday through Friday.
- The Santee Alternative School staff organized grade level learning activities. Weekly, bi-monthly, or quarterly activities were held which focused in the areas of writing, math, and art instruction.
- Thanks to The Santee Foundation, our school was given the funds to science hands-on workshops offered by both The Birch Aquarium and The Reuben H. Fleet Science Center.
- Pre-Algebra and Algebra classes were instructed twice a week in addition to private math tutoring by our credentialed halftime teacher to support parents as teachers and provide a Common Core Instructional environment.
- The Santee Alternative School provided monthly Arts Attack classes for grades kindergarten through eight in which students completed themed projects. The students also submitted an art project each to the San Diego Fair.
- The Santee Alternative School added a credentialed instructor who edited and scored writing essays with suggestions to students aligned to the Santee rubric that was Common Core aligned.
- The Santee Alternative School students were enrolled in the 'Book It' Reading Incentive Program, sponsored by Pizza Hut.
- The Santee Alternative School held well-attended beginning and end of the year family picnics at the YMCA pool.
- Volunteers were honored at a luncheon held in April for our school site council participants, Arts Attack parent, and other parent volunteers.

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

V: Highlights of Activities and Accomplishments (continued)

- Parent and student surveys were distributed during the third trimester to assess the Santee Alternative School's success in meeting student and parent needs. The results, which were quite favorable, are included.

- The eighth grade end-of-year promotion exercise and reception will be held in the annex. Teachers, staff, students, and parents will be all in attendance. In attendance to speak will be our guest Mr. Rob McNellis from the Santee Chamber of Congress. Each 8th grader will take part in the program introducing their teachers, demonstrating their 8th grade project online using the imovie app, and finally describing our program to the audience.

SSPI Waiver Approval: Condition #4 CDE Code Section 58510 Requirement

The district will identify the variables which may have affected student academic achievement and create a plan of action to increase student achievement for 2015-16. A plan of action and activities must be included as part of the annual report.

Variables affecting student academic achievement:	Plan of Action	
1) Entrance to Alternative with social and/or academic weaknesses	Support to new parents as teachers with one on one conferences weekly to identify the weakness of the student and support instructional resources and ideas to fill the gaps.	
2) Lack of knowledge of parents as teachers to instruct in specific child/student's grade level in writing.	Support the parent as a teacher and the student with monthly writing packets with specific genres in addition to rubrics and graphic organizers. Finally, the writing teacher will be available to both parents and students to email specific questions or concerns.	
3) Low jr. high test scores plus the lack of knowledge of parents to instruct in advanced math, algebra and pre-algebra.	Support the parent as a teacher and the student with a credentialed math teacher to hold a math 7 and math 8 class twice a week to introduce the chapter content and allow student collaboration completing algebraic problems by steps. In addition, a learning management system, Edmodo, was formatted specifically for both 7 th and 8 th grade to view at home by chapter, videos demonstrating all the algebraic steps. Included in Edmodo, were Khan Academy videos also.	
4) Weakness in reading comprehension scores.	Achieve 3000 is now required for our students to use the articles to test comprehension of reading. We assign the students 3 articles per week to read and complete. In addition, we require the "Theme Skills Tests" for Houghton Mifflin and the "Progress and Assessments" Tests for grades 6-8 Holt curriculum assignments.	

SANTEE SCHOOL DISTRICT
SANTEE ALTERNATIVE SCHOOL

V: Highlights of Activities and Accomplishments (continued)

- Parent and student surveys were distributed during the third trimester to assess the Santee Alternative School's success in meeting student and parent needs. The results, which were quite favorable, are included.

- The eighth grade end-of-year promotion exercise and reception will be held in the annex. Teachers, staff, students, and parents will be all in attendance. In attendance to speak will be our guest Mr. Rob McNellis from the Santee Chamber of Congress. Each 8th grader will take part in the program introducing their teachers, demonstrating their 8th grade project online using the imovie app, and finally describing our program to the audience.

Consent Item E.3.6.

Approval of Clinical Affiliation Agreement with Simmons College for Placement of School Social Worker Interns

Prepared by Dr. Stephanie Pierce
June 7, 2016

BACKGROUND:

Santee School District has entered into cooperative agreements with various universities in the past to provide field laboratory classroom placement for student teachers and interns. Simmons College has submitted to the Santee School District a Clinical Affiliation Agreement for school social worker intern placement. The term of this agreement shall commence on July 1, 2016.

RECOMMENDATION:

Administration recommends that the Clinical Affiliation Agreement with Simmons College for school social worker intern placement be approved by the Board of Education.

This recommendation supports the following District goal:

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

FISCAL IMPACT:

There is no fiscal impact.

STUDENT ACHIEVEMENT IMPACT:

This agreement supports student learning by placing school social worker interns which provides students with an additional resource.

Motion: _____ Second: _____ Vote: _____ Agenda Item E.3.6.

CLINICAL AFFILIATION AGREEMENT WITH SIMMONS COLLEGE

Revised June 2015

This Agreement is entered into as of June 30, 2016 the "Effective Date") by and between Santee School District School (the "Facility") and Simmons College (the "College"), a not-for-profit educational corporation, to cooperate in the planning, implementation, administration, and evaluation of a program of clinical education and training in social work for graduate students of the College who are enrolled in SocialWork@Simmons ("Students"), the online School of Social Work MSW program.

WHEREAS, the College is engaged in the higher education and training of Students and utilizes community facilities to provide clinical experience for such Students; and

WHEREAS, the Facility has available facilities well-suited for providing training and experience for Students in social work; and

WHEREAS, the College and the Facility desire a cooperative relationship that will promote the clinical training and education of Students by allowing them to gain practical experience in the field of social work;

NOW, THEREFORE, the College and the Facility, in consideration of the mutual benefits to be attained by both, and the mutual promises herein, hereby agree to participate in a cooperative program of instruction ("Program") whereby the Facility and the College will jointly conduct and supervise clinical training for the Students in the treatment of Facility's clients as follows:

A. Mutual Obligations and Agreements

1. The Facility and College will each designate a person as the "Field Instructor" and "Field Liaison," respectively, who shall be jointly responsible for overseeing administration of the Program and coordination of the clinical experiences of the Students, and will advise each other of any changes of personnel in the Coordinator position.
2. The Facility and College shall agree upon the number of Students to be assigned to the Facility each year, their schedules, the learning resources to be utilized, and the dates of clinical experiences.
3. The Facility and the College agree that the Students who participate in the Program shall have the status of trainees and shall not replace Facility staff or otherwise render patient care, except to the extent directed by Facility staff and under the supervision of such staff.
4. The Facility and the College will comply with all applicable laws regarding the privacy, confidentiality, and security of personal information, including but not limited to the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), the Massachusetts Data Security Regulations (201 CMR 17 et seq), and the Family Educational Rights and Privacy Act ("FERPA"). For the purposes of FERPA, authorized representatives of the Facility may be considered College officials with a legitimate educational interest in the disclosure of

personally identifiable information from the College's educational records for Students who participate in the Program.

5. The Facility and the College each has the right to suspend or terminate a Student from the Program for unsatisfactory performance, or other reasonable causes. Wherever possible, such suspension or termination shall be planned cooperatively by the Facility and the College, and the reasons for such action shall be discussed with the effected Student and the College's Director of the Online Field Program. The Facility and the College agree that the College shall be responsible for notifying the Student and effectuating the suspension or termination, whether such suspension or termination is initiated by the College or the Facility.
6. The Facility and the College will not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, military service, veteran status, gender, gender identity or expression, sexual orientation, or any other class protected by law or regulation, in either the selection of Students applying for participation in the Program or as to any aspect of the provision of educational training to Students enrolled in the Program.

B. Obligations of the College

1. The College shall provide the Facility with current information about its curriculum and clinical education goals.
2. The College shall ensure that each Student participating in the Program meets academic and other qualifications as are consistent with the objectives and requirements of the Program, including the capability of meeting objectives for the first or second year clinical placement experience.
3. The College agrees to provide authorized representatives of the Facility limited personally identifiable information about Students from the College's educational records that is reasonably necessary for the Student's participation in the Program. No additional information from Student's educational record at the College will be provided to the Facility unless: (a) the Facility provides a written consent from the Student to the release of such additional information; or (b) the College reasonably concludes that the need for such information is related to the educational internship experience or the release of such information is in compliance with FERPA.
4. The College shall instruct the Students and any faculty of the College assigned to the Facility that they are obligated: (a) to abide by all applicable policies, rules and regulations of the Facility; (b) to comply with HIPAA privacy standards; and (c) to maintain as confidential all patient records and information to which they may have access while at the Facility.
5. The College shall instruct each Student who participates in the Program that the Student is responsible for obtaining health insurance coverage.
6. The College represents that each Student participating in the Program is covered by professional liability insurance with limits of at least \$1,000,000 per claim and \$3,000,000 in

the aggregate, and each faculty member while acting within the scope of his/her required duties is covered by general comprehensive liability insurance with limits of at least \$1,000,000 per claim and \$3,000,000 in the aggregate.

7. The College shall notify Students participating in the Program that they must obtain prior written approval from the College and from the Facility before publishing any material relative to the clinical experience.
8. The College shall indemnify and hold harmless the Facility, its officers, directors, agents, and employees from any and all liability, loss, damage, claims, causes of action, and expenses (including without limitation reasonable attorneys' fees), caused or asserted to have been caused, directly or indirectly, in connection with the performance of this Agreement and/or any act or omission of a Student or employee of the College, to the extent that such liability or damage is caused in whole or in part, by such party's negligence or intentional misconduct. The provisions of this section shall survive termination of this Agreement as to acts or omissions occurring prior to the effective date of termination.

C. Obligations of the Facility

1. The Facility shall provide a planned, supervised program of clinical education and training based on objectives compatible with those of the College. The Facility shall provide qualified personnel to supervise Students during their clinical experience at the Facility.
2. The Facility agrees to inform the College of any changes in staffing or in its service program that will affect the clinical experience of the Program. In the event that such changes affect the number of Students that it can accept during any one time period, the Facility will make every effort to inform the College of such changes at least six (6) weeks in advance of that time period.
3. The Facility shall provide information to the College regarding facilities, transportation, policies, and such other information as might be necessary for the Students participating in the Program. The Facility shall also ensure that the Students are informed of all applicable policies, rules and regulations of the Facility.
4. The Facility shall provide emergency health care or first aid care for any illness or injury to a Student while on the Facility's premises in the same manner as that extended to Facility's employees for injury or illness while fulfilling activities of the Facility, provided, however, that the Student shall be responsible for his or her medical expenses, whether incurred at the Facility or elsewhere.
5. In consideration for the Facility's receipt of personally identifiable information from the College's educational records, the Facility expressly warrants and represents that it will not use the information provided by the College with respect to any Student for any purpose other than to comply with the terms of its Agreement with College. The Facility agrees that it will not further disclose personally identifiable information about any Student that it receives from College pursuant to this Agreement, unless the Student consents in writing to such disclosure.

6. The Facility shall cooperate with the College with respect to the accreditation of the College's curriculum or program. The Facility shall, upon reasonable request made by the College at any time during or after the Program, permit inspection of its facilities, evaluations of the Students, or other data or items which pertain in any way to the Program or the College's students, by the College and appropriate agencies charged with responsibility for accreditation of the College's School of Social Work, curriculum or program. The Facility agrees not to dispose of or destroy any records relating to the Program or to any Students' participation in the Program for a period of at least three years after the termination of this Agreement.
7. The Facility shall allow the College to list the name of the Facility as an affiliated institution in catalogs, brochures and correspondence, subject to prior approval by the Facility of such use.
8. The Facility shall indemnify and hold harmless the College, its officers, directors, agents, and employees from any and all liability, loss, damage, claims, causes of action, and expenses (including without limitation reasonable attorneys' fees), caused or asserted to have been caused, directly or indirectly, in connection with the performance of this Agreement and/or any act or omission of the Facility or employee of the Facility, to the extent that such liability or damage is caused, in whole or in part, by such party's negligence or intentional misconduct. The provisions of this section shall survive termination of this Agreement as to acts or omissions occurring prior to the effective date of termination.

D. Term and Termination

This Agreement shall commence on the Effective Date and continue for a term of one year. This Agreement shall automatically renew for one year upon each anniversary of the Effective Date unless earlier terminated. This Agreement may be terminated at any time, with or without cause, by either party upon sixty (60) days' written notice; *provided, however*, that such notice shall not impair the activities of the Students then at the Facility and participating in the Program. In the event of a material breach of this Agreement by either party, the other party may terminate this Agreement immediately upon written notice.

E. Notice

Notice under this Agreement shall be in writing and will be hand-delivered or sent by registered or certified mail, postage prepaid, or email addressed as follows:

If to the College to:

Simmons College
School of Social Work
Silvana Castaneda, MSW, LICSW
Director of Field Education and Associate Professor of Practice
300 The Fenway
Boston, MA 02115

Simmons College
Office of the General Counsel
300 The Fenway, E – 200
Boston, MA 02115

If to the Facility to:

Santee School District School

9625 Cuyamaca Street

Santee, CA 92071

Name: _____

Title: _____

IN WITNESS WHEREOF, Simmons College and the Facility have caused the Agreement to be executed by their duly authorized officers.

SIMMONS COLLEGE

SANTEE SCHOOL DISTRICT SCHOOL FACILITIES CORPORATION

SIGNATURE

Name: _____

Title: _____

Date: _____

SIGNATURE

Name: _____

Title: _____

Date: _____

BACKGROUND:

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

Certificated Staff

A. New Appointments:

Employee	Location	Class/Step	Previous Annual Salary	New Annual Salary	Effective Date
1. Accardi, Robyn	Sycamore Canyon	V-01	\$0.00	\$50,909.00	05-25-16

B. Temporary Rehires:

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

C. Change of Status/Location:

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

D. Unpaid Leave Requests:

Employee	Location	Class/Step	Reason	Recommendation	Effective Date

E. Resignations:

Employee	Location	Class/Step	Reason	Effective Date

F. 39-Month Reemployment:

Employee	Location	Class/Step	Reason	Effective Date

G. Dismissals:

Employee	Location	Class/Step	Effective Date

Classified Staff

H. New Appointments:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Bush, Soraida (replacing Nydia Gonzalez)	Pepper Drive	Food Service Worker 1-A / 20 A / 1.25 hrs	\$0.00	\$387.62	05-20-16
2. Quezada, Kiva (replacing Krista D'Agostino)	Superintendent's Office / Human Resources	Secretary I 24 A / 8.0 hrs	\$0.00	\$3,021.00	05-23-16
3. Resendez, Monique (replacing Terry Jordan)	Cajon Park	Campus Aide CA A / 2.0 hrs	\$0.00	\$433.25	05-16-16
4. Vogt, Haley (replacing Melissa Gonia)	Rio Seco	Project SAFE Assistant 17 A / 2.75 hrs	\$0.00	\$736.08	05-23-16
5. Weese, Jennifer (replacing Shannon Modica)	Chet F. Harritt	Community Liaison 20 A / 3.0 hrs	\$0.00	\$930.00	05-19-16

I. Rehires:

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

J. Change of Status/Location:

Employee	Location	Position/Class/Hours	Previous Monthly Salary	New Monthly Salary	Effective Date
1. Chadwick, Tim	Carlton Hills	Instructional Assistant, Special Ed II 21 C / 3.0 hrs to 21 C / 6.0 hrs	\$1,078.34	\$2,157.00	05-26-16

Classified Staff – Continued

J. Change of Status/Location: Continued

2. Dougherty, Kevin (replacing Bryce Storm)	PRIDE Academy to <i>Maintenance and Operations</i>	Out of School Time Group Leader 19.5 B / 5.25 hrs to <i>Craftworker I</i> 24.5 A / 8.0 hrs	\$1,668.15	\$3,100.00	06-01-16
3. Dougherty, Lisa	Transportation	Bus Driver I 25 E / 5.17 hrs to 25 E / 5.33 hrs	\$2,498.59	\$2,575.91	05-01-16
4. Scott, Aemily (replacing Louise Jones)	Cajon Park to <i>Sycamore Canyon</i>	Secretary II (School) 27 E / 8.0 hrs	\$3,887.64	3,887.64	06-29-16

K. Unpaid Leave Requests:

Employee	Location	Position/Class/Hours	Reason	Recommendation	Effective Date

L. Resignations:

Employee	Location	Position	Reason	Effective Date
1. Krushensky, Gwen	Sycamore Canyon	Instructional Assistant, Special Ed II	Accepted position with full benefits	05-13-16 (revised)
2. Lynch, Mary	Cajon Park	Project SAFE Assistant	Retirement	06-23-16
3. Worthy, Elaine	Pepper Drive	Campus Aide	Personal	06-23-16

M. 39-63 Month Reemployment:

Employee	Location	Position/Class/Hours	Effective Date

N. Dismissals:

Employee	Location	Position	Effective Date

RECOMMENDATION:

Administration recommends approval of listed personnel appointments, changes of status, leave requests, resignations, dismissals, and consultants. This recommendation supports the following District goal: Assure the highest quality of school district services, including, but not limited to, academic, social, emotional and health services by hiring and retaining employees with not only required technical skills in the areas of their responsibilities but also the ability to handle diverse challenges.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.1.

Consent Item E.4.2. Adoption of Resolution No. 1516-33 to Layoff / Eliminate Classified Non-Management Position

Prepared by Tim Larson
June 7, 2016

BACKGROUND:

Due to a student requiring 1:1 assistance moving out of the District, one (1) Instructional Assistant, Special Education II position will no longer be necessary for the remainder of the 2015-2016 school year.

It is possible that any employees affected by this action will receive an offer of employment in lieu of layoff. However, any employee laid off or reduced in hours will receive a 60-day notice of layoff and be placed on a reemployment list for no less than 39-months.

RECOMMENDATION:

It is recommended that the Board of Education approve to layoff / eliminate an Instructional Assistant, Special Education II position and serve the 60-day notification for of the following position effective June 8, 2016:

- One (1) 5.5-hour Instructional Assistant, Special Education II position at Carlton Hills

FISCAL IMPACT:

The savings for eliminating two Instructional Assistant, Special Education II position will be \$26,451.

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. 1516-33**

**LAYOFF AND ELIMINATION OF
CLASSIFIED NON-MANAGEMENT POSITION**

WHEREAS, a student requiring 1:1 assistance moved out of the District and no longer requires an Instructional Assistant, Special Education II position for the remainder of the 2015-2016 school year; and

NOW, THEREFORE, BE IT RESOLVED that as of the 7th day of June 2016, the Governing Board of Santee School District approved to layoff and eliminate the following position and serve the 60-day notification effective June 8, 2016:

- One (1) 5.5-hour Instructional Assistant, Special Education II position at Carlton Hills

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

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board of the Santee School District on the 7th day of June 2016, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dated 6/7/16

Clerk, Board of Education

Consent Item E.4.3. Approval of Agreement with San Joaquin County Office of Education (SJCOE) to Provide Claims Administration Services for the Medi-Cal Billing Option Program

Prepared by Tim Larson
June 7, 2016

BACKGROUND:

The District currently contracts with CompuClaim to administer and submit claims under LEA billing option program. It is felt the District can benefit by shifting claims administration and submittal to the San Joaquin County Office of Education using their MedAsist program in conjunction with SEIS tracker.

SEIS is the electronic database that our special education department uses for all special education services and tracking. As of July 1, 2016, these services are available at no additional charge. Shifting claims administration to SJCOE to bill for our LEA Medi-Cal eligible students will allow for a larger number of Medi-Cal billable claims.

SJCOE will submit invoices for fees that are equal to 9% of the value of paid claims submitted on behalf of LEA which is the same fee schedule we had with CompuClaim.

RECOMMENDATION:

It is recommended that the Board of Education approve the agreement with SJCOE for the LEA billing option program for the period of 7/1/2016 through 6/30/17.

FISCAL IMPACT:

In 2016-17 the revenue estimate for the LEA Medi-Cal billing program is \$45,000.00.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.3.



San Joaquin County Office of Education

James A. Mousalimas, County Superintendent of Schools

**SAN JOAQUIN COUNTY OFFICE OF EDUCATION
LEA MEDI-CAL BILLING SERVICES AGREEMENT**

This Agreement made and entered this July 1, 2016, between **Santee School District** (hereinafter referred to as "**CLIENT**"), having an address at 9625 Cuyamaca Street, Santee, CA 92071 and **San Joaquin County Office of Education** (hereinafter referred to as "**SJCOE**") having an address at 2901 Arch-Airport Road, Stockton, California 95206.

The parties hereto agree that **SJCOE** will provide Medi-Cal LEA Billing Option Claiming Services to **CLIENT**. If **CLIENT** enters into subcontract agreements with other organizations for the purpose of incorporating their claiming with that of **CLIENT**, all terms and conditions of this Agreement will be binding for **CLIENT** and **CLIENT** shall hold **SJCOE** harmless from claims by its subcontracting organizations. **CLIENT** shall inform **SJCOE** within fourteen (14) days after **CLIENT** has entered into or terminated a contract with another organization.

1. COMMENCEMENT, DURATION AND TERMINATION OF SERVICES

This Agreement shall be effective for twelve (12) consecutive months commencing on July 1, 2016, for preparing claims for **CLIENT**. Claims will be submitted on a monthly basis.

This Agreement shall automatically renew for additional periods of twelve (12) months each unless one party has provided written notice of cancellation to the other party not less than ninety (90) days prior to the renewal date.

CLIENT may terminate this Agreement, with or without cause, upon ninety (90) days written notice to **SJCOE**, provided that **CLIENT** agrees to pay **SJCOE** all fees for services provided by **SJCOE** through the date of termination.

2. FEE SCHEDULE

CLIENT shall pay **SJCOE** 9.0 percent of the funds which Medi-Cal pays **CLIENT** on **CLIENT'S** claims, submitted by **SJCOE** pursuant to this Agreement. In accordance with regulations 42 CFR §447.10 and 22 CCR § 51502.1, **SJCOE** will validate the 9.0 percent charged to **CLIENT** by the number of processing and administrative hours worked on the project assuming 80% of the LEA Coordinator's time and 20% of the LEA Project Liaison's time.



San Joaquin County Office of Education

James A. Mousalimas, County Superintendent of Schools

SJCOE anticipates receiving periodic reports from Medi-Cal regarding which **CLIENT'S** claims, submitted by **SJCOE**, were paid by Medi-Cal. Based on such reports, **SJCOE** shall submit invoices to **CLIENT**, which shows the amount **CLIENT** must pay **SJCOE** for claims submitted by **SJCOE** and paid to **CLIENT**. **CLIENT** must remit payment to **SJCOE** for the claims paid, as reflected on **SJCOE'S** invoice to **CLIENT**, within thirty (30) days of receipt of **SJCOE'S** invoice.

3. **OWNERSHIP OF PROGRAMS AND CONFIDENTIALITY OF REPORTS**

All computer hardware, operating system software, application software, programs, documentation, specifications, tapes, instruction manuals and similar material utilized and/or developed by **SJCOE** in connection with its systems and all patents, trade secrets, copyrights, trademarks, and other intellectual property rights are, as between **SJCOE** and **CLIENT**, the sole and exclusive property of **SJCOE**. **CLIENT** agrees to make no unauthorized use of these materials and systems and to preserve these materials and maintain the confidentiality of any and all of these materials in its possession.

4. **CONFIDENTIALITY OF DATA**

The parties agree that, because of the sensitive nature of data and in view of the proprietary nature of business information, it is essential that all information, data and materials, whether transmitted in hard copy or in electronic media form, be maintained in each party's confidence. Each part agrees for itself, its employees, agents and independent contractors, that all information and/or data and/or materials received from the other party shall be held in confidence and each part agrees not to reproduce, disclose, or relinquish any data, information or materials to any party other than an authorized representative of the other party.

The parties agree that, because of the unique nature of the data and/or information and/or materials to be transmitted that money damages for breach of the foregoing provision shall be wholly inadequate to fully compensate the aggrieved party and therefore the aggrieved party shall be entitled to full temporary and/or permanent injunctive relief against any breach or threat of breach of the foregoing provisions.

5. **INPUT DATA**

Accurate, complete, and correct data necessary for **SJCOE** to perform its services hereunder shall be the sole responsibility of **CLIENT**. **SJCOE** shall not be responsible for any delays or



San Joaquin County Office of Education

James A. Mousalimas, County Superintendent of Schools

failure to prepare a claim because of incomplete, inaccurate, or incorrect data provided by **CLIENT**.

SJCOE shall be responsible for the input of all information given to **SJCOE** by **CLIENT** in a reasonably accurate, complete and correct form provided same is provided to **SJCOE** by **CLIENT**. Any errors, mistakes or liability in connection with the failure of **SJCOE** to input such data, provided such data has been accurately, completely and correctly transmitted to **SJCOE**, shall be the sole responsibility of **SJCOE** and shall be corrected by **SJCOE**.

6. **LIMITATION OF LIABILITY ARISING FROM DEFAULT IN SERVICES**

SJCOE SHALL NOT BE LIABLE OR DEEMED TO BE IN DEFAULT FOR ANY DELAYS OR FAILURE IN PERFORMANCE OR NON-PERFORMANCE OR INTERRUPTION OF SERVICE UNDER THIS AGREEMENT RESULTING FROM ANY CAUSE BEYOND THE REASONABLE CONTROL OF SJCOE. SJCOE'S LIABILITY, UNDER THIS AGREEMENT, IS LIMITED TO THE AMOUNT PAID BY CLIENT FOR THE SERVICES. SJCOE SHALL NOT BE LIABLE FOR ANY INDIRECT, CONSEQUENTIAL, OR INCIDENTAL DAMAGES ARISING OUT OF THIS AGREEMENT.

7. **OPERATING PROCEDURES**

SJCOE shall be responsible for the processing of all those claims for services rendered by **CLIENT** and its employees, which have been turned over to **SJCOE** for processing.

SJCOE agrees to:

Provide training, continuing education, and forms required by **CLIENT** staff for the preparation of data required for the submission of the claims to Medi-Cal.

Maintain knowledge of current billing procedures, rules, and laws for California's Medi-Cal LEA Billing Option claiming program. Maintain knowledge of the Centers of Medicare and Medicaid Services (CMS), formerly HCFA, guidelines as they pertain to the provision of services under this Agreement.



San Joaquin County Office of Education

James A. Mousalimas, County Superintendent of Schools

Establish and maintain procedures for the timely preparation of claims to Medi-Cal. This includes setting time schedules that must be adhered to by **CLIENT**'s staff.

Provide monthly management reports to **CLIENT** as support for the claims submitted to Medi-Cal. Prepare and submit weekly claims to Medi-Cal for payment.

Assign an account manager to provide technical assistance to **CLIENT** with gathering and maintaining data required for claiming. The account manager will provide all program support to **CLIENT** and will direct other **SJCOE** resources to **CLIENT** as required. The account manager will coordinate all training and on-site support activities for **CLIENT**.

CLIENT agrees to:

Provide **SJCOE**, on a timely basis, all forms and documentation in a manner prescribed by **SJCOE** and as required for the successful preparation and submission of claims.

Arrange for **CLIENT** staff to attend mandatory training sessions related to forms completion. Oversee the completion of forms by staff.

Provide a contact person who shall serve as coordinator for all **CLIENT** activities. This person will work directly with **SJCOE**'s account manager.

Notify **SJCOE** of any errors and/or omissions in information sent to **SJCOE** so that **SJCOE** may process a claim adjustment for submission to Medi-Cal.

8. **GENERAL**

- a) **ENTIRE AGREEMENT** – This Agreement constitutes the entire Agreement between the parties pertaining to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings of the parties in connection therewith.
- b) **SUCCESSORS** – This Agreement shall be binding upon and inure to the benefit of the successors, assigns and legal representatives of the respective parties hereto. Each party agrees that there are no third party beneficiaries to this Agreement. Neither party may assign this Agreement in whole or in part, without the prior written consent of the non-assigning party except in connection with the sale of all or substantially all of its assets or outstanding capital stock.



San Joaquin County Office of Education

James A. Mousalimas, County Superintendent of Schools

- c) **ATTORNEYS** – In the event that either **SJCOE** or **CLIENT** commences a legal proceeding, each party shall pay their own attorney's fees.
- d) **SEVERABILITY** – In the event that any term or provision of this Agreement is held to be illegal, invalid or unenforceable under the laws, regulations or ordinances of any federal, state or local government, such term or provision shall be deemed severed from this Agreement and the remaining terms and provisions shall remain unaffected thereby.
- e) **NOTICES** – Any notice sent pursuant to this Agreement shall be sent by certified mail to the parties at their respective addresses.
- f) **STATE LAW** – This Agreement shall be governed by and construed in accordance with the laws of California.
- g) **SURVIVAL OF NON-DISCLOSURE OBLIGATION** - The obligation of non-disclosure and confidentiality recited in this Agreement shall survive the termination of this Agreement and shall be in full force and effect notwithstanding such expiration or termination.
- h) **ANTI-FRAUD AND ABUSE** – Notwithstanding anything to the contrary herein this Agreement shall be subject to all applicable federal, state and local laws, regulations and directives concerning the Medicare/Medicaid and other medical reimbursement fraud and abuse limitations. To the extent anything contained herein purportedly herein or actually violates or is challenged as violating any of the above laws, statutes, regulations or interpretations, then the provision in question or this entire Agreement, if necessary, shall be automatically void and of no effect whatsoever.
- i) **DESCRIPTIVE HEADINGS** - The descriptive headings in the Agreement are for convenience and reference only and in no way affect or alter the intent or effect of this Agreement.

9. EQUAL EMPLOYMENT OPPORTUNITY

It is and has been the policy of **SJCOE** to provide equal employment and individual opportunity to all job applicants and employees without regard to race, color, religion, sex, age, national origin, veteran or disability status. It is **SJCOE's** policy not to violate Title VII of the Civil



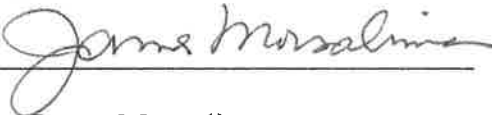
San Joaquin County Office of Education
James A. Mousalimas, County Superintendent of Schools

Rights Act of 1964, as amended, the Age Discrimination in Employment Act, the Americans with Disabilities Act, or any other local, state or federal law, regulation or ordinance prohibiting discrimination in employment.

SJCOE MAKES NO REPRESENTATION OR WARRANTIES EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARISING BY OPERATION OF LAW OR OTHERWISE, EXCEPT AS EXPRESSLY STATED HEREIN.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year below written.

San Joaquin County Office of Education

BY: 

NAME: James Mousalimas

TITLE: County Superintendent of Schools

DATE: 5/23/16

Santee School District

BY: _____

NAME: Cathy Pierce, Ed.D.

TITLE: Superintendent

DATE: _____



San Joaquin County Office of Education
James A. Mousalimas, County Superintendent of Schools

SAN JOAQUIN COUNTY OFFICE OF EDUCATION
LEA MEDI-CAL BILLING SERVICES
HIPAA BUSINESS ASSOCIATE ADDENDUM

This HIPAA Business Associate Addendum is made effective on July 1, 2016 and supplements and is made a part of the Services Agreement dated July 1, 2016, by and between **San Joaquin County Office of Education** (“SJCOE” or “Business Associate”) and **Santee School District** (“Provider”), LEA Medi-Cal Billing Agent (“Agreement”).

1. Definitions.

The following terms used in this HIPAA Business Associate Addendum shall be defined as follows:

- a. **Individual.** “Individual” shall have the same meaning as the term “individual” in 45 CFR 164.501 and shall include a person who qualifies as a personal representative in accordance with 45 CFR 164.502(g).
- b. **Privacy Rule.** “Privacy Rule” shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR part 160 and part 164, subparts A and E.
- c. **Protected Health Information.** “Protected Health Information” shall have the same meaning as the term “protected health information” in 45 CFR 164.501, limited to the information created or received by SJCOE from or on behalf of Provider.
- d. **Required by Law.** “Required by Law” shall have the same meaning as the term “required by law” in 45 CFR 164.501.
- e. **Secretary.** “Secretary” shall mean the Secretary of the Department of Health and Human Services or his designee.
- f. **Agreement.** “Agreement” shall mean the Services Agreement, as amended.
- g. **Addendum.** “Addendum” shall mean this HIPAA Business Associate Addendum, as amended.
- h. **Designated Record Set.** “Designated Record Set” shall mean records maintained by SJCOE for Provider’s use.



San Joaquin County Office of Education

James A. Mousalimas, County Superintendent of Schools

2. Obligations and Activities of SJCOE

- a. SJCOE agrees to not use or disclose Protected Health Information other than as permitted or required by this Addendum or as Required by Law.
- b. SJCOE agrees to use appropriate safeguards to prevent use or disclosure of the Protected Health Information other than as provided for by this Addendum.
- c. SJCOE agrees to mitigate, to the extent practicable, any harmful effect that is known to SJCOE of a use or disclosure of Protected Health Information by SJCOE in violation of the requirements of this Addendum,
- d. SJCOE agrees to report to Provider any use or disclosure of the Protected Health Information not provided for by this Addendum of which it becomes aware.
- e. SJCOE agrees to ensure that any agent, including a subcontractor, to whom it provides Protected Health Information received from, or created or received by SJCOE on behalf of Provider agrees to the same restrictions and conditions that apply through this Addendum to SJCOE with respect to such Information.
- f. SJCOE agrees to provide access within fourteen (14) days of receipt of a written request from Provider to Protected Health Information in a Designated Record Set, to Provider or, as directed by Provider, to an Individual in order to meet the requirements under 45 CFR 164.524.
- g. SJCOE agrees to make any amendment(s) to Protected Health Information in a Designated Record Set that Provider directs or agrees to pursuant to 45 CFR 164.526 at the request of Provider or an Individual within fourteen (14) days of receipt of a written request from Provider.
- h. SJCOE agrees to make internal practices, books, and records, including policies and procedures and Protected Health Information relating to the use and disclosure of Protected Health Information received from, or created or received by SJCOE on behalf of, Provider available to Secretary within fourteen (14) days of receipt of a written request from Provider, for purposes of the Secretary determining Provider's compliance with the Privacy Rule.
- i. SCJOE agrees to document such disclosures of Protected Health Information and information related to such disclosures as would be required for Provider to respond



San Joaquin County Office of Education

James A. Mousalimas, County Superintendent of Schools

to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 CFR 164.528.

- j. SJCOE agrees to provide to Provider or an Individual, within fourteen (14) days of receipt of a written request from Provider, information collected in accordance with Section i of this Addendum, to permit Provider to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 CFR 164.528.
- k. SJCOE agrees to hold harmless, indemnify and defend Provider and any of its officers, directors, or employees, from all claims, costs (including costs of settlement and attorneys' fees) demands, losses, damages, or liability, including civil and criminal penalties, arising out of or in connection with the breach by SJCOE or any of its officers, directors, agents, subcontractors or employees, of SJCOE's obligations under the Agreement or Addendum solely with respect to PHI. This provision shall survive the termination of the Addendum or Agreement.
- l. SJCOE shall obtain and maintain all necessary and proper insurance applicable to protecting the PHI pursuant this Agreement, including general liability insurance and errors and omissions insurance. Such insurance shall be in the minimum amounts of \$1,000,000 per occurrence/\$3,000,000 aggregate, either self-insured or from an insurance company acceptable to Provider. Is such insurance is on a "claims made" basis, and such coverage is later terminated, or converted to an "occurrence" coverage, or vice versa, SJCOE shall also acquire "prior acts" or "tail" coverage (as applicable), in the above amounts, covering all periods that this Addendum is or has been in force. SJCOE shall procure an endorsement whereby its insurer shall immediately notify Provider in the event of any changes or termination of coverage that affects coverage during the term of this Addendum.
- m. Notwithstanding any other rights or remedies provided in this Addendum, Provider retains all rights to seek injunctive relief to prevent or stop the director, agent, subcontractor, or employee of SJCOE that maintains PHI for Provider. This provision shall survive termination of the Addendum.
- n. In the event that SJCOE is served with legal process (e.g. a subpoena) or request from a government agency (e.g. the Secretary) that potentially could require the disclosure of PHI, SJCOE shall provide prompt (i.e. within twenty-four (24) hours) written notice of such legal process (including a copy of the legal process served) to Provider.



San Joaquin County Office of Education

James A. Mousalimas, County Superintendent of Schools

In addition, SJCOE shall not disclose the PHI without the consent of Provider unless pursuant to a valid and specific court order or to comply with a requirement for review of documents by a governmental regulatory agency under its statutory or regulatory authority to regulate the activities of either party.

3. Permitted Uses and Disclosures by SJCOE

a. General Use and Disclosure Provisions.

Except as otherwise limited in this Addendum, SJCOE may use or disclose Protected Health Information on behalf of, or to perform functions, activities, or services for, Provider as specified in this Addendum or incidental to the Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by Provider or the minimum necessary policies and procedures of the Covered Entity.

b. Specific Use and Disclosure Provisions.

- i. Except as otherwise limited in this Addendum, SJCOE may use Protected Health Information for the proper management and administration of SJCOE as it pertains to SCJOE's obligations pursuant to the Agreement or to carry out the legal responsibilities of SJCOE.
- ii. Except as otherwise limited in this Addendum, SCJOE may disclose Protected Health Information for the proper management and administration of SJCOE, provided that disclosures are Required By Law, or SJCOE obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required By Law or for the purpose for which it was disclosed to the person, and the person notifies SJCOE of any instances of which it is aware in which the confidentiality of the information has been breached.
- iii. Except as otherwise limited in this Addendum, SJCOE may use Protected Health Information to provide Data Aggregation services to Provider as permitted by 42 CFR 164, 504(e)(2)(i)(B).
- iv. SJCOE may use Protected Health Information to report violations of law to appropriate Federal and State authorities, consistent with 45 CFR 164,502(j)(1).



San Joaquin County Office of Education

James A. Mousalimas, County Superintendent of Schools

4. Obligations of Provider.

- a. Provider shall notify SJCOE of any limitation(s) in its notice of privacy practices in accordance with 45 CFR 164.520, to the extent that such limitation may affect SJCOE's use or disclosure of Protected Health Information.
- b. Provider shall notify SJCOE of any changes in, or revocation of, permission by Individual to use or disclose Protected Health Information, to the extent that such changes affect SJCOE's use or disclosure of Protected Health Information.
- c. Provider shall notify SJCOE of any restriction to the use or disclosure of Protected Health Information that Provider has agreed to in accordance with 45 CFR 164.522, to the extent that such information may affect Provider's use or disclosure of Protected Health Information.

5. Permissible Requests by Provider

Provider shall not request SJCOE to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done by Provider.

6. Term and Termination

- a. Term. The term of this Addendum shall be effective as of the effective date set forth above, and shall terminate when all of the Protected Health Information provided by Provider to SJCOE, or created or received by SJCOE on behalf of Provider, is destroyed or returned to Provider, or, if it is not feasible to return or destroy Protected Health Information, protections are extended to such information, in accordance with the termination provisions in this Section.
- b. Termination for Cause. Upon Provider's knowledge of a material breach by SJCOE, Provider shall either:
 - i. Provide an opportunity for SJCOE to cure the breach or end the violation and terminate this Addendum and the Agreement to which this Addendum attaches, if SJCOE does not cure the breach or end the violation within thirty (30) days of receipt of written notice from Provider.
 - ii. Immediately terminate this Addendum and the Agreement if SJCOE has breached a material term of this Addendum and cure is not possible; and the



San Joaquin County Office of Education
James A. Mousalimas, County Superintendent of Schools

Agreement to which this Addendum attaches.

- iii. If neither termination nor cure is feasible, Provider shall report the violation to the Secretary.
 - iv. Require SJCOE to take such other action as Provider may request, at SJCOE's expense.
 - v. Provider's remedies under this provision shall be cumulative , and the exercise of any remedy shall not preclude the exercise of any other. If Provider elects to terminate the Addendum/Agreement, Provider shall be relieved of any further obligations under the Addendum/Agreement and shall be immediately entitled to a refund of any amounts prepaid from the date of termination through the end of payment period, on a pro rata basis.
- c. Effect of Termination.
- i. Except as provided in subparagraph (2) of this section, upon termination of this Addendum, for any reason, SJCOE shall return or destroy all Protected Health Information received from Provider, or created or received by SJCOE on behalf of Provider. This provision shall apply to Protected Health Information that is in the possession of subcontractors or agents of SJCOE. SJCOE shall retain no copies of the Protected Health Information.
 - ii. In the event that SJCOE determines that returning or destroying the Protected Health Information is not feasible, SJCOE shall provide to Provider notification of the conditions that make return or destruction not feasible. Upon mutual agreement of the Parties that return or destruction of Protected Health Information is not feasible, SJCOE shall extend the protections of this Addendum to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction not feasible, for so long as SCJOE maintains such Protected Health Information.



San Joaquin County Office of Education
James A. Mousalimas, County Superintendent of Schools

7. **Miscellaneous**

- a. A reference in this Addendum to a section in the Privacy Rule means the section as in effect or as amended.
- b. SJCOE and Provider agree to take such action as is necessary to amend this Addendum from time to time as is necessary for Provider to comply with the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act, Public Law 104-191.
- c. The respective rights and obligations of SJCOE under Section 5.c, Effect of Termination, shall survive the termination of this Addendum.
- d. Any ambiguity in this Addendum shall be resolved to permit Provider to comply with the Privacy Rule.

San Joaquin County Office of Education

By: James Mousalimas Dated: 5/23/16

Name: James Mousalimas
Title: County Superintendent of Schools

Santee School District

By: _____ Dated: _____

Name: Cathy Pierce, Ed.D.
Title: Superintendent

Consent Item E.4.4.

Approval of Agreement for Mandated Student Health Screenings (Vision, Hearing, and Scoliosis) with Rady Children’s Hospital, San Diego

Prepared by Tim Larson
June 7, 2016

BACKGROUND:

State law requires that school districts conduct both near and far vision, colorblindness, hearing, and scoliosis screenings of all students at specified grade levels. In past years, the District has contracted Rady Children’s Hospital, San Diego to perform this screening service. The current agreement with the Hospital ends on June 30, 2016. The District receives excellent service from the Hospital.

Current District nursing staff would be unable to conduct the volume of mandated student health screenings required in addition to their current District duties.

It has previously been determined that Rady Children’s Hospital is the only organization interested and capable of providing this service.

RECOMMENDATION:

It is recommended that the Board of Education approve the Agreement with Rady Children’s Hospital for conducting mandated, student health screenings for the 2016-17 school year.

FISCAL IMPACT:

Cost per student per screening, as indicated in attached agreement, is charged to the General Fund. The maximum annual cost will depend on the actual number of students screened. In 2015-2016, the service cost was \$31,445.92. It is anticipated that the cost for 2016-2017 will be \$33,500.00.

STUDENT ACHIEVEMENT IMPACT:

Students must be healthy to learn optimally. This program helps assure that student health problems are identified early and appropriate referrals are communicated to parents and medical professionals.

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.4.



May 26, 2016

Santee School District
Tim Larson, Asst. Superintendent, Pupil Services
9625 Cuyamaca Street
Santee, CA 92071

Dear Tim,

Another school year has ended and I would like to thank you for contracting with Rady Children's Hospital - San Diego to provide the mandated screenings for your district. Your support of the Screening Program is greatly appreciated.

The attached rate sheet provides the 2016-2017 rates, including the per-screening cost and the hourly rate.

If you have questions or would like to meet with me to discuss these changes or any other screening issues, please call me. I can be reached at 858-966-7542. My email address is dchase@rchsd.org.

If the rates and terms are acceptable to you, please sign and return this letter to me. Confirmation of our engagement is appreciated so I may plan for staffing.

Again thank you for allowing Rady Children's Hospital - San Diego to assist your district in providing mandated screening services.

Sincerely,

Diana Chase, FNP
Supervisor, Government Affairs and School Health

Agreed and Accepted:

By: _____ Date: _____

Title: _____

Santee School District
2016-2017 School Screening Services Rates

School Screening Services	Rate*
Initial screening of threshold of hearing:	\$2.95
Initial screening of far vision:	\$2.95
Initial screening of near vision:	\$2.95
Initial screening of color perception:	\$2.95
Initial screening of difficult to test students/per screening:	\$6.40
Rescreens of hearing, vision, and color/Hourly rate-per screener:	\$69.50
Scoliosis initial and rescreens/Hourly rate-per screener:	\$69.50
Initial screening or retest of hearing or vision for Special Education students/Hourly rate-per screener:	\$69.50
School Nurse Hourly Rate (special education, IEP's, etc.):	\$69.50

**All rates are per screening unless otherwise indicated.*

Rady Children's Hospital – San Diego (“Children's”) will provide:

- Assurance that all personnel who provide the screening services have the necessary licensure and credentials, annual TB screening, and clearance of a criminal background check
- Equipment necessary for testing, including disposable eye covers for vision screening.
- Documentation of results on A – Z class lists and a complete tally for each screening date in a format that can be translated for state reports.
- Staff to provide rescreens for students that fail initial screening.
- Monthly invoicing that includes itemization of screenings provided. Payment is due within thirty (30) days of receipt of the invoice.

Santee School District (“District”) will provide:

- The start time for each school in the district.
- The number of students enrolled in each grade to be screened at each school.
- The schedule for the students for each day of screening.
- **A – Z class lists** for **each** screener on the day of screening.
- **Adequate and appropriate space** for the screenings.
- Tables, chairs, and easy access to electrical outlets.
- **Appropriate individuals** to assist with the supervision of students being brought to the screening, during the screening, and return to class.

Compliance with Laws Governing Confidentiality and Privacy. DISTRICT acknowledges that CHILDREN'S is a Covered Entity as defined by the Health Insurance Portability and Accountability Act of 1996 (42 U.S.C. 1320d-1329d-8; 42 U.S.C. 1320d-2) ("HIPAA") and regulations promulgated thereunder ("HIPAA Regulations"). CHILDREN'S and DISTRICT shall use reasonable efforts to preserve the confidentiality of Protected Health Information, as that term is defined by HIPAA Regulations. DISTRICT acknowledges and agrees that CHILDREN'S is permitted to use and disclose such information to the extent that such use and disclosure is required or permitted by HIPAA, HIPAA Regulations and applicable state laws. DISTRICT and CHILDREN'S shall amend this Agreement as necessary to comply with any amendments to such laws or regulations and to comply with any regulations promulgated pursuant to such laws.

Liability. The parties shall indemnify, defend, and hold each other harmless against any loss, cost, damage, liability, action, claims, cause of action, allegation, order, judgment, settlement, obligation or expense (including court costs, attorney's and consultant's fees) incurred by a party because of the negligent and/or unintentional acts or omissions of the other party, its employees, agents, and/or representatives.

Consent Item E.4.5. California Healthy Kids Survey Evaluation for Department of
Defense Educational Activities Grant at Chet F. Harritt and
Prepared by Tim Larson PRIDE Academy
June 7, 2016

BACKGROUND:

Santee School District Department of Defense Education Activity (DODEA) Military Connected Local Educational Agencies for Family and Community Engagement. The project is known as the Santee Empowerment Project (SEP) and is working to increase students' connection to school. This grant is at Chet F. Harritt and PRIDE Academy.

To measure school connection at grant sites, Santee students in 7th-8th grade need to complete the Core Module and Military Module of the California Healthy Kids Survey (CHKS). This will take approximately 30 minutes and has been done yearly in these grades since 2013. Parents will be informed and have an opportunity to remove their student from participating in the survey.

The following are key elements of the implementation plan for survey administration:

1. The CHKS will be administered during June 2016.
2. Parents and students will be informed that student participation is voluntary and that questions used by CHKS may be viewed in the school office and on the District website.
3. All 7th grade students at Chet F. Harritt and PRIDE Academy will have active parent participation in order to participate. 8th grade students will also complete the Military Module at those sites.
4. Individual student responses recorded on the answer sheet are anonymous; no student names are recorded on survey documents and no student names are submitted to the scoring service.
5. Core, school climate and DFC modules will be administered to 7th graders. These sections survey students about resiliency; alcohol, tobacco, other drugs; violence and school safety; suicide; and physical wellness.

RECOMMENDATION:

It is recommended that the Board of Education allow a modified core module survey and military module from the California Healthy Kids Survey to be completed by 7th-8th grade students at Chet F. Harritt and PRIDE Academy.

FISCAL IMPACT:

This grant provides funding to cover the cost of all evaluation materials.

STUDENT ACHIEVEMENT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item E.4.5.

MEMORANDUM OF UNDERSTANDING · 2015–2016 SCHOOL YEAR

DISTRICT NAME: _____

This agreement outlines conditions to be met by the above named district (the “District”) and WestEd as they relate to the administration of the CHKS. *The answer sheets will not be sent until a signed copy (sent via email, fax, or hard copy) of this Memorandum of Understanding (MOU) is received.*

DISTRICT AGREES TO THE FOLLOWING CONDITIONS:

SURVEY ADMINISTRATION (CHKS)

- **Grades and Schools.** Plan to survey grades 5 through 12 as appropriate within the district. Provide current student enrollment figures (or target sample if you are sampling) for all schools by grade level, and provide accurate staff counts by school.
- **Parent Consent.** Follow the active parental consent process with grades below seven, and either active or passive parental consent with grade seven and above (model consent forms will be provided).
- Follow written school board policy for active and/or passive consent, and provide notification to parents of the approximate date(s) of survey administration and the availability of survey instruments for review at school and/or district offices. This is required regardless of consent type.
- **Privacy of Students.** Regardless of what survey administration method is selected, the conditions under which the survey is administered must preserve respondent privacy and the confidentiality of the responses. If administered to multiple people in large rooms, ensure that the set up prevents anyone from observing how the respondent is answering the question. This is particularly a concern for use of large-screen monitors in conducting the survey online.
- **Coordination.** Provide one, district–level contact person for each participating district.
- **Surveys.** Administer the Elementary survey to elementary students, and the Core Module A to secondary students.
- Use only the most recent, current version of the survey and the answer sheet provided by Cal-SCHLS.
- **Expectations to deliver reports within eight to twelve weeks are contingent on use of correct versions of the survey instrument and answer sheets. Cal-SCHLS is not responsible for transferring data from incorrect to correct answer sheets.**
- **Read the Guidebook.** Pay special attention to the section on active and passive consent procedures. In BOTH cases, specific tasks MUST be completed to insure that the rights of parents and pupils are protected.
- **Current enrollment.** Provide student enrollment figures (or target sample if you are sampling) for all schools by grade level, and provide accurate staff counts by school.
- **Produce questionnaires.** Produce from the master copy the number of questionnaires needed.
- **Proctors.** Provide survey proctors (teachers or assigned proctors) for each classroom.

- ▶ **Assurance of Confidentiality Agreement.** Have all surveyors (teachers or proctors) sign the Assurance of Confidentiality Agreement and read the Introductory Script to students. These are available in the Guidebook and on our website.
- ▶ **Deadline.** Answer sheets not received after June 15 will result in a longer processing and reporting time than the usual eight to 10 weeks.

DATA SUBMISSION AND REPORT PREPARATION

- ▶ Provide complete information on the transmittal envelopes or online survey participation forms.
- ▶ Complete and return the order form via email or hard copy.
- ▶ Submit completed answer sheets and materials to your Regional Center.

RESPONSE RATES

In order for the CHKS data to be representative of the students in your district, minimally meet standards A through C and either standard D or E as listed below.

- A. 100% of all district schools participated, or 100% of all selected schools participated in an approved sampling plan.
- B. An appropriate class subject or class period was identified and used.
- C. 100% of selected classrooms participated.
- D. The number of completed, usable answer forms or online submissions obtained per grade was 60% or more of the selected sample, or
- E. If active parental consent is used, 70% or more parents within each grade's selected sample returned signed permission forms, either consenting or not consenting to their child's participation.

If active consent is used and less than 60 percent of parents have not consented to their child's participation two days before the scheduled administration date, the survey should be postponed until either condition D or E can be met. *Note: If less than 25 students take the survey in a specific grade, the district may not be eligible for a report in that grade.*

SCHOOL CLIMATE SURVEY FOR STAFF (CSCS)

- ▶ Conduct the online California School Climate Survey for staff (CSCS) at each school and each grade participating in the district's CHKS. To facilitate planning and administration, this should be done around the same time the students are taking the CHKS.
- ▶ The survey is anonymous and steps should be taken at the district and schools to ensure anonymity.
- ▶ The survey should be offered to all teachers, administrators, and other certificated staff, including paraprofessionals and aides, and to all personnel working in the areas of counseling, health, prevention, and safety;
- ▶ Other school staff at the district's discretion may also complete it.
- ▶ Staff participation is voluntary. Staff who do not wish to participate shall not be required to do so.
- ▶ There are no additional fees for the basic administration of the CSCS if administered with the CHKS. Additional fees will be charged for custom work. Please see the current fee schedule on our website.

SCHOOL PARENT SURVEY (CSPS)

- Optionally, conduct the California School Parent Survey (CSPS) at each school and each grade that is participating in the district's CHKS.
- To facilitate planning and administration, this should be done around the same time the students are taking the CHKS.
- The survey may be offered both on paper and online, but survey materials and set up must be coordinated with Cal-SCHLS staff in the Regional Center.
- There are additional fees for the basic administration of the CSPS. Please see the current fee schedule on our website.
- The CSPS is generally offered to all parents, guardians, or other caregivers of students in all grades and schools in the district.
- Only one survey should be completed for each child in a school. It can be filled out by parents together or just by one of them.
- If a parent has more than one child at a school site, the parent is instructed to complete one survey per child.

PAYMENT

- See the attached fee schedule for surveying and reporting costs.
- Postage and handling will be added to the total amount charged.
- **Additional fees apply for custom administrations and modules, answer sheet rush orders, school reports, etc. The district is always responsible for these additional fees. Contact your Regional Center for these fees.**
- If invoiced, the district must provide a purchase order or check prior to receipt of report.

WESTED AGREES TO THE FOLLOWING CONDITIONS:

- Ongoing technical assistance including phone consultation on module selection, sampling, and parent consent strategies.
- Surveys:
 - For the student survey: master copies of CHKS elementary, middle and high school surveys (all modules) obtained from the website,
 - For the staff survey: access to the CSCS online system, and
 - For the Parent survey: Printed CSPS survey booklets as well as login and passwords for the online option.
- For online administrations one login/password per school for the CHKS as well as school-specific CSCS logins and passwords, and where applicable logins and passwords for the CSPS.
- *Cal-SCHLS Guidebook* is available on the website.
- Access to the Cal-SCHLS website — chks.wested.org and Listserv.
- For paper administrations answer sheets, transmittal envelopes, and where applicable paper copies of the CSPS.
- Scanning and online services.
- District-level reports.

PUBLIC ACCESS

Under the Public Records Act, any outside agency (for example, the media) can request already-produced district or school reports from CDE. Raw data will be provided to public and research agencies by request for analyses only under conditions of strict confidentiality in compliance with state and federal regulations. Cal-SCHLS Regional Center staff post Cal-SCHLS reports (CHKS and CSCS) to the Cal-SCHLS website the November of the year following survey administration.

CONFIDENTIALITY AGREEMENT

Districts agreeing to administer any of the Cal-SCHLS surveys (CHKS, CSCS, and CSPS), understand that data will be subject to the conditions stated above. Already-produced district level reports will be available to outside agencies via the website or upon request, and raw data may be provided to public and research agencies for analysis under strict conditions of confidentiality.

FOR REFERENCE ONLY
DO NOT COPY

Cal-SCHLS District Survey Administration Fees 2015-2016

All Fees Based on CDE Subsidized Rate

Questions? Call our toll free Cal-SCHLS Helpline at 888.841.7536

CHKS	
Survey fee	\$0.30 per student enrolled (Minimum \$180)
Supplementary modules	Series 1, no additional cost; Series 2, \$100 each
Custom Module	One time development fee of \$200 for every three questions or fraction thereof. Subsequent use of same module (with no changes) is \$100 each.
School reports	\$50 each
Ethnicity report	\$200 for district middle, \$200 for district high
School ethnicity report	\$100 each
District climate report card	\$250, free if all eligible schools ordered
School climate report card	\$100 each, comprehensive middle/high schools only
Raw data (LEAs)	\$50 for elementary, \$50 for secondary
Raw data (non-LEAs)	\$125
Other custom work	\$100/hour
CSCS	
Survey fee	No cost when done with CHKS \$180 as stand-alone survey
District report	No additional cost
School reports	\$50 each
Raw data (LEAs)	\$50
Raw data (non-LEAs)	\$125
Custom questions	One time development fee of \$200 for every three questions or fraction thereof. Subsequent use of same module (with no changes) is \$100 each.
Other custom work	\$100/hour
CSPS	
Survey fee (Includes online English/Spanish surveys)	\$100, district enrollment 600 or less \$300, district enrollment over 600
Printing fee	\$0.15 per paper copy ordered
Paper processing fee	\$.30 per paper copy returned for processing
District report	No additional cost
School reports	\$50
Raw Data (LEAs)	\$50
Raw Data (non-LEAs)	\$125
Custom questions	One time development fee of \$200 for every three questions or fraction thereof. Subsequent use of same module (with no changes) is \$100 each.
Other custom work	\$100/hour

By signing this document the named District and WestEd signify that each party understands and will comply with the conditions stated above.

District Representative:

WestEd Staff:

FOR REFERENCE ONLY
DO NOT COPY

Item F. DISCUSSION AND/OR ACTION ITEMS

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

Agenda Item F.

Discussion and/or Action Item F.1.1.
Prepared by Karl Christensen
June 7, 2016

Discussion of Potential Bond Reauthorization
and Next Steps

BACKGROUND:

At the May 3, 2016 Board of Education meeting, Dale Scott, the District’s financial advisor for long term debt, provided an update on the plan to restructure long-term debt and also discussed the possibility of pursuing a Bond Reauthorization ballot measure on the November 2016 election. The Board asked that more information be brought back.

Tonight, Administration and Dale Scott will provide the Board with additional information regarding a possible bond reauthorization measure including a discussion of remaining Capital Improvement Program projects and a pre-election voter survey.

RECOMMENDATION:

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

This recommendation supports the following District goal:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

There is \$15 million of remaining but unissued 2006 General Obligation Bond authority.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.1.

BACKGROUND:

In order to move forward with potentially putting a measure on the November 2016 ballot to reauthorize the remaining but unissued bond authority from the November 2006 election, it is necessary to procure the advisory services.

The Agreement with DS&C includes Bond Pre-Election Services and Pre-Election Survey Research. The Board will review the Pre-Election Survey results at the July 5, 2016 Board meeting and make a determination about whether or not to move forward with the General Obligation Bond Reauthorization Bond Measure.

DS&C will not receive compensation for Bond Pre-Election Services or Pre-Election Survey Research unless the Board decides to move forward with the General Obligation Bond Measure and it is approved by voters in the November election.

RECOMMENDATION:

It is recommended that the Board of Education approve the agreement with DS&C for Advisory Services related to the General Obligation Bond Reauthorization.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

- \$25,000 for Bond Pre-Election Advisory Services contingent upon successful passage of the reauthorization measure
- \$15,000 per survey plus out of pocket expenses up to \$5,000 for Pre-Election Survey Research contingent upon successful passage of the reauthorization measure
- \$75,000 per bond issue plus 105% for out of pocket expenses for post-election bond sales

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.2.



June 1, 2016

Board of Trustees
c/o Cathy Pierce, Superintendent
Santee School District
9625 Cuyamaca Street
Santee, CA 92071

Re: Agreement for Survey Research Services

Ladies and Gentlemen:

It is our understanding that the Santee School District the "District") wishes to survey its voters regarding the potential reauthorization of its previously authorized but unissued general obligation bonds. In connection with this District goal, Dale Scott & Company, Inc. ("DS&C") proposes to advise and assist the District as set forth below (the "Agreement").

- I. **Advisory Services Provided.** DS&C shall perform all the duties and services it deems necessary or advisable, or are reasonable and necessary, to accomplish the intent of this Agreement in a manner consistent with the standards and practices of professional financial advisors including:
 - a. **Pre-election Survey Research Services.** At the request of the District, design and draft a random survey of registered voters of the District, incorporating comments from the District, coordinating the gathering of data, and analyzing and presenting the results to the District. Specific information will include:
 - Overall performance of district
 - Quality of education
 - Quality of district facilities
 - Perceived need for a bond issue
 - Need for the funding of specific projects
 - Willingness to raise taxes for bond
- II. **Compensation.** For its services as set forth in this Agreement, the District shall pay DS&C a fee of \$15,000 per survey. In addition, the District agrees to reimburse DS&C for approved out of pocket expenses related to the collection of survey research data in an amount not to exceed \$5,000. This fee and all expenses shall be contingent upon the successful passage of the bond measure and payable from any source of legally available funds.
- III. **Effective Date, Terms, and Conditions.** This Agreement shall be effective on the date signed by an authorized representative of the District and shall remain in effect for one year at which time it may be renewed by mutual consent.
- IV. **Additional Matters.**
 - a. **Jurisdiction.** It is expressly understood and agreed that this Agreement and all questions arising there under shall be construed according to the laws of the State of California.
 - b. **Discrimination Prohibited.** DS&C agrees not to discriminate in its employment practices against any employee or applicant for employment because of the employee's or applicant's race, religion, national origin, ancestry, sex, age or physical handicap. Any subcontract entered into by DS&C pursuant to this Agreement shall contain this provision.



- c. **Assignment of Agreement.** DS&C shall not assign or hypothecate this Agreement without first obtaining the written approval of the District.
- d. **Independent Contractor.** DS&C are independent contractors and not agents or employees of the District and shall have no authority to act as an agent of the District, nor to enter into any agreement for or on behalf of the District except as provided herein.
- e. **Property of District.** All work performed by DS&C pursuant to this Agreement shall become the property of the District, is for the sole use of the District, and shall not be released to any third party without prior written consent of the District.
- i. **Notices.** In all cases where written notice is to be given under this Agreement, service shall be deemed sufficient if said notice is deposited in the United States mail, postage paid. When so given, such notice shall be effective from the date of mailing of the same. For the purpose hereof, unless otherwise provided by notice in writing from the respective parties notice to the District shall be addressed to the Superintendent of the District. Notice to DS&C shall be addressed to: Dale Scott & Company Inc., 650 California Street, 8th Floor, San Francisco, California, 94108.
- j. **Section Headings.** The article and section headings appearing herein shall not be deemed to govern, limit, modify or in any manner affect the scope, meaning or intent of the provisions of this Agreement.
- k. **Entire Agreement.** This Agreement contains the entire understanding of the parties with respect to the subject matter herein. There are no representations, covenants or understandings other than those expressed or referred to herein. Each party to this Agreement acknowledges that no other party or agent of any other party has made any promise, representation or warranty, expressed or implied, not contained or referred to herein concerning the subject matter of this agreement, to induce that party to execute this agreement. Each party acknowledges that it has not executed this Agreement in reliance upon any promise, representation or warranty not specifically contained or referred to herein.
- l. **Amendments to Agreement.** No amendment or addition to this agreement shall be valid unless such amendment or addition is in writing and signed by all parties hereto.
- m. **Indemnification.** DS&C agrees to defend, indemnify and hold harmless District from and against all demands, claims, actions, liabilities, losses, damages, and costs, including reasonable attorneys' fees, arising out of or resulting from the performance of this Agreement, caused in whole or in part by the negligent or intentional acts or omissions of DS&C's officers, directors, agents, employees or subcontractors.
- n. **Political Contributions.** DS&C may choose of its own free will to contribute time, money, or resources to political campaigns associated with the passage of a bond measure. Prior to signing this agreement, DS&C has not made, considered, or discussed a contribution to any campaign connected with the referenced refunding of general obligation bonds. This agreement does not obligate DS&C to contribute to any particular campaign or election. DS&C has in no way committed to or indicated a willingness to contribute time, money, or resources to any campaign, or to make any other contribution.



Dale Scott & Company

A handwritten signature in blue ink, appearing to be 'DS' with a long horizontal stroke extending to the right.

President

Santee School District

Accepted:

Title:

Date:

Discussion and/or Action Item F.1.3. Approval of Monthly Financial Report
Prepared by Karl Christensen
June 7, 2016

BACKGROUND:

Administration has prepared the accompanying Monthly Financial Report covering the period April 1, 2016 through April 30, 2016 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 \$10,992,940; cash receipts of \$6,606,714; and disbursements of \$5,272,140, are reflected for the period of April 1, through April 30, 2016 resulting in an ending cash balance of \$12,327,515 as of April 30, 2016.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.3.

Monthly Financial Report - April

1

CASH REPORT FOR APRIL

		Actual	Projected*
Beginning Cash Balance as of April 1, 2016		\$10,992,940	\$11,983,026
INCOME			
<hr/>			
A. Local Control Funding Formula			
State Aid	\$ 2,582,152		
Property Taxes	2,833,066		
		5,415,218	
B. Federal Income			
Federal Funding	54,907		
		54,907	
C. State Income			
Categorical Funding			
Unrestricted State Funding	367,560		
Lottery	279,037		
		646,597	
D. Local Income			
Other Local Income	49,643		
Spec Ed	367,532		
Interest	16,179		
		433,354	
E. Due to/Due from other funds		56,638	
F. Debt Proceeds		-	
TOTAL INCOME		\$6,606,714	\$5,643,856
Beginning Balance Plus Income		\$17,599,654	\$17,626,882
DISBURSEMENTS			
<hr/>			
G. Commercial Warrants	\$ 425,558		
H. Salary and Benefits	4,799,298		
I. Other Outgo	47,284		
J. Interfund Borrowing Out	-		
K. Budget Adjustments	-		
TOTAL DISBURSEMENTS		\$5,272,140	\$6,564,818
Ending Cash Balance as of April 30, 2016		\$12,327,515	\$11,062,065

* Based on Cash Flow Projection updated for 2nd Interim FY 2015-16

Budget Revisions
Through April 30, 2016
2015-16 Revised Budget

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Beginning Fund Balance	9,375,822	684,398	10,060,220
Estimated Income	39,764,947	21,452,179	61,217,126
Estimated Expenditures	39,391,563	21,031,156	60,422,719
Change in Fund Balance	373,384	421,023	794,407
Projected Ending Fund Balance	9,749,206	1,105,421	10,854,627
Less: Restricted Program Carryovers	-	1,105,421	1,105,421
Less: Non-Spendable			
Prepaid Expenses	375,869	-	375,869
Revolving Cash Fund	15,000	-	15,000
Stores Inventory	46,850	-	46,850
Less: Assigned Vacation Carryover	249,083	-	249,083
Assigned Site Carryover Balances	-	-	-
Less: Economic Uncertainty Reserve	1,812,682	-	1,812,682
Less: Reserve for State Budget Uncertainty	-	-	-
Uncommitted/Unassigned/Unappropriated Fund Balance	7,249,721	-	7,249,721
Fund 17 Projected End of Year Balance	<u>2,895,789</u>	<u>-</u>	<u>2,895,789</u>
Projected Reserves	<u>11,958,192</u>	<u>-</u>	<u>11,958,192</u>
	<u>April</u>	<u>March</u>	
Projected Reserve % 2015-16¹	19.79%	19.80%	
Projected Reserve % 2016-17²	17.32%	17.32%	
Projected Reserve % 2017-18²	15.56%	15.56%	

As a % of the Estimated Expense Total¹

Based on Multi-Year Projection at 2015-16 2nd Interim- January 2016²

Discussion and/or Action Item F.1.4. Bus Replacement Plan
 Prepared by Karl Christensen
 June 7, 2016

BACKGROUND:

The District currently has a fleet of 24 busses; 12 of which are gasoline powered and 12 of which are diesel powered. Environmental Protection Agency (EPA) regulations required the installation of particulate matter filters on certain diesel models by 2014 and now require newer engines by specified dates, thereby necessitating replacement of older diesel busses.

At the September 29, 2015 Board Budget Workshop, the Board authorized annual deposits of \$175,000 to a Capital Outlay Fund for bus replacement. Administration has been working on a plan to replace both diesel powered busses and gas powered busses with high mileage.

Below is a summary of the proposed bus replacement plan and use of leases to allow sufficient funds to be available in the Bus Replacement Account when needed:

Bus #	Fuel Type	Passenger Type	Year Made	Term	Purchase Year	Pmt Final Year	Replcmnt Cost	Annual Lease Payment	Total Pmts
118	Diesel	Gen Ed	1988	7	2017-18	2023-24	131,814	20,363	142,540
119	Diesel	Gen Ed	1988		Surplus				
120	Diesel	Gen Ed	1999	7	2017-18	2023-24	131,814	20,363	142,540
121	Diesel	Gen Ed	1999	7	2017-18	2023-24	131,814	20,363	142,540
122	Diesel	Gen Ed	1999	7	2018-19	2024-25	131,814	20,363	142,540
123	Diesel	Gen Ed	1999	7	2018-19	2024-25	131,814	20,363	142,540
124	Diesel	Gen Ed	1999	7	2018-19	2024-25	131,814	20,363	142,540
134	Gas	Sp Ed	1990		Surplus				
135	Gas	Sp Ed	1990		Surplus				
136	Gas	Sp Ed	1990		Surplus				
137	Gas	Sp Ed	1992	5	2021-22	2025-26	71,481	14,934	74,670
138	Gas	Sp Ed	1992	5	2021-22	2025-26	71,481	14,934	74,670
139	Gas	Sp Ed	1992	5	2022-23	2026-27	71,481	14,934	74,670
140	Gas	Sp Ed	1993		Spare				
141	Gas	Sp Ed	1994	5	2022-23	2026-27	71,481	14,934	74,670
142	Gas	Sp Ed	1995	5	2021-22	2025-26	71,481	14,934	74,670
143	Diesel	Sp Ed	2009	5	2023-24	2027-28	71,481	14,934	74,670
190	Gas	SpEd WC	1993	5	2022-23	2026-27	133,577	27,907	139,533
191	Diesel	SpEd WC	1999	5	2016-17	2020-21	133,577	27,907	139,533
192	Diesel	SpEd WC	1999	5	2016-17	2020-21	133,577	27,907	139,533
193	Diesel	SpEd WC	1999	5	2016-17	2020-21	133,577	27,907	139,533
194	Diesel	SpEd WC	2015		New				
197	Gas	SpEd WC	1988		Surplus				
199	Gas	SpEd WC	1992	7	2023-24	2029-30	133,577	12,381	86,668
Total:							1,887,653		1,948,059

Below is a summary of the impact on the Bus Replacement Account with full implementation of the above plan. Replacement costs and annual lease payments are based on current pricing and may vary in the future. It is also important to note that this plan does not incorporate any additional busses for enrollment growth:

Year	Replcmnt Count	Deposits	Use	Balance
2015-16	0	175,000	50,755	124,245
2016-17	3	175,000	83,720	215,525
2017-18	3	175,000	144,808	245,717
2018-19	3	175,000	205,897	214,820
2019-20	0	175,000	205,897	183,923
2020-21	0	175,000	205,897	153,027
2021-22	3	175,000	166,979	161,048
2022-23	3	175,000	224,753	111,294
2023-24	2	175,000	252,069	34,226
2024-25	0	175,000	190,980	18,245
2025-26	0	175,000	129,892	63,354
2026-27	0	73,814	85,090	52,078
2027-28	0	0	27,315	24,762
2028-29	0	0	12,381	12,381
2029-30	0	0	12,381	0
Total	17	1,998,814	1,998,814	

NOTE: The use of \$50,755 in 2015-16 is for the purchase of 2 vans for student transportation.

RECOMMENDATION:

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

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

Impact estimated at \$1,998,814 over the course of 15 fiscal years. Variance in future bus pricing and lease terms may change the total impact.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.4.

Discussion and/or Action Item F.1.5.
Prepared by Karl Christensen
June 7, 2016

Adoption of Resolution No. 1516-35 to
Authorize Piggyback on South County Support
Services Agency Bid #14005 School Bus for
Purchase of Three Special Education
Wheelchair Capable Buses Under a 5-Year
Lease Term

BACKGROUND:

Public Contract Code Section 20118 allows the use of piggybacking on other public agency contracts as long as piggybacking is included as a provision in the original bid. South County Support Services Agency has procured a school bus bid that has a piggyback procurement provision which was extended through May 6, 2017 to purchase school buses at reduced costs.

Administration recommends purchasing three Special Education wheelchair capable buses from Creative Bus Sales to replace existing diesel buses will eventually not comply with new EPA regulations, in accordance with the attached quote.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 1516-35 to Authorize Piggyback on South County Support Services Agency Bid #14005 School Bus for Purchase of Three Special Education Wheelchair Capable Buses.

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 \$400,731 in equipment cost with annual lease payments of \$83,721 for 5 years, for total payments of \$418,605.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.5.



Buyer's Order Contract

Date:	May 5, 2016	Unit #(s):	Stock
Customer Name:	Santee Unified School District		
Contact:	Charles Myers	Phone:	619.258.2336
Address:	9880 Riverwalk Drive	Fax:	-
City, State, Zip:	Santee, CA 92071	E-Mail:	charles.myers@santeesd.net
Fleet ID #:		Salesperson:	Mauro Bologna
Sys 2K Entity #:			
Finance Source:		Contact:	
Address:		Phone:	
City, State, Zip:		Fax:	
Description of Vehicle:	2015 22-pass IC Bus model CE1911		
Engine Type:	MaxxForce DT		
VIN #:	TBD	FOB Terms:	Santee, CA
Number of Passengers:	Up to 22	Wheelchair Positions:	Up to two
Estimated Delivery Date:	60 days ARO	Payment Terms:	Net 30 days
		Unit Price	\$124,618.00
		Options	\$0.00
Possession State:	CA	Delivery	\$0.00
		Incentives	\$0.00
		Sub-Total	\$124,618.00
		ADA Amount (Non Taxable)	(\$13,840.00)
		Rebates (Taxable)	\$0.00
		Trade-In (Credit)	\$0.00
		Doc Prep Fee	\$80.00
		Total Taxable Amount	\$110,858.00
8.000%		Sales Tax Total	\$8,868.64
Notes:	Sales tax is calculated based on the state in which customer takes possession of vehicle. Sales tax will be charged to customers taking possession in AZ, CA, FL, IN, NM, NV, OK & TX.		
	California State Tire Fee of \$1.75 per tire applies to all new vehicle purchase or leases.		
		DMV Estimated Fees	\$0.00
		DMV Electronic Filing Fee	\$0.00
		Tire Fee	\$10.50
		Total Amount Per Unit	\$133,577.14
		Quantity	3
		Contract Total	\$400,731.42
		Customer Trade-In	\$0.00
		Customer Deposit	\$0.00
		Balance Due	\$400,731.42

Terms: The deposit if indicated above is due with this signed contract. The balance due indicated above is due before vehicle(s) will be released to the Customer. If the vehicle(s) is not accepted by the Customer, the vehicle will be available for sale to other customers. The vehicle(s) will not be titled to the Customer until the contract total indicated above plus any interest charges indicated herein are paid in full. There is no "cooling off" or other cancellation period for vehicle sales. Therefore, you cannot later cancel this contract without the agreement of the Dealership, or for legal cause. The tax and fees reflected on this agreement are based on the regulations applicable at the time of drafting this contract. The actual amounts due will be based on the regulations applicable at the time title for each vehicle transfer.

Buyer's Signature: _____

Creative Bus Sales: _____ **5/5/2016**

Accepted By: _____

Creative Bus Sales
13501 Benson Avenue
Chino, CA 91710

Phone: 909.465.5528
Fax: 909.465.5529
www.creativebussales.com



Creative Fleet Leasing
14740 Ramona Avenue
Chino, CA 91710
Phone: 888-590-8665
Fax: 909-465-5529

June 1st, 2016

Municipal Lease Proposal

Charles Myers
Santee Unified School District
9880 Riverwalk Drive
Santee, CA 92071

Creative Fleet Leasing is pleased to submit the following lease proposal for your consideration.

Lessee: Santee Unified School District
Equipment: (3) 2015 IC CE1911 School Buses
Total Equipment Cost: \$400,731.42

Scenario 1:

Lease Term: 3 Years
Interest Rate: 2.05%
Lease Residual: \$1.00
Payment Amount: \$136,297.00
Payment Frequency: Annually in advance

Scenario 2:

Lease Term: 5 Years
Interest Rate: 2.23%
Lease Residual: \$1.00
Payment Amount: \$83,720.00
Payment Frequency: Annually in advance

Scenario 3:

Lease Term: 7 Years
Interest Rate: 2.69%
Lease Residual: \$1.00
Payment Amount: \$61,906.00
Payment Frequency: Annually in advance

Location/Delivery: It is anticipated that this equipment will be located in Santee, CA.

Mileage: No mileage cap will be imposed on the units.

Additional Provisions: Lessee must be Bank Qualified for approval as a Lessee under this Municipal Lease.

Costs and Expenses: Lessee will be responsible for all costs and expenses incurred by Creative Fleet Leasing in connection with documentation and filing fees necessary to close this transaction.

Depreciation: Depreciation is available for the account of the Lessee.

Interim Rent: Interim Rent will be payable for the period between the Equipment acceptance date and the rent commencement date at a daily rate equal to Prime plus 1%.

Net Lease: This is a net lease whereby insurance, maintenance and taxes are the Lessee's responsibility. Manufacturer's guarantees and warranty will be passed on to the Lessee.

Proposal Only: This proposal is based on cost of funds indexed to five year swaps currently yielding 1.34% at the time of proposal. In the event this rate changes prior to funding, the payment will be adjusted accordingly to reflect this change.

Insurance: Insurance will be required in accordance with the final drafted lease documents. \$5,000,000.00 liability insurance will be required.

Invoicing: A single invoice will be furnished on an annual basis.

Required Credit Information: Completed Creative Fleet Leasing credit application along with financial statements for the last three fiscal year ends and current year budget.

Documentation: Upon receipt of Lessee's request to lease, and upon its acceptance of same, Lessor will prepare all necessary documentation. A \$750 documentation fee will be collected at each closing.

This is a proposal only and is not a commitment for Creative Fleet Leasing to provide funds under the terms of this proposal. Any commitment to lease will be subject to Creative Fleet Leasing's credit review and approval.

Creative Fleet Leasing would like to thank you for your consideration and allowing us to make this proposal. If you have any questions or would like to discuss other financing options, please feel free to contact us at **888-590-8665**. If you would like to proceed with the credit review process, please indicate by signing below and returning the completed document along with any additional credit information requested to Creative Fleet Leasing.

Sincerely,

Mike Stoller
Finance Manager
Creative Fleet Leasing
Creative Bus Sales, Inc.

Please proceed with obtaining credit approval in accordance with the terms listed above.

Santee Unified School District

By: _____

Its: _____

Date: _____

BACKGROUND:

Board Policy (BP) and Administrative Regulation (AR) 3270 govern the sale or disposal of surplus books, equipment, and supplies in accordance with applicable Education Code provisions. AR 3270 provides the following options for sale or disposal of surplus items:

Category	Value/Condition	Option	Requirements
Obsolete Instructional Materials	<ul style="list-style-type: none"> Usable for educational purposes Any value 	<ul style="list-style-type: none"> Donate to any governing board, county free library or other state institution; any United States public agency or institution; any nonprofit charitable organization; or children or adults in California or foreign countries for the purpose of increasing literacy Sell to any organization that agrees to use the materials for educational purposes 	<ul style="list-style-type: none"> Receiving entity shall certify to the Board that it agrees to use the materials for educational purposes and make no charge to any persons to whom the materials are given or lent Notify public of intent at least 60 days prior to disposition
	<ul style="list-style-type: none"> Unusable for educational purposes or cannot be disposed of as above Any value 	<ul style="list-style-type: none"> Mutilate so as not to be salable and sold for scrap Destroy beyond any economical means 	<ul style="list-style-type: none"> For destruction, provide at least 30 day prior notice to those requesting notice
School Buses	<ul style="list-style-type: none"> Any value 	<ul style="list-style-type: none"> Sell to another California public school district 	<ul style="list-style-type: none"> The other district is replacing a bus that is in service and has not been designated a temporary school bus pursuant to Education Code 42291.5 The bus being replaced by the other district is older than the bus that is being sold by this district

			<ul style="list-style-type: none"> • The bus being replaced by the other district is not sold to a third school district • The other district, by Board resolution, holds the state and this district harmless for any liability that may result from the bus that this district is selling • The proceeds from the sale of the bus shall be used by this district for home-to-school transportation purposes • Before the sale is finalized, the bus being sold is in compliance with all relevant provisions of the Vehicle Code and 13 CCR
All Other Personal Property	<ul style="list-style-type: none"> • Value insufficient to defray costs of arranging a sale 	<ul style="list-style-type: none"> • Donate to charitable organization deemed appropriate by the Board 	<ul style="list-style-type: none"> • Requires unanimous vote by Board
	<ul style="list-style-type: none"> • \$2,500 or less 	<ul style="list-style-type: none"> • Sell without advertising 	<ul style="list-style-type: none"> • Requires unanimous vote by Board
	<ul style="list-style-type: none"> • More than \$2,500 	<ul style="list-style-type: none"> • Advertise for Bids or Conduct Public Auction 	<ul style="list-style-type: none"> • Post notices in 3 public places and advertise once a week for 2 weeks in general circulation newspaper • Accept highest bid or reject all bids • If no qualified bid received, may be sold to any individual or entity
		<ul style="list-style-type: none"> • Without advertising for bids, sell to agencies of federal, state or local government, to any other school 	<ul style="list-style-type: none"> • Sale price shall equal cost of property plus estimated cost of purchasing, storing, and handling

		district, or to any agency eligible under the federal surplus property law	
		<ul style="list-style-type: none"> Without advertising for bids, sell or lease the property to agencies of federal, state or local government or to any other school district 	<ul style="list-style-type: none"> Price and terms of sale or lease fixed by the Board and approved by County Superintendent of Schools

The items to declare surplus are described below:

<u>Quantity</u>	<u>Description</u>	<u>Location</u>	<u>Condition</u>	<u>Estimated Value</u>
1	1988 large diesel General Ed bus #119	Transportation	Poor to Fair	Less than \$1500
3	1990 small gas powered Special Ed bus #134, #135, and #136	Transportation	Poor to Fair	Less than \$1000
1	1988 small gas powered Special Ed wheelchair capable bus #197	Transportation	Poor to Fair	Less than \$1000
33	Obsolete bus radios from previous Regional Communication System	Transportation	Poor to Fair	Scrap/ewaste
8	Obsolete hand-held radios from previous Regional Communication System	Transportation	Poor to Fair	Scrap/ewaste

RECOMMENDATION:

It is recommended that the Board of Education declare the described items as surplus with a value of \$2,500 or less and authorize the sale or disposal of them in accordance with established procedures.

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 income estimated is \$4,500.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.6.

BACKGROUND:

Education Code 42338 authorizes an elementary school district to have a Revolving Cash Fund (RCF). The maximum amount of the fund was set at \$75,000 for the 1990-91 fiscal year and then this amount was to escalate each year by the amount of the Revenue Limit COLA through 2012-13 and then by the amount of LCFF increase per ADA in years thereafter. The maximum amount of the district's RCF is now calculated to be \$198,677 for the 2015-16 fiscal year.

School districts that have transitioned to the new Peoplesoft Human Capital Management (HCM) System have experienced an increase in the number and amount of payroll transactions that require adjustment after the Payroll runs. As staff becomes more familiar with the systems and queries needed to ensure an accurate payroll, these discrepancies are significantly reduced. Nonetheless, the need to ensure that employees are paid on time and accurately, even when the initial paycheck is incorrect, is paramount. This may require issuance of RCF checks.

In preparation for the district's transition of payroll to the new Peoplesoft HCM module July 1, 2016, Administration recommends increasing the RCF to its maximum amount for the short term. Administration will re-evaluate the necessary amount of the RCF in December 2016 after running several payrolls through Peoplesoft and plans to reduce the amount of the RCF, if warranted.

As always, RCF transactions will continue to be presented to the Board for approval/ratification at each meeting.

RECOMMENDATION:

It is recommended that the Board of Education adopt Resolution No. 1516-36 to Increase the District's Revolving Cash Fund to its maximum allowable amount.

This recommendation supports the following District goals:

Learning Environment

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

Fiscal Accountability

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

FISCAL IMPACT:

The fiscal impact is an additional \$173,677 transferred from County Treasury cash to Cash in Bank which is carried as an Unspendable portion of the General Fund Balance. This will drop the estimated Reserve Percentage by approximately 0.28% for the short term.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.1.7.

SANTEE SCHOOL DISTRICT
RESOLUTION No. 1516-36

RESOLUTION TO INCREASE REVOLVING CASH FUND

On motion of Member _____, Seconded by Member _____, the following resolution is adopted:

WHEREAS, pursuant to Education Code 42238 authorizes a school district to establish a Revolving Cash Fund of seventy-five thousand dollars (\$75,000) for any elementary school or high school district and one hundred fifty thousand dollars (\$150,000) for any unified school district for fiscal year 1990-91; and,

WHEREAS, the dollar amount limit for each school district shall, through the 2012-13 fiscal year, be increased annually by the percentage increase in the district's revenue limit established by Section 42238, as that section read on January 1, 2013.

WHEREAS, the present Revolving Cash Fund of Fifteen Thousand Dollars (\$15,000) is insufficient at times to provide the necessary amount of cash required to meet District obligations;

THEREFORE, BE IT RESOLVED that the Governing Board hereby authorizes the Revolving Cash Fund to be increased to One Hundred Ninety Eight Thousand Six Hundred Seventy Seven Dollars (\$198,677), subject to the approval of the Superintendent of Schools, San Diego County; and, this dollar amount limit shall thereafter be increased annually by the percentage increase in the school district's local control funding formula allocation established pursuant to Section 42238.02, as implemented pursuant to Section 42238.03.

AND BE IT FURTHER RESOLVED that all other provisions of the resolution establishing the Revolving Cash Fund shall continue in effect.

PASSED AND ADOPTED by the Governing Board on March 1, 2016, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO)

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

Date

Signature of Clerk of the Governing Board

BACKGROUND:

The existing Santee School District website has been in place since 2007. Over the years, it has become dated and is not intuitive for today’s users. Management and updating of the website is also difficult for staff and other stakeholders.

After investigation, District staff members engaged in a review of SchoolWires templates in order to update the Santee School District website to a newer design that is more contemporary in look, with a more intuitive navigation, and is also scalable for viewing on mobile devices.

Staff selected the “Canopy” template as their top choice based on the following:

- Appearance
- Functionality
- Management

RECOMMENDATION:

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

This recommendation supports the following District goal:

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

FISCAL IMPACT:

The fiscal impact for the website template conversion and an online training session is \$5,400.

STUDENT ACHIEVEMENT IMPACT:

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

Motion: _____ Second: _____ Vote: _____

Agenda Item F.2.1.

Item G. BOARD POLICIES AND BYLAWS

Agenda Item G.

Board Policies and Bylaws Item G.1.1.

First Reading: Revised Board Policy and Administrative Regulations 6142.1, Sexual Health and HIV/AIDS Prevention Instruction

Prepared by Dr. Stephanie Pierce
June 7, 2016

BACKGROUND:

Attached is revised BP 6142.1 and AR 6142.1, Sexual Health and HIV/AIDS Prevention Instruction, based upon California School Board Association's (CSBA) sample Board Policies and Regulations.

New legislation enacted in January 2016, California Comprehensive Sexual Health & HIV/AIDS Prevention Act, requires school districts to provide HIV/AIDS prevention education once in middle school and once in high school. In Santee School District, HIV/AIDS prevention education will be taught in seventh or eighth grade.

RECOMMENDATIONS:

This evening administration is presenting revised Board Policy and Administrative Regulations 6142.1, Sexual Health and HIV/AIDS Instruction, for a first reading. No action is requested at this time.

FISCAL IMPACT:

There is no fiscal impact to the district by creating this policy.

STUDENT ACHIEVEMENT IMPACT:

Sexual health and HIV/AIDS prevention instruction encourages students to develop healthy attitudes concerning their physical and emotional growth and development.

Motion: _____ Second: _____ Vote: _____

Agenda Item G.1.1.

FAMILY LIFE SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION

The Governing Board recognizes that the purpose of the district's sexual health and HIV/AIDS prevention instruction is to provide students with the knowledge and skills necessary to protect them from unintended pregnancy and sexually transmitted diseases and to encourage students to develop healthy attitudes concerning adolescent growth and development, body image, gender roles, sexual orientation, dating, marriage, and family. The Board therefore desires to provide a well-planned, integrated sequence of medically accurate and inclusive instruction on comprehensive sexual health and human immunodeficiency (HIV)/AIDS prevention. The district's educational program shall provide students with the knowledge and skills necessary to protect them from sexually transmitted infections and unintended pregnancy and to have healthy, positive, and safe relationships and behaviors. The district's educational program shall also promote understanding of sexuality as a normal part of human development and the development of healthy attitudes and behaviors concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family.

Comprehensive sexual health education and HIV prevention education shall be offered to all students in grades 7-8, including at least once in junior high or middle school, and at least once in high school.

The district's curriculum shall support the purposes of the California Healthy Youth Act as specified in Education Code 51930-51939, be unbiased and inclusive of all students in the classroom, and be aligned with the state's content standards, ~~based on medically accurate and factual information, and designed to teach students to make healthy choices and reduce high-risk behaviors.~~ The district's program shall comply with the requirements of law, Board policy, and administrative regulation and shall respect the rights of parents/guardians to supervise their children's education on these subjects and to impart values regarding human sexuality to their children.

The ~~Board~~ Superintendent or designee may appoint a coordinator and/or an advisory committee regarding the district's comprehensive sexual health and HIV prevention curriculum, program. ~~The advisory committee shall represent a divergence of viewpoints and may participate in planning, implementing, and evaluating the district's comprehensive sexual health education program. The Board shall consider the advisory committee's recommendations when approving the district's program.~~

Parent/Guardian Consent

Annually, A parents/guardians shall be notified, in the manner specified in the accompanying administrative regulation, that they may request in writing that his/her their child be excused from participating in comprehensive sexual health and HIV/AIDS prevention or sexual health education. Students so excused by their parents/guardians shall be given an alternative educational activity.

A student shall not be subject to disciplinary action, academic penalty, or other sanction if the student's parent/guardian declines to permit the student to receive the instruction.

FAMILY LIFE SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION
(continued)

Legal Reference:

EDUCATION CODE

220 Prohibition of discrimination

33544 Inclusion of sexual harassment and violence in health curriculum framework

48980 Notice at beginning of term

51202 Instruction in personal and public health and safety

51210.8 Health education curriculum

51225.35 Instruction in sexual harassment and violence; districts that require health education for graduation

51240 Excuse from instruction due to religious beliefs

51513 Materials containing questions about beliefs or practices

51930-51939 Comprehensive Sexual Health and HIV/AIDS Prevention Education California Healthy Youth Act

67386 Student safety; affirmative consent standard

HEALTH AND SAFETY CODE

1255.7 Parents surrendering physical custody of a baby

PENAL CODE

243.4 Sexual battery

261.5 Unlawful sexual intercourse

271.5 Parents voluntarily surrendering custody of a baby

UNITED STATES CODE, TITLE 20

1232h Protection of student rights

7906 Sex education

Management Resources:

CSBA PUBLICATIONS

Promoting Healthy Relationships for Adolescents: Board Policy Considerations, Governance Brief, August 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade 12, 2008

Health Framework for California Public Schools: Kindergarten through Grade 12, 2003

WEB SITES

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

American Academy of Pediatrics: <http://www.aap.org>

American College of Obstetricians and Gynecologists: <http://www.acog.org>

American Public Health Association: <http://www.apha.org>

California Department of Education, Sex Education and HIV/STD Instruction:
<http://www.cde.ca.gov/ls/he/se>

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

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Safe Schools Coalition: <http://www.casafeschools.org>

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

National Academy of Sciences: <http://www.nationalacademies.org>

U.S. Department of Health and Human Services, Office of the Surgeon General:
<http://www.surgeongeneral.gov>

U.S. Food and Drug Administration: <http://www.fda.gov>

FAMILY LIFE SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION

Definitions

Comprehensive sexual health education means education regarding human development and sexuality, including education on pregnancy, contraception, and sexually transmitted infections.

HIV prevention education means instruction on the nature of human immunodeficiency virus (HIV) and acquired immune deficiency syndrome (AIDS), methods of transmission, strategies to reduce the risk of HIV infection, and social and public health issues related to HIV and AIDS.

Age appropriate refers to topics, messages, and teaching methods suitable to particular ages or age groups of children and adolescents, based on developing cognitive, emotional, and behavioral capacity typical for the age or age group.

Medically accurate means verified or supported by research conducted in compliance with scientific methods and published in peer-reviewed journals, where appropriate, and recognized as accurate and objective by professional organizations and agencies with expertise in the relevant field, such as the federal Centers for Disease Control and Prevention, the American Public Health Association, the American Academy of Pediatrics, and the American College of Obstetricians and Gynecologists.

General Criteria for Instruction and Materials

The Superintendent or designee shall ensure that the district's ~~family life~~ sexual health and HIV/AIDS prevention instruction and materials ~~are~~:

1. ~~Are~~ Aage appropriate

~~*Age appropriate* refers to topics, messages, and teaching methods suitable to particular ages or age groups of children and adolescents, based on developing cognitive, emotional, and behavioral capacity typical for the age or age group.~~

2. ~~Are~~ Ffactually and medically accurate and objective

~~*Medically accurate* means verified or supported by research conducted in compliance with scientific methods and published in peer-reviewed journals, where appropriate, and recognized as accurate and objective by professional organizations and agencies with expertise in the relevant field, such as the federal Centers for Disease Control and Prevention, the American Public Health Association, the American Academy of Pediatrics, and the American College of Obstetricians and Gynecologists.~~

3. Align with and support the following purposes as specified in Education Code 51930:

FAMILY LIFE AND HIV/AIDS PREVENTION INSTRUCTION (continued)

- a. To provide students with the knowledge and skills necessary to protect their sexual and reproductive health from HIV and other sexually transmitted infections and from unintended pregnancy
 - b. To provide students with the knowledge and skills they need to develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family
 - c. To promote understanding of sexuality as a normal part of human development
 - d. To ensure students receive integrated, comprehensive, accurate, and unbiased sexual health and HIV prevention instruction and provide educators with clear tools and guidance to accomplish that end
 - e. To provide students with the knowledge and skills necessary to have healthy, positive, and safe relationships and behaviors
54. Are appropriate for use with students of all races, genders, sexual orientations, and ethnic and cultural backgrounds; students with disabilities; and English learners
35. Are Available on an equal basis to a student who is an English learner, consistent with the existing curriculum and alternative options for an English learner, as otherwise provided in the Education Code
4. ~~Board approved curriculum, instructional guidelines and materials~~
6. Are Accessible to students with disabilities, including, but not limited to, the provision of a modified curriculum, materials, and instruction in alternative formats and auxiliary aids
78. Do Not reflecting or promote bias or promoting prejudice against students any person in protected categories of discrimination pursuant to Education Code 220
8. Affirmatively recognize that people have different sexual orientations and, when discussing or providing examples of relationships and couples, shall be inclusive of same-sex relationships
9. Teach students about gender, gender expression, and gender identity, and explore the harm of negative gender stereotypes
10. Encourage students to communicate with their parents/guardians and other trusted adults about human sexuality and provide the knowledge and skills necessary to do so

FAMILY LIFE AND HIV/AIDS PREVENTION INSTRUCTION (continued)

11. Teach the value of and prepare students to have and maintain committed relationships such as marriage
12. Provide students with knowledge and skills they need to form healthy relationships that are based on mutual respect and affection and are free from violence, coercion, and intimidation
13. Provide students with knowledge and skills for making and implementing healthy decisions about sexuality, including negotiation and refusal skills to assist students in overcoming peer pressure and using effective decision-making skills to avoid high-risk activities
14. Do not teaching or promoting religious doctrine

Components of Sexual Health and HIV Prevention Education

The district's courses that may include subject matter related to that which is presented in either HIV/AIDS prevention or comprehensive sexual health instruction and HIV prevention for students in grades 7-12, in addition to complying with the criteria listed above in the section "General Criteria for Instruction and Materials," shall not be subject to the requirements of Education Code 51930-51939 pertaining to instructional content, teacher training, and parental notification and consent, if such courses contain include all of the following:

1. Solely a description or illustration of human reproductive organs that may appear in a textbook adopted pursuant to law on physiology, biology, zoology, general science, personal hygiene, or health
2. Instruction or materials that discuss gender, sexual orientation, or family life and do not discuss human reproductive organs and their function
 1. Information on the nature of HIV and other sexually transmitted infections and their effects on the human body
 2. Information on the manner in which HIV and other sexually transmitted infections are and are not transmitted, including information on the relative risk of infection according to specific behaviors, including sexual behaviors and injection drug use
 3. Information that abstinence from sexual activity and injection drug use is the only certain way to prevent HIV and other sexually transmitted infections, and that abstinence from sexual intercourse is the only certain way to prevent unintended pregnancy

FAMILY LIFE AND HIV/AIDS PREVENTION INSTRUCTION (continued)

The instruction shall provide information about the value of delaying sexual activity while also providing medically accurate information on other methods of preventing HIV and other sexually transmitted infections and pregnancy.

4. Information about the effectiveness and safety of all federal Food and Drug Administration (FDA) approved methods that prevent or reduce the risk of contracting HIV and other sexually transmitted infections, including use of antiretroviral medication, consistent with the Centers for Disease Control and Prevention
5. Information about the effectiveness and safety of reducing the risk of HIV transmission as a result of injection drug use by decreasing needle use and needle sharing
6. Information about the treatment of HIV and other sexually transmitted infections, including how antiretroviral therapy can dramatically prolong the lives of many people living with HIV and reduce the likelihood of transmitting HIV to others
7. Discussion about social views on HIV and AIDS, including addressing unfounded stereotypes and myths regarding HIV and AIDS and people living with HIV

This instruction shall emphasize that successfully treated HIV-positive individuals have a normal life expectancy, all people are at some risk of contracting HIV, and that testing is the only way to know if one is HIV-positive

8. Information about local resources, how to access local resources, and students' legal rights to access local resources for sexual and reproductive health care such as testing and medical care for HIV and other sexually transmitted infections and pregnancy prevention and care, as well as local resources for assistance with sexual assault and intimate partner violence
9. Information about the effectiveness and safety of FDA-approved contraceptive methods in preventing pregnancy, including, but not limited to, emergency contraception. Instruction on pregnancy shall include an objective discussion of all legally available pregnancy outcomes, including, but not limited to:
 - a. Parenting, adoption, and abortion
 - b. Information on the law on surrendering physical custody of a minor child 72 hours of age or younger, pursuant to Health and Safety Code 1255.7 and Penal Code 271.5
 - c. The importance of prenatal care

FAMILY LIFE AND HIV/AIDS PREVENTION INSTRUCTION (continued)

10. Information about sexual harassment, sexual assault, adolescent relationship abuse, intimate partner violence, and sex trafficking

Additional Requirements for HIV/AIDS Prevention Instruction

~~HIV/AIDS prevention instruction shall be offered at least once in junior high or middle school.~~

~~Instruction shall accurately reflect the latest information and recommendations from the United States Surgeon General, the federal Centers for Disease Control and Prevention, and the National Academy of Sciences. The district's curriculum shall satisfy the criteria listed in items #1-7 in the section entitled "Instruction and Materials" above and shall also include:~~

- ~~1. Information on the nature of HIV/AIDS and its effects on the human body~~
- ~~2. Information on the manner in which HIV is and is not transmitted, including information on activities that present the highest risk of HIV infection~~
- ~~3. Discussion of methods to reduce the risk of HIV infection, including:

 - ~~a. Emphasis that sexual abstinence, monogamy, the avoidance of multiple sexual partners, and abstinence from intravenous drug use are the most effective means for HIV/AIDS prevention~~
 - ~~b. Statistics based upon the latest medical information citing the failure and success rates of condoms and other contraceptives in preventing sexually transmitted HIV infection~~
 - ~~c. Information on other methods that may reduce the risk of HIV transmission from intravenous drug use~~~~
- ~~4. Discussion of the public health issues associated with HIV/AIDS~~
- ~~5. Information on local resources for HIV testing and medical care~~
- ~~6. Development of refusal skills to assist students in overcoming peer pressure and using effective decision-making skills to avoid high-risk activities~~
- ~~7. Discussion about societal views on HIV/AIDS, including stereotypes and myths regarding persons with HIV/AIDS and emphasizing compassion for persons living with HIV/AIDS~~

Additional Requirements for Sexual Health Instruction

FAMILY LIFE AND HIV/AIDS PREVENTION INSTRUCTION (continued)

The district's sexual health education curriculum shall satisfy the criteria listed in items #1-7 in the section entitled "Instruction and Materials" above as well as the following criteria:

1. ~~Instruction and materials shall encourage a student to communicate with his/her parents/guardians about human sexuality.~~
2. ~~Instruction and materials shall teach respect for marriage and committed relationships.~~
3. ~~Beginning in grade 7, instruction and materials shall teach that abstinence from sexual intercourse is the only certain way to prevent unintended pregnancy, teach that abstinence from sexual activity is the only certain way to prevent sexually transmitted diseases, and provide information about the value of abstinence while also providing medically accurate information on other methods of preventing pregnancy and sexually transmitted diseases.~~
4. ~~Beginning in grade 7, instruction and materials shall provide information about sexually transmitted diseases. This instruction shall include how sexually transmitted diseases are and are not transmitted, the effectiveness and safety of all federal Food and Drug Administration (FDA) approved methods of reducing the risk of contracting sexually transmitted diseases, and information on local resources for testing and medical care for sexually transmitted diseases.~~
5. ~~Beginning in grade 7, instruction and materials shall provide information about the effectiveness and safety of all FDA approved contraceptive methods in preventing pregnancy, including, but not limited to, emergency contraception.~~
6. ~~Beginning in grade 7, instruction and materials shall provide students with skills for making and implementing responsible decisions about sexual conduct.~~
7. ~~Beginning in grade 7, instruction and materials shall provide students with information on the law concerning surrendering physical custody of a minor child 72 hours or younger, pursuant to Health and Safety Code 1255.7 and Penal Code 271.5.~~

Professional Development

The district's comprehensive sexual health education and HIV prevention education instruction shall be provided by instructors trained in the appropriate courses who are knowledgeable of the most recent medically accurate research on human sexuality, healthy relationships, pregnancy, and HIV and other sexually transmitted diseases-infections.

The Superintendent or designee shall cooperatively plan and conduct in-service training for all district personnel who provide HIV/AIDS prevention education, through regional planning, joint powers agreements, or contract services.

FAMILY LIFE AND HIV/AIDS PREVENTION INSTRUCTION (continued)

In developing and providing in-service training, the Superintendent or designee shall cooperate and collaborate with the teachers who provide HIV/AIDS prevention education and with the California Department of Education (CDE).

The district shall periodically conduct in-service training to enable district personnel to learn new developments in the scientific understanding of HIV/AIDS. In-service training shall be voluntary for district personnel who have demonstrated expertise or received in-service training from the CDE or federal Centers for Disease Control and Prevention.

The Superintendent or designee may expand HIV/AIDS in-service training to cover the topic of comprehensive sexual health education for district personnel teaching comprehensive sexual health education to learn new developments in the scientific understanding of sexual health.

Use of Consultants or Guest Speakers

The Superintendent or designee may contract with outside consultants or guest speakers, with expertise in comprehensive sexual health or HIV/AIDS prevention education, including those who have developed multilingual curricula or curricula accessible to persons with disabilities, to deliver comprehensive sexual health education and HIV prevention education and knowledge of the most recent medically accurate research on the relevant topic(s) covered in the instruction. ~~or to provide training for district personnel.~~ The Superintendent or designee shall ensure that any instruction provided by an outside speaker or consultant complies with Board policy, administrative regulation, and Education Code 51930-51939.

Parent/Guardian Notification

At the beginning of each school year, or at the time of a student's enrollment, the Superintendent or designed shall notify parents/guardians ~~shall be notified~~ about instruction in comprehensive sexual health education and HIV/AIDS prevention education, as well as research on student health behaviors and risks, planned for the coming year. The notice shall advise parents/guardians:

1. That written and audiovisual educational materials to be used in comprehensive sexual health and HIV/AIDS prevention education are available for inspection
2. That parents/guardians have a right to excuse ~~may request in writing that~~ their child ~~not receive~~ from comprehensive sexual health or HIV/AIDS prevention education, or research on student health behaviors and risks, provided they submit their request in writing to the district
3. That parents/guardians have a right to request a copy of Education Code 51930-51939

FAMILY LIFE AND HIV/AIDS PREVENTION INSTRUCTION (continued)

4. Whether the comprehensive sexual health or HIV/AIDS prevention education will be taught by district personnel or outside consultants

If the district chooses to use outside consultants or to hold an assembly with guest speakers to teach the comprehensive sexual health or HIV/AIDS prevention education, the notification shall include:

- a. The date of the instruction
- b. The name of the organization or affiliation of each guest speaker
- c. Information stating the right of the parent/guardian to request a copy of Education Code 51933,-51934, and 51938.

If the arrangements for instruction by outside consultants or guest speakers are made after the beginning of the school year, the district shall notify parents/guardians by mail or another commonly used method of notification no fewer than 14 days before the instruction is given.

~~Parents/guardians shall be asked to sign and return to the school an acknowledgment that they have received the notification. If a parent/guardian wishes to excuse his/her child from instruction, he/she must provide a separate written request, as specified in Board policy.~~

Nonapplicability to Certain Instruction or Materials

The requirements of Education Code 51930-51939 pertaining to instructional content, teacher training, and parental notification and consent shall not apply to the following:

1. A description or illustration of human reproductive organs that may appear in a textbook, adopted pursuant to law, if the textbook does not include other elements of comprehensive sexual health education or HIV prevention education
2. Instruction or materials that discuss gender, gender identity, gender expression, sexual orientation, discrimination, harassment, bullying, intimidation, relationships, or family and do not discuss human reproductive organs and their functions

Item H. BOARD COMMUNICATION AND ORGANIZATIONAL BUSINESS

Item I. CLOSED SESSION

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

The Board will go into Closed Session to discuss:

1. **Public Employee Discipline/Dismissal/Release** (Gov. Code § 54957)
2. **Conference with Legal Counsel – Anticipated Litigation** (Gov't. Code § 54956.9)
 - One Case
3. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
 - Purpose:* Negotiations
 - Agency Negotiators:* Tim Larson, Assistant Superintendent
Karl Christensen, Assistant Superintendent
 - Employee Organization:* Santee Teachers Association (STA)
4. **Conference with Labor Negotiator** (Gov't. Code § 54957.6)
 - Purpose:* Negotiations
 - Agency Negotiators:* Tim Larson, Assistant Superintendent
Karl Christensen, Assistant Superintendent
 - Employee Organization:* Classified School Employees Association (CSEA)
5. **Conference with Real Property Negotiators** (Gov't. Code § 54956.8)
 - Elliot Site #2 (Parcel #: APN 366 050 16 – east of landfill; North of West Hills High School – area commonly known as Camp Elliott)
 - 10335 Mission Gorge Road, Santee 92071 (formerly known as Santee School Site)
 - Property adjacent to 9219 Fenway Road, Santee, CA 92071 located at 10201 Settle Road, Santee, CA 92071 (Sycamore Canyon School)*Agency Negotiator:* Karl Christensen, Assistant Superintendent
6. **Public Employee Performance Evaluation (Gov. Code § 54957)**
Superintendent

Item J. RECONVENE TO PUBLIC SESSION

Item K. ADJOURNMENT

Agenda Items H, I, J, and K.